NARASINHA DUTT COLLEGE

NAAC TRACK ID : WBCOGN13151

SELF STUDY REPORT

RE-ACCREDITATION - CYCLE II

DECEMBER, 2015

129 BELILIOUS ROAD, HOWRAH 711101
Ph Nos: (033)-2643-8049, (033)-2643-4259

Web: www.narasinhaduttcollege.edu.in
E-mail: info@narasinhaduttcollege.edu.in

Submitted to:
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
NAGARBHAVI, BANGALORE-560072

NARASINHA DUTT COLLEGE

(Affiliated to the University of Calcutta)

129, BELILIOUS ROAD, HOWRAH-711 101

Ref. No ....

Date 31/12/2015 ....

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

Sub: Uploading SSR to the college website

Sir,

In compliance with our LOI requirements we are glad to upload our SELF STUDY REPORT 2014-2015 in our official website for second cycle re-accreditation showcasing the key aspects of functioning of our college.

I ardently look forward to hear from you on your decision for peer team inspection in our college.

Thanking you,

Yours faithfully,

Prof. Pralaydeb Mukherjee
Teacher-in-Charge
Narasinha Dutt College

Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

NARASINHA DUTT COLLEGE

(Affiliated to the University of Calcutta)

129, BELILIOUS ROAD, HOWRAH-711 101

Ref. No NAAC/01/2016

Date 05/02/2016

To,
The Director,
National Assessment and Accreditation Council,
P. O. Box. No. 1075,
Nagarbhavi, Bangalore,
Karnataka, Pin – 560072

Sub: Submission of 5 (five) Hard Copies and 1 (one) CD of Soft Copy of Self Study
Report (SSR) – NAAC Track ID: WBCOGN13151

Ref: NAAC CAPU Mail on 28/01/2016 intimating the acceptance of LOI

Sir,

Thank you for your kind intimation mailed to us on 28/01/2016 that our LOI dated 31/12/2015
has been accepted. In compliance with the directives in the mail under reference, we are glad to
submit herewith 5 (five) Hard Copies and 1 (one) Soft Copy (CD) of the Self Study Report
(SSR) for the Second Cycle Re-Accreditation of our institution. Your kind perusal and
necessary action in this regard are highly solicited.

We are earnestly looking forward to your decision on the NAAC Peer Team visit to our college
at an early date.

Thanking you,
Yours sincerely,

Prof. Pralaydeb Mukherjee
Teacher-in-Charge
Narasinha Dutt College

Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

Encl.
1. Five (5) copies of SSR
2. One (1) Soft Copy of SSR (CD)

Phone : (033) 2643-8049, 2643 4259
Website : http://www.narasinhaduttcollege.edu.in

Fax : (033) 2643-4259
E-mail : info@narasinhaduttcollege.edu.in

NARASINHA DUTT COLLEGE

(Affiliated to the University of Calcutta)

129, BELILIOUS ROAD, HOWRAH-711 101

Ref. No ....

31/12/2015
Date ....

CERTIFICATE OF COMPLIANCE

This is to certify that NARASINHA DUTT COLLEGE fulfils all norms

1. Stipulated by the affiliating university and/or
2. Regulatory Council/Body [such as UGC, NCTE, 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 a 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 the NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to the NAAC will be displayed on the college website.

Prof. Pralaydeb Mukherjee
Teacher-in-Charge
Narasinha Dutt College

Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

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NARASINHA DUTT COLLEGE

(Affiliated to the University of Calcutta)

129, BELILIOUS ROAD, HOWRAH-711 101

Ref. No ....

Date 31/12/2015

DECLARATION BY THE HEAD OF THE INSTITUTION

I certify that the data included in this self-study report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in this SSR during the peer team visit.

Prof. Pralaydeb Mukherjee
Teacher-in-Charge
Narasinha Dutt College

Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

Signature of the Head of the Institution with seal   Place: Howrah

PREFACE

Having been established in the residential premises of Late I.R. Belilious way back in 1924 with only seven teachers and one hundred and twenty four students, Narasinha Dutt College has successfully withstood the changing times to become one of the biggest general degree colleges in the state of west Bengal , affiliated to the University of Calcutta. The laudable initiative of establishing an institution of higher learning in the industrial heartland of the city of Howrah was taken by Late Suranjan Dutt, the second son of Late Narasinha Dutt Bahadur and the college came to be named as Narasinha Dutt College.

Ever since, this college of ours, has grown steadily over the years in pre and post Independent India, holding on to its motto "Jnanat Parataram Nahi" (There is no higher attainment than knowledge), and keeping in view its mission to impart quality education at the undergraduate level and to extend the opportunities of education at the postgraduate level in a relatively backward area in the district of Howrah.

Notwithstanding our weaknesses, financial and organizational or otherwise, and despite many challenges faced by an affiliated degree college like ours are bound to encounter, this institution has still left a recognizable impression on the map of higher education in West Bengal.

Our college underwent the First Cycle of NAAC assessment and accreditation in March 2007. We remember the NAAC peer team visit with sinceremost appreciation, a visit which provided us with an unforgettable experience of learning and doing. The NAAC visit and our college being accredited at B++ level gave us great motivation for more organized work towards all r5ound institutional development.

We must however admit that we could not sufficiently rise up to the occasion during the post accreditation regime because of some organizational inadequacies and lack of cohesion on the part of IQAC. But we have been working with rejuvenated enthusiasm to get prepared for reassessment and reaccreditation at an early date. This SSR is being placed for your kind perusal and we look forward to the NAAC visit for the second cycle of the examination and validation process.

Prof. Pralaydeb Mukherjee

Teacher-in-Charge

Narasinha Dutt College

Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

PROFILE OF THE INSTITUTION

"*If a country is to be corruption free and become a nation of beautiful minds, I strongly feel there are three key societal members who can make a difference. They are the father, the mother and the teacher*"

- A. P. J. Abdul Kalam

PROFILE OF THE INSTITUTION

1. NAME AND ADDRESS OF THE COLLEGE:

Name   :   NARASINHA DUTT COLLEGE

Address   :   129, BELILIOUS ROAD,
                        HOWRAH- 711101, WEST BENGAL

Website   :   www.narasinhaduttcollege.edu.in

2. FOR COMMUNICATION:

Designation	Name	Telephone with STD code	Email
Teacher-in -Charge	Prof. Pralaydeb Mukherjee	O:033-2643-8049 R: 033-2678-9288 M: 9433865011	tic@narasinhaduttcollege.edu.in
Vice Principal	N.A.		
IQAC Co-ordinator	Prof. Rajkumar Gangopadhyay	O: 033-2643-8049 R: M:9830750383	iqac@narasinhaduttcollege.edu.in

3. STATUS OF THE INSTITUTION:

Affiliated College   ✓

Constituent College   ☐

Any other   ☐

(specify)

4. TYPE OF THE INSTITUTION:

a. By Gender

     i.   For Men   ✓   (Evening Section only)

     ii.   For Women   ✓   (Morning Section only)

     iii.   Co-education   ✓   (Day Section Only)

b. By Shift: **Regular**

     i.   Morning   ✓

     ii.   Day   ✓

iii. Evening   ☑

5. IS IT A RECOGNIZED MINORITY INSTITUTION?

Yes   ☐

No   ☑

6. SOURCES OF FUNDING:

Government   ☐

Grant –in-aid   ☑

Self-financing   ☑

7. a. Date of establishment of the College   :   01/07/1924 (mm/dd/yyyy)

b. University to which the college is affiliated: University of Calcutta

c. Details of UGC recognition:

Under Section	Date, Month& Year (dd-mm-yy)	Remarks (if Any)
i. 2(f)	01.04.1957	
ii. 12(B)	01.04.1957	

(Enclose the certificate of recognition u/s 2(f) and 12(B) of the UGC Act)
See Annexure 1

c. Details of recognition/ approval by statutory/regulatory bodies other than UGC: N.A.

8. DOES THE AFFILIATING UNIVERSITY ACT PROVIDE FOR CONFERMENT OF AUTONOMY (AS RECOGNIZED BY THE UGC), ON ITS AFFILIATED COLLEGES?

Yes   ☑   No   ☐

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

Yes   ☐   No   ☑

9. IS THE COLLEGE RECOGNIZED?

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

Yes ☐   No ☑

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

b. for its performance by any other governmental agency?

Yes ☐   No ☑

10. LOCATION OF THE CAMPUS AND THE AREA IN SQ.MTS.:

Location	Urban
Campus area in sq. mts.	4047
Built up area in sq.mts.	7136

11. FACILITIES AVAILABLE ON THE CAMPUS (TICK THE AVAILABLE FACILITY AND PROVIDE NUMBERS OR OTHER DETAILS AT APPROPRIATE PLACES) OR IN CASE THE INSTITUTE HAS AN AGREEMENT WITH OTHER AGENCIES IN USING ANY OF THE LISTED FACILITIES PROVIDE INFORMATION ON THE FACILITIES COVERED UNDER THE AGREEMENT.

- Auditorium/Seminar complex with infrastructural facilities: NIL
- Sports facilities
    * Play ground (✓)
    * Swimming pool
    * Gymnasium (✓)

- Hostel: **NIL**
    * Boys' hostel
    i. Number of hostels
    ii. number of inmates
        iii. Facilities (mention available facilities)
    * Girls' hostel
    i. Number of hostels
    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 — | ✔ |

- Health centre – | ✔ |

- First Aid (✔), Inpatient, outpatient (✔), emergency care facility, Ambulance……

Health centre Staff—

Qualified Doctor	Full time		Part time	✔
Qualified Nurse	Full time		Part time	✔

- Facilities like banking (✔), post office, book shops (✔)

- Transport facilities to cater to the needs of students and staff: NIL

- Animal house: NIL

- Biological waste disposal (✔)

- Generator or other facility for management/regulation of electricity and voltage (✔)

- Solid waste management facility (✔): Partially done

- Water waste management: NIL

- Water harvesting: NIL

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
1.	Under-graduate	B.A B.Sc B.Com.	3 years	Higher secondary(10+2) or equivalent	English and Bengali	BA- 1805 BSc-762 BCom-727 Total- 3294	2027
2.	Post-Graduate	Mathematics	2 years	B.Sc. with Hons/Major in Mathematics	English and Bengali	26	31
		English	2 years	B.A. with Hons. in English	English	40	25
	Integrated programmes PG	NIL					
	Ph.D	NIL					
	M.Phil.	NIL					
	Ph.D.	NIL					
3.	Certificate Courses	Computer software application for B.A. students				30	25
		Communicative English				30+30	25+25
	UG Diploma	NIL					
	PG Diploma	NIL					
	Any other (Specify and provide detail)	N.A.					

13. Does the college offer self-financed Programmes?

Yes ✔   No ☐

If yes, how many?

Two PG Courses (Mathematics and English)

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

Yes ✓   No ☐   Number: 04

15. List of Departments:

Faculty	Departments	UG	PG	Research
Science	Anthropology, Botany, Zoology, Physics, Chemistry, Mathematics, Economics, Computer Science.	8	1 (Mathematics)	_
Arts	Bengali, English, History, Political Science, Education, Philosophy, Urdu, Sanskrit	8	1 (English)	-
Commerce	Commerce	1	_	_
Any Other (Specify)	Statistics (B.Sc. General Course only)	1	_	_

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

      a. Annual : 04

      b. Semester system: 01

      c. Trimester system: Nil

17. Number of Programmes with

a. Choice Based Credit System   N.A.

b. Inter/Multidisciplanary Approach   N.A.

c. Any other (specify and provide details   N.A.

18. Does the college offer UG and/PG Programmes in Teacher Education?

Yes   No ✓

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

Yes   No ✓

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

	Teaching Staff						Non-teaching		Technical Staff	
	Professor		Associate Professor		Assistant Professor					
	M	F	M	F	M	F	M	F	M	F
Sanctined by the State Government			18	13	07	22	07	---	05	01
Recruited	02						---		---	
Yet to recruit	08						29		14	
Sanctioned by other authorized bodies	PTTs & CWTTs (W.B.Govt. Approved)									
Recruited	Male			Female			---	-----	---	---
	13			17						
Yet to recruit	---						02		----	
Sanctioned by the Governing Body	Guest teachers (College Approved)						Adhoc/Casual Staff (College Approved)			
Recruited	Male			Female			M	F	M	F
	34			12			---	----	16	02
Yet to recruit	---						----		---	

21. Qualifications of the teaching staff:

Highest Qualification (Permanent teachers)	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
D.Sc./D.Litt	-	-	-	-	-	-	-
Ph. D	-	-	10	10	08	10	38
M.Phil./M.Tech	-	-	04	--	01	03	08
PG	-	-	05	03	02	06	16
(Part Time Teachers)	Part-time Teachers & CWTTs (WB Govt. Approved)						
	M	F	-	-	-	-	-
Ph. D	02	-	-	-	-	-	-
M. Phil	04	02	-	-	-	-	-
PG	10	12	-	-	-	-	-
(Temporary Teachers)	Guest/Contractual Teachers						
	M	F	-		-		-
Ph. D	18	06	-	-	-	-	-
M. Phil.	01	01	-	-	-	-	-
PG	15	05	-	-	-	-	-

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

46

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

Categories	Year	2011-12		2012-13		2013-14		2014-2015	
		Male	Female	Male	Female	Male	Female	Male	Female
SC	1st	173	97	173	121	209	164	215	162
	2nd	142	125	106	101	111	126	100	102
	3rd	114	110	49	67	106	86	81	99
ST	1st	31	17	41	28	37	29	38	29
	2nd	25	23	20	17	20	22	17	18
	3rd	20	20	08	12	19	15	29	35
OBC	1st	81	46	109	76	99	77	108	81
	2nd	67	59	49	48	52	59	50	51
	3rd	54	51	23	32	49	41	82	100
General	1st	735	411	1050	717	887	688	918	672
	2nd	600	528	439	437	476	527	327	429
	3rd	489	471	211	281	452	361	291	351

24. Details on 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	2027 (100%)	56	Nil	Nil	Nil
Students from other states of India	Nil	Nil	Nil	Nil	Nil
NRI students	Nil	Nil	Nil	Nil	Nil
Foreign Students	Nil	Nil	Nil	Nil	Nil
Total	2027	56	Nil	Nil	Nil

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

UG — 10-12%   PG --- NIL

26. Unit Cost of Education

a. Including the salary component: Rs. 18,402.57

b. Excluding the salary component: Rs. 2,534.78

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

Yes ☐   No ☑

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

Faculty	Department	Honours Ratio	General Ratio
Science	Anthropology	10:1	22:1
	Botany	16:1	54:1
	Zoology	10:1	37:1
	Physics	20:1	55:1
	Chemistry	12:1	45:1
	Mathematics	16:1	39:1
	Economics	6:1	30:1
	Statistics	-	30:1
	Computer Science	15:1	20:1
Arts	Bengali	18:1	44:1
	English	9:1	20:1
	History	35:1	120:1
	Political Science	28:1	120:1
	Philosophy	6:1	65:1
	Sanskrit	20:1	13:1
	Education	27:1	135:1
	Urdu	6:1	18:1
Commerce	Accounting & Finance	33:1	43:1
PG	Mathematics	4:1	
	English	4:1	

29. Is the college applying for

Accreditation: Cycle 1 ☐ Cycle 2 ✓ Cycle 3 ☐ Cycle 4 ☐

Re-Assessment: N.A.

30. Date of Accreditation:

Cycle 1: …31.03.2007(dd/mm/yyyy) Accreditation Outcome/Result…B++……

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

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

31. Number of working days during the last academic year

254

32. Number of teaching days during the last academic year

214

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

15.04.2008

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

AQAR i) ……...For 2014-15, 31/12/2015………(dd/mm/yyyy)

AQAR ii) ……...For 2013-14, 31/12/2015……… (dd/mm/yyyy)

AQAR iii) ……...For 2012-13, 31/12/2015……… (dd/mm/yyyy)

AQAR iv……...For 2011-12, 31/12/2015……… (dd/mm/yyyy)

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

NIL

EXECUTIVE SUMMARY
AND SWOC OF THE INSTITUTION

"All Birds find shelter during a rain. But Eagle avoids rain by flying above the Clouds"

- A. P. J. Abdul Kalam

EXECUTIVE SUMMARY AND SWOC OF THE INSTITUTION:
A. Executive Summary

In 1924 Narasinha Dutt College, one of the oldest colleges in the district of Howrah and one of the biggest in West Bengal came to be established in the residential building of the late I.R. Belilious in a rather inconspicuous manner with only seven teachers and 124 students. The initiative in this regard was taken by late Suranjan Dutta, the second son of Late Narasinha Dutt. This institution of higher learning had thus begun its journey with the late Professor Motilal Chatterjee as its first Principal and a renowned scholar late Prof. Jnanendranath Sen as the Vice-Principal. Prof. Sen later came to be reckoned as the architect of the college.

With the passage of time, the roll strength remarkably increased with the introduction of new Honours courses and addition of new buildings. The total number of Honours and General courses now stands at 17. At present 62 substantive full time teachers, 50 part time teachers, 5 contractual whole time teachers and 20 guest teachers are engaged in teaching more than 5000 students of Arts, Science and Commerce streams in 3 shifts (Morning, Day and Evening) of the college. The Morning section is only for girls; the Evening shift is exclusively for boys; and the Day shift is co-educational. The college has also introduced self-financed Post Graduate courses in Mathematics and English in the last few years.

Despite being located in the midst of an old industrial cityscape, the college campus has a freshness of atmosphere with its many old trees, bits of gardening, a decorative fountain, a pleasant water body and a play ground. A stone bust of Kabiguru Rabindranath Tagore and a newly unveiled statue of Swami Vivekananda further add some austerity to the ambience of the college. The job of gardening is taken care of by the garden committee and the water body is maintained by the Employees' Co-operative Credit Society of the college. The Campus Development Committee is in charge of looking after the whole of the college campus.

