

SELF STUDY REPORT (SSR)-2015

For

FIRST CYCLE ACCREDITATION

BIDHAN CHANDRA COLLEGE



ESTABLISHED: 1957

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DIST.- HOOGHLY, WEST-BENGAL
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(AFFILIATED TO UNIVERSITY OF CALCUTTA)

Submitted to :

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE**

PREFACE

Bidhan Chandra College, Rishra affiliated to the University of Calcutta, is situated in the heart of the industrial belt in Serampore Sub-division of Hooghly District in West Bengal. It was established in 1957 after the name of illustrious Dr. Bidhan Chandra Roy, the then Chief Minister and architect of modern West Bengal. The college owes its existence to the munificent charity of Birkmyre Education Trust as also to the well wishers of the college like Late Sribhusan Bose, Late Pannalal Mukherjee, Late Principal Kanailal Ganguly and others who made laudable efforts in its making.

The in-campus setting of the institution immediately nullifies the din and bustle of the busy G.T. Road and its surroundings. The moment one crosses the main entrance of the college, it becomes impossible for him or her to fight shy of the refreshing ambience – an ambience with a panoramic view of the holy Bhagirathi with a strand line stretching over around 100 meters covered with amazing lush foliage which virtually transforms the campus into an emerald idyllic aura.

The aim of the institution is to impart sound education by developing habits of piety, accountability, discipline and self reliance in the students during the years of their studies.

The objective of this institution is to hone the academic and extra-academic potentials of the students enabling them to cope with unforeseeable future of their lives.



Principal
Principal
Bidhan Chandra College
Rishra, Hooghly

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EXECUTIVE SUMMARY**CRITERION I: CURRICULAR ASPECTS**

In course of curriculum development, opportunities and programmes for higher education have been diversified to accommodate fourteen subjects in B.A., B.Sc. and B.Com. (Honours and General) programmes. Our U.G. courses follow the Annual system (Mid Term and Test Examination). The curricular options are further extended by opening a Distance Education Study Centre of the Rabindra Bharati University (RBU, DDE-39) providing M.A. courses in Bengali, English, History, Geography and Education. Though we do not have the autonomy in designing the curriculum but to follow the curriculum of the affiliating University of Calcutta, procedural and practical support are provided by the institution to the teachers for effective translation of the curriculum. Efforts are made to complement the curriculum of the affiliating University with some relevant supplementary programmes carried out by the institution. For example, during the previous Academic Session (i.e. 2014-15) we have provided some Add-on Programmes which were availed of by some students along with their usual course of studies.

CRITERION II: TEACHING-LEARNING AND EVALUATION

The College website and the Prospectus clearly state all procedures of admission, the rules and regulations to be abided by, programme options, schedule of examinations and the Academic calendar. There is almost 100% enrolment in most disciplines. The drop-out rate is rather relatively low in most of the disciplines. In each programme, the syllabus is unitized into modules to

be transacted with mid-term and test examinations during an academic session. Teaching assignments of individual teacher are distributed according to modules of syllabus and each department monitors the progress of said module plans accordingly. Qualified, competent and resourceful faculty members ascertain the progress of the advanced, the mediocre and the weak learners. Regarding improvisation in teaching method, faculty members enjoy considerable freedom and some departments have successfully introduced innovations in participatory learning. The faculty members participate in Refresher/Orientation and other career advancement programmes. Following the evaluation reforms, half-yearly and annual examinations are replaced by the Mid-Term and Selection Tests, and continuous assessment through class tests or surprise tests is practised to evaluate the learners. The over-all result of the College indicates a good pass percentage, considering the average and poor quality of the students. Student Feedback is practised by the college and the results have helped in ameliorating of the teaching- learning process. Almost all departments conduct 'Guardian Call'/Parent-Teacher meetings to apprise the guardians of the students regarding the attendance and performance of their wards, take note of the parent's observations and suggestions regarding their wards as well as the institutional facilities considering the Guardians as an important stakeholder. Efforts are made to identify advanced learners and slow learners. We conduct Remedial Coaching classes to help slow learners cope with the syllabi and Doubt Clearing Sessions are also arranged department wise through tutorial classes. Student's Concession, State/Central Govt. stipends, scholarships are disbursed to socially and economically backward students for the continuation of their studies. We have a well-stocked library with a good number of textbooks and reference books, reading-room and internet browsing facility. The IQAC and Academic sub-committee monitor the entire teaching learning programmes and evaluation-aspects of the institution. For enhancing

the stimulus of the students, the institution provides audio-visual items, guest faculties, arranges educational tours, seminars, lectures, workshops, wall magazines, annual magazines and faculty exchange programme.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

With a view to promoting research culture among faculty and students the Institution provides procedural support for independent research activities and is progressively augmenting its infrastructural resources for enhancement of research. The constraint of space and the burden of a heavy teaching load are major challenges faced by potential researchers and scholars in conducting research. Additional laboratories, advanced equipment, fast internet services, budget plan for research-orientated student projects are some of the institutional requirements for a research climate. However, within the parameters of their limited resource, the faculty members implement minor and major research projects, pursue PhD programmes and present papers for publications. The institution has planned for utilization of its UGC grants for the development of research initiatives.

Consultancy is shouldered chiefly by individual teachers in their own field of expertise. They have shared their knowledge with other departments, institutions and agencies – mostly without remuneration or on a token honorarium. The industry-institution interactions have not yet been established. The institution espouses the activities of NSS and NCC to establish its engagement with the community and fulfil its social responsibility. The NSS Units organize extension programmes like cleaning, plantation, awareness on sanitation, health and hygiene among the masses of the locality etc.

The multifarious extension activities involving the faculty, staff and students connect directly with local residents, old age home, missions and work

towards their upliftment. Programmes like eye check-up camps, blood donation camps etc. are also organized by the three NSS units, NCC unit, Extension Wing and Alumni of the college.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

The institutional building was constructed and developed in phases during the last 58 years of its existence to meet the demands of growth in the number of students, programme options, lab-based courses, faculty and staff. Keeping in mind the infrastructural constraints with special reference to the dearth of space, we have a perspective plan in accordance with the development plan of our college. During recent past, the institution has augmented the process of modernization through shifting of library to a new building with some additional facilities, construction of gymnasium, students' common room, students' canteen, cycle stand, smart room to support and innovate the teaching-learning process. Moreover, some other facilities are also provided especially to the women and differently-able students. The College has a central library with a Reading Room for free access to students, a Reading Room for the faculty, a collection of various texts, references, internet browsing and reprographic facilities. The smart room with advanced audio-visual and multimedia facilities doubles up as a conference room when such programmes are held. Funds have been allocated in the Annual budget for the maintenance and regular upkeep of infrastructure, computers and network facilities.

The college has students' feedback system through which performance of the teachers is appraised by the institution through direct opinion from the pass-out students in the form of filled-in Teaching Appraisal form (TAF). The efficiency of the non-teaching staff is evaluated through a careful scrutiny of the progress they make primarily on the basis of the verbal opinion of the Principal and the in-charges of the departments. Imparting training and motivation to the

non-teaching staff becomes a part and parcel of the institution's human resource development programmes. Chief sources of resource mobilization are block grants (U.G.C., M.P. LAD, State Govt. grant etc). Financial management of the college is subject to regular budgeting and auditing.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

The college has some informal information about the progression of its pass-out graduates. What we gather from interaction with the former students is that quite a few number of students from our college have progressed to higher studies, professional courses or have been gainfully employed in banking, railways, insurances, sales and media sectors. Students belonging to socio-economically backward classes (SC/ST/OBC/Minority) are given student's concession from the institution. Financial assistance from State/Central Governments is disbursed to the applicants according to the norms of the funding agencies. The Career Counselling Cell provides the students necessary exposure to meet the demands of the job market. Outdoor sporting activities are conducted in college ground and the college students under the leadership of faculty, staff and Students' Union of the college participate in different competitions conducted by the Sports Department of the affiliated University by sending organised cricket team, football team and swimmers from time to time and very often they come out with flying colours. The institution provides indoor game facilities in the Boys' Common Room and Girls' Common Room. The institution supports, encourages and sometimes trains the sportspersons who develop their skills through local clubs and sports associations. The institution holds annual sports participated by faculty, staff and students. Students are also provided certain health services every year by way of

organising some camps, viz. Eye Care Camp, Thalasemia Camp, Blood Group Testing Camp etc.

There have been hardly any instance of ragging or sexual harassment within the campus. However, we have a Sexual Harassment Redressal Cell. The institution has a zero tolerance policy towards indiscipline and discriminatory behaviour. Remedial Coaching is provided to the financially weaker as well as reserved-category of students to help them to cope with their studies. The development programme of the institution always has a learner-centric orientation in the internal support system and space has been allotted for the students' common rooms, canteen, NSS, NCC etc. to support their activities. Moreover, various social and cultural activities and programmes are conducted by the institute all over the year where students actively and enthusiastically participate with their various skills and competences.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

In order to achieve the vision of the institution, the authority undertakes various measures to coordinate the academic and administrative planning and its implementations. The vision, mission and goals of the institution are directed in tune with the objectives of higher education. The college is governed by decentralized and participatory form of management and conflicts are resolved through reconciliation and consensus. This system of governance reflects modern strategies of education-management and contains a built-in mechanism for grievance redress at every level of functioning of the institution. The Governing Body is the highest decision-making authority with the Principal as its Secretary. The Head of the Institution/Principal plays a leading role in the governance and management of the institution ensuring the growth and development in all sectors. The Principal is facilitated by an internal

management system comprising of sub-committees constituted by the Governing Body for designing and implementing its policies and resolutions. Faculty, staff members and students are represented in the sub-committees and thereby, they participate in the administrative processes bringing transparency in its functioning and maintaining best practices. This collective empowerment through participation and decentralization of the administrative system ensures autonomy for innovation and promotes teamwork. Institutional funds are allocated in the Annual Budget by the Finance Sub-Committee and judicious expenditure of funds is practised and supervised by the Bursar and Accountant. The annual audit indicates transparency in financial transactions. UGC proposal plans are made and utilization of grants is monitored by the UGC Planning Board and UGC sub-committee. Service Book, Provident Fund accounts and Leave accounts are properly maintained and updated. Salary to all faculty and staff are paid regularly. G.R.F. is handed over to the staff on the date of retirement and Group Insurance Scheme is in operation. The Co-operative Credit Society of the College provides short-term and mid-term loans to the members on priority basis. The Internal Quality Assurance Cell (IQAC) promotes quality initiatives in the design and implementation of the policies and plans executed by the sub-committees. The IQAC monitors Teaching Appraisal Form (TAF) submitted by the pass out students and this enables to have some sort of academic audit of the institution.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

The institution sincerely displays its sensitivity to the issues relating to environment – both social and natural and, therefore, adopts various programmes through its three NSS units to make the campus green and plastic free and make the people living closer to the campus, aware of the necessity of

health and hygiene, rain water harvesting etc. The commitments of the institution for a performance with quality management and sustained quality assurance have found expression in its short term and long term development plans. The institution is sensitive to social and cultural demands of the local community which has a lot of expectation from this centre of higher learning. As a secular institution, we promote secular values and value- education is integrated into the existing courses. A healthy on-campus experience, friendly teacher-student interface and an understanding between the teachers and the staff have created a feeling of togetherness, which has undoubtedly created a healthy academic ambience in our college. The best practices of the college are found through Participatory Learning; student-centred learning strategies involving experimental learning, on-site learning and field visits and by using of audiovisual apparatus, films, slide-shows on topics and texts of the syllabi. Institutional Social Responsibility is fulfilled through the espousal of the best practices in extension activities of the institution.

SWOC ANALYSIS**STRENGTHS:**

1. Sound relationship among students, teachers and non-teaching staff.
2. The management of our college is judicious and perceptive, ensuring solution of the problems with favourable resolutions.
3. Transparency is maintained in financial transactions.
4. Optimum utilisation of UGC Grants enhancing the modernisation and up gradation of infrastructure for learning facilities.
5. No malpractice in admission process.
6. Many of our ex-students have become Bank Managers, College-University teachers, school teachers, Police staff, CAs, Cost Accountants and other staff of public and private sectors.
7. Large number of books, reading room facility for students and faculties in the library.
8. Our faculty members are very sincere and careful to teach their students.
9. A few departments are well-equipped.
10. P.G. Courses (Distance Education) in Bengali, English, Education, History and Geography under Rabindra Bharati University (RBU, DDE-39) have been introduced.
11. Introduction of remedial coaching for the benefit of slow learners and learners belonging to Reserved Categories.
12. Spacious college campus with play ground and herbal garden.
13. Introduction of evening section for the students who take part-time jobs during day time.
14. Opening of NSS and NCC units and active participation of students and teachers in various social development activities.

WEAKNESSES:

1. Most of the students are first generation learners and economically backward.
2. Lack of proper communication skill of the students.
3. Insufficiency of permanent teaching and non-teaching staff.
4. College faces financial scarcity to pay salary to large number of casual staff and guest lecturers.
5. Irregular attendance of some of the students as they belong to the economically backward families.
6. Scarcity of space for classroom.
7. Lack of individual departmental room cum library.
8. Insufficient number of wash-rooms.
9. Lack of elevator for physically-challenged students or teachers.

OPPORTUNITIES

1. Optimum utilization of resources.
2. To encourage the students to undertake projects on emerging topic on different subjects.
3. Resolving doubt of the student through regular tutorial classes.
4. Career counselling programmes for students.
5. Stress management programme for the teaching and non teaching staff.
6. Attractive lush green natural ambience of the college refreshes and invigorates one and all.
7. Locational advantage of the institution as it can be communicated easily through river, road and railway transport.
8. Opportunity to participate in ‘Add-on Courses’ e.g. music, sewing, yoga etc.
9. Opportunity to utilize Gymnasium for developing sound health and mind.

CHALLENGES

1. Our challenge is to give a holistic education to our first generation learners and make them employable graduates.
2. To identify the weak areas of the college-management and to mitigate the various loop holes of the management by way of engaging the different sub-committees of the college.
3. Full utilization of UGC grants and other public funds.
4. To enhance the writing skill and innovative power of the students by way of publishing college magazine and wall magazines.
5. To complete the syllabus especially of part-III Hons. Course due to reduced session available after publication of results of part- II and commencement of part-III examination.
6. To transfer conventional /traditional mindset among staff, faculties and students towards quality enhancement and positive change.
7. To retain the quality of academic standard of the college, despite of the admission of students with poor calibre.

PROFILE OF THE COLLEGE

1. Profile of the Affiliated / Constituent College

✓ Name and Address of the College :

Name :	BIDHAN CHANDRA COLLEGE	
Address :	31, G.T. ROAD (EAST), RISHRA, HOOGHLY.	
City : RISHRA	Pin : 712248	State : WEST BENGAL
Website :	www.bccrishra.in	

2. For Communication :

Designation	Name	Telephone With STD code	Mobile	Fax	Email
Principal	Dr. Sulekha Bose	O: 033-2672-1812 R:	9436838120	033-2672-5571	prin_bccr@yahoo.co.in
Vice Principal					
Streering Committee Co-ordinator	Prof. Sadhunath Kundu	O: 033-2672-1812 R: 033-2672-6303	9432243339	NA	snkundu51@gmail.com

3. Status of the Institution:

Affiliated College

Constituent College

Any Other (specify)

√

4. Type of Institution :

a. By Gender

- i. For Men
- ii. For Women
- iii. Co-education

b. By Shift

- i. Regular
- ii. Day
- iii. Evening

5. It is a recognized minority institution?

Yes

No

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

6. Sources of funding :

Government

Grant-in-aid

Self –financing any other

7. a. Date of establishment of the college : 19/08/1957 (dd/mm/yyyy)

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

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (if any)
i. 2(f)	19-02-1964	
ii. 12(B)	Do	

(Enclose the certificate of recognition u/s 2(f) and 12(B) of the UGC Act)

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

Under section / clause	Recognition / approval details Institution / Department programme	Day, Month and year (dd/mm/yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the recognition / approval letter)

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

Yes ✓ No X

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

Yes X No ✓

9. Is the college recognized?

a. by UGC as a College with potential for excellence (CPE)?

Yes X No ✓

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

b. for its performance by any other governmental agency?

Yes X 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,	1.934 acres (7826.65 sq. mts.)
Built up area in sq. mts.	2558.17

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any other 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 arrangement with other agencies in using any of the listed facilities provide information on the facilities cover under the agreement.

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

- Hostel
 - Boys' hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)

- Girls' hostel
 - i. Number of hostels (one under construction)
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)

- Working women's hostel
 - i. Number of inmates
 - ii. Facilities (mention available facilities)
- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise)
- Cafeteria - ✓ (Canteen for students)
- Health centre –
 - First aid ✓
 - Inpatient, Outpatient, Emergency care facility,
 - Ambulance.....
 - Health centre staff –

Qualified Doctor	Full time	<input type="checkbox"/>	Part-time	<input type="checkbox"/>
Qualified Nurse	Full time	<input type="checkbox"/>	Part-time	<input type="checkbox"/>

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

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

Sl. No.	Programme Level	Name of the Programme/Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ approved Student strength	No. of Students admitted
	UG	B.A, B.Sc. & B.Com.	3 years	HS or equivalent	English & Bengali	1500	1463 (only 1 st year)
	PG						
	Integrated Programmes PG						
	Ph. D.						
	M.Phil.						
	Certificate Courses						
	UG Diploma						
	PG Diploma						
	Any Other (Specify and provide details)						

13. Does the college offer Self -Finance Programmes?

Yes No

If yes, how many?

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

Yes	15.	No	X	Number	01
-----	-----	----	---	--------	----

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

Faculty	Departments e.g. Physics, Botany, History etc.)	UG	PG	Research
Science	Economics, Mathematics, Physics, Computer Science, Electronics	05		
Arts	Bengali, English, Sanskrit, Political Science, History, Philosophy, Geography, Education	08		
Commerce	B.Com.	01		

16. Number of programmes offered under (Programme means a degree course like B.A, B.Sc, M.A, M.Com...)

- a. Annual system
- b. Semester system
- c. Trimester system

17. Number of Programmes with

- a. choice based credit system
- b. inter/multi disciplinary approach
- c. any other (specify and provide details)

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 institute opting for assessment and accreditation of Teacher Education Programme separately

Yes X No √

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

Yes X No √

If yes,

a. Year of introduction of the

programmes.....(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 institute opting for assessment and accreditation of Physical Education Programme separately?

Yes X No √

20. Number of teaching and Non-Teaching Position in the Institution

Positions	Teaching faculty						Non-teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned by the UGC/University/State Government <i>Recruited</i>	-	-	06	05	06	03	13	02	-	-
Yet to recruit	-		-		13		23		-	
Sanctioned by the Management / Society or other authorized bodies <i>Recruited</i>										
<i>Yet to Recruit</i>										

*M – Male *F - Female

21. Qualifications of the Teaching Staff: (as on 31.03.15):

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	

Permanent teachers							
D.Sc. / D. Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	02	01	03	01	07
M.Phil	-	-	02	02	-	-	04
PG	-	-	02	02	03	02	09
Temporary teachers (Yet to be approved by the Government)							
D.Sc. / D. Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	-	-	-
M.Phil	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-
Part-time teachers (Approved by the Government)							
D.Sc. / D. Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	-	-	-
M.Phil	-	-	-	-	00	02	02
PG	-	-	-	-	07	06	13

22. Number of visiting faculty / Guest faculty engaged with the College 20

Contractual Whole Time Teachers (CWTT) : 05

- Prof. Tanisha Mitra – Dept. of Geography.
- Prof. Masud Karim Sarkar – Dept. of Physics.
- Prof. Arpita Singha Roy – Dept. of Sanskrit.
- Prof. Poulomi Ghosh – Dept. of Computer Science.
- Prof. Sima Nandi – Dept. of Education.

23. Furnish the number of the Student admitted to the College during the Last four academic years.

Categories	Year 1 (11-12)		Year 2 (12-13)		Year 3 (13-14)		Year 4 (14-15)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	186	92	216	106	214	98	121	78
ST	11	07	14	11	10	06	08	05
OBC	42	24	60	29	57	26	44	25
General	2205	991	2286	1026	2169	992	1824	966
Other (MC)	*	*	*	*	*	*	13	00

* No such record is properly maintained.

24. Details of students enrolment 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	1463				
Students from other states of India					
NRI students					
Foreign students					
Total					

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

UG PG

*Data insufficient.

26. Unit Cost of Education

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

(a) Including the salary component

(b) Excluding the salary component

27. Does the College offer any programme(s) in distance Education Mode (DEP)?

Yes No

If yes,

a) Is it a registered centre for offering Distance Education Programmes of another University

Yes No

b) Name 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 Teachers Student ratio for each of the Programme / Course offered

Course	Students Teacher Ratio		
	1 st year	2 nd year	3 rd year
BNGA	16:1	13:1	14:1
BNGG	204:4	147:4	70:4
ENGA	79:4	27:4	11:4
ENGG	38:4	72:4	53:4
EDCA	11:1	06:1	6:1

EDCG	270: 4	410:4	200:4
GEOA	15:1	9:1	7:1
GEOG	41:3	67:3	39:3
HISA	45:5	74:5	14:5
HISG	428:5	424:5	160:5
PLSA	14:4	4:2	7:4
PLSG	267:3	250:3	210:2
PHIA	11:4	9:4	7:4
PHIG	98:4	94:4	30:4
SANA	7:3	16:3	22:3
SANG	198:3	205:3	204:3
EOCA	2:1	1:2	-
ECOG	175:3	90:3	60:2
MTMA	28:4	20:4	6:4
MTMG	29:4	18:4	9:4
CMSA	17:4	3:2	5:5
CMSG	38:3	11:3	8:3
ELTG	5:1	2:1	3:2
PHSG	46:1	09:1	06:1
B.Com (H & G) Day	84:1	46:1	30:1
B.Com (H & G) Evening	42:1	23:1	15:1

29. Is the college applying for

Accreditation Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re- Assessment :

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

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

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

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

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

*kindly enclose copy of accreditation certificate(s) and per team report(s) as on annexure.

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

237 days

32. Number of teaching days during the last academic year.

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

182 days (as per day dept.)

33. Date of Establishment of Internal Quality Assurance Cell (IQAC)

IQAC...24/03/2014.....(dd/mm/yyyy)

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

AQAR (i)(dd/mm/yyyy)

AQAR (ii)(dd/mm/yyyy)

AQAR (iii)(dd/mm/yyyy)

AQAR (iv)(dd/mm/yyyy)

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

**CRITERION
WISE
ANALYTICAL
REPORT**

CRITERION I: CURRICULAR ASPECTS**1.1 CURRICULAM 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 vision of the Institution is to impart sound education by developing in the students habits of piety, accountability, discipline and self-reliance during the years of their studies.

The mission of the Institution is to develop among the students, coming up from different caste, creed and culture, a harmonious and integrated personality and a sense of cosmopolitanism thereby reflecting a collective ethos of our nation. The emblem of the college has been sincerely selected to represent the motto of the college. The earthen flaming-torch on the dark backdrop symbolizes an endeavour to make a journey from the darkness of ignorance to the light of knowledge and wisdom. (Tomoso Ma Jyotirgamaya).

The objective is to hone the academic and extra-academic potential of the students enabling them to cope with unforeseeable future of their lives. The Primary objective of the college is to redefine the general education programme to meet the challenges of a competitive society, instil values and maximize the number of 'employability' among the students. These are communicated to the students during inaugural address of the Teacher-in-Charge/Principal at the Fresher's Welcome and through classroom lectures and extension activities. The same process has been applicable to stakeholders through the meetings with them.

In addition to the U.G. Course, the college runs a Distance Education Centre, viz. Rabindra Bharati University(DDE) Centre Code 39, Bidhan Chandra College Centre for P.G. Course in Bengali, Education, English, Geography and

History from the session 2012-2013. From the session 2015-2016, the Institution has applied for additional subjects, viz. Philosophy, Political Science and Sanskrit in P.G. Level.

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

The College has an Academic Sub-Committee, a Teachers' Council and IQAC Cell to look into the academic matters. The above mentioned sub-committees recommend each and every department to hold regular departmental meetings to diverse means for the effective implementation of the curriculum. The Routine Sub-Committee tries to maximize the number of classes for each Honours and General course within the constraint of the number of available class rooms including tutorial and library classes. Every department has been recommended to organize the syllabus into Modules (as per Calcutta University curriculum) with a time-frame for effective implementation. Mid-Term and Selection Tests are held as per 'Academic Calendar' supplied at the beginning of the session to evaluate students' performance. Moreover, evaluated answer scripts are shown to the students for their better performance.

The R.B.U. (DDE-39) course is guided by the Rabindra Bharati University Curriculum. Moreover, the said centre is guided by a committee consisting of Coordinator, Joint Coordinator, One Governing Body Member and the Principal/ Teacher-in-Charge.

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 following are the types of support for effectively translating the curriculum and improving teaching practices received by the teachers:

- ❖ Budgetary allocation for partial assistance in organizing seminars, workshops, debate, quiz and development programmes.
- ❖ Computers, Laptops with internet connectivity.
- ❖ Reference Books, Journals and access to e-book (if necessary).
- ❖ Study/ Special duty leave for attending Orientation/Refreshers programmes, attending Seminars/Conferences/Workshops, Ph. D./M.Phil research work etc.
- ❖ Teaching aids, like Microphones, Projectors, Digital Class Rooms etc.

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 Institution maintains regular liaison with the affiliating University, i.e. University of Calcutta regarding upgradation, publication of syllabi, encourages faculty members to attend syllabus committee meetings organized by the University for feedback and recommendations. Internal initiatives are taken by the Institution providing teaching and infrastructural support as mentioned in Clause No.1.1.3, conducting performance related evaluation, encouraging the

inclusion of extra-curricular activities by the departments to make the curriculum student-friendly and effective.

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?

The Institution regularly interacts with the affiliating University for conducting the U.G. final examinations in B.A./B.Com/B.Sc. courses held by the University annually including language examinations. Most of the faculty members of our institution are involved in the examination processes as invigilators, paper setters, moderators, examiners, scrutineers, Head Examiners/Coordinators. In addition to that the institution also lends space, faculty and staff to host University Examinations, Zonal Centre for evaluation and scrutiny of answer scripts.

The Institution has not yet established interaction with industry or research bodies but in the Department of Electronics Dr. Sovan Kumar Panda has a D.S.T. Project and has been trying to involve the University of Calcutta with his research project. In addition to that, some career-counselling sessions with a few Corporate houses are organized by the institution. Faculty members often interact with different research bodies to pursue their academic and research activities.

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.

Right now no such faculty of the institution member represent the Board of Studies of the affiliating University. The Teachers' Council, Academic Council, IQAC, Alumni Association put forward their proposals for the academic development through meetings to the concerned authority. The Governing Body of the college takes cognizance of the stakeholders' feedback while planning the operationalization of the curriculum. Any concrete suggestion or proposal for the academic upliftment from the local community is gratefully acknowledged. It helps the decision-making body of this institution to frame a broad-based policy for the dissemination of education in the local area. For example, the Evening Section of the institution meant exclusively for male students, (**Commerce only**) most of whom are generally working in different sections in the local organizations or factories during day time, was the outcome of such '**needs assessment**' derived from the demand of the local community.

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

The Institution does not develop curriculum for any of the courses offered other than those under the purview of the affiliating University.

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

The Institution depends on the feedback it receives from different sections and discusses the matter in different institutional fora to ensure that the stated objectives of the curriculum are achieved to its maximum possible extent. Members of the Academic Sub-Committee discuss the critical issues related to the teaching-learning process, methods of evaluation, performance of students and means of rectification.

1.2 ACADEMIC FLEXIBILITY

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

The goals and objectives of the institution are to extend opportunities of higher education to aspiring middle-class, lower middle-class, the disadvantaged backward, minority communities and first generation learners of suburban and rural Hooghly District. We acknowledge that additional certificate/diploma/skill development courses would benefit our students, but infrastructural resources have been a major impediment in its realization. However, we have introduced ‘**Add-on courses**’ on Music (Rabindra Sangeet), Sewing and Yoga for our students. After completion of such courses certificate is to be issued on the respective courses.

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

As there is no such provision of the affiliating University to offer twinning/dual degree , we are not in a position to offer such degree.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been student-friendly in terms of skills development,

academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- **Range of Core/Elective options offered by the University and those opted by the college.**
- **Choice Based Credit System and range of subject options.**
- **Courses offered in Modular form.**
- **Credit transfer and accumulation facility.**
- **Lateral and vertical mobility within and across programmes and courses.**
- **Enrichment courses.**

❖ The institution offers the following range of **59** programme options on B.A.,B.Com. & B.Sc. (Honours & General courses) subject to the regulations of the affiliating University of Calcutta. The options have been designed in view of students demand, soft skill development, employability and knowledge enrichment.

B.A. HONOURS COURSE WITH ABBREVIATIONS :

Hounours in	Code No.	Combination of Elective Subject
BENGALI (BNGA)	H 01	Philosophy, History (PHIG, HISG)
	H 02	Education, Political Science(EDCG, PLSG)
	H 03	History, Sanskrit (HISG, SANG)
	H 04	Political Science, History(PLSG, HISG)
ENGLISH (ENGA)	H 05	Education, Political Science(EDCG, PLSG)
	H 06	History, Philosophy (HISG, PHIG)
	H 07	History, Economics(HISG, ECOG)

HISTORY (HISA)	H 08	Education, Political Science(EDCG, PLSG)
	H 09	English, Philosophy (ENGG, PHIG)
	H 10	Philosophy, Political Science(PHIG, PLSG)
	H 11	Political Science, Economics(PLSG, ECOG)
POLITICAL SCIENCE (PLSA)	H 12	History, Economics(HISG, ECOG)
	H 13	Philosophy, History (PHIG, HISG)
	H 14	History, Bengali (HISG, BNGG)
	H 15	Education, English (EDCG, ENGG)
PHILOSOPHY (PHIA)	H 16	History, Bengali (HISG, BNGG)
	H 17	History, Sanskrit (HISG, SANG)
	H 18	Education, Political Science(EDCG, PLSG)
	H 19	Political Science, History(PLSG, HISG)
EDUCATION (EDCA)	H 20	Philosophy, Political Science(PHIG, PLSG)
	H 21	Political Science, History(PLSG, HISG)
	H 22	History, Sanskrit (HISG, SANG)
	H 23	History, Bengali (HISG, BNGG)
GEOGRAPHY (GEOA)	H 24	Political Science, History(PLSG, HISG)
	H 25	Education, Sanskrit (EDCG, SANG)

SANSKRIT (SANA)	H 33	History, Philosophy (HISG, PHIG)
	H 34	Education, Bengali (EDCG, BNGG)

B.Sc. HONOURS COURSE WITH ABBREVIATIONS :

GEOGRAPHY (GEOA)	H 27	History, Economics (HISG, ECOG)
MATHEMATICS (MTMA)	H 28	Computer Science, Electronics (CMSG, ELTG)
	H 52	Computer Science, Physics (CMSG, PHSG)
	H 55	Economics, Political Science (ECOG, PLSG)
ECONOMICS (ECOA)	H 30	Mathematics, Education (MTMG, EDCG)
	H 31	Computer Science, Mathematics (CMSG, MTMG)
COMPUTER SCIENCE (CMSA)	H 53	Mathematics, Physics (MTMG, PHSG)
	H 54	Mathematics, Electronics (MTMG, ELTG)

B.A. GENERAL COURSE WITH ABBREVIATIONS :

Code No.	Combination of Elective Subject
G 01	History, Political Science, Philosophy (HISG, PLSG, PHIG)
G 02	History, Philosophy, Bengali (HISG, PHIG, BNGG)
G 03	History, Philosophy, English (HISG, PHIG, ENGG)
G 04	History, Philosophy, Sanskrit (HISG, PHIG, SANG)
G 05	History, Political Science, Bengali (HISG, PLSG, BNGG)
G 06	Geography, Political Science, Education (GEOG, PLSG, EDCG)
G 07	Education, Bengali, Sanskrit (EDCG, BNGG, SANG)
G 08	History, Political Science, Economics (HISG, PLSG, ECOG)
G 09	History, Political Science, Geography (HISG, PLSG, GEOG)

B.Sc. GENERAL COURSE WITH ABBREVIATIONS :

Code No.	Combination of Elective Subject
G 10	Computer Science, Physics, Mathematics (CMSG, PHSG, MTMG)
G 13	Economics, Geography, History (ECOG, GEOG, HISG)
G 28	Economics, Computer Science, Mathematics (ECOG, CMSG, MTMG)

COMBINATION OF SUBJECTS FOR B.Com. HONOURS COURSE WITH ABBREVIATIONS :

Code No.	Combination of Elective Subject
H 32	Honours in Accounting and Finance C 11G-C 15G, C 21G, C 22G, C 21A- C 24A, A 31A-A 35A

COMBINATION OF SUBJECTS FOR B.Com. GENERAL COURSE WITH ABBREVIATIONS:

Code No.	Combination of Elective Subject
G 14	C 11G-C 15G, C 21G- C 26G, A 31G-A 33G

COMPULSORY LANGUAGE GROUP AND ENVIRONMENTAL STUDIES WITH ABBREVIATIONS :

Code No.	Combination of Elective Subject
C 01	Compulsory English (ENGC) for B.A./B.Sc. Communicative English (CMEC) for B. Com.
C 02	Modern Indian Language : Bengali, Alt. English, Hindi (BNGM, ENGM, HINM) for B.A./ B.Sc. (BNGL, ENGL, HINL) for B. Com.
C 03	Environmental Studies (ENVS) for 3 rd Year Students.

- ❖ There is no scope for choice based credit system or credit transfer within the framework.

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.

There is no self-financed courses in our institution.

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.

The college has no such additional skill oriented programmes as yet.

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

There is no such provision in our institution as yet.

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 goal and objectives are integrated.

The primary objective of the institution is to extend the opportunities of Higher Education to aspiring students of this backward district and to impart holistic education. Institutional efforts to supplement the University’s curriculum are as follows:

- ❖ Encouraging and supporting the activities of NSS and NCC.
- ❖ Preparing syllabus as per modules of the affiliating University.

Organizing audio-visual programmes (films), quiz, group discussion, indoor/outdoor games competition, annual sports, workshop, guest lectures, cultural events.

- ❖ Organizing field works and educational excursions.
- ❖ Faculty exchange programme is going on with neighbouring college.

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

The Career Counselling Cell of our institution (formed as per UGC guide lines in the XII Plan period) has made a few efforts to enhance the experiences of the students and expose them to the need of the employment market. The programmes organized by the cell are as follows:-

- ❖ ‘Campus Interview’ conducted by **Bhandari Automobiles**, Dankuni, Hooghly for recruitment of young energetic students for Maruti Udyog Limited (2014).
- ❖ Interactive seminar on ‘**Orientation Programme on Capital Market**’ in collaboration with Calcutta Stock Exchange (2014).
Interactive seminar on ‘**Investment Protection**’ in collaboration with Bombay Stock Exchange (B.S.E.) organized by the departments of Commerce & Economics (2014).
- ❖ Interactive seminar on ‘**Motivational Camp for differently abled students**’ students of the college including others in collaboration with the University of Jadavpur (Centre for Counselling services and studies in self-development).

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.

As our institution is affiliated to the University of Calcutta, we do not have the autonomy to integrate the **cross** cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum.

However, as per affiliating University curriculum, **Environmental Studies (100 Marks including project work)** has been included in the curriculum of B.A./B. Com./ B.Sc. 3rd year course.

Our institute has held workshops, seminars, lectures on the above mentioned cross cutting issues involving the faculty, students and staff to supplement and enrich the curriculum.

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

- ❖ **Moral and ethical values.**
- ❖ **Employable and life skills.**
- ❖ **Better Career options.**
- ❖ **Community orientation.**

Our institution is aware of the importance of value added/ enrichment programmes to ensure holistic development of our students. As a result, we have introduced the following '**Add-on courses**' from the session 2014-2015 :

- a) Music (Rabindra Sangeet),
- b) Sewing,
- c) Yoga.

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

We are taking feedback from the pass-out (3rd Year) students and try to reciprocate their observations/ remarks with respective authority as far as practicable. There is no scope for taking feedback from the other stakeholders for enrichment of the curriculum as the affiliating University provides it and we are bound to follow.

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

The Academic Council, Teachers' Council and IQAC consider sincerely the important issues raised by our pass-out students and duly refer the same to the Governing Body and the management tries its best to sort out those issues as far as practicable.

1.4 FEEDBACK SYSTEM**1.4.1 What are the contribution of the institution in the design and development of the curriculum prepared by the University?**

Several faculty members of the institution participate in the syllabus committee meetings organized by the concerned Board of Studies of the affiliating University and play an active role in framing the syllabi of the U.G. programmes. Their suggestions regarding the curriculum are often accepted by the members of the Board of Studies. The University in collaboration with its Board of Studies designs its own curriculum and the affiliated colleges abide by it.

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 programmes?

There is a mechanism to obtain feedback from the pass-out students only and the same is disseminated to the Academic/ Teachers' council and IQAC and not from the other stakeholders. There is no such mechanism as per affiliating University to make use internally for curriculum enrichment and introducing changes/new programmes.

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

Distance Education in P.G. level under Rabindra Bharati University DDE-RBU, centre code 39 of five subjects, viz. Bengali, Education, English, History and Geography has been introduced.

The rationale for introducing the above noted new programme is obviously the justifiable demand of erudite stakeholders around the institution.

Moreover, we have been actively considering to open the subjects viz, Sociology (General & Honours Courses), Chemistry (General Course) and Zoology (General & Honours courses) from the next session 2016-2017, but owing to insufficient class rooms/ Laboratory we are in a fix. If we would get relevant grant from UGC for construction of new building (proposals have already been duly submitted), we would introduce those new courses from the next session.

CRITERION II: TEACHING-LEARNING AND EVALUATION**2.1. STUDENT ENROLMENT AND PROFILE****2.1.1 How does the College ensure publicity and transparency in the admission process?****Publicity in the admission process**

College ensures publicity in the admission process firstly by notification hosted on college website www.bccrisha.in to provide ready and relevant information to potential applicants regarding admission. Downloading of admission forms, eligibility criteria, intake capacity, rules and regulations, fee structure, courses offered, admission schedule, all admission related information, merit list of candidates, etc. are displayed on the website from time to time. Secondly, the prospectus is made available to the students. All relevant information regarding the admission procedure, rules, infrastructural facilities, fees structure, course structure with distribution of marks, scholarships etc. are made aware through the prospectus. Moreover, the admission notification, hosted in the website, is displayed on the college notice boards, providing detailed and related information about the time schedule as well as the process of admission.

Transparency in the admission process

To ensure transparency in the admission process for all the courses, applications through online are invited in advance. The complete list of applicants according to merit, the date of counselling and date of fees submission and admission – all are hosted in the website. The list of selected candidates (made strictly according to their merit) are displayed on the notice boards as well as hosted on the website of the college, indicating the total marks and reservation category. Thus, transparency is ensured from the stage of notification till the completion

of admission process, ensuring access, equity and social justice through transparency and adherence to rules. Admission to every course is conducted under the watchful supervision of the Admission Committee which arranges meetings from time to time to discuss the various issues related to admission.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

For General UG courses (B.A.,B.Sc.,B.Com in Honours and General Courses) the admission is considered on merit, based on the (10+2) qualifying examination cum reservation, as per the order of the Government of West Bengal and the affiliating university i.e. University of Calcutta. Merit lists are prepared strictly according to the merit of the applicant in the relevant subject of study. The online admission process was initiated from 2013-2014.

Distance education mode of teaching:

The College offers studies in post-graduate courses in a few subjects in the Distance Education mode, after obtaining consent from the Rabindra Bharati University, Kolkata. Bidhan Chandra College is empowered to act as a 'Study Centre' for Post Graduate studies.

RABINDRA BHARATI UNIVERSITY

Study centre: Bidhan Chandra College, Rishra, Hooghly

Year of establishment: 2012

Post graduate programme:

- Initiated from:. August 2012
- Subjects are:
- # M A in Bengali
- # M A in English
- # M A in History
- # M A in Geography
- # M A in Education

- After due Enrolment only P C P(Personal Contact Programmes) are held in this study centre . Apart from that the centre also conducts the concerned examinations, assignments and projects.
- # Student strength 2012-2013 ----122
- # Do 2013-2014 -----152
- # Do 2014-2015 -----228

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.

Criteria of percentage of marks for admission at the entry level for each of the programmes offered by this institution are as per merit list based on criteria formulated by the University of Calcutta. But, it was not possible to make a comparative analysis with other colleges of the affiliating university within the same district (Hooghly) as exact data of other colleges were not available.

Table: Maximum and minimum of marks for admission at entry level for each of the programmes offered by the college in 2014-15

Merit list=(Best of Four + Subject) marks for Honours

Merit list= Best of four for general

Sl. No.	Course/Programme	Maximum marks in best of four	Maximum marks in subject	Minimum marks in best of four	Minimum marks in subject	Comparasion with othercolleges of the affiliating university within the city/districts
01	Bengali Honours	325	81	172	45	Data not available
02	English Honours	340	80	172	54	do
03	Computer Sc Hons	340	87	200	45	do
04	Education Hons	358	83	172	45	do
05	B.A Geography Hons	361	95	163	56	do
06	B.Sc Geography Hons.	349	96	202	68	do
07	History Hons	304	82	205	50	do
08	Mathematics Hons	344	95	185	47	do
09	Philosophy Hons	328	94	155	56	do
10	Pol. Sc Hons	319	82	156	46	do
11	Sanskrit Hons	441	82	171	55	do
12	B Com Hons	346	90	165	45	do
13	B A General	317	--	120	--	do
14	B Com General	305	--	120	--	do
15	B Sc General	309	--	159	--	do
16	B Sc General with geography	279	--	171	--	do
17	B Com Hons Evening	345	80	170	30	do
18	B Com General Evening	287	--	120	--	do

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?

Yes. The admission committee reviews the admission process of the previous years and student profiles annually and accordingly takes necessary steps for qualitative improvement of the admission process. Accordingly, during this year also the admission committee took certain measures to ensure a smooth and transparent admission process in this current academic session 2015-16. They are: All notifications related to admission are displayed in the College notice boards as well as are hosted in the website, which contain detailed information about number, range and structure of courses:

- (a) eligibility, process of admission etc. There is procedure for downloading admission forms with unique ID No.
- (b) Single window for form submission for all streams to avoid long queues and ensure fast submission procedure.
- (c) Detailed and attractive prospectus.
- (d) Customized software for cash handling in the admission process and quick data gathering of the students admitted.
- (e) Complete lists of all applicants according to merit as per sanctioned seats of each subject hosted in the website and college Notice Board.

Some of these mechanisms have been employed this year after reviewing the admission process of the previous year. The admission process was conducted smoothly this year and appreciated by the applicants and other stakeholders because of the insertion of those new mechanisms.

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-A, OBC-B
- Women
- Differently able
- Economically weaker sections
- Minority community
- Any other

The admission policy of the institution and its student profiles demonstrate/reflect the national commitment to diversity and inclusion by resorting the following strategies to increase /improve access for following categories of students:

a) Students from disadvantaged community – SC/ST/OBC: Seats are reserved for SC,ST and OBC-A, OBC-B candidates according to norms laid down in notifications made by the University of Calcutta and West Bengal Govt. Higher Education Department. Access is ensured to these marginalized groups through the total implementation of reservation – cum –merit as per the orders of the Government of West Bengal.

Social Profile:

Year	General	SC	ST	OBC & Others	Total
2014-2015	2790	199	13	69	3071
2013-2014	3161	312	16	83	3572
2012-2013	3312	322	25	89	3748
2011-2012	3196	278	18	66	3558

b) Gender Profile:

Year	Male	Female
2014-2015	1997	1074
2013-2014	2450	1122
2012-2013	2576	1172
2011-2012	2444	1114

c) Differently-able: Data not available.

d) Economically Weaker Section: Data not available.

e) Minority Students: Data not available.

f) Any Other (Specify): Nil

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.

Year	Programme	No of Applications Received	No of Students Admitted	Demand Ratio
2014-2015:	B.A.(Hons.)	816	276	2.9:1
	B.Sc.(Hons.)	141	47	3:1
	B.Com.(Hons.)	497	366	1.4:1
2013-2014:	B.A.(Hons.)	944	385	2.45:1
	B.Sc.(Hons.)	667	99	6.7:1
	B.Com.(Hons.)	850	432	1.9:1
2012-2013:	B.A.(Hons.)	Data not available	392	-
	B.Sc.(Hons.)	Data not available	92	-
	B.Com.(Hons.)	Data not available	443	-
2011-2012:	B.A.(Hons.)	Data not available	267	-
	B.Sc.(Hons.)	Data not available	101	-
	B.Com.(Hons.)	Data not available	447	-

Comment: There goes a rather decreasing trend regarding the number of admitted students during the last four years as the aspiring candidates enjoy

plenty of opportunities to be admitted in the new colleges established in and around the neighbouring locality.

To withstand the said decreasing trend, the authority has been mulling activity to open up some new subjects to be initiated from the forthcoming academic session.

2.2 CATERING TO DIVERSE NEEDS OF STUDENTS

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

A meagre number of differently-able students seeks admission in this college. The college is sensitive to the needs of differently-able students. Our college provides Wheel-chair, Ramp, Handrail, coloured stairs etc. in order to help these students to climb the staircases. The college usually provides tape-recorder to the differently-able (Blind) Students. During examinations, such students are provided 'amanuensis' only for those having visual and functional disability.

These students are encouraged at every level in the institution.

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.

We have a large number of students from various backgrounds and from different parts of the district. The strategy of the college for assessing students' knowledge and skills before the commencement of the programme includes:

- i. Percentage of marks secured in higher secondary or equivalent examinations.
- ii. Higher eligibility criteria than the minimum requirement recommended by the affiliating university.

During the process of admission, the faculty members counsel the students and assess their background and skills. The index number for preparing the merit list for admission for all subjects is based on the relevant subject and also on the aggregate and in some cases, in other relevant subjects (e.g. Mathematics for the students aspiring for Economics Honours) so that merit of a student is judged by giving importance to other subjects also. The college also collects information regarding the special abilities and aptitudes of the students as the latter have to submit the student information sheet attached to the college academic calendar issued at the time of admission.

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

Slow and advanced learners are identified on the basis of classroom participation, class tests, results of mid-term examinations and test examinations. The teachers of different departments adopt strategies like academic counselling and remedial classes. Class tests and surprise tests are taken. The result of these tests enable the teachers of the institution to advise and guide the students and also counsel those who are weak academically.

To bridge the knowledge gap of the enrolled students and to enable them to cope with the programme, often bilingual explanations are offered to them. Knowledge gap is also reduced by interaction with teachers outside the classroom and surprise tests. Tutorial classes and remedial classes (funded by UGC) are arranged by the college and faculty members of the institution to help the underperformers (or slow learners). For advanced learners, the institution arranges departmental seminars, quiz, departmental wall magazine and tutorial classes.

To cater the diverse needs of the students depending upon their individual inclination, some add-on courses (such as Music classes, Sewing classes and Yoga classes) have been arranged by the institution.

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

Gender

In the case of teaching, non-teaching staff and students, gender-wise distribution for 2014-15 is given below:

Category	Sex	Number		
		Permanent	Temporary	Total
Teaching staff	Male	12	20	32
	Female	8	20	28
Non-Teaching staff	Male	13	7	20
	Female	2	1	3
Student	Male	2010	-	2010
	Female	1074	-	1074

The college authority does not have to pay extra effort regarding gender equity because among the teaching and non-teaching staff, both categories of sexes (male and female) belong. Such is the case with the students as both sexes (male and female) of students are equally admitted for entry in the college.