Apart from the overall ambience of the college campus, the college offers many facilities for the students coming from both rural and urban areas of Howrah and its neighbouring districts. Some of these facilities are mentioned below for an overview of this institution:

- *Well-equipped Laboratories*
- *Computerized Library*
- *Students' Book Bank & Seminar Libraries*
- *UGC Internet Research Centre*
- *Computer Facilities*

- *Career Counselling and Placement Cell*
- *Grievance Redressal Cell*
- *Students' Common Room*
- *Multi-Gym for Students*
- *Cheap Store for Students*
- *Cheap Canteen*
- *Stand for Two Wheelers*
- *Photocopiers*
- *On-Campus Banking Service*
- *Students Aid Fund*
- *Scholarships and Stipends*
- *NCC Units*
- *NSS Units*
- *St. John Ambulance and Nursing Division unit office*
- *Science Club*
- *Games and Sports*
- *Online Admission*

CRITERION-WISE COMPARISON

CRITERION –I: CURRICULAR ASPECT

	1ˢᵗ Cycle	2ⁿᵈ Cycle
Core Curriculum	15 (Hons) courses	17 (Hons) course (Introduction of Honours in Education and Urdu) Introduction of B.Com(Hons) for female students in day shift.
Curriculum Development	Nil	For P.G. courses in Mathematics and English
Certificate Courses	Nil	4
Career Oriented courses	Nil	2
Self-financing Courses	Nil	2 (PG in Mathematics and English)

Curriculum Flexibility	N A	N A
Feedback on Curriculum	From students on faculties and institution	From students, teachers on Library, curriculum and institution
Board of Studies	Yes	Yes

CRITERION II: TEACHING, LEARNING AND EVALUATION

	1st Cycle	2nd Cycle
Admission process	Manual	Online
Admission advertisement	College Notice Board	College Notice Board, college website and flexes in strategic positions in the district.
Women empowerment	No Special Programme	2 programmes
Catering diverse needs	Yes	Yes
Academic planning	Yes	Yes
Teacher's quality	As per UGC	As per UGC
Seminars	Nil	State level Seminar, National level Seminar, Workshops
Academic audit	No	No

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

	1st Cycle	2nd Cycle
Research Committee	Nil	Yes
Research Seminars	7	12
Research Publications	32	138

Papers presented	12	35
Seminars attended	14	59
Resource persons	04	12
Consultancy	Yes	Yes, in individual capacity
Extension activities	2	6
Collaboration	4	9

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

	1st Cycle	2nd Cycle
Physical facilities	Campus Area 4047sq m Built Area : 6336.18 sq m	Campus Area – 4047 sq m. Built Area : 7136 sq m
Extracurricular activities	St. John Ambulance and Nursing Division, NCC	NSS, St. John's Ambulance and Nursing Division, NCC, Science Club, Red Ribbon Club, Eco Club, Debate Club
Infrastructure planning	Yes	Yes
ICT	No	Yes
Library	Partly Computerised No of Books :43973 Area: 2728 Sq. ft	Partly Computerised No of Books : 48461 Area: 2728 Sq. ft
MIS/ERP	No	No
Internet facilities	No	Internet Connectivity in Departments and office with LAN facility in Mathematics, Computer Science and office
Maintenance	Yes	Yes

CRITERION V: STUDENT SUPPORT AND PROGRESSION

	1st Cycle	2nd Cycle
Student support	410	607
Scholarships	No. Of Students : 233 Amt : Not available	No. of Students : **2757** Govt scholarships are directly disbursed in beneficiary account.
Healthcare facilities	Yes	Yes
Welfare schemes	Nil	Yes, Rs. 1,01,900/-
Remedial coaching	No	Yes
Entry to services	No	Yes
Placement service	No	Yes

STRENGTH

- Well qualified faculty
- Well equipped library and learning resources
- Class room teaching with ICT facility and ample facilities for students
- Option of choosing from wide range of subject combinations
- PG course in mathematics and English
- Open and spacious area with a beautified campus
- Strong student support system in form of fee concessions and financial aid from government schemes.
- Job/ skill oriented courses

WEAKNESS

- Absence of separate departments for the Humanities and Commerce subjects
- Lack of individual computer facility for many departments
- Teacher student ratio is not satisfactory for humanities subjects
- Inadequate laboratory space for science departments
- Insufficient display and storage space for specimens, laboratory equipments and documents
- Vacancy position in the administrative section is alarming.

- Vacant teaching posts are being supplemented by Part time and Guest lecturers.
- Loss of teaching days due to University examinations being held over a long stretch of time from April to August.
- Discontinuation of students (who change their streams to pursue other professional courses) after first year, resulting in vacancy of seats.
- The college is entirely dependent on Government fund and UGC for development. Delay in receipt of the funds results in delayed implementation and escalation of costs.
- Residential facility not available
- Water logging also results in loss of working days.
- Lack of seminar hall and auditorium

OPPORTUNITIES

- Open access internet system
- Second campus for enhancement of infrastructure facilities.
- Some science departments can be upgraded to post graduate department
- Career oriented courses can be launched for the benefit of the students
- Extend extension activities to the adjoining areas of the college.

CHALLENGES

- Situated in an industrial and economically backward area.
- Continuous construction work in the roads hinders smooth commutability of the students and teachers.
- Gradual dwindling of the placement opportunities of students from general courses
- As many students are from economically backward families, they have to supplement family income by working part time which results in poor attendance.
- Space crunch and the condition of the administrative block proves to be a hindrance in smooth execution of many developmental activities.

CRITERION-WISE ANALYTICAL REPORTS

CRITERION I:
CURRICULAR ASPECTS

"Without your involvement you can't succeed. With your involvement you can't fail. "

-   A. P. J. Abdul Kalam

CRITERION I: CURRICULAR ASPECTS

1.1   Curriculum Planning and Implementations:

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 stake holders.

Vision: 'Jnanat Paratarm Nahi' (There is no higher attainment than knowledge) being the motto of the college, this institution of higher learning envisions an honest, positive and compassionate approach to education with a view to transforming the learners' attitudes to life and society.

Mission: Our mission is to inspire and motivate students to learn and develop themselves in keeping with the needs of an ever-changing world.

Objectives:

- To promote and practice inclusive growth and equal opportunities for all categories of students.
- To provide and maintain an environment conducive to teaching and learning
- To promote high standards in teaching and good all-round reception in learning
- To impart quality education with adequate faculty support and necessary resources for professional and personal development
- To foster healthy habits and high social, moral and ethical values among the young learners
- To provide informative and supportive services for students
- To promote cultural and communal harmony within and outside the college campus
- To promote safety and civility within the college community.
- To promote computer familiarity and competence among students, faculty and staff
- To promote communication, cooperation and shared decision making among administrative and academic departments.
- To promote a spirit of community service among students, faculty and staff.

- Gradual introduction of post graduate courses in more subjects
- Gradual commencement of need based research work in the subjects having post graduate courses in future years with the help of our well equipped faculty
- Introduction of several job oriented courses.

The Vision, Mission and Objectives of the institution are communicated through the following:

- Statements and notifications in the college website
- Exhaustive information and guidance in the annual prospectus
- Regular departmental meetings
- Periodic parents-teachers meetings
- Regular meetings of the Teachers' Council
- Periodic meetings of the Academic sub-committee
- Students' orientation, feedback and awareness programmes
- Administrative initiative/interaction involving students, teachers, staff-members, people's representatives and distinguished members of the locality

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 examples.

The curriculum as designed by the respective Under-Graduate Board of Studies (UGBOS) of the affiliating University is thoroughly explained to the students at the outset of the session by the respective departmental teachers so that they can fully understand their academic responsibility and commitment as well as the objectives and methodologies of teaching/learning and evaluation. Since the college doesn't have much scope to develop any curriculum on its own, it looks into the implementation of the academic programmes through the Principal, academic subcommittee and with other enrichment programmes keeping with the guidelines prescribed by the UGBOS of Calcutta University.

The curriculum delivery is made effective in the following ways:

- Faculty members are asked to follow the modules prescribed in the curriculum of

the university.

- Faculty members are encouraged to attend seminars, workshops, conferences etc in different colleges/universities and other academic institutions so that they can further enhance/innovate their methods and approaches of teaching.

- The college takes both formal and informal feedback from students and their parents on different aspects of curriculum delivery. These feedbacks are discussed and implemented/ incorporated as necessary and practicable.

- Faculty members are also encouraged to make use of ICT for teaching/learning to make the curriculum delivery as effective as possible.

- The department under the stewardship of the HOD, formalizes the allocation and distribution of the syllabi and ensures a time schedule for proper completion of the curriculum and prepares the academic plan accordingly.

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 improve teaching practices?**

Principal, IQAC,Teacher's Council and Academic Committee co-ordinates with each of the departments to discuss the entire curriculum and the revisions made therein from time to time. This facilitates the faculties to understand the requirements of the curriculum and deliver the same to the satisfaction of the students.

Further, the University/Institution extends the following support activities:

- The College encourages the faculties to participate in the Orientation/ Refresher Courses/ Workshops/ Seminars organized by various institutions and universities to update their knowledge and to improve teaching practices.

- The college officially nominates members of the faculty to represent the institution in various seminars, conferences, and workshops etc. organized by the various institutions.

- The college provides sufficient reference and other books and related and essential teaching and reference materials such as Journals, Magazines, Teaching Models and Software to enable its faculties to ensure effective delivery of curriculum.

- The institution extends academic support to the faculty members in order to enhance knowledge in the required areas wherever the curriculum is amended.

- The college takes every possible care to provide infrastructural support for the purpose of following innovative teaching practices.

- Each department prepares its own departmental routine and the routine committee of the college finalises the master routine on that basis, to be distributed among the students for their information and necessary preparation.

- The college ensures continuous improvement and development in academic infrastructure

- The institution makes arrangements for necessary training programs to facilitate teaching /learning process

- Departmental teachers attend workshops organized by the affiliating university. Their experience and feedback facilitate effective curriculum delivery at the college level.

- The college upgrades ICT facility from time to time.

- Feedback by the students and teachers positively contributes to the effective delivery of the curriculum and betterment of teaching practices

1.1.4 **Specify the initiatives taken up or contribution made by the Institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating University or other statutory agency.**

The college has well qualified faculties who involve themselves in effective curriculum delivery. Required infrastructural back-up is provided to facilitate the same.

Initiatives taken up by the college for effective curriculum delivery are specified hereunder:

- Specialized training and development of teaching knowledge and skills for emerging and changing scenario.

- Special and Technical training to improve teaching methodologies and strategies to explore various opportunities, facilities etc., in the ICT in order to supplement

classroom teaching/learning in the form of Smart classrooms.

- To plan, identify and design co-curricular activities to strengthen the curricular teaching/learning.

- In addition to the regular theory classes by the faculties, guest lectures by senior academicians and professionals, eminent researchers and research scientists are also arranged.

- Students are encouraged to associate themselves with various courses and counselling for self-development.

- The Institution also extends a helping hand to all the slow learners by arranging special/tutorial classes in the form of remedial classes.

1.1.5 **How does the Institution network and interact with beneficiaries such as Industry, research bodies and the University in effective operationalisation of the curriculum?**

Industry:

Some of our faculty members are in touch with industries and their informal interaction as well as participation in national/international seminars, contribute to effective implementation of the curriculum.

Research Bodies:

Co-curricular activities attract and engage every student in all the programs and projects. To facilitate the students to develop various fundamentals inputs required for taking up research projects, one day training is organized every year, wherein a lot of inputs both research-based and based on practical approach are shared with the students by qualified experts.

University:

The University regularly organizes academic activities which are specialized for the continuous development of the students and faculties for curriculum enrichment. Faculty members and students regularly participate in those 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.

Since the college follows the curriculum designed by the affiliating university, neither the institution nor its faculties do have a scope to contribute to the curriculum development in a direct manner. However, there are some departemental teachers in different UGBOS, participating in the process of curriculum designing. Feedback from the students with regard to the curriculum for modification and redesigning as necessary is communicated to the affiliating university through the members of the UGBOS.

The list of undergraduate Board Of Studies members is given below:

Sl. No.	Name	Board/Bodies	Departments
1.	Prof. Kuntal Chattopadhyay	Calcutta University	English
2	Prof. Manas Chaudhuri	-do-	Economics
3	Prof Sanjib Saha	-do-	Botany
4	Prof. Chiranjib Bera	-do-	Commerce
5	Prof. Arpita Mistri	-do-	Anthropology
6	Prof. Tilak Sinha	-do-	Physics

- The college has also started some certificate courses. The course material for these courses is designed after consultations with the experts in the particular field. These courses are purported to diversify/extend the curricular programs.

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

- The college does not have the scope/authority to develop curriculum on its own since the same is the prerogative of the affiliating university. However, the college has its Boards of Studies for the two Post-Graduate courses in Mathematics and

English to design and develop the respective curriculum.

- Besides, the college has recently taken initiative to start skill development courses like Communicative English, and certificate courses allied to departments of Zoology, Computer Science and Anthropology, to enable the students to negotiate successfully with the requirements of the highly competitive job market. The courses can be broadly classified into three categories,
- Job oriented-organised by Computer Science department
- Health awareness- organized by Anthropology department
- Environment conservation and awareness- organized by Zoology department

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

The program objectives in respect of the curriculum are achieved systematically:

- The educational objectives of each curricular program are clearly identified and spelt out in departmental academic deliberations as well as in the discussions of the academic committee.
- Furthermore, whenever the curriculum is revised /amended by the university, the respective departments as well as the academic committee of the college undertake regular meetings so that the revised curriculum is adequately and comprehensively dealt with to meet the program objectives.
- There is an institutional evaluation system in the form of unit tests, class tests, mid term tests and annual selection tests. This system periodically measures the outcome of the stated curriculum objectives
- The institution has an internal monitoring system to take care of successful completion of the curriculum through a properly planned teaching/learning process.
- Further, all outgoing students are required to provide the feedback which identifies and indicates the program outcomes acquired by them.
- In case of any anomalies, the institution initiates corrective actions to ultimately ensure the objectives of curriculum being satisfactorily achieved.
- In regular meetings of the teaching departments HODs interact with their subject

colleagues in respect of successful implementation of the curricula and required replenishment if any.

- Special and remedial classes are arranged for slow learners, while the more advanced learners are supported and encouraged with tutorial classes.

1.2   ACADEMIC FLEXIBILITY

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

The goals and objectives of the courses organized by the college are as follows:

- Health awareness-"Primary detection and Counseling of lifestyle diseases for young adults" aims to understand the management of lifestyle diseases.
- Job Oriented- "Computer Software Applications for BA students" helps in the betterment of employment opportunities in competitive job market.
- Environment awareness-"Biodiversity Estimation and its Conservation" aims at enhancing environmental awareness among students.

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

No, the college does not offer programs that facilitate twinning/dual degree. There is no provision for such programs as per the norms and regulations of the affiliating university. The college is offering only three year UG programmes (Hons. and Gen.) and two year self financed PG programs in Mathematics and English.

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

- The college offers a range of elective options on the basis of guidelines of the affiliating university. All these options are clearly mentioned in the college prospectus.
- Students are allowed to change over from one course to another within a time limit

as announced by the affiliating university.

1.2.4   Does the Institution offer self financial programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admissions, curriculum, fees structure, teacher qualification, salary etc.

The institution has two self- financed P.G. programs, one in Mathematics and the other in English. These programs differ from the U.G. programs in the following respects:

- **Admission**: Candidates applying for these programmes are selected on the basis of their performance in the admission tests in combination with due weightage for their performance in the bachelor's degree examination.
- **Curriculum**: The curriculum is designed by the respective Board of Studies of each P.G. programme.
- **Fees Structure**: Fees structure for these self-financed courses is approved by the college authority after necessary discussion in the Finance Committee.
- **Teacher Qualification**: Qualified full-time subject teachers of the college teach in these P.G. programmes on a regular basis. Experienced teaching faculties from other colleges and universities are also invited to teach in the P.G. programmes.
- **Salary**: Guest faculties are paid in the form of travelling allowances.

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 some future plans of introducing skill oriented programs. As of now, the college has set up a language lab to help students learn communicative English.
- Courses in Communicative English and Computer Applications for all students.

1.2.6. Does the university provide for the flexibility of combining the conventional face to face and distance mode of education for students to choose the courses/combinations of their choice? If "Yes" how does the institution take advantage of such provisions for the benefit of students?

As of now, there is no option for distance mode of education.

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 Institutions goals and objectives are integrated?

The Institution aims to impart such knowledge and training as may be necessary for the overall development of the character of students thereby making them capable of being better employed and at par with the highly competitive job markets. To reach out to the goals and objectives, the institution has evolved additional inputs to face the current trends in competitive areas. Group Discussions among faculty members at departmental level throw light on the limitations in the syllabus. Academic calendar is prepared every session with the active involvement of the heads of various departments and the college academic committee.

The following activities are also developed to supplement the University curriculum to ensure that the academic programs integrate with the goals and objectives of the institution:

- Co-curricular activities including seminars, workshops, invited lectures, debate and quiz programs, students' orientation, environmental awareness programmes.
- Social Outreach programmes by N.S.S. and some departments/student bodies in the form of educational tours and excursions.
- Some of the departments publish wall magazines at regular intervals.
- Publication of magazine by students union.
- Annual sports are organized regularly.
- Value education programme to impart lofty traditional values, moral and ethical teachings for all stakeholders.

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

The Institution has initiated some efforts to modify, enrich and organize the curriculum to reflect the experiences of the students and cater effectively to the needs of the dynamic employment market.

These efforts include:

- The process of assessing the outgoing students and identifying the actual program outcomes and initiating corrective actions for the upkeep of the curriculum quality and standards.
- Regularly obtaining both formal and informal feedbacks from all the stake holders, analyzing them and initiating necessary corrective actions.
- The feedbacks and inputs from the alumni also provide valuable information based on their actual experience in different walks of life.
- The faculty regularly enrich themselves with their own experience to understand the changing scenario and industry needs. Based on the revised requirements, corrective actions are immediately initiated in the co - curricular programs.
- Career counseling to help and guide the students in the job market.

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, Indian constitution etc into the curriculum?

The institution has been regularly initiating various efforts to integrate the said cross cutting issues. Some details of these efforts are given hereunder:

Youth Parliament: Students have been participating for the last few years under the guidance of the teachers as assigned by the college authority. Our college team had won the runners-up trophy in the district of howrah for Mock Parliament in 2012.

Gender Sensitivity:

- The college has 'Anti-Harassment Cell' and 'Grievance Redressal Cell' to handle issues related to gender discrimination and also to violation of rights and privileges.

Human Rights:

- The institution observes the Human Rights Day on December 10th every year.
- The institution highlights certain issues pertaining to human rights every year by organizing processions and rallies in which students, teachers and staff members participate in large numbers.
- Anti drug day rally is organized.

Environmental Education:

- Environmental education is an integral component in the U.G. curriculum. Apart from attending classes, students are required to submit projects on various issues relating to the environment question. Some invited lectures and seminars are also arranged to foreground the relevant issues of environmental studies.
- A collaborative programme with Madhyamgram Municipality was held on climate change and a solid waste management NEAC.

The said crosscutting issues are also dealt with by the teachers during classroom teaching as part of the curriculum or an extension of the same.

1.3.4   What are the various value-Added courses/Environment programmes observed to ensure holistic development of students?

The college has started certificate courses in Communicative English, Computer Literacy. This might increase the employability of the students. There is also a plan of introducing value based education courses for the students. Programme in Environmental Education is part and parcel of the U.G. curriculum.

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

Formal feedback is obtained from students on curriculum and faculty. Informal feedback is obtained from faculty, industry specialists, alumni, parents and guardians and peer group members. The feedback received from the various stakeholders as above are

systematically analysed and tabulated to identify the strength and weaknesses.

1.3.6 **How does the Institution monitor and evaluate the quality of its enrichment programme?**

The IQAC and Academic committee of the college in consultation with the departments monitors and evaluates the quality of the enrichment programmes.

1.4 FEEDBACK SYSTEM

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

The institution being an affiliated college of the University of Calcutta, it does have no scope to directly contribute to the design and development of the curriculum. But some teachers of the college have been on the UGBOS of different subjects to make their contribution in designing and developing the curricula. These teachers provide their experience and feedback to positively impact the proper delivery of the curriculum at the college level.

1.4.2 **Is there a formal mechanism to attain feedback from students and stakeholders on curriculum? If 'yes', how is it communicated to the university and made use of internally for curriculum enrichment and introducing changes/new programmes?**

The college collects feedback from stakeholders. The feedback collected through this is analyzed and also communicated to the highest administrative level where decisions are taken. Some of the feedback is also communicated to the Affiliating University through the UGBOS Members.

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?**

- Honours course in URDU and EDUCATION keeping with the popular demand of the locality.
- B.Com (Hons) for female students has commenced in the day section.

CRITERION II:
TEACHING- LEARNING AND EVALUATION

"One of the very important characteristics of a student is to question. Let the students ask questions"

-   A. P. J. Abdul Kalam

CRITERION II: TEACHING- LEARNING AND EVALUATION

2.1   Student Enrollment and Profile

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

PUBLICITY:

- The dates of admission in the UG and PG courses and all relevant particulars thereof are published in the college website (www.narasinhaduttcollege.edu.in) as soon as the board result (10+2) is published. Notifications to this effect are also displayed on the college notice boards.

- The college also puts up flexes outside the college premises and in some important locations in the vicinity to ensure public attention in the matter.

- All information about the admission procedure and other relevant details are also presented in the college prospectus, made available to the candidates seeking admission.

TRANSPARENCY

- Admission process adheres to the guidelines provided by the affiliating university and the state government. The whole process is monitored by the admission committee of the college in consultation with the academic sub committee and the IQAC.

- Candidates may apply for admission online through the college website.

- Separate master merit lists for science/humanities/commerce are published in the website for the applicants who have satisfied the eligibility criteria.

- Individual merit lists for all the Honours subjects are also put up simultaneously.

- Furthermore hardcopies of these merit lists are made available in the college office as and when required.   .

- Counseling in different Honours subjects is also done to familiarize the applicants with their academic choices.

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

- Admission criteria for Honours and General courses are discussed and decided in the academic sub-committee.

- For PG admission, departmental committee monitors it and the merit list is a combination of weightage on the basis of University marks and admission test score.

- Admission criteria are displayed in the college website and notice board.

- Admission committee monitors the overall admission process.

- All candidates seeking application are supposed to apply online through college website.

- All transactions are taken care of by the nationalized bank located in the college campus.

- Reservation for all categories is strictly adhered to as per Government directives.

- The final merit list of all the selected candidates is published in the college website and displayed in the college notice board. Details, pertaining to admission schedule and process are also published.

- Errors and omissions if any are also duly taken care of.

- Same process is followed for General course students, but counseling is not done for the general course.

- On completion of the admission process, a thorough review is done by the admission committee and academic committee.

- A detailed report is prepared and the same along with necessary suggestions and remedial measures if any is presented to the Governing Body for information and necessary action.

- This report is prepared by the system analyst of the college and submitted to the admission subcommittee.

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.**

COURSES	SUBJECT	SHIFT	MAX %	MIN %
BA(HONS)	BENGALI	DAY, MORNING, EVENING	81	43
	ENGLISH	DAY, MORNING, EVENING	95	42
	HISTORY	DAY, MORNING	90	42
	PHILOSOPHY	DAY	96	51
	SANSKRIT	DAY	98	47
	POLITICAL SCIENCE	DAY	92	51
	EDUCATION	MORNING	87	45
	URDU	DAY	80	56
	ECONOMICS	DAY	77	55
B.Sc (HONS)	ANTHROPOLOGY	DAY	91	41
	BOTANY	DAY	95	46
	CHEMISTRY	DAY	94	56
	PHYSICS	DAY	98	66
	COMPUTERS SC	DAY	99	33
	MATHEMATICS	DAY	97	56
	ZOOLOGY	DAY	90	52
B.COM (HONS)		DAY, EVENING	97	54
BA (GENERAL)		DAY, MORNING, EVENING	64	45
B.Sc (GENERAL)		DAY, MORNING, EVENING	78	46
B.COM (GENERAL)		DAY AND EVENING	66	42

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 year and the profile of students annually. Quality service is provided to the students during the admission process to ensure smooth execution of the process.

- All the information regarding the available courses, eligibility, vacancies etc are published in the college website.

- A detailed and attractive prospectus is published by the college.

- The complete list of all candidates according to merit is displayed on the college notice board.

- Both students as well as teachers help-desks are made available at the time of admission.

After completion of the admission process, an analysis of the profile and number of students admitted to the various departments of the college is done based on the compiled report, which is further reviewed by the Principal and the Governing Body and the IQAC.

Review of the admission process is done by admission sub-committee, faculty members of respective departments and office staff.

The admission process is online with counseling method followed. This year the process has been made fully online without any face to face counseling session maintaining transparency and providing convenience to the students and the college personnel at the two ends.

The process is running smoothly for the last 5years.

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

Statutory reservation policy of the government is followed by the institution for SC/ST/OBC/PH/Others. However, there is no reservation for female students and other minority groups. The details are supervised by the SC/ST Cell comprising the following members: Prof. Aditi Saha (Convenor), Prof. Arpita Mistri, Prof. Tapasi Maiti, Prof. Zafeer Ahmed, Prof. Kaberi Pal, Prof. Shampa Sarkar.

OBC

Statutory reservation policy is adhered to by the institution for OBC-A and OBC-B groups.

Women

B.Com (Hons) for female students has been introduced in the college, in the day section.

Differently abled

Statutory provisions, as laid down by the government and the university are strictly followed.

Economically weaker sections

Students belonging to economically weaker sections are treated at par with the other students. Further they can avail stipends from the college fund for pursuance of their studies.

Minority community

Urdu (Honours) has been opened keeping in mind the demands of the local communities of the adjoining areas.

Any other

Preference is given to students with excellence in sports either at District/National level by college.The evening section of the college gives opportunity to needy students who remain engaged in earning their livelihood during daytime.

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 the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Year	Name of Programme	Applications Received	Student Admitted	Demand
2011-12	B.A (HONS)	3371	427	0.13
	B.A (GEN)	1559	717	0.46
	B.Sc. (HONS)	2349	247	0.11
	B.Sc. (GEN)	538	168	0.31
	B.Com (HONS)	400	179	0.44
	B.Com (GEN)	741	298	0.40
2012-13	B.A (HONS)	2134	427	0.24
	B.A (GEN)	1693	863	0.51
	B.Sc. (HONS)	1748	231	0.13
	B.Sc. (GEN)	553	197	0.36
	B.Com (HONS)	446	152	0.34
	B.Com (GEN)	771	401	0.52
2013-14	B.A (HONS)	1774	413	0.23
	B.A (GEN)	1441	800	0.55
	B.Sc. (HONS)	2079	252	0.12
	B.Sc. (GEN)	360	150	0.42
	B.Com (HONS)	392	226	0.58
	B.Com (GEN)	677	337	0.50
2014-15	B.A (HONS)	1685	440	0.26
	B.A (GEN)	1318	753	0.58
	B.Sc. (HONS)	2154	312	0.14
	B.Sc. (GEN)	353	137	0.39
	B.Com (HONS)	474	226	0.48
	B.Com (GEN)	731	337	0.46

Students from the distant rural areas seem to be opting for an institution of repute in the city.

2.2   Catering to Student Diversity

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

- College provides ramps in few areas like administrative blocks, academic blocks and canteen. Wherever possible, the classes are arranged in the ground floor.

- A separate room is allotted during examination time in the ground floor. College adheres to all rules and guidelines as laid down by the government.

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.
Yes, an assessment of the needs in terms of knowledge and skills is done before the commencement of the programme.The details of the procees are as follows:

- The students are selected according to the marks attained by them in the last qualifying exams.

- Before the actual commencement of the teaching program, departmental teachers interact with the students' needs in terms of knowledge and skills.

- During counseling prior to admission, a brief assessment of the students' knowledge and skills is done.

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

The college adopts various strategies to help students in coping up with courses they have opted for. The faculties identify slow learners through daily class interactions. Learning is frequently circulated through a social framework. Remedial classes are organized for the necessary back-up. These students are given extra attention in remedial classes so that they can fare well in university examinations. Faculties conduct special revision test series for such students. An orientation is held for the freshers to acquaint themselves with the rules and regulations of the college.

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

- NCC, NSS, Science Club/ Eco Club periodically sensitize students on various emerging social problems and issues.
- Students' aid fund, Stipends and Scholarships (23), Book Bank, Railway and Bus Concessions ensure inclusive growth for the economically backward sections of the society. Students' health home facilities also serve the purpose of medical assistance.
- Seminars and workshops on environmental awareness and gender equality are organized by the college.

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

Special learning needs of advanced learners are identified through entry point result, direct interaction of the students with teachers as expressed in their inquisitiveness, performance in the class room, result in the class test and marks scored by them in the internal assessments and test examinations. Additional guidance is provided by the faculties after regular class hours. Such students are asked to participate in various quiz competitions, debates and group discussions to gain some insightful learning from these discussions and share their views with their fellow batch mates on various topics. This builds leadership skills in advanced learners and motivates other students to work hard also. Students are also selected for participating in various workshops and conferences. Faculties also provide additional books and study materials to the students.

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

The institute collects data of the students at risk of drop out by analyzing students profile, scrutinizing attendance record, evaluating class performance and last but not the least in the parents-teachers meetings held in the respective departments held from time to time.

Based on the above appraisals, an attempt is made to reduce the drop out in the following manner:

- Special counseling by the faculties to such students.
- Regular monitoring of the academic performance by the HODs and IQAC
- Free studentships and concessions to the economically backward sections
- Specimen books, advanced learning materials are provided by the faculty

2.3 Teaching-Learning Process

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

- The academic calendar is provided by the affiliating university
- Before the commencement of the course, HODs submit the routines of the respective departments with detailed class allotments of the faculty members to the routine sub-committee of the college.
- Departmental meeting is held to allocate the course for the academic year to all the faculties.
- The routine committee finalizes the routine in consultation with the Principal and is circulated among the students and HODs. HODs in return circulate the routine among the faculty members.
- An evaluation schedule of internal assessment, midterm tests and class tests is followed. The internal evaluation system is monitored by the Academic Committee and IQAC.
- Each department prepares an evaluation system for monitoring the progress of the students according to their requirement and convenience.

The Academic Committee comprises of the following members: as follows:Prof. Krishna Banerjee (Convenor), Teacher Representatives to the Governing Body,

Secretary, Teachers' Council , Head of the Departments, Section In-charges (Morning and Evening Section) and Bursar

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

- The betterment of the teaching learning process is guided and monitored by the IQAC which functions as an overall advisory body. The body helps in modalizing effective teaching plans, teaching modules of the subjects which helps in holistic improvement of the academic curriculum of the college. Formal and informal feedbacks serve as yardstick to ensure best quality teaching. Thus, overall IQAC acts as a guide and moral booster to all the new endeavors of the faculties.

- Remedial and tutorial classes are organized to bridge the knowledge gap.

- Computer programs and Communicative English classes are used for program enrichment.

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

- The college takes every possible care to provide an environment conducive for learning. Sincere efforts are made by the faculties and staff members to help and motivate students' urge for learning within the classrooms and all other activities relating to curriculum.

- Remedial and tutorial classes are arranged to boost the learning process while special classes are held to motivate the advance learners beyond regular classroom teaching.

- Students are provided with some training in Communicative English and Computer Literacy, to equip them better in the employment market.

- Advanced teaching learning tools like projectors (11), computers (95+12=107), printers (18), scanners (4) and smart classroom contribute to the quality and diverse enrichment of classroom teaching.

- Faculty members are encouraged to make effective use of various equipments, ICT and internet; so that they can make the learning process more interesting to students.

- College has institutional membership of British Council, and INFLIBNET facilities and faculties can avail the opportunity.

- To facilitate the learning process by making it more student centric, online subscription of e-journals is also done.

- Online teaching materials are made available in the website to students.

- Participation of students in discussions, debates and quizzes is encouraged.

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?

- Teachers take the learners into confidence to guide and motivate them through various aspects of the learning process. Efforts are made so that class room teaching becomes innovative and interactive.

- Student seminars and projects, invited lectures, group discussions and debates are held to promote critical thinking and rational attitudes among the students.

- Students are encouraged to showcase their creative talents through exhibitions, wall magazines, college magazines, various cultural programs etc.

- Students are urged to make effective use of internet, computer and library facilities available in the college.

- Students are also asked to give their feedback and responses to contents, methodologies and quality of teaching.

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

- For effective teaching, technological facilities like LCD projectors, MIMIOTECH, Smart Rooms are made available to the teachers.

- Teachers also use online resources in the form of virtual laboratories and online study materials to make the teaching resource more interactive.

- The college has subscribed to INFLIBNET and is a registered user of consortium which the teachers use often to supplement their teaching.

- The college has 17 broadband connections from BSNL under the aegis of UGC.
- Students are encouraged to participate in mobile education whenever organized by the different agencies.

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

- Regular seminars, workshops and guest lectures are organized which help the teachers to be updated on various new developments in their area of interest and expertise.
- Students take up various creative activities like content writing,wall magazine besides presenting about the latest developments in seminars, participating in workshops etc.
- Field work is organized by some of the departments. Study tours are also organized.
- The college faculties keep themselves at par with the latest developments in their disciplines and make extensive use of computer labs and e-classrooms to carry out the teaching learning process.
- Faculties are encouraged to attend FDP programmes, orientation and refresher courses for further development in career.
- The students are also engaged to present posters and presentations on a topic in seminar /workshops pertaining to syllabus at an advanced level.

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

- A counseling center has recently been instituted in the college to help students in personal and psychological problems.
- Academic support to the students is provided through library services, book bank, specimen copies of books provided by the publishers, books from the departmental

seminar library by respective departments and initiative of individual faculty members.

- Remedial classes and tutorial classes are also held from time to time.
- Students passing out from the college are inspired and advised by the faculty members to extend maximum possible support to their departmental juniors.
- Personal and psychosocial support is extended to the students through mentoring sessions by various faculty members in the respective departments.
- Facilities are provided to students to equip them for the competitive exams.
- Thallasaemia screening and carrier detection camp, cancer awareness camp, career counseling workshops are periodically organized to sensitize the students on emerging health and social issues.
- EQ data of students of some departments was analyzed.

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

During the last 4 years the following approaches/methods have been adopted by the faculty members to improve classroom teaching.

- OHP, digital projector has been replaced with audio-visual aids like computers and ICT and smart class rooms.
- Institution has organized workshops to familiarize the faculties with innovative devices like smart classrooms and virtual laboratories.
- Funding for the equipments is procured from UGC and other agencies.
- Students are found to be more attentive, interactive and regular in attendance after the introduction of these innovative practices.
- All departments are equipped with a laptop and computer so that faculties in order to optimize teaching practices can fully utilize computer and internet facilities.

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

- A wide range of journals and e-journals are available in the college library. The college purchases books and magazines regularly.

- Science magazines, sports and employment related journals are also available.

- Daily newspapers in Bengali, Urdu and English are available in the library.

- UGC Internet Resource Center provides free access to the students and teachers.

- Students preparing for various entrance examinations get additional support from the college library in terms of books and other resources required.

- The teachers and students are also informed of the new arrivals in the college library from the display board.

- The college library is subscribed to INFLIBNET.

- The college has subscribed to institutional membership of the British Council Library.

- A book bank is instituted in the college to facilitate the needy students.

- Departments have seminar libraries which are used by the Honours students and the faculty members for references.

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.

- College is requisitioned for conducting university examinations and other administrative purposes. As a result teaching days are lost in spite of the best intentions to complete the curriculum.

- Moreover, space crunch leads to inadequate class allotment in the full academic session.

- Fully satisfactory completion of syllabus is hampered by non-availability of full-time teaching faculty and support staff.

- Whole-time Contractual/Guest/Part time lecturers as well as casual support staff are recruited by the college to supplement the shortage of faculty and non-teaching staff.

- Extra classes are also arranged to complete the syllabi and meet the queries of the students.
- Vertical expansion of the campus is proposed and will soon be initiated.
- A request for allotment of space for a second campus has been forwarded to the appropriate authority

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

- Previously, the college used to collect feedback about curriculum and teaching learning from the students of the final year of all the departments in prescribed format in hardcopy. The feedbacks so collected were analyzed by the principal and necessary action was taken if necessary.
- Recently, the college has started taken an initiative to collect feedback from the faculty and other stakeholders like students, peers, self for evaluating the teaching-learning process.
- The Principal also meets the HODs and informally and formally keeps track of the teaching learning process of the various departments.
- An informal interaction is also maintained by the Principal with the students, management and office staff to regulate and monitor the teaching learning process.

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.

- All full time and substantive vacancies are filled up by the college as per the recommendations of the West Bengal College Service Commission in compliance with the UGC norms.
- However, part time/guest and whole time contractual lecturers are recruited by the college as and when required in conformity with the guidelines set forth by the affiliating university and the Education Department of Govt. Of West Bengal.

These recruitments are made through a duly formed selection committee, the recommendations of which are subject to the approval of the Governing Body.

- Although the guest teachers appointed by the college are on the college pay roll, approved part time /contractual whole time teachers are paid by the Govt of West Bengal.

- Qualified and competent teachers are provided administrative and logistic support to pursue research projects and other academic pursuits such as participating in seminars/workshops/faculty development programmes etc.

Highest Qualification (Permanent teachers)	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
D.Sc./D.Litt	-	-	-	-	-	-	-
Ph.D	-	-	10	10	08	10	38
M.Phil./M.Tech.	-	-	04	--	01	03	08
PG	-	-	05	03	02	06	16
Part-time Teachers & CWTTs (WB Govt. Approved)							
	Male	Female	-	-	-	-	-
Ph.D	02	-	-	-	-	-	-
M.Phil.	04	02	-	-	-	-	-
PG	10	12	-	-	-	-	-
Guest/Contractual Teachers							
	Male	Female	-		-		-
Ph.D	18	06	-	-	-	-	-
M.Phil.	01	01	-	-	-	-	-
PG	15	05	-	-	-	-	-

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.

Since, the college has to depend upon the State College Service Commission for recruitment of full time teachers with required qualification and subject expertise, it is obviously challenging to cope with the growing demands of the modern courses and newly

emerging programmes. However, in case of urgent requirements, college recruits experienced retired faculties on temporary basis. Sometimes experienced/trained research faculties are invited from other institutions to deliver lectures. Teachers of the college are also encouraged to attend seminars, workshops for updating their knowledge in modern/emerging 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

a) **Nomination to Staff Development programmes** (see **Annexure-III** for details)

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	26
HRD programmes	01
Orientation programmes	03
Staff training conducted by the university	01
Staff training conducted by other institutions	00
Summer / winter schools, workshops, etc.	08

Sri Subrata Chakraborty,Non-Teaching staff entrusted withn academic matters, COSA and Online Admission related training programme organized by DPI, Govt. of West Bengal

b) **Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning**
Although no specific training programmes were organized by the institution, our teachers attended the faculty development programmes like Orientation Course, Refresher Course, Summer/Winter Schools and Workshop beneficial to them, for learning new tools and technologies for the enhancement of the teaching learning process

- **Teaching learning methods/approaches**
- **Handling new curriculum**

Dr. Arpita Mandal (Nandi), Assistant Professor in Anthropology - Workshop on Environmental Science, 201**1**

- **Content/knowledge management**

- **Selection, development and use of enrichment materials**

- **Assessment**

- **Cross cutting issues**

   Mr. Angshuman Sarkar and Dr. Tilak Sinha- Online Admission Training, 2013

- **Audio Visual Aids/multimedia**

- **OER's**

- **Teaching learning material development, selection and use**

c) **Percentage of faculty**

- Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies - **9% (see Annexure-IV)**

- Participated in external Workshops / Seminars /Conferences recognized by national/ international professional bodies - **75% (see Annexure-V)**

- Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies - **51% (see Annexure- VI)**

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

- Research aptitude/interest is duly supported by the college. There is a research committee which assists faculties to be aware of the available benefits for carrying out research programmes/projects.