Both male and female students and staff participate in the bodies of students' union, different subcommittees of students' union, cultural committee, sports

and games committee, library committee, admission and academic committee and, above all, in the highest decision making body i.e. the Governing Body of the Institution.

The college is careful to maintain discipline in the campus so that the female students and women faculty and staff feel safe, secure and comfortable. A women's cell has also been formed in this regard.

Inclusion

The college follows the government policy of reservation – SC: 22%, ST: 6%, OBC A: 3%, OBC B: 2% (Each year subject to maximum 17% & 7% for OBC A & OBC B). Our admission profile also reflects our inclusive policy in the increased number of the students of economically weaker sections (viz. hawkers, rickshaw-pullers etc.) and minority students seeking higher education opportunity in our institution. No discrimination is made on the basis of religion, caste, ethnicity, region, language, social status etc.

Environment

The NSS and Eco-Club jointly organize the “Vanomahotsav” on 5th June, The Environment Day every year to sensitize the students to protect the environment. The NSS also sensitizes staff and students on various socio-cultural issues and organizes blood donation camps, health awareness programmes etc.

There is a “Herbal Garden” in the campus of the institution maintained by the NSS unit and it becomes an important activity of the three units of NSS to develop better awareness regarding environment as well as its relation with health and hygiene.

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

The institution identifies advanced learners on the basis of attendance in classroom, classroom interaction with teachers, interaction in the laboratory, surprise tests, class tests, mid-term tests and test examinations. Books of advanced level are recommended to them.

Student seminars and quiz on selected reference topics are organized by some departments. Advanced learners are encouraged to participate in seminar talk, exhibitions, wall magazines, poster competitions organized by the college. They are also encouraged to attend seminars, quiz and other programmes held outside the college.

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 dropout (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 college analyzes the academic performance of the students through class tests, surprise tests, mid-term tests, practical tests, test examinations and university examinations. Remedial classes are conducted to help the slow learners for overcoming the difficulties on the academic part. The departments as well as the institution meet the parents in the campus where the parents are informed about the attendance of the respective students, class performance, strengths and weaknesses of the students. The parents, too, feel free to communicate the points of strength and weakness of the students and the institution makes sincere efforts to overcome the problems and the risk of drop-

out of differently-able students and the students from disadvantaged sections of the society.

The economically weaker sections, which may discontinue their studies for financial reasons are provided with support-service by the teachers and college authority.

2.3. TEACHING-LEARNING AND EVALUATION

2.3.1. Planning and organizing the teaching, learning and evaluation schedules (Academic Calendar, Teaching Plan, Evaluation Blue Print etc.)

Academic calendar of the college provides information regarding the commencement of the session, holidays, recess, vacation (as determined by the University of Calcutta). The Academic Calendar also gives the information regarding educational tours, NCC and NSS activities, College Foundation Day, Annual Sports, Blood Donation Camp, International Women's Day, Earth Day, World Environment Day, International Mother Tongue Day etc. Probable schedule for the internal examination of the college and university examination is also provided in the academic calendar. The precise University-framed Academic Calendar is inserted both in the prospectus and in the Academic Calendar of the college. Besides, each department has its own Academic Calendar indicating the module of the syllabus.

Teaching Plan/Module of the Syllabus:

- The syllabus for the three year undergraduate programme is framed by the University of Calcutta.
- The teaching plan of each department for all three years of study is kept in the Departmental Academic Calendar designed in accordance with the internal examination schedule, mentioning the part of the syllabus to be

taught before a particular examination. This is done keeping in view the number of teaching days available during the academic session (excluding holidays, Sundays, recesses, vacations, suspension of classes before university examinations and during different days of observances and events of the college).

- The principal aim is to achieve transparency in the teaching-learning programme that will benefit the learners as well as the teachers to cope with the syllabus in a stipulated time-frame.
- The senior-most teachers of the respective departments, in consultation with the faculty members monitor the teaching plans and make necessary changes and mid-term revisions to meet the needs arising out of a particular situation. In departmental meetings problems and remedies of the teaching-learning process are discussed and duly recorded.

Evaluation Blue-Print:

- The academic sub-committee comprising Principal/TCS and senior-most teachers of each department makes necessary arrangements for holding internal Mid-term and Test examinations (fixing dates for submission of question papers and concerned award lists).
- Information regarding college and university examinations is displayed in the Notice Board for students and in the Notice Book meant for the staff informing the time frame for the completion of the examination/evaluation process.
- Selection/Test examinations as per University guidelines for 3rd year, 2nd year and 1st year students are held in the month of January, February and March respectively of every year.
- The evaluated answer scripts are shown to the students and errors are analyzed for their due rectification and improvement.

- Mark-sheet: Marks obtained by the students in Mid-Term and Selection/Test Examination are duly intimated to the students..

2.3.2. How does IQAC contribute to improve the Teaching-Learning process?

The function of the IQAC is to enhance, sustain and institutionalize the quality process. The IQAC has adopted some measures with a view to improving the quality content of the teaching learning process. The IQAC makes ‘need analysis and need assessment’ of the ongoing programmes to coordinate and collaborate with all aspects of the teaching-learning process. Some measures adopted by the IQAC are:

- To propose introduction of new courses.
- To upgrade the infrastructural facilities in terms of space, equipment, laboratory, library etc.
- Providing support for interdisciplinary programmes, faculty development programmes and research activities.
- Introducing modern teaching aids.
- Upgrading library resources with modern software and internet facilities.
- Organising seminars, workshops, academic lectures, student feedback on teacher evaluation.
- Collaborating with UGC sub-committee for planning and utilization of UGC grants for infrastructural development, books and equipment etc.
- Commissioning of remedial classes and career counselling cell for the benefit of slow learners to make them employable.
- Monitoring scholarship, concessions and students welfare activities for achieving a holistic growth.
- Increasing accessibility of internet connectivity.

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

Student-centric teaching-learning process is the goal of the institution. Remedial classes, practical classes, project work, field excursions, career-counselling, notes, books and enhanced infrastructure facilities are provided for the benefit of learners. The support structure provided by the institution helps the teachers to adopt the learner-centric approach.

- A structured routine indicating the number of classes available to a teacher for the completion of the course
- The unitizing of the syllabus into module for effective curricular transaction
- Adequate infrastructure: Class rooms, Teaching Aids, Books and Equipments
- Internet Connectivity, Projectors etc.
- Provision of computers and laptops, printers to some departments and to the Staff Room
- Laboratory Requirements: Laboratory Attendant and Laboratory Assistant
- Well-equipped Library with Reading Room facility for students and teachers
- Educational CDs, Pen drives
- Supportive Software
- Autonomy for innovation and experimentation in the teaching-learning process

With the support of these structures and facilities the teachers develop the following learning skills among students.

Interactive Learning

- Class interaction: An individual student's response to a teacher's queries
- Laboratory based practical classes
- Use of audio-visual aids e.g. screening of films as teaching aids in transacting English Literature Texts, Slide Shows during History Lessons etc.
- Field Work conducted by the Department of Geography and Educational Tours conducted by other departments
- Use of Information and Communication Technology (ICT) as learning resource by different departments
- Individual academic counselling of students

Collaborative Learning

- Learning team work by organizing exhibitions, seminars with teachers and students of the department
- Participating in Group Discussions, Quiz, Debates etc.
- Talks by eminent speakers having expertise in the subject of study
- Contributing to the Wall-magazine, college magazine as members of the editorial board
- Preparation of combined field reports and charts on assigned topics
- Involvement in extension activities to instil social and environmental consciousness
- Exchange of teachers in the neighbouring colleges.

Independent Learning

- Presentation of syllabus oriented Lab-based practical and project-based assignments
- Project work (curricular requirement) by students of Commerce and Economics Department
- Project on environmental studies
- Enhancing knowledge base through reading of reference books and journals.
- Oral/written presentation by students in class seminars

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 institution promotes life-long learning and encourages any innovative initiative that students undertake by nurturing their critical thinking, creativity and scientific temper through:

- Inculcating good values of discipline, hard work, leadership, intellectual curiosity
- Study of journals, magazines and reference books
- Comparative analysis of text book and data collected from field study tours
- Encouraging students to develop their own methodology, adopt individual technique and statistical tools for rationalizing their hypothesis and experiments, substantiated with a data base

- Autonomy for selection of project topics by justifying their particular choice from a critical point of view
- Drawing of maps, charts and diagrams on related topic assigned to the students of Geography, History, English, Commerce, Education, Mathematics etc.

In short, critical thinking and creativity are nourished through collaborative learning, power point presentation, screening of films, home assignments, preparation of field reports, Lab-based practical sessions and assignments, project work, participation in co-curricular activities (seminar, talks, lectures organized by the departments and through extension activities).

2.3.5. What are the technologies and facilities available and used by the faculty for effective teaching? E.g. 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 etc.

The following table elaborates various teaching modes adopted by different departments:

Humanities	Geography	Commerce	Physics, Mathematics, IT and Computer Science
Lecture method, interactive method, audio-visual mode of learning and instruction: film screening, slide shows, organizing seminars based on curriculum, project work, and educational excursions.	Lecture method, interactive method, audio-visual mode of learning and instruction correlating practical and theoretical classes, study oriented tour/field work and computer learning.	Lecture method, interactive method, computer assisted learning in IT Lab, project-work, seminar based on curriculum.	Lecture method, interactive method, correlating practical and theoretical classes, computer assisted learning.

All departments have access to books and e-Learning resources available in the library, the teaching aid hardware and facilities in the institution. These instruments are often used by the faculty members for effective transfer of knowledge.

Sl No.	Description of the Teaching Aid	Department where Located
1	Smart room with ICT facilities	ICT facilities available in Computer Lab, Seminar Room etc. Departments serve their respective purpose in the single exclusive Smart Room.
2	LCD Projector	Commerce and IT
3	LCD TV & DVD	Smart Room
4	Public Address System	College Room No.(s) 14,16,17,20, 34-36
5	Maps and Atlas	Geography
6	Copier & Duplicator	Office, Library, Remedial & IQAC/NAAC Room.
7	Digital Camera	Principal's Chamber.
8	Computer with LAN	Office.

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

There are some avenues of access to advanced level of knowledge open to the faculty and students that they avail of:

- Faculty members attend and participate in seminars, conferences, workshops, Refresher/Orientation Programmes organized by different Universities, colleges, advanced research centres, NGOs etc. at national/international levels to continuously upgrade this knowledge base
- Organising seminars and workshops in various departments provide opportunities to students to be exposed to academic eminence and the faculty to be engaged in the dialectics of discourse

- Computer assisted learning and web browsing provide opportunity to the students to be familiarized with advanced levels of knowledge
- Both faculty and students have access to e-learning resources

2.3.7. Detail (Process and number of students benefited) on the academic, personal and psycho-social support and guidance services (Professional Counselling/mentoring/academic advice) provided to students.

Teacher, guardian and counsellor – these are the three roles that our teachers perform in the college, because learner-centric education system demands this. Our pupils are mostly from under-privileged sections of society with low expectations and self-esteem. They need personal touch.

Some formal/informal support and guidance services provided to the students are:

- **Academic Support and Guidance Services** are offered in term of classroom teaching and remedial classes (academic and career wise), class interaction and class tests, recommended book lists and websites for advanced study, evaluation of assignments, internal examinations and rectification of errors to ensure future improvement. Central/State Scholarships for minority students, student concessions for socially backward students are executed to waive/subsidize tuition fees to control drop-out rate due to financial hardships. Some departments have book banks to help needy students
- **Psycho-Social Support** is provided to students by teachers of the department when students approach them with problems. Seminars on Women's rights and domestic violence are organized. Slow learners are also counselled and advised by professionals and experts. Differently able

students are also advised and provided with some gadgets and instruments (Tape Recorder etc.) including full-free ship

- **Career Counselling Cell** in collaboration with professional experts organizes seminars to help students in their choice of career plans. A seminar on stress management was also organized to understand the adolescent psychology with a view to rendering support
- Prizes and incentives are given to the highest marks scorers of some departments (Economics, Political Science, English, Bengali etc.). University Blues are falicitated. NCC and other extra-curricular activities are encouraged.

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

Innovation is related to the individual style of teaching and quality of learners. Teachers always try to capture the learner's attention by adopting innovative methods both in the conventional chalk and talk method and by using technological tools. Both approaches run parallel in our institution.

Teachers adopt the following innovative measures in transacting the curricula :

- Within the traditional chalk and talk method teachers encourage the students to dramatize scores from literacy texts (Plays/Dramas) in the classroom, teaching history through calendars, slide shows. Students often make calendars of important events which give them a sense of chronology. In science departments, teachers work out problems and draw diagrams on the boards

- Participatory teaching is practised through field work, visit to museum and heritage sites, innovative projects etc.
- Use of web resources by the faculty to recommend the same to the students for advanced study.
- Subject related slide-shows and screening of films.
- Mock Parliament, student debates on socio-political issues, student seminars on given topics in the classroom (Department of Political Science, History, Bengali, English).
- Literary quiz contest in the Department of English, Bengali etc.
- Publications of departmental wall magazines, group discussions etc.

Efforts made by the institution to encourage the faculty to adopt new and innovative approaches:

- Providing computers to the staffroom and laptops to some departments with internet connectivity/ Wi-Fi.
- Well equipped laboratories for Science, Geography, Computer Science and IT Departments.
- Smart/Digital classrooms on common sharing basis.
- E-Learning resources, required text and reference books in the library.
- Creating awareness among the faculty and staff in the ICT resources and providing training for e-content development.
- Encouraging faculty members to participate in the Refresher/Orientation Programmes, seminars, workshops, conferences, short courses and advanced research works, minor research programme to keep abreast of recent developments and introduce the same through innovative practices.

Impact: Effective introduction of innovative practices makes learning simpler and participating. The impact of innovative practices is evident in the classroom performance of the students and their improved knowledge base.

Introduction of technological tools, power point presentation, web-browsing have revolutionised the teaching-learning process.

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

The college library is the pivot of the teaching-learning resource centre of the institution and research across disciplines and users/readers. The institution organizes a meeting between the library staff and the 1st year students to guide them to the effective use of library. Some departments have a skeletal library of their own, often provided by the faculty members from their personal collection for the benefit of students of the department on a common sharing basis. This practice makes texts readily available to teachers and students of the department. For reference books, journals and magazines the central library is the primary resource centre for the students of educationally backward district. With the advancement of ICT resources, the central library has extended its acquisition of technological tools. This has augmented the advanced study of the students and faculty. KOHA Software has been installed in the library and data entry is in the process. Use of these library resources augments something which has positive impact on the teaching-learning process.

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.

There are quite a few challenges encountered by the institution impacting the completion of the syllabus within the stipulated time frame provided by the affiliating university.

- One major challenge has been the considerable loss of teaching days during Lok Sabha, Bidhan Sabha, Municipality and Panchayat elections when faculty members and staff are requisitioned by the Election Commission, to accommodate security forces for maintaining law and order during election/visit of VIPs in the local area. These unavoidable circumstances fell heavily upon the transaction of the curriculum by reducing the number of teaching days, deferring college and university examinations and, thereby, disrupting the academic calendar of the college.
- Late publication of results by the affiliating university affecting the schedule and commencement of classes in Part II and Part III.
- Centre for University examination: The University Examination schedule affects classes as large number of examinees are accommodated in the classrooms and lecture halls, involving the faculty and staff for conducting the examination. Classes are suspended and co-curricular and extra- curricular activities are, unfortunately, cut down.
- Inadequate whole time teachers, technical attendants and effective library staff.
- Reluctance of students regarding attendance (some of them are genuinely concerned with economic hardships).

To overcome these challenges the institution appoints guest lecturers and enhances classes in the routine as far as practicable. The faculty members take additional classes whenever and wherever possible. Extra classes are also taken during study leave period.

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

- The departments, the academic sub-committee in collaboration with IQAC primarily monitor the quality of teaching-learning
- Student feedback is an important tool of analysis and evaluation of the teaching-learning process. Departments and IQAC are requested to access the strengths and weaknesses of the learners
- Attendance of students is given due emphasis
- Self-appraisal diary records the daily performance of teachers
- Assessment and evaluation of teaching-learning through performance and results of students in University examinations and internal tests.

B.C.C.

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.

Designation	Sex	Highest qualification			
		D.Sc./D.Lit.	Ph.D.	M.Phil.	P.G.
Professor	Male	-	-	-	-
	Female	-	-	-	-
Associate Professor	Male	-	2	2	2
	Female	-	1	2	2
Assistant Professor	Male	-	4	-	2
	Female	-	1	1	1
Whole time Contractual teachers (Approved by the Govt. of W.B.)	Male	-	-	1	-
	Female	-	-	1	3
Part-time teachers (Approved by the Govt. of W.B.)	Male	-	-	-	6
	Female	-	-	2	7
Guest Teachers	Male	-	-	-	14
	Female	-	1	-	5
Temporary Teachers	Male	-	-	-	-
	Female	-	-	-	-
Graduate Lab. Instructor	Male	-	-	-	-
	Female	-	-	-	-
Total		-	9	9	42

As a constituent college affiliated with the University of Calcutta, our college is not empowered to recruit faculty through an autonomous selection process. In appointing teachers in whole time substantive posts, the formal appointments are given by the college Governing Body, on the basis of the recommendations

of the West Bengal College Service Commission, while the posts are sanctioned by the State Government. However, the college enjoys autonomy in appointing guest faculties.

The college follows State Government-stipulated retirement age. There is no policy of retention after super-annuation. However, the expertise of retired teachers are often sought in different areas, even after retirement and they, on their part, voluntarily offer their valuable advices due to the deep emotional bonding shared among staff.

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.

To meet the crisis created by the retirement of qualified senior faculties or any other vacancies, guest faculties are appointed till the respective posts are again filled up by permanent teachers.

To meet the demands of teaching new programmes and modern or emerging areas of study the college floats advertisement in the print and electronic media, college website and a screening committee comprising of representatives of college Governing Body, respective departments of the college and the University conducts interview where a class demonstration on the modern area of study is also sought for.

Moreover, the present teachers are also from time to time recommended for different workshops and training courses to update themselves in modern areas.

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 institution deputed its faculty members to participate in Refresher and Orientation Programmes organized by the University Academic Staff College. Faculties are also encouraged to take part in syllabus workshops, symposia and conferences and they are granted on-duty leave for this purpose.

a) Nomination to staff development programmes:

Academic Staff Development Programmes	Number of Faculty Nominated				
	2010-11	2011-12	2012-13	2013-14	2014-15
Refresher courses	3	1		2	1
HRD programmes					
Orientation programmes			1		
Staff training conducted by the university			1		
Staff training conducted by other institutions					
Summer/ winter schools, workshops, etc.			1	1	1

b) Faculty Training programmes organized by the institutions to empower and enable the use of various tools and technology for improved teaching-learning:

The college has organised a training programme during the academic session 2014-15 conducted by Dr. P. K. Choudhury, retired Prof. of Physics

of West Bengal Government colleges, ex- D.P.I., and ex-member of West Bengal Higher Education Council, to acquaint and update the teachers with the use of modern teaching methods. The institution also offers internet access to faculty members to explore the online resources.

- ❖ **Teaching learning methods / approaches:** The College maintains an academic calendar in conformity with the academic calendar of the University of Calcutta. Lesson plans are maintained by the individual teachers. The college has rooms equipped with modern equipments like computers and projectors which are used by teachers and students of different departments.
- ❖ **Handling new curriculum:** The College does not enjoy autonomy in designing or developing curriculum. The syllabus prescribed by the University of Calcutta is strictly followed.
- ❖ **Content/knowledge management:** Online resources are accessed through computers available at staff room, computer laboratory and library by the teachers to explore new areas of knowledge and upgrade the existing content of knowledge. The inter-departmental sharing of knowledge, through informal discussions, educational tours, wall magazines and seminars also enables the teachers in knowledge/content management.
- ❖ **Assessment:** Assessment is carried round the year through two formal systems of evaluation viz. mid-term and test examinations; while informally the assessment is carried out through class tests, quiz contests, project works and paper presentations by the respective departments.
- ❖ **Audio Visual Aids/multimedia:** The institution has introduced Audio- visual aids, LCD projector for modern teaching learning process. (To be mentioned as per availability)

c) Number of faculties involved in academic activities:

	2010-11	2011-12	2012-13	2013-14	2014-15
Invited as resource persons in Workshops/ Seminars/ Conferences organized by external professional agencies	NIL	NIL	NIL	NIL	NIL
Participated in external Workshops/ Seminars/ Conferences recognized by national international professional bodies	5	2	5	5	2
Presented papers in Workshops/ Seminars/ Conferences conducted or recognized by professional agencies	4	6	2	5	13
Faculty on Roll	16	16	17	18	20

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.)

For recharging teachers the college authority encourages participation of teachers in various seminars, workshops, orientation programmes and refresher courses. Class routines are adjusted to make possible attending course works for Ph. D. programmes and M.Phil. programme by teachers. College has also provided necessary support in terms of formal application, infrastructure and management of fund for carrying out project works. Research journals subscribed by the institute and internet access keep the faculties recharged and updated.

2.4.5. Give the number of faculty who received awards/ recognition at the state, national and international level for excellence in teaching during 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 teaching-learning process?

Teachers are evaluated through a student feedback exercise, which assesses the teachers in terms of their punctuality, personal guidance and counselling. The third year students from Honours department are generally provided the chance to evaluate their teachers through the Student Feedback Form.

2.5. EVALUATION PROCESS AND REFORMS

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

In a number of ways the institution ensures the stakeholders, especially the students of the institution regarding the appraisal of different sort of evaluation processes. The chief among them is the Academic Calendar issued to each student during admission. Besides, the prospectus of the college also provides the stakeholders on the said processes. Moreover, the faculty and students are also aware of evaluation schedules through notices. The University, apart from catering academic calendar including examination schedule sufficiently ahead of the examinations, conducts meetings where examiners, Head examiners and

Examination Coordinators headed by Controller of Examinations of the University are involved in threadbare discussions regarding the process of subsequent evaluative measures. The faculty of our college also deals with different patterns and techniques of evaluation in consonance with students prior to their concerned examinations.

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?

Since 2010, under 1+1+1 system, one of the important reforms on evaluation of the University of Calcutta is the introduction of Project Paper of 100 marks for 3rd year B.Com. students which is duly well adopted by the college. Each student has to undertake a project from a list of projects under the guidance of one supervisor selected by the senior most teacher of the Department. In addition to that, minimum 20 classes are arranged to prepare the students for project work. Modern technology is also used in addition to class teaching to prepare them for project work which would be helpful in future to join in the corporate sector as well as an entrepreneur. Besides, introduction of internal mid-term test is being done to evaluate the performance of the students before test examination.

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?

The evaluation reforms of the university and those of the institution itself are effectively implemented by the college through the academic sub-committee

with an overall control of the principal. Appointing the departments by the university to act as Zonal Centre of evaluation for University Examination is an added responsibility for the teachers. Senior teachers are also appointed as Head-examiners to evaluate the University Examination Papers. Teachers are also appointed as members of Review Committee and scrutineers by the university.

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

The faculty members of all the departments try to develop various skills i.e. writing skill, communicative skill and language skill of the students. Their performances are evaluated by taking class tests, discussions and by their creative writings in college magazine as well as in wall magazines.

Formative assessment approach is adopted by the college through continuous evaluation of the students by taking class tests, practical classes etc.

Summative assessment approach is restored to measure student achievement through mid-term tests and selection examinations and also with the university examination.

Sometimes field work, project work based on collecting primary data from bank, different companies, municipality and secondary data from websites, journals, books etc. are conducted and arranged for measuring some achievements of the students.

2.5.5. Detail on the significant improvements made in ensuring rigour and transparency in the internal assessment during the last four years and weight ages assigned for the overall development of students (weight age for behavioural aspects, independent learning, communication skills etc.)

The evaluation system of the students in this college is derived mainly from the marks obtained from the written and practical examinations of different patterns. Also project paper has been introduced in different subjects as a part of evaluation. But viva voce or interview is of-late included in project paper of B.Com. Part III (Hons.) that marks a significant improvement in the field of preparing the students to face different competitive examinations after graduation.

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

The University of Calcutta specifies a minimum marks for obtaining graduate degree for pass and Honours students separately. Accordingly, for obtaining general pass graduate degree a student has to score 30% marks and for Honours graduate the minimum target is 40%.

During each academic session the college conducts theoretical, practical and tutorial classes, class tests, project works, and remedial classes for SC, ST, OBC and economically backward students to prepare them for better result in the examination. Minimum percentage of attendance is also considered regarding the appearance of the students in the University Examination.

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

The students in the college are allowed to go through the evaluated answer scripts in the college level examinations so that they can rectify their own mistakes and errors and can be aware of their problems. They can discuss also such problems with the respective examiner cum teacher.

In case of university level examination the students have the opportunity of appealing to the Controller of Examinations for reviewing or re-examination of the answer scripts.

2.6. STUDENT PERFORMANCE AND LEARNING OUTCOMES**2.6.1. Does the college clearly state its learning outcomes? If yes, give details on how the students and staff are made aware of these?**

Yes, the college has clearly stated its learning outcomes through its vision and mission categorically stated in prospectus and reflected in the website and college-logo. Moreover, the learning outcomes of the students or their assessments are made through university result and all the students and staff are communicated of these through notice board. In the code of the internal assessments, the faculty individually informs and analyses the learning outcomes before the students for larger effects.

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

In order to monitor and communicate the progress and performance of our students, we undergo certain specific measures, viz. arranging class test, MCQ Test, Surprise Test, Mid-term tests, Selection Test and analyse those internal evaluation results with the students. Students are shown the answer scripts and any query regarding the evaluation is discussed and resolved by the teachers concerned. This transparency is a healthy teaching learning practice carried out in our institution.

Review of student performance in internal and university examination and suggestion for improvement are made at Departmental and Teachers' Council Meetings.

The university also publishes general guidelines, examination schedule, marking system in the CSR which are easily available.

The teaching staff/faculty is integrated to the process of evaluation and learning outcomes. Review meetings at the department, class interface with students etc. are held to inform them about internal-external evaluation system and learning outcome

Number of First Class in Last Four Years

	2011-12	2012-13	2013-14	2014-15
Number of 1st Class in University Final Examination	21	07	09	08

Programme-wise Detailed Pass Percentage

Stream/Subject	2011-12	2012-13	2013-14	2014-15
BNGA	100%	94.74%	100%	100%
ENGA	100%	100%	95.83%	95%
HISA	100%	100%	100%	82.25%
PHIA	85.70%	100%	66.66%	100%
PLSA	100%	100%	100%	100%
EDCA	100%	80%	80%	77%
SANA	93.93%	100%	100%	86%
GEOA	100%	91%	87%	87%
MTMA	50%	100%	67%	67%
CMSA	100%	80%	100%	80%
EOCA	No Programme	100%	100%	100%
B.Com. (Hons) Day	80%	57%	44%	65%
B.Com (Gen.) Day	64%	63%	55%	68%
B.Com. (Hons) Evening	90%	90%	34%	64.40%
B.Com.(General) Evening	88%	47%	51%	79.30%

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

At the beginning of the course, modules are made by the departments and classes are distributed accordingly in the routine. This module is given to the students at the very beginning of the academic session.

Quiz, MCQ Test, Remedial Classes are taken for assessment of the students. These strategies and efforts are analysed more than once in an academic year to justify its efficacies.

2.6.4. What are the measures/initiatives taken by the institution to enhance the economic and social relevance (student placement entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

In the introductory classes of the courses, the teachers make the students aware of the sociological and economic relevance of the course by explaining job opportunities and scopes. Besides, the college arranges Career Counselling and Job Oriented Workshops to encourage the students to participate in Job Fair and different training programmes.

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

Every department of the college evaluates and analyses the data derived from multiple internal tests and examinations on student performance and learning outcomes and make plan to overcome drawback, if any, in the evaluation process. Special attention is given to the students who are lagging behind in their subjects. Thus academic progress is analysed with a view to overcoming barriers of learning.

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

The Governing Body (GB) is the highest decision making authority of the college, and the Governing Body continuously monitors the learning process through various sub-committees. The departments also review the students performance and progression of syllabus. Moreover, records of University

results are preserved in files of college office as well as in the departmental file for a retrospective survey which ultimately enables us to achieve better performance in the academic years to come.

To top it all, the institution caters certain medals/awards for the best performers of certain subjects. The students are made aware of it at the beginning of the academic session. This also ensures an impetus and encouragement among the students and this plays a significant role in the field of learning outcomes.

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

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

On the basis of the performance of the students in different internal college examinations, special classes are taken by the teachers. Remedial classes are also organized and the students take part in it.

The guardians are requested to attend the 'Parent-Teacher Meetings' and are informed about the performance and attendance of their concerned wards. Before publishing the results of the college examination, discussion is made in the Teachers' Council meeting where a plan of action is determined.

CRITERION III: RESEARCH CONSULTANCY & EXTENSION**3.1 PROMOTION OF RESEARCH****3.1.1 Does the institution have recognized research centre/s of affiliating University or any other agency/organization?**

The institution at present has no recognized research centre.

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

Yes. The Committee of Research comprises the following members:

1. Dr. S. K. Panda (Convener)
2. Dr. S. K. Datta
3. Dr. S. M, Biswas
4. Dr. C. Bhattacharyya (LIEN)
5. Dr. R. Kar
6. Dr. T. Mandal
7. Dr. S. Ghosh
8. Dr. L.C.Pal

The Research Committee accepts the proposals of Dr. Tanusree Mandal and Dr. Subhajit Ghosh, the two members of Research Committee, on 14th July, 2014, for Minor Research Project and recommends and forwards the same to the IQAC for future necessary action.

3.1.3: What are the measures taken by the institution to facilitate smooth progress & implementation of research project?

The institution always inspires the faculty members for research activities and is always eager to extend necessary help which includes:

1. Submission of major/minor research projects.
2. Opening of separate bank account for the projects which will be operated jointly by the Principal Investigator and Principal/TIC.
3. Allows the faculty members to participate/attend project review meeting/workshops/seminars etc.
4. Autonomy to the Principal Investigator (PI): The PI is allowed complete autonomy for ensuring successful implementation of Research projects
5. Timely avail or release of resources: The institution always takes necessary steps for release of funds sanctioned by the funding authority to the PI whenever required. The institution further takes all the responsibility for the management of fund sanctioned for the projects.
6. Adequate infrastructure: The institute provides adequate space to set up new research laboratories to the PI to implement the projects. For instance, institute has provided space to Dr. S. K. Panda to set up research laboratory for implementing INSPIRE Faculty project, funded by DST, New Delhi.
7. Support in terms of the technology and information needs: The PI is provided with uninterrupted access to internet and computational facilities along with library facilities. Also, journals are subscribed by the institution for research/academic work.
8. The institution with active cooperation from the PI and other concerned wings of the college looks after proper auditing and timely submission of UC to the funding authority.

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

Although no student is presently working as research scholar, the institute always encourages the students to undertake scientific temper and compassion for understanding research works like:

1. Supplying various reference books and journals.
2. The students are encouraged to participate in seminar/workshop organized by other institutions.
3. The institution further organized educational excursion under various departments.

3.1.5 Give details of the faculty involvement in active research (Guiding students, leading Research Projects, engaged in individual/collaborative research activity)

Sl No.	Name of the Faculty with Department	Title of the Project	Name of the program	Funding agency
1	Dr. Sovan Kumar Panda, Department of Electronics	Fabrication of vertically aligned Si nanowire array for Surface Enhanced Raman Scattering (SERS)-based sensors	INSPIRE Faculty Award	DST, New Delhi
2	Dr. Subhajit Ghosh, Department of Commerce	Online Banking: Its Acceptability, Opportunities and Challenges in India	UGC Minor Research Project	UGC
3	Dr. Tanusree Mandal, Department of Bengali	Bangla Natya Patra Patrikai Bahumukhi Girish Chandra Ghosh	UGC Minor Research Project	UGC

3.1.6 Give details of workshops/training programs/Sensitization program conducted/organized by the institute with the focus on capacity building in terms of research and imbuing research unit among the staff and students:

No workshop or training programs have been organized yet by the institution for capacity building in terms of research. However, the departments have undertaken educational excursions for research awareness besides organizing seminars/workshops. The students of the institution participating in various extracurricular activities including debates, poster presentation, model competition, quiz contest, youth parliament etc.

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

Many of the faculty members of this institution are engaged in research activities. Their field of proficiency and prioritized areas of research are given in the table below:

Sl No	Name of the Faculty	Designation	Department	Prioritized research areas/Expertise
1	Dr. Sulekha Bose	Principal	-	Genotoxicity
2	Dr. Sankar Kumar Datta	Associate professor	Mathematics	Scattering theory
3	Prof. Kaberi Chatterjee	Associate professor	History	Girl's and women's education in Bengal-1905-39
4	Prof. Mandira Sengupta	Associate professor	Political Science	Disarmament
5	Prof. Asis Kumar Pan	Associate professor	English	Victorian Poetry
6	Prof. Chaitali Ghosh	Associate professor	Philosophy	Indian philosophy, Ethics
7	Dr. Chandrima Bhattacharyya	Associate professor (LIEN)	Bengali	Bengali literature in middle age
8	Prof. Prabir Kanti Basu	Associate professor	English	Modern poetry
9	Dr. Samindra Mohan Biswas	Associate professor	History	Modern Indian history
10	Dr. Ramesh Kar	Assistant Professor	Mathematics	Maximum entropy, Principle operation research
11	Prpf. Madhusree Chatterjee	Assistant Professor	Philosophy	Analytic philosophy, logic
12	Dr. Tanusree Mondal	Assistant Professor	Bengali	Drama
13	Dr. Subhajit Ghosh	Assistant Professor	Commerce	Accounting and finance
14	Dr. Sovan Kumar Panda	Assistant Professor	Electronics	Nanotechnology, Materials Science
15	Prof. Chinnoy Mishra	Assistant Professor	Sanskrit	Vyakaranam, Darsanam
16	Dr. Lakshman	Assistant	Geography	Agricultural

	Chandra Pal	Professor		geography, Climetology
17	Prof. Masud Karim Sarkar	Contractual Whole Time Teacher	Physics	Materials Science
18	Prof. Sima Nandi	Contractual Whole Time Teacher	Education	Educational psychology
19	Prof. Arjun Banik	Guest Teacher	Bengali	Bengali literature and story

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 institution invites various eminent academicians and researchers as speakers during several academic and interdisciplinary seminars and workshops organized by the institution.

LIST:

Sl.No.	Eminent Scientists	Programme	Date
1.	Prof. Binay Kumar Dutta, Chairman Pollution Control Board, Paribesh Bhavan, Kolkata	Seminar on 'Environmental awareness' as a part of observance of World Environment Day(5 th June)	9.6.2014
2.	Prof. Rabin Majumdar, Environmental activist, Retired Professor of Department of Chemical Engineering, University of Calcutta	Seminar on 'Environmental awareness' as a part of observation of World Environment Day(5 th June)	9.6.2014

3.	Smt Pallavi Julasaria, Officer Incharge, Calcutta Stock Exchange Limited, Kolkata	Orientation Programme on Capital Market, organized by Department of Commerece and Economics	13.2.2015
4.	Shri Subhajt Saha, representative of Calcutta Stock Exchange Limited, Kolkata	Orientation Programme on Capital Market, organized by Department of Commerece and Economics	13.2.2015
5.	Dr. Dhruba Ranjan Dandapat, Prof. of Commerce, University of Calcutta	Orientation Programme on Capital Market, organized by Department of Commerece and Economics	13.2.2015
6.	Dr. Apurva Kumar Dey, Assoc. Prof. of Bengali, Raja Pearry Mohan College, Uttarpara.	Seminar on 'Antarjātik Mātri Bhāṣa Divas' to observe International Mother Language Day(21 st February), organized by the Bengali Department.	21.2.2015
7.	Dr. Bhavani Shankar Joardar, Retd. Professor	Seminar on 'Annihilation of	23.4.2015

	of Zoology of Ashutosh College, Vice President of Paschimbanga Vijnān Mancha.	Nature Past and Present' to observe The Earth Day (22 nd April)	
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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?

There is no provision for sabbatical leave in this Govt. Aided under graduate colleges as per the existing rule of Education Directorate, Govt. of West Bengal and statute of the University of Calcutta.

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

Being an under graduate college and not a research institute such initiatives are probably not applicable in the strict sense of the term. However, the institute encourages and sanctions on-duty leaves for the faculties to present their research findings in various international/national conferences/seminars/symposia.

The NSS units of the institute usually conduct various programmes involving the students to make local community aware of various socio-economic, environmental, health and hygiene issues.

3.2 RESOURCE MOBILIZATION FOR RESEARCH

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

Being an undergraduate college, there is neither specific Research Centre nor provision for budget allotment. However, the PI faculties getting approval for major/minor projects from various funding agencies usually mobilize their financial resources to purchase various books, journals, equipment, etc. for research.

3.2.2 Is there a provision in the institute 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.

There is no provision in the institute to provide seed money to the faculty for research.

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

There is no such institutional provision to support student research projects.

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

The institution does not enjoy the scope of undertaking interdisciplinary research.

3.2.5 How does the institute ensure optimum use of various equipment and research facilities by staff and students?

There is hardly any scope for the institute to use the equipments as asked in the question.

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

Till now, the institute has not received any such financial assistance for developing research facility from any industry or other beneficiary agency.

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

Besides encouraging the faculty members, the institute provides the following assistances in securing funds from various funding agencies, industry and other organization.

- Access to the various journals which is essential in writing the project proposals.
- Project proposal of the interested faculty member are approved by the college authority and forwarded to the funding agency in time.
- College authority sanctions on-duty leave to the faculty members for defending their project proposals and to project their research findings in national/international seminars, symposiums or conferences within the scope of existing rules.

Detail of Ongoing / Completed projects and grants received during the last four years:

Sl No.	Name of the Department	Title of the Project	Name of the Programme	Funding Agency	Total Grant	Sanctioned Year	Status
1	Department of Electronics	Fabrication of vertically aligned Si nanowire array for Surface Enhanced Raman Scattering (SERS)-based sensors	INSPIRE Faculty Award	DST, New Delhi	35 Lakh (@7lakh/year)	2012	On going
2	Commerce Department	Online Banking: Its Acceptability, Opportunities and Challenges	UGC Minor Research Project	UGC	2.45 Lakhs	2015	On going

		in India					
3	Department of Bengali	Bānglā Nātya Patra Patrikāi Bahumukhi Girish Chandra Ghosh	UGC Minor Research Project	UGC	2.85 Lakh	2015	On going

3.3 RESEARCH FACILITIES

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

The following research facilities are available to the students within the college campus-

- Departmental laboratories in Electronics
- Access to selected journals and internet facilities

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?

The institution does not have any concrete strategy and infrastructural facility to meet the need of researchers.

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

The institute has so far not received any such grant for the said purpose.

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

As there is almost no scope in the under graduate curriculum for the students to access research facilities outside the campus, no such research facilities could be made available to the students on the whole.

3.3.5 Provide details on the library/information resource centers or any other facilities especially for the researchers?

Facilities for the researchers in the central library are, indeed, scanty but the institute subscribes a few research journals only.

3.3.6 What are the collaborative research facilities developed/created by the research institutes in the college? For example, laboratories, library, instruments, computers, new technology etc.

There is no such research institute in the college and hence no collaborative research facilities could be developed so far.

3.4 RESEARCH PUBLICATIONS AND AWARDS:

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

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

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 publications are listed in any international data base.

No such publication or partnership in publication of any research journal is made by the institute.

3.4.3 Give details of publications by the faculty and students:

A. Publication per faculty

- a) Arts Faculty: 16
- b) Science Faculty: 22
- c) Commerce Faculty: 7

B. Number of papers published by faculty and students in peer reviewed journals (B1= National, B2 = International)

Total number of papers with the name of the faculty:

Dr. Samindra Mohan Biswas: 3

Prof. Madhusree Chatterjee: 2

Prof. Chinmoy Mishra: 4

Prof. Arjun Banik: 7

Dr. Ramesh Kar: 6

Dr. Sovan Kumar Panda : 16

Dr. Subhojit Ghosh: 7

C. Number of publications listed in International database (For example: Web of Science, Scopus, Humanities, International complete, Dare database-International Social Sciences Directory, EBSCO host etc.)

- D. Monograph: Nil
- E. Chapter in books
- F. Books edited
- G. Books with ISBN-ISSN numbers with details of publishers
- H. Citation index
- I. SNIP
- J. SJR
- K. Impact factor
- L. h-index

Detailed publication list of faculties has been furnished below:

Name of the Faculty	Details of Publication	Inter-national / National	Resent Impact factor of the journal	Total citation	h-index of the faculty
<p>Dr. Samindra Mohan Biswas</p>	<p>1. Article on Maharashtra in the Statesman, 11th May, 2002.</p> <p>2. Article on Goa and Chunar, in the Statesman, 27th February, 2002.</p> <p>3. Name of the book published: Sher – e – Bangla - Fazlul Huq, (1906-47) - In The Cross - Currents of Provincial and National Politics in India, 2010, ISBN. 978-93-80336-10-7.</p>	<p>-</p> <p>-</p> <p>National</p>	<p>-</p> <p>-</p> <p>-</p>		
<p>Dr. Ramesh Kar</p>	<p>1. Entropy Optimization In Mathematics Programing, Tansui Oxford Journal of Math. Sc., Voh. 25, no. 4, 2009, pg. 333-349.</p> <p>2. Maximum Entropy Method in cars flowing traffic network system, AMSE, France, Vol. 30, no. 1-2,2009.</p> <p>3. Equivalence of Maximum Entropy and minimum energy in the context of Quantum and Urban System, Journal of Technology, Vol. XXXXI, 2009, pp. 1-8.</p> <p>4. Entropy and Utility based Trip Distribution Model, AJUSESR, Vol. 4, no. 12, pp. 375-378, November 2011.</p> <p>5. The Entropy of State Transition Probability Matrix, International</p>	<p>Internati onal</p> <p>Internati onal</p> <p>Internati onal</p> <p>Internati onal</p> <p>Internati onal</p>			

	Journal of New Innovations 6. Entropy and Utility in decision process, Journal of Applied Maths and Bio Information.	International			
Dr. Subhajit Ghosh	<p>1. IFRS 1. A Guide Line For 1st time Adoption- The Management Account - The Journal of ICWAI April 2011.</p> <p>2. GAAP to IFRS : the transition on the threshold, Research Bulletin, 2010, ICWAI</p> <p>3. Carbon credit: an emerging business model to combat reality - Perspectives on Management. - August, 2010</p> <p>4. Creative accounting: a fraudulent practice leading to corporate collapses - THE MANAGEMENT ACCOUNTANT JOURNAL - 2009,ICWAI.</p> <p>5. Risk reporting - an essence of risk management - THE MANAGEMENT ACCOUNTANT JOURNAL - 2009 ICWAI</p> <p>6. Knowledge assets - an underestimated attribute to be identified and quantified – THE MANAGEMENT ACCOUNTANT JOURNAL - 2009 ICWAI</p> <p>7. Forensic accounting: an emerging weapon for white collar fraud detection and fraud prevention - JIS MANAGEMENT QUENCH, CENTRE FOR MANAGEMENT STUDIES, DEC. 2007, JIS</p>	<p>National</p> <p>National</p> <p>National</p> <p>National</p> <p>National</p> <p>National</p> <p>National</p>			

	COLLEGE OF ENGINEERING. 8. Corporate Frauds and Its Impacts on Indian Business Environment; ISBN 978-93-82623-61-8 9. Development of Forensic Accounting in India, Commerce Jyoti-Journal of Emerging Issues in Finance, Management and Information Technology, New Alipore College, June, 2013	National National			
Dr. Sovan Kumar Panda	<p>1. BOOK CHAPTER: S. K. Panda and H. Shin, “Atomic Layer Deposition of Nanostructured Materials”, Chapter name: ‘Step coverage in ALD’, Wiley-VCH, ISBN-13: 978-3527327973, 2012</p> <p>2. “Electrochemical performance of amorphous and anatase TiO₂ nanotube array-based anodes fabricated by atomic layer deposition”, S. K. Panda and H. Shin, <i>Mater. Res. Innov.</i>, 19 (2015) S5-695</p> <p>3. “Reversible phase transformation of titania (anatase) nanotubes upon electrochemical lithium-intercalation observed by <i>ex situ</i> transmission electron microscopy”, S. K. Panda, , S. Lee, W-S. Yoon, H. Shin, <i>J. Power Source.</i> 249 (2014) 59</p> <p>4. “Schottky Nanocontact on Single Crystalline ZnO nanorod Using Conducting Atomic Force Microscopy”,</p>	<p>Inter-national book</p> <p>Inter-national</p> <p>Inter-national</p> <p>Inter-national</p>	-	1	7
			0.83	0	
			6.217	5	
			2.184	1	

	<p>S. K. Panda, S. B. Sant, C. Jacob, H. Shin, <i>J. Nanoparticle. Res.</i> 15 (2013) 1361</p> <p>5. “Nanoscale Size Effect of TiO₂ (anatase) Nanotubes with Uniform Wall Thickness as High Performance Anode for Li-ion Secondary Battery”, S. K. Panda, Y. Yoon, H.-S. Jung, W.-S. Yoon, and H. Shin, <i>J. Power. Source.</i>, 204 (2012) 162</p> <p>6. “Preparation of Transparent ZnO Thin Film and its Application in UV Sensor Device”, S. K. Panda, C. Jacob, <i>Solid State Electron.</i> 73 (2012), 44</p> <p>7. “Synthesis of Step-Shaped Bismuth Nanowires – An Approach Towards the Fabrication of Self–Homojunction”, S. K. Panda, D. Han, H. Yoo, H. Shin, H. Park, J. Xu, <i>Electrochem. Solid State Lett.</i>, 14 (2011) E21</p> <p>8. “Synthesis of β-SiC Core-Sheath Nanowires by CVD Technique Using Ni as Catalyst”, S. K. Panda, J. Sengupta, C. Jacob, <i>J. Nanosci. Nanotechnol.</i> 10 (2010) 3046</p> <p>9. “Surface Enhanced Raman Scattering and Photoluminescence Properties of Catalytic Grown ZnO Nanostructures”, S. K. Panda and C. Jacob, <i>Appl. Phys. A.</i> 96, 4, (2009) 805 (Rapid communication)</p> <p>10. “Thickness Dependent Growth of Needle-Like and Flower-like ZnO</p>	<p>Inter-national</p> <p>Inter-national</p> <p>Inter-national</p> <p>Inter-national</p> <p>Inter-national</p> <p>Inter-national</p> <p>Inter-</p>	<p>6.217</p> <p>1.504</p> <p>2.149</p> <p>1.34</p> <p>1.704</p> <p>1.569</p>	<p>35</p> <p>31</p> <p>5</p> <p>17</p> <p>17</p> <p>13</p>	
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<p>Prof. Arjun Banik</p>	<p>1. ' Tabu Ekalabya ' পত্রিকা - Topic - ' Narendranath Mitrer Chena Mahal : Bhavanar Achena Mahal.' শারদ ১৪১৮। (sept-dec 2011).</p>	<p>National</p>			

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	<p>Publishing. September 2014. Topic - ' SHAIBAL MITRER CHOTO GALPO ; SAMAYER UJAN BEYE SHILPIR BAHUMATRIKATA. ' Page No. - 323. ISBN NO. - 978-81-295-2180-4.</p> <p>7. Natun Bhavner Alope Lokojan. Edited By - Pijush sarkar & Siddhartha Khanra. Pustak Bipani Publishing. July 2015. Topic - ' Bangla Sahiterer Rupkatha : Ek Bisritropraya Sampader Itikotka.' Page No. - 81. ISBN NO - 978-93-82663-45-4.</p>				
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3.4.4 Provide details (if any) of

- **Research awards received by the faculty**
- **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- **Incentives given to faculty for receiving state, national and international recognition for research contributions:**

Following award/ fellowship & recognition of excellence in Research have been received by Dr. Sovan Kumar Panda:

- **Institute Fellowship for Ph.D.**, Indian Institute of Technology, Kharagpur, (Awarded by Ministry of Human Resource Development (MHRD), Govt. of India) for 2005-2009
- **Best Poster Award** in 18th AGM of the Materials Research Society of India (MRSI), Feb 2007, NPL, New Delhi, India
- **Best Poster Award** in 20th AGM of the Materials Research Society of India (MRSI), Feb 2009, SINP, Kolkata, India
- **INSPIRE FACULTY Award** from INSA/DST, New Delhi, July, 2012

3.5 CONSULTANCY:

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

We do not have any concrete strategy for establishing institute-industry interface as such, still, the institute has taken certain measures to develop a rapport between a few departments of the college and some industry. Some Departments of the college organize educational tours from time to time. Such tours have been organized by the following departments with a view to initiating a firsthand relation with the following industry:

Department	Industry/Institute visited	Year of visit
Geography	Handloom Industry (Baluchari, Swarnachuri, Silk manufacturing unit) at Bishnupur, Bankura by 3 rd yr Hons students.	2015
Economics	Self Help Organisation- "Srijony Mahila Sangha" at Kulteighori, Hooghly (Keshabchak Gram Panchayat) by Hons students.	2015

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

The institution has, in fact, no stated policy to promote consultancy. All staff members are encouraged to utilize their skills and knowledge to provide consultancy services. Consultancy is provided by our faculties to other institutions, which will be evident at a glance from the following table:

Sl. No.	Name of the Faculty	Designation & Department	Name of the Institution	Nature of Consultancy
1.	Prof. Kaberi Chatterjee	Associate Professor, Dept of History	Directorate of Distance Education, Rabindra Bharati University (RBU)	Co – Ordinator
2.	Prof. Dr. Ramesh Kar	Bursar & Assistant Professor, Dept of Mathematics	RBU	Co Co – Ordinator
3.	Prof. Asis Kumar Pan	Associate Professor, Dept of English	RBU	Academic Counsellor in DDE, RBU
4.	Prof. Prabir Kanti Basu	Associate Professor, Dept of English	RBU	-do-
5.	Prof. Dr. Chandrima Bhattacharya	Associate Professor, Dept of Bengali	RBU	-do-
6.	Prof. Dr. Tanushree Mandal	Assistant Professor, Dept of Bengali	RBU	-do-
7.	Prof. Tanushree Banerjee	Part-Time Teacher, Dept of History	RBU	-do-
8.	Prof. Pabitra Bhattacharya	Guest Lecturer, Dept of Geography	RBU	-do-
9.	Prof. Dr. Subhajt Ghosh	Assistant Professor, Dept	St. Xavier’s College, Kolkata	Exam related Consultancy for B.B.A. & B. Com

		of Commerce		Examinations
10.	Prof. Dr. Ramesh Kar	Assistant Professor, Department of Mathematics	University of Gour Banga, North Bengal.	Member of Board of Studies in Mathematics (UG).
11.	Prof. Dr. Sovan Kumar Panda	Assistant Professor, Dept of Electronics	University of Calcutta	Member of Board of Studies for Electronics (UG, Hons & Gen)

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

Our college is located in an area predominated by economically and educationally backward section of people. Faculty members involved with NCC and NSS units of the college try to interact with the local people to get an idea of their primary inconveniences. This initiative is also undertaken through the extension programmes arranged by the college.