- The college authority encourages the research activity of the teachers and grants study leave to that effect as per statutory provisions and guidelines.

- The college has no scope for providing any research grant to the faculty members.

- The college encourages faculty members to present papers in both national and international conferences within the country and abroad and grants leave for the same.

- Faculties have also received grants from UGC and DST for undertaking various research projects.

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

Nil

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

Yes, the Institution has initiated the students' feedback mechanism to evaluate the performance of the teachers, and the following efforts are made to use the same feedback for improving the quality of the teaching-learning process:

- The feedback results are analyzed and returned to the teachers with necessary comments and suggestions for improvement if required.
- These results are also reviewed at the departmental level, followed by the Academic Committee as well as by the Governing Body for better all-round monitoring of the teaching-learning process.

2.5 Evaluation Process and Reforms

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

Students and faculties are aware of the evaluation process through notification on the college notice boards. Students are groomed for the process of evaluation when the process is initiated. Teachers of one department are entrusted with holding evaluating process of another department, thus maintaining transparency of the entire process.

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

The institution has little scope for initiating evaluation reforms on its own. However, it has adopted the following evaluation reforms as directed by the affiliating university:

- The 3 year undergraduate university examinations have become a three tier process (1+1+1 system) i.e. Part I, Part II and Part III respectively.
- The university has introduced mid-term examinations as a compulsory part of annual evaluation.
- Students appear for their university practical examinations in their home center.
- The question patterns of the university examinations have also changed since 2013.
- The university has also introduced internal assessment system based on the submission of given assignments, performance in skill development, performance in tests.
- The university has also introduced computerized tabulation of marks and announcement of results through university website.
- Invigilator's signature is compulsory in the admit card of the students.
- The college is designated as zonal distribution and evaluation center for many subjects for a number of years.
- Students can reappear for their examinations without discontinuing their registration, thus avoiding year loss in the form of supplementary examinations.

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?

- Academic Committee monitors the conductance of the examinations.
- Internal assessment is conducted by the departments.
- In university practical examinations, external examiners and internal examiners are nominated by the UG BOS.
- If a student fails to appear in the tests, he/she is asked to produce evidence for non-appearance in the same. Guardians are intimated and are asked to provide documents for the same.
- The scrutiny and evaluation of the internal assessment of the scripts is carried out by the head of the department.

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

Some of the initiatives taken by the college in this regard are as follows:

FORMATIVE

- Creative writings in wall magazines
- Communicative English Course
- Computer Literacy Course
- Individual assessment of students by teachers through interactive sessions
- Students seminar
- Participation of students in NSS, NCC and St. John Ambulance and nursing division.
- Environmental awareness in terms of biodiversity conservation

SUMMATIVE

- Regular class tests, assignments, internal assessments and terminal examinations by the university.
- Remedial classes for slow learners.
- Students participate in debates, quiz competitions and group discussions on a regular basis.
- Students selected in sports appear at district, state and national levels.

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

- As the college is affiliated to the University of Calcutta, it adheres to the guidelines of the affiliating university in respect of evaluation.
- However, class tests are held to keep the learners abreast with the assessment or evaluation at the university level.

- Students are given the opportunity to see their evaluated scripts of the internal assessment and they can approach the concerned faculty members if there is any problem with the evaluation and how they can better their performance.

- Apart from acquiring knowledge and skill through curricula, teachers make earnest efforts to educate and inspire the learners in social, moral and ethical values so that they can become responsible citizens alongside attaining some respectable/viable occupational status. Besides the effective delivery of the curricula, the college ensures the access of the students to computer skills, communicative English and other job oriented programs.

- Career counseling is done to make the passing out students aware of the opportunities as well as challenges of the competitive job market; the college also introduced some value oriented programmes for all round development of student's personality and behavior.

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

Attainment of effective all-round knowledge and proper personality development are the basic graduate attributes that the institution stands committed to foster. The college tries to ensure the same in the following manner:

- The personality development of students is taken care of by the teachers in and outside their classrooms to develop their talent and skills.

- Faculties work hard to impart moral, cultural, ethical and social values among the students.

- The performance of slow and advanced learners is monitored carefully.

- The college acquires and uses various modern tools to ensure the attainment of learning attributes.

- Value based education inculcates the ethical and moral values amongst students.

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

- Students are allowed to see the evaluated scripts of all internal assessments and contact the HODs and respective teachers for the resolution of any grievance with regard to the evaluation process.
- Students may seek grievance redressal of the university final examinations through re examinations and RTI regulations as set forth by the university.

2.6. Student performance and Learning Outcomes

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

- Yes, the learning outcomes are clearly communicated in the vision and mission statements of the college as mentioned in the college prospectus as well as posted in the college website.
- Students and members of the staff are made aware of these learning outcomes through the prospectus as well as the college website.

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

ACADEMIC COMMITTEE

- The institution monitors the progress and performance of students through the duration of courses , through the supervision of the academic committee of the college and the respective departments.

COMMUNICATION

- Progress and performance of students is also communicated to guardians as and when necessary through parent teachers meeting and guardian call.
- Relevant notifications are done from time to time on the notice board.

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

- Well equipped laboratories and library
- Audio-visual learning tools and modern teaching aids
- Internal assessments, class tests, group discussions and interactive sessions
- Through mid-term and selection exams

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

Since our college is an institution affiliated to the University of Calcutta, the scope for undertaking independent measures/initiatives is somewhat limited. In spite of that, the following measures are taken for the enhancement of the social and economic aspects:

- Each of the science departments is fully equipped with computers for the use of students and teachers. Departments of humanities stream have their computers installed in the central computer unit of the college. Department of commerce has an IT lab which is housed in the computer department.
- All the science departments and the commerce department have well equipped laboratories and libraries.
- Some of the departments organize field tours as and when practicable.
- Seminars, conferences, workshops are organized to make the students aware of and get equipped for the job market as well as to promote their interest and aptitude in research.
- Industrial visits and orientation lectures by some of the industry experts benefit the students who wish to become entrepreneurs in the near future.
- Seminars, project works and career counseling increase the employment opportunities of the students.
- NCC cadets of the college have secured jobs in the Indian Army, BSF, Kolkata Police and other security forces of central and state governments.
- St. John Ambulance provides nursing training to the cadets, who on completion of their programme have been inducted into service.
- Add on courses like computer literacy and spoken/Communicative English have enhanced the employability chance of the students in the competitive job market.

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

- The institution collects formal feedback from the final year students of all the departments

- Previously, the college used to collect feedback about curriculum and teaching learning from the students of the final year of all the departments in prescribed format in hardcopy. The feedbacks so collected were analyzed by the Principal and necessary action was taken if necessary.

- The principal also meets the HODs and informally and formally keeps track of the teaching learning process of the department.

- An informal interaction is also maintained by the Principal with the students, management and office staff to regulate and monitor the teaching learning process.

- Strategies are formulated to improve the overall learning outcome.

- Efforts are made to eliminate learning barriers by organizing remedial classes, tutorials, parents-teachers meetings and internal assessments.

- Certificate course on environment to enhance the social responsibility of the students

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

- The college makes policies which are followed to improve the learning outcome and scores achieved by the academically weaker sections.

- Seminars are organized and remedial classes are also conducted.

- Feedback from students is collected and more emphasis is laid on written suggestions.

2.6.7 Does the institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning

objectives and planning? If 'yes' provide details on the process and cite a few examples.

- Teachers of the respective departments discuss assessment/evaluation outcomes among themselves in departmental meetings. HODs preside over such discussions and report departmental decisions to the Principal/TIC to arrange for special measures.

- Individual teachers are assigned the job of getting in touch with slow learners not fully achieving the learning objectives so that such learners be given special attention and support in and outside the classrooms.

CRITERION III:
RESEARCH, CONSULTANCY AND EXTENSION

"*Man needs his difficulties because they are necessary to enjoy success*"

- A. P. J. Abdul Kalam

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1   Promotion of Research

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

The curriculum as well as the statutory rules do not provide for the establishment of any research centres of the affiliating University of Calcutta within the college and the college independently also does not have any research centre recognised by any other agency or institution.

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

Yes, there is a Research Committee in the College which was established in 2014 according to the XII Plan guidelines of UGC. This committee monitors and coordinates the submission of research project proposals of individual teachers by addressing the issues of research and extends all help to ensure that the proposals are written according to the norms and guidelines of the funding agency and finally scrutinizes the proposal before forwarding to the HOI before its formal submission. Till date 13 MRP proposals have been submitted to UGC through the monitoring of this committee. The Research Committee consists of the following members: Dr. Manas Chowdhury, Associate Professor of Economics, Dr. Ashalata D'Rozario, Associate Professor of Botany

Dr. Dipa Mukherjee, Associate Professor of Economics, Dr. Uma Bhaduri, Associate Professor of Bengali, Dr. Amal Sarkar, Associate Professor of Economics, Dr. Indranil Bhattacharyya, Assistant Professor of Chemistry and concerned Subject Teacher

Few recommendations made by the committee for implementation and their impact

- The committee recommended speedy disbursal of funds to the incumbent
- The committee also recommended the HOI to give relaxation in the working schedule for carrying out research activities and travel to outside institutions for collaborative work

- It also recommends the HOI to assist in providing the minimum infrastructure and space as far as practicable for doing the research work.

Impact

- Some of the recommendations have been taken up and Principal has ensured that to promote research in a wider and greater vigour efforts will be made to provide space to the younger faculty in a phased manner keeping in view the dearth of space.

- A measure for speedy disbursal of funds has also been put into practice.

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

- **autonomy to the principal investigator**
- **timely availability or release of resources**
- **adequate infrastructure and human resources**
- **time-off, reduced teaching load, special leave etc. to teachers**
- **support in terms of technology and information needs**
- **facilitate timely auditing and submission of utilization**
- **certificate to the funding authorities**
- **any other**

The emphasis and workload of the teachers in this institution is mainly centred around teaching and conduction of various examination internally and externally as well as carrying out administrative duties as per statutes of the affiliating university and Government guidelines. But besides these the teachers are always encouraged by the IQAC through the HODs to pursue individual research both inside and outside the college premises as part of Career Advancement Scheme. Faculty members apply to various funding agencies for research grants which are backed up by the institute by providing some basic infrastructure within the space and financial restrictions. The measures taken in this regard are highlighted below.

- Space for research laboratory provided as per availability
- Timely availability of resources is made as far as possible.
- Overhead charges sanctioned for the project are utilised for providing the added infrastructure necessary for the particular project.
- Leave for attending scientific meetings are provided and flexibility in teaching load is looked into as far as practicable.
- Timely auditing and submission of Utilisation Certificate to the funding authorities is met.
- Internet facilities, Journals and INFLIBNET facility of the library are provided.
- Necessary administrative support is provided with regard to purchase of equipments.

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

For enhancing the scientific temper and research outlook of the students the college has organised and promoted the following activities in the last four years.

- Participation in Science fair, Quiz contests, Science Congress, Science exhibition, poster presentation and student seminars on current research topics
- Workshops and seminars organized in collaboration with diffferent departments and various national bodies to give the importance of interdisciplinary research.
- Educational tours to different scientific institutions of the state.
- Excursion activities by various departments as part of their curriculum.
- Encouraged to attend Summer schools by various scientific institutions of national and international importance.

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

- Presently there are five faculties who are running MRP's (minor or major) of UGC and some are guiding research scholars as part of their projects. Seven more MRP

proposals of UGC have been submitted pending approval.

- Individual faculty members collaborate with their peers from other institutions in carrying out their research projects

Faculty involvement in guiding student research: Some of the members of the faculty are acting as research guides for the research scholars.

1. **Dr. Ashalata D'Rozario, Associate Professor in Botany**
   Name of the Student: Soma Chattopadhyay (Awarded PhD in 2014)
   Name of the Student: Ahinsuk Barua
   Enrolled in: 2013
   Research Area: Plant fossils namely Algae, Fungi, Bryophyte, Pteridophyte, Gymnosperms

2. **Dr. Kuntal Chattopadhyay, Associate Professor in English**
   Name of the Students: Santosh kr. Dey (Awarded PhD in 2013), Asit Kr. Sen (Awarded PhD in 2014)
   Name of the Students: Mousumi Bose, Haimanti De, Subhasree Das, Rupali Dhara
   Enrolled in: Ongoing
   Research Area : Modern Poetry, Modern Fiction, Magic Realism, Life Writing

3. **Dr. Indranil Bhattacharyya. Assistant Professor in Chemistry**
   Name of the student : Mr. Subhadip Panja
   Research area : Coordination Complexes and its Biological applications
   Enrolled: Registration not yet done

Faculty involvement in leading Research Projects or engaged in individual /collaborative research activity are listed below.

Major Research Projects (UGC & DST)(Completed)

Sl. No.	Name of Principal Investigator	Title of the Project	Duration	Funding Agency	Sanctioned Amount (in lakh)	Status
1	Dr.Uma Bhaduri (Bengali)	Contemporary, Southern Fictions (Southern Fictions of 90's)	2009-11	UGC	5.8	Completed
2	Dr. Indranil Bhattacharyya (Chemistry)	Transition Metal and Lanthanide Complexes with functionalised Polypyridines: Synthesis of Supramolecular Arrays and their Photophysical Applications	2011-14	DST-SERB	17.64	Completed

Minor Research Projects (UGC Minor Research Projects)(Completed and Ongoing):

Sl. No.	Name of Principal Investigator	Title of the Project	Duration	Sanctioned Amount (in lakh)	Status
1	Dr. Dipa Mukherjee (Economics)	Child Workers in India: Micro Issues and Macro Dimensions	2009 - 11	0.8	Completed
2	Dr.Tarannum Mushtaque (Urdu)	Contribution of Non-Muslim Writers in Urdu Short stories in the Twentieth Century	2009- 10	1.33	Completed
3	Dr. Amal Sarkar (Economics)	Impact of Global Financial Crisis on India's Trade	2010 - 12	1.42	Completed
4	Dr Swapna Roychowdhury (Commerce)	Corporate Social Reporting (CSR) Practices of Indian IT Companies- A Study	2011 - 13	1.425	Completed
5	Dr. Swapan Kumar Manna (Mathematics)	Production Planning and Inventory Management: A New Approach	2011 - 13	1.65	Completed
6	Prof. Arpita Mistri (Anthropology)	Nutritional Status and Health among urbanadults Bengali hindu females in West Bengal	2011-13	1.47	Completed
7	Dr.Smritikana Chatterjee Bandyopadhyay (Philosophy)	Cultural Accomodation and its Implication : A Socio Phiosophical case Study	2013-14	0.73	Completed
8	Dr. Amal Sarkar (Economics)	Tourism Demand in India	2015-17	1.8	Ongoing
9	Dr. Ashalata D'Rozario (Botany)	Palaeophytodiversity of Lower Gondwana sediments in Raniganj coalfield and its palaeoenvironmental implications	2015-17	4.3	Ongoing
10	Dr. Aditi Saha (Botany)	Ex-situ Conservation, Cytomorphological Characterization and Phytochemist Assesment of Germplasm of Sweet (*Ocimum basilicum* L.) and Holly (*O. tenuiflorum* L.) Basils of West Bengal Plain for Identical of ellite genotypes of Commerce.	2015-17	3.05	Ongoing
11	Dr. Arpita Mandal (Nandi)	A Study on the Impact of Socio-Economic condition	2015-17	2.8	Ongoing

	(Anthropology)	and Catch-up Growth of Low-birth weight babies from backward areas of Howrah.			

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

The college enables the interactions of faculty with research scientists and experts of different subjects from time to time by organizing seminars and workshops to get an idea about the latest developments in research methodology and perspectives. The faculty themselves participate in Orientation Programmes, Refresher Courses and Short Term Courses for updating themselves in their areas of research work as well as related fields.

Sl.No.	Sensitization Programmes/Workshop/Training Programmes/	Year
1	Applications of Mathematics in Biological Systems	November 27, 2010
2	Gauge Free Theories	December 04, 2010
3	Does Evolution Teach us about Science	August 01, 2011
4	Cope up with Daily Life	September 22, 2011
5	Number Theory	November 18, 2011
6	UGC sponsored National Seminar titled " Quantum Mechanics: Inception, Evolution and Future" organised by Department of Physics in collaboration with Dept. of Physics, Seth Anandaram Jaipuria College, Kolkata	November 24-26, 2011
7	UGC sponsored National Seminar titled "Exploration of Biological Processes through Chemical Sciences" organised by Department of Chemistry and Department of Zoology, Narasinha Dutt College, Howrah	December 07- 08, 2011
8	UGC sponsored National Seminar titled " Leading Issues in Development Economics" in collaboration with Economic Research Unit, Indian Statistical Institute, Kolkata	December 10, 2011
9	UGC sponsored National Seminar titled " Translations in Tagore" organised by Department of English in collaboration with Sahitya Akademi, Kolkata	December 01, 2011
10	UGC sponsored National Seminar titled " Recent Trends in Real World problems on Applied Mathematics" in collaboration with ISI Kolkata	December 21-22, 2012
11	UGC sponsored State Level Seminar titled " Unity and Pluralism: Race, Religion and Creed in the Integrated Identity of India since 1857 to Modern Times" organised by Department of History and Department of History,	September 28, 2013

	Dinobondhu Institution(College)	
12	Compactness in Metric Spaces	December 04, 2013
13	Science Academies' Lecture Workshop on Spectroscopic Methods in Chemistry organized by Department of Chemistry, Narasinha Dutt College in collaboration with three Academies of Sciences	February 23-24, 2015

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

The research interests of different faculty vary according to the subjects and the branches in which they specialise. The College having 18 departments in various streams, the research areas which have been prioritized by the individual researchers according to their work areas are highlighted below:

Subject	Area of Research	Faculty members involved in active research
Anthropology	1.Growth and Nutrition 2. Growth and Demography 3. Human Genetics and Bioinformatics 4. Social Cultural Anthropology	Dr. Arpita Mandal (Nandi) Prof. Arpita Mistri Dr. Jayita Roy Dr. Manideepa Dutta Gupta Dr. Sumahan Bandypoadhyay
Botany	1. Plant fossils namely Algae, Fungi, Bryophye, Pteridophyte,Gymnosperms 2. Biodiversity of Pollen grains and fungal spores and Aerobiological, clinical and immunobiochemical studies and study of asthma related hospitalisation cases	Dr. Ashalata D'Rozario Dr. Pampa Chakraborty Dr. Aditi Saha
Bengali	1.Comparative Literature 2.Rabindra Sahitya 3. Contemporary writings of Rabindranath in Modern Literature	Dr.Uma Bhaduri Prof. Barnal Ghosh Dastidar Prof. Sidhhartha Sen
Chemistry	1.Study of Properties of Pyridine based Coordination Complexes and its Biological and Photophysical applications 2. Development of new synthetic methodologies for biologically relevant nitrogen containing Heterocycles 3. Thermodynamics	Dr. Indranil Bhattacharyya Dr. Pradip Tapaswi Dr. Raka Biswas
Economics	1.Global Financial Crisis in India's Trade & Tourism Demand 2. Child workers in India	Dr. Amal Sarkar Dr. Dipa Mukherjee
English	1.Modern Poetry, Modern Fiction, Magic Realism, Life Writing 2. Gender Studies	Dr. Kuntal Chatterjee Dr. Sruti Lahiri
History	1. Condition of Bengali Muslim Girls in 19th Century Kokata	Prof. Krishna Banerjee Prof. Abanti Adhikari Prof. Prasanta Mondal

Physics	1. Organic Electronic Devices 2. High Energy Physics 3. Nano Science (Carbon Nano Tube and Thin Films of Diamond Like Carbon) 4. Nano Science (Carbon Nano Tube and Thin Films of Diamond Like Carbon)	Dr. Biswanath Mukherjee Dr. Tilak Sinha Dr. Supriyo Das Dr. Sourav Samanta
Philosophy	1.Political Philosophy 2.Logic	Dr. Smritikana Chatterjee (Bandyopadhyay) Dr. Arpita Basak
Mathematics	1.Cosmology 2.General Topology and Functionality 3.Operational Research 4.Algbraic topology	Dr. Prasanta Kr. Mahato Dr. Chandan Chattopadhyay Dr. Milan Kr. Das Dr. Swapan Kr. Manna
Commerce	Accounts and Finance	Dr. Swapna Roychowdhury Dr. Soumen Das
Zoology	1.Biodiversity studies 2.Wildlife Biology 3.Mites Ecology 4.Taxonomy and Ecology of Dragon Flies and Damselflies	Prof. Subrata Kr. Basu Dr. Mohua Guha Dr. Sampa Sarkar Prof. Prasenjit Dawn
Urdu	1.Writings of Iqbal 2.Contribution of non-muslim writer in Urdu Shor Stories	Dr. Tagazzhul Mushtaque Dr.Tarannum Mushtaque

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

The College has made concerted efforts to attract researchers of eminence to visit the campus and interact with teachers as well as students during the last few years.Following is the list of some eminent persons who visited the college in last five years:

Name of Faculty	Affiliation
Dr. Omprakash Chakrabarti	Scientist, CGCRI, Kolkata
Dr. Arijit Mukhopadhyay	Scientist, IGIB, Delhi
Dr. Scott Taylor	Montana State University, USA
Prof. Palash Baran Pal	Department of Physics, SINP, Kolkata
Prof. Jayanta Kumar Bhattacharjee	Department of Physics , SNBNCBS, Kolkata
Prof. Indrani Bose	Department of Physics, Bose Institute
Dr. Ananda Dasgupta,	Prof.Department of Physical Sciences, IISER-Kolkata
Prof. Sanjay Kumar Swain	Department of Physical Sciences, NISER, Bhubaneswar
Prof. Soumitra Sengupta	Department of Physics, IACS, Jadavpur, Kolkata
Prof. Shyamal Chakraborty	Department of Chemistry, University of Calcutta
Prof. Narayan Banerjee	Department of Physical Sciences, IISER-Kolkata
Prof. Ashutosh Ghosh	Department of Chemistry, University of Calcutta
Dr. T. K. Paine	Dept. of Inorganic Chemistry, IACS, Jadavpur
Dr. Balaram Mukhopadhyay	Department of Chemical Sciences, IISER-Kolkata
Dr. Uday Maitra	Dept of Organic Chemistry,.IISc Bangalore

Dr. R.N. Mukherjee	Dept. Of Chemistry, IIT Kanpur
Dr. Susmita Mitra	Department of Nanotechnology, Amity University, Noida
Dr. Subrat Mukherjee	Field Director,Sunderban Tiger Reserve
Sri Anjan Guha	Asst. Field Director,Sunderban Tiger Reserve
Dr. Ch. Satyanarayana	Scientist, Coral Conservation,Zoological Survey of India
Dr. Amitabha Mukhopadhyay	National Institute of Immunology, New Delhi
Dr. R.N. Chatterjee	Department of Zoology, University of Calcutta
Sri S Krishnamoorthy	Translator and Writer
Dr. Ramkumar Mukhopadhyay	Eastern Region, Secretary, Sahitya Akademi
Dr.Devajit Bandyopadhyay	Celebrated Singer and Music Researcher
Dr. Vinod Joshi	Bhavnagar University
Prof. Sugato Marjit	Director, Centre for Studies in Social Sciences
Prof. Rajat Acharya	Department of Economics,Jadavpur University
Prof. Achin Chakraborty	Institute for Development Studies, Kolkata
Dr. Pranab Kr. Das	Centre for Studies in SocialSciences, Kolkata
Dr. Rajen P. Kundu	Centre for Economic Studies and Planning , Jawaharlal Nehru University, New Delhi
Prof. Somyen Sikdar	IIM, Kolkata
Prof. Pratul Bandyopadhyay	Ex-Emeritus Professor, Department of Physics, ISI, Kolkata
Prof. Kripasindhu Chaudhuri	Department of Mathematics , Jadavpur University
Prof. Subenoy Chakraborty	Department of Mathematics , Jadavpur University
Prof. P.D.N. Srinivasu	Department of Mathematics, Andhra University
Dr. Sabyasachi Bhattacharyya	Agricultural and Ecological Research Unit, ISI, Kolkata
Prof.A.K. Das	SQC & QR Unit, ISI, Kolkata
Prof.A.K. Goswami	Department of Mathematics, IIT, KGP
Prof. Tapan Kumar Roy	Department of Mathematics , IIEST, Shibpur
Prof. M. K. Sen	Dept. of Mathematics, University of Calcutta
Dr. R. Sen	Ex-Professor., Dept. of History, University of Calcutta
Prof. M. Sarkar	Professor., Department of History, Jadavpur University
Dr. R.K. Burman	Professor, Department of History,Jadavpur University
Dr. Sujato Bhadra	Assoc. Prof., Dept. of Political Science, Dinobandhu Institution(College), Shibpur
Dr. Subhojit Bandyopadhyay	Department of Chemical Sciences, IISER-Kolkata
Dr. P.K. Das	Dept of Inorganic and Physical Chemistry,. IISc Bangalore
Dr. Chaitali Mukhopadhyay	Professor, Department of Chemistry, University of Calcutta
Dr. Tanmay Pathak	Professor, Dept. of Organic Chemistry,.IIT Khragpur

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

The Leave rules for the faculty members of college teachers as governed by the University of Calcutta Statutes do not provide for any sabbatical leave but special leaves may be granted with prior permission from the Higher Education Department , Govt. of West Bengal for FDP programmes for pursuing doctoral work and carrying out research activities for a short time period as well as for attending and presentation of research papers in international conferences and symposia.

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

The findings of research by the faculty and its reporting in journals are disseminated to the students by making the publications available in the website as well as in the departments through display of front pages of the journals and related poster presentations. The college has also recently thought to begin social outreach campaigns by involving school students of nearby areas to communicate the areas of current research and ts findings to make them aware and inspire towards basic research and to create a general awareness in the society to differentiate the real from popular beliefs.

3.2. Resource Mobilization for Research

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

The college budget does not have funds earmarked for research. The upgradation of basic infrastructure in laboratories and library from college funds helps in carrying out research activities by teachers in addition to funds from their own research projects.

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

There is no provision till now for providing any seed money to the faculty for research.

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

The undergraduate curriculum of University of Calcutta does not provide any scope for the students to carry out any external or internal research projects during the three year schedule.

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

Till now inter departmental involvement of faculty member among themselves to collaborate and do interdisciplinary research has not materialised as research interests within the college are varied and there is little convergence of interests and individual expertise.

Some of the challenges faced in organizing inter-disciplinary research are:
- Time Constraints within regular teaching schedules.
- Lack of infrastructure to carry out research in interdisciplinary areas by collaborating through inter-departmental collaboration.
- Mismatch in the work schedules of collaborating Researchers

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

The very basic few equipments used in research activities are also made available to students for intra and interdepartmental needs as and when required for their regular classes. Sometimes some of these equipments are also shown in demonstration sessions to make the students aware of the functioning of the advanced instruments. The details of equipments are shown below:

Sl.No.	Instrument	Department	Used by Departments
1	Air Oven	Chemistry	-
2	Analytical Balance	Chemistry	Botany
3	Microscope	Botany	Chemistry, Zoology
4	Spectrophotometer	Chemistry	Botany
5	Camera Lucida	Botany	Zoology
6	Oscilloscope	Physics	Computer Science
7	pH meter	Botany, Chemistry	Zoology
8	Stirrer	Chemistry	-
9	Vacuum Pump	Chemistry	-
10	Refrigerator	Chemistry	Zoology, Botany
11	Cold Centrifuge	Zoology	Botany
12	Gel Electrophoresis	Zoology	Botany

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

The institution has not received any special grants from the industry or other beneficiary agency for developing research facility.

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

The institution through its research committee provides support to the faculties in the application process for securing research grants from various funding agencies, in ensuring basic infrastructure like space, furniture, computer with internet access, some basic instruments and support from office staff .

The on-going research projects and completed research projects of our faculty members include the following:

SL NO	TYPE OF THE PROJECT	DURATION OF YEAR FROM TO	TITLE OF THE PROJECT	NAME OF THE FUNDING AGENCY	TOTAL GRANT SANCTIONED	TOTAL GRANT RECIEVED	TOTAL AMOUNT RECEIVED TILL DATE
1.	MINOR (Completed)	2009-11	Child Workers In India: Micro Issues and Macro Dimensions	UGC	0.8	0.8	0.8
2	MINOR (Completed)	2009-10	Contribution of Non-Muslim Writers in Urdu Short Stories In the Twentieth Century	UGC	1.33	1.33	1.33
3.	MINOR (Completed)	2010-12	Impact of Global Financial Crisis on India's Trade	UGC	1.42	1.42	1.37
4.	MINOR (Completed)	2011-13	Corporate Social Reporting (CSR) Practices of	UGC	1.425	1.425	1.425

			Indian IT Companies-A Study				
5.	MINOR (Completed)	2011-13	Production Planning and Inventory Management: A New Approach	UGC	1.65	1.275	1.275
6.	MINOR (Completed)	2013-14	Cultural Accomodation and its Implications: A Socio Philosophical Case Study	UGC	0.73	0.73	0.73
7.	MINOR (Completed)	2011-14	Nutritional Health among Urban Adult Bengali Hindu females in West Bengal	UGC	1.47	1.20	1.20
8.	MINOR (Completed)	2011-13	Mould spore diversity in the indoor and outdoor environments of a suburban area of West Bengal near Indo-	UGC	1.55	1.55	1.55

			Bangladesh border with special emphasis on their role as airborne allergen				
9.	MINOR (Completed)	2013-15	Solution processed organic single crystal for optoelectron ic applications	UGC	1.71	1.71	1.71
10.	MINOR (Ongoing)	2015-17	Palaeo – phytodiversi ty of Lower Gondwana sediments in Raniganj coalfield and its palaeo-environment al implications	UGC	4.3	2.55	2.55
12.	MINOR (Ongoing)	2015-17	Ex-situ conservatio n, cytomorpho logical characteriza tion and phytochemi st assessment of	UGC	4.05	3.05	3.05

			germplasm of Sweet (Ocimumba silicum L.) and Holly (O. tenuiflorum L.) basils of West Bengal Plain for identical of elite genotypes of commerce				
13.	MINOR (Ongoing)	2015-17	A study on the impact of Socio-Economic condition and catch up growth of low birth weight babies from backward areas of Howrah	UGC	2.80	1.57	1.57
14.	MINOR (Ongoing)	2015-17	Tourism demand in India	UGC	1.80	1.30	1.30
15.	MAJOR (Completed)	2009-11	Contemporary southern fictions (southern fictions of	UGC	5.8	4.07	4.07

			90s)				
16,	MAJOR (Completed)	2011-14	Transition metal and lanthanide complexes with functionalized Polypyridines: synthesis of Supramolecular arrays and their photophysical applications	DST-SERB	17.64	14.0	14.0
17.	Interdisciplinary projects	Nil	Nil	Nil	Nil	Nil	Nil
18	Industry sponsored	Nil	Nil	Nil	Nil	Nil	Nil
19	Students' research projects	Nil	Nil	Nil	Nil	Nil	Nil
20	Any other (specify)	Nil	Nil	Nil	Nil	Nil	Nil

3.3 Research Facilities

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

Presently there are no research scholars or students within the campus as the college does not provide any residential facility. Very few external students do some research activities as part of the projects of individual teachers and they utilise only the meagre facilities for research developed in recent years like some equipments in science laboratories and the computers and internet facilities. The library provides the research scholars with INFLIBNET facility and the few journals which have been added in the library collection very recently.

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 institutional planning does not include the upgradation and creation of infrastructural facilities for research work as a priority area but still regular infrastructural upgradation and purchase of books and journals is looked into and given importance while allocating funds from the UGC GDA and State Govt. funds. The teachers are also encouraged to apply for project from different funding agencies to pursue more and more research activities in the emerging areas of research and thereby enhance the research culture and infrastructure in the college.

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

The college did not receive any special grants or finances from the industry. The college has received only the overhead grants and grants in other heads as part of the research projects of individual teachers funded by UGC and DST which it has utilized for purchase

of need based instruments of individual researchers in their areas of work and other items like air-conditioning machines, computers, printer, scanner and books. Some of the instruments purchased include Microscope, Analytical balance, UV-Visible spectrophotometer, High Vacuum pump, Rotary Evaporator, Chiller and Circulator, Hot plate and Stirrer and Refrigerator which is part of an exclusive research laboratory in the Department of Chemistry.

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

The meager research facilities built up from individual research projects of the teachers has till now not been made available to the students and research scholars outside the campus and other research laboratories as there has never been any request of that nature till now.

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

The college library in its UGC Network Resource Centre provides access to e-journals through INFLIBNET NLIST programme specifically for the research students and teachers engaged in research work. Internet facilities at 16 terminals are available as part of the UGC-NME project. The Department of Chemistry has built up a research laboratory

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

There are no collaborative research facilities as of now in the college. A research laboratory has been set up with some basic research instruments with computer interface in the Department of Chemistry using DST-SERB funds from the Fast-Track Project of Dr. Indranil Bhattacharyya in 2011.

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 publication is listed in any international database?

The Institute does not publish or partner in publication of research journal(s).

3.4.3   Give details of publications by the faculty and students (Details given in Annexure-VII)

- a. Publication per faculty
- b. Number of papers published by faculty and students in peer reviewed journals (national / international)
- c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- d.Monographs
- 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

Name	a	b	c	d	e	f	g	h	i	j	k	l
Dr. Arpita Nandi	11	11	10	-	-	-	-	-	-	-	5.196	-
Prof. Manideepa Dutta Gupta	-	-	-	-	-	-	-	-	-	-	-	-
Dr. Sumahan Bandyopadhyay	17	06	02	-	-	-	-	-	-	-	-	-
Prof.Arpita Mistri	1	1	1	-	-	-	-	-	-	-	-	-
Dr. Jayita Roy	4	1	1	-	-	-	-	-	-	-	-	-
Dr. Binita Basu	9	-	-	-	-	-	9	-	-	-	-	-
Prof. Kaustav Das	4	4	-	-	-	-	4	-	-	-	-	-
Prof. Barnali Ghosh Dastidar	21	-	-	15	-	-	4	-	-	-	-	-
Prof. Sidhhartha Sen	-	-	-	-	-	6	4	-	-	-	-	-
Dr. .Kakali Biswas							02					
Dr.Ashalata D'Rozario	11	11										
Dr.Aditi Saha	11	11										
Prof. Moumita Dutta		1										

Prof. Sanjib kr. Saha						3						
Dr. Pampa Chakraborty						3						
Dr. Swapna Roychowdhury	6	2				1						
Dr. Soumen Das	7	3			3							
Dr. Sumit Chakraborty	1											
Dr. Sukhendu Kanrar	4											
Dr. Pradip Tapaswi	14						36					
Prof. Sujoy Halder	1											
Dr. Amal Sarkar	2					1						
Dr. Dipa Mukherjee	5	4										
Dr. Sruti Lahiri	9	9										
Prof. Moumita Dhar(Dey)	1	1										
Prof. Chandan Chattopadhyay	2	2										
Dr. Swapna Manna	3	3										
Prof. Sujan Sinha	13	7				6						
Prof. Krishna Banerjee	2				1	1	1					
Prof. Arpita Basak	12				7		5					
Prof. Niranjan Saha	3						1					
Dr. Smritikana Chatterjee(Bandyopadhyay)	3				1		1					
Dr. Sourav Samanta	2	2										
Dr. Biswanath Mukherjee	8	8										
Dr. Tilak Sinha	1						8					

Prof. Rajkumar Ganguly	3				1								
Dr. Tarannum Mushtaque	4				1		1						
Dr. Sampa Sarkar	2	2											
Dr.Mohua Guha	4	4											
Prof. A. Sinha	4	4											
Dr. P.Dawn	9	9											

3.4.4   Provide details (if any) of

- **Research awards received by the faculty : Nil**

- **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally : Nil**

- **Incentives given to faculty for receiving state, national and international recognitions for research contributions: Nil**

3.5   Consultancy

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

No formal strategies or systems have been instituted for establishing institute-industry interface.

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

To promote consultancy the college has devised a policy through IQAC to explore ways for sharing the expertise of the faculties of various departments by involving in outreach activities amongst nearby colleges and schools as well as scientific institutions and industry.

The available expertise will be advocated and publicized through website, newsletter and interaction with peers during seminars/conferences.

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

The college encourages the staff to utilize their expertise for consultancy services and also enables them access to resources like library, internet, reprography facilities and administrative support for this purpose. Leave is also granted for outside visits pertaining to specific consultancy issues.

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

Major consultancy services provided by faculty are as

- Research paper reviewers
- Resource persons for Pre-PhD coursework, skill development
- Resource persons for HRD training
- Coaching personnel for competitive exams
- Consultants for research projects
- As members of academic and non-academic organizations

The College faculty provides consultancy services on an honorary basis. The faculty in cases receive nominal honorarium to meet the expenditure like travelling allowance etc. The college does not generate any income out of these types of consultancy.

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?

There has been no income which has been generated through consultancy till now and so the question of designing a policy for sharing the income does not arise.

3.6   Extension Activities and Institutional Social Responsibility (ISR)

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

The college has a National Service Scheme (NSS) wing that encourages students to take up their social responsibility in an efficient way. This wing also conducts activities that help the student to become a responsible citizen and develop their leadership skills. After remaining dormant for many years, the NSS activities have been revived and institution – neighbourhood-community network has been created through awareness programmes and health checkup camps being organised. Plantation of trees and cleaning of campus programmes have also been used as NSS work as part of student engagement and their holistic development. Some faculty members also involve themselves independently, in social work. During times of natural calamities and disasters, illness of employees, the management as well as teachers and students indulge in spontaneous charity work. The NCC wing and the St. John Ambulance wing of our college has been doing exemplary work for quite sometime with the involvement of students and teachers which involves inculcating all round discipline and training required for service oriented sectors.