The NSS unit conducts blood donation camps and health check up programmes in collaboration with local bodies and health check up programmes. Even the doctors from the government medical institutions regularly participate in these programmes as resource persons.

Recently, NCC and NSS Units are also trying to make the local youth aware of social curse like Drug abuse and AIDS. It also organizes tree plantation programme keeping in mind the importance of Green Environment.

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 major an area in which consultancy is provided will be evident from following details:

Areas:

- **Women Rights and Laws** – Workshop organized by the Youth and Women Cell and conducted by the resource persons of AMAN – A GLOBAL VOICE FOR PEACE IN HOME, WEST BENGAL CHAPTER.
- **Counselling for Differently Able Students** – conducted by the counsellors of the Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata.

- **Counselling on Stress Management** – personal counselling of students conducted by the counsellors from The Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata.
- **Career Counselling** – organized by Career and Counselling Cell of College in 2012 in the following areas:
 - Audio Acting and Anchoring conducted by Sri Jagannath Basu, ex station director of Kolkata Dooradarshan and eminent elocutionist.
 - Career counseling for B.Com. students conducted by Prof. Ashish Mitra, Professor-in-Charge, Career Oriented Programme, St. Xavier's College, Kolkata.

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 nature of consultancy, as we have already highlighted, involves people who may not always be able to avail professional consultancy through formal/organized methods. Hence our faculties often try to advise and communicate with the beneficiaries in an informal meeting. These practices do not generate any revenue.

Independent Learning

- Presentation of syllabus oriented Lab-based practical and project-based assignments
- Project work (curricular requirement) by students of Commerce and Economics Department
- Project on environmental studies
- Enhancing knowledge base through reading of reference books and journals.
- Oral/written presentation by students in class seminars

3.6 EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR)

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

The college, situated at an industrial belt, has always been concerned about the increasing access of students, coming mostly from the under-privileged

sections of society to higher education. As per the regulations of the concerned authorities, there are reservations, financial aids in the form of stipends for the socio-economically backward students (constituting a major portion of our students). This motivates the students to be more committed to their studies and in this process the college also contributes to the society at large.

The institution strives to promote institution-neighbourhood-community network by encouraging holistic development of students and making them aware of socio-economic realities and giving them an in-depth exposure to the real world, developing among them a sense of responsibility towards the broader society through offering their service in different spheres. Efforts are made to inculcate among them a spirit of nationalism, team spirit and community feeling.

The institution embarks upon institution-neighbourhood-community network to fulfil its motto of “**Not Me but You**” through its various extension activities by the **NSS, NCC and the Extension units** of the college. Such programmes facilitate an understanding and appreciation of the differences in the society among students.

The institution also serves the community by offering distance education in the Post Graduate level through **Rabindra Bharati University (DDE-39)** for the students who are from semi-urban and rural areas and who do not have the opportunity of studying in the regular courses but would like to enhance their knowledge or increase their prospect for better placement in workplace.

The **Women Cell** organizes and conducts awareness programmes on human rights, laws and responsibilities with the aim of making the society safe and secure.

The **Career and Counselling Cell** counsels the students in their career prospects forming a link between the students and different experts, companies and organizations, thereby preparing them to face the challenges of the professional world.

The institute is conscious of its role in campus-community connection, wellbeing of its neighbourhood and has thus initiated a number of community development activities.

The following table reflects the same:

Activities of NSS Units 2010-2015:

Sl No	Activities	Venue	Date	No. of persons involved
1	Special Camp on Environment and Social Welfare (health, hygiene and environment)	Health Centre Word:9 Rishra Municipal ity Do College Do	<ul style="list-style-type: none"> • 21-Jan-2010 to 27-Jan-2010 -> for 2009-10 • 22-Jan-2011 to 28-Jan-2011 -> for 2010-11 • 29-Feb-2012 to 06-Mar-2012 -> for 2011-12 • 24-Mar-2013 to 31-Mar-2013 -> for 2012-13 	50 48 52 56
2	Seminar on Family Planning	Colleg e	24-Jan-2011	75
3	Voluntary Blood Donation Camp	Colleg e	31-Jan-2012	59
4	Blood group testing for college students & staff	Colleg e	28. 03. 2015.	104
5	i) Eye check-up of college student & staff ii) ENT Check II	Colleg e DO	28. 03. 2015.	i) 78 ii)66
6	Visit to local slum area for cleaning & bleaching treatment	Local Areas	22-Jan-2010	135
			25-Jan-2011	130
			01-Mar-2012 & 02-Mar-2012	142
			26-Mar-2013	127

			& 27-Mar-2013	
7	Free health check-up camp of local slum area	Local Areas	24-Jan-2010	52
			27-Jan-2011	45
			03-Mar-2012	59
			29-Mar-2013	64
8	Observance of World Environment Day	College	5 th June, 2014, 2015	Not Recorded
9	Observance of Independence Day	College	15 th August (every year since inception)	Not Recorded
10	Observance of NSS Foundation Day	College	24 th September (every year since inception)	Not Recorded
11	Observance of birthday of Swami Vivekananda	College	12 th January (every year since inception)	Not Recorded
12	Observance of birthday of Netaji Subhash Chandra Bose	College	23 rd January (every year since inception)	Not Recorded
12	Observance of Republic Day	College	26 th January (every year since inception)	Not Recorded

In addition to the activities tabled above NSS volunteers take active part in organizing Annual Sports of the college, Saraswāti Pūja and other cultural programmes usually conducted by the Students' Union.

Activities of the NCC unit during 2010-15:

Sl No	Activities	Place	Date	No. of persons involved
1	Combined Annual Training Camp (CATC – II)	Kanchrapara	08-Jun-2013 to 17-Jun-2013	SD=11, SW=7
2	Observance of Independence Day	Bidhan Chandra College Campus	15-Aug-2013	SD=10, SW=6
3	Observance of Republic Day	Bidhan Chandra College Campus	26-Jan-2014	SD=14, SW=9
4	Combined Annual Training Camp (CATC – I)	Fort William, Kolkata	10-May-2014 to 19-May-2014	SD=5, SW=3
5	Combined Annual Training Camp (CATC – III)	Tarakeswar Degree College	19-May-2014 to 28-May-2014	SD=5, SW=3
6	Observance of World Environment Day	Bidhan Chandra College	05-Jun-2014	SD=11, SW=5

		Campus		
7	Observance of Republic Day	Bidhan Chandra College Campus	26-Jan-2015	SD=18, SW=14
8	Army Recruitment Rally	RCTC Ground, Barrackpore	16-Jun-2015	SD=18
9	Observance of World Environment Day	Bidhan Chandra College Campus	05-Jun-2015	SD=9, SW=5
10	Observance of World Yoga Day	Serampore	21-Jun-2015	SD=36, SW=24
11	Observance of Independence Day	Bidhan Chandra College Campus	15-Aug-2015	SD=11, SW=7

SD= Senior Division (Boys), SW= Senior Wings (Girls)

ACTIVITIES OF HUMAN RIGHTS AND GENDER ISSUES DURING 2014-15:

The **Women Cell** of the college with a view to establishing gender equality and to stop gender discrimination has organized a one day workshop in collaboration with ‘**AMAN A GLOBAL VOICE FOR PEACE IN HOME- WEST BENGAL CHAPTER**’ to observe the ‘**International Women’s Day**’(8th March) on 14th of March, 2015. The active participation of the students in this programme and their zealous cooperation

provide an effective background for stopping domestic violence, child marriage and human trafficking.

ACTIVITIES OF ECO CLUB DURING 2014-15:

The **Amrita Devi Eco Club** observed the **Earth Day (22nd April)** on 23rd April, 2015, by organising a seminar on environmental awareness. Dr. Bhawani Shankar Joardar, retired Professor of Zoology and an environment activist presented a paper on the topic '**Annihilation of Nature: Past and Present**'. The **World Environment Day** was also observed by this club on **5th June 2015**, by organising tree plantation ceremony. Dr. Sovan Kumar Panda, Assistant Professor in Electronics of our college, presented a paper on '**Global Warming**' on this occasion.

ACTIVITIES OF EXTENSION WING DURING 2014-15:

The **Extension wing** of the college also organised several extension activities conducted by the staff and students of the college.

- A **Blood Donation Camp** was organised on **10.4.2014** along with the NSS units in collaboration with Serampore Walsh Hospital.
- The **World Environment Day** was observed by this unit along with the NSS and NCC units by organizing a rally on environmental awareness covering a large area of Rishra Municipality. The college is truly indebted to the **West Bengal Pollution Control Board** for their support in organising this programme. In this campaign against different forms of pollution, hand bills and most of the posters were provided by the Pollution Control Board. At the end of the rally, saplings of rare plants were planted in the college campus. This was followed by an illuminating seminar on 9th June, 2015, in which renowned speakers and environmental activists Dr Binay Kumar Dutta, Chairman Pollution Control Board, and Prof. Rabin Majumdar, retired Professor of Chemical Engineering delivered valuable speeches. Their deliberation presented a grim and appalling picture of environment pollution, global warming and green house effects.
- A **Motivational Camp for the Differently abled Students** of the college, as well as neighbouring institutions, was organized by the college in collaboration with **The Centre for Counselling Services and Studies in Self Development (CCSSS)**, Jadavpur University, on 28th

February,2015, enabling the students to face the challenges of the competitive world in a more confident way.

- Visit to **Old age Home** on 7th March, 2015, to the **Uttamananda Matri Ashram, Hatirkul, Konnagar**, Hooghly, who organised to give the residents a feel that they are loved and revered. As this date was also closer to Vasant Utsav, (6th March) the entire visit was organized as a celebration of the colour festival with the intention of adding some colour to the arid and sapless lives. The **Women’s Day (8th March)** of 2015 was dedicated to these women, who have been away from their families, for various rather unhappy reasons.
- With a view sharing the missionary zeal to serve the distressed humanity, visit to **Cheshire Home, Serampore Unit**, a home for the physically and mentally challenged, was held on Thursday 14th May, 2015.

ACTIVITIES OF THE CAREER AND COUNSELLING CELL:

The Career & Counselling cell of the college, sponsored by U.G.C. under the 11th plan period, was operative from July 2012 to September 2012, with a view to unfold the career opportunities of its students and instil confidence in them to face the challenging professional world. The details of the programme would be evident at a glance from the following table:

SI No.	Programme	Resources	Dates	Timings	Class & Subject of Participant	Number of Participants: Male(M)& Female(F)
1	Counselling on Stress Management	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata.	24.8.20 12	10A.M.-5 P.M	B.A.1 st yr.: English (Hons.) & Education (Hons.)	M:21+F:34=55 M:17+F:24=41 96

2	Career counselling for B.Com students	Prof. Asish Mitra, Prof-in-charge, Career Oriented Programme, St. Xavier's College, Kolkata.	30.8.2012	1.30PM-3.00P.M. & 3.30P.M.-5P.M.	B.Com. (Hons.)1 st yr: Day section & Evening section B.Com.(Gen.)1 st yr: Day section & Evening section	M:64+F:16=80 M:54 = <u>54</u> 134 M:28+F:11=39 M:43 = <u>43</u> <u>82</u> 134+82=216
3	Career Counselling for Anchoring & Audio Acting	Shri Jagannath Bose	5.9.2012	2P.M.-5 P.M	B.A., B.Sc.& B.Com 1 st yr., 2 nd yr. & 3 rd yr. (Hons. & Gen)	M:40+F:30=70
4	Counselling on Stress Management	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata.	7.9.2012	10A.M.-5 P.M	B.A.1 st yr: Bengali (Hons.) & Geography (Hons.)	M:22+F:44=66 M:35+F:21= <u>56</u> 122
5	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata.	7.9.2012	11.30 A.M.- 2.30 P.M.	B.A.1 st yr.: English (Hons.) & Education (Hons.)	M:4+F:4=8
6	Counselling on Stress Management	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	8.9.2012	10A.M.- 5 P.M	B.A. & B.Sc.: Political Sc.(Hons.) 1 st yr & 3 rd yr, Sanskrit (Hons.) 1 st yr & 2 nd yr., Philosophy (Hons.) 1 st yr. Mathematics	M:8+F:16=24 M:15+F:16=31 M:7+F:20=27 M:3 = <u>3</u>

					(Hons.) 1 st yr & English (Hons.) 2 nd yr	M:1 =1 86
7	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	8.9.201 2	11.30 A.M.- 2.30 P.M.	B.A& B.Sc.1 st yr.: English (Hons) Bengali (Hons.),Geography (Hons.),Sanskrit (Hons.), Political Sc. (Hons.) & Education (Hons.)	M:2 + F:9=11
8	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	8.9.201 2	11.30 A.M.- 2.30 P.M.	B.A& B.Sc.1 st yr.: English (Hons) Bengali (Hons.), Geography (Hons.), Sanskrit (Hons.), Political Sc. (Hons.) & Education (Hons.)	M:2 + F:9=11
9	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	14.9.20 12	11.30 A.M.- 2.45 P.M	Philosophy (Hons.)1 st yr, Sanskrit (Hons.)1 st yr, English (Hons.)1 st yr, Computer Sc.(Hons) 2 nd yr, Bsc.(Gen.) 2 nd yr.	M:6+F:5=11
10	Counselling on Stress Management	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur	15.9.20 12	10A.M.- 5 P.M	B.A.(Gen.), Geography (Hons.)3 rd yr.,	M:59+F:34= 93 M:18+F:8 = 26

		University, Kolkata			Computer Sc.(Hons.) 3 rd yr,Economics (Hons.) 3 rd yr,B.com.1 st yr & 2 nd yr (Hons.&Gen.)	F:2 = 2 M:1 = 1 M:5+F:2 = 7 129
11	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	15.9.20 12	11.30 A.M.- 2.30 P.M.	Computer Sc.(Hons.) 1 st & 3 rd yr , Economics (Hons.) 3 rd yr,Philosophy (Hons.) 1 st yr, Bsc.(Gen.) 3 rd yr	M:4+F:4 = 8

The cell, operative from April, 2015, again has organized **personal counselling sessions** for differently-able students. **Stress Management Workshop for the Non Teaching Staff** on 10th September, 2015.

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

The different functionary bodies of the college like the **NCC, NSS, Women Cell, Career and Counselling Cell and Amrita Devi Eco Club** organise programmes throughout the year and they separately keep a record of their activities and social interaction inside and outside the campus. These units plan their activities for an academic session with the help of the staff and student volunteers of the college and execute it throughout the year.

The NSS Units of the college have been active in organising awareness camps on Blood Donation, Health check up, cleaning campaign and Environmental programmes.

The college, in collaboration with Serampore Walsh Hospital organized a **HEALTH CHECK UP** programme in our college premises. A good number of students and staff of our college participated in this programme. Details of this programme are mentioned below:

DATE	ORGANIZING AUTHORITY	HEALTH SERVICES	NO. OF BENEFICIARIES
28.3.2015	Bidhan Chandra College in collaboration with Serampore Walsh Hospital	BLOOD GROUP TEST	104
		ENT CHECK UP	66
		EYE TEST	78

The college along with its NSS and NCC units organized a workshop with the motto ‘*Sarirā mādyām khalu dharmasādhanam*’, to promote physical and mental health of our students by observing **International Yoga Day (21st June) on 23rd June**, in collaboration with **Rajdeep Yoga and Cultural Society**, Serampore. This was a project of the Government of India and in commensuration with the idea of the Union Government; our college has also observed the World Yoga Day. Active participation of students, teachers and non teaching staff made the programme a success.

3.6.3. How does the institution solicit stakeholders’ perception on the overall performance and quality of the institution?

The institution, which is consistent in its tradition, gives due importance to the stakeholders’ perception on performance and quality. Keeping in mind the goal of the institution to foster opportunities for higher education for the benefit of the local community, involving the students, parents and alumni, attempts have been made to measure the stakeholders’ perception of service quality. Stakeholders’ perception is gauged by the **students’ feedback** on the institution and what they have acquired from the institution. The college tests, the tutorial and remedial classes arranged by the departments are also a part of the feedback mechanism for both teaching and students’ qualities.

Parent-Teacher meets are also organised in the institution. The feedback received from such meets helps both the teachers and the students. Such meets are very important to know the background of the students and in many cases, to understand the struggle the students undertake, as they come from very socio-economically low income houses, where education always takes a back bench to other household activities.

An **Alumni Association** has also been formed on 20th June,2015, through which institution can invite suggestions and necessary support of the ex-students on the overall qualitative improvement of the college.

Moreover, time to time meetings of the **Governing Body, Teachers’ Council** and the **Staff** of the college are held to monitor and assure the smooth functioning and continuous growth of the college.

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

Extension and outreach programmes are organized by the various units of the college, like the NSS, NCC and the Extension wing, with due approval of the principal. The conveners of the various units along with its members prepare a round-the-year plan for their respective units and these plans are implemented with the help of the various staff and students. The needs of the local community/ institution/ bodies are taken into consideration while deciding on the venues, where the extension and outreach work is to be undertaken. The outreach programmes of the NSS units are, however, carried out with the approval of the Local Government according to the need of the community.

Extension and outreach programmes are also organized by the students of the institution together with the faculty members.

Though the budget of the institution does not specifically mention ‘Budget allocated for extension activities’ but expenses are incurred from the budgetary head of NAAC. The amount spent for the extension and outreach programmes by the college is given in the table below:

Units: NSS	Amount* spent in rupees			
	2010-11	2011-12	2012-13	2013-14
Regular Programme	22,500/-	22,500/-	22,500/-	13,500/-
Special Camp	22,500/-	22,500/-	22,500/-	15,000/-
Blood Donation Camp	-	2,500/-	2,500/-	-

*The amount spent by the NSS is received as grant through NSS units of the University of Calcutta

Unit: Extension Unit	Date: 10 th April, 2014 onward	Amount spent in Rupees: 10,500/-
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Impact on the students:

Students’ participations in the various extension activities help in their character building. They get to realize the hardships of life when they come across people living in the slum areas or the old age home or the home for the destitute. These activities inculcate in the students a sense of responsibility. The extension activities instil among students a team spirit, a sense of discipline, punctuality, fellow feeling and community feeling and thereby ultimately contribute towards nation building.

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

The institution encourages the participation of students and faculties in extension activities organised by the NSS, NCC, and extension units of the college. All these units have student-volunteers who carry out different activities under the able guidance of their programme officers and coordinators. Students are motivated to participate in these activities at the very onset of an academic session by the departmental teachers and the college authority by igniting in them the spirit of community-service and nationalism. Moreover, certificates from the NSS and NCC units, which enhance the job prospect, are an additional incentive for the students.

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 the society.

To empower students from the under privileged and vulnerable sections of the society and thereby to ensure social justice, the different units of the college have organised camps, awareness campaigns, extension activities and workshops, which may be exemplified as follows:

- A **Motivational Camp for the Differently able Students** of the college, as well as neighbouring institutions, was organized by the college in collaboration with **The Centre for Counselling Services and Studies in Self Development (CCSSS)**, Jadavpur University, on 28th February, 2015, to enable the students to face the challenges of the competing world in a more confident way.
- The **Women Cell** of the college with a view to establishing gender equality and to stop gender discrimination has organized a one day workshop in collaboration with '**AMAN A GLOBAL VOICE FOR PEACE IN HOME- WEST BENGAL CHAPTER**' to observe the '**International Women's Day**' (8th March) on 14th of March, 2015. The active participation of the students in this programme and their zealous cooperation provide an effective background for stopping domestic violence, child marriage and human trafficking.

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

The participation of the students in various extension activities organized by the college makes them aware of the stark realities and the challenges of life. Witnessing the sufferings of the underprivileged through visits to old age home, orphanage or home for the disabled persons leaves an impact on the students. Various awareness camps and educational tours also help to inculcate the spirit of fellow-feeling and social responsibility in the students. The students learn to appreciate and acknowledge their own well being and develop a sympathetic understanding for the under privileged. Thus, these activities train the students to be better and more responsible citizens in future.

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 institution maintains a liaison with the local Government by having representatives from local government as its member to the Governing Body. These members can advise on the requirements of the local community comprising industrial community and socio-economically backward classes. The NSS plays an important role in this regard by organizing special camps on health, hygiene, family planning and environmental issues in the local slums. Blood Donation camps organized in collaboration with Serampore Walsh Hospital leave direct contribution to the society. The Awareness Rally on the occasion of World Environment Day, 5th June 2014, spread awareness on the effects of global warming, deforestation and pollution.

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.

On the occasion of World Environment Day (5th June,2014) all the neighbouring colleges were invited to attend the Awareness Rally, Tree Plantation Ceremony, and Seminar on Environmental Awareness. The Motivational Camp for the differently able students was attended by challenged students of the schools and colleges of the vicinity, on the basis of the recommendations of the Principal/ In Charge of the respective institutes.

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

Awards or recognitions received by the college for extension activities will be evident from the table below:

Unit	Year	Award
NSS	2010-11	Best Programme Officer Prof Sadhunath Kundu, awarded by the NSS Cell, University of Calcutta.
NSS	2011-12	Best Programme Officer Prof. Mahadev Dey, awarded by the NSS Cell, University of Calcutta.
NSS	2012-13	Best Programme Officers Prof. Nitya Lal Sen, Prof. Piyali Chakraborty, awarded by the University of Calcutta NSS Cell.
NSS	2012-13	Best Institution Award (Bidhan Chandra College, Rishra)

Contribution to Social/Community Development

The institution remains committed to the society. It leaves its contribution to social and community developments through various awareness camps on health and hygiene, blood donation, environmental and gender issues. It seeks to spread happiness to the listless souls through visits to different homes for the destitute with a bouquet of cultural programme and small gifts. It endeavours to empower and motivate the challenged students by organising workshops for them. It counsels its students towards their future career. Thus the college keeps its commitment for a greener, safer and better tomorrow.

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.

The college does not have independent collaboration with other organizations. It seeks to benefit from the collaborative ventures and research schemes offered by the UGC. At present the ongoing Major and Minor projects conducted by the college faculties will be evident from the following table:

Sl.No.	Title of the Project	Nature of the Project	Name of the faculty	Department
1.	‘Fabrication of vertically aligned Si nanowire array for Surface Enhanced Raman Scattering (SERS)-based sensors’	Major Project	Dr. Sovan Kumar Panda	Electronics
2.	‘Nātya Patra-Patrikāi Bohumukhi Girish Chandra Ghosh’	Minor Project	Dr. Tanusree Mandal	Bengali
3.	‘Online Banking: Its Acceptabilities, Opportunities and Challenges in India’	Minor Project	Dr. Subhajit Ghosh	Commerce

Another platform of interaction with industry is through industrial visits organized by different departments as educational tours as is shown in the following table:

Sl.No.	Department	Industry Visited	Year of Visit
1.	Geography	Handloom Industry (Baluchari, Swarnachuri, Silk manufacturing unit) at Bishnupur, Bankura by 3 rd yr Hons students.	2015
2.	Economics	Self Help Organisation- “Srijony Mahila Sangha” at Kulteighori, Hooghly (Keshabchak Gram Panchayat) by Hons students.	2015

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.

There are no such Mou or official collaborative arrangements of the college with Institutions of national importance/other universities/industries or corporate etc. However, the faculties and students of different departments interact with different institutes of national importance for data collections. Some of the institutes visited by different departments are as follows:

Sl. No.	Departments	Institutes visited
1.	Geography	Census office, Indian Meteorological Department, NATMO, Survey of India.
2.	Economics	Panchayat office, District Rural Development Cell.

Students of the departments of Physics, Computer Science, Geography and Electronics, escorted by the faculty members, participated in various events like debate, quiz, model exhibition, poster presentation in ‘ Bongiya Bigyan Utsav’ at Chandernagore College, on 17.2.15 and 18.2.2015. This event

provided a platform to the students for exposure to the academic world and exchange of ideas.

Certain programmes were organized in the college in collaboration with different institutes, which may be indicated by the following table:

Sl. No.	Programme	Date	In Collaboration with the following institutes
1.	Counselling on Stress Management	24.8.2012-15.9.2015	Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata
2.	World Environment Day	5.6.2014 & 9.6.2014	West Bengal Pollution Control Board, Paribesh Bhavan, 10/A, Block-LA, Sector-III, Salt Lake City, Kolkata.
3.	Orientation Programme on Capital Market, organized by Department of Commerce and Economics	13.2.2015	Calcutta Stock Exchange Limited, Kolkata
4.	Motivational Workshop for Differently-abled Students	28.2.2015	Centre for Counselling Services and Studies in Self Development,

			Jadavpur University, Kolkata
5.	Workshop and Observation of International Yoga Day(21.6.2015)	23.6.2015	Rajdeep Yoga and Cultural Society

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 interactions with industry through educational tours enrich both the faculties and students academically.

The UGC sponsored research projects help in asset generation, infrastructure development and up gradation of existing laboratories.

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.

The details of the scientists and resource persons who visited college as resource persons in different programmes are encapsulated in the following table:

Sl.no.	Eminent Scientists	Programme	Date
1.	Prof. Sadhan Chakraborty, Co-ordinator, Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	Lectures on Stress Management	24.8.2012,7.9.2012,8.9.2012, 15.9.2012

2.	Dr Shubhrangshu Aditya, MBBS, Counsellor Co-ordinator, Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	Effects of Stress on Physiology	24.8.2012, 7.9.2012, 8.9.2012, 14.9.2012, 15.9.2012.
3.	Prof. Asish Mitra, Prof in Charge, Career Oriented Programme, St. Xavier's College, Kolkata.	Career Counselling for B. Com. Students	30.8.2012
4.	Shri Jagannath Bose, Ex-station director of Kolkata Dooradarshan, eminent elocutionist, audio actor and trainer	Career Counselling for Anchoring & Audio Acting.	5.9.2012
5	Prof. Binay Kumar Dutta, Chairman Pollution Control Board, Paribesh Bhavan, Kolkata	Seminar on 'Environmental awareness' as a part of observation of World Environment Day(5 th June)	9.6.2014
6.	Prof. Rabin Majumdar, Environmental activist, Retired	Seminar on 'Environmental awareness' as a part of	9.6.2014

	Professor of Department of Chemical Engineering, University of Calcutta	of observation of World Environment Day(5 th June)	
7.	Smt Pallavi Julasaria, Officer In charge, Calcutta Stock Exchange Limited, Kolkata	Orientation Programme on Capital Market, organized by Department of Commerce and Economics	13.2.2015
8.	Sri Subhajit Saha, representative of Calcutta Stock Exchange Limited, Kolkata	Orientation Programme on Capital Market, organized by Department of Commerce and Economics	13.2.2015
9.	Dr. Dhruva Ranjan Dandapat, Prof. of Commerce, University of Calcutta	Orientation Programme on Capital Market, organized by Department of Commerce and Economics	13.2.2015
10.	Dr. Apurva Kumar Dey, Assoc. Prof. of Bengali, Raja Peary Mohan College, Uttarpara.	Seminar on 'Antarjātik Mātri Bhāṣa Divas' to observe International Mother Language Day	21.2.2015

		(21 st February), organized by the Bengali Department.	
10.	Prof. Sadhan Chakraborty, Co-ordinator, Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	Lecture on Stress Management in the Motivational Workshop for Differently-abled Students	28.2.2015
11.	Smt. Meetalı Nandi, Special educator	Guidelines for Differently-abled students in Motivational Workshop for Differently-abled Students	28.2.2015
12.	Dr. Bhavani Shankar Joardar, Retd. Professor of Zoology of Ashutosh College, Vice President of Paschimbanga Vijnān Mancha.	Seminar on 'Annihilation of Nature Past and Present' to observe The Earth Day (22 nd April)	23.4.2015
13.	Shankarsree Sudipta Biswas, Secretary Rajdeep Yoga and Cultural Society	Importance of Yoga in Workshop and Observation of International Yoga Day(21.6.2015)	21.6.2015

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 –

- **Curriculum development/enrichment:** As a constituent college under the University of Calcutta, the college does not enjoy any autonomy in framing or modifying syllabus. The different departments follow the Syllabus framed by the University of Calcutta. However, teachers of different departments participate in workshops on syllabus organized by the respective Board of Studies, where they can offer their suggestions for the modifications of syllabi. Prof. Sovan Kumar Panda, of the Electronics department as a member of the Board of Studies of his subject play an instrumental role in shaping the curriculum of the subject.
- i. **Internship/ On-the-job training:** Certain ‘Add-on’ courses have also been introduced by the college, to prepare the students to face the professional world. But, the institution does not have any arrangement of programmes like ‘internship’ or ‘on-the-job training’ as such.
- ii. **Summer placement:** Nil.
- iii. **Faculty exchange and professional development:** The faculty exchange programme is on the offing. In this regard an ‘MOU’ has been signed between Bidhan Chandra College, Rishra, Hooghly, and a neighbouring college (Nabagram Hiralal Pal College, Konnagar, Hooghly). Faculty members regularly participate in Refresher Courses and Orientation Programmes conducted by the Academic Staff College of different Universities.
- iv. **Research:** Research is mostly conducted through grants received by the UGC. Some of the faculties have acquired the Ph.D. degree, while some are registered under different Universities for the Ph.D. programme.
- v. **Consultancy:** None so far
- vi. **Extension:** Extension activities are organized by the NCC and NSS units of the college and the extension wing under the NAAC Steering Committee. These units are highly effective and committed towards their social responsibilities.

- vii. **Publication:** None so far.
- viii. **Student Placement:** The college does not have any formal placement cell. However, Career and Counselling Cell, organizes programmes on career guidance by experts from different fields, and corporate houses to prepare the students to meet the expectations and challenges of the professional world.
- ix. **Twinning programmes:** The institution does not have twinning programmes. It has an MOU with the Rabindra Bharati University for conducting a Centre of its Distance Education Programme.
- x. **Introduction of new courses:** The comparatively newer courses that have been introduced in the institution are Electronics, Hons. In Computer Science and Hons. In Education.

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

Such initiatives are still at the planning stage and, therefore, there is no question of implementation.

CRITERIA IV**Infrastructure and Learning Resources****4.1.1 Physical Facilities :****4.1.1. What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

Good and modern infrastructure will definitely facilitate the better teaching and learning process. The policy of the Institution regarding infrastructure is chalked out by the Governing Body of the College in consultation with the Finance Committee for creation and enhancement of infrastructure to facilitate effective teaching and learning. Generally, the policy is implemented by the Building Sub-Committee (UGC/College) with budgetary allocation of the Finance Sub-Committee and UGC Planning Board.

4.1.2 Detail the facilities available for:**a) Curricular and Co- Curricular activities:**

- **Classrooms:-**

We have 28 classrooms to accommodate the students enrolled apart from staff-room, library (central), laboratories, etc. They are spacious and well ventilated with natural lights as well as they are fitted with sufficient number of electric lights and fans. All the classrooms are fitted with blackboard and every class room has podium, chair and table for the teachers. Classrooms are numbered and there are notice boards on the ground floor and the 1st floor. All the classrooms are provided with uninterrupted power supply whenever necessary.

- **Technology enabled learning spaces:-**

Computer laboratory – The College has one computer laboratory which is shared by the Department of Computer Science and the

Department of Commerce. There are 26 computers with standalone version.

Electronics Laboratory – This laboratory is particularly for the Department of Electronics and practical classes are done here.

- Seminar Hall:-

The college has a seminar hall on the 1st floor named after Dr. Homi Jahangir Bhaba. This is well electric ventilated with natural light as well as sufficient number of lights and fans are fitted with uninterrupted power supply. A sound system is maintained and a computer with an LCD projector is fitted there. The sitting capacity is more or less 150. Seminars, lectures, cultural and other academic activities are held there. One LCD TV set is also placed on the wall.

- Tutorial Spaces:-

The college has no specific tutorial spaces but generally classrooms are used for this purpose.

- Laboratories:-

Apart from Computer and Electronics laboratories the college has two other laboratories, Physics laboratory and Geography laboratory.

- Herbal Garden:-

The college has a herbal garden with medicinal herbs indicating the names of the plants.

- Animal House:-

The college has no animal house at present.

- Specialized Facilities and equipment for teaching, learning and research:-

Seven classrooms are equipped with audio facility. LCD projectors or overhead projectors are used in the teaching process in addition to the use of blackboard. The teacher engaged in research activities with major research project funding has a separate laboratory for research activities. The teacher engaged with minor research project funding, has no specific space in the department.

b) Extra-curricular activities:

- Sports, outdoor and indoor games:

Bidhan Chandra College encourages sports activities and the students take part in inter-college football and cricket tournament organized by the University of Calcutta & others. In swimming also our students took part in inter-university competition. The games and sports sub-committee monitors and supervises the sports activities. The college has its own playground where the students practise cricket and football. Annual sports of the students are organized by the students' union. The teaching and the non-teaching staff of the college also participate in the annual sports. Both the boys' and girls' common rooms are equipped with the items of indoor games like table tennis, carom and chess etc.

- Auditorium & Public Speaking and Communication Skill Development:

The college does not have any auditorium and no such facility of Public Speaking and Communication Skill Development available right now.

- NSS:

The college has three NSS units. A room has been allotted for their office to carryout their extension programmes and activities.

- NCC:

The NCC unit of the college has also been provided with a space for keeping their papers and other equipments. They carry out their activities from there.

- Cultural Activities:

The college has a cultural sub-committee that organizes different cultural events viz. Rabindra Jayanti, International Mother Language Day, International Women's Day etc. in collaboration with the departments and participation of staff and students. The students' union organizes annual social functions, fresher's welcome programmes with the support and participation of students, staff & teachers. An 'add-on-course' on music (Rabindra Sangeet) has been running successfully.

- Yoga:
Recently an add-on-course on yoga has been started.
- Sewing :
Recently an ‘add-on-course’ on sewing has been started.
- Health and Hygiene:
First aid facility is available in the college and mainly the programme officers of the NSS units are in charge of it. The college has separate toilets for the boys, girls and staff members and those are cleaned everyday by the concerned sweepers. Classrooms are also duly cleaned every day.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (encloses the Master Plan of the institution/ campus and indicate the existing physical infrastructure and future planned expansions, if any).

The limited infrastructure of the college caters to the growing needs of our academic developments and is optimally utilized. The classrooms are occupied for teaching programmes for the day and evening sections.

The Rabindra Bharati University runs a study centre (DDE-39) on PG Course (viz, Bengali, English, Education, History and geography) for their distance education programme using the available infrastructure of the college.

The college premises are also available for socio cultural and extra-curricular activities organized by the local social and academic institutions on Sundays and holidays.

One research project laboratory has been built up for the Department of Electronics.

Right now, there is hardly any scope to develop the infrastructure of the institution horizontally and only possible way of extension still remaining is its vertical growth.

The college authority has the plan to construct the Jubilee Building from 2nd floor to 4th floor in future if the Building Grant is available from U.G.C. for which application to the concerned authority has duly been submitted.

Table: Infrastructural facilities developed / augmented during last four years.

Items	Years			
	2011-12	2012-13	2013-14	2014-15
	Amount Spent (Rs.)	Amount Spent (Rs.)	Amount Spent (Rs.)	Amount Spent (Rs.)
Books & Journals	Day – 2,97,507 Eve - 1,17,192	Day – 8,761 Eve – 47,305	Day – N.A. Eve – N.A.	Day – 1,39,550 Eve – 15,121.
Equipments	Day – 1,03,502 Eve – N.A.	Day – 22,32,629 Eve – 2,08,038	Day – 17,510 Eve – 11,200	Day – 77,080 Eve – N.A.
Furniture & Fixture	Day – 43,220 Eve – 72,761	Day – 19,150 Eve – 21,987	Day – 57,020 Eve – 66,764	Day – 86,500 Eve – 31,420
Building	Day – 1,04,427 Eve – 31,384	Day – 72,09,687 Eve – 85,767	Day – 23,95,801 Eve – 11,684	Day – 2,95,539 Eve – N.A.
Sports Complex	Day – N.A. Eve – N.A.	Day – 5,03,225 Eve – N.A.	Day – 21,33,807 Eve – N.A.	Day – 3,09,333 Eve – N.A.
Computer & Software Development	Day – 55,000 Eve – 1,07,717	Day – N.A. Eve – N.A.	Day – 10,000 Eve – N.A.	Day – 49,521 Eve – N.A.
Electrical Instruments & Goods	Day – 10,135 Eve – 3,388	Day – 27,592 Eve – 29,118	Day – 928 Eve – 429	Day – 3,05,368 Eve – N.A.

Repair & Maintenance	Day – 21,900 Eve – 97,273	Day – 70,448 Eve – 41,680	Day – 31,150 Eve – 74,933	Day – 1,01,257 Eve – 31,420
Service Charges for Photocopier, Aqua guard (AMC)	Day – 34,431 Eve – N.A.	Day - 29,520 Eve – N.A.	Day – 47,040 Eve – 4,300	Day – 3,600 Eve – N.A.
Computer Maintenance	Day – 16,105 Eve – N.A.	Day – 24,906 Eve – N.A.	Day – N.A. Eve – N.A.	
Networking	Day – 19,732 Eve – N.A.	Day – 10,277 Eve – 10,449	Day – N.A. Eve – 6,179	

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

At present our infrastructure facilities viz. Wheel chair, ramp, handrail in staircase and suitable coloured steps etc. meet the requirements of such students.

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

- Hostel Facility- Accommodation available:
Though the institution provides a two storied hostel for female students, but in spite of several positive attempts on the part of the concerned authority no remarkable response is received from the said students.
- Recreational facilities, Gymnasium, Yoga Centre, etc:
The college has a gymnasium equipped with some necessary instruments and the students practise there under the guidance of an able instructor.

The college does not have any Yoga centre but an ‘add-on-course’ on Yoga has been running successfully.

The staff members of the college uses their staffrooms for recreation and the students use their common rooms for the same purpose.

- Computer Facility including access to internet in the hostel:
As the only hostel meant for the female students is not functioning at present, the question of computer facility does not arise.

- Facilities for medical emergencies:

Only first aid facility is available in the college but the students are the members of the Students' Health Home, AJC Bose Road, Kolkata-700014 and medical facilities are provided by that organization to our students if and when necessary.

- Library Facility in the Hostel: Does not arise.
- Internet and Wi-Fi Facility:
Internet and Wi-Fi Facilities are available in the institution.
- Available Residential Facility for the Staff and occupancy:
No such facilities are available.
- Constant Supply for Safe Drinking Water:
Safe drinking water facility is provided for all the staff members and students.
- Security:
The college has *Darwans* and night guards as permanent as well as casual staff for security purpose.

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?

No provisions as such are made available to the students and staff in terms of health care on the campus but off the campus the students may get benefit from the "Student Health Home" , AJC Bose Road, Kolkata-700014, because the college is a subscribing member of the said 'Students Health Home'.

4.1.7 Give details of the common facilities available on the campus- spaces for special units like IQAC, Grievance Redressal Units, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, Recreational Spaces for staff and students, Safe drinking water facility, Auditorium etc.

- **IQAC:**

The IQAC was established on 2014 for quality sustenance and quality improvement in academic and administrative activities of the institution. The cell has been provided with a room and necessary equipments for technological support to carry out its work. Its main objective is to plan, implement quality initiatives and evaluate the impact.
- **Grievance Redressal Unit:**

The college fosters a "Grievance Redress Unit" and it has a grievance Redressal Box for written complaints and suggestions. Principal with the help of other senior teachers and office bearers try to unearth the problem and thereby solve any grievance found. Besides, the institution has a specific unit on the issue, viz. 'Sexual Harassment Grievance Redressal Cell' which looks into the relevant issues and takes necessary measures if and when required.
- **Women's Cell:**

The college also has a women's cell. The cell consists of senior female faculty members and staff of the college to look after any problems relating to it and thereby to settle the same.
- **Counselling and Career Guidance Cell and Placement Unit :**

The counselling and career guidance cell of the college has been created in order to lend helping hand to the students so that they can cope better with the demands and pressure of the increasingly competitive surroundings. The cell has organized career counselling programmes as per the table given below:

SI No.	Programme	Resources	Dates	Timings	Class & Subject of Participant	Number of Participants: Male((M)& Female(F)
1	Counselling on Stress Management	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata.	24.8.20 12	10A.M.-5 P.M	B.A.1 st yr.: English (Hons.) & Education (Hons.)	M:21+F:34=55 M:17+F:24= <u>41</u> 96
2	Career counselling for B.Com students	Prof. Asish Mitra, Prof-in -Charge, Career Oriented Programme, St. Xavier's College, Kolkata.	30.8.20 12	1.30PM-3.00P.M. & 3.30P.M.-5P.M.	B.Com. (Hons.)1 st yr: Day section & Evening section B.Com.(Gen.)1 st yr: Day section & Evening section	M:64+F:16=80 M:54 = <u>54</u> 134 M:28+F:11=39 M:43 = <u>43</u> <u>82</u> 134+82=216
3	Career Counselling for Anchoring & Audio Acting	Shri Jagannath Bose	5.9.201 2	2P.M.-5 P.M	B.A., B.Sc.& B.Com 1 st yr., 2 nd yr. & 3 rd yr. (Hons. & Gen)	M:40+F:30=70
4	Counselling on Stress Management	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata.	7.9.201 2	10A.M.-5 P.M	B.A.1 st yr: Bengali (Hons.) & Geography (Hons.)	M:22+F:44=66 M:35+F:21= <u>56</u> 122
5	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata.	7.9.201 2	11.30 A.M.- 2.30 P.M.	B.A.1 st yr.: English (Hons.) & Education (Hons.)	M:4+F:4=8

6	Counselling on Stress Management	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	8.9.2012	10A.M.- 5 P.M	B.A. & B.Sc.: Political Sc.(Hons.) 1 st yr & 3 rd yr, Sanskrit (Hons.) 1 st yr & 2 nd yr., Philosophy (Hons.) 1 st yr. Mathematics (Hons.) 1 st yr & English (Hons.) 2 nd yr	M:8+F:16=24 M:15+F:16=31 M:7+F:20=27 M:3 =3 M:1 =1 86
7	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	8.9.2012	11.30 A.M.- 2.30 P.M.	B.A& B.Sc.1 st yr.: English (Hons) Bengali (Hons.),Geography (Hons.),Sanskrit (Hons.), Political Sc. (Hons.) & Education (Hons.)	M:2 + F:9=11
8	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	8.9.2012	11.30 A.M.- 2.30 P.M.	B.A& B.Sc.1 st yr.: English (Hons) Bengali (Hons.), Geography (Hons.), Sanskrit (Hons.), Political Sc. (Hons.) & Education (Hons.)	M:2 + F:9=11
9	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur	14.9.2012	11.30 A.M.- 2.45 P.M	Philosophy (Hons.)1 st yr, Sanskrit (Hons.)1 st yr,	M:6+F:5=11

		University, Kolkata			English (Hons.)1 st yr, Computer Sc.(Hons) 2 nd yr, Bsc.(Gen.) 2 nd yr.	
10	Counselling on Stress Management	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	15.9.20 12	10A.M.- 5 P.M	B.A.(Gen.), Geography (Hons.)3 rd yr., Computer Sc.(Hons.) 3 rd yr,Economics (Hons.) 3 rd yr,B.com.1 st yr & 2 nd yr (Hons.&Gen.)	M:59+F:34= 93 M:18+F:8 = 26 F:2 = 2 M:1 = 1 M:5+F:2 = 7 129
11	Personal Counselling	Counsellors from Centre for Counselling Services and Studies in Self Development, Jadavpur University, Kolkata	15.9.20 12	11.30 A.M.- 2.30 P.M.	Computer Sc.(Hons.) 1 st & 3 rd yr , Economics (Hons.) 3 rd yr,Philosophy (Hons.) 1 st yr, Bsc.(Gen.) 3 rd yr	M:4+F:4 = 8

- **Health Centre:**
This facility is not available in the college .
- **Canteen:**
There is a canteen on the ground floor. Refreshments, tea, and snacks are served from the canteen at a subsidized rate. Pure drinking water facility is also available in the canteen.
- **Recreational Spaces for Staff and Students:-**
The staff of the college uses the staff rooms as their recreational space whereas the students use their common rooms.
- **Safe drinking Water Facility:**

Safe drinking water facility is provided for all the staff members and the students.