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

- The Institution, through its persons in administration such as the Principal, IQAC, NSS Coordinating Officer, NCC Officer, Office Bearers of Student Association,

- Alumni Association, etc, promotes and monitors the students' involvement in social activities and co-ordinates their participation.
- The details regarding the activities are circulated to students through official circulars, website, flex boards, announcement on concerned department's notice boards, etc.
- The key persons mentioned above ensure adequate enrolment of members to support the social activities

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

- The college solicits stakeholder feedback on the overall performance and quality of the institution through a combination of formal and informal feedback mechanisms. The College seeks formal feedback from students, on an annual basis from the outgoing students. The informal and formal inputs and feedback are received from parents and guardians through face to face interactions in parents-teachers meeting held in some departments. The students' opinions are also sought regarding matters of maintenance of cleanliness, quality of college canteen, etc, through the Grievance Redressal Committee and from the Students' Union also during meetings with class representatives and other office bearers of the Union.
- The feedback and suggestions from external persons/experts in various fields as well as representations from local elected representatives are also discussed and incorporated as far as practicable through their association with the Governing Body and IQAC.
- The Governing Body takes an active part in improving quality of the institutional performance by seeking 'Strategic Plans' from the Principal, Teachers' Council, Non-Teaching Staff and Students' Union who in turn involve the participation of all employees in construction of such plans.
- Feedback is also obtained in feedback sessions during seminars/conferences, visitor's book maintained during co-curricular activities like exhibitions, displays, etc.

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

The Science Club of the College has organised a popular lecture titled **" Does Evolution Teach Us About Science"** by Scott Taylor, Montana State University, USA for the students of the college. Under the NEAC programme, Biodiversity conservation was done under the supervision of the Dept. Of Environment & Forests.Medicinal Plant & Seed bank conservation was also done under this project.

The recently revived NSS wing of the college has mainly initiated the outreach programme of the institution. Following are the works taken up in the last six months by the NSS.

- Organisation of health camp in the neighbourhood areas of the college
- Plantation of Trees and Cleanliness programme in the campus
- Dengue Awareness campaign in the college neighbourhood areas.
- Distribution of winter garments to the under privileged areas

As a part of the curriculum the Zoology, Botany and Anthropology departments carry out excursion activities while some humanities departments have organized study tours.

- Blood Donation camps are organised annually with help of active participation from the NCC and Students Union.
- Environmental awareness projects funded by NEAC taken up in the previous years along with organising rallies around the locality with active participation from all sections of society has created large enthusiasm among the community.

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

- At the beginning of each academic year, the college enrols a good number of students in each of the NSS and NCC wings. Communication is made through circulars, the college website, through social interactions in student circles by the Students Union to effectively ensure participation of the volunteering students and imbibe the spirit of community development alongside academic persuits.

- The Student achievers of N.C.C., NSS and other extension activities are felicitated in the valedictory function of the college for inspiration and more involvement in these services.

- The college also provides financial assistance for NSS camps.

- The college prospectus widely publicises the activities of these wings.

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

The college has not undertaken any specific programmes on social survey, research or extension work to ensure social justice and empower students from under privileged and vulnerable sections of society.

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

The objectives of the extension activities taken up like blood donation camps, cleaning of campus, environment awareness programs, community development programs like health awareness, helping the under privileged sections of the society etc. is to bring value addition to the holistic development of students besides achieving academic goals.

Keeping in view the objectives the possible outcomes expected are:
- Help students to imbibe values and to develop leadership,
- Increase team spirit and interpersonal relationship
- Increasing communication

- Commitment to social justice and equity
- Empathy for others and respect for rights of others
- Self-awareness and above all a sense of social responsibility.

These initiatives complement students' academic learning in the classroom, making students not only competent in their chosen domains, but also in shaping them as responsible citizens of the nation.

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 NSS unit of the college ensures community participation through its various activities organized throughout the year and in a larger extent in special camps.

The college invites persons from different sectors from local community for advice and support for planning the programmes and to share their knowledge in future extension activities. On such occasions a brief review of college activities are presented to attract the attention of the community. The local elected representatives in the Government Body also help in this endeavour to ensure maximum reach and support

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.

The college has a constructive relationship with Lions club which organizes a Blood donation camp in the college in collaboration with the NCC division of the college.

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

The college has not been awarded any special prizes for extension activities to the social and community development in last four years.

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 any official collaborations with other research institutes but some faculty members in this college having minor and major research projects interact and collaborate with research laboratories and scientists in other well equipped institutions of higher learning for their experimental studies and research inputs which are acknowledged in their publications and presentations. Staff exchange and sharing of facilities and equipment with other institutions for research activities has not yet been done as the research infrastructure is not sufficiently advanced in the college for this purpose. Some of the representative important collaborations are cited below:

- Dr. Ashalata D'Rozario, Department of Botany, University of Calcutta and Chinese Academy of Sciences
- Dr. Aditi Saha, Department of Botany- Department of Botany, University of Kalyani
- Dr. Pampa Chakraborty, Department of Botany-Collaboration- Division of Plant Biology, Bose Institute and West Bengal Pollution Control Board
- Dr. Indranil Bhattacharyya, Department of Chemistry- Collaboration with IISER-Kolkata, IACS, Jadavpur and Ballygunge Science College, University of Calcutta
- Dr. Arpita Nandi(Mondal), Department of Anthropology-Howrah General Hospital
- Dr. Jayita Roy, Department of Anthropology- The Biome, Salt Lake, Kolkata.

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.

The college has no formal MOU or collaboration with any instituite of national importance or other university or institute of national importance.

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

The college through its placement cell has corresponded with certain companies for recruitment and training purposes for providing support to the students in terms of job opportunities. Recruitment drive by some of these companies by organising tests and interviews has been done and few of the students have also been selected. There has been no industry-institution-community tie ups for the establishment or upgradation of academic facilities and infrastructural facilities.

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 Seminars and Workshops organized by the college during last four years are enlisted below:
1. UGC sponsored National Seminar titled " Quantum Mechanics: Inception, Evolution and Future" organised by Department of Physics in collaboration with Dept. of Physics, Seth Anandaram Jaipuria College, Kolkata
Scientist /Participants:

Prof. Palash Baran Pal, Professor, Department of Physics, SINP, Kolkata
Prof. Jayanta Kumar Bhattacharjee, Professor, Department of Physics, SNBNCBS
Prof. Indrani Bose, Professor, Department of Physics, Bose Institute
Dr. Ananda Dasgupta, Assoc. Prof., Department of Physical Sciences, IISER-Kolkata
Prof. Sanjay Kumar Swain, Department of Physical Sciences, NISER, Bhubaneswar
Prof. Soumitra Sengupta, Professor, Department of Physics, IACS, Jadavpur, Kolkata

2. UGC sponsored National Seminar titled "Exploration of Biological Processes through Chemical Sciences" organised by Department of Chemistry and Department of Zoology, Narasinha Dutt College, Howrah held on December 07 & 08, 2011.

Scientist Participants:

Dr.R.N. Mukherjee, Professor, Dept. Of Chemistry, IIT Kanpur
Dr. Susmita Mitra, Assoc. Professor, Amity University
Dr. Ch. Satyanarayana, Zoological Survey of India
Dr. Subrat Mukerjee, Field Director, Sunderban Tiger Reserve
Sri Anjan Guha, Asst. Field Director, Sunderban Tiger Reserve
Dr. Amitabha Mukhopadhyay, Professor, National Institute of Immunology, Delhi
Dr. R.N. Chatterjee, Professor, Department of Zoology, University of Calcutta
Dr. Shyamal Chakraborty, Professor, Department of Chemistry, University of Calcutta
Dr. Narayan Banerjee, Professor, Department of Physical sciences, IISER-Kolkata
Dr. Ashutosh Ghosh, Professor, Department of Chemistry, University of Calcutta
Dr. T. K. Paine, Assoc. Professor, Dept. of Inorganic Chemistry, IACS
Dr. Balaram Mukhopadhyay, Assoc. Prof., Department of Chemical Sciences, IISER-Kolkata

3. UGC sponsored National Seminar titled "Translations in Tagore" organised in collaboration with Sahitya Akademi, Kolkata on December 01, 2012

Eminent Participants:

Sri S Krishnamoorthy	Translator and Writer
Dr. Ramkumar Mukhopadhyay	Eastern Region, Secretary, Sahitya Akademi
Dr.Devajit Bandyopadhyay	Celebrated Singer and Music Researcher
Dr. Vinod Joshi	Bhavnagar University

4. UGC sponsored National Seminar titled "Recent Trends in Real World problems on Applied Mathematics" in collaboration with ISI Kolkata
Eminent Participants:

Prof. Pratul Bandyopadhyay	Ex-Emeritus Professor, Department of Physics and Applied Mathematics, ISI, Kolkata

Prof. Kripasindhu Chaudhuri	Department of Mathematics, Jadavpur University
Prof. Subenoy Chakraborty	Department of Mathematics, Jadavpur University
Prof. P.D.N. Srinivasu	Department of Mathematics, Jadavpur University , Andhra University
Prof. Sabyasachi Bhattacharyya	Agriculture and Ecological Research Unit, ISI, Kolkata
Prof.A.K. Das	SQC & OR unit, ISI, Kolkata
Prof.A.K. Goswami	Department of Mathematics, Jadavpur University , IIT KGP
Prof. Tapan Kumar Roy	Department of Mathematics, Jadavpur University BESU

5. UGC sponsored National Seminar titled "Leading Issues in Development Economics" in collaboration with Economic Research Unit, Indian Statistical Institute, Kolkata held on December 10, 2011

Eminent Participants:

Prof. Rajat Acharya, Department of Economics, Jadavpur University

Prof. Achin Chakraborty, Institute for Development Studies, Kolkata

Dr. Pranab Kr. Das, Centre for Studies in Social Sciences, Kolkata

Dr. Rajen P. Kundu, Centre for Economic Studies and Planning, Jawaharlal Nehru University

Prof. Somyen Sikdar, IIM, Kolkata

6. UGC sponsored State Level Seminar titled " Unity and Pluralism: Race, Religion and Creed in the Integrated Identity of India since 1857 to Modern Times" organised by Department of History and Department of History, Dinobondhu Institution(College)

Eminent Participants:

Dr. R. Sen	Ex-Professor., Dept. of History, University of Calcutta
Prof. M. Sarkar	Professor., Department of History, Jadavpur University
Dr. R.K. Burman	Professor, Jadavpur University
Dr. Sujato Bhadra	Assoc. Prof., Dept. of History, Dinobandhu Institution(College), Shibpur

7. Science Academies' Lecture Workshop on Spectroscopic Methods in Chemistry organized by Department of Chemistry, Narasinha Dutt College, February 23-24, 2015

Scientist Participants:

Dr. Uday Maitra, Professor, Dept of Organic Chemistry,.IISc Bangalore

Dr. Subhojit Bandyopadhyay, Assoc. Prof., Department of Chemical Sciences, IISER-Kolkata

Dr. P.K. Das, Professor, Dept of Inorganic and Physical Chemistry,.IISc Bangalore

Dr. Chaitali Mukhopadhyay, Professor, Department of Chemistry, University of Calcutta

Dr. Tanmay Pathak, Professor, Dept. of Organic Chemistry,.IIT Khragpur

Dr. T. K. Paine, Assoc. Professor, Dept. of Inorganic Chemistry, IACS

Dr. Ashutosh Ghosh, Professor, Department of Chemistry, University of Calcutta

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:

There has been no formal MOUs and agreements which have resulted due to the few collaborative arrangements existent as given below in the present academic structure of the college.

a) **Curriculum Development/enrichment**: N.A.

b) **Internship/On-the-job training**: N.A

c) **Summer placement**: N.A.

d) **Faculty Exchange and professional development** : Some of our faculties act as subject experts to deliver lecture and exchange their knowledge in various colleges and Universities.

e) **Research**: Some of the faculty members are involved in research activity at their own level and collaborate with their peers in other research laboratories outside the college.

f) **Consultancy**: The College has the practice of allowing our teachers to give consultancy services to NGOs, Government Offices, and Universities in a non-profit manner.

g) **Extension**: Extension activities through NSS , NCC, Nature Club and Eco Club

h) **Publication**: Some of our faculty have publications with SSBN and ISBN numbers.

i) **Student Placement** : Yes

j) **Twinning Programmes**: No
k) **Introduction of new courses**: No
l) **Student Exchange** : No
m) **Any other**

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

The linkages/collaborations existent in the institution are purely need based and there is no systematic and regular tie up in the form of MOU's or agreements. However, the possibility of formal collaboration in certain areas has been taken up by the IQAC and efforts are on for implementing the initiatives of the already existent linkages and planning of new collaborations..

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

Nil.

CRITERION IV:
INFRASTRUCTURE AND LEARNING RESOURCES

"Creativity is the key to success in the future, and primary education is where teachers can bring creativity in children at that level"

-   A. P. J. Abdul Kalam

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

n) The Governing Body of the college approves and finalises the institutional policies for creation and enhancement of infrastructural facilities required for effective teaching and learning.

o) These issues are itemized and discussed in the finance, development and building committee. The resolutions of these committees are then placed before the Governing Body for its consideration and approval.

p) On the basis of final policy decisions made by the Governing Body, proposals are sent for financial and logistic support to respective agencies/authorities like the UGC, Government of India, Government of West Bengal and the University of Calcutta.

q) All these decisions are made in tune with the current dynamics and requirements to facilitate effective teaching and learning.

r) For any construction work with government financial support, a building committee constituted as per given norms is entrusted with the responsibility of implementing the project.

4.1.2 Detail the facilities available for:

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal House specialized facilities and equipment for teaching, learning and research

Located in the heart of the city of Howrah and spread over 2.83 acres with a built in area of 6336.18sq m, this college is endowed with infrastructural facilities for both curricular and co-curricular activities and extracurricular activities.

i) The college has six blocks with enough open space for horizontal mobility.

ii) The west block is four storied having 12 spacious class rooms. The third floor of the block is exclusively used for PG English classes. The North Block consists of 13 class rooms distributed in ground 1st and 2nd floor. The UGC block is also 3 storied having 3 class rooms in the ground floor and the Central Library and Book Bank in the upper storey. The UG and PG department of the Mathematics Department is also located in the upper storey of the UGC block. The main administrative block which is a three storied heritage building has 13 spacious class rooms in the 1st and 2nd floor. The block which houses the Central Computer Unit in its ground floor also has 5 class rooms. The Chemistry Department is located in the Gyanendra Nath Sen block and has 2 classrooms , 2 Store Room, 6 laboratories,1 Balance Room(condemned) , 2 Staff Room and 2 Toilets.

iii) There are 4 (four) technology enabled learning spaces- language laboratory, UGC Internet Resource Center and two IT labs.

iv) Seminar Hall-AVR room in Computer building

v) Tutorial classes are arranged by the respective departments with specific allotment of college classrooms for tutorial purposes.

vi) The details of the laboratories are as follows:

    a. Chemistry- 3 laboratories and 3 in a condemned state to be demolished soon in the G.N. Sen block.

    b. There is 1 research laboratory in the Chemistry Department

    c. Physics housed in the 1st floor of the administrative block has 5 laboratories.

    d. Zoology, Botany housed in the 2nd floor of the administrative block has 2 laboratories each which in some cases double up as class rooms.

    e. Anthropology department is spread over 1st and 2nd floor of the administrative block, has 2 laboratories which in some cases also double up as class rooms.

    f. Computer Science Department has 2 laboratories (one hardware and another of software).

g. Commerce Department has 1 IT laboratory.

vii) Botanical garden- There are some very old trees with diverse varieties in the college premises and a flower garden to make the ambience of the college campus pleasing.

b) Extra–curricular activities – Sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

i)   **Sports** – Annual sports is regularly held where students, teachers and staff members participate. The institution encourages all sorts of sports and games.

The college has taken effective measures so that students can participate in such **outdoor sporting activities** like football, cricket, athletics, weight lifting, power lifting, volleyball, wrestling, kabaddi, bat badminton and gymnastics. In the recent years the college has won good many laurels in different inter-college tournaments at the university level and also district and state level.

The members of the Games sub committee are as follows-

Prof.Subrata Kr. Basu (Convenor), Prof.Sabyasachi Mukhopadhyay, Prof. Moumita Dey, Sri Sanjib Charan, Sri Krishnendu Maity

ii)   As far as **indoor games** are considered, there are TT boards, carom boards and chess boards etc.

ii)   A **gymnasium** is present on the 1st storey of bank building equipped with all the modern equipments.

iii)   **Auditorium** –AV room in computer building.

iv)   **NSS**- NSS unit of our institution has been revived in 2006. The unit organizes health awareness camps and free distribution of old clothes to the adjoining slums.

NSS unit of Narasinha Dutt College comprises of the following teaching members

Prof. Tarannum Mushtaque, Professor-in Charge, Programme Officer	Prof. Arpita Mistri
Prof. Sourav Samanta	Prof. Mohua Guha
Prof. Subrata Kr. Basu	Prof. Susmita Podder
Prof. Indranil Bhattacharya	Prof. Supriyo Das
Prof. Arpita Mondal	Prof. Tilak Sinha

Prof. Aditi Saha	Prof. Tanima Chakrobarty
Prof. Prasanta Mondal	Prof. Pampa Chakrobarty
Prof. Kakoli Biswas	

v) **NCC**- the college offers a scope of all round development to the students through its NCC wings. The NCC under 31st Bengal B.N.(boys) and 2nd Bengal B.N (girls) is engaged in various social service activities, camps, exchange programmes etc.

   NCC Supervisory committee

   Chairman –Principal/Teacher-in-Charge
   NCC officers:
   Lt. Col. Prof. Prasanta Mondal (ANO boys unit)
   Lt. Col. Dr. Tarannum Mushtaque (ANO girls' unit)

vi) **SCIENCE/ECO CLUB**- The eco club organizes various camps to increase awarewness about environment among the students. Prof. Subrata Kr. Basu (Secretary)

vii) **St. John Ambulance and Nursing Division**- This unit of Narasinha Dutt College provides First Aid and basic Nursing training to the students. Along with child care and mother craft training for the girls, hygiene and sanitation course is provided to the cadets. Besides these the division arranges eye check up camp, haemoglobin test, blood group and general blood test. This division also arranges one day medical training camp and 7days annual medical training camp every year. The cadets and officers performed the public duties at Gangasagar mela, Rathayatra at Puri, Srabani mela at Tarakeswar.

   St. John Ambulance Divisional supervisory committee:

   President- Principal/Teacher-In-Charge

   Divisional Commander- Dr. Purnendu Kr. Bhattacharyya (Ambulance
   division)

   Dr. Madhumita Bhadra (Nursing Division)

viii) Various cultural activities like Fresher's welcome, Teacher's Day celebrations organized by respective departments. Independence Day, Republic Day and Saraswati Puja is organized at the institutional level. Reunion of various

departments is organized also. An annual meet of the retired teachers is held every year.

 Narasinha Dutt College Literary and Cultural Club:

Secretary: Prof. Barnali Ghosh Dastidar

ix) **Public speaking**- Students of the college participate in various debates, quizzes, elocution contests in events organised in the college itself and elsewhere. The college has a debate club to encourage public speaking among the students.

Narasinha Dutt College Debate Club:
Secretary: Prof.Kuntal Chattopadhyay
Members: Prof. Barnali Ghosh Dastidar, Prof. Chandan Chattopadhyay
Prof Tarun Das, Prof. Moumita Dhar, Prof. Tarannum Mushtaque, Prof.
Swapan Kr. Manna, Prof. Sourav Samanta and Prof. Arpita Basak

x) **Communication Skill development**- Language laboratory of Communicative English helps in developing the language communication skills of the students. The students are also encouraged to express their creativity and communicative skills in the wall magazines of the respective departments and also in the college magazine.

xi) **Yoga Center**- College has recently taken an initiative to start a yoga center in the college premises.

xii) **Health and Hygiene**- various awareness programmes on cancer, thallasaemia make the students aware on the various aspects of these diseases. Pure drinking water is made available through aquaguard. Coolers have also been installed in canteen and adjacent to the girls' common room. First aid kit is available from St.John's Ambulance and Nursing Division and each science laboratory has a first aid kit. The college has institutional membership of Students' Health Home, where the students can avail the outdoor and indoor facilities for medical consultation.

xiii) **Counselling Center**- A counselor comes on a designated day of each week to counsel the students. Moreover, the teachers also informally guide and counsel the students on various academic and problems faced by them.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give

specific examples of the facilities developed/augmented and the amount spent during the last four years (**Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any**).

i) All developmental proposals are discussed in the development and finance committee from where it is forwarded to Governing Body where it is approved.

ii) Amount spent on the infrastructural facilities for the last 4 years

Particulars	2011-12 (in Rs.)	2012-13 (in Rs.)	2013-14 (in Rs.)	2014-15 (in Rs.)
Building	57,29,364/- (inclusive of MP LAD fund)	5,42,276/-	13,61,115/-	2,31, 554/-
Furniture	1,22,313/-	1,39,502/-	1,75, 274/-	62,720/-
Equipments Laboratory (UGC)	8,53,925/-	8,19,350/-	11,53,087/-	1,91,419/-
Office (Electrical) **Accessories and Maintenance**	Nil	82,840 /- 1,63,339/- =2,46,179/-	38,072 /- 73,355 /- =1,11,427/-	10,852/-
Books and journals UGC **College Fund**	1,21,064/- Nil	45,992/- Nil	2,42,782/- 63,789 /-	2,52,59,108/- 86,855 /-
Computers (UGC)	2,82,070/-	23,140/-	98,342/-	1,20,800/-

ii)   Computer block has been aligned with bank block.

iii)   The old generator has been replaced with a new one.

iv)   Water cooler machines have been installed.

v)   Four photocopiers, one in the library, one in the office and two in the departments of mathematics and English have been installed.

vi)   IT aids have been purchased.

vii)   Renovation of electrical wiring.

viii)   A fountain has been installed as a part of the campus beautification.

ix)   A statue of swami Vivekananda has been installed.

x)   Student aid and free-ship has been provided.

(See Annexure VIII-   for Master Plan and future extension plan)

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

Ramp is provided in the West Block, Canteen, Computer Building, North Block and Administrative Block.

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

- **Hostel Facility – Accommodation available**
- **Recreational facilities, gymnasium, yoga center, etc.**
- **Computer facility including access to internet in hostel**
- **Facilities for medical emergencies**
- **Library facility in the hostels**
- **Internet and Wi-Fi facility**
- **Recreational facility-common room with audio-visual equipment**
- **Available residential facility for the staff and occupancy**
- **Constant supply of safe drinking water**
- **Security**

Residential facility is not available and thus various provisions does not arise.

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?

xi)   The college has institutional membership in Students' Health Home where students can avail indoor and outdoor facilities for medical consultation.

xii)   There is a sick room for the students in the college.

xiii)   First aid kits are available in all the science departments

xiv)   A yoga instructor comes to the college once a week.

xv)   There is a clinic cum diagnostic center set up by the University of Calcutta at Goenka Hospital and Diagnostic Research Center at 145, Muktaram Babu Street ,

Kolkata where students and teachers of the affiliated colleges are eligible to get various health related services at a very nominal charge.

4.1.7 Give details of the Common Facilities available on the campus

-spaces for special units like IQAC, Grievance Redressal Unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, Recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The college has clearly marked spaces for common facilities on the campus. The details of such facilities include

i)   There is a cheap canteen to provide quality food to the students and teachers.

ii) Adequately furnished space is provided to IQAC with computing facilities with a printer in the first floor of the administrative building.

iii)   Purified drinking water facility is made available in various blocks of the college.

iv)   Separate space is provided to St. John's Ambulance Nursing division.

v) Grievance redressal cell is provided with a drop box placed in the ground floor of the administrative building.

vi)   The science departments and the PG departments have separate staffrooms adjoining their departments but there is a staff room in the ground floor of the administrative building where the teacher council meetings are held.

vii)   There is a staff recreational room adjoining the staff room of the teachers.

viii) A newly constructed car parking space is located adjacent to West Block of the college.

ix) A tea room is there for the refreshment of the faculties, in the staff room overlooking the water body.

x) The maintenance and beautification of the water body is done by the Narasinha Dutt College employees credit cooperative society.

xi)   There is a ladies' common room for the recreation of girl students.

xii)   A gymnasium equipped with all the modern equipments is present in the first floor of the bank building.

4.2. Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the college library has an Advisory Committee named as Library Sub-Committee

The composition of the **Library Sub-Committee** is as follows:

Convenor - Sri Akhilesh Mondal (Librarian)
Jt. Convener - Dr. Dipa Mukherjee
Members- Prof. Siddartha Sen, Prof. Kaberi Pal , Prof. Sumita Mullick, Prof. Shruti Lahiri , Prof. Swapna Roy Chowdhury, Prof. Indranil Bhattacharya , Prof. Tilak Sinha, Prof. Aditi Saha, Prof. Mohua Guha, Prof Tandra Das, Prof. Tanima Chakrobarty
Book Bank Sub Committee:

Convenor: Prof. Manas Chowdhury
Members: Prof. Sanjib Saha, Prof Goutam Roy, Prof Madhumita Bhadra
Prof. Sabyasachi Mukherjee , Prof. Purnima Mukherjee, Prof. Tapasi Maiti
Prof. Chandana Ghosh, Prof. Asis Maity
Significant initiatives:

i) The library is partly computerized with a well furnished reading space for the students and a separate space for the faculty members.

ii) There is a separate space for UGC Internet Resource Center so that the students can avail the opportunities.

iii) There is a photocopier in the library.

iv) E-journals are subscribed through N-Net service.

v) INFLIBNET is also subscribed to by the college.

vi) College subscribes to institutional membership in British Council Library, Kolkata.

vii) D-space software has been installed for faculty publications.

viii) A special collection of books donated by retired teachers is preserved in a separate area.

ix) KOHA software has been installed which helps in bullion search.

x) University question papers and syllabi of the subjects is available in D-space.

xi) Books allocated for entry in service and employment generation is kept in a separate

area.

xii) A separate almirah is designated for value education books.

xiii)Toilet facilities is provided adjacent to the library

xiv) Drinking water facility is provided on the landing of the staircase adjacent to the library.

4.2.2   Provide details of the following:

  i)   **Total area of the library** : 2728 Sq. ft

  ii)   **Total seating capacity** : 50 students and 8 teachers

  iii)   **Working hours** (on working days, on holidays, before examination days, during examination days, during vacation)

  a.   **On working days** : 8am to 7pm
  b.   **On holidays** : Closed
  c.   **Before commencement of the exams** : 8am-7pm
  d.   **During examination period** : 8am-7pm
  e.   **During recess** :11am-5pm

  iv)   **Layout of the library** (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

  a.   A common reading space for the students is available.
  b.   However, for staff a separate reading space is made available.
  c.   The library is situated in the first floor of the UGC building.
  d.   All the computers in the library have internet connection
  e.   Part of the library is utilized as UGC Network Resource Center with 3 computers for internet browsing with BSNL broadband connections.

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

All the requisitions and demands placed by the students and teachers are discussed in library committee and purchases are recommended subject to availability of funds of the respective departments.

Library holdings	Year -1 2011-12		Year – 2 2012-13		Year – 3 2013-14		Year – 4 2014-15	
	Number	Total Cost (In Rupees)	Number	Total Cost (In Rupees)	Number	Total Cost (In Rupees)	Number	Total Cost (In Rupees)
Text books	1506	69024/-	258	34080/-	1167	203218	1188	200720/-
Reference Books	157	52000-	26	10712	97	37964	89	42568
Journals/ Periodicals and	Nil	Nil	3	800/-	2	1600/-	8	15,820/-
e-Resources and Digital Database.	N-LIST	5000/-	N-LIST	10,000/-	N-LIST	15000/-	N-LIST	20000/-

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

i) **OPAC**- Yes

ii) **Electronic Resource Management Package for e-journals** – College subscribes to N-List

iii) **Federated searching tools to search articles in multiple databases**- Not available.

iv) **Library Website** - Under construction

v) **In-house/remote access to e-publications**- This facility is provided by D-Space.

vi) **Library automation is in vogue**.

vii) **Total number of computers for public access**- 5

viii) **Total numbers of printers for public access**- 1

ix) **Internet band width/ speed**-   2mbps   10mbps √   1GB

x) **Institutional Repository**- maintained through D-space q software

xi) **Content management system for e-learning** - Not available.

xii) **Participation in Resource sharing networks/consortia** (like INFLIBNET Yes)

4.2.5 Provide details on the following items:

- **Average number of walk-in**s – 100/day
- **Average number of books issued/returned**- 50/day
- **Ratio of library books to students enrolled**- 9:1
- **Average number of books added during last three years**- 942
- **Average number of login to** OPAC-5
- **Average number of login to e-resources**- 2
- **Average number of e-resources downloaded/printed**-5
- **Number of information literacy trainings organized**- NIL
- **Details of "weeding out" of books and other materials**- On an average 50 books which are in fragile condition and not supporting the syllabii .

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts**- Not available
- **Reference** - Books of different categories and subjects are available.
- **Reprography** - Available
- **ILL (Inter Library Loan Service)** – Institutional membership with British Council of India .
- **Information deployment and notification (Information Deployment and Notification)** - Done through display in the notice boards and website.
- **Download facility** - Available.
- **Printing**- Facility is available
- **Reading list/ Bibliography compilation** - Not available.
- **In-house/remote access to e-resources**- Is available
- **User Orientation and awareness** - Done individually depending on the problem faced by the user
- **Assistance in searching Databases** - Done by the library staff and sometimes

by peer group.

- **INFLIBNET/IUC facilities**- Available

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

i)   The arrangement of books in the library and racks are done according to online catalogue and classification system.

ii)   Books relevant to a particular topic are provided, if asked for by the students.

iii)   Information about new arrivals is intimated through notices and website.

iv)   A register is kept for students to place their demand for books.

v)   University question papers are also kept for use by the students.

vi)   Requirements and problems of the students are dealt by the librarian sympathetically and maximum facilities are extended to students who are economically backward.

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

   i)   Library staff assists the differently abled students cordially as and when required.

   ii)   The Braille system is not available in library for visually challenged persons.

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

   The librarian takes regular feedback from the students both formally and informally and a formal feedback is taken from the teachers. The issues are discussed in the library committee meetings and strategies for improvement are implemented as far as possible.

4.3. IT Infrastructure

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

the institution.

- **Number of computers with Configuration (provide actual number with exact configuration of each available system)**
- **Computer-student ratio**
- **Stand alone facility**
- **LAN facility**
- **Wifi facility**
- **Licensed software**
- **Number of nodes/ computers with Internet facility**
- **Any other**

Sl No.	Department	No. of desktop +laptop	PC to student ratio	Configurations	LAN facility	No. of nodes with Internet facility	Wi-Fi facility	Licensed software
1	**Anthropology**	2	30:1	Intel PIV, 2.8 GHZ, 80HDD,512 RAM DDR, DM PRINTER	Nil	1	Nil	Yes
2	**Botany**	4	15:1	INTEL PIII, CPU 667 MHZ, 64MB RAM, 1.4 MB FLOPPY,10GB HDD	Nil	1	Nil	Yes
3	**Zoology**	2	30:1	INTEL PIII CPU 667 MHZ, 64 MB RAM14 GB HDD, PRINTER	Nil	1	Nil	Yes
4	**Physics**	5	15:1	INTEL PIII, CPU 667MHZ, 64 MB RAM, 40GB HDD	Nil	1	Nil	Yes
5	**Chemistry**	4	24:1	INTEL PIII, CPU 667MHZ, ROM 64MB, 40 GB HDD	Nil	1	Nil	Yes
6	**Computer Science**	33	1:1	INTEL PIII, CPU 667MHZ, 64 MB RAM, 40GB HDD	Yes	1	Nil	Yes

7	Mathematics	30	1:1	INTEL PIII, CPU 668 MHZ, 64MB, 20GB HDD	Yes	1	Nil	Yes
8	Bengali	1	50:1	INTEL PIV, 2.8 GHZ, 80HDD,512 RAM DDR,	Nil	0	Nil	Yes
9	English	2	35:1	Intel PIV, 2.8 GHZ, 80HDD,512 RAM DDR,	Nil	1	Nil	Yes
10	Sanskrit	-	-		-	-	-	-
11	Political Science	1	10:1	Intel PIV, 2.8 GHZ, 80HDD,512 RAM DDR,	Nil	0	Nil	Yes
12	Philosophy	-			-	-	-	-
13	Economics	1	5:1	Intel PIV, 2.8 GHZ, 80HDD,512 RAM DDR,	Nil	1	Nil	Yes
15	Statistics	-			-	-	-	-
16	Commerce	1	40:1	Intel PIV, 2.8 GHZ, 80HDD,512 RAM DDR,	Nil	0	Nil	Yes
17	Education	-			-	-	-	-
18	History	1	80:1	Intel PIV, 2.8 GHZ, 80HDD,512 RAM DDR,	Nil	0	Nil	Yes
19	Communicative English lab	1	30:1	Intel PIV, 2.8 GHZ, 80HDD,512 RAM DDR,	Nil	0	Nil	Yes
20	Library	6	10:1	INTEL PENTIUM IV, 256 MB RAM, 40GB HDD INTELM PENTIUM IV, 3.06 MHZ, 504 MB RAM, 80GB HDD	Nil	2	Yes	Yes
21	Office	11		INTEL PENTIUM IV, 512 MB, DDR RAM,	Yes	2	Nil	Yes

			1.44MB FDD, 80GB HDD				
22	**Principal's office**	4		INTEL PREMIUM 2.4GHZ PROCESSOR, 256 MB DDR RAM, 40 GB HDD,	Yes	1	Nil	Yes

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

- The students and faculties can avail the modern facilities available in the college campus.

- Computer labs can be used by various departments as and when required.

- Internet facilities can be accessed both by the faculties and students.

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

- IT infrastructure of the college is upgraded every year. This is done to meet the growing demands of the students and faculties to use internet and computer facilities. The institution is planning to ensure sufficient IT infrastructure for all departments.

- At present the office, one computer laboratory and mathematics department is provided with LAN facilities with a high configuration server. This enables easy sharing of data and other documents within the college campus.

- The institution is planning to provide Wi-Fi facilities to the stakeholders of the college.

- Various issues, plans and their execution regarding IT infrastructure is supervised by the Computer and Website sub committee comprising the following members: Prof. Tilak Sinha (Convenor), Prof. Chandan Chattopadhya, Prof. Sourav Samanta, Prof. Susmita Podder, Prof. Mohua Guha, Prof. Shampa Sarkar, Prof. Supriyo Das

4.3.4   Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in

the institution (year wise for last four years)

The provisions for the computers and their accessories is being presented in tabular manner below

Sl.No.	Particulars	2011-12 (in Rupees)	2012-13 (in Rupees)	2014-15 (in Rupees)	2014-15 (in Rupees)
1.	Procurement	2,82,070	23,140	98,342	1,20,000
2.	Upgradation	50,000	70,000	70,000	1,05,000
3.	Deployment +Maintenance+ Data Entry+ Peripherals+Accessories	1,42,044	1,53,687	2,62,565	1,86,131

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

- The college has provided laptops (12), desktops (95), scanners (4), printers (18) and LCD projectors to various departments.
- LAN is installed with a high configuration server in the office, one laboratory of the computer department and in the mathematics department.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching- learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- Faculties have started using ICT infrastructure for delivering class room lectures. This makes it interesting for the students to participate in class room interactive sessions.
- Audio-visual aids, power point presentations, video clippings, microphones are

additionally used for the teaching learning process.

• INFLIBNET is available in the library, students can have access to UGC Internet Resource Center and online e-journals through N-List program.

• Honours students of science departments can access the computer and internet facilities in their respective departments.

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?

The institute is yet to avail the connectivity services offered by National Knowledge Network Connectivity.

4.4   Maintenance of Campus Facilities

4.4.1   How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

Table : Budget allocated on the following items during the last 4years

Sl No.	Items	2011-12 (in Rupees)	2012-13 (in Rupees)	2013-14 (in Rupees)	2014-15 (in Rupees)
1.	**Building**	4,00,000/-	5,00,000/-	6,00,000/-	6,00,000/-
2.	**Furniture**	50,000/-	60,000/-	72,000/-	1,00,000/-
3.	**Equipment**	50,000/-	70,000/-	85,000/-	92,000/-
4.	**Computers**	1,50,000/-	1,00,000/-	1,00,000/-	1,50,000/-
5	**Vehicles**	NA	NA	NA	NA
6.	**Any other**	-	-	-	-

The UGC committee looks after the allocation, utilization and expenditure of funds. Under the supervision of one Planning Board different UGC funds are discussed and allocated. **The Planning Board** as constituted according to UGC recommendations, comprises of the following members:

Principal/TIC, Bursar, Coordinator, IQAC, Secretary, Teacher's Council, All Teacher

Representatives to the Governing Body, Convener, Academic Sub-Committee, Convener, UGC Sub-Committee, Librarian, Prof. Kuntal Chattopadhyay, Prof. Manas Chaudhuri Mr. Sekhar Kr. Sen

The UGC committee is as follows:

Convenor: Prof. Subrata Kr. Basu
Members:Prof. Mohua Guha, Prof. Indranil Bhattacharya, Prof. Tanima Chakrobarty
Prof. Susmita Podder, Prof. Uma Bhaduri, Prof. Amal Sarkar

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

- Electrical maintenance is done as and when required by skilled and licensed electricians on contractual basis.

- The day to day security and maintenance of two wheeler stand of the college is done through a private agency.

- The entire security of the college is maintained by a private professional agency.

- The building sub committee, purchase sub committee of the college take care of the construction, maintenance and upkeep of physical infrastructure.

- The upkeep of computers, generators, photocopiers, aquaguards, coolers, air conditioners are done through the AMCs given to various agencies on a regular contractual basis. All the laboratory equipments are also being brought under AMC gradually from UGC funds.

- Upkeep of the water body is maintained by the Employees' Credit Cooperative Society.

- Overall development of the campus is done under the supervision of Campus Development Sub Committee.