- Auditorium:
The college does not have any auditorium. The seminar hall plays the role of an auditorium to some extent.
- Cycle Stand:
The college provides a cycle stand for the students & staff. A temporary staff is provided to look after the cycles and Two-wheelers.
- Staff Co-operative Credit Society Ltd:
The college has a registered co-operative credit society since 1992 under Hooghly District Central Cooperative Bank. All the permanent staff members (teaching and non-teaching) get benefit from this organization in their financial crunch.
- Landscape:
Our campus is situated amidst natural scenic beauty which allows synchronisation of education with nature. The river Bhagirathi flows by the eastern boundary of the college campus and it enhances the scenic beauty of the college to a great extent.

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, students-user friendly?

Yes, there is an Advisory Committee of the library named “Library Sub- Committee”. There are twenty members in the committee. Principal is the chairperson and Senior Librarian is the Convener. There are fifteen members from the faculty and the other five members are: Librarian of the Day Library, three members from non-teaching staff and one student-representative.

The committee has taken important initiatives to shift the Day Library in a separate new building while the evening library is retained in its former place. It has also taken initiatives to implement the integrated library management system for automation and as a primary step, the library software KOHA has just been installed. Data entry has also been started.

4.2.2. Provide Details of the following:-

- Total area of the library-
 Day - 30 mt X 5 mt = 150 sq. mt.
 Evening - (6.6 mt. X 13.5 mt.) X 2= 178.2 sq mt.

- Total seating capacity in the reading form-

	<u>Students</u>	<u>Teachers</u>
Day -	24	6
Evening -	24	4

- Working hours:

	Day-	Eve-
• On working days	7 hrs	7 hrs
On holidays	0	0
During Examination Day	7	7
During Recess	7	7

- Layout of the Library (individual reading carrels, lounge area for browsing and relaxed reading, IT Zone for accessing e- resources).

There are two separate reading areas in the library for both day and evening sections. One is for the students and other is for the faculties and staff members of the college. As there is a computer with network facility

in the library. It provides a browsing area where a catalogue cabinet is kept.

4.2.3. How does the library ensure purchase and use of the current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during last 4 years.

The procedure for purchasing library books is that the Principal circulates a notice for submitting the list of titles to be purchased from the concerned departments and the Principal approves the said lists. Local book-sellers & publishers are invited and orders are issued to them who give the maximum discount.

In case of journals, subscription is sent to the publisher directly.

E-resources have not been procured till date.

Amount spent for the purchase of library books and journals

Library Holdings	11-12		12-13		13-14		14-15	
	No	Total cost Rs.	No	Total cost Rs.	No	Total cost Rs.	No	Total cost Rs.
Books Text & Reference Day	1314	2,97,507/-	20	8,761/-	309	*	455	1,39,550
Eve	233	1,17,192/-	132	47,305/-	nil		51	15,121
Journals & Periodicals Day & Eve		3,700/-		4,200/-		4,050		4,350
e-Resources (Day & Eve)								

*In the year 2013-14, 309 copies of books was purchased and the cost of which was Rs 49,374, but the payment was made in the next financial year.

4.2.4. Provide details on the ICT and other tools deployed to provide maximum access to the library collection.

- OPAC: The library has not the system. In future the system may be in operation.
- Electronic Resource Management package for e-journals – The Library is not the subscriber of e-journals at present.
- Library website: The library has no separate website.
- Library Automation: The library has started its process for automation. For this purpose the open source software KOHA has just been installed.
- Total no of computers for public access: Nil
- Total no of printers for public access: Nil
- Internet bandwidth/speed of 2 mbps/10mbps/1 GB 2Mbps
- Institutional Repository Nil
- Content Management System for e-learning Nil
- Participation in resource sharing net works like INFLIBNET Nil

4.2.5. Provide details of the following items.

- Average no of walk-in: Data not available, but from current session we have started to collect and preserve it.
- Average no of books issued/returned : Data not available, but from current session we have started to collect and preserve it.
- Ratio of library books to students enrolled :
Day- 20821 : 2461
Eve- 9284 : 600

- Average no of books added during last 4 years : 838 books per year.
- Average no of logins to OPAC : Nil
- Average no of e-resources downloaded : Nil
- Average no of information literacy training organized : Nil
- Details of weeding out of books and other materials :
Damaged and non-returned books are withdrawn from stock in regular course and are shown in the audit report.

4.2.6. Give details of the specialized services provided by the library.

- Manuscript – We have no collection of manuscripts
- Reference - Reading room facility for teachers and students
- Reprography – One Reprography machine is installed.
- Inter-library Loan facility – This service is not available
- Information deployment and Notification – The information on library services are provided to the users by distribution of prospectus and issuing notices and circulars by the Principal and Librarian
- Download – This service is not available till date.
- Printing – This service is not available.
- Reading List (Bibliography compilation) – On demand reading list/bibliography is compiled to cater the needs of the faculty members.
- In-house/Remote access to e-resources – This service is not available
- User orientation and awareness programme - In an introductory lecture on the first day of the 1st year class the librarian discusses briefly about how to use the library and the faculty disseminates the information regarding new arrivals and relevant reference books in the classroom.
- Assistance in searching database – This type of facility is not catered due to lack of adequate database.
- INFLIBNET/IUC facilities – This institute is not the member of INFLIBNET or IUC.

4.2.7. Enumerate on the support provided by the library staff to the students and teachers of the college.

Every year at the beginning of the academic session the college publishes an updated prospectus which contains facilities available regarding library to the students, rules and regulations of the library, sufficient information about library etc., The prospectus of the college contains the working hours of the library, rules and procedures of issue and return of books and journals. Generally, the Honours students of the college are allowed to enter into the stack-room with the concerned teacher of the departments and the staff of the library help them to find out the books which they need.

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

In view of the limited space in the library we have not been able to provide special facility for the visually disabled and physically challenged persons.

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 feedback analyzed and used for further improvement of the library services?

Library does not receive any feedback separately but a general feedback including the library is received from the pass out students of Part III. Besides, students report verbally to the teachers in the classroom about the library services provided to them, especially regarding availability of books, lending and other services. The concerned teacher informs the matter to the librarian and the library tries to solve problem faced by the students.

4.3. I.T. INFRASTRUCTURE

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

- Number of computers with Configuration (provide actual number with exact configuration of each available system) : 53 (Detail given below)
- Computer-Student ratio :
 - Computer Science : $26/81 = 1 : 3.11$
 - Mathematics : **26 : 2**
 - Commerce : $26/404 = 1 : 15.5$
- Total number of computers in the teaching departments : 29
- Total number of computers in the non-teaching departments : 24
- Total number of students who are studying computer science (Hons. & Gen.) as a part of their curriculum :

Academic Year	Number of Students
2014-2015	$25 + 56 = 81$
2013-2014	$38 + 28 = 66$
2012-2013	$29 + 44 = 73$

- Stand alone facility : 43
- LAN Facility : College Office (Day & Evening). Total $6 + 4 = 10$ computers.
- Licensed Software :

Sl. No.	Items
1	Windows 8
2	Office Professional plus 2010
3	Visual Studio professional Edition 2012
4	GIS (Software for Geography)
5	COSA
6	KOHA (Library Software) (Day & Evening)
7	College Administration Management System version 2.0 (Client Server Version)
8	College Management System version 2.0

(Client Server Version)

- Any other: The college has one Computer laboratory and one Electronics laboratory. The computer laboratory is equipped with 26 computers. The departments of Computer Science, Geography, Mathematics, Physics, Electronics and Commerce share this laboratory. The Electronics laboratory is shared by the students of Computer Science and Electronics.

1. List of Computer / Desktop Department Wise :

(A) Teaching Department :

Sl. No.	Department	Configuration	Quantity
1.	Computer Science, Mathematics & Geography (Computer Lab – 1)	Intel Pentium IV Dual Core, 1 GB DDR2, 80 GB, Intel 945 GCNL (BCC/Comp/01 to 06)	6
		Intel Pentium Dual Core, 1 GB DDR2, 160 GB, Intel DG31PR. (BCC/Comp/07)	1
		Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 2GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 08, BCC/CPU – 2012 – 18, BCC/CPU – 2012 – 19,)	3
		Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 4GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 09, BCC/CPU – 2012 – 16, BCC/CPU – 2012 – 17,)	3
2.	Computer Science	Intel Pentium Dual CPU, 1 GB DDR2,	6

	& B.Com. IT (Computer Lab – 2)	160 GB, Intel DG31PR. (BCC/Comp/08, BCC/Comp/10, BCC/Comp/12, BCC/Comp/15, BCC/Comp/17, BCC/Comp/18)	
		Intel Pentium IV 2GHz, 128 MB DDR RAM, 40GB Hard Disk, Intel Chipset Mother board. (BCC/COMP/16)	1
		Intel Pentium IV 2GHz, 512 MB DDR1 RAM, 40GB Hard Disk, Intel Chipset D845 Glad Mother board. (BCC/COMP/24)	1
		Intel Pentium IV Dual Core 1.8GHz, 1 GB DDR2 RAM, 80GB Hard Disk, Intel 945 GCNL Mother Board. (BCC/COMP/33)	1
		Intel Pentium IV Core 2 Duo 2.2 GHz, 2 GB DDR2 RAM, 160GB Hard Disk, Intel 945 GCNL Mother Board. (BCC/COMP/20, BCC/COMP/21)	2
		Intel Core 2 Duo 2.93 GHz, 2 GB DDR3 RAM, 500GB Hard Disk, Intel DG41 WV Essential Series Mother Board. (BCC/REM/COMP/02, BCC/REM/COMP/04)	2
3.	Physics Dept. (Lab)	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 2GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 08, BCC/CPU – 2012 – 18, BCC/CPU – 2012 – 01,)	1
4.	Geography Dept.	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 2GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 –	1

		08, BCC/CPU – 2012 – 18, BCC/CPU – 2012 – 13,)	
5.	Electronics Dept.	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 2GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 08, BCC/CPU – 2012 – 18, BCC/CPU – 2012 – 07,)	1
		Total	29

(B) Non - Teaching Department :

Sl. No.	Department	Configuration	Quantity
1.	Principal's Chamber (Record Room)	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 2GB DDR – 3 RAM/ 500GB HDD – 7200RPM . (BCC/CPU – 2012 – 08, BCC/CPU – 2012 – 18, BCC/CPU – 2012 – 19,)	1
2.	Principal's Chamber (Meeting Room)	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 4GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 01)	1
		Intel Inside Core i3 processor, Hard Disk 500GB, 4 GB DDR3 RAM. (BCC/CPU/2015-01)	1
3.	Bursar's Room	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 4GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 10)	1
4.	Staff Room	Intel Inside Core i3 processor, Hard Disk 500GB, 4 GB DDR3 RAM. (BCC/CPU/2015-02)	1

5.	Office (Day Section) Server	Intel Core 2 Duo 2.93 GHz, 2 GB DDR3 RAM, 500GB Hard Disk, Intel DG41 WV Essential Series Mother Board. (BCC/REM/COMP/05)	1
	Head Clerk	Intel Pentium Dual CPU 2.2 GHz, 1 GB DDR2, 160 GB, Intel DG31PR. (BCC/Comp/30)	1
	Accountant	Intel Pentium IV 2.4 GHz, 512 MB DDR RAM, 80GB Hard Disk, Intel 845 GVSR Mother board. (BCC/COMP/22)	1
	Cash	Intel Pentium IV 2.4 GHz, 512 MB & 1 GB DDR RAM, 40GB Hard Disk, Intel VIA Technologies Inc Mother Board. (BCC/COMP/28)	1
	Other (for Clerical Work)	Intel Pentium IV 2.4 GHz, 512 MB DDR RAM, 40GB Hard Disk, Intel 845 GVSR Mother board. (BCC/COMP/27)	1
		Intel Pentium IV 2.4 GHz, 512 MB DDR RAM, 160GB Hard Disk, Intel Chipset Mother board. (BCC/COMP/29)	1
6.	Office (Evening Section) Server	Intel Core 2 Duo 2.93 GHz, 2 GB DDR3 RAM, 500GB Hard Disk, Intel DG41 WV Essential Series Mother Board. (BCC/REM/COMP/03)	1
	Head Clerk	Intel Pentium IV Dual Core 1.8 GHz, 1 GB DDR2, 80 GB, Intel 945 GCNL (BCC/Comp/32)	1
	Cash	Intel Pentium IV 2.4 GHz, 512 MB DDR RAM, 40GB Hard Disk, Intel 845 GVSR Mother board. (BCC/COMP/26)	1

	Other (for Clerical Work)	Intel Pentium IV 2.4 GHz, 512 MB DDR RAM, 40GB Hard Disk, Intel 845 GVSR Mother board. (BCC/COMP/25)	1
7.	NSS	Intel Pentium IV 2.8 GHz, 128 MB RAM, 80GB Hard Disk, Intel D865 GVHZ Mother Board. (BCC/COMP/14)	1
8.	Library (Day)	Intel Core 2 Duo CPU 2.20 GHz, 2 GB DDR2 RAM, 160 GB Hard Disk, Intel 945 GVSR Mother Board. (BCC/REM/COMP/34)	1
	Library (Day)	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 2GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 12)	1
9.	Library (Evening)	Intel Core 2 Duo 2.93 GHz, 2 GB DDR3 RAM, 500GB Hard Disk, Intel DG41 Series Mother Board. (BCC/REM/COMP/02, BCC/COMP/39)	1
		Intel Pentium IV 2.4 GHz, 512 MB DDR RAM, 40GB Hard Disk, Intel VIA Technologies Inc Mother Board. (BCC/COMP/35)	1
		Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 4GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 11)	1
10.	Smart Room	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 4GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 14,	2

		BCC/CPU – 2012 – 15)	
11.	RBU (Distance DDE-39)	Intel Dual Core 2 nd Gen G620 Em 64 Bit/ 2GB DDR – 3 RAM/ 500GB HDD – 7200RPM (BCC/CPU – 2012 – 04)	1
		Total	24
		Total Computers in the Institution	53

2. List of Laptops :

Sl. No.	Department	Company	Model	Processor	RAM	HDD	Quantity
1.	Principal's Chamber	<i>DELL</i>	Inspiron 1525	Intel (R) Core (TM) 2 Duo	3 GB	250 GB	1
		<i>DELL</i>	1550	i5 2 nd Generation	4 GB	500 GB	1
2.	Bursar's Chamber	<i>DELL</i>	1550	i5 2 nd Generation	4 GB	500 GB	1
3.	In charge, Evening Department	<i>DELL</i>	1550	i5 2 nd Generation	4 GB	500 GB	1
							=4

3. List of Printers & Scanners :

Sl. No.	Department	Type	Company	Model	Quantity
1.	Principal's Chamber	Laser jet (Scanner / Printer	HP	M1136MFP	1

		& Copier)			
		Laser jet	HP	P1108	1
		Scan jet (Scanner)	HP	2400	1
2.	Bursar Room	Laser jet	HP	1020 Plus	1
3.	Staff Room	Laser jet	HP	P1108	1
4.	Electronics Dept. (Lab)	Laser jet (Scanner / Printer & Copier)	HP	M1136MFP	1
5.	Computer Lab	Laser jet	HP	P1108	1
6.	Library (Day)	Laser jet	HP	P1108	1
7.	<u>Day Office</u> Head Clerk	Laser jet	HP	1007	1
8.	Accountant	Dot Matrix	EPSON	LQ-1150 II	1
9.	Cashier	Laser jet	HP	1020 Plus	1
10.	Other (for Clerical Work	Laser jet	HP	1010	1
11.	<u>Evening Office</u> Head Clerk	Laser shot	Canon	LBP 1210	1
12.	Cashier	Dot Matrix	EPSON	LQ-300 II	1
					=14

4.3.2. Detail on the computer and internet facility made available to the faculty and student on the campus and off campus:

The college has internet facility for faculty and students. In addition, some teachers use their personal dongles for internet access whenever necessary. A few departments have been provided with Desktop/Laptop for the faculty and students within the campus. There is no off-campus Computer and Internet facility for staff and students.

4.3.3 What are the Institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Proper development of IT infrastructure and associated facilities have not yet been cropped up. The Institution has provided computers with internet facility and in order to run the office computers, LAN connection has been installed.

The vision of the Institution is to upgrade the Information Communication Technology System to cope up with the present need. To materialise the vision the college has the future plans to make the following jobs for students, staff and faculties :

- Departmental cubicles will be constructed in the Vidyasagar Hall.
- Air conditioning machine will be installed in future.
- Each department will be provided with a Computer. Wi-Fi connection in the Vidyasagar Hall shall enable the faculty members to have an access to the internet facilities.
- A separate IT laboratory will be constructed in future.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgrading, deployment and maintenance of the computers and their accessories in the Institution (year wise for last four years).

Table: Budgetary allocation for procurement, upgrading, deployment and maintenance of computers and their accessories :

A. Revenue Budget

Budget Item	2011-12	2012-13	2013-14	2014-15
	Amount in Rs.	Amount in Rs.	Amount in Rs.	Amount in Rs.
AMC for Services	1,00,000/-		30,000/-	80,000/-
Computer maintenance & Repair	1,00,000/-			50,000/-
Internet Connectivity	22,000/-			
Part Time Salary (NTS)				
Part Time Salary (TS)				
Others				
Total =	2,22,000		30,000	1,30,000

B . Capital Budget

Budget Item	2011-12	2012-13	2013-14	2014-15
	Amount in Rs.	Amount in Rs.	Amount in Rs.	Amount in Rs.
Digital Black Board				70,000/-
Computers including printers etc.			20,000/-	3,30,000/-
IT (Library Software)				1,00,000/-
Appliances for Electronics Departments			20,000/-	
Total =			40,000/-	5,00,00/-

Total A+B =	2,22,000/-	70,000/-	6,30,000/-
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Maintenance of computer Hardware and Software is done by the concerned company during the warranty period, after which the college maintains the equipments by procuring services from the Local Hardware Engineer.

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?

- At the very outset it may be stated that the staff and students do not use the ICT resources extensively because the Institution has not been able to develop the system exhaustively and properly.
- Computer facilities have been provided in all sections of office with LAN connection for easy maintenance and quick reference of various data e.g., students' records, accounts etc.
- A few departments are provided with computers and one computer has been installed in the staff room for use of the faculties.
- The Seminar Hall of the Institution is equipped with LCD Projector and Audio System. Faculty members use these teaching aids to deliver lecture using power point projection in order to facilitate Computer Aided Teaching.

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 class rooms/Learning Spaces etc) by the Institution place the Students at the centre of teaching learning process and render the role of a facilitator for the teacher.

In this institution teaching is still in the process of transition from Teacher centric to student centric one. However, to keep pace with the changes in the teaching method, the Institution has procured LCD projectors and overhead projectors. In addition to the traditional ‘chalk and board’ method, faculties often use these Instruments to deliver their lecture. The students also get interested in such initiatives and understanding of the topic becomes easier to them.

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 as yet.

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 statement by providing details of budget allocation during last four years)?

The budgetary allocation is mentioned bellow:

Items	Years			
	2011-12	2012-13	2013-14	2014-15
	Amount Allocated (Rs.)	Amount Allocated (Rs.)	Amount Allocated (Rs.)	Amount Allocated (Rs.)
1. Building(Total)	79,00,000/-		8,00,000/-	
A) Proposed State	51,00,000/-			

Govt. Grant	19,50,000/-			
B) Proposed UGC Plan Grant	8,00,000/-			
C) General				
2. Volly Ball & Basket Ball Ground				3,00,000/-
3. Furniture	6,00,000/-		2,00,000/-	3,00,000/-
4. Equipment (Including Sports Equipments)	13,38,000/-	1,50,000/-	1,30,000/-	1,00,000/-
5.Sound System	1,50,000/-			
6.AC Machine	90,000/-			
7. Cycle Stand			2,50,000/-	5,50,000/-
8. College Main Gate	3,00,000/-			5,50,000/-
9.Proposed UGC Grant for Equipments	15,12,000/-			
10. UGC Women's Hostel Grant	40,00,000/-			
11 . Any Other				
a) Office Exp				
b) Telephone	38,500/-	40,000/-	22,000/-	35,000/-
c) Electric Charges	2,30,000/-	2,75,000/-	3,00,000/-	5,00,000/-
d) Campus Development including arrangement of drainage, lighting & pavement development	5,00,000/-		2,00,000/-	

e) Painting of College Building	30,000/-			6,00,000/-
f) Repair & Renovation (including Grills & Collapsible gate)	2,10,000/-			
g) Common Room & Toilet	2,00,000/-			
h) Maintenance of Equipments	1,00,000/-			

4.4.2. What are the institutional mechanism for maintenance and upkeep of the infrastructure facilities and equipments of the college?

- As per the university statute, the governing body of the college is the highest administrative body. There are different sub-committees such as Finance Sub-committee, Building Sub-committee, Purchase Sub-committee etc for taking proper decision in doing various jobs (e.g. Construction, renovation, Repaired and maintenance of Physical Infrastructure etc.).
- There is a full-time electrician-cum-bearer to attend the minor faults and repair on a regular basis.
- The college has its own stand-by silent generator system and the Darwan handles the same in case of failure of power supply.
- Maintenance of the toilets and washrooms are done by the sweeper as well as one casual staff.
 - The college also hires suitable workforce who are engaged in either manufacturing or repairing of furniture & fittings, facility system like electrical and water supply network, motor pump sets upkeep and maintenance of classrooms, staffroom, library, office etc.

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

Annual maintenance and repairing from time to time are taken care of by the college in a systematic manner. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the equipments. The laboratory equipments are maintained by the faculty and laboratory attendant.

College has the following technical staff:

- 1. Electrician-cum-bearer (Full-time Staff)
- 2. Laboratory Attendant (Full-time Staff)

4.4.4. What are the major steps taken for location upkeep and maintenance of sensitive equipment?

Lab-based subjects have their own accommodation. Hence the equipments necessary for conducting the practical and theoretical classes are kept in the laboratories of the respective department. The areas of the laboratories are mentioned below:

Department	No. of laboratories	Area
Physics	1	(3.9m x 7.2m) = 28 sq. m
Geography	1	(9.125m x 6m) = 54.75 sq. m
Computer Science	1	(6.6m x 13.5m) = 89 sq. m
Electronics	1	(6m x 15m) = 90sq. m

The steps taken for location upkeep and maintenance of sensitive equipment are given bellow:

- The college-electrician and the supporting staff are responsible for the upkeep of electrical equipments and their maintenance. For some equipments like water purifier machines, cooler cum purifier, air conditioner, desk top etc, the institution gets the work done through external agencies.
- The laboratory attendant and faculty supervise the upkeep and monitoring of sophisticated sensitive equipments and its accessories.
- The institute has uninterrupted supply of electricity but during power-cut, sound proof generator facilities are also available in the college.
- There are a few overhead water tanks with submersible water pumps for perpetual supply of water.

B.C.C.

Criterion V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1. Dose 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 annually published and updated prospectus is academically a very helpful guideline to the students. From 2015-16 students are supplied Academic calendar with various pieces of information. The detailed content of the prospectus and academic calendar includes:

- The aims and objectives
- Mission and motto
- A brief history of the institution
- Admission rules and procedures
- Subjects and combinations offered
- Results of the university examination
- Course structure with distribution of marks
- Infrastructural facilities
- Sum important academic rules and information
- Members of the Governing Body
- Members of college faculties and office staff
- Holidays and institutional calendar
- Fees structure
- Important announcement
- Reservation of seats for S.C, S.T and O.B.C.
- Student activities: College magazine, Sports, Educational excursion
- Students amenities: College canteen, common room (Both for boys and girls), Indoor games, Play ground, Cycle stand, etc.
- Student concession
- Student empowerment; NCC, NSS, Career counselling cell, Remedial coaching, Rabindra Bharati University (RBU-DDE-39)
- Library and Laboratory

Commitment and accountability

The aim of the institution is to impart sound education by developing in the student's habits of piety, accountability, discipline and self reliance during the year of their studies.

The objectives of the institution are to hone the academic and extra academic potential of the students enabling them to cope with unforeseeable future of their lives.

Further, the mission of the institution is to develop among the students, coming up from different castes, creed and culture, a harmonious and integrated personality and a sense of cosmopolitanism thereby reflecting a collective ethos of our nation. In addition to that, the evening section was opened with a view to providing higher education to the working students of the locality.

The institution is conscious of its accountability as it endeavours for the betterment of teaching-learning process, improvement of infrastructure facilities, enhancement of standards of the students as well as for the empowerment of the students.

This continuous process helps to identify the strengths, weakness, opportunities and challenges of the institution.

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?

During the last four years, different types of scholarships, viz. institutional free ship, state Government and Central Government scholarships are disbursed to students.

Details are given below:

Table: Details of stipend and Scholarships received by the students

Year	Type Stipend/Scholarship	No of recipients	Amount (Rs)	Funding agency	Criterion
2011-12	Scholarship	84	4,32,600/-	State Government	Minority
2012-13	Scholarship	109	5,42,400/-	State Government	Minority
2013-14	Scholarship	114	5,81,400/-	State Government	Minority
	Kannyashree	90	22,50,000/-	State Government	Merit and Income of the Family
2014-15	Scholarship	100	4,80,000/-	State Government	Minority
	Kannyashree	101	25,25,000/-	State Government	Merit and Income of the Family

Details of Concessions granted to the students by the College:

Concessions are granted to the students by the college every year but academic session-wise and programme-wise data are not available.

5.1.3. What percentage of students received financial assistance from State Government, Central Government and other National Agencies?

The table given below corresponds to the table given above. It states the percentage of students receiving financial assistance from State and Central governments.

Table-: Percentage of students receiving financial assistance from State and Central government.

Type	2011-12	2012-13	2013-14	2014-15
State Govt,	2.36%	2.91%	5.71%	6.52%
Central Govt	N.A.	N.A.	N.A.	N.A.

5.1.4. What are the specific support-services/facilities available for:

- **Students from SC/ST, OBC and economically weaker sections:** The institution provides reservation of seats during admission as per Govt. rules and remedial coaching to SC, ST, OBC and economically backward students. The institution disburses concession of fees to economically backward students.
- **Students with physical disabilities:** Infrastructural facilities including wheel chair, tape recorder, etc. are provided to differently able students for giving them easy access to the washrooms, classrooms, common rooms etc.
- **Overseas students:** None

Students to participate in various competitions/National and International: Cultural sub- committee, sports and games sub-committee and the NSS units of the college forward the names of the students willing to Participate in state level/National level competitions.

- **Medical assistance to students: health centre, health insurance etc.**
Though the institution does not have any health centre as such and it cannot provide health insurance to its students, our Students are provided medical support at the student health home (A.J.C. Bose Road, Kol-14) of which our college is a member and our students consequently are entitled to enjoy medical benefits from the said Health home .
- **Organizing coaching classes for competitive exams:** This support service is not provided for by us.
- **Skill development (Spoken English, Computer literacy, etc.) :** Three Add-On courses have been running for providing training in music, sewing and yoga to the students.
- **Support for “slow learners”:** Remedial classes have been started from the session 2011-12 for slow learners and economically and socially backward students. These classes are held before and after the regular classes.
- **Exposures of students to other institution of higher learning/corporate/business house etc.:** Nil.
- **Publication of student magazines:** Annual College magazine and wall magazines are published regularly, where the students get the

opportunities to record their cerebral and aesthetic abilities. The college magazines also highlight some important activities of the college.

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

The career counselling cell of our college has organized a few workshops to facilitate the entrepreneurial skills of the students.

5.1.6. Enumerate the policies and strategies of the institution which promote participation of

Students in extracurricular and co-curricular activities such as sports, games, quiz competitions, debate and discussions, cultural activities etc.

- **Additional academic support, flexibility in examinations**
- **Special dietary requirements, sports uniform and materials.**
- **Any other**

In order to promote student-participation in extracurricular activities like sports and games and cultural activities, the institution has sports & games and cultural sub-committee to plan and implement different sports activities. Annual sports are organized each year in the college premises where the students and staff-members actively participate.

- Indoor game facilities such as table-tennis, carom, chess etc. are also available. In addition to that, there is a gymnasium inside the college premises where the students can avail the gymnastic instruments to keep their bodies fit and sound.
- The students participate in inter-departmental and inter- college tournaments as well as state level meet like cricket, football, volleyball, aquatics etc.
- Various Cultural activities are also undertaken. The college observes every year Tagore's birthday, Republic day, Netaji's birthday, Independence Day, college foundation day, University foundation day, N.S.S. foundation day, World environment day, Women's day, International Mother Language day etc during observance of those days many specific cultural items viz., recitation, song, dance, speech, drama, etc. are organised.

- Educational excursions are organized by the various departments of the college like Geography, Economics, History, Political Science, Philosophy, Bengali, Science Departments etc.
- Sports persons of the institution are encouraged and supported in a number of ways; viz., Sports accessories cum uniform are provided. They are exempted from the examination if any sports competition coincides with it. Additional Academic support is provided whenever it is sought after by them.

5.1.7 Enumerating on the support and guidance provided to the student 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, CAT/GRE/TOFEL/GMAT/CENTRAL/State services, Defence ,Civil services, etc.

- Teachers provide psychological and material (books, notes etc.) support and guidance to the students in preparing for the competitive examinations.

5.1.8. What type of counselling services are made available to the students (academic, personal, Career, psycho-social etc.) ?

- There is a counselling cell in the institution to provide necessary support and guidance to the students

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 career counselling cell was formed to enable students with awareness, information and skills. The objectives behind the establishment of the cell were to empower our graduates with the necessary information about the various career options available to them. Given the rural and semi-urban background of our students and their lack

of access to latest information about career options, the members of the cell and other faculty members tried to create awareness among the students through informal interactive sessions.

Table: List of programmes organized by the career counselling cell

Sl.No.	Date	Name / type of the programme	Conducted by	No. of students attended
1	24.08.12	Counselling on stress management	Counsellors from centre for counseling services and studies in self development, Jadavpur University, Kolkata.	96
2	30.08.12	Career counselling for B.Com students	in-charge, career Prof, Asish Mitra, Prof. Oriented programme, St. Xavier's College	216
3	05.09.12	Career counselling for anchoring and audio acting	Sri Jagannah Bose	70
4	07.09.12	Counselling on stress management	Counsellors from centre for counselling services and studies in self development, Jadavpur University, Kolkata.	126
5	07.09.12	Personal counselling	Counsellors from centre for counselling services and studies in self development, Jadavpur University, Kolkata.	08
6	08.09.12	Counselling on stress management	Counsellors from centre for counselling services and studies in self development, Jadavpur University, Kolkata.	86
7	08.09.12	Personal counselling	Counsellors from centre for counselling services and studies in self development, Jadavpur University, Kolkata.	11
8	14.09.12	Counselling on	Counsellors from centre	108

		stress management	for counselling services and studies in self development, Jadavpur University, Kolkata.	
9	14.9.12	Personal counselling	Counsellors from centre for counselling services and studies in self development, Jadavpur University, Kolkata.	11
10	15.09.12	Counselling on stress management	Counsellors from centre for counselling services and studies in self development, Jadavpur University, Kolkata.	132
11	15.09.12	Personal counselling	Counsellors from centre for counselling services and studies in self development, Jadavpur University, Kolkata.	08
12	13.02.15	Job oriented counselling	Kolkata stock exchange ltd. (CU)	74
13	25.06.15	Counselling for blind student	Counsellors from centre for counselling services and studies, Kolkata.	02

5.1.10. DOES THE INSTITUTION HAVE A STUDENT GRIEVANCES REDRESSAL CELL? IF ‘YES’, LIST (IF ANY) THE GRIEVANCES REPORTED AND REDRESSES DURING THE LAST FOUR YEARS.

- The college has a grievance Redressal-cell to redress the grievances of the students and staff. Any stakeholder with a genuine grievance can lodge complaints against irregularities in the college in a written form. The said written record is to be put/drop in a box meant for it. No such serious complaint is lodged during the four years.

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

- The institution maintains a firm stance against any complaint of sexual harassment. If any such case is reported, the college refers the same to the “Sexual Harassment Grievances Redressal Cell” to sort it out with an immediate effect.

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?

- The college does not have any formal anti-ragging committee. But when reported; the College Authority takes necessary measures.

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

- Economically and socially backward students are provided with students concession and scholarships granted by state Govt.
- There is a students’ canteen where wholesome food is provided with a subsidized rate. Moreover, pure drinking water is available to the students.
- Gymnasium facility inside the college campus is available for the students to maintain their fitness.
- Remedial coaching is provided to the slow learners.
- First aid facility is available for the students.
- Cycle stand is available at the college campus.

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 Alumni Association is registered since 2002 and was working in a rather low key. However, from this year i.e. 2015, a fresh initiative has been taken to rejuvenate the Association with a view to involving itself in multiple social and cultural activities.

5.2. STUDENT PROGRESSION

Bidhan Chandra College takes pride in its development as each of the department contributes sincerely towards the overall development of the students. Students of this college generally come from financially and educationally backward communities having gender bias and orthodox views,

which are detrimental to their pursuance of higher studies. The college, despite its limitations, always tries to support the students financially, especially to those belonging to minority and other backward classes.

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

Owing to the lack of an active Alumni Association, the departments and the institution are not in a position to track the career progression of the students.

5.2.2. Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme wise details in comparison with that of the previous performance of the same institution and that of the college of the affiliating university within the city / district.

The programme wise pass percentage and completion rate for the last four years and a comparative analysis of the performance of the institution is given below:

STREAM	Pass percentage											
	2011-12			2012-13			2013-14			2014-15		
	CU	BCC	NHPC	CU	BCC	NHPC	CU	BCC	NHPC	CU	BCC	NHPC
B.A (Hons.)	79	93.33	98	81.3	93.75	95	88	95.95	90	94	96.4	84
B.Sc. (Hon.)	84.2	100	63	83.4	100	50	86	100	83	91	95.45	87
B.Com. (Hons.)	72.9	87.50	99	78.2	54.23	75	80	44	84	84	66	27
B.A. (Gen.)	79.6	43.40	72	69.3	43.20	63	74	40.77	49	76	42.93	85
B.Sc. (Gen.)	84	100	83	78.3	73.60	75	80	69.23	62	74	78.57	60
B.Com. (Gen.)	80.6	86	63	67.4	63	58	72	55	19	73	79	30
Abbreviations:	C.U =University of Calcutta			B.C.C = Bidhan Chandra College			NHPC=Nabagram Hiralal Paul College					

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

The institution has a ‘Career Counselling Cell’ for helping the students to persue higher education in order to get better employment.

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

- Guardians are informed of the irregular attendance of the students and asked them to meet the teachers of the college to sort out the academic problems.
- Remedial coaching is also provided to the weaker students and specially those who are at risk of dropping out.
- Student concession and State scholarship are disbursed to the socially and economically backward as well as minority students for helping them to pursue higher studies.
- Faculty members often help the needy students by providing books and financial support.

Table: Remedial coaching for students belonging to SC, ST and Minority Communities

Scheme approved in the year- 2010												
Actual date of implementation: April 2011												
Total number of students benefited: 198 in 2010-11, 55 in 2011-12 and 16 in 2012-13												
Undergraduate (2010-11)												
	BNGA	MTMA	EDCA	IT	PHIA	PLSA	SANA	Socio	GEOA	CMSA	Com	HISA
SC students	01	02	03	-	02	03	01	-	-	02	02	04
ST Students	-	01	-	-	-	-	-	-	-	-	01	-
Minority	-	02	02	-	03	05	-	-	-	02	06	03
BPL card holder	25	19	33	05	04	10	08	-	-	12	23	09
Teachers engaged	04	01	08	01	01	02	04	-	-	02	08	01
No of period	15	01	19	04	03	03	14	-	-	09	20	01

taken													
No of test held													
Student appeared													
Undergraduate (2011-12)													
SC students	02	-	-	-	-	-	06	-	-	-	01	-	
ST Students	-	-	-	-	-	-	-	-	-	-	02	-	
Minority	03	-	-	-	-	-	01	-	-	-	01	-	
BPL card holder	03	-	03	-	-	-	07	-	-	06	20	-	
Teachers engaged	02	-	03	-	-	-	03	-	-	03	10	-	
No of period taken	09	-	09	-	-	-	03	-	-	18	35	-	
No of test held													
Student appeared													
Under graduate(2012-13)													
SC students										-	-		
ST Students										-	01		
Minority										-	-		
BPL card holder										06	09		
Teachers engaged										03	05		
No of period taken										09	05		
No of test held													
Student appeared													

Table: Scholarships / Stipends provided to the students

Year	Type Stipend/Scholarship	No of recipients	Amount (Rs)	Funding agency	Criterion
2011-12	Scholarship	84	4,32,600/-	State Government	Minority
2012-13	Scholarship	109	5,42,400/-	State Government	Minority
2013-14	Scholarship	114	5,81,400/-	State Government	Minority
2014-15	Scholarship	100	4,80,000/-	State Government	Minority

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.

Facilities of various outdoor and indoor games and sports are available to the students of the college. These are:

- The annual sports of our college held regularly in the college ground. The students participate in a wide variety of sports and games such as **100 meters flat race, shot put, long jump, high jump, discus, hitting the target** etc. in addition to that, spoon race, musical chair etc are some of the events for the students.
- The college students also participate regularly in **inter-college sports and games** organized by Calcutta University such as **foot ball, cricket, aquatic events etc.**
- The college encourages the students to various indoor games like **carom, table tennis, chess** etc.
- The college has a well equipped **gymnasium** which enables the desirous students to utilise it to maintain their health with the able guidance of a trainer.
- Our cultural committee with the help of NSS units organizes various cultural activities throughout the year. Every year the students celebrate
 - 1st July- The birth and death anniversary of Dr. Bidhan Chandra Roy
 - 15th August- Independence Day

- 19th August- College foundation Day
- 5th September- The Teachers' Day
- 24th September – The NSS Foundation Day
- 2nd October – Gandhiji's Birth Day
- 23rd January – Netaji's Birth Day
- 24th January – CU Foundation Day
- February - Saraswati Puja
- 9th May – Rabindra Jayanti
- 5th June – World Environment Day
- 21st June- World day of YOGA (from 2015)

5.3.2. Furnish the details of major student achievements in co-curricular, extra-curricular and cultural activities at different levels: University/State/Zonal/National/International etc for the previous four years

The college has some students who have displayed extra ordinary talent at different levels

- Miss Gita Das has commendably performed in the NSS Republic day parade camp, New Delhi from 1st to 31st January, 2013.
- She is awarded by Calcutta University as the best volunteer of Bidhan Chandra College, NSS unit for her remarkable performance during the year 2012-13.
- On behalf of Calcutta University Miss Gita Das participated in the Republic day parade camp, 2011 at **Kalinga Stadium, Bhubaneswar, Odisha** dated 16th to 25th October 2011.
- Further, Miss Gita Das took part in the pre-Republic day camp on behalf of Calcutta University, held at **Sarusajai** stadium, Guwahati (Assam) from 21st September to 30th September 2012.
- Miss Gita Das has successfully completed the programme “Training In Self Defence Techniques” held at Jawarlal Nehru Stadium New Delhi.

Miss Sima Manna represented Bidhan Chandra College, Rishra, Hooghly and secured 2nd position in inter college swimming championship held under Calcutta University sports board on 26.09.13

Moreover, Sima Manna representing Bidhan Chandra College got 1st position in the inter-college swimming championship held under the CU sports board on 26.09.13.

Miss Puja Dhenki, representing Bidhan Chandra College, Rishra, Hooghly and secured 2nd position in the inter-college swimming championship held under the Calcutta University sports board on 26.09.13.

Sri Sayantan Sattwik in 2010 participated in the National open water swimming competition along the course of Bhagirati from Ahirn Barrage Ghat to Gora Bazar Ghat, Berhampore, West Bengal covering 81 km. On the 5th September, 2010 and completed the course in 10 hrs. 57 mnts. 23 sec. and came 1st.

Sri Sattwik participated in 32nd All Bengal 10 km. Long Distance Swimming Competition from Jagannath Ghat, Babuganje, Hooghly to Ionaghat Strand, Chandannagar, along the river Ganges held on 7th October 2010 and secured 1st place.

He participated in All India 14 km. Long Distance Swimming Competition along the Hooghly River on 19th December, 2010 and secured 1st position.

In 2011, Mr Sattwik also participated in All Bengal 10 km. Long Distance swimming Competition along the Hooghly River on 27th September, 2011 and secured 1st position.

He participated in 34th National Games, 2011, Jharkhand, 12-26 February, 2011.

In 2012 he participated in Inter College University Meet Men's runners up.

In 2013 Sri Sattwik participated in All Bengal 10kms. Long Distance Swimming Competition along the Hooghly River on 15th December 2013, and placed 1st position.

In 2014 he participated in All India Railway Aquatic Championship-Champion (through Indian Railways Team).

In 2015 he participated in National Games held at Kerala.

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.

Pass out students are provided with feedback forms, where they give their opinions and the institution sincerely tries to work out the suggestions for the developments of the institutional resources.

5.3.4. How does the college involve and encourage students to publish materials like catalogues, wall-magazines, college magazine and other

materials? List the publications brought out by the students during the previous four academic sessions.

The departments encourage the students to bring out their creative expressions and cultivate their latent talent. The college publishes an annual magazine, SAPTOPORNI. Students’ representatives in the magazine sub-committee actively participate in the programme. The magazine contains articles like stories, poems, travelogues, contributed by students and staff alike. Faculty members also inspire the students to publish wall magazines.

Table: List of publications of students in the college magazine “SAPTOPORNI”(2014-15)

Title of Article	Name of Author	Department	Year
AMAR MAA	Joy Mal	Bengali	1 st
JUGER BADHI	Suman Hazra	Bengali	1 st
BHANGA	Lipika Debnath	Geography	2 nd
GARIBI SATTWA	Gourab Adhikari	History	2 nd
TOMAKE	Tiranjoy Dhar	Education	1 st
EKTI BHIKARIR JIBANKAHINI	Sanjoy Nayak	Geography	2 nd
KENO JANI NA	Ataul Mollah	Geography	3 rd
LORD.....	Sharmistha Ghosh	English	Ex Student
DHERSOR ALOY PARIBRAJAK	Sayantani Addya	Bengali	1 st
MUKTADHARA NATAKE RABINDRA BHABNA	Suman Dutta	Bengali	2 nd
BUDDHADEB- ANANTA JIBAN EK	Madhurima Dey	Philosophy	1 st
GANAKJANTRA	Sarat Chandra Sarker	Geography	1 st
BHARATIYA JARABADER ITIHASH	Deep Rout	Philosophy	1 st
FROIEDER SWAPNATAWTTA	Subhosree Dey Sarker	Philosophy	2 nd
DHARMA O BIGYANER SAMANNAY CHETANA EBONG VIVEKANANDA	Soumik Mukherjee	Geography	1 st
SUPRACHIN DARSHAN	Rahul Midhya	Philosophy	1 st

HISABE YOG DARSHANER KAYEKTI KATHA			
DARSANER SWARUP	Supriya Saha	Philosophy	1 st
INDIAN CLASSICAL MUSIC AND ITS EFFECT AMONG YOUTH	Kaustav Majumder	English	1 st
MUKTIR CHITHI	Sudipta Jana	English	2 nd
JIBON SANGRAME KOUSHIK	Abhishek Dey	Bengali	1 st

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 student’s union for which election takes place every year. At present, the student union has 41 elected members. It is headed by the President who is usually selected from among the students. Students union comprises a working president, general secretary, assistant general secretary, social secretary, cultural secretary, canteen secretary, common room secretary etc. The statute of the University of Calcutta framed by the university’s highest executive body, the syndicate, lays down role and the objectives regarding the functions, election of its body and names and numbers of portfolios that shall be constituted.

- The student union organizes the fresher’s welcome, annual social function and annual sports.
- The Union assists in organising **blood donation** camp and provides assistance to the students in different ways.

The student union is funded entirely by the college for all their activities.

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

Students are fully represented in several sub committees. They attend respective Sub-committee meetings and provide valuable contribution through suggestion and discussion. The committees where the representatives belong to are:

- Finance sub committee

- Cultural sub committee
- Games and sports sub committee
- Library sub committee
- Building sub committee
- Wall magazine sub committee
- Routine sub committee
- Prospectus and admission sub committee
- Canteen sub committee

5.3.7. How does the institution network and collaborate with the alumni and former faculty of the institution?

The institution has alumni since 2002. However, steps have been taken to activate the alumni association from this year i.e. 2015 and consequently the Association in the mean while has organised a Blood Donation Camp in collaboration with N.S.S. Units of the college.

The members of the formal faculty are very often invited in various occasions viz. Seminars, workshops, annual sports, cultural programmes etc. Their valued and illuminating observations and suggestions enable the institute to take certain encouraging steps.

CRITERION- VI : GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1.1 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 orientation, vision for the future, etc.?

Vision: Bidhan Chandra College, Rishra, Hoogly affiliated to the University of Calcutta is situated in the heart of the industrial belt in the Serampore Sub-Division of Hooghly District in West Bengal. It was established in 1957 after the name of illustrious Dr. Bidhan Chandra Roy, the then Chief Minister and architect of modern West Bengal. The vision of the Institution is to impart sound education by developing in the students habits of piety, accountability, discipline and self-reliance during the year of their studies. The objective is to hone the academic and extra-academic potential of the students enabling them to cope with unforeseeable future of their lives.

Mission: The mission of the Institution is to develop among the students, coming up from different caste, creed and culture, a harmonious and integrated personality and sense of cosmopolitanism thereby reflecting a collective ethos of our nation.

Emblem of the college has sincerely be selected to represent the motto of the College. The earthen flaming-torch on the dark backdrop symbolizes an endeavour to make a journey from the darkness of ignorance to the light of knowledge and wisdom (Tomoso Ma Jyotirgamaya).

The College adopts some mechanisms to implement its mission:

1. It addresses the needs of the society by promoting the participation of students in community services through extension activities for inculcating social responsibilities and value based education growth.
2. The needs of the students are addressed by the following :-
 - A learner-centric approach
 - A well-stocked library with reading, lending and reprographic services
 - Academic planning
 - Facilitating mechanisms like Career-Counselling, Remedial Coaching for socio-economically weaker students (funded by the U.G.C. for SC/ST/OBC/Minority etc.) to help them to cope with their course of study, HRGSDC for gender sensitization and awareness of human rights
 - Gender equity system : A Day Section- for both boys and girls, an Evening Section- for boys only (Commerce Department)
 - Improved use of modern teaching-learning aids and application of ICT resources to facilitate effective learning outcome
 - Participation of students in cultural programmes, sports activity, NSS Units (Three) publication of wall-magazine & annual magazine etc.
 - Providing service to the students without bias regarding admission (on-line since 2013) and showing no discrimination with regard to caste, creed, community or socio-economic background
 - Upkeep of infrastructural facilities and optimal utilization of the same to maintain the quality of the academic programmes and other facilities of the college campus.

The value orientation of the Institution is maintained by:

- ❖ A harmonious relationship among the faculty, staff, students and other stakeholders
- ❖ Commitment of the majority to overcome the odds and to push forward
- ❖ Decentralizing attitude of the administration
- ❖ Organizing cultural events for faculty, staff and students
- ❖ Participative and democratic principle of the management
- ❖ Promotion of equality and respect for all
- ❖ Resolving differences and grievances by negotiation, dialogue and interaction
- ❖ Transparency in financial transaction, admission process, students' union election etc.

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

Role of Top Management, Principal and Faculty:

The College is a Govt. aided, governed by the Statute, Acts & Ordinance of the affiliating University, University of Calcutta and State Govt. Order & Rules.

As per the Statute, 1979 of C.U., the Governing Body as the top management of the College is constituted of 13 (thirteen) members, out of which 2 (two) members are nominated by the Syndicate, C.U., 2 (two) members are nominated by the State Govt., 4(four) members are elected from the Teaching Staff, 2(two) members are elected by the Non-Teaching Staff, 1(one) member comes from the local body (Chairman, Rishra Municipality), 1 (one) member is elected from Students' Union and the President is elected by the

Governing Body of the college. Principal is the Ex-officio secretary of the Governing Body. G.B. is the policy making and framing body guided by the Statute of the affiliating university and State Govt. orders and acts etc. The Principal as Ex-officio Secretary takes the leadership for implementing the decisions of the G.B. adopted in its meetings.

The Governing Body as **the Top Management** has the following responsibilities to ensure the design and implementation of its quality policies and plans:

- That the posts are created and appointments are made of the Principle, teachers and non-teaching staff in accordance with the rules and regulations of the Higher Education Council, Govt. of West Bengal for the efficient and effective operation of the college.
- That the Laboratory and other infrastructural facilities are adequate in accordance with the curricula.
- That the Building of the college is maintained at a satisfactory state of repair and sanitation.
- That the Library is properly equipped and continuously upgraded to meet the challenges of a globally changing academic scenario.
- That the financial resources of the college are sufficient to ensure transparency and effective operation of the college.
- That all information, returns, reports and other materials required by the State Govt. or U.G.C. or the affiliating university are promptly collected and made available.
- That all Books, Registers, Records and Accounts required to be maintained are kept up to date.

- That due provision is made for the well being of students, like availability of cheap canteen, games & sports facility, publication of wall/annual magazine and their recreation.
- That academic discipline is properly maintained.
- That the college/University examinations are held according to the rules & regulations and measures are adopted for academic improvement.
- That the direction(s) issued by the University/ State Govt. from time to time are complied with and implemented.
- That financial planning, preparation of Budget, regular supervision of the financial management is made.
- That all properties and funds of the college are properly controlled and administered.
- That all the meetings are carried out at a regular intervals with IQAC, Principal, H.O.D. and the faculties to ensure & evaluate quality sustenance and enhancement programmes.

For proper governance and management, meetings of the Governing Body (G.B.) and other Statutory sub-committees such as Finance Sub-Committee, Academic Sub-Committee and others committees like Admission Sub-Committee, Building Sub-Committee, Library Sub-Committee etc. are frequently convened by the Head of the Institution and recommendations/resolutions adopted are implemented with the approval of the G.B.

Principal:

The Principal being the Head of the Institution and as the Ex-officio Secretary of the G.B. defines the duties of the staff-members about their responsibilities in terms of their conditions of appointment. Communication to Teaching, Non-Teaching Staff and students about their responsibilities are made through MIS & notices, office orders, circulars and holding meeting with academic bodies, office staff- ensuring accountability for accomplishment of allotted duties.

The Principal maintains the following for good governance, leadership and management:

- Maintaining transparency in admission, promotion, accounts etc
- Ensuring the quality of learning which is the foundation of the kind of education the institution visualizes and imparts
- Dissemination of information to student-body, implementing plans for student-counselling and support & Progression
- Organizing relevant training for faculty and staff for enabling them to provide quality education and service
- Maintaining good relationship with the stakeholders
- Ensuring the commitment and accountability among the teaching, non-teaching staff and the students
- Planning and execution of the Infrastructural Growth of the institution
- Promoting research and other activities for the betterment of the institution
- Planning for Financial Management, audit, accounts and maintenance and proper utilization of funds
- Effective auditing on time by statutory auditors
- Resource mobilization and effective utilization of resources
- Medical treatment of the students assisted by (as guided by the Students' Health Home A.J.C. Bose Road, Kolkata-14), provision of scholarship

from different sources, festival advance to faculty & staff, Registered Staff Cooperative Credit Society (under HDCCB Limited) etc.

- Redressal of grievances of teaching, non-teaching staff and students & female students
- Planning and sustenance of quality practices of the college as Chairperson of IQAC
- College is also a Center for Distance Education of Rabindra Bharati University (DDE-RBU 39) for some P.G. courses, viz., Bengali, Education, English, History & Geography)
- Functioning as the drawing and disbursing authority as per guide line of the Govt. of West Bengal

Faculty :

The vision of the College is to provide quality teaching that motivates our faculty to diverse pedagogic strategies while transacting the curricula, promote good practices that enhance faculty-student expectations and identify benchmarks for self-improvement. The IQAC and the faculty have a major role to play in the design of internal quality assurance systems to develop a quality culture at the institutional level.

Quality teaching (Faculty) encompasses a wide range of initiatives such as:-

- Delivery of the curriculum at departmental meetings to keep space with modern concepts, recent critical theories and technology-aided teaching practices.
- Monitoring and guiding the students' project activity which are a curricular requirement in some courses at U.G. levels.

- Faculty development through Major/ Minor Research Projects, attending Orientation/ Refreshers Programmes, pursuit of M. Phil/ Ph.D studies and other research oriented activities.

Academic enrichment through organizing centrally/ departmentally seminars, participating in seminars, workshops, conferences invited lectures, paper presentations, training programmes and others.

- Participation in management body meetings and other sub-committees meetings etc.
- Acted as University Paper setters/Moderators/ Head Examiners/ Examiners (Internal & External for Practical Examinations), scrutineers for the betterment of University Examinations procedure.
- Participation in co-curricular activities, such as, Coordinators/ Conveners of UGC Remedial Coaching, Career Counselling Cell, IQAC, NCC, NSS, Games & Sports etc.

6.1.3. : What is the involvement of the leadership in ensuring the policy statement and action plans for fulfilment of the stated mission :

The Head of the Institution, supported by the G.B, Faculty and Staff provides the leadership in the governance and management of the Institution. To ensure the fulfilment of the stated vision & mission of the college, the Principal plans with the help of the G. B., the IQAC, the different Sub-Committees, Staff and senior most teachers for the following developments :

- Coordinating the various external and internal agencies and collaborating with the stakeholders.
- Ensuring transparency in functioning of the college.

➤ Monitoring the budget (both UGC and College Funds) on the priority basis etc.

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

The Principal is the Chairperson of all Sub-Committees. Generally the Convenors of different Sub-Committees convene meetings with agenda and adopt resolutions for the future action plan and development of the college keeping its vision and mission in mind. Some important issues which are not solved in those meetings are referred to the Governing Body and are resolved over there. The action plans of the college are formulated at the G.B. meetings after scrutiny and feasibility assessment of the proposals and the Principal is empowered to execute the same. All academic departments have the autonomy to plan their curricular aspects keeping in view the resolutions of the Academic Sub-Committee. Thus, the involvement of the Head of the Institution is crucial in conducting the meetings and incorporating the important resolutions/ action plans into strategic plan of the institution.

Interaction with stakeholders:

Being the Head of the Institution, the Principal maintains a close touch with all the stakeholders and interacts with them for harmonious growth of the institution.

- Students are active participants and interact mostly through the Students' Union representatives. The management interacts with the students at large during new students meet, prize-giving ceremony, cultural programmes, college annual sports, students' union election and individually whenever they seek help and advice.

- Interaction with the parents/ guardians generally take place during admission and during guardian meets, during admission (if and when required) for any queries and their wards' performance regarding attendance/ examinations results.
- The leadership maintains individual interaction with resourceful members of the local body/ community and eminent persons. Their suggestions are valuable addition to the institutional plan.
- Constant and continuous interaction with Government bodies/ University authorities is a practice of the leadership for smooth functioning of administrative, financial transactions and academic improvement of the institution.
- The Principal has warm and cordial interaction with retired faculty members, staff and Ex-students. Their advice and expertise are often sought to enrich overall improvement of the institution.

Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders:

- The Principal is the Chairperson of all Sub-Committees. Generally, the Conveners of different Sub-Committees convene meetings with agenda and adopt resolutions for the future action plan and development of the college keeping its vision and mission in mind. Some important issues which are not solved in those meetings are referred to the Governing Body and are resolved there through need analysis. The action plans of the college are formulated at the G.B. meetings after scrutiny and feasibility assessment of the proposals and the Principal is empowered to take necessary action within specific time frame.

- Constant and continuous interaction with Government bodies/ University authorities is a practice of the leadership for smooth functioning of administrative policies, financial transactions and academic improvement of the institution.
- Teamwork for implementation of each strategy that includes planning, resource mobilization, capacity building, monitoring and evaluation is practised and it leads to the institutionalization of the best practices of the institution.
- The principal takes advice and consults with the internal G.B. members regarding upcoming issues to find out solution. The unsolved matters are forwarded to the G.B for solution.

Reinforcing the culture of excellence:

- The first positive step taken by the leadership in reinforcing the culture of excellence was the formation of IQAC in the year 2014 to monitor its quest to achieve excellence.
- The culture of excellence is reinforced through workshops, awareness programmes, competence building programmes for the empowerment of faculty & staff, research publications & projects, audio & audio visual class rooms for effective modern teaching learning transaction and the healthy practices and extension activities.

Role of Leadership, as a champion of organizational change:

The role of the leadership is to identify the needs of the institution in the light of a changing global academic scenario and to update the programmes and facilities accordingly. Some of the organizational changes initiated by the leadership are as follows:-

- On-line admission commensurate with transparent admission policy since 2013.

- Creating a new website (www.bccrishra.in) in addition to the existing one for the institution.
- Formation of IQAC for the overall quality development of the institution.
- Provision for ICT enabled class room teaching.
- Introduction of remedial coaching and career counselling cell for backward class students.
- Modernizing education and administration through use of computers and internet facilities.
- Programmes on competence development.
- Gender sensitization and empowerment of women student & staff.
- To promote social justice and good citizenship through extension activities in collaboration with NGO's, helping the physically challenged students with continuous training by Jadavpur University 'Centre for Counselling Service and Studies in Self Development, Cell including hand rails in the stair case & washrooms.

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 institution works on a participative and democratic principle (keeping in mind its vision and mission) of management involving the Governing Body, the Head of the institution, the IQAC, the different Sub-Committees, the Academic Council, Staff and the Students' Union. The procedures adopted by the institution to monitor and evaluate policies and plans for effective implementation and improvement from time to time are as follows :-

Academic point of view:

- At the beginning of every new session, the Routine Sub-Committee holds a meeting together for framing a central class routine in consultation with all the departments (as per requirement) and the Principal allot classes as per affiliating university norms.
- Secretary, Teachers' council distributes Teachers' Appraisal Booklet to each and every whole-time teacher to record their academic assignments.
- Departmental meetings are held at a regular interval to monitor the progress of the syllabi/ modules, evaluate the performance of the students, identify the slow and advanced learners, make a departmental plan with co-curricular inputs and take necessary measures for improvement.
- The senior most teachers of each department present their observations, suggestions for improvement and resource requirements at the Academic Sub-Committee, IQAC and Teachers' Council meetings. Being the chairperson of each sub-committee, the Principal makes necessary notes for effective implementation of the proposal/ plans and provision of requirements for further improvement and necessary action as per direction of the G.B.

Administrative point of view :

- The budget is prepared by the finance sub-committee in the beginning of each financial year to maintain and evaluate available resources. Then it is placed before the G.B. for approval. The bursar monitors the daily financial transactions and the accounts.

- Student profile and performance are recorded digitally as well as manually. These mechanisms provide the data for monitoring and evaluating students' performance at the institutional level.
- Different standing committees and sub-committees monitor and evaluate the different academic and administrative aspects to help the head of the institution for the effective implementation of the policies and plans. Effective measures are also taken to improve the situations. IQAC plays an important role to maintain the quality.
- The G.B. prompted by the agenda set by the Principal for evaluation and improvement in academic and administrative management postulates policies and plans through need analysis and assessment. It monitors the overall management through principles guide lines, rules and regulations of the affiliating university, the higher education council, the UGC and department of education.

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

The top management provides an academic environment for the academic growth by encouraging-

- i) The opening of new courses and sanctioning the required infrastructure and resources.
- ii) The participation of teachers in faculty development programmes like RP/OP, seminars, conferences, workshops and by symposia and by sanctioning study leave etc. to promote research activities.
- iii) Faculty members are encouraged in research activities through MRPS/UGC Fellowship and by providing required support.

- iv) Head and faculty of different departments hold seminars, field studies and other co-curricular activities with financial support of the institution or external agencies.
- v) Books and equipments are purchased for the required curricular transactions.
- vi) Laboratories and class rooms are upgraded with modern technology-enabled teaching-learning.

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

The most important aspect of leadership quality is to involve others in decision making and to formulate deciding strategies of implementation leading to create leadership at various levels of the institution.

I) Grooming of students to develop leadership qualities.

Student representatives are made the members of different sub-committees formed by the G.B. and the Head of the Institution for the participatory management where they get the right platform and opportunity to discuss their problems and to share their ideas. Thus they learn strategies for negotiations and develop their communicating skills to become leaders in future. In this category student union is the most important platform of any college.

The student union, NCC units and NSS units organise and observe various occasions such as Independence Day, Republic Day, Annual Social Function, Cultural Competitions, Annual Sports etc. These types of programmes encourage our students to exhibit their talents in different parts of their lives, encourage team work and strengthen interrelationship.

II) Improvement of faculty and staff.

Teaching and non teaching staff are the representatives in the several sub committees and cells constituted by the G.B. that promotes cooperation, team

work and skill-development. Thus decentralising administrative system leading to shared responsibility empowers others to lead.

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?

Decentralized governance of the Institution embodies the delegation of authority and provides operational autonomy by taking certain steps like:-

Administrative: The Sub-Committees, the IQAC and Career Counselling cell initiate proposals based on need-analysis and assessment of the stakeholders at its meetings, then it is forwarded to Principal to ensure the implementation. Those proposals which required the involvement of top management (G.B.) are resolved at its meeting and the office section is supervised by the Head Clerk under the direct monitoring of the principal.

Financial: The annual budget prepared by the Bursar and recommended by the finance committee is placed at the G.B. meeting for its approval. Different departments submit their requisition of requirements to the purchase committee through the librarian (for books, journals etc). Purchase is made centrally on priority basis and financial availability. Different bank accounts are maintained for different transactions.

Academic: In order to improve the quality teaching and quality of the students, consultation are very often made among different Sub-Committees, IQAC and Principal for the funds and other requirements.

PG section: There is no PG section in the college, but the Distance Education of Rabindra Baharti University (study centre-39) has been running in the subject of English, Bengali, History, Education and Geography for PG course in our College since 2012.

6.1.8 Does the College promote a culture of participative Management? If 'yes', indicate the level of participative management.

It is the tradition of the college to nurture a culture of participative management by

- Governing Body, being the highest decision making authority, is involved only at the policy making level;

- Several sub-committees approved by the Governing Body that assist the College authority;
- The IQAC has the autonomy to develop quality assurance and to take various steps according to the need of the Institution;
- The implementation of policies and modes are entrusted with the sub-committees and all the Teachers have responsibilities in all sub-committees.
- Non-teaching staff -members also have their representatives in Governing Body as well as in the sub committees and they have contribution to the decision making policy.
- The Bursar (a faculty member) assists the Principal in monitoring the daily financial transactions of the college.
- The elected General Secretary of the Students' Union is a member of the Governing Body as well as other office bearers of the Students' Union are members of different sub-committees and they represent the voices of the students.

6.2 Strategic Development and Deployment:

6.2.1 Does the Institution have a formally stated quality policy? How is it Developed, Driven, deployed and reviewed?

To cope with our vision and mission statement, the college has framed a quality policy to ensure quality education to the diverse learners of the district. Such policies are developed by members of IQAC by considering the academic, administrative and infrastructural requirements to ensure quality initiatives. From this academic session IQAC has designed quality policy and plan to be placed before governing body meeting by the Principal for due approval of the documents by the members of the governing body. Such plans and policies are intimated to the teaching and non teaching staff through notice issued by IQAC. Such initiatives are reviewed at regular intervals by IQAC and Teachers' Council meetings.

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

A well planned policy has been formulated for the current academic session framed by the Principal through discussion with IQAC and UGC subcommittee.

Infrastructural development is given importance to procure UGC Plan Development Grants and State Government Grants. Further, plans have been developed to complete pending work to ensure quality enhancement. Such plan includes the following:

- ✓ Recent trends in changing education scenario.
 - ✓ Evaluation and assessment of seven criteria as proposed by NAAC.
 - ✓ Repairs, renovations and constructions of college buildings.
 - ✓ Arrangement of new class rooms to accommodate some subjects and library in the new building.
 - ✓ Modernisation of infrastructure and lab facilities.
 - ✓ Enhancement of ICT enabled teaching learning process.
 - ✓ Shifting and up gradation of library.
 - ✓ Complete computerisation.
 - ✓ Welfare benefits of the students.
 - ✓ Training programmes for teaching, non teaching staff and students.
 - ✓ Promotion of research and innovation.
 - ✓ Providing an environment to host workshops, seminars and conferences.
- The proposed plan has a long term impact and the short term goals are to be achieved in the forthcoming academic session.

6.2.3 Describe the Internal Organizational structure and decision making processes.

The Institution is based on the principles of democratic and participatory governance involving majority members of the faculty, staff and student representatives.

The Governing Body is the highest policy making body to form all major policies and plans to develop and manage the Institution.

- The head of the Institution ensures the implementation of the plans and policies resolved in Governing Body meeting in all the sectors of the Institutions. Principal has different counselling bodies like IQAC, Teachers Council and different Sub-Committees to aid the execution of the proposals for the growth and development and to provide best quality of education with maximum utilization of available resources.

- The participatory management structure also exists at the departmental level. Each department functions under the supervision of the departmental senior most teachers and finally the senior most teacher reports to the Principal after consulting every affair related to his/her department with other members of the department.
- Librarian is the operational head of the college library and is guided by library sub-committee.
- Head Clerk under the close monitoring of the Principal supervises the administrative wing.
- The account and cash sections are controlled by the Principal assisted by the Bursar.

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

- Teaching & Learning
- Research & Development
- Community engagement
- Human resource management
- Industry interaction

Broad Description of the quality improvement strategies of the institution

To achieve the qualitative growth, the institution needs to adopt quality initiative in vital areas of its management in commensurate with its quality policy.

Teaching & Learning:

The management adopts strategies in the field of teaching & learning processes by

- Giving autonomy to the departments enabling them to devise their own strategies in keeping with the resolutions of the Academic sub-committee for the effective transaction of the curriculum.
- Providing a transparent admission process by the admission committee according to the admission rules and guidance provided by the Calcutta University on the merit basis of the learners.
- To enhance the academic flexibility, initiatives in the design and implementation of the curriculum are taken by offering a variety of subject combination.
- Designing a master routine and distributing it to the different departments for allotment of classes to each teacher and monitoring the same.

- Designing and developing Self-Appraisal Diary for the teacher's self-assessment, record of their academic activities.
- Creating a learner-centric education by providing quality teachers, adequate infrastructure, academic planning, and use of modern teaching aids.
- Providing necessary support to the slow learners and advanced learners.
- To maintain good teacher-student ratio in various departments. Recruitments of guest teachers where there are vacancies in Govt. Sanctioned posts.
- Allotment of college fund in addition to the UGC grants to purchase necessary texts, maps charts and journals in the central library and some departmental libraries for curriculum transaction and support services to the learners.
- Planning and providing for remedial classes for the benefit of socially backward and slow learners; the advanced learners are counselled separately by their respective teachers for improvement.
- Installing modern teaching aids to enrich academic environment. Supplying laptops, desktops, and printers to some departments to facilitate modern teaching-learning activities and for departmental database system.

Research and Development

With a view to promoting Research & Development, the following strategies are adopted:

- Providing necessary applicable study-leave to teaching staff for research promotional activities such as: pursuing PhD, institutional support to the teachers applying for Teacher Fellowship and attending RC/OP for career advancement.
- Sanctioning on-duty leave to faculty members attending national and international seminars/conferences/training programmes, as well as to paper presenters participating in seminars/conferences at National/State and Local levels.
- Supporting departments in organising national-level seminars, memorial lectures, departmental seminars, talks, and lectures to enhance the academic environment.
- Providing adequate infrastructure and Institutional support to principal investigators of major research projects to facilitate smooth implementation of research scheme/projects.

- Planning proposals for UGC/State grants to improve ICT enabled class rooms, advance lab equipments, software, purchase of books and journals.
- Allowing the complete autonomy for ensuring successful implementation of research projects.
- Facilitating timely auditing and submission of utilization certificate to funding authorities.

Community engagement:

The institution involves in community engagement through the participation of students, faculty and staff in the extension activities of the NSS and NCC units of the college. These activities are performed to fulfil the social responsibility of the institute. Community engagement of our college is further developed by the personal contacts and contribution of the faculty and staff in community affairs. These activities of community engagement are:

- Activities of NSS and NCC units for awareness on sanitation, health and hygiene and family planning in the neighbouring wards of the Municipality. Tree plantation, cleaning of college campus, lanes and roads beside our college, cultural programme at old age home and orphanage home, free health check up camps in the college campus and in slums beside our college.
- A few faculty members are engaged in community development programmes on an everyday basis in the local area.

Human resource management:

The guidelines of the Government of West Bengal for staff-pattern of Teaching and Non-Teaching staff is the basic criterion of Human Resource Management. For appointment of teachers in all permanent posts approved by the Government of West Bengal, the recommending authority is the West Bengal College Service Commission and the appointing authority is the Governing Body of the college.

Sanctioned Non-Teaching posts are filled up as per government rules. Applications are invited from the candidates through advertisement in the news papers and through local employment exchange. The selection committee framed by the governing body sort lists the candidates for interview, prepares a panel of three candidates and places it before the Governing Body for approval. The principal gives the appointment according to the merit list. The principal is

the main strategist in the human resource management and governs the following steps:

- To maintain the proper student teacher ratio the GB of the college has assessed the need of whole time / part time teaching post as per requirement reflected in the feedback on the academic subcommittee as per requisition of departmental heads. The said need is duly put forward to the DPI (Govt. Of West Bengal) for necessary action. Permanent teachers are selected and recommended by the college service commission and appointed by the GB. Members of the guest faculties are appointed by the GB after proper recommendation of the selection committee constituted by the GB as per government rules.
- Feedback forms are collected from the pass out students for better management of the academic affairs.
- Feedback from the Head of the departments, Head Clerk, Bursar, Senior Teachers, Local Community through personal contacts are a rich source of information influencing college activities.
- Implementing staff development programme for skill-upgrading and skill-training of the staff.
- Supporting professional development of the faculty by sanctioning appropriate leave for participation in conferences, Seminars, workshop, research etc.

Industry Interaction:

Through the Career-Counselling Cell, established in 2012, the institution provides counselling services, information regarding employment opportunities and placement of the students. An organisation has visited the campus to promote awareness and to provide exposure of the job market.

6.2.5. How does the Head of the Institution ensure that adequate information (from feedback and personal contact etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Head of the institution with the help of some monitoring mechanism ensures adequate information for the top management and stakeholders to review the activities of the college. Some of these are:

- A principal source of information is from the decisions adopted in the meeting of several sub-committees. The principal reports back to the top management/Governing Body, the major resolution for review and final approval.

- Stakeholders (faculty, non teaching staff, students, guardians and alumni etc.) report to the principal for different issues i.e. regarding admission, teaching-learning, infrastructural facilities, office administration and co-curricular activities. These issues are recorded by the principal on daily basis. Subsequently, it is reported to the Governing Body for their judicious advice and solution.
- Feedback forms of the pass out students are analysed and weak areas are identified in Teachers' Council as well as IQAC meetings for remedial actions.

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

The teaching and non-teaching staff are the two principal wings of the administration. The management gives due encouragement and support to the faculty and staff in improving the effectiveness and efficiency of the institutional processes by involving them in the decision making processes for administrative development.

Encouragement and support for teaching staff

- Autonomy for curricular transactions and use of adequate teaching aids.
- Arrangement of smart classroom for availing modern teaching practices.
- Granting leave for professional development programmes i.e. orientation/refresher courses, Ph.D./M.Phil. fellowships, short term skill training, workshops and seminars.
- Duty leave granted to the faculty members as paper presenters, resource persons and participants.
- Allotting desktops, laptops, and printers to a few departments for teaching-learning purposes.
- Encouraging departments to organise seminars, conferences, workshops to enrich the academic and research climate of the institution.

Encouragement and support for non- teaching staff:

- Representation of non-teaching staff in all sub-committees constituted by the Governing Body and giving due importance to their suggestions and opinions during the meetings.
- Providing desktops in Office, Cash, Accounts and necessary software for ensuring complete computerisation.

- Arrangement of computer awareness training programmes to enhance the technological competence.
- For building sound relationship and good working environment, annual faculty and staff picnic as well as cricket/football match are arranged.
- In case of die in harness, offering job on compassionate ground to the spouse or next of kin of an employee during his service period.
- Providing benefit schemes to the employees.

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

In the session July 2013 – June 2014, six (6) Governing Body Meetings were held. These resolutions are given in the following table:

Table:- Resolutions made by the G.B. in the last year (2013-2014)

Resolutions made by the Management	Status of Implementation
Approval of leave for teaching and non teaching staff and confirmation of services of head clerk and cashier.	Approved and appointed.
Completion of college canteen and boys common room.	Done & Duly inaugurated
Amendment of the constituency of the student union election.	Implemented
Approval of IQAC.	Approved
Approval of accommodation of Police Force for Parliamentary Election 2014 in the college premises.	Approved
Approval of the new office package and on line admission for 2014-2015.	Implemented
Joining approval of Sovan Kumar Panda, Assistant Professor in Electronics.	Approved

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If ‘yes’, what are the efforts made by the institution in obtaining autonomy?

The affiliating university does have a provision for affiliating autonomy to an affiliated institution but this provision is yet to be accorded by the institute.

6.2.9. 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 institution has constituted a ‘Grievances Redressal Cell’ comprising the internal members of the Governing Body and the senior teacher of the institute, the cell invites grievances/complaints through a ‘Grievances Redressal Box’ where the faculty, non-teaching staff, students, guardians etc. are expected to give in writing their complaints. To solve the issue, the principal along with the member of the said cell discuss the subject matters and take necessary actions. In case of serious grievances unresolved by the cell, unsettled issues are placed at the governing body meeting for an objective resolution.

6.2.10. During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these.

There had been three Court Cases against the institution in last four years. A brief history of court cases is given below:

Ref. No.: 1.	5875(w.p) of 2006, CPAN 2755 of 2014
Petitioner:	Sri Jadupati Kundu, Ex- library peon of the college.
Respondent:	Govt. Of W.B., C.U., and Bidhan Ch. College.
Issue:	Demanding Retirement benefit for the entire period of service despite enjoying long unauthorize absence.
Decision of the Court:	Pending.

Ref. No.: 2.	2665 (w.p.) of 2011, MAT 351, 2011 with CAN 325 of 2011.
Petitioner:	Smt. Sharmistha Ganguly, Ex- Guest Lecturer in Sanskrit of the college.
Respondent:	Govt. Of W.B., C.U., and Bidhan Ch. College.
Issue:	Claim of part time lecturer scale instead of guest lecturer.
Decision of the Court:	Pending.

Ref. No.: 3.	5822 (w.p.) of 2015, 31215 (w.p) of 2014
Petitioner:	Sri Radhakanta Sarkar, Assistant Professor in Commerce of the college.
Respondent:	Govt. Of W.B., C.U., and Bidhan Ch. College.
Issue:	After acquitted in the criminal proceedings, the incumbent filed for an order for re-instatement in service, as service was dismissed.
Decision of the Court:	Hearing concluded, verdict in favour of reinstatement.

6.2.11. Does the Institution have a mechanism for analysing student feedback on Institutional performance? If ‘yes’, what was the outcome and response of the Institution to such an effort?

Feedback from pass-out students is received on curriculum, faculty, administration, staff, library, student’s welfare and support, teaching learning, evaluation infrastructure etc. and it has been a practice for the past few years. It is significant in assessing the quality of educational experience provided by the Institution.

The questions in the feedback form are given in a lucid language for easy comprehension of the students in responding independently.

6.3 FACULTY EMPOWERMENT STRATEGY

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 promotes professional development of the teaching staff to the greatest possible extent. To enhance the professional development of faculty and non teaching staff, the institution encourages to attend seminars, workshops, conferences, symposia, short term courses etc. on their respective subjects and other inter disciplinary areas.
- Faculties are encouraged to conduct minor and major research programme.
- The College has been providing good laboratory facilities and library for the enhancement of the professional development. The college implemented integrated library management system for proper users as well as documents management. The college provides internet facilities

through Wi-Fi for the faculty members and non-teaching staff. Catalogue System and accession are being done in the library through KOHA software. In addition to that career oriented periodicals, news bulletin are provided to the students.

- The college also conducts workshop and training programme on different issues for enhancement of knowledge of teaching and non-teaching staff.
- Different departments of our college also organise seminars and workshops.
- The faculty members of various departments participate in the seminar for promoting cooperation and coordination. The college also encourages the teachers to be members of different professional and academic associations, e.g., Economic and Political Weekly, Ramkrishna Mission Institute of Culture, ISI, Indian Accounting Association and Research Foundation, Natya Sodh Sanstha etc.

6.3.2. What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- The college authority keeps the faculty in high spirit in terms of sharing both administrative and academic responsibilities and representation in several committees. The college authority identifies the abilities, strength and areas of interest of the faculty members and accordingly assigns duties.
- Duties of every staff are informed to them through notices/circulars which clearly define their role in the implementation of any given assignment.
- The college authority organises computer literacy programmes for faculty and non teaching staff.
- For attending workshops/seminars/conferences to update their knowledge, the college authority approves on duty leave to the faculty.
- The college authority provides infrastructural facilities to the faculty members carrying out their research work effectively.

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 performance of faculty members are monitored and maintained through self appraisal diary which includes their attendance, hours of work, number of classes taken and other activities performed.
- Student feedback forms are collected from the outgoing final year students. It has a well defined set of questions that help the students to evaluate the members of the staff.
- Departmental meetings with Principal are held whenever required on regular basis relating to the assigned duties and responsibilities of faculty members. Non-teaching staff members also participate in different meetings for smooth functioning of their duties.

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 relationship between the Principal and faculty is very positive and cordial.
- Various sub-committees discuss and make some recommendations for the vertical and horizontal improvement of academic environment.
- Teachers' Council meetings are held on regular basis to discuss the academic affairs of the students and the outcome is intimated by the departmental teachers directly or by giving notice to the students.

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?

- State Government has provisions for several welfare schemes which are available for both teaching and non teaching staff and these are availed through individual applications to the Government.
- Provision on maternity leave for the female staff.
- Other welfare schemes are:
 - ✓ Cooperative credit society for the permanent staff.
 - ✓ Provident fund for the permanent staff.
 - ✓ Group insurance policy for teaching and non teaching staff.

- ✓ Loan facility from Provident fund.
- ✓ Salary savings scheme of LIC premium.
- The college co-operative credit society, a registered one, offers long - term, mid- term and short-term loans to its members.
- On the very day of retirement, it is the practice of the institution to hand over the Provident Fund-cheque to the respective employee.
- The college co-operative credit society also hands over share capital, thrift fund and interest accrued thereof to the retired employee on the day of retirement.

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

Despite limited capacity the institution is vigilant to see that in seminars, workshop and symposia outstanding educationists, environmentalists and thinkers are invited to give maximum exposure to students. It was the practice of the institute that eminent retired teachers in some cases were appointed as honourable guest faculties to provide departmental support.

6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILISATION

6.4.1. What is the institutional mechanism to monitor effective and efficient use of available financial resources?

According to the need of each unit of the college, the funds/grants are allocated or applied for as per UGC schemes for building/development projects of the institution. Income and expenditure accounts are fully monitored by the bursar and the accountant headed by the Principal. Priority is given to spend the fund on the basis of urgency. Proper transparency is maintained in this respect. The institution has a purchase sub-committee. Quotations are invited and prices are compared. The regular audit of the budget also exercises on the expenditure.

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 mechanism for external audit. The external audit is carried out by a government auditor recommended by the

D.P.I. as per provision of the state government rules and University of Calcutta Act every year.

- The external audit of the college is complete till the financial year 2013-14 and the audit for the financial year 2014-15 is under process.
- There was no significant objection raised by the auditors. Some minor objections were intimated and the authority is trying to sort those out later on.

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 activity of the previous four years and the reserve fund/corpus available with institutions, if any.

- Major sources of institutional receipts are fees/dues from the students. A substantially major percent of the deficit grant-in-aid scheme and various grants under the UGC/state government schemes are other sources of receipts.
- The fund deficit is managed by the Governing Body by taking administrative decision on case to case considering its merit or urgency. Minor deficit are generally made up by surplus amount in any other head.

Please refer to Appendix for the audited income and expenditure statement of academic and administrative activities of the previous four financial years- 2011-12, 2012-13, 2013-14 and 2014-15 (under process).

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

College authority collects additional fund by letting the college-campus for various socio-cultural programmes conducted by different neighbouring institutes cum organisations.

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 institutionalising the quality assurance process?

The IQAC has been established on 24. 3. 2014. **The institutional policy regarding quality assurance** is to commensurate with the vision and mission statements of imparting quality education to the socio-economically backward learners of the surrounding locality symbolised by our progressive motto, “Tomosho Ma Jyotirgomoyo” i.e. let us proceed from darkness to light. To serve this end, the policy of the institution endorsed by the Governing Body is to support the recommendation of the IQAC for quality development in all sectors of the college.

Institutionalising of quality assurance process: The challenge of the IQAC is the all round development regarding the long term benefit of quality initiatives (teaching-learning, infrastructure and administration). The process has been slow but rewarding when the quality initiatives are tangible and visible as evinced in the following areas:

- Data collection and documentation
- Budget allocation
- Innovation in teaching-learning
- Planning and implementation
- Computerisation
- Introduction of ICT-enabled resources in the office, library and teaching-learning
- Modern teaching aids
- Promotion of research and professional development
- Academic enhancement
- Organising/participating in seminars etc.
- Coordination of UGC grant proposals and implementation
- Student feedback
- Preparation of annual plans of departments

- Student welfare: remedial coaching, career counselling, stipend, scholarship, capacity building of staff and faculty
- On-line admission
- Extension activities
- Departmental initiatives for student progression

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

It is stated earlier that the management’s policy has been to support the recommendations of the IQAC for quality improvement in all respect of the institution.

IQAC Recommendations	Implementation of Recommendations
1. Enhancement of salary component of guest faculty and casual staff.	Implemented
2. Focus on counselling and career guidance.	Career Counselling Cell established for career guidance of staff and students.
3. Infrastructural and administrative support to encourage research and strengthen teaching-learning process.	Technological and new-age teaching aids provided, ICT enabled resources in the office, library and teaching purposes.
4. Restricting the subject combinations to a manageable level.	Done.
5. Filling up the backlog vacancy	Guest faculty and Non-teaching staff (Casual) appointed on adhoc basis to fill up backlog vacancies.
6. Adding books to the library to meet the needs of the students	UGC grant for books properly utilized; numerous books (text and reference books) added
7. Providing computer training and Internet facilities to students	Incomplete.
8. Making adequate provision for commencement of classes in the existing	Completed.

building	
9. To introduce new courses and subjects	New UG courses introduced Computer Science (Hons.), Electronics (General) and study centre of PG courses in Bengali, English, Geography, Education, and History under RBU(DDE-39).
10. Providing Internet facility in the Library and to other departments	Internet facility to be provided in library, a few other departments, staff room and office.
11. Modernizing the canteen, Girls' and Boys' Common Room	Canteen, Girls' and Boys' Common Rooms upgraded.
12. Renovations of Wash Rooms	Further Renovation required.
13. Reading Room up gradation	Upgraded.
14. Shifting of Library to the New Jubilee Building with fresh reorientation	Done for the day section.
15. Teacher evaluation by students and academic audit to be done every year	Teacher evaluation by pass out students is done. Academic audit is not done every year.
16. Measures to be taken to maintain attendance of students	Measures taken.
17. Upgrading the Laboratories	Equipments upgraded. Space constraint remains.
18. Introduction of add-on courses	Music, Sewing and Yoga.
19. Conducting programmes on spoken English, communication Skills, Computer Literacy for all.	Computer Literacy for almost all. Necessary measures to be taken for spoken English and communication skills.
20. Introducing innovative methods of Teaching-Learning	Some departments practise innovative method.
21. Introduction of Smart Room	Done.
22. Improvement of Basket and Volley Ball Ground	Under Process
23. Appointment of trainer in the Gymnasium	Done
24. Appointment of a trainer for table tennis For Boys'	Done

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

Yes, the IQAC has external members in its present committee (constituted in May-June, 2014) as per XIIth Plan guide lines. Prof. Kashinath Pal and Prof. Dinabandhu Barat, University Nominees to the Governing Body of our College are included in the IQAC committee. As Prof. Pal and Prof. Barat are experienced teachers, their valuable opinions help us for improving the college in all respect.

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

The guideline of UGC XIIth Plan regarding the composition of IQAC was followed while constituting the IQAC in March 2014 but there was no provision for the inclusion of students and alumni to the committee. However, student representatives give their reasonable suggestions to IQAC regarding improvement in teaching-learning process, examinations, sports and games etc.

e. How does the IQAC communicate and engage Staff from different constituents of the Institution?

The college has a long tradition of harmonious faculty and staff relationship. Representatives of staff are members of the different sub-committees and they give their valuable suggestions. The IQAC seeks the assistance of the staff from different constituents in collection of data, job supervision, plumbing, cleaning and electrical maintenance.

6.5.2 Does the Institution have an integrated framework for quality assurance of the academic and administrative activities? If 'Yes', give details on its operationalisation.

IQAC plans the framework for quality assurance at the beginning of the academic session in a meeting which is communicated through notifications to different sub-committees and departments for necessary actions. Operational activities are:

- Disseminating the framework for internal quality assurance.

- Allocation of funds in the institutional budget plan for quality improvement.
- Undertaking student-centric educational approach, academic planning, use of modern teaching aids, evaluation of answer scripts of the college examination and attendance for effective teaching-learning outcome.
- Developing infrastructure facility and optimum use of the same to increase the quality of academic environment.
- Initiative for career counselling, remedial coaching and welfare measures to support the student community.
- Encouragement for research culture through professional faculty development programmes, i.e, publications, paper presentations, career advancement schemes and other academic issues.
- Preparation for accreditation and submission of self study report.
- Jointly NSS and NCC units take initiatives for improvement of extension activities and community development (awareness).

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 institution has realised the importance of total computerization system in all aspects and accordingly, has planned for efficiency-building of staff in computer operation which is essential to maintain transparency in academic and administrative field. Besides, the college authority grants permission on regular basis to attend Refresher Courses, Orientation programmes, Seminars (National/International), Workshops and other faculty development programmes conducted by the Universities and other institutions.

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?

Till date the institution/IQAC has not conducted any academic audit on a structured way. However, IQAC makes regular interaction with the departments and different sub-committees relating to student enrolment, attendance, classes allotted-taken by the faculties, internal-university result, research activities, students’ feedback, academic improvement, syllabus completion etc. The IQAC has planned to introduce Academic Audit in a structured format.

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

The institution ensures internal quality mechanism in collaboration with external quality assurance agencies/regulatory bodies like UGC, State Government, University of Calcutta by following the rules, regulations and guidelines provided for academic excellence.

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.

Following are the institutional mechanisms to review the teaching-learning process:

Structure: The structure contains the followings:

- Meetings of Academic sub-committee.
- Departmental meetings.
- Suggestions from meetings of Teachers' Council.
- Student Feedback.
- Self Appraisal Diary maintained by teachers.

Methodology: Departmental meetings are held at regular interval to evaluate teaching-learning process. Each department keeps a track on completion of syllabi, performance of internal examinations, student attendance, books in the library etc. Meetings of Teachers' Council identify the different lacuna for teaching-learning up gradation. Decisions of the stated committees are communicated to the Principal for necessary actions.

Performance indicators provided by the IQAC database are important sources of review process.

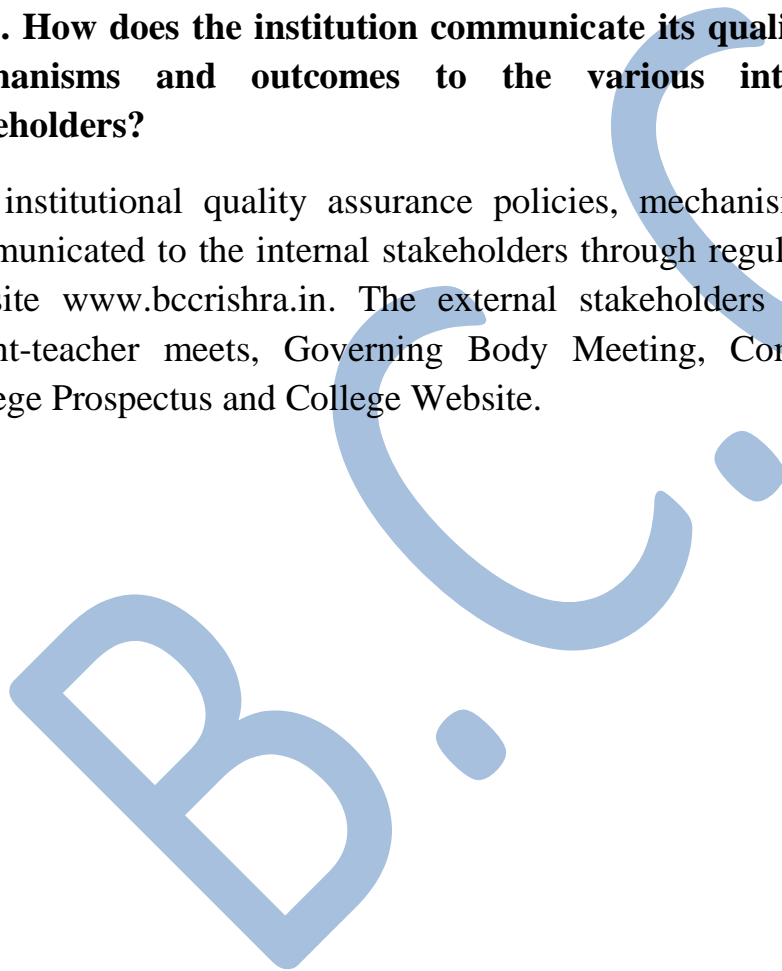
Outcomes of the aforesaid actions are as follows:

- Improved teaching-learning initiatives at the departmental level
- Steps taken to ensure student attendance
- Remedial coaching for slow learners and weak students
- Introduction of tutorial classes

- Faculty augmentation: desktop, laptop, printers to some departments, classrooms and providing books in the library
- Internet facility in library, staff room, smart room, Principal's chamber and a few departments
- Appointment of guest lecturers for improvement of teaching-learning process
- Training courses provided to teaching/non-teaching staff
- Enhancement of career advancement and research activities

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

The institutional quality assurance policies, mechanisms and outcomes are communicated to the internal stakeholders through regular notification, college website www.bccrisha.in. The external stakeholders are informed through parent-teacher meets, Governing Body Meeting, Community Engagement, College Prospectus and College Website.



CRITERION VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness:

7.1.1 Does the institute conduct a Green Audit of its campus and facilities?

We are fortunate that our college is situated beside the holy river Bhagirathi (Ganges). It naturally enriches the environment. Moreover, we have a moderate play ground surrounded by i) Basket-Ball Court; ii) Volley Ball Court; iii) Herbal garden along with certain lush green foliage. Though no formal green audit is conducted till date, steps are being taken to make a clean and green environment. Within a short while, a green audit will be made by the college.

7.1.2. What are the initiatives taken by the college to make the campus eco-friendly?

Effort is continuously made to make an eco-friendly campus with a natural garden comprising of large green trees which are also the habitat of birds and squirrels. During summer, ripe mangoes are eaten by plenty of squirrels, some of the worth mentioning trees are *Mango, Coconut, Fig, Banana, Rubber, Ashoka, Bel, Neem, Peepal, Sisu, Debdaru* etc.

Use of polythene bags, cups and plates are prohibited in the campus and use of earthen pot for tea is encouraged. The NSS and NCC students take initiative to clean the campus. The following initiatives have been taken by the college to make the campus eco-friendly:

Energy Conservation: We are aware of the fact that less energy consumption leads to less harmful emissions in the environment. So unplugging electronic appliances when not in use is encouraged and becomes a practice. CFL are used by which 30% energy is saved. Posters and leaflets are fixed closed to the switch board of every classes, staff room and offices directing to off the switch of the fans and lights when not in use. Using natural light is propagated in the campus. Our large windows are kept open so that the use of electricity can be minimized.

Use of renewable energy: Nil

Water harvesting: Nil

Check dam construction:- A large guard wall was constructed to withstand the ravages of daily tides (ebb and flow) of the river Hooghly. In this way, the eastern campus of the college remains safe and beautiful.

Efforts for Carbon Neutrality: More plantations in the college campus effectively neutralize the harmful carbon dioxide. The natural atmosphere of the college is so congenial due to the eastern open space and the flowing river that we hardly need substitutions to remove carbon items. Still we have planted a good number of trees and plants and every year we celebrate World environment day with new kind of plantation. Many planted vessels have been purchased by each department and are kept in the corridor and in the principals' chamber. To reduce carbon emission, care is taken to restrict vehicle into the campus.

Plantation: To maintain Bio-diversity and to make the campus one of the best green and pollution free areas, the NSS and NCC students plant saplings and seed on World Environment Day(5th June) and forest week (7th July – 14th July). A Herbal Garden is maintained to inculcate interest in the students about the utility of the medicinal herbs.

A seminar was organized by Eco-Club on world environment day 2015. World environment day was also observed by conducting rally to create public awareness and by conducting function (drama, song, dance, recitation etc). This programme also included a lecture on 'Global Warming' in the seminar by Dr. Sovan Kr Panda, Assistant Professor of Department of Electronic of our college.

Hazardous waste management: Waste materials possess substantial threat to public health or environment. The college has an adequate waste management system. Dustbins have been kept in every corner of the corridors of the campus to make the campus garbage free. News paper-waste, used answer-books-waste and journal-waste etc are disposed by the college in a systematic manner.

E-Waste Management: E-materials (discarded refrigerators, computers etc.) are sold to the concerned recycling agents.

7.2 INNOVATIONS

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact of the functionary of the college.

Innovative initiatives are introduced by the institution during the last four years which have had a favourable impact on the teaching, learning and administrative process.

Innovations in participatory teaching learning

- ✓ The cultural sub-committee of the college has observed “*Pochishe Baishakh*” in 2014 (150th Birth Anniversary of illustrious R.N.Tagore). This has created a great interest among the students to read Tagore and perform songs recitation, dance etc.
- ✓ The college has been organizing three add on courses namely -1) **Music (Vocal)**, 2) **Sewing** 3) **Yoga**. These courses help the students to express their co curricular activities which are a part of all-round development of the students. The college has organized workshops on psychological counselling viz. ‘Stress Management’ on 24.08.12, 07.09.12, 08.09.12, 14.09.12 and 15.09.12.with the professional help and guidance of Jadavpur University personal counselling cell.
- ✓ The college has also organized another motivational camp for differently able students of our college and other colleges on 28.02.15
- ✓ The college has organized workshop on “World Day of Yoga” [21 June 2015] which was observed on 23rd June 2015.
- ✓ Some teachers and students have visited an old age home (Utamananda Matri Ashram) at Konnagar on 07.03.15 and also visited CHESHIRE HOME meant for physically and mentally challenged persons at Serampore on 14th May 2015.
- ✓ The college has also organized personal counselling on 07. 09. 12, 08. 09. 12, 14. 09. 12, and 15. 09. 12.
- ✓ The college has organized a Career Counselling Programme on 30. 08. 12. The resource person of the said programme was Prof. Asish Mitra, St. Xavier’s College.
- ✓ Another Career Counselling Programme was organized for anchoring and audio acting where the resource person was Sri Jagannath Basu (Radio Personality).

These programmes help the students to become good citizens of a larger world gradually and develop social consciousness among them. These are also the parts of greater humanitarian learning which are not framed within the limited range of syllabus.

Of late, some departments have organized Departmental quiz and MCQ test. These help the students to go through the syllabus thoroughly. Moreover remedial classes are also taken by the departments of Philosophy, Political Science, History, Commerce and Economics for SC, ST, OBC and minority students.

Almost all of the Departments have published Departmental wall magazines. The names are as follows-

Departments	Name of the Wall Magazine
Bengali	NABA MUKUL
Education	SIKHSAR DARPAN
Philosophy	SPHURAN
History	USHA
Sanskrit	AKSHAR
English	THE VISION
Political Science	UDDAN
Geography	BHU BISHMAY and SPECTRUM
Commerce	Banijje Basati Laxmi

- ✓ Almost all of the Departments have organised excursion and educational tour.
- ✓ The Department of Bengali has observed BHASA DIBASH (Ekushe February) [i.e. the International Mother Language Day] in 2015. The department also organized an exhibition on that day and a seminar was conducted with a resource person Prof. Apurba Kumar Dey, Serampore College.
- ✓ The college has organized a workshop on “Women’s Laws and Rights” in collaboration with ‘AMAN’-a Global Voice for Peace in the Home, W.B.Chapter.

Innovations in infrastructure and human resources

- ✓ Online admission is effective w.e.f. 2013. It enables the students to apply from remote places. It saves time and money of the concerned applicant. Information regarding admission procedure is transparent through this procedure.
- ✓ Advertisement in newspaper and website is floated for registration of new membership for Alumni Association.
- ✓ One Smart Room for ICT.
- ✓ In the last year's budget an allocation of Rs five thousand has been made for each department in order to arrange departmental seminar/workshop etc.

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format (at page no-98) which have contributed to the achievement of the institutional objectives and / or contributed to the quality improvement of the core activities of the college.

BEST PRACTICE: I

TITLE OF THE PRACTICE: Participatory Learning

The goal(s):

- ✓ To generate keen and active interest in the different subjects among the students.
- ✓ To develop their communication skill, overcome shyness and gain confidence as well as inculcate team spirit.
- ✓ To develop their interest in co-curricular activities like Games and Sports, Yoga, Music, publishing Magazine etc.
- ✓ To know the ways to protect the environment from different forms of pollution.

The context:

- ✓ The educational world is changing very fast with the rapid growth of technologies. So, faculty is not the only source of knowledge. They take the responsibility only as facilitators of a broad range of learning-experience. The challenges in their way are many. A large section of the students are first generation learners and most of them are Hindi speaking ones in our institution. So most of them have poor skill of communication

and comprehension. So the teachers have to devise such learning methods that veer away the traditional confines of lecture and class room and engage students in participatory learning.

The Practice:

- ✓ The department of History takes regular audio-visual class on every Tuesday.
- ✓ Visit to Town Hall Kolkata by the Department of History on 16. 02. 2015.
- ✓ Visit to Science city by the department of Electronics in March, 2015. Also, they visited Bangiya Vigyana Utsab and participated in debate, quiz, posters and model competitions.
- ✓ Visit to Paresnath Jain Temple (Kolkata) by the department of Philosophy on 16. 02. 15.
- ✓ Visit to Legislative Assembly by the department of Political Science on 16. 02. 15.
- ✓ Visit to Debanandapur village, birth place of Bengali novelist Sarat Chandra Chatterjee by the department of Bengali in March, 2015.
- ✓ Visit to a self help group organization (SRIJONI MAHILA SANGHA) at *Kesabchak* Gram Panchayat, *Kultaghor*, Hooghly by the department of Economics in March, 2015.
- ✓ The department of Geography organized an educational tour to Kalimpong, in Dec. 2012, Jhargram in Sept. 2013, to Bishnupur, in Jan., 2015.

Evidence of success:

- ✓ The college has published annual magazine (2014-15) entitled "SAPTAPARNEE". The students and faculty contributed their articles on various subjects in this magazine that records the creative as well as analytical mind of different stakeholders of the institute.
- ✓ Science exhibitions have been organized by the department of Geography in October 2012.
- ✓ The department of Bengali also organized an exhibition on BHASADIBASH in February 21, 2015.
- ✓ An awareness rally has been organized on World Environment Day by NCC and NSS students.

- ✓ A Poster-session on International Women’s Day was organised by the Women Cell of the Institution on 08.03.2015.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

- ✓ In the initial stage, our primary challenge was to arrange a seminar hall where the students, teachers, non teaching staff and audience can be accommodated successfully. We have arranged such a seminar hall which is well equipped with TV, LCD, DVD and Laptop but we need a proper auditorium to organize seminars, especially national level ones to a larger scale.
- ✓ The seminar hall needs to be furnished with AC as during summer the heat of the hall sometimes becomes almost unbearable.

Best practice: II

Title of the practice: NSS units and its activities

The Goal(s):

- ✓ To know the economic conditions of the surrounding locality of our college.
- ✓ To develop the leadership qualities among the volunteers.
- ✓ To make a responsible citizen through various activities performed by the members of the NSS units of the institution.
- ✓ To know the socio economic position of the common mass of the surrounding locality of the volunteers.
- ✓ To increase work efficiency among the volunteers.
- ✓ To build up a sense of responsibility towards his/her neighbour.

The context:

The NSS Unit-I of Bidhan Chandra College has actively been in operation in social services since 2000, the year of its establishment. Subsequently, other two separate unit’s i.e. Unit –II and Unit –III were established. The three units are rendering their NSS activities with its motto “*Not me, but you*”. The volunteers have taken a serious role relating to the environment awareness, health and hygiene of the local people.

The practice:

NSS volunteers have served the common masses through the following activities –

Health and Hygiene:

- ✓ Every year blood donation camps are organized.
- ✓ Health check up camps in the college premises organised.

Spreading of bleaching powder in the slum areas like ward no. 8 and 9 of Rishra municipality, located near our college.

- ✓ Free health check up camp for the slum dwellers at ward nos. 8 & 9.

Awareness Programme:

Relating to environment:

- ✓ Relating to health and hygiene.
- ✓ Relating to family planning.
- ✓ Relating to the improvement of socio-economic conditions.
- ✓ To make aware of the prevention of outbreak of various diseases.
- ✓ The N.S.S. Units have motivated the local poor people to live in a clean environment and encourage their children to go to schools.

Evidence of success:

The involvement of the students in awareness programme under the guidance of the programme officers (N.S.S.) has created waves among other students especially among the new entrants. This has helped to build their character and develop leadership qualities. The following programme-officers were awarded the best programme officers in the district by the Calcutta University (N.S.S. Cell) from 2011 to 2014:

Prof. Sadhunath Kundu, P.O. of Unit 1(2010-11)

Prof. Nityalal Sen, P.O. of Unit 1(2012-13)

Prof. Mahadeb Dey, P.O. of Unit 2 (2011-12)

Prof. Piyali Ckakrabarty, P.O. of Unit 3 (2012-13)

In 2013, Bidhan Chandra College, Rishra was awarded as the best college in N.S.S. activities by the University of Calcutta. N.S.S. Cell. Besides a few volunteers of N.S.S. received awards and prizes at the district and national levels for their performances. [Reference already provided in Criteria V (Module 5.3.2)]

Problems encountered and Resources required:

- ✓ Mobilising local women to attend the various awareness programmes.
- ✓ Lack of finance.
- ✓ Lack of electrical devices and lack of necessary updated equipments to make the students interested, involved in multifarious NSS activities.
- ✓ N.S.S. should be included in the curriculum of affiliating University as a compulsory subject.

Notes (Optional):

The N.S.S units of the college lend out their helping hands to the poor, needy physically challenged people in and around the vicinity of the institution. They develop their leadership qualities by arranging various cultural programmes, observing important days like Independence Day, Republic Day, Netaji's Birthday, World Environment Day etc. The N.S.S. volunteers work together living in a harmonious way and encourage each other for a better tomorrow.

Contact Details:

Name of the Principal: Dr. Sulekha Bose

Name of the Institution: Bidhan Chandra College

City: Rishra

Pin Code: 712248

Accredited Status: Yet to be Accredited

Work Phone: 033-2672-1812

Website: www.bccrishra.in

Mobile: 943683120

Fax: 033-2672-5571

E-mail: prin_bccr@yahoo.co.in

Evaluation Report of the Departments

EVALUATIVE REPORT OF THE DEPARTMENT OF BENGALI

1. Name of the department: **BENGALI**
2. Year of Establishment: **1957**
3. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)
 - U.G.-B.A.(Hons. & Gen), PG (RBU)
4. Names of Interdisciplinary courses and the departments/units involved: **NA**
5. Annual/semester/choice based credit system (programme wise)
 - Annual (Test and Mid Term Examination)
6. Participation of the department in the courses offered by other departments
N.A.
7. Courses in collaboration with other universities, industries , foreign Institutions, etc.: **N.A.**
8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**
9. Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	01	01
Assistant 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
Dr. Chandrima Bhattacharya	M.A., Ph.D.	Associate Professor	Rabindranath	19 years	Nil
Dr. Tanusree Mandal	M.A., Ph.D.	Assistant Professor	Drama	13 years	Nil
Prof. Piyali Chakraborty	M.A.	Part-Time Teacher	Madhyayug	13 years	Nil
Prof. Arjun Banik	M.A., M.Phil.	Guest Lecturer	Madhyayug	1 year	Nil

11. List of senior visiting faculty: **Nil**

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

- B.A.(Hons. In Bengali): 26%

13. Student-Teacher Ratio (programme-wise)

- B.A.Part I (Hons.) = 16:1
- B.A.Part II (Hons.) = 13:1
- B.A.Part III (Hons.) = 14:1

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

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

Ph.D.- 02, M.Phil – 01, P.G.- 01

16. Number of faculty with ongoing projects from a)National b)International funding agencies and grants received : 01

17. Departmental projects funded by DST-FIST;UGC, DBT, ICSSR, etc .and total grants received : Nil

18. Research Centre/facility recognized by the University – N.A.

19. Publications:

- Publication per faculty: List enclosed below.
- Number of papers published in peer reviewed journals (national/ International) by faculty and students: List enclosed below.
- Number of publications listed in International Database (eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.): Nil
- Monographs: Nil
- Chapter in Books: Nil.
- Books Edited: Nil.
- Books with ISBN/ ISSN numbers with details of publishers: Nil.
- Citation Index: Nil.
- SNIP: Nil

- SJR: Nil.
- Impact factor: Nil.
- h-index: Nil.
- **List of Presentations:**

❖ **Dr. Tanushree Mondal :**

No.	Title of the paper	Nature of Seminar	Date
1	Kabitar Darpone Buddhadeb Basu.	U.G.C. Sponsored National Level	27 th & 28 th March, 2008.
2	Prabondho Sathitye Rabindranather swadesh Bhabana.	U.G.C. Sponsored National Level	14 th & 15 th December, 2011.
3	Bangla Kishor Sahitye Jorasako Thakurbarir Abadan.	U.G.C. Sponsored National Level	11 th January, 2012.
4	Hansuli Baker Upokatha: Uponayase Prantajaner Kotha.	U.G.C. Sponsored National Level	5 th & 6 th March, 2013.
5	Pratha Ebong Manobikotabodhe Dipto Birsorjan Natak.	U.G.C. Sponsored National Level	4 th & 5 th March, 2014.
6	Bankimchandrere uponyese natokiyo upadan.	U.G.C. Sponsored National Level	27 th & 28 th March, 2014.
7	Bangla Sahitrer Itihas Charchay Sukumar Sen.	U.G.C. Sponsored National Level	16 th & 17 th January, 2015.
8	Bharotendu Harischandrere Natysrishti O Bangla Natak	U.G.C. Sponsored National Level	17 th & 18 th March, 2015.
9	Muktadhara Natoker Pransangikata O Bartaman Somay.	U.G.C. Sponsored National Level	26 th March.
10	Shamvu Mitrer Natyachinta O Natyadarshan.	U.G.C. Sponsored National Level	10 th & 11 th April, 2015.

➤ **List of Publications:**

❖ **Professor Arjun Banik :**

Sl. No.	Title of the Paper	Name of the Journal	Year of Publication
1	Narendranath Mitrer 'Chenamohal' : Bhabnar Achena Mohal.	Tabu Ekalobbya	2011
2	Sanjib Chattopaddhyer Chottogolpo : Apato Hasir Antorale Byakto Ghovir Jiban Dorson.	Tabu Ekalobbya	2013
3	Samaresh Basur 'Mahakaler Rather Ghora': Ek Nimnyaborgiya Akhyan Kotha Ebong...	Sandhan	2013
4.	Chand Choritrer Punornirman O ' Chand Baniker Pala '	Sanmasiki Bangolok	2015

Sl. No.	Title of the topic	Title of the book	Year of Publication
1	'Rava O Mech' : Bastugato Sanskriti.	Lokosanskritir Field Work : Ekti Samiksha.	2012
2	Saibal Mitrer Chotogalpo : Somoyer Ujan beye Shilpir Bahumatikata.	Saibal Mitra Fire Dekha.	2014
3	Bangla Sahitrer Ruprekha : Ek Bismritapraya Sampader Itikotha.	Natun Bhavanar Alope Lokojan.	2015

List of Paper Presentations in Seminar:

Sl. No.	Title of the Paper	Nature of Seminar	Date
1	Rabindranath O Adibasi Samprayaday.	U.G.C. Sponsored National Level	15 th and 16 th January, 2015.

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National Committees: Nil
- b) International Committees: Nil
- 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: No.

24. List of eminent academicians and scientists/ visitors to the department: NA

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

- a) National : NIL
- b) International : NIL
- c) Departmental : Departmental seminar on International mother language day , 21st February 2015.The source of funding ---- college fund.

26. Student profile programme/course wise:

Name of the

YEAR: 2014-15

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A. (Hons)	95	62	42	11	100

YEAR: 2013-14

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A. (Hons)	208	97	18	24	100

YEAR: 2012-13

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A. (Hons)	Data not available	80	20	44	94.74

YEAR: 2011-12

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A. (Hons)	Data not available	69	23	27	100

27. Diversity of Students

Name of the Course	% of students from the same State	% of students from other States	% of students from Abroad
B.A. (Hons)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? Not Traceable.

29. Student progression

Student Progression	Against % Enrolled
UG to PG	Not known
PG to M.Phil.	Not known
PG to Ph.D.	Not known
Ph.D. to Post-Doctoral	Not known
Employed •Campus selection •Other than campus recruitment	Not known
Entrepreneurship/Self-employment	Not known

30. Details of Infrastructural facilities:

a) Library:

The Department of Bengali keeps Text Books presented by the faculty members as well as by publishers for reference in the custody of the department. The teachers of the department use this library for which no register is maintained. However a register is maintained for the students who borrow books from Departmental Library.

b) Internet facilities for Staff & Students:

All the members of the teaching staff are provided with computer facility with internet in the staff room.

c) Class rooms with ICT facility:

There is a Smart Class Room with Audio -Visual facilities. On demand, any faculty member can use this Smart Room for better interaction with the students through such audio-visual instruments.

d) Laboratories: NA

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

Not Traceable

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

33. Teaching methods adopted to improve student learning:

Class tutorials, Remedial Coaching, Photocopies of Study Materials, Educational Tour etc.

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

	2012-13	2013-14	2014-15
NSS	12	09	10

35. SWOC analysis of the department and Future plans:

STRENGTH:

- Co –operation, co-ordination and good team spirit among the dedicated and hard working faculty members.
- Cordial relationship between students and teachers.
- Attentive students used to follow guidelines provided by the teachers.
- Continuous evaluation of students through class test.
- Students are involved in co-curricular activities like NCC, NSS, wall magazine, participation in cultural programmes which help in self enrichment.
- Students are provided with personal counselling.

WEAKNESS:

- Insufficient number of whole time teachers in the Department.
- Economic impoverishment compels students to take part-time jobs.
- Insufficient books in college library to meet the demand of students.
- No departmental library.
- Demographically most of the students are First Generation Learners.

OPPORTUNITIES:

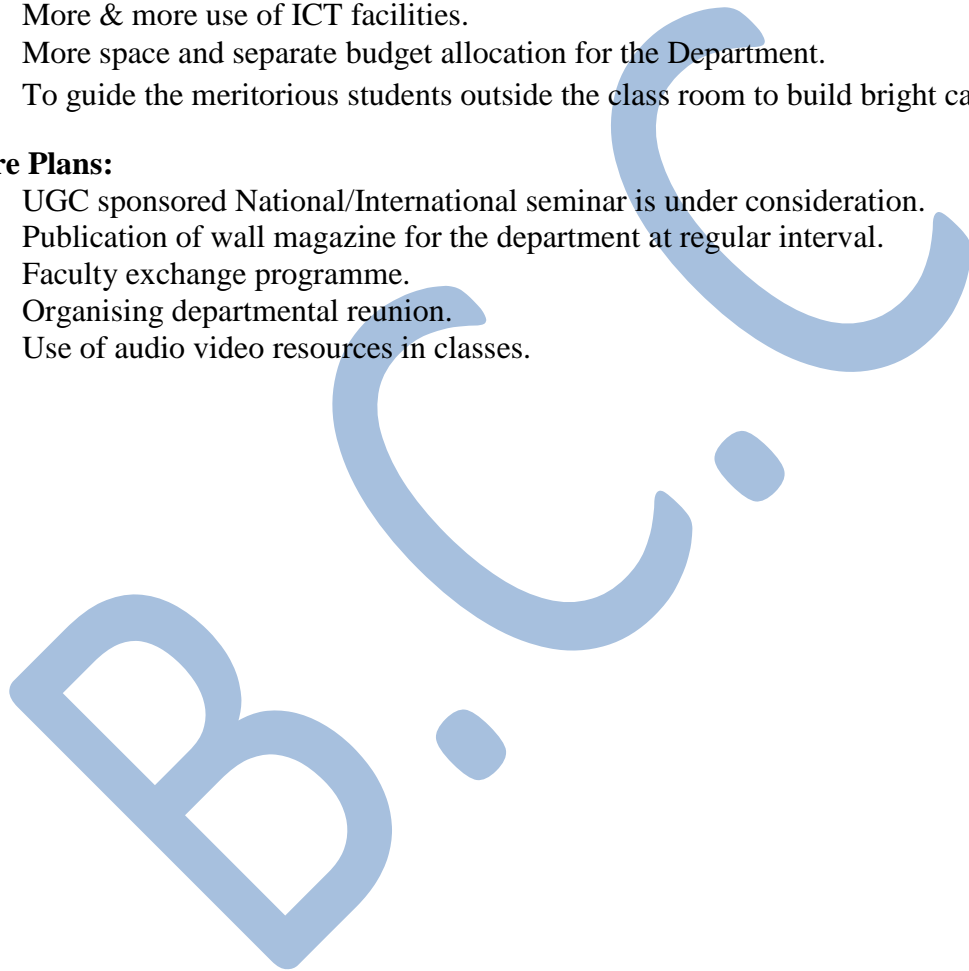
- Students are encouraged to compete in various competitive examinations like NET, SSC etc. after graduation.
- To publish Annual Departmental Magazine.
- Students get ample opportunity to clear their doubts through tutorial classes.
- To educate economically backward students and first generation learners.

CHALLENGES:

- To invite eminent teachers of other colleges to guide the students.
- More & more use of ICT facilities.
- More space and separate budget allocation for the Department.
- To guide the meritorious students outside the class room to build bright career.

Future Plans:

- UGC sponsored National/International seminar is under consideration.
- Publication of wall magazine for the department at regular interval.
- Faculty exchange programme.
- Organising departmental reunion.
- Use of audio video resources in classes.



EVALUATIVE REPORT OF THE DEPARTMENT OF COMMERCE (DAY)

- 1. Name of the department: COMMERCE (DAY SECTION)**
- 2. Year of Establishment: 2003**
- 3. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)**
 - U.G.-B.Com.(Hons.), B.Com. (General)
- 4. Names of Interdisciplinary courses and the departments/units involved**
 - Department of Mathematics,
 - Department of Economics,
 - Department of Computer Science.
- 5. Annual/semester/choice based credit system (programme wise)**
 - U.G.-B.Com.(Hons.) ,B.Com. (General) : Annual
- 6. Participation of the department in the courses offered by other departments**
N.A.
- 7. Courses in collaboration with other universities, industries , foreign Institutions, etc.:** N.A.
- 8. Details of courses/programmes discontinued (if any) with reasons:** N.A.
- 9. Number of teaching posts:**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant 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
Dr. Subhajit Ghosh	M.Com., Ph.D., MBA (Finance)	Assistant Professor	Accounting & Finance	5 years	Nil
Prof. Debabrata Mukherjee	M.Com.	Part-Time Teacher	Accounting & Finance	23 years	Nil
Prof. Mahadev De	M.Com.	Part-Time Teacher	Accounting & Finance	16 years	Nil
Prof. Pinaki Dutta	M.Com.	Part-Time Teacher	Accounting & Finance	8 years	Nil
Prof. Nabanita	M.Com., M.Phil.	Part-Time	Accounting &	6 years	Nil

Pal		Teacher	Finance		
Prof. Suman Ghosh	M.Com.	Guest Lecturer	Accounting & Finance	1 year	Nil

11. List of senior visiting faculty: Nil

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

- B.Com.(Hons.): 27%
- B.Com.(Gen): 26%

13. Student-Teacher Ratio (programme-wise)

- B.Com.Part I (Hons.& Gen) = 84:1
- B.Com.Part II (Hons.& Gen) = 46:1
- B.Com.Part III (Hons.& Gen) = 30:1

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

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

Ph.D.- 01, M.Phil – 01, P.G.- 04

16. Number of faculty with ongoing projects from a)National b)International funding agencies and grants received : 01

17. Departmental projects funded by DST-FIST;UGC, DBT, ICSSR, etc .and total grants received : Nil

18. Research Centre/facility recognized by the University – N.A.

19. Publications:

- Publication per faculty: List enclosed below.
- Number of papers published in peer reviewed journals (national/ International) by faculty and students: List enclosed below.
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.): Nil
- Monographs: Nil
- Chapter in Books: Nil.
- Books Edited: Nil.
- Books with ISBN/ ISSN numbers with details of publishers: Nil.

- Citation Index: Nil.
- SNIP: Nil
- SJR: Nil.
- Impact factor: Nil.
- h-index: Nil.

DEPARTMENTAL PUBLICATIONS:

Role of Management for Good Governance; Dr. Subhajit Ghosh; Saptaparni, Journal of Bidhan Chandra College; July 2014.

List of Publications:

Dr. Subhajit Ghosh

Sl. No.	Title of the Paper	Name of the Journal	Year of Publication
1	Development of Forensic Accounting in India	Commerce Jyoti-Journal of Emerging Issues in Finance, Management and Information Technology, New Alipore College	June, 2013
2	IFRS 1: A Guideline for First Time Adoption	“The Management Accountant”, Journal of ICWAI.	April, 2011
3	GAAP to IFRS: The Transition on the Threshold	Research Bulletin, ICWAI	2010
4	Carbon Credit: An Emerging Business Model to Combat Reality	Perspectives on Management	August, 2010
5	Creative Accounting: A Fraudulent Practice Leading to Corporate Collapses	“The Management Accountant”, Journal of ICWAI.	March, 2009
6	Risk Reporting: An Essence of Risk Management	“The Management Accountant”, Journal of ICWAI.	February, 2009
7	Knowledge Assets: An Underestimated Attribute to be Identified & Quantified	“The Management Accountant”, Journal of ICWAI.	September, 2008
8	Forensic Accounting: An Emerging Weapon for White Collar Fraud Detection and Fraud Prevention	“JIS Management Quench”, Centre for Management Studies, JIS College of Engineering.	December, 2007
9	Corporate Frauds and Its Impacts on Indian Business	ISBN 978-93-82623-61-8	2015

Environment		
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Nabanita Pal

Sl. No.	Title of the Paper	Name of the Book	Year of Publication
1	Impact of Foreign Institutional Investor on Indian Capital Market during 2006-07 to 2010-11	Emerging Issues in Finance Leading Thoughts and Ideas; Elegant Publication (Page 120-131)	2013
2	Impact of Global Warming on Social Environment Throughout the World: A Brief Study	Global Warming and Its Social and Economic Effect; Alpana Publication (Page 328-346)	2013

Dr. Subhajit Ghosh

List of Accepted Papers:

Sl. No.	Title of the Paper	Name of the Journal
1	Implementation of GST: The Proposed Roadmap	Conference Proceedings, Jogesh Chandra Chaudhuri College
2	Emergence of GST: The Transition on the Threshold	Conference Proceedings, City College of Commerce & Business Administration

Dr. Subhajit Ghosh

List of Paper Presentations in Seminar:

Sl. No.	Title of the Paper	Nature of Seminar	Date
1	Forensic Accounting: An Emerging Weapon to Curb White Collar Crime	State Level	17 th March, 2015
2	Implementation of GST: The Proposed Roadmap	National	14 th & 15 th January, 2012
3	Accounting for Carbon Credit and its Taxation Aspects in India	National	31 st May, 2011
4	Emergence of GST: The Transition on the Threshold	State Level	15 th January, 2011

Nabanita Pal

Sl. No.	Title of the Paper	Nature of Seminar	Date
1	Impact of Reforms on Indian Insurance Sector	National	5 th & 6 th April, 2013
2	Impact of Reforms on Indian Insurance Sector	Departmental Seminar, Scottish	18 th March, 2015

	Church College	
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20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National Committees: Nil
- b) International Committees: Nil
- c) Editorial Boards: Nil

22. Student projects

- a) Percentage of students who have done in – house projects including inter departmental/ programme
 - B.Com.(Hons.)-3rd Year-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: No.

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

- Dr. Dhrubaranjan Dandapat, Reader, Dept. of Commerce, University of Calcutta
- Dr. Ashis Mitra, Associate Professor, Department of Commerce, St. Xavier’s College

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

- a) National : NIL
- b) International : NIL
- c) Departmental : Two

26. Student profile programme/course wise:

YEAR: 2014-15

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.Com. (Hons)	308	183	74	48	66
B.Com. (Gen)	574	254	65	26	63

YEAR: 2013-14

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.Com. (Hons)	580	215	67	32	44
B.Com. (Gen)		229	108	24	55

YEAR: 2012-13

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.Com. (Hons)		190	43	28	57
B.Com. (Gen)		186	51	21	63

YEAR: 2011-12

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.Com. (Hons)		159	58	12	96
B.Com. (Gen)		253	45	16	86

27. Diversity of Students

Name of the Course	% of students from the same State	% of students from other States	% of students from Abroad
B.Com. (Hons)	100%	Nil	Nil
B.Com. (Gen)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? Not Traceable.

29. Student progression

Student Progression	Against % Enrolled
UG to PG	Not known
PG to M.Phil.	Not known
PG to Ph.D.	Not known
Ph.D. to Post-Doctoral	Not known
Employed	Not known
•Campus selection	
•Other than campus recruitment	
Entrepreneurship/Self-employment	Not known

30. Details of Infrastructural facilities:

a) Library:

The Department of Commerce keeps Text Books presented by the faculty members as well as by publishers for reference in the custody of the department. The teachers of the department use this library for which no register is maintained. However a register is maintained for the students who borrow books from Departmental Library.

b) Internet facilities for Staff & Students:

All the members of the teaching staff are provided with computer facility with internet in the staff room. The Students of B.Com.(Hons.), 3rd Year get internet facilities for their Project Work with the help of their Teacher guides. In addition, there are Computers in I.T. Laboratory where all the Commerce students have the access.

c) Class rooms with ICT facility:

There is a Smart Class Room with Audio -Visual facilities. On demand, any faculty member can use this Smart Room for better interaction with the students through such audio-visual instruments.

d) Laboratories:

There is an I.T. Laboratory which is used by the Department of Commerce. This laboratory is equipped with enough potential computers having specialized application software to be used by the students. Practical Classes as well as University examination are held in this laboratory.

31. Number of students receiving financial assistance from college, university, Government or other agencies: Not Tracable

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

- An Investor Awareness Programme was organized in December, 2014 in collaboration with The National Stock Exchange Ltd. All the teachers of the Department of Commerce and Economics & students attended the seminar.
- An “Orientation Programme on Capital Market” was organized on 13/02/2015 in collaboration with The Calcutta Stock Exchange Ltd. All the teachers of the Department of Commerce and Economics & students attended the seminar.

33. Teaching methods adopted to improve student learning:

Class tutorials, Remedial Coaching, Photocopies of Study Materials, etc.

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

	2012-13	2013-14	2014-15
NCC	09	08	10
NSS	18	20	22

35. SWOC analysis of the department and Future plans:

STRENGTH:

- Co –operation, co-ordination and good team spirit among the dedicated and hard working faculty members.
- Good relationship between students and teachers.
- Full co-operation from Department of Economics and Department of Mathematics.
- Ever increasing demand for the course reflected by number of applications received each year.
- Internet facilities for faculties and students.
- Arrangement of remedial and tutorial classes for poor performer in the classroom.

WEAKNESS:

- Single whole time teacher in the largest department of the college.
- Poor communication skill of students.
- Poverty stricken students compel to take part-time jobs elsewhere.

- Irregular attendance of students create problem in proper lesson plan and sometimes completion of curriculum.
- Insufficient books in college library to meet the demand of large number of students.
- Demographically most of the students are First Generation Learners.

OPPORTUNITIES:

- Students are encouraged to undertake various professional courses after graduation.
- Opportunity for industry interface.
- Students get ample opportunity to clear their doubts through tutorial classes.
- Encouraging the Honours Students to do Project Work on emerging topics on Accounting & Finance.
- To educate economically backward students and first generation learners.

CHALLENGES:

- Employment Cell.
- Co-operation with other Colleges, Universities and Industry.
- More & more use of ICT facilities
- To make the library collection more wide.
- To improve the performance of B.Com. General students in University Examination.
- Separate budget allocation for the Department.

Future Plans:

- Publication of wall magazine for the department at regular interval.
- Departmental book bank.
- Faculty exchange programme.
- Organising student workshop.
- UGC sponsored seminar is under consideration.
- Use of audio video resources in classes.

EVALUATIVE REPORT OF THE DEPARTMENT OF COMMERCE (Evening))

- 1. Name of the department: COMMERCE (EVENING SECTION)**
- 2. Year of Establishment: 1960**
- 3. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)**
 - U.G.-B.Com.(Hons.), B.Com. (General)
- 4. Names of Interdisciplinary courses and the departments/units involved**
 - Department of Mathematics,
 - Department of Economics,
 - Department of Computer Science.
- 5. Annual/semester/choice based credit system (programme wise)**
 - U.G.-B.Com.(Hons.) ,B.Com. (General) : Annual
- 6. Participation of the department in the courses offered by other departments**
N.A.
- 7. Courses in collaboration with other universities, industries , foreign Institutions, etc.:** N.A.
- 8. Details of courses/programmes discontinued (if any) with reasons:** N.A.
- 9. Number of teaching posts:**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	01	01
Assistant Professors	02	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
Prof. Sadhunath Kundu	M.Com, B.Ed.	Associate Professor	Accounting & Finance	20 years plus	Nil
Prof. Nitya Ial Sen	M.Com, B.Ed.	Assistant Professor	Accounting & Finance	15 years plus	Nil
Prof. Krishna Sarkar	M.Com, B.Ed.	Part-Time Teacher	Accounting & Finance	16 years plus	Nil

Prof. Partha Manna	M.Com.	Part-Time Teacher	Accounting & Finance	16 years plus	Nil
Prof. Subrata Sen.	M.Com, B.Ed.	Guest Lecturer	Accounting & Finance	30 years plus	Nil
Prof. Dhananjay Sarkar	M.Com, B.Ed.	Guest Lecturer	Accounting & Finance	24 years plus	Nil
Prof. Kunal Dutta	M.A., L.L.B.	Guest Lecturer	Sociology	10 years plus	Nil
Prof. Bandana Mondal	M.A.	Guest Lecturer	Economics	1 years plus	Nil
Prof. Parmita Das Ghosh	MCA	Guest Lecturer	Computer Science	1 year plus	Nil
Dr. Shankar Kumar Datta	M.Sc. Ph.D.	Guest Lecturer	Mathematics (Applied)	2 years plus	Nil
Dr. Ramesh Kar	M.Sc. Ph.D.	Guest Lecturer	Mathematics (Pure)	4 years plus	Nil
Prof. Piyali Chakraborty	M.A.	Guest Lecturer	Bengali	3 years plus	Nil
Dr. Madhu Mishra	M.A., Ph.D.	Guest Lecturer	Hindi	3 years plus	Nil
Prof. Surya Halder	M.A. B.Ed.	Guest Lecturer	English	1 years plus	Nil
Prof. Pabitra Bhattacharria	M.A.	Guest Lecturer	Geography	2 years plus	Nil

11. List of senior visiting faculty: Nil

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

- B.Com. Part I (Hons.): 51%
- B.Com. Part II (Hons.): 24%
- B.Com. Part III (Hons.): 35%

13. Student-Teacher Ratio (programme-wise)

- B.Com. Part I (Hons.) = 42:1
- B.Com. Part II (Hons.) = 23:1
- B.Com. Part III (Hons.) = 15:1

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

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

Ph.D.- 03, P.G.- 12

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : N.A.

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc .and total grants received : Nil

18. Research Centre/facility recognized by the University – N.A.

19. Publications:

- 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.): Nil

➤ Monographs: Nil

➤ Chapter in Books: Nil.

➤ Books Edited: Nil.

➤ Books with ISBN/ ISSN numbers with details of publishers: Nil.

➤ Citation Index: Nil.

➤ SNIP: Nil

➤ SJR: Nil.

➤ Impact factor: Nil.

➤ h-index: Nil.

DEPARTMENTAL PUBLICATIONS:

Mental Strength is a way of formation of a Strong Nation; Prof. Sadhunath Kundu; Saptaparni, Journal of Bidhan Chandra College; July 2014.

List of Publications:

Prof. Nityalal Sen

Sl. No.	Title of the Paper	Name of the Journal/ Publication of Seminar paper	Year of Publication
1	Personal Income Tax in Bhutan	National Seminar	1999
2	Governance and Gross national Happiness	National Seminar	2014
3	People Participation	Focus	2015

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National Committees: Nil
- b) International Committees: Nil
- c) Editorial Boards: Nil

22. Student projects

a) Percentage of students who have done in – house projects including inter departmental/ programme

- B.Com.(Hons.) - 3rd Year - 100%
- B.Com.(Hons. & Gen.) - 3rd Year in house project in Environmental Studies.

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:

- Prof. Sadhunath Kundu awarded as best programme officer (NSS) of Hooghly District from the University of Calcutta (NSS Cell) in the year 2010-2011.
- Prof. Nitya Lal Sen awarded as best programme officer (NSS) of Hooghly District from the University of Calcutta (NSS Cell) in the year 2012-2013.

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

- Dr. Dhrubaranjan Dandapat, Reader, Dept. of Commerce, University of Calcutta
- Dr. Ashis Mitra, Associate Professor, Department of Commerce, St. Xavier’s College

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

- a) National : NIL
- b) International : NIL
- c) Departmental : Two

26. Student profile programme/course wise:

YEAR: 2014-15

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.Com. (Hons)	189	135	96	-	64.44
B.Com. (Gen)	63	63	50	-	79.3

YEAR: 2013-14

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.Com. (Hons)	270	190	72		34
B.Com. (Gen)	250	204	180		51

YEAR: 2012-13

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.Com. (Hons)	300	180	88		90
B.Com. (Gen)	118	118	104		47

YEAR: 2011-12

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.Com. (Hons)		174	148		90
B.Com. (Gen)	120	120	100		88

27. Diversity of Students

Name of the Course	% of students from the same State	% of students from other States	% of students from Abroad
B.Com. (Hons)	100%	Nil	Nil
B.Com. (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.? Not Traceable.

29. Student progression

Student Progression	Against % Enrolled
UG to PG	Not known
PG to M.Phil.	Not known
PG to Ph.D.	Not known
Ph.D. to Post-Doctoral	Not known
Employed	Not known
•Campus selection	
•Other than campus recruitment	
Entrepreneurship/Self-employment	Not known

30. Details of Infrastructural facilities:

a) Library:

- i) College library issued books to the students
- ii) Departments issued books to the students form specimen copies which are given by the different publishers. Separate register is maintained for this purpose.

b) Internet facilities for Staff & Students:

All the members of the teaching staff are provided with computer facility with internet in the staff room. The Students of B.Com.(Hons.), 3rd Year get internet facilities for their Project Work with the help of their Teacher guides. In addition, there are Computers in I.T. Laboratory where all the Commerce students have the access.

c) Class rooms with ICT facility:

There is a Smart Class Room with Audio -Visual facilities. On demand, any faculty member can use this Smart Room for better interaction with the students through such audio-visual instruments.

d) Laboratories:

There is an I.T. Laboratory which is used by the Department of Commerce. This laboratory is equipped with enough potential computers having specialized application software to be used by the students. Practical Classes as well as University examination are held in this laboratory.

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

- For the session 2013-14 (Fees Concession)
 - 1st Year : 48 students.
 - 2nd Year : 25 students.
 - 3rd Year : 27 students.

- For the session 2014-15 (Fees Concession)
 - 1st Year : 20 students.
 - 2nd Year : 27 students.
 - 3rd Year : 13 students.

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

- An Investor Awareness Programme was organized on in collaboration with The National Stock Exchange Ltd. All the teachers of the Department of Commerce and Economics & students attended the seminar.

- An “Orientation Programme on Capital Market” was organized on 13/02/2015 in collaboration with The Calcutta Stock Exchange Ltd. All the teachers of the Department of Commerce and Economics & students attended the seminar.

33. Teaching methods adopted to improve student learning:

Class tutorials, Remedial Coaching, Photocopies of Study Materials, etc.

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

	2012-13	2013-14	2014-15
NCC			
NSS	06	20	07

35. SWOC analysis of the department and Future plans:

STRENGTH:

- Sound relationship among students, teachers & office staff.
- Students of our department are very obedient.
- Teachers are very sincere.
- Special classes and remedial coaching are arranged for economically backward students.

WEAKNESS:

- Most of the students are first generation learner.
- Their educational skill is not good to accommodate with the higher studies.
- Most of the students come from poor family, so they are attained classes regularly.
- Their communication skill is very week.

Opportunities:

- The syllabus of B.Com. classes of Calcutta University is job oriented.
- Most of the students get job after completion their UG i.e. B.Com. degree.
- Besides this, so many courses i.e. MBA, BBA, Hotel Management, M.Com.etc. are there for higher studies.

CHALLENGES:

Most of the students come from economically backward families. For the lack of proper guidance their results in H.S. level are not so good. So, our challenge is to provide such type of effort with very sincerity to make them good student at UG level. The students will be provided books from the departmental library, more ITC facilities and other advice for their academic improvement.

Future Plans:

B.Com. Hons. in Marketing Management will be introduce in future. M.Com course will also be introduced if permission is granted by the Calcutta University.

Evaluative Report of the Department Of Computer Science

1. Name of the Department : **Computer Science**
2. Year of Establishment : 2003
3. Names of programmes / Courses offered (UG, PG, M Phil, Ph.D., Integrated Masters, Integrated Ph. D., etc.) : B.Sc. (Hons. & Gen.) in Computer Science.
4. Names of Interdisciplinary courses and the departments / units involved : Nil
5. Annual / Semester / Choise based credit system (programme wise) : Part I, II, III
6. Participation of the department in the courses offered by other department : B.Com. (ITBG & E-Commerce)
7. Courses in collaboration with other universities, industries, Foreign institutions etc : Nil
8. Details of courses / programmes discontinued (if any) with reason : Nil
9. Number of Teaching posts :

Posts	Sanctioned	Filled
Professor		Nil
Associate professor		Nil
Assistant professor		Nil

10. Faculty profile with name, qualification, designation, specialization (D. Sc / D. Lit / 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. Sovan Kumar Panda	B.Sc. (Gold Medalist), M.Sc., M.Tech., Ph.D.	Asst. Professor	Nano Technology, Materials Science	1 year plus	
Paulomi Ghosh	M.Sc. (Computer Science)	Contractual Whole Time Teacher	UML, Objected Oriented Programming	7 years plus	
Apurba Jyoti Roy	M.C.A.	Part Time Teacher	Nil	9 years plus	
Lopamudra Sen	M.Sc. (Electronics)	Guest lecturer	Electronics	4 years plus	
Parmita Das Ghosh	M.C.A.	Guest lecturer	Nil	1 years plus	

11. List of senior visiting faculty : **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :

Year	Percentage of theory classes	Percentage of Practical classes
First Year (Hons.)	NIL	50%
Second Year (Hons.)	37.5%	NIL
Three Year (Hons.)	40%	25%

13. Student –Teacher Ratio (programme wise) :

Year	Ratio
First Year (Hons.)	11:4
Second Year (Hons.)	3:2
Three Year (Hons.)	5:5

14. Number of academic support staff (technical) and administrative staff; Sanctioned and filled : **Nil**

15. Qualifications of the teaching faculty with D.Sc/ D. Lit./ Ph.D./ M.Phil./ P.G.

Name	Qualification
Dr. Sovan Kumar Panda	B.Sc. (Gold Medalist), M.Sc., M.Tech., Ph.D.
Paulomi Ghosh	M.Sc. (Computer Science)
Apurba Jyoti Roy	M.C.A.
Lopamudra Sen	M.Sc. (Electronics)
Parmita Das Ghosh	M.C.A.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grant 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- :

- Publication per faculty : **Nil**
- Number of papers published in peer reviewed journals (national/international) by faculty and student : **Nil**
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, HumanitiesInternational Complete, Dare Database- International SocialSciences Directory, EBSCO host etc- : **Nil**
- Monographs : **Nil**
- Chapter in Books : **Nil**
- Books edited : **Nil**
- Books with ISBN / ISSN numbers with details of publishers : **Nil**
- Citation Index : **Nil**
- SNIP : **Nil**
- SJR : **Nil**

- Impact factor : **Nil**
- h-index : **Nil**

20. Areas of consultancy and income generated : **Nil**

21. Faculty as members in :

- a) National Committees : **Nil**
- b) International Committees : **Nil**
- 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 / Conference / Workshops organized and the source of funding

- a) National - **Nil**
- b) International – **Nil**

26. Student profile programme / course wise-

Name of the course/programme	Year	Application received	Selected /admitted	Enrolled		Pass (%)
				*Male	*Female	
B.SC. Hons 1st Year	2014-15	47	16	16	-	
B.SC. Hons 2nd Year		03	03	03	-	
B.SC. Hons 3rd Year		06	06	05	01	80%
B.SC. Hons 1st Year	2013-14	60	23	18	05	
B.SC. Hons 2nd Year		10	10	09	01	
B.SC. Hons 3rd Year		05	05	03	02	100%
B.SC. Hons 1st Year	2012-13	00	19	18	01	
B.SC. Hons 2nd Year		05	05	03	02	
B.SC. Hons 3rd Year		05	05	04	01	80%

27. Diversity of students

Name of the course	% of student of the same state	% of the student from other states	% of student from abroad
B.Sc. (Hons.)	100%	None	None
B.Sc. (Gen.)	100%	None	None

28. How many students have cleared national and state competitive examinations such as NET, SET, GATE, Civil Service, Defence services etc :

29. Student progression :

Student progression	Against % enrolled
UG to PG	25%
PG to M Phil	Nil
PG to Ph D	Nil
Ph D to Post doctoral	Nil
Employed	
a) Campus selection	Nil
b) Other than campus recruitment	12.5%
Entrepreneurship/Self employment	Nil

30. Details of infrastructural facilities

- a) Library : Nil
- b) Internet facilities for staff and students : Yes
- c) Class rooms with ICT facility : Yes
- d) Laboratories : Two Software, One Hardware.

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

32. Details of student enrichment programmes (especial lectures / workshops / seminar) with external experts –Nil

33. Teaching method adopted to improve student learning : using PPT

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

35. SWOC analysis of the department and future plans:

Strength

- Faculty members are dedicated and sincere.
- Students attend classes regularly & sincerely.

Weakness

- Scarcity of faculty members.
- Department needs a fulltime laboratory attendant who will look after all the computers.
- Lack of LAN.
- No departmental library.

Opportunities

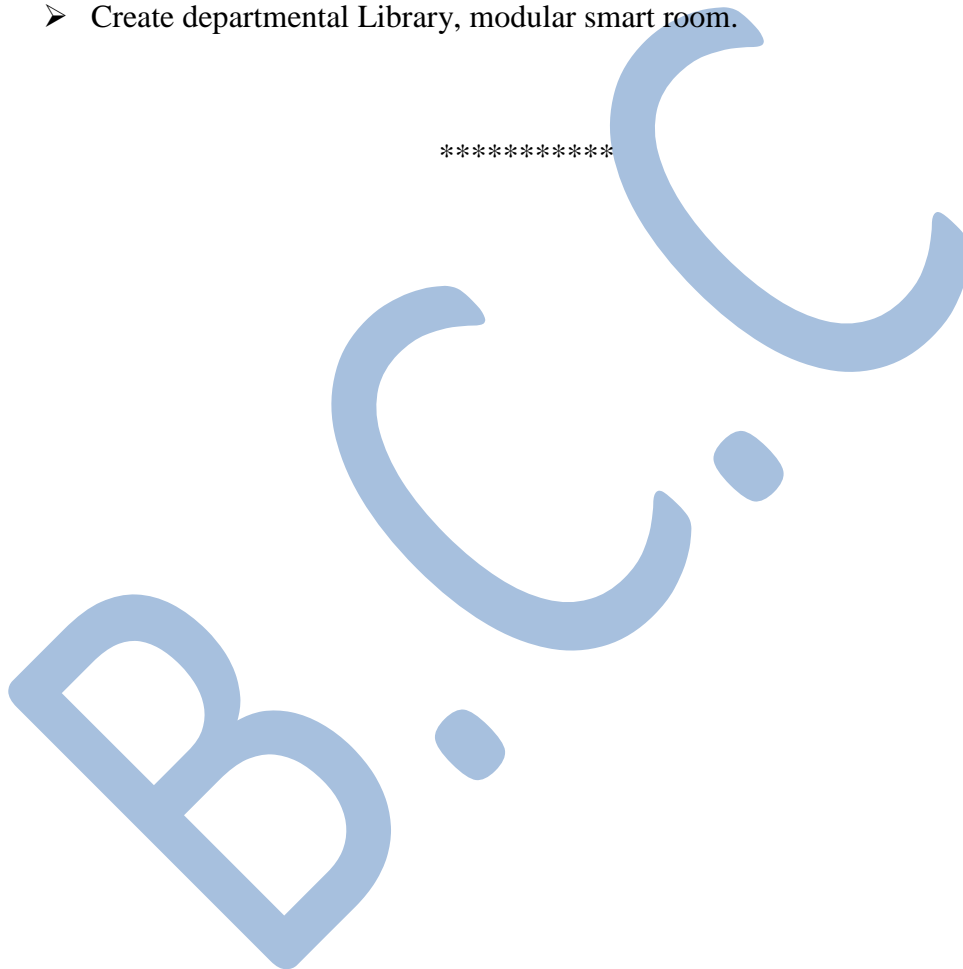
- Opportunity for industrial interface.
- Provide training to staff and students.

Challenges

- More spacious laboratory with greater number of computers is needed for B.Com. I.T.

Future Plan

- Create departmental Library, modular smart room.



EVALUATIVE REPORT OF THE DEPARTMENT OF ECONOMICS

1. **Name of the department: ECONOMICS**
2. **Year of Establishment: 1998**
3. **Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)**
 - U.G.-B.Sc.(Hons. & Gen),B.A(General), B.Com. (Hons. & General)
4. **Names of Interdisciplinary courses and the departments/units involved**
 - Department of Commerce (Hons. & Gen)
5. **Annual/semester/choice based credit system (programme wise)**
 - Annual (Test/Mid Term)
6. **Participation of the department in the courses offered by other departments**
 - Department of Commerce (Hons. & Gen)
7. **Courses in collaboration with other universities, industries , foreign Institutions, etc.: N.A.**
8. **Details of courses/programmes discontinued (if any) with reasons: N.A.**
9. **Number of teaching posts:**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	01	01
Assistant 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
Prof. Ratula Chakraborti	M.Sc.	Associate Professor	Agricultural Economics	23 years	Nil
Prof. Shawli Roy Basu	M.Sc.	Assistant Professor	International Trade	15 years	Nil
Prof. Apala Ghosh	M.A., M.Ed.	Part-Time Teacher	Agriculture	23 years	Nil
Prof. Bandana Mondal	M.Sc.	Guest Lecturer	Econometrics	1 year	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty: 10%

13. Student-Teacher Ratio (programme-wise)

- B.A/B.Sc.1st Year (Hons.): 2:1
- B.A/B.Sc 2nd Year (Hons.): 1:2
- B.A/B.Sc 1st Year (Gen): 58:1
- B.A/B.Sc 2nd year (Gen): 10:1
- B.A/B.Sc 3rd Year (Gen):3:1
- B.Com. (1st Year Hons. & Gen):50:1
- B.Com. (3rd Year):35:1

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

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

- P.G.- 04

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 – N.A.

19. Publications:

- 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.): Nil
- Monographs: Nil
- Chapter in Books: Nil.
- Books Edited: Nil.
- Books with ISBN/ ISSN numbers with details of publishers: Nil.
- Citation Index: Nil.

- SNIP: Nil
- SJR: Nil.
- Impact factor: Nil.
- h-index: Nil.

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National Committees: Nil
- b) International Committees: Nil
- c) Editorial Boards: Nil

22. Student projects

a) Percentage of students who have done in – house projects including inter departmental/ programme

- ECONOMICS HONS. (Part III): 100%

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

23. Awards/Recognitions received by faculty and students: No.

24. List of eminent academicians and scientists/ visitors to the department: NIL

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

- a) National : NIL
- b) International : NIL
- c) Departmental : 2

26. Student profile programme/course wise:

YEAR: 2014-15

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage in part III
ECO A	2	2	1	1	100%

YEAR: 2013-14

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage in part III
ECO A	8	2	1	1	100%

YEAR: 2012-13

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage in part III
ECOA	6	1	-	1	100%

YEAR: 2011-12

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
ECOA		1	-	1	-

27. Diversity of Students

Name of the Course	% of students from the same State	% of students from other States	% of students from Abroad
ECOA	100%	Nil	Nil
ECOG	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Not Traceable. We only have U.G. Section.

29. Student progression

Student Progression	Against % Enrolled
UG to PG	2013: 34% 2014:50%
PG to M.Phil.	Not known
PG to Ph.D.	Not known
Ph.D. to Post-Doctoral	Not known
Employed •Campus selection •Other than campus recruitment	Not known
Entrepreneurship/Self-employment	Not known

Student progression Against % enrolled

30. Details of Infrastructural facilities:

a) Library:

The Department of Economics keeps some notes and Text Books in the custody of the department. The teachers of the department use this library for which no register is

maintained. However a register is maintained for the students who borrow books from Departmental Library.

b) Internet facilities for Staff & Students: Nil

c) Class rooms with ICT facility: NIL

d) Laboratories: N.A.

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

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

33. Teaching methods adopted to improve student learning:

Class tutorials, Remedial Coaching, Photocopies of Study Materials and interactive session with students regarding problems and its solution.

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

35. SWOC analysis of the department and Future plans:

STRENGTH:

- Co –operation, co-ordination and effort of all departmental teachers to improve the student performance.
- Full co-operation from Department of Mathematics.
- Number of students being limited, personal circumstances of each student can be taken care of.
- Extra classes are arranged during lean session for the benefit of students who are lagging behind and economically backward.

WEAKNESS:

- A decreasing trend in the number of students over the years throughout the state.
- Students coming mostly from Bengali/English medium background are weak in understanding and writing the subject in English.
- Demographically most of the students are First Generation Learners.
- As there is little scope in SSC, the students are less interested to take Hons. in Economics at the Graduation level.

OPPORTUNITIES:

- Increasing scope of studying Economics at the post Graduate level in several Universities through regular and Distance mode.

- Job opportunities in the NGOs, MNCs and other business entities. Students get ample opportunity to clear their doubts through tutorial classes.
- To educate economically backward students and first generation learners.

CHALLENGES:

- Quantitative as well as qualitative improvement in the enrolment seems to be the biggest challenge at present.
- Endeavour to provide a sound educational background to the students specially from financially weak background to face the real world.
- To improve the performance of B.A/B.S.c/B.Com. General students in University Examination.

B.C.C.

EVALUTIVE REPORT OF THE DEPARTMENT OF ELECTRONICS

1. **Name of the department:** Electronics
2. **Year of establishment:** 2003
3. **Names of programmes/courses offered (U.G. P.G, M. Phil, Ph.D, integrated masters; integrated Ph.D., etc):** U.G/ B.Sc. General
4. **Names of interdisciplinary departments/units involved:** NA
5. **Annual/ semester/ choice-based credit system (programme wise):** Annual (Part-I, Part-II, Part-III), As per Calcutta University norms
6. **Participation of the department in the courses offered by other departments:** Department of Computer Science (B.Sc Honours), Physics (General)
7. **Courses in collaboration with other universities, industries, foreign institutions etc.:** NA
8. **Details of courses/programmes discontinued (if any) with reasons:** Nil
9. **Number of teaching post:** 01

Designation	Sanctioned	Filled
Professors	NA	NA
Associate Professors	NA	NA
Assistant Professors	01	01

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

Name	Qualification	Designation	Specialization(s)	No. of Ph.D. thesis supervised for the last 4 years
Dr. Sovan Kumar Panda	Ph.D.	Assistant Professor	Electronics, Materials Science, Nanotechnology	2 M.Tech thesis
Prof. Lopamudra Sen	M.Sc	Guest Faculty	Electronics	NA

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Total ELTG classes 16%

Year	Percentage of theory classes	Percentage of Practical classes
First year	33%	-
Second year	25%	Nil
Third year	33%	Nil

13. Student teacher ratio:

Year	Ratio
First Year	5:1
Second Year	2:1
Third Year	3:2

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

15. Qualification of teaching faculty with DSc/ D. Litt/ Ph.D/ M. Phil/ PG: Ph.D.- 01, P.G.- 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies: 01

17. Departmental projects funded by dst-fist; ugc; dbt; icssr etc and total grand received: DST funded INSPIRE Faculty Project, 35 lakh (@7 lakh/year for 5 years)

18. Research centre/ facility recognized by the university: Nil

19. Publications:

Dr. Sovan Kumar Panda

Book chapter: 01

Peer reviewed research journals: 15

Presentation in conferences: 22

Book Chapter and Journals	<p>1. BOOK CHAPTER: S. K. Panda and H. Shin, “Atomic Layer Deposition of Nanostructured Materials”, Chapter name: ‘Step coverage in ALD’, Wiley-VCH, ISBN-13: 978-3527327973, 2012</p> <p>Journals:</p>
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2. "Electrochemical performance of amorphous and anatase TiO₂ nanotube array-based anodes fabricated by atomic layer deposition", **S. K. Panda** and H. Shin, *Mater. Res. Innov.*, 19 (2015) S5-695
3. "Reversible phase transformation of titania (anatase) nanotubes upon electrochemical lithium-intercalation observed by *ex situ* transmission electron microscopy", **S. K. Panda**, S. Lee, W-S. Yoon, H. Shin, *J. Power Source*. 249 (2014) 59
4. "Schottky Nanocontact on Single Crystalline ZnO nanorod Using Conducting Atomic Force Microscopy", **S. K. Panda**, S. B. Sant, C. Jacob, H. Shin, *J. Nanoparticle. Res.* 15 (2013) 1361
5. "Nanoscale Size Effect of TiO₂ (anatase) Nanotubes with Uniform Wall Thickness as High Performance Anode for Li-ion Secondary Battery", **S. K. Panda**, Y. Yoon, H.-S. Jung, W.-S. Yoon, and H. Shin, *J. Power. Source.*, 204 (2012) 162
6. "Preparation of Transparent ZnO Thin Film and its Application in UV Sensor Device", **S. K. Panda**, C. Jacob, *Solid State Electron.* 73 (2012), 44
7. "Synthesis of Step-Shaped Bismuth Nanowires – An Approach Towards the Fabrication of Self-Homojunction", **S. K. Panda**, D. Han, H. Yoo, H. Shin, H. Park, J. Xu, *Electrochem. Solid State Lett.*, 14 (2011) E21
8. "Synthesis of β -SiC Core-Sheath Nanowires by CVD Technique Using Ni as Catalyst", **S. K. Panda**, J. Sengupta, C. Jacob, *J. Nanosci. Nanotechnol.* 10 (2010) 3046
9. "Surface Enhanced Raman Scattering and Photoluminescence Properties of Catalytic Grown ZnO Nanostructures", **S. K. Panda** and C. Jacob, *Appl. Phys. A*. 96, 4, (2009) 805 (Rapid communication)
10. "Thickness Dependent Growth of Needle-Like and Flower-like ZnO Nanostructures", **S. K. Panda**, N. Singh, S. Pal and C. Jacob, *J. Mater. Sci.-Mater. Electron.*, 20 (2009) 771
11. "Patterned Silicon Wafer for Selective β -SiC Nanowire Growth", **S. K. Panda**, C. Jacob, *Adv. Mater. Res.* 67 (2009) 77

	<p>12. “ZnO Nanorod Growth with Silver Catalyst - Effect of Annealing”, S. K. Panda and C. Jacob, <i>Physica E</i>, 41 (2009) 792</p> <p>13. “A Comparative Study of the Synthesis of Carbon Nanotubes Using Ni and Fe as Catalyst”, J. Sengupta, S. K. Panda and C. Jacob, <i>Adv. Mater. Res.</i> 67 (2009) 89</p> <p>14. “Carbon Nanotubes Synthesis from Propane Decomposition on a Pre-treated Ni Overlayer, J. Sengupta, S. K. Panda, C. Jacob, <i>Bull. Mater.Sci.</i>, 32 (2009) 135 (Cover page article)</p> <p>15. “Catalytic Synthesis of ZnO Nanorods on Patterned Silicon Wafer -An Optimum Material for Gas Sensor”, S. K. Panda and C. Jacob, <i>Bull. Mater. Sci.</i> 32 (2009) 493 (Cover page article)</p> <p>16. “Growth and Luminescence Properties of Large-Scale Zinc Oxide Nanotetrapods”, S. K. Panda, N. Singh, J. Hooda, C. Jacob, <i>Cryst.Res. Technol.</i>, 43 (2008) 751</p>
<p>Presentation in Conferences</p>	<ol style="list-style-type: none"> 1. S. K. Panda and H. Shin, “Electrochemical performance of amorphous and anatase TiO₂ nanotube array-based anodes fabricated by atomic layer deposition”, CMSE-2014, Shanghai, China, Oct 20-22, 2014 2. S. Sen, S. K. Panda, N. R. Bandyopadhyay, R. N. Basu, Preparation of La_xSr_{1-x}Co_{0.98}Ni_{0.02}O_{3-δ} Nanopowder for Different x (0.4 to 0.8) by Combustion Synthesis Technique, ICFM, IIT-Kharagpur, Feb 5-7, 2014 3. S. Chatterjee, S. K. Panda, R. N. Basu, Synthesis and Alignment of Highly Ordered Gold Nanoparticle Array on Silicon Wafer for the Fabrication of Efficient SERS-active Substrate, ICFM, IIT-Kharagpur, Feb 5-7, 2014 4. S. K. Panda, S. Chakraborti, S. Chatterjee, R. N. Basu, “Investigation of different synthesis approaches for silver and gold colloidal nanoparticles by citrate reduction of metal salts”, IUMRS-ICA, Dec 16-20, 2013, IISc Bangalore, India 5. S. K. Panda, S. Sen, N. R. Bandyopadhyay, R. N. Basu, “Combustion Synthesis of La_{0.6}Sr_{0.4}Co_{0.98}Ni_{0.02}O₃ Nanopowder by Varying Glycine to Nitrate Ratio, NMD-ATM 2013, IIT-BHU, Banaras, India 6. S. Chakraborti, S. K. Panda, B. Bagchi, R. N. Basu, “Synthesis of Polymer-

	<p>Stabilized Silver Nanoparticles and Investigation of their Antibacterial Activities”, NMD-ATM 2013, IIT-BHU, Banaras, India</p> <p>7. S. K. Panda, Y. Yoon, H.-S. Jung, W.-S. Yoon, and H. Shin, “Li-Intercalation in Anatase TiO₂ Nanotube Array Based Anode Material”, MRS Fall Meeting 2011, Boston, USA</p> <p>8. H. Kim, S. K. Panda, H. Yoo, M. Kim, Y. Yang, S. Lee, H. Shin, “Low Temperature Fabrication Process of Solid Oxide Fuel Cells”, MRS Fall Meeting 2011, Boston, USA</p> <p>9. S. K. Panda, H. Kim, H. Yoo, M. Kim, Y. Yang, S. Lee, H. Shin, “Amorphous and Anatase TiO₂ Nanotube Array Based Anodes for Li-ion Battery – A Comparative Study” International Conference on Advanced Electromaterials (ICAE 2011), Jeju Island, South Korea, 2011</p> <p>10. H. Kim, S. K. Panda, H. Yoo, M. Kim, Y. Yang, S. Lee, H. Shin, “Fabrication of Crystalline ZrO₂ Nanotubes by ALD, Materials Research Society of Korea, May 2011, Jeju Island, South Korea</p> <p>11. H. Yoo, S. K. Panda, H. Kim, M. Kim, Y. Yang, S. Lee, H. Shin, “Template-Directed Atomic Layer Deposition-Grown TiO₂ Nanotubular Photoanode-Based Dye-Sensitized Solar Cells”, Materials Research Society of Korea, May 2011, Jeju Island, South Korea</p> <p>12. H. Yoo, H. Kim, M. Kim, D. Yoon, G. Choi, Y. Yang, S. Lee, S. K. Panda, H. Shin, “Fabrication and Energy Applications of ALD-Grown Metal-Oxide Nanotubes, Kookmin University-Osaka University Joint Symposium on Advanced Materials Science and Engineering, 2010, Kookmin University, Seoul, South Korea</p> <p>13. S. Ray, A. Chowdhury, S. K. Panda, “Effects of Deposition Parameters on Microcrystalline Silicon Thin Film Solar Cells and Modules”, 25th European Photovoltaic Solar Energy Conference and Exhibition (25th EU PVSEC) / 5th World Conference on Photovoltaic Energy Conversion (WCPEC-5), 2010, Valencia, Spain</p> <p>14. S. K. Panda, J. Sengupta, C. Jacob, “β-SiC/SiO₂ Nanocables Synthesized by APCVD Technique”, Materials Research Society of India, MRSI 20th AGM-Feb 2009, Saha Institute of Nuclear Physics, Kolkata, India</p>
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	<p>15. J. Sengupta, S. K. Panda, C. Jacob, "Effect of Reconstruction of Catalyst on the Catalytic Growth of Partially Filled Carbon Nanotubes by Chemical Vapor Deposition", Materials Research Society of India, MRSI 20th AGM-Feb 2009, Saha Institute of Nuclear Physics, Kolkata, India</p> <p>16. S. K. Panda, J. Sengupta, C. Jacob, "Hot Wall and Cold Wall CVD Grown Polycrystalline β-SiC – A Comparative Study", International Conference on Hi-Tech Materials, ICHTM-2009, IIT-Kharagpur, India</p> <p>17. S. K. Panda, H. Vishwakarma, C. Jacob, "Catalyst Assisted Growth of ZnO Nano-Fibers", Materials Research Society of India, MRSI 19th AGM-Feb 2008, Thiruvananthapuram, India</p> <p>18. S. K. Panda, C. Jacob, "Patterned Silicon Wafer for Selective β-SiC Nanowire Growth", International Conference on Nanomaterials and Devices, NADPA-2008, IIT-Roorkee, India</p> <p>19. J. Sengupta, S. K. Panda and C. Jacob, "A comparative Study of the Synthesis of Carbon Nanotubes Using Ni and Fe as Catalyst", International Conference on Nanomaterials and Devices, NADPA-2008, IIT-Roorkee, India</p> <p>20. S. K. Panda and C. Jacob, "Patterned Silicon Wafer for Nanostructure Growth", Materials Research Society of India, MRSI 18th AGM-Feb 2007, National Physical Laboratory, New Delhi, India</p> <p>21. S. K. Panda, N. Singh, C. Jacob, "A Simple Way to Synthesize Needle-Like and Flower-Like ZnO Nanostructures", IUMRS-ICAM 2007-10th International Conference on Advanced Materials, Bangalore, India.</p> <p>22. S. K. Panda and C. Jacob, "Growth of Zinc Oxide Nanotetrapods by Thermal Evaporation Technique", IUMRS-ICAM 2007-10th International Conference on Advanced Materials, Bangalore, India.</p>
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20. **Areas of consultancy and income generated:** Nil

21. **Faculty as members in**

- a. **National committees:** Nil
- b. **International committees:** Nil
- c. **Editorial books:** Nil

22. Students projects

- a. **Percentage of students who have done in-house projects including interdepartmental/ programs:** 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 student:

Awards received by **Dr. Sovan Kumar Panda** :

- **University Gold Medal** for University first in B.Sc from Vidyasagar University, West Bengal, India, 2003
- **National Scholarship** in B.Sc from Govt. of India (Ministry of Education) for 2002-2003
- **Institute Fellowship for Ph.D.,** Indian Institute of Technology, Kharagpur, (Awarded by Ministry of Human Resource Development (MHRD), Govt. of India) for 2005-2009
- **Best Poster Award** in 18th AGM of the Materials Research Society of India (MRSI), Feb 2007, NPL, New Delhi, India
- **Best Poster Award** in 20th AGM of the Materials Research Society of India (MRSI), Feb 2009, SINP, Kolkata, India
- **INSPIRE FACULTY Award** from INSA/DST, New Delhi, July, 2012

24. List of eminent academicians and scientists/ visitors to the department: NIL

25. Seminars/ conferences/ workshop organized & the source of funding:

- a. **National:** Nil
- b. **International:** Nil

26. Student profile programme/ course wise:

Name of the course	Year	Enrolled		Pass percentage in part iii
		*M	*F	
B.Sc GEN (ELTG)	2012-13	27	3	100%
B.Sc GEN	2013-14	14	2	100%

(ELTG)					
B.Sc GEN (ELTG)	2014-15	10	0	100%	

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B.SC (GENERAL)	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as net, set, gate, civil services, defence services etc? Not known

29. Student progression:

Student progression	Against % enrolled
UG TO PG	Not Known
PG TO M.Phil	Not Known
P.G. TO Ph.D	Not Known
Ph.D to post-doctoral	Not Known
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Not Known
	Not Known
Entrepreneurship/ self-employment	Not Known

30. Details of infrastructural facilities

- a. **Library:** centralized
- b. **Internet facilities for staff & students:** Yes
- c. **Class rooms with ICT facility:** LCD projector facility available
- d. **Laboratories:** One practical laboratory and one research laboratory

31. Number of students receiving financial assistance from college, university, government, to other agencies: Not known

32. **Details on student enrichment programmes (special lectures/ workshop/ seminar) with external experts:** Not known

33. **Teaching methods adopted to improve student learning:** Power point presentation, tutorial classes and educational excursion.

34. **Participation in institutional social responsibility (ISR) and extension activities:**
Eco Club

35. **SWOC analysis of the department and future plans:**

Strength:

- Healthy relationship between students and teachers.
- Highly qualified faculties
- Dedicated and well equipped practical and research laboratory
- Computational and internet facility

Weakness:

- Department needs a fulltime laboratory attendant.
- No departmental library.
- Many students are first generation learners. Their skill may not always be sufficient to achieve good academic performance.

Opportunities:

- Exposure to research and development
- Motivation towards higher studies, R&D, Industrial/self employment

Challenges

- Grow interest of the students in the subject and motivate them for higher studies/research.
- Make the fundamentals of the students clear.
- Make the students trained for job.

Future plan:

- Floating of Electronics Honours course
- Attract the students in class room by interactive lectures using smart room.
- Involvement of the students in research projects

EVALUATIVE REPORT OF THE DEPARTMENT OF ENGLISH

1. **Name of the department: ENGLISH**

3. **Year of Establishment:** 1957 (GENERAL); 1995 (Hons.)

4. **Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)**
 - U.G.-B.A.(Hons. & Gen)

4. **Names of Interdisciplinary courses and the departments/units involved:** No

5. **Annual/semester/choice based credit system (programme wise)**
 - Annual (Test/Mid Term)

6. **Participation of the department in the courses offered by other department:**
NIL

7. **Courses in collaboration with other universities, industries , foreign Institutions, etc.:** Nil

8. **Details of courses/programmes discontinued (if any) with reasons:** Nil.

9. **Number of teaching posts:**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	02	02
Assistant Professors	NIL	NIL

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students Guided for the Last 4 Years
Prof. Asis Kumar Pan	M.A., M.Phil.	Associate Professor	Victorian Poetry	30 years	Nil
Prof. Prabir Kanti Basu	M.A., M.Phil.	Associate Professor	Modern Poetry	24 years	Nil
Prof. Souvik Patra	M.A.	Part-Time Teacher	Indian Literature	7 years	Nil
Prof. Abir Sen	M.A.	Guest Lecturer	American Literature	1 year	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty: Hons. 18.29%; General 13.60%

13. Student-Teacher Ratio (programme-wise)

B.A. (Hons.): 27:4

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

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

➤ P.G.- 04; M.Phil.-2

16. Number of faculty with ongoing projects from a)National b)International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST;UGC, DBT, ICSSR, etc .and total grants received : Nil

18. Research Centre/facility recognized by the University – Nil.

19. Publications:

➤ 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

- Monographs: Nil
- Chapter in Books: Nil.
- Books Edited: Nil.
- Books with ISBN/ ISSN numbers with details of publishers: Nil.
- Citation Index: Nil.
- SNIP: Nil
- SJR: Nil.
- Impact factor: Nil.
- h-index: Nil.

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National Committees: Nil
- b) International Committees: Nil
- 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: No.

24. List of eminent academicians and scientists/ visitors to the department: NIL

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

- a) National : NIL
- b) International : NIL
- c) Departmental : NIL

26. Student profile programme/course wise:

YEAR: 2014-15

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	144	73	35	38	95%

YEAR: 2013-14

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	290	109	59	50	95.83%

YEAR: 2012-13

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	Data Unavailable	65	34	31	100

YEAR: 2011-12

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	Data Unavailable	57	35	22	100%

27. Diversity of Students

Name of the Course	% of students from the same State	% of students from other States	% of students from Abroad
B.A. Hons.	100%	Nil	Nil
B.A. General	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? Not Traceable. We only are involved in the teaching learning process with the under graduate students. We do not have mechanism to record their placements/services

29. Student progression

Student Progression	Against % Enrolled
UG to PG	Not known
PG to M.Phil.	Not known
PG to Ph.D.	Not known
Ph.D. to Post-Doctoral	Not known
Employed •Campus selection •Other than campus recruitment	Not known
Entrepreneurship/Self-employment	Not known

Student progression Against % enrolled

30. Details of Infrastructural facilities:

- a) **Library:** Our dependence regarding Library is out and out on the Central Library of the College.
- b) **Internet facilities for Staff & Students:** The facility is available from this academic session.
- c) **Class rooms with ICT facility:** This facility is available in Smart Room of the college.
- d) **Laboratories:** Nil

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: NIL

33. Teaching methods adopted to improve student learning:

Class tutorials, Remedial Coaching, Photocopies of Study Materials, Interactive Session and showing certain films based on the text of the syllabus.

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

Some students are involved in different activities on social responsibility and extension activities viz. NSS, Blood Donation Camp, Cleaning and Awareness Programme etc.

35. SWOC analysis of the department and Future plans:

STRENGTH:

- Ever increasing demand for the course reflected by number of applications received each year.
- Arrangement of remedial and tutorial classes for poor performers in the classroom.
- Qualified hard working faculties with genuine team spirit.
- Good results in University Examination.
- Teacher-taught cordial relationship.

WEAKNESS:

- Insufficient number of whole time faculties.
- Poor communication skill of students.
- Poverty stricken students compel to take part-time jobs elsewhere.
- Irregular attendance of students create problem in proper lesson plan and sometimes completion of curriculum.
- Insufficient books in college library to meet the demand of large number of students.
- Demographically most of the students are First Generation Learners.

OPPORTUNITIES:

- Students get ample opportunity to clear their doubts through tutorial classes.
- To educate economically backward students and first generation learners.
- Participation in National, International seminars, workshops and Refresher Courses for self enrichment.

CHALLENGES:

- Encountering the limitations and drawbacks of the first generation learners.
- Co-operation with other Colleges.
- To make the library collection more wide.
- Separate budget allocation for the Department.

FUTURE PLANS:

- Publication of wall magazine for the department at regular interval.
- Departmental book bank.
- Faculty exchange programme.
- Organising student workshop.
- UGC sponsored seminar is under consideration.
- Use of audio & video resources in classes.

EVALUATIVE REPORT OF THE DEPARTMENT OF EDUCATION

- 1. Name of the department:** EDUCATION
- 2. Year of Establishment:** 2006
- 3. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)**
 - U.G.-B.A.(Hons. & Gen) in Education
- 4. Names of Interdisciplinary courses and the departments/units involved:** NIL
- 5. Annual/semester/choice based credit system (programme wise)**
 - Annual Part I, II, III.
- 6. Participation of the department in the courses offered by other department:** NIL
- 7. Courses in collaboration with other universities, industries , foreign Institutions, etc.:** N.A.
- 8. Details of courses/programmes discontinued (if any) with reasons:** N.A.
- 9. Number of teaching posts:**

	Sanctioned	Filled
Professors		Nil
Associate Professors		Nil
Assistant Professors		Nil

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

Name Qualification Designation Specialization

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students Guided for the Last 4 Years
Prof. Sima Nandy	M.A., M.Phil.	CWTT	Educational Technology, Non-formal education.	06 years plus	Nil
Prof. Gargi Ganguly	M.A.	Part-Time Teacher	Educational Technology, Mental Hygiene	06 years plus	Nil
Prof. Prakash Paul	M.A., B.Ed.	Guest	Indian History	1 years plus	Nil
Prof. Sabnanin Sultana Mondal	M.A., B.Ed.	Guest Faculty	Nil	1 years plus	Nil

11. List of senior visiting faculty: Nil

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

- B.A. (Hons.) 1st year: 12.5%
- B.A. (Hons.) 2nd year: 12.5%
- B.A. (Hons.) 3rd year: 4.5%

13. Student-Teacher Ratio (programme-wise)

- B.A. (Hons.) 1st year: 11:1
- B.A. (Hons.) 2nd year: 6:1
- B.A. (Hons.) 3rd year: 6:1

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

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

- P.G.- 04; M.Phil.-01

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 – N.A.

19. Publications:

- 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
- Monographs: Nil
- Chapter in Books: Nil.
- Books Edited: Nil.
- Books with ISBN/ ISSN numbers with details of publishers: Nil.
- Citation Index: Nil.
- SNIP: Nil
- SJR: Nil.
- Impact factor: Nil.
- h-index: Nil.

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National Committees: Nil
- b) International Committees: Nil
- 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
- c) Departmental : NIL

26. Student profile programme/course wise:

YEAR: 2014-15

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons) 1 st year	100	48	12	31	
B.A (Hons) 2 nd year	28	28	12	16	
B.A (Hons) 3 rd year	23	23	10	13	77%

YEAR: 2013-14

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons) 1 st year	153	51	24	27	
B.A (Hons) 2 nd year	26	26	13	13	
B.A (Hons) 3 rd year	12	12	09	03	80%

YEAR: 2012-13

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons) 1 st year		50	20	30	
B.A (Hons) 2 nd year		32	11	21	
B.A (Hons) 3 rd year		25	05	20	80%

27. Diversity of Students

Name of the Course	% of students from the same State	% of students from other States	% of students from Abroad
B.A. Hons.	100%	Nil	Nil
B.A. General	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? one Female students placed in Police Service..

29. Student progression

Student Progression	Against % Enrolled
UG to PG	Not Known
PG to M.Phil.	Not Known
PG to Ph.D.	Not Known
Ph.D. to Post-Doctoral	Not Known
Employed	
•Campus selection	Not Known
•Other than campus recruitment	
Entrepreneurship/Self-employment	Not Known

30. Details of Infrastructural facilities:

- a) Library: Yes.
- b) Internet facilities for Staff & Students: Yes.
- c) Class rooms with ICT facility: Yes.
- d) Laboratories: N.A.

31. Number of students receiving financial assistance from college, university, Government or other agencies: Not traceable.

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

33. Teaching methods adopted to improve student learning:

Traditional Teaching Method, Audio Visual aids, Lecture Method and interaction.

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

National Service Scheme and National Cadet Corps activities.

35. SWOC analysis of the department and Future plans:

STRENGTH:

- Faculty members are dedicated and sincere.

WEAKNESS:

- Scarcity of faculty members, no departmental library.

OPPORTUNITIES:

- Provide carrier counselling.

CHALLENGES:

- First generation learner.

FUTURE PLANS:

- Organized seminar, workshop.

EVALUATION REPORT FOR THE DEPARTMENT OF GEOGRAPHY

1. Name of the Department – **GEOGRAPHY**
2. Year of establishment – 2006
3. Names of programmes / Courses offered (UG, PG, M Phil, Ph.D., Integrated Masters, Integrated Ph. D., etc.) - UG (B.A/B.Sc.(Hons & Gen); PG (RBU)
4. Names of Interdisciplinary courses and the departments / units involved – Nil
5. Annual / Semester / Choice based credit system (programme wise)- **Annual**
6. Participation of the department in the courses offered by other department – Nil
7. Courses in collaboration with other universities, industries, Foreign institutions etc – Nil
8. Details of courses / programmes discontinued (if any) with reason –**Nil**
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professor	00	00
Associate professor	00	00
Assistant professor	01	01

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

Sl. nos	Name	Qualification	Designation	Specialization	No of years of experience	No of Ph D students guided for the last 4 years
1	Dr. Lakshman Chandra Pal	M.A., B.Ed., Ph.D.	Asst. Professor	Terrain Evaluation and Remote Sensing		None
2	Tanisha Mitra	M.Sc	Contractual Whole Time Teacher	Advanced Cartography & Geoinformatics	06	None
3	Poulami Sarkar	M.Sc, B.Ed	Guest faculty	Population Geography	04	None
4	Pabitra Bhattacharya	M. Sc.	Guest faculty	Coastal management	03	None
5	Raju Ghosh	M.Sc.	Guest faculty	-	2 months	None
6	Tapash Saha	M.Sc.	Guest faculty	-	3 months	None

11. List of senior visiting faculty – **Nil**
 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty-

Year	Lectures	Practical
1 st Year	52%	42%
2 nd Year	45%	33%
3 rd Year	44%	45%

13. Student –Teacher Ratio (programme wise)-

Year	Student –Teacher Ratio		
	Session		
	2014-15	2013-14	2012-13
1 st Year	15.4:1	17:1	16.7:1
2 nd Year	9.2:1	7.7:1	10.7:1
3 rd Year	6.8:1	9.5:1	7.5:1

14. Number of academic support staff (technical) and administrative staff; Sanctioned and filled – **Nil**
 15. Qualifications of the teaching faculty with D.Sc/ D. Lit./ Ph.D./ M.Phil./ P.G. -
 a) Ph. D.-**01**
 b) P.G- **-05**
 16. Number of faculty with ongoing projects from
 a) National funding and grant received- **Nil**
 b) International funding and grant 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-

Publication per faculty:

Name of the faculty	Paper published	Name of the Journal	ISBN/ISSN
Dr. Lakshman Chandra Pal	1. PROBLEMS DUE TO APPLICATION OF CHEMICAL FERTILIZER: A SEARCH FOR ALTERNATIVE STUDY	Regional symbiosis.	0972-2041
	2. IMPACT ASSESSMENT AND ALTERNATIVE MEASURES OF APPLICATION OF CHEMICAL FERTILIZER IN THE MAYURAKSHI-BASLOI INTERFLUVE OF BIRBHUM DISTRICT, WEST BENGAL: A GEOGRAPHICAL STUDY	RKMSM CTE Publication	-
	3. AGRICULTURE OF BENGAL:	BANGLA O BANGALEE 2025 E	978-81-921612-4-2

PAST AND FUTURE			
Pabitra Bhattacharya	1. “ Human utilization Of Coast”- A comparative study on Annual fishing operation at Udaipur, Mandarmani, Talshari And Environmental Impact Assessment of Fish farming at Sankarpur& Dadanpatrabar 2.. Save or Pride- Royal Bengal Tigers 3.. “ Human utilization Of Coast”-Navigation And Mining- Environmental Impact & Management 4. Status of disease profile related to “climate change” in WestBengal 5.. “ Human utilization Of Coast”-Status of coastal Tourism At Old Digha 6.. Coastal pollution- sources, problems & Management 7.. Off shore oil pollution- causes, effects & management	Bhugolika	ISSN 2319-6122

- Number of papers published in peer reviewed journals (national/international) by faculty and student -
- Number of publications listed in International Database (For-eg. Web of Science, Scopus, HumanitiesInternational Complete, Dare Database- International SocialSciences Directory, EBSCO host etc- **NIL**)
- Monographs- **Nil**
- Chapter in Books – **Nil**
- Books edited – **Nil**
- Books with ISBN / ISSN numbers with details of publishers – **Nil**
- Citation Index – **Nil**
- SNIP – **Nil**
- SJR – **Nil**
- Impact factor – **Nil**
- h-index- **Nil**

20. Areas of consultancy and income generated – **Nil**

21. Faculty as members in –

- a) National Committees- **Nil**
- b) International Committees – **Nil**
- 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 ie in Research

Laboratories / Industry/ other agencies

4. Awards / recognitions received by faculty and students –nil
5. List of eminent academicians and scientists / visitors to the department – Nil
6. Seminars / Conference / **Workshops** organized and the source of funding
 - c) National - Nil
 - d) International – Nil

7. Student profile programme / course wise-

Name of the course/programme	Year	Application received	Selected /admitted	Enrolled		Pass (%)
				Male	Female	
1st Year	2014-15	373	79	36	43	
	2013-14	508	71	36	35	
	2012-13	-	55	36	21	
2nd year	2014-15	-	44	23	21	
	2013-14	-	23	13	10	
	2012-13	-	45	27	18	
3rd year	2014-15	-	28	17	11	87%
	2013-14	-	38	27	11	87%
	2012-13	-	30	16	14	91%

8. Diversity of students

Name of the course	% of student of the same state	% of the student from other states	% of student from abroad
1 st Year	100	0	0
2 nd Year	100	0	0
3 rd Year	100	0	0

9. How many students have cleared national and state competitive examinations such as NET, SET, GATE, Civil Service, Defence services etc –

10. Student progression

Student progression	Against % enrolled
UG to PG	Not Known
PG to M Phil	Not Known
PG to Ph D	Not Known
Ph D to Post doctoral	Not Known
Employed	
c) Campus selection	Not Known
d) Other than campus recruitment	
Entrepreneurship/Self employment	Not Known

11. Details of infrastructural facilities

- a) Library- Seminar library (Departmental)
- b) Internet facilities for staff and students- yes

- c) Class rooms with ICT facility - yes
- d) Laboratories – one software (sharing basis), one hardware
- 12. Number of students receiving financial assistance from college, university, government or other agencies- Not traceable.
- 13. Details of student enrichment programmes (especial lectures / workshops / seminar) with external experts –Nil
- 14. Teaching method adopted to improve student learning-
 - i) The faculty often uses the computer as aid during lectures.
 - ii) Class tests are held to assess their understanding of the lessons. Field work not only enriches their knowledge but also the interaction with the local people makes them understand the hardships of life.
- 15. Participation in Institutional Social Responsibility (ISR) and Extension activities -NSS &NCC
- 16. SWOC analysis of the department and future plans:

Strength

- The students are encouraged to interact freely with the teachers
- Often the students are counselled in academic matters whenever they fall short of expectations
- Frequently the students come up with their personal problems which interfere with their academic progress which is duly pursued.
- A seminar/ departmental library caters to the academic needs of the students.

Weakness

- Shortage of class rooms and lack of spacious rooms for practical classes.
- There is no internet facility in the laboratory.
- Students cannot avail the computers for their project work and are dependent on the faculty.

Opportunities

- Providing education to the economically back ward students.
- Educating some first generation learners.

Challenges

- Lectures have to be delivered in both languages (English and Hindi) and thus difficult to complete syllabus
- The curriculum is difficult for the academically weak students
- Shortage of space in the laboratory cum class room adds to the discomfort faced by the students.

Evaluation Report of the History Department

1. Name of the department : HISTORY
2. Year of Establishment : Gen:1957, Hons:1997
3. Names of programmes /course offered (UG, PG, M.PHIL. PH.D., Integrated Masters; Integrated Ph.D., etc.) : UG(Hons. +Gen.)
4. Names of Interdisciplinary courses and the departments / units involved : Nil
5. Annual / semester / choice based credit system (programme wise) : Annual /Mid - Term and Test
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

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	02	02
Asst. Professors	00	00

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

Name	Qualification	Designation	specialization	No. of year of Experience	No. of Ph.D. students guided for the last 4 years
1.Dr. S. M. Biswas	M. A. Ph. D.	Assoc. Prof.	Modern Africa	20 yrs.	Nil
2. Prof. K. Chatterjee	M. A. B. Ed. M. Phil.	Assoc. Prof.	History of S. E. Asia	34 yrs. +	Nil
3. Prof. T. Banerjee	M. A. B. Ed.	Part Time	Modern Indian History	19yrs +	Nil
4. Prof. H. Banerjee	M. A.	Guest	Islamic History and Culture	5 yrs.	Nil

11. List of senior visiting faculty : Not yet.
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : T. B. : 33.26%,
H. B. : 37.13%.
13. Students –Teacher ratio (programme wise) 2014-15 : Hons.: 33:1, Gen. : 392:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : No.
15. Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M. Phil/ PG : PG.-02, Ph. D-1,M.Phil.-1
16. Numbering faculty with ongoing projects from a) National b) International funding agencies and grant received : No.
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grant received : No.
18. Research Centre / faculty recognized by the university : No.

19. Publications: 2008-2014 (vide separate sheet)

- a) publication per faculty : Published my thesis in book form entitled : Sher-e-Bangla: A study of A. K. Fazlul Huq : In the cross Currents of Provincial and National Politics (1906-47), & also wrote jointly an article on Sir Ashutosh Mukherjee in college magazine in 2014.
- Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil
- Number of publication listed in International database (For Eg: Web of Science, Scopus, Humanities International Complete, dare database – International Social Sciences Directory, EBSCO host, etc)
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers:ISBN:978-93-83368-10-7, Mahabodhi Books Publishing Agency.
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated : No

21. Faculty as members in

- a. National committees b) International Committees c) Editorial Boards.....:Nil

22. Students projects: Nil

- 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: Not yet.

25. Seminars / Conference / Workshop organized & the source of funding : National funded by the UGC

- a. National: Nil (So far)
- b. International: Nil

26. Students profile programme / course wise:

Name of the Course / Programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
2011-12 :1st yr. Hons.	35	33	*M	*F	92.85%
2nd yr. Hons.	15	15			100%
3rd yr. Hons.	20	20			100%
2012-13: 1st yr. Hons.	61	57			95%
2nd yr. Hons.	23	23			100%
3rd yr. Hons.	11	11	9	2	11
2013-14: 1st yr. Hons.	95	45	30	15	46%
2nd yr. Hons.	22	22	16	6	100%
3rd yr. Hons	17	17	10	7	100%
2014-15: 1st yr. Hons.					
2nd yr. Hons					
2014-15: 1st yr. Hons.	61	26	16	10	34%
2nd yr. Hons.	8	8			100%
3rd yr. Hons.	15	15			82.25%

*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: 1st yr.	100%	Nil	Nil
2nd yr.	100%	Nil	Nil
3rd yr.	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL services, Defence services, etc? : No Data. We do not have any mechanism to record their placements/services.

29. Students progression

Students progression	Against % enrolled
UG to PG – III yr	10%+/- But no data available.

PG to M.Phil	No data available.
PG to Ph.D.	No data available
Ph.D. to Post-Doctoral	No data available.
Employed Campus selection: Nil Other than campus recruitment:5	
Entrepreneurship / Self-employment :	1

30. Details of infrastructural facilities:

- a) Library : Central Library.
- b) Internet Facilities for staff and students: the facility is available from this academic session
- c) Class Rooms in the ICT facility: This facility is in the smart room
- d) Laboratories: Nil

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

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

33. Teaching method adopted to improve student learning : Lectures partly + audio - visual + seminar method.

34. Participation in institutional Social responsibilities (ISR) and extension activities: Educational tour to Town Hall and Pareshnath Temple, Kolkata. Some students are involved in different activities on social responsibility and extension activities viz. NSS, Blood Donation Camp, Cleaning and Awareness Programmes etc.

35. SWOC analysis of the department and future plans:

Strength : Cordial relationship between the students and teachers; arrangement of remedial and tutorial classes for poor performers in the class rooms; qualified and hard working faculties with good team spirit.

Weakness : Students coming from illiterate background and mostly non-bengali so language problem is there as we have to teach them the basics; insufficient full time teacher; insufficient books in the library.

Challenges : 1st generation learners coming from poor background and to make them stand out in a distinguishing manner in the society; to make the library collection more extensive and to make the students regular in the classes.

Opportunity : Optimum utilization of resources available in the department.

Future plans : Student exchange programmes, deptt. library and deptt. career counselling; UGC sponsored seminar under consideration.

Evaluation Report of the Mathematics Department

- 1. Name of the department : **MATHEMATICS**
- 2. Year of Establishment : **General (1988) & Honours (2003)**
- 3. Names of programmes /course offered (UG, PG, M.PHIL. PH.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G.**
- 4. Names of Interdisciplinary courses and the departments / units involved : **Commerce Dept. 1st Year (BMSG) (Hons. & Gen.)-100 Marks and Adv. Bus. Math. 3rd Year Hons.- 50 Marks (both Day & Evn. Sections)**
- 5. Annual / semester / choice based credit system (programme wise) : **Annual.**
- 6. Participation of the department in the courses offered by other departments : **Commerce Dept. (As stated in Col. 4)**
- 7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **NIL**
- 8. Details of courses / programmes discontinued (if any) with reasons : **N.A.**
- 9. Number of Teaching Posts

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

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

Name	Qualification	Designation	Speciali- zation	No. of year of Experience	No. of Ph.D. students guided for the last 4 years
Dr. S.K. Datta	M.Sc., Ph. D.	Associate Professor	Fluid Dynamics	34 Yrs.	Nil
Dr. R. Kar	-do-	Assistant Professor	Operational Research	10 Yrs.	Nil
Smt. S. Bhowmick	M.Sc.	Guest Lecturer		1.5 Yrs.	Nil
Sri S. Ghosh	-do-	-do-		0.5 Yr.	Nil

11. List of senior visiting faculty : **NIL**
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : **20 % (Theoretical)**
13. Students –Teacher ratio (programme wise) 2014-15 : **1st Yr.(Hons): 22:4/(Gen) 28:4
2nd Yr.(Hons): 0:4/(Gen) 20:4
3rd Yr.(Hons): 2:4/(Gen) 6:4**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**
15. Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M. Phil/ PG : **02 (Ph.D.) & 02 (P.G.)**
16. Numbering faculty with ongoing projects from a) National b) International funding agencies and grant received : **Nil**
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grant received : **Nil**
18. Research Centre / faculty recognized by the university : **Nil**

19. Publications:

- a) Publication per faculty : **Dr. S.K. Datta: 01(National) & 05 (International).**
Dr. R. Kar : 01(National) & 05 (International).
- b) Number of papers published in peer reviewed journals (National/ International) by faculty and students : **By faculty as mentioned in Col. 19(a).**

- Number of publication listed in International database (For Eg: Web of Science, Scopus, Humanities International Complete, dare database – International Social Sciences Directory, EBSCO host, etc) **As in Col. 19(a) : International Social Sciences**

- Monographs **Nil**
- Chapter in Books **Nil**
- Books Edited **Nil**
- Books with ISBN/ISSN numbers with details of publishers **Nil**
- Citation Index **Nil**
- SNIP **Nil**
- SJR **Nil**
- Impact factor **Nil**
- h-index **Nil**

- 20. Areas of consultancy and income generated : **Nil**

- 21. Faculty as members in
 - a. National committees b) International Committees c) Editorial Boards..... **Nil**

- 22. Students 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 / Conference / Workshop organized & the source of funding
 - a. National **Nil**
 - b. International **Nil**

26. Students profile programme / course wise:

Name of the Course / Programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
2012-2013	Data not available	4	4	-	77
2013-2014	91	27	23	4	67
2014-2015	47	22	17	5	100

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from aboard
B. Sc. (Hons.)	100	0	0
B. Sc. (Gen.)	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL services, Defence services, etc? **01 (Defence Service)**

29. Students progression

Students progression	Against % enrolled
UG to PG – III yr	63 (2014)
PG to M.Phil	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed	
Campus selection	Nil
Other than campus recruitment	13
Entrepreneurship / Self-employment	No such information

30. Details of infrastructural facilities:

- a) Library : **Central & Departmental**
- b) Internet facilities for Staff & Students : **Yes**
- c) Class rooms with ICT facility : **Yes**
- d) Laboratories : **Yes (Sharing with Computer Science Department)**

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

32. Details on students enrichment programmes (special lectures / workshops / seminar) with external experts **Nil**

33. Teaching method adopted to improve student learning : **Audio/ Audio-visual/ Smart Room.**

34. Participation in institutional Social responsibilities (ISR) and extension activities: **NSS & NCC**

35. SWOC analysis of the department and future plans

STRENGTH

- Healthy relationship between students and teachers.
- Every student can share his or her view with teachers.
- Availability of all departmental teachers in any time in any problem out of classes.
- First generation learners, Remedial & Tutorial classes have been arranged for weaker students.

WEAKNESS

- Lack of proper communication skill.
- Shyness to interact.
- Economically backward - compelled to take part time jobs.

OPPORTUNITIES:

- Easy access of the students to the teachers.
- Personal support and assistance to the students.
- Counselling of the past and present students

CHALLENGES:

- Employment and job facilities are to be increased by the guidance of the department.
 - Tendency of dropouts and discontinuance of study must be decreased

EVALUATIVE REPORT OF THE DEPARTMENT OF PHYSICS

1. **Name of the department:** Physics.
2. **Year of Establishment:** 1984
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):** UG/ B.Sc. General
4. **Names of Interdisciplinary courses and the departments / units involved:** Nil
5. **Annual / semester / choice based credit system (programme wise):**
Annual (Part I, Part II and Part III) as per University of Calcutta norms.
6. **Participation of the department in the courses offered by other departments:**
Students are encouraged to participate in other departmental programmes (seminars, exhibitions etc.) as and when these are organized.
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:**

Professors	Sanctioned	Filled
Associate Professors	00	00
Asst. Professors	01	00
CWTT(Govt. approved)	01	01
PTT(Govt. Approved)	00	00

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

Name Qualification Designation Specialization No. of Year

Name	Qualification	Designation	Specialization	No of years of experience
Masud Karim Sarkar	M Sc,M Phil	CWTT	Material science	6

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):

Honours Student-Teacher Ratio

B Sc General	Student teacher ratio
1 st year	46:01
2 nd year	09:01
3 rd year	06:01

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Sanctioned: 01; Filled: 01

15. Qualifications of teaching faculty with D.Sc. / D. Litt / Ph.D. / M/Phil. / P.G.:
One faculty member has M Phil.

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.

* 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

* Monographs: Nil

* Chapter in Books: Nil

* Books Edited: Nil

* Books with ISBN / ISSN numbers with details of publishers: Nil

* Citation Index: Nil

* SNIP: Nil

* SJR: Nil

* Impact factor: Nil

* h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees: Nil
- b) International Committees: Nil
- c) Editorial Boards: Nil

22. Student projects

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

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)	Year	Application received	Selected	Enrolled *F	Enrolled *M	Pass percentage
B Sc General	2014-15	56	10	10	00	N A
B Sc General	2013-14	66	46	05	41	N A
B Sc General	2012-13	121	31	04	27	N A

*M = Male *F = Female

27. Diversity of Students

Name of the course	% of students from the same state	% of student from other states	% of students from abroad
B Sc General	100	None	None

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

29. Student progression

Student progression	Against % enrolled
U G to P G	
P G to M Phil	Nil
P G to Ph D	Nil
Ph D to Post Doctoral	Nil
Employed--*Campus selection *Other than campus selection	Nil
Entrepreneurship/Self-employed	Nil

Detailed information regarding student progression:

Si no	Name	Year of passing	Student progression
01	Avishek Roy Choudhary	2013	Now placed in Indian army

30. Details of Infrastructural facilities

- a) Library : yes
- b) Internet facilities for Staff & Students : Yes
- c) Class rooms with ICT facility : There is a Smart Room with audio visual facility, the faculties may avail of these facilities for a better interaction with students.
- d) Laboratories : One physics laboratory .

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

SI No.	Name of grant/aid	No of students who received the grant
1	Kanyashree	Data available centrally
2	Scholarship for Minority Students	Do
3	Students Concession	do

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

33. Teaching methods adopted to improve student learning:

- 1) Interactive: Students are encouraged to participate in discussions during class lectures and clarify their difficulties if any.
- 2) Class assignments are given from time to time for better understanding of various topics.
- 3) Use of teaching modules for better appreciation of topics learnt.
- 4) MCQ tests have also been conducted in some academic years in the past (last conducted in the academic year 2014-2015 with 3rd year students).

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

Additionally, students of the department take part regularly in social awareness Programmes conducted by the NSS unit of the college. Students also took part on an environmental awareness rally on 05/06/2015.

35. SWOC analysis of the department and Future plans.:

Strengths

The department takes pride in having a library of its own containing around-(044) books. The students and teachers have the option of both getting books issued from the departmental library as well as sit in the department and read them in their spare time.

Our laboratories are well equipped . Some of our ex-students are currently pursuing higher studies and some are quite well placed

Weaknesses

There needs to be an improvement in both the quality and quantity of books in the departmental library keeping in mind the university curriculum.

Opportunities

We are in constant touch with the ex-students of our department who are well placed so that the present students get necessary career guidance.

Students are encouraged to access the internet facilities available in our department to get an idea regarding future studies and job prospects.

Challenges

Owing to an increase in the number of seats in the engineering and medical stream ,quality of students pursuing physics general has fallen. It is, therefore, a challenge for the department to uplift their academic standard.

EVALUATIVE REPORT OF THE DEPARTMENT OF POLITICAL SCIENCE

1. **Name of the department:** POLITICAL SCIENCE
2. **Year of Establishment:** 1957 (GENERAL); 1964 (Hons.)
3. **Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)**
 - U.G.-B.A.(Hons. & Gen)
4. **Names of Interdisciplinary courses and the departments/units involved:** NIL
5. **Annual/semester/choice based credit system (programme wise)**
 - Annual System(Test/Mid Term)
6. **Participation of the department in the courses offered by other department:** NIL
7. **Courses in collaboration with other universities, industries , foreign Institutions, etc.:** N.A.
8. **Details of courses/programmes discontinued (if any) with reasons:** N.A.
9. **Number of teaching posts:**

	Sanctioned	Filled
Professors	-	-
Associate Professors	02	02
Assistant Professors	02	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 Guided for the Last 4 Years
Prof. Mandira Sengupta	M.A., M.Phil.	Associate Professor	International Law & organization	34 years	Nil
Prof. Debdas Dey	M.A., B.Ed.	Associate Professor	Political Sociology	20 years plus	Nil
Prof. Anindita Mitra	M.A., M.Phil.	Part-Time Teacher	Cultural politics	5 years plus	Nil
Prof. Uttam Adhikary	M.A., (SET).	Guest Faculty	Pol. Sociology	1 year plus	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty: Hons. 17%; General 17%

13. Student-Teacher Ratio (programme-wise)

B.A. (Hons.) 1st year: 14:4

B.A. (Hons.) 2nd year: 4:2

B.A. (Hons.) 3rd year: 7:4

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

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

➤ P.G.- 02; M.Phil.-2

16. Number of faculty with ongoing projects from a)National b)International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST;UGC, DBT, ICSSR, etc .and total grants received : Nil

18. Research Centre/facility recognized by the University – N.A.

19. Publications:

➤ 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

➤ Monographs: Nil

➤ Chapter in Books: Nil.

➤ Books Edited: Nil.

➤ Books with ISBN/ ISSN numbers with details of publishers: Nil.

➤ Citation Index: Nil.

➤ SNIP: Nil

➤ SJR: Nil.

- Impact factor: Nil.
- h-index: Nil.

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National Committees: Nil
- b) International Committees: Nil
- c) Editorial Boards: Nil

22. Student projects

- a) Percentage of students who have done in – house projects including inter departmental/ programme: ENVIS Project, 100% students of 3rd year Hons. & Gen.
- 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
- c) Departmental : NIL

26. Student profile programme/course wise:

YEAR: 2014-15

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	17	14	08	06	100%

YEAR: 2013-14

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	79	33	07	11	100%

YEAR: 2012-13

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)		37	17	20	100%

YEAR: 2011-12

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)		16	06	10	100%

27. Diversity of Students

Name of the Course	% of students from the same State	% of students from other States	% of students from Abroad
B.A. Hons.	100%	Nil	Nil
B.A. 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.? one Female students placed in Police Service..

29. Student progression

Student Progression	Against % Enrolled
UG to PG	14.28 to 15%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	
•Campus selection	N.A.
•Other than campus recruitment	10% to 15%
Entrepreneurship/Self-employment	3%

Student progression Agains% enrolled

30. Details of Infrastructural facilities:

- a) **Library:** Central Library and also Departmental Library.
- b) **Internet facilities for Staff & Students:** For staff
- c) **Class rooms with ICT facility:** One Smart Room.

d) Laboratories: N.A.

31. Number of students receiving financial assistance from college, university, Government or other agencies: Amit Das has received from C.M. fund.

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

33. Teaching methods adopted to improve student learning:
Traditional Teaching Method, Audio Visual aids, Lecture Method and interaction.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
National Service Scheme and National Cadet Corps activity.

35. SWOC analysis of the department and Future plans:
STRENGTH:

- Friendly relationship between teachers and students.
- Direct contact with the students to discuss their problems and counseling them.
- Remedial and Special Class for SC, ST and other Backward Community Students.
- Educational backward classes students are given special emphasis.
- Syllabus completion in due time.

WEAKNESS:

- Lack of proper communication skill.
- Shyness to interact.
- Economically backward - compelled to take part time jobs.
- First generation learner.
-

OPPORTUNITIES:

- Easy access of the students to the teachers.
- Personal support and assistance to the students.
- Counselling of the past and present students.

CHALLENGES:

- Employment and job facilities are to be increased by the guidance of the department.
- Tendency of dropouts and discontinuance of study must be decreased.
- Marriages at early age leading to dropouts must be controlled with proper supervision and counselling services.
- Poor results to be checked by provide sincere learning and continuous observation to be made to the students.

FUTURE PLANS:

- To encourage the students for social service activities.
- To coach students for getting jobs.
- Exchange programme.

Evaluation Report of Philosophy Department

1. Name of the department : Philosophy
2. Year of Establishment : PHIA – 2003; PHIG – 1957
3. Names of programmes /course offered (UG, PG, M.PHIL. PH.D., Integrated Masters; Integrated Ph.D., etc.) : UG – B.A. Hons & Gen.
4. Names of Interdisciplinary courses and the departments / units involved : NIL
5. Annual / semester / choice based credit system (programme wise) : ANNUAL SYSTEM
6. Participation of the department in the courses offered by other departments : NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : NIL
8. Details of courses / programmes discontinued (if any) with reasons : NIL
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors	01	01
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 year of Experience	No. of Ph.D. students guided for the last 4 years
1.Cahitali Ghosh	M.A.	Assoc. Prof.	LOGIC	25	-
2.Madhus hree Chatterjee	M. Phil	Asst. Prof.	LOGIC	10	-
3.Mita Chatterjee	M.A.	Part Time Teacher	LOGIC	16	-
4.Manisha Das	M.A.	Part Time Teacher	LOGIC	16	-

11. List of senior visiting faculty : NIL
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty :
13. Students –Teacher ratio (programme wise) 2014-15 : **B.A. (Hons) 1st year – 11:4**
2nd year – 9:4
3rd year – 7:4
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : N.A.
15. Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M. Phil/ PG : M.Phil- 1
P.G- 3
16. Numbering faculty with ongoing projects from a) National b) International funding agencies and grant received : NIL
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc and total grant received : NIL
18. Research Centre / faculty recognized by the university : NIL

19. Publications: 2008-2014 (vide separate sheet)

Publication per faculty

Chaitali Ghosh:

A) Two articles published in Rishra Samachar

1) Buddha and Vivekananda.

2) Family, Marriage & Society.

B) Two books on poem : 1) Hiyar Majhe, 2) Nabala Bani.

Madhusree Chaterjee :

1) “Amar Jibone Shri Shri Maa”, Hiranyagarbha,

Vol.1,No.3, , (ISSN/ISBN No978-93-80373-36-2) Publisher : Mata Sharbani Trust, 2008, p.23. 2) “Sankhya — Path of Enlightened Self Realisation”, Hiranyagarbha, Vol.1,No.4, ,(ISSN/ISBN No978-93-80373-37-9) Publisher : Mata Sharbani Trust,.2009, pp.39-42

- Number of papers published in peer reviewed journals (national / international) by faculty and students - Nil
- Number of publication listed in International database (For Eg: Web of Science, Scopus, Humanities International Complete, dare database – International Social Sciences Directory, EBSCO host, etc)- Nil
- Monographs- Nil
- Chapter in Books- Nil
- Books Edited- Nil
- Books with ISBN/ISSN numbers with details of publishers- Nil
- Citation Index- Nil
- SNIP- Nil
- SJR- Nil
- Impact factor- Nil
- h-index- Nil

20. Areas of consultancy and income generated : NIL

21. Faculty as members in

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

22. Students projects

- a. Percentage of students who have done in house projects including inter departmental / programme : ENVIS project 100% Compulsory paper for 3rd year students.
- 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: Two students got 1st class in Part – I 2013.- Nil

24. List of eminent academicians and scientists / visitors to the department: NIL

25. Seminars / Conference / Workshop organized & the source of funding

- a. National - Nil
- b. International – Nil
- c. Departmental - Nil

26. Students profile programme / course wise:

Name of the Course / Programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. (Hons.) 2014-15	32	11	00	11	100%
B.A. (Hons.) 2013-14	37	14	06	08	66.66%
B.A. (Hons.) 2012-13		38	11	27	100%
B.A. (Hons.) 2011-12	48	14	02	12	85.71%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Hons.) - PHIA	100%	-	-
B.A. (Hons.) – PHIG	100%	-	-

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

29. Students progression

Students progression	Against % enrolled
UG to PG – III yr	33.3%
PG to M.Phil	Data not available
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed	
Campus selection	
Other than campus recruitment	
Entrepreneurship / Self-employment	

30. Details of infrastructural facilities:

- a. Library- There is a central library. Apart from it, the department has very recently started a departmental library.
- b. Internet facilities for Staff & Students: Most of the staff & students are well acquainted with internet.
- c. Class rooms with ICT facility: Audio mode of teaching is present in some class rooms & common Smart Class Room is available.
- d. Laboratories: N.A.

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

32. Details on students enrichment programmes (special lectures / workshops / seminar) with external experts- Nil

33. Teaching method adopted to improve student learning 1) Traditional Lecture Method, 2) Chalk – Duster Method, 3) Teaching by objective Method, 4) Interrogative Method.

34. Participation in institutional Social responsibilities (ISR) and extension activities: The faculty and students participate in ISR and extension activities like (NSS, NCC) Awareness rally on Environment Day Health Check up etc.

35. SWOC analysis of the department and future plans

Strength :- Our students are our strength. We always try to stay with them and help them to understand the subject interesting way and try to motivate them.

Weakness :- a) Coming from first generation learning family. Sometimes they

cannot afford Tiffin, Pen, pencil and copy book.

- b) Hindi Speaking students cannot follow English well.
- c) Shyness of the students.
- d) Philosophy has no market value. So the number of students is decreasing.

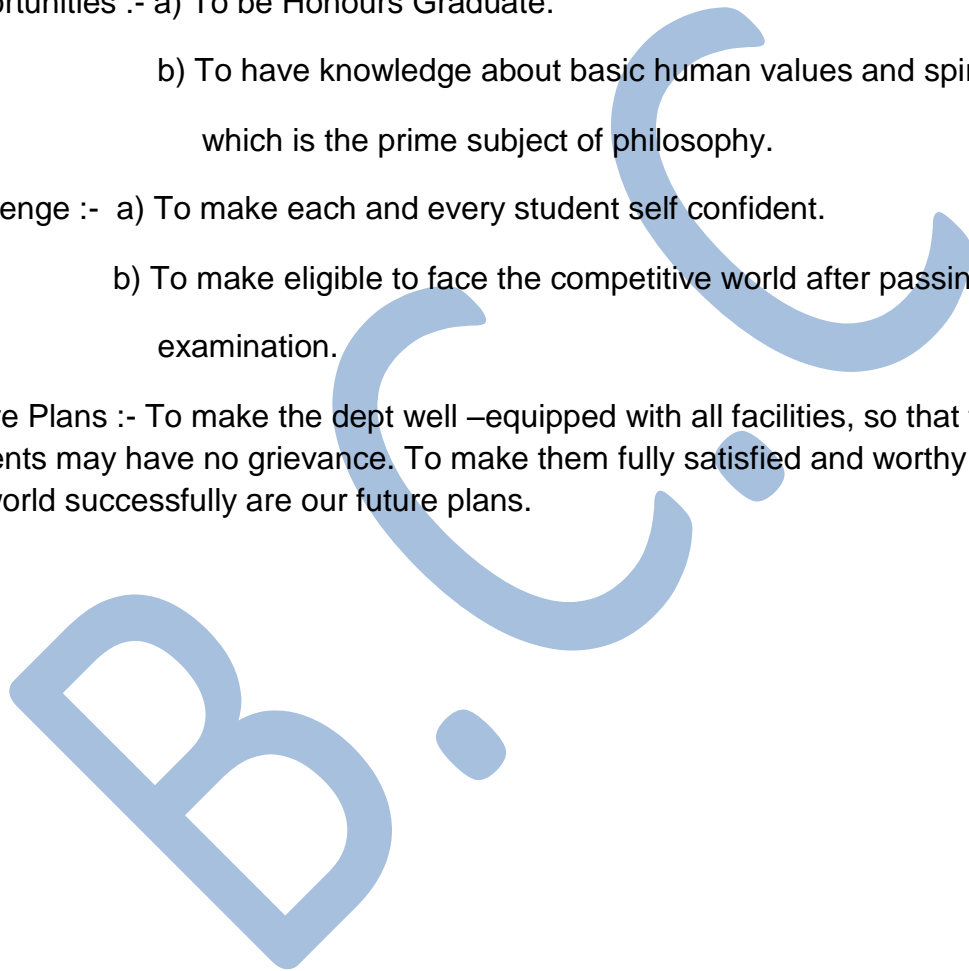
Opportunities :- a) To be Honours Graduate.

- b) To have knowledge about basic human values and spirituality which is the prime subject of philosophy.

Challenge :- a) To make each and every student self confident.

- b) To make eligible to face the competitive world after passing the examination.

Future Plans :- To make the dept well –equipped with all facilities, so that the students may have no grievance. To make them fully satisfied and worthy and facing the world successfully are our future plans.



**EVALUTIVE REPORT OF THE DEPARTMENT OF
SANSKRIT**

1. Name of the department: SANSKRIT
2. Year of Establishment: 1966 (GENERAL); 2008 (Hons.)
3. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)
 - U.G.-B.A.(Hons. & Gen)
4. Names of Interdisciplinary courses and the departments/units involved: No
5. Annual/semester/choice based credit system (programme wise)
 - Annual (Part-I. Part-II, Part-III) as per Calcutta University norms.
6. Participation of the department in the courses offered by other department: NIL
7. Courses in collaboration with other universities, industries, foreign Institutions, etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil.
9. Number of teaching posts:

	Sanctioned	Filled
Professors	NA	NA
Associate Professors	NA	NA
Assistant 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
Prof. Chinmoy Mishra	M.A.	Assistant Professor	Darshan	01 year	Nil
Prof. Arpita Sinha Roy	M.A.	Full Time Contractual	Veda	07 years	Nil
Prof. Subhodeep Roy	M.A.	Part-Time Teacher	Nyaya	03 years	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty: Hons. 09 out of 46(Per Week); General 01 out of 12 (Per Week).

13. Student-Teacher Ratio (programme-wise)

B.A	Hons.	General
1 st Year	03:01	60:01
2 nd Year	05:01	41:01
3 rd Year	06:01	38:01

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

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

- P.G.- 03

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:

- Publication per faculty: 04
- Research Journal: 02
- Research Oriented Books: 02

Research Journal

Title	Publisher	ISBN & Page No.
Swe Swe karmanyaviratah samsiddhim labhate narah	Anviksa (March 2013)	0587-1646. p-170
Abhava anupalabdhi samikshatmakamalochanam	Anviksa (March 2014)	0587-1646 p.275

Research Oriented Books

Title	Publisher	ISBN & Page No.
Tillakara	Vaidushyaloka	978-93-81795-53-8 p-37
Vakyapadiyagranthasya sambandhavicara	Nibodhini	978-93-83368-65-5 p-148

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National Committees: Nil
- b) International Committees: Nil
- 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

18. Awards/Recognitions received by faculty and students:

Prof. Chinmoy Mishra
University Gold Medal, B.A. & M.A. (Jadavpur University)

24. List of eminent academicians and scientists/ visitors to the department: NIL

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

- a) National : NIL
- b) International : NIL
- c) Departmental : NIL

26. Student profile programme/course wise:

YEAR: 2014-15

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	31	09	04	05	86%

YEAR: 2013-14

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	82	33	10	23	100%

YEAR: 2012-13

Name of the Course/Programme (refer question no. 4)	Applications received	Selected	Enrolled M	Enrolled F	Pass Percentage
B.A (Hons)	88	40	12	28	100%

27. Diversity of Students

Name of the Course	% of students from the same State	% of students from other States	% of students from Abroad
B.A. Hons.	100%	Nil	Nil
B.A. General	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? Not Known.

29. Student progression

Student Progression	Against % Enrolled
UG to PG	Not known
PG to M.Phil.	Not known
PG to Ph.D.	Not known
Ph.D. to Post-Doctoral	Not known
Employed •Campus selection •Other than campus recruitment	Not known
Entrepreneurship/Self-employment	Not known

30. Details of Infrastructural facilities:

- a) **Library:** Centralized
- b) **Internet facilities for Staff & Students:** The facility is available from this academic session.
- c) **Class rooms with ICT facility:** A Smart room with audio visual facilities is available on common sharing basis
- d) **Laboratories:** Nil

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: NIL

33. Teaching methods adopted to improve student learning:

Power Point Presentation, Class tutorials, Photocopies of Study Materials, Class Test etc.

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

Some students are involved in different activities on social responsibility and extension activities viz. NSS, Cleaning and Awareness Programme etc.

35. SWOC analysis of the department and Future plans:

STRENGTH:

- Healthy relationship between students and teachers.
- Every student can share his or her view with teachers.
- Availability of all departmental teachers at any time regarding any problem solving even out of the classes.
- Attention of teachers toward each of student individually.
- Increasing awareness regarding the utility of studying Sanskrit among students.
- Good academic atmosphere.

WEAKNESS:

- Many students are first generation learners. Their skill may not always be sufficient to achieve good academic performance in Sanskrit.

OPPORTUNITIES:

- Increasing scope of studying Sanskrit at the Post Graduate level in several universities through regular and distance mode
- Students can apply for the School Service Commission through which they can get jobs in Government Aided Schools across West Bengal.
- Opportunities to various type of job such as Media, W.B.C.S etc.
- Students can apply as a translator at many research centre at abroad.

CHALLENGES:

- To accelerate the renewed interest of students in Sanskrit as a tool of opening the treasure of Sanskrit knowledge.
- Students are more often academically weak, lack of good learning environment in high school level makes them ill equipped to cope with the syllabus. But with the help of the teachers they gradually overcome the situation and manage a good result in the final examination.

F. DECLARATION BY THE HEAD OF THE INSTITUTION



Principal / T.I.C. Chamber: (033) 2672-1812
Office : (033) 2672-6784
E-mail : prin_bccr@yahoo.co.in

BIDHAN CHANDRA COLLEGE

31, G. T. ROAD (East)
P.O. Rishra, Dist. Hooghly
Pin – 712 248

DECLARATION BY THE HEAD OF THE INSTITUTION

I certify that the data included in the Self-study Report (SSR) are true to the best of my Knowledge.

This SSR is prepared by the institution after internal discussion, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Place:

Date:



BCC
19/10/15

Signature of the Head of the institution

with seal

Principal

Bidhan Chandra College

Rishra, Hooghly

G. CERTIFICATE OF COMPLIANCE



Principal / T.I.C. Chamber: (033) 2672-1812
 Office : (033) 2672-6784
 E-mail : prin_bccr@yahoo.co.in

BIDHAN CHANDRA COLLEGE
 31, G. T. ROAD (East)
 P.O. Rishra, Dist. Hooghly
 Pin – 712 248

CERTIFICATE OF COMPLIANCE

(Affiliated/Constituent/Autonomous Colleges and Recognized Institution)

This is to certify that BIDHAN CHANDRA COLLEGE fulfils all norms:

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body (such as UGC, NCTE, AICTE, MCI,DCI,BCI etc.) and
3. The affiliation and recognition (if applicable) is valid as on date

In case the affiliation/recognition is conditional, then are detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

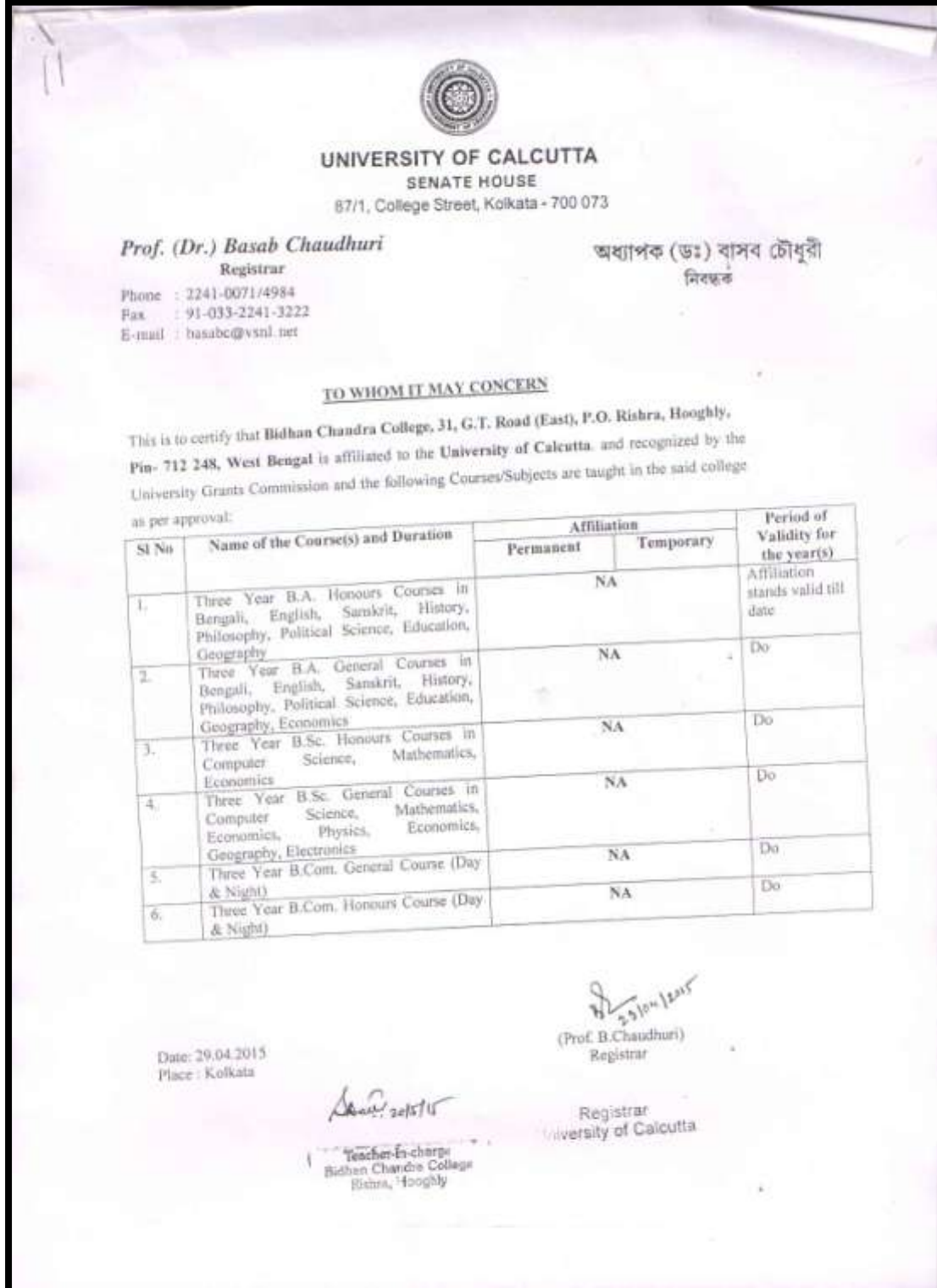
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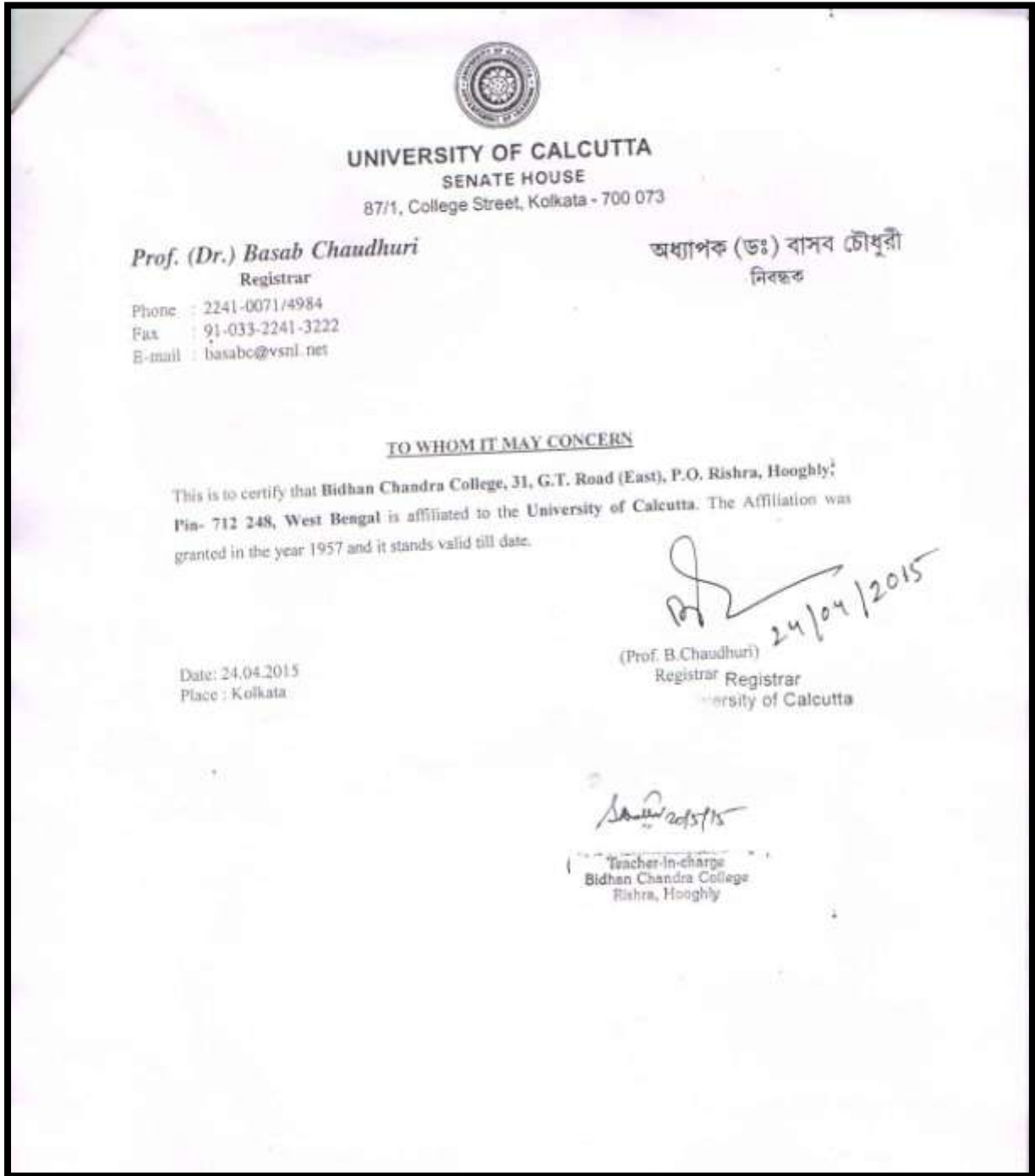
Date:



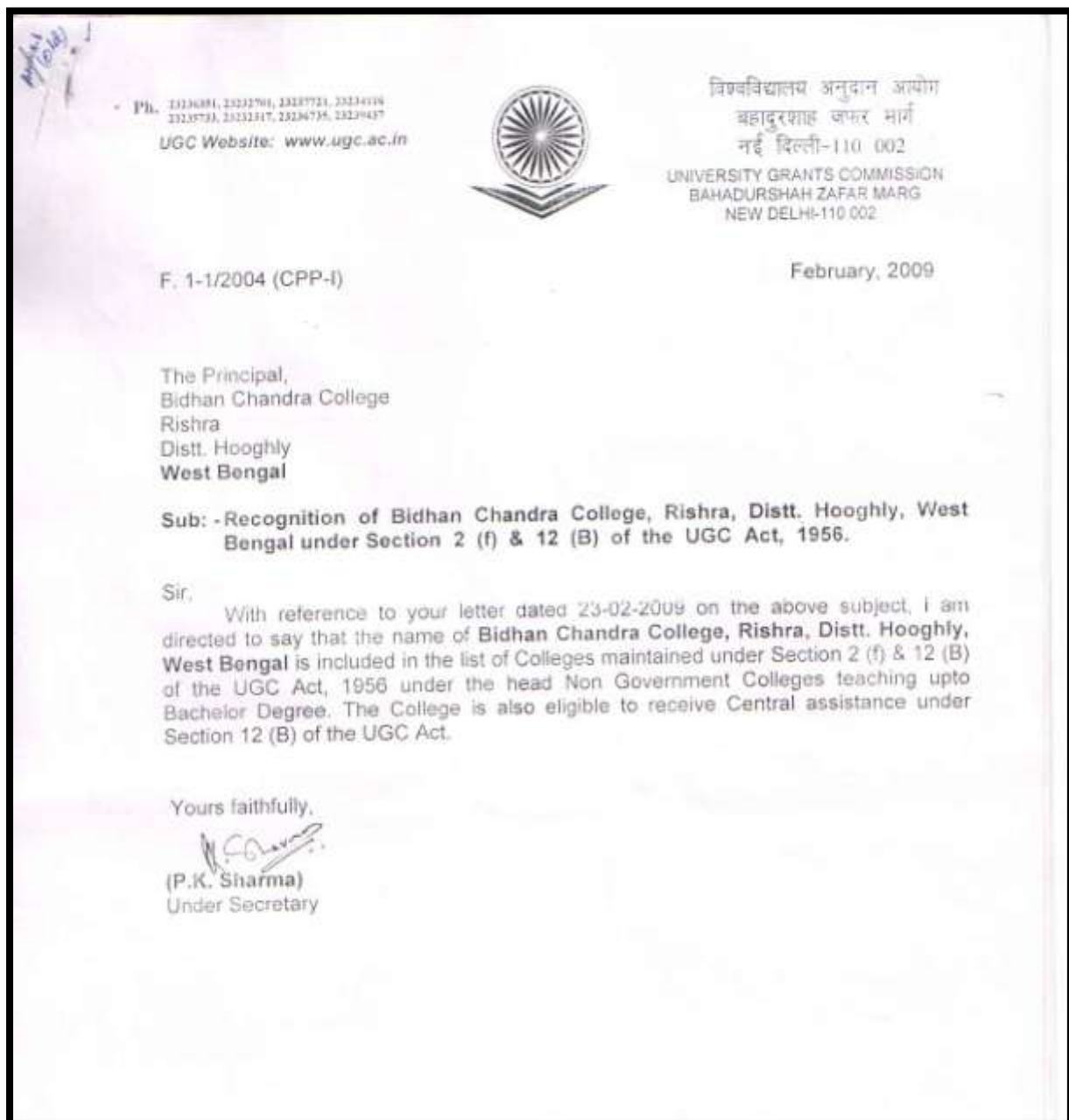
(Signature)
 12/10/15
 Signature of the Head of the institution
 with seal
 Principal
 Bidhan Chandra College
 Rishra, Hooghly

ANNEXURE- CERTIFICATE OF RECOGNITION FROM THE AFFILIATING UNIVERSITY.






ANNEXURE- AFFILIATION OF THE COLLEGE UNDER 2F OF UGC ACT.



ANNEXURE- UGC GRANT DURING XIITH PLAN PERIOD.



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
 LB 8 Sector III Salt Lake, Kolkata 700 098

No. WC2-024/12-13 (ERO) ID No. WC2-024 Date 26-Mar-14
 The Accounts Officer, University Grants Commission, Eastern Regional Office, Kolkata 700 098 S.No. 221825

Sub: Release of Grant-in-Aid during the Current financial year (2013-14), during XIIth Plan, to
Bidhan Chandra College

Sa/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **915940** towards the scheme **XIIth Plan College Development** to the Principal, **Bidhan Chandra College** for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant	Approved Allocation	Amount already sanctioned	Amount being sanctioned now	Total grant including the grant now being sanctioned
	(Rs.)	(Rs.)	(Rs.)	(Rs.)
Undergraduate				
Plan Block Grant				
Plan Block Grant-Head-31	677970	0	271188	271188
Plan Block Grant-Head-35	271188	440000	644752	1084752
Total			915940	

The College is requested to note:

- SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
- ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
- General district: General-77.5%, SC-15% and ST-7.5%
- No photocopy of bills/vouchers or the original and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

- The sanctioned amount is debitable to Head: 1-B-(1)(b) and valid for payment during the financial year 2013-14 only.
- The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:
 - (a) Details (Name & Address) of Account Holder:
 Principal,
 Bidhan Chandra College
 31 GT Road (East) Rishra (Hooghly)
 West Bengal 712248
 - (b) Account No. : 1104862313
 - (c) Name & Address of Branch: Central Bank of India, 35 G.T. Road, Rishra, Hooghly
 - (d) MICR Code of Branch: 700016058
 - (e) IFSC Code : CBIN0281313
 - (f) Type of Account: SB/Curren/Cash Credit.
- The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved terms of expenditure.
- The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
- The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
- The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
- A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
- The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.





BIDHAN CHANDRA COLLEGE
DAY DEPARTMENT
H.G. T. ROAD (EAST), RISHRA, HOOGHLY

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH, 2015

EXPENDITURE.	AMOUNT	AMOUNT	INCOME.	AMOUNT	AMOUNT
To Salary A/c	11,280,000.00		To Fees & Fines		
To salaries (D/O)	1,060,000.00		Tuition Fees including Exam (588-226-101/50/0)	1,043,600.00	
To salaries (Other staff)	1,070,000.00		Library Subsidies Fees	273,420.00	
To salaries (Mess staff)	1,070,000.00		Admission Fees	166,900.00	
To salaries (Security)	872,520.00		Tuition Fees	71,000.00	
To salaries (Medical)	99,000.00		College Examination Fees (500/50-2/50)	174,200.00	
To salaries (Other)	252,700.00		Improvement Fees	294,200.00	
To salaries (Part Time Teaching Staff)		17,166,997.00	Secondary Shoppers	160,000.00	
To Remuneration of Part Time Teaching Staff		4,216,850.00	Improvement Fees	1,09,995.00	
To Remuneration of Guest Lecturer		907,000.00	Donation (Knowledge including Building)	531,950.00	
To Management & Other Expenses			Magazine Charges	27,300.00	
Advertisement	1,700.00		Library Fund	22,700.00	
Audit Fee including other charges 20000/-	1,700.00		System (D/O) (IT)		
Bank Charge	1,700.00		Printer	620.00	
Concurrence A/c	43,577.00		Lab. Material	80,250.00	
College Examination	91,992.00		Sports Fee (College Sports of C/D)		
College Expenditure	24,000.00		Diploma Certificate		
College Gas Expenses	90,000.00		Ground Fees	283,400.00	3,471,200.00
College Water	1,00,000.00				
College Work including other Charge	1,00,000.00				
College (D/O) Depreciation	2,00,000.00				
College (D/O) Expenses	2,00,000.00				
College (D/O) Printing & Book Binding	40,000.00				
College (D/O) Postage & Stamp	10,000.00				
College (D/O) Electrical	10,000.00				
College (D/O) Sewing	10,000.00				
College (D/O) Stationery	10,000.00				
College (D/O) Printing & Book Binding	10,000.00				
College (D/O) Postage & Stamp	10,000.00				
College (D/O) Electrical	10,000.00				
College (D/O) Sewing	10,000.00				
College (D/O) Stationery	10,000.00				
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College (D/O) Electrical	10,000.00				
College (D/O) Sewing	10,000.00				

BIDHAN CHANDRA COLLEGE EVISINGH DEPARTMENT 31 G. T. ROAD (EAST), RISHRA, HOOGHLY			
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH, 2012			
EXPENDITURE	AMOUNT	INCOME	AMOUNT
To Salary A/c		By Fees & Fines	
Salaries (Basic)	2,540,550.00	Tuition Fees including Casual	760,415.00
Dormitory Allowance	956,190.00	Library Maintenance Fees	68,300.00
House Rent Allowance	336,045.00	Admission Fees	34,400.00
Ad-hoc Bonus	12,600.00	Transfer Fees	12,000.00
Medical Allowance	32,400.00	College Examination Fees	34,100.00
		Services Charges	70,100.00
To Remuneration of Part Time Staff	1,089,668.00	Library Membership Fees	90,000.00
Less: Recovery	275,226.00	Improvement Fees	90,000.00
		Magazine Charges	6,820.00
To Management & Other Expenses		Library Card	7,160.00
Advertisement	1,000.00	Development Fees	157,460.00
Bank Charges	2,218.37	Donation	480.00
Utilities Expenses	10,000.00	Plant	480.00
College Examinations	27,653.00	Sports Fees (College Share of C.U.)	4,380.00
Electric Charges & Materials	220,876.00		1,338,375.00
Miscellaneous Expenses	47,084.00	By Other Receipts	
Generator Fuel & Maintenance	2,872.60	Sale of Admission Form	24,790.00
SSS Expenses	150.00	Development Fee from Ex-Students	9,000.00
Book Binding & Journals	3,700.00	Issue of Certificate	30.00
Youth Parliament	5,500.00		34,260.00
College Sports	635.00	By Government Grants	
Ceremony	45,656.00	Pay Packet (Maintenance)	3,352,045.00
Extra Work including temporary staff	326,080.00	Ad-hoc Grant - Part Time Teaching Staff	1,391,496.00
Postage & Telephone	24,205.00		4,744,341.00
Printing & Stationery	68,550.00	By Interest	
Casual Fees	14,651.00		4,879.00
Repair & Maintenance	97,273.00	By Excess of Expenditure over Income transferred to General Fund	
Legal Expenses	56,660.00		97,553.37
Travelling Expenses	15,260.00		
Wages including temporary labour	26,250.00		
Temporary Labour Charges	97,285.00		
	1,102,718.37		
To Depreciation	419,539.00		
To Provision for Audit Fees	3,500.00		
	6,219,408.37		
			6,219,408.37

[Signature]
Bidhan Chandra College
Rishra, Hooghly

[Signature]
Teacher-in-charge
Bidhan Chandra College
Rishra, Hooghly, W. B.



In terms of our report of even date annexed
For GOVIND & CO.
Chartered Accountants
[Signature]
(Chaitali Agarwal)
Partner
Mobile No. 990331

Place: Kolkata
Dated: 15th May, 2014

BIDHAN CHANDRA COLLEGE, RISHRA, HOOGHLY
(EVENING DEPARTMENT)
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2013

EXPENDITURE	AMOUNT	AMOUNT	INCOME	AMOUNT	AMOUNT
TO SALARY A/C			BY FEES & FINES		
BASIC PAY	252720.00		DUPLICATION FEES	432498.00	
DEARNESS ALLOWANCE	117282.00		LESS - CONTRIBUTION TO D.P.I. (50%)	134498.00	
HOUSE RENT ALLOWANCE	32968.00			297998.00	
MEDICAL ALLOWANCE	3000.00		LESS - PROVISION CONTRIBUTION TO D.P.I.	81750.00	216248.00
SPECIAL ALLOWANCE	445.00				
ARREAR SALARY	198225.00	428225.00	LIBRARY MAINTANANCE	7500.00	
			ADMISSION FEES	4000.00	
TO ADHOC BONUS		15000.00	TRANSFER FEE	1800.00	
			COLLEGE EXAMINATION FEE	3980.00	
TO SALARY OF PART-TIME TEACHING, NON-TEACHING STAFF & GUEST LECTURERS	671100.00		SESSION CHARGES	5004.00	
LESS - REFUNDED	2800.00	368100.00			
			LIBRARY MEMBERSHIP FEES	8200.00	
TO MANAGEMENT & OTHER EXPENSES			IMPROVEMENT FEES	8280.00	
PRINTING & STATIONERY	5285.00		MAGAZINE FEES	750.00	
TRAVELLING	4140.00		DEVOTY CARD	800.00	
POSTAGE & TELEPHONE	1400.00		FINES	270.00	
REPAIR & MAINTENANCE	4180.00		DEVELOPMENT FEES	18575.00	
REMUNERATION INCL. TEMPORARY STAFF	37270.00		COLLEGE CENTRE FEES	750.00	
MISC. EXPENSES	4535.00		CASUAL FEE	9380.00	
CEREMONY	1300.00			64844.00	
INSPECTION CHARGES	670.00		LESS - REFUND OF COURSE FEES	1260.00	63584.00
EXTRA WORK INCL. TEMPORARY LABOUR	1980.00				
BANK CHARGES	2995.00		BY OTHER RECEIPTS		
WELFARE EXPENSES	8000.00		SALE OF ADMISSION FORMS	26870.00	
ELECTRICITY CHARGES & GOODS	24690.00		DEVELOPMENT FEE FROM EX-STUDENTS	8700.00	
COLLEGE CENTRE EXPENSES	3480.00		MISC RECEIPTS	296.00	
COLLEGE EXAMINATION	7125.00		SALE OF OLD MATERIALS	22500.00	38366.00
ADVERTISEMENT	1340.00				
REWARDING	1040.00		BY INTEREST ON SAVINGS A/C		1987.00
CONSUL TANCY CHARGES	500.00				
LEGAL EXPENSES	498.00		BY INTEREST ON SECURITY DEPOSIT (CERC)		9075.00
BOOKS & JOURNALS	3588.00	95575.00	BY PAY PACKET (GOVT. GRANT) (TRANSFER FROM DAY DEPT.)		388348.00
TO DEPRECIATION		394215.76			
TO PROVISION FOR AUDIT FEES		3500.00	BY EXCESS EXPENDITURE OVER INCOME		158812.76
TOTAL		6236786.76		1197.31	6236786.76



BIDHAN CHANDRA COLLEGE, RISHRA, HOOGHLY
(EVENING DEPARTMENT)

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2014

EXPENDITURE		AMOUNT	AMOUNT	INCOME		AMOUNT	AMOUNT
TO SALARY &C				BY FEES & FINES			
BASIC PAY	2511970.00			TUITION FEES (DPW)	270965.00		
DEARNESS ALLOWANCE	1344771.00			LIBRARY MAINTENANCE	82000.00		
HOUSE RENT ALLOWANCE	322326.00			ADMISSION FEES	38800.00		
MEDICAL ALLOWANCE	29650.00			TRANSFER FEE	21000.00		
ARREAR SALARY	753377.00	4993744.00		COLLEGE EXAMINATION FEES	34750.00		
TO ADHOC BONUS		15800.00		SESSION CHARGES	88600.00		
TO SALARY OF PART-TIME TEACHING & GUEST LECTURERS				LAB. MAINTENANCE FEE	11115.00		
PTTS	348916.00			ELECTRICITY CHARGES	89740.00		
NON-TEACHING STAFF INCL. TEMPORARY STAFF	317130.00			LIBRARY MEMBERSHIP FEES	75110.00		
GUEST LECTURERS	100250.00	744096.00		IMPROVEMENT FEES	75110.00		
TO MANAGEMENT & OTHER EXPENSES				MAGAZINE FEES	6950.00		
PRINTING & STATIONERY	12553.00			IDENTITY CARD	7870.00		
TRAVELLING EXP	10225.00			FINES	90.00		
POSTAGE & TELEPHONE	24133.00			DEVELOPMENT FEE	148945.00		
REPAIR & MAINTENANCE	74833.00			CASUAL FEE	81480.00		
RESIGNATION INCL. TEMPORARY STAFF	10530.00			LESS: REFUND OF COURSE FEES	-1800.00	1011435.00	
MISC. EXPENSES	35881.00			BY OTHER RECEIPTS			
CEREMONY	730.00			ON LINE APPLICATION FEE	34620.00		
ADMISSION EXPENSES (ONLINE)	8245.00			DEVELOPMENT FEE FROM EX-STUDENTS & OUTSIDERS	12900.00		
EXTRA WORK INCL. TEMPORARY LABOUR	18815.00			CERTIFICATE FEE	212.00	47930.00	
BANK CHARGE	2294.00			BY PAY PACKET (GOVT. GRANT)			
WELFARE EXPENSE	8083.00			(TRANSFER FROM DAY DEPT.)	6358151.00		
ELECTRICITY CHARGES & GOODS	280290.00			LESS: LEAVE ENCASHMENT	-230570.00	6127581.00	
COLLEGE EXAMINATION	17563.00			BY REFUND OF TC ALLOWANCE			800.00
ADVERTISEMENT	1750.00			BY INTEREST			
NETWORKING	5170.00			SAVINGS BANK	12942.00		
STUDENTS UNION ELECTION	17678.00			FIXED DEPOSIT	419627.00		
CASUAL FEE	26230.00			SECURITY DEPOSIT (DESD)	3365.00	438824.00	
GENERATOR EXP	1850.00						
A.M.C.	4330.00						
BOOKS & JOURNALS	4650.00	58810.00					
TO DEPRECIATION		352486.42					
TO PROVISION FOR AUDIT FEES		3800.50					
BY EXCESS INCOME OVER EXPENDITURE		828574.47					
		TOTAL	7624290.89			TOTAL	7624290.89