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

- Daily maintenance of laboratory instruments/equipments is carried out by the support staff of the laboratories.

- Other maintenance and repairing activities including calibration are done according to the need or on an annual contract basis.

- List of the available inventory and other equipments is maintained separately by each department and administration office.

- Instruments procured from UGC fund are maintained in a separate inventory.

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

- The support staff of various departments of the college is responsible for the upkeep of the instruments.

- Voltage fluctuations are controlled by online UPS and inbuilt stabilizers of the machines.

- All the chemicals and other equipments are kept in safe custody.

- Fire controlling devices are present.

- Exhaust fans are present.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.   Nil

CRITERION V:
STUDENT SUPPORT AND PROGRESSION

"The purpose of education is to make good human beings with skill and expertise... Enlightened human beings can be created by teachers"

- *A. P. J. Abdul Kalam*

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes its updated prospectus annually. The following information is provided to the students through the prospectus.

- Every year the prospectus is updated which contains information pertaining to Academics, Faculty strength of each department, Rules and Regulations of the college, Facilities provided to the students and the affiliating university. All these information give the students a clear idea about the college.

- Information regarding financial aid and student support services, fee structure and refund policies is also specified in the prospectus.

- Academic Calendar of affiliating University is also present in the Prospectus

- The prospectus also contains information regarding Governing Body, history of the college, members of the office staff and support staff, courses offered and subject combinations allowed for the different courses.

- Rules regarding registration, migration, attendance, rules for changing subject combinations, transfer, university examinations and details of the payment of fees are clearly mentioned.

- The facilities provided to the students namely students' aid, fees concession, scholarships, bus and train concessions, medical facilities, canteen facilities, co-curricular activities and details of the fees structure are clearly mentioned in the prospectus.

- The details of Anti Ragging cell, Grievance Redressal Cell and Anti Harassment Cell and their mode of functioning is also clearly mentioned in the prospectus.

- The institute has its official website which provides ready and relevant information to stakeholders and helps in electronic data management.

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?

- Institutional Scholarships awarded during the last four years

Sl No	Name of the scholarship	No. and AMOUNT (in Rs)	Category
1.	**Principal Ranada Ranjan Chakrobarty Scholarship**	10 (Hons subjects Rs 200 per student 1 year.)	Highest marks in college in combined Part-I and Part-II examination
2.	**Prof. Asitava Dasgupta memorial scholarships**	3 (one in each Arts, Science and Commerce) Rs.200/- month for one year to each selected student	Students securing 2nd highest marks
3.	**Prof. Rudreswar Das Memorial Scholarships**	2 (Amount disbursed by Narasinha Dutt College, students' welfare fund.)	Result of annual examination
4.	**Principal Haripada Bharati memorial scholarship**	1 Rs 200/-	1st yr student of Philosophy (Hons) who secured highest marks in Higher secondary examination
5.	**Bijoy Krishna Sarkar Scholarship**	1	Student securing highest marks in English (Hons) in University final examination
6.	**Rasmoni sarkar scholarship**	1 (Rs 200/- month to the student for 1 year)	Student securing highest marks in Bengali (Hons) in University final examination
7.	**In memory of late teachers, non teaching employees and students**	3 Rs 200/-	Students who come first in Arts, Science and Commerce streams respectively in part-I,II and III(combined) result.
8	**Gour Mohan Memorial**	1 Rs 200/-	Highest scorer in Zoology in combined Part-I,II and III

	Scholarship		examinations.
9	**Principal Amarendranath Majumdar Memorial Scholarship**	1 Rs 200/-	Student securing the highest marks in B.SC General (Pure Science)
10.	**Principal A.N.Majumdar memorial scholarship**	3 Rs 200/- to each student	Topper in PartI &II (Hons) examination (combined) for B.A.,B.SC and B.Com separately
11	**Bishnu Ava memorial prize**	4 Rs 200/- to each of the students	1) One boy and one girl respectively securing the highest marks in Anthropology in B.Sc (General) Part 1,II and III examinations 2) One boy and one girl respectively securing the highest marks in Anthropology in B.Sc (Honours) Part 1,II and III examinations
12	**Gouri (Jharna) Basu memorial scholarship**	2 Rs 200/- year for two years 1 Rs 200 /- for 1 year	1) Bengali (Hons) student securing the highest marks in Bengali in H.S. examination (at least 50%) 2) Student securing highest marks in Bengali Hons (Part I &II examination (Combined)
13	**Raina Roy memorial scholarship**	1 Rs 250/ per student	Student securing the highest marks in History (Hons) B.A.part-I &II examinations.
14	**N.D.College St.John Ambulance and Nursing division**	5 Rs 200/- to each student	1) Students admitted with the highest grand total in H.S. Examination, one each from BA,Bsc and BCom 1st

			year 2) 2 best cadets of the Ambulance and Nursing division respectively
15	**N.D. College Industrial/Agricultural worker scholarship**	2 Rs 200/- to each student	To encourage students hailing from the families of industrial/agricultural workers , awarded to students securing 1st/2nd/3rd position in the Part I&II examination (combined) in any subject. General students can also be considered.
16	**Principal Jnanendranth Sen Scholarship**	1 Rs 650/-	Student securing highest marks in chemistry (Hons) in Howrah district.
17	**Best attendance award**	1	Awarded by N.D. College teacher's council to the student who attends the highest number of classes
18	**Principal Jnanendra Nath Sen centenary scholarship**	1 Rs 200/-	Awarded to the chemistry Hons who gets the highest marks in Hons. (Part I,II and III combined)
19	**Nirmalya Bagchi Memorial Scholarship**	1 Rs 300/-	Highest scorer in history (Hons) in partI,II and III (combined)
20	**Suresh Chandra Sarkar scholarship**	1 Rs 300/-	Student securing highest marks in English (Hons) part I,II and III (combined)
21	**Saroj Hari scholarship**	2 Rs 300/- and Rs 250 /- respectively	Highest scorer in Botany Hons (Part I,II and III combined) and Botany pass (part I, II and III combined)
22	**Panchanan Ratnamala Bag memorial Award**	2 Rs 250/-to each student for 1 year	Awarded to the top scorers among the boys and girls of History (Hons) examination (Part I,II and III combined)
23.	**For handicapped**	1	Instituted by Narasinha Dutt

	students	Rs 200/-	College Siksha Karmi Union, the prize is awarded
24.	**Sudeshna Bag Memorial Award**	1 Rs 750/-	Awarded to the top scorer in History Hons in BA examination (Part I,II &III combined)
25.	**Vice Principal Prof. Charumohan Sarkar Memorial Scholarship**	2 Rs 1000/- to each student	Students securing the highest marks in English Hons part I & III separately
26.	**Smt. Minati Sarkar memorial scholarship**	1 Rs 1000/- to each student	Student securing the highest marks in English Hons Part II.

- Details of fee concession from Student Aid fund during the last four years

Year	**No of students**	**No of students**
	Full free in tuition fees	**Half free in tuition fees**
2011-12	20	49
2012-13	30	75
2013-14	46	66
2014-15	27	65

Student's Welfare and Aid fund committee comprising the following members looks after the management of the disbursal of this aid

Convenor- Prof. Chandrani Banerjee

Members : Prof. Purnima Mukherjee, Prof. Rupali Dhara , Prof. Kakoli Biswas, Prof. Krishna Banerjee, Prof. Arpita Mistri, Prof.Abanti Adhikary, Prof. Sumita Mullick

Prof. Tarannum Mushtaque, Prof. Jayita Roy, Prof. Shampa Sarkar, Prof. Sourav Samanta, Prof. Arpita Basak

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

	2011-12	**2012-13**	**2013-14**	**2014-15**

Merit scholarship	5 (Rs.54,000)	3 (Rs 27,000)	2 (Rs. 4,950)	7 (Rs 40,000)
SC/ST	SC=450, ST= 28	SC=478, ST= 52	SC=463 ST=30	SC=484 ST= 42
Minority	44 (Rs. 1,32,000)	58 (Rs 1,74,000)	66 (Rs 1,98,000)	36 (Rs. 1,72,800)
Student aid fund	68 (Rs. 27,200)	91 (Rs. 45,500)	112 (Rs. 56,000)	92 (Rs. 45,900)
Kanyashree (Government aided)	-	-	171 (Rs.37,25,000)	140 (Rs. 3,50,000)
Kanyashree (school to college) Government aided	-	-	14 (Rs 3,50,000)	28 (Rs. 7,00,000)
Total	595(29.22%)	682 (30.0%)	858 (38.88%)	822 (32.81%)

5.1.4 What are the specific support services/facilities available for

- ✓ **Students from SC/ST, OBC and economically weaker sections**
- ✓ **Students with physical disabilities**
- ✓ **Overseas students**
- ✓ **Students to participate in various competitions/ National and International**
- ✓ **Medical assistance to students : health center, health insurance etc**
- ✓ **Organizing coaching classes for competitive exams**
- ✓ **Skill development (spoken English, computer literacy, etc.)**
- ✓ **Support for slow learners**
- ✓ **Exposures of students to other institutions of higher learning/ corporate/ business house etc.**
- ✓ **Publication of student magazines**

- Reservation in admission is provided.
- Remedial coaching is provided for slow learners, SC/ST and economically backward students.
- Institutional scholarship is given to the economically backward students, students whose parents are agricultural workers and industrial workers.
- Peer learning is appreciated and encouraged.

- Railway and bus concessions are provided.

- Free and concessional tuition fees are provided on merit-cum-means basis.

- Books, tuition fees and medical help are provided to the needy students from the Students' Aid Fund maintained by the college.

- The students with physical disabilities can use ramp installed by the college to meet their needs. Specially earmarked toilets are there in the ground floor for the physically challenged.

- Special assistance and guidance is given through career counseling cell to the advanced learners.

- Books and magazines for competitive examinations are provided in the library.

- Computer with internet facility is provided in the UGC Internet Resource Centre and some of the departments in the college.

- The Health Unit caters to the health problems of the students and provides them with medical aid. There is a sick room in the ground floor of the administrative building.

- Health camps are organized for health check ups for students. Awareness camps on cancer, thallasaemia are organized.

- Competitive books and magazine facility is provided for Skill development (Spoken English, Computer Literacy etc). Exposure is given through computer with internet facility. Provision of UGC sponsored career oriented programmes on spoken English and computer literacy applications has recently been introduced.

- Institute support "slow learners" through Remedial classes and "advanced learners" through tutorials, instructions and advice whenever necessary from the teachers.

- The college supports relevant guidance from specialists in the field and provides them with student friendly books and learning resources.

- Apart from the wall magazines of the various departments the college publishes a magazine for students. It is an ideal platform for students to

realise their creative potential and hone their writing skills. Some departments bring out a souvenir on the occasion of Reunions.

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

- The institution encourages innovative, creative and entrepreneurial initiatives in their approach to ensure skill development amongst the students.
- To ignite the students' desire for new ventures, interactive sessions with professionals namely chartered / cost accountants, income tax consultants and the like are organized.

IMPACT OF THESE EFFORTS

- Our students have been employed in public and private sector. Skill enhancement opportunities provided by the college paved their way for higher education in prestigious institutes as professionalism has been inculcated in them.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

The policies and strategies of the institution regarding additional academic support , flexibility in examinations, special dietary requirements, sports uniform and materials can be overviewed in the manner given below-

- **Additional academic support, Flexibility in examinations**-
  Exemption from the internal assessments and attending regular classes. Certification, felicitation, special coaching classes and guidance, reservation in admission, remedial coaching and peer learning.

- **Special dietary requirements, Sports uniform and materials** –

The college arranges for special meals during their practice and performance in competitions . Sports kit with uniform & sports materials for sports like cricket, table tennis, volley ball, athletics, football etc is provided.

- **Any other**- The institute tries to abide by the policies laid down in the Social Commitment Policy. **(See Annexure IX– Social Commitment Policy)**

5.1.7 Enumerating   on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

This is an undergraduate college. The college presently does not have the provision of post graduate courses except two subjects (English and Mathematics). Therefore, the college cannot actively encourage the students for competitive examinations like UGC-CSIR-NET-SLET etc. However, some of the departments of the college have their own unofficial records from alumni who have good record of accomplishment in these examinations.

Sl No.	Name of the Department	Number of students qualified in UGC-CSIR-NET-SLET
1.	**Anthropology**	40
2.	**Chemistry**	6
3.	**English**	2
4.	**Mathematics**	2
5.	**Zoology**	5

The college conducts study programmes funded by UGC under the XIth and XIIth plan schemes to enable the students to prepare for competitive examinations. The program although was mainly for the SC,ST and minority students, students from the financially backward families and other general students were allowed to participate in the programs.

5.1.8 What type of counselling services are made available to the students

(academic, personal, career, psycho-social etc.)?

- Academic counselling – at the time of entry into the college the Admission Committee conducts academic counseling regarding the choice of streams and subjects. Academic counseling is given to the students through various seminars and workshops organized by them.

- Personal counselling- teachers provide personal counseling to students and the Principal/Teacher-in-charge/HODs also give hearing to the problems of the students in their free time.

- Career Counselling- Career counseling is also handled by the Career Counselling Cell funded by UGC through seminars, workshops and interaction with various entrepreneurs and professionals from different fields. It begins right at the time of admission through the admission committee. The teachers guide and direct the students regarding the choice of streams/subjects. Seminars and lectures are arranged to disseminate information among the students and counseling them regarding career options.

- Psycho-social - The college has appointed a counselor who comes once a week and counsels the students about various problems they face as young adults.

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.

Career Counseling cell
- Prof. Swapna Roychowdhury
- Prof. Sumahan Bandyopadhyay (on lien)

- Prof. Mohua Guha
- Prof. Tanima Chakrobarty

Tech Mahindra, Whitelon Technologies Pvt Ltd, Aspirations and Dreams are some of the companies which organized orientation programmes for employment seeking students. Job assistance fair was also organized by ANANT.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

- Yes, the college has a "Grievance Redressal Cell" to redress the grievances of the stakeholders. The students can approach the cell for their grievances. The committee sorts out their problems promptly and judiciously the committee also redresses the grievances of the stakeholders as and when required.

The members of the **Grievance Redressal Cell** are as follows: Prof. Arpita Mistri (Convenor), Bursar, All TRs to Governing Body, Secretary, Teachers' Council , Prof. Sabyasachi Mukherjee, Sections-In-Charge (Morning and Evening Sections), Prof. Goutam Roy

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

Anti Harassment Cell takes care of such issues. The cell encourages students and staff to participate in all cultural activities and inspires them for social and financial empowerment. The cell sensitizes the female students about their rights and responsibilities and supports them to fight against sexual harassment and for the women of the society.

The college has a well laid out Anti Harassment policy. (see Annexure-X)

The members of the Anti Harassment Cell are: **Convener: Prof. Kakali Biswas (Basak) Members:** Prof. Ashalata D'Rozario, Prof. Rupali Dhara, Prof. Smritikana Bandyopadhyay, Prof. Sabyasachi Mukhopadhyay, Prof. Barnali Ghosh Dastidar, Rohima Khatoon (Secretary, Nari O Sishu Kalyan Mancha, Govt. Of West Bengal)

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 has an Anti Ragging Cell to handle matters in this regard who adhere to the rule laid down in the Anti Ragging Policy (See Annexure-XI).

There has not been any single instance of reported ragging during last four years.

The members of the Anti Ragging Cell are :Chairperson : Principal/Teacher-in-Charge Convener: Secretary, Teacher's Council , Members : All in-house GB members (Teacher representatives, Non-Teaching Representatives, Student's representatives)

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

The provisions for welfare schemes for students are as follows:

- **Academic**- Tutor mentorship, remedial teaching for slow learners, career and counseling, training for competitive examinations.
- **Cultural**- Cultural and sports events/activities, festivals, intra & inter college debates, quiz contests etc, half/full free studentship, scholarship and stipends, scholarships from the State Government for the Minority students, State Govt. sponsored welfare projects for girl students.
- **Scholarships and Freeships**- half/full free studentship, scholarship and stipends, scholarships from the State Government for the Minority students, State Govt. sponsored welfare projects for girl students.

The Scholarship Sub Committee manages the affairs dregarding scholarship and freeship and comprises the following members:

Prof. Tandra Das **(Convenor), Members:** Prof. Arundhati Kanjilal**,** Prof. Chandana Ghosh**,** Prof. Smritikana Chatterjee**,** Prof. Dipa Mukherjee**,** Prof. Swapna Roychoudhury**,** Prof. Amal Sarkar**,** Prof. Milan Kr Das**,** Prof. Moumita Dhar**,** Prof. Tanima Chakrobarty**,** Prof. Supriyo Das**,** Prof. Arpita Basak

- Infrastructure- Students' canteen to supply food at subsidized rate, college cheap store, drinking water (Aquaguards, coolers), indoor sports facilities, boys and girls common room ,Gents and **L**adies toilets, Gymnasium.
- Health – Health and Hygiene awareness campaign provided by College Health Unit, Science Club and ECO Club; First Aid and peripheral assistance

by the Health unit.

- The different activities organized by the Health Unit of the college are monitoring the health of the students, teachers and non-teaching staff at regular intervals.

- First Aid kits are provided in the Student's Union room and in the Staff Room by the Health Unit.

- Provision for blood pressure check up and height measurements for determining the BMI is also available.

- Sick room arrangement with a single bed is also available.

- Students Health home facilities are also available. The college has institutional membership of Students' Health Home, where the students can avail the outdoor and indoor facilities for medical consultation.

- There is a Clinic cum Diagnostic center set up by the University of Calcutta at Goenka Hospital and Diagnostic Research Center at 145, Muktaram Babu Street, Kolkata where students and teachers of the affiliated colleges are eligible to get various health related services at a very nominal charge.

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 institution has recently registered its Alumni Association. Contributions of alumni to the growth and development of the institution includes:

- Many alumni works as faculty or administrative staff of the college.
- The alumni also give their valuable inputs regarding improvement in the infrastructure and administration.
- Alumni are even involved in the extension activities of the institution.
- The alumni of the college are roped in to lend their professional expertise.

The composition of the Alumni Association is the following:

President : Mr. Rudranil Ghosh
Vice President: Prof. Rajkumar Ganguly,
Prof. Purnendu Bhattacharya
Jt. Secretary: Prof. Sukhendu Kanrar
Jt. Secretary: Mr. Prodyot Das
Treasurer: Mr. Abhijit Roy

5.2   Student Progression

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

	Departments	*%*
UG to PG	Anthropology	60
	Bengali	40
	Botany	40
	Chemistry	50
	Commerce	Data not available
	Computer Sc.	80
	Economics	33
	Education	50
	English	10
	History	40
	Mathematics	40
	Philosophy	23
	Physics	43
	Political Science	Data not available
	Sanskrit	Data not available
	Urdu	35
	Zoology	60
PG to M.Phil	20% (Based on Alumni Data of some of the departments)	
PG to Ph.D	15% (based on alumni data of some of the departments)	
Employed • **Campus selection** • **Other than campus recruitment**	20% (From career counseling cell) 30% (pooled data of all the departments having alumni record)	

It has not been possible to be in touch with all the students who have passed out from the college but some of the departments are in a position to maintain and procure information with regard to their present status as far as practicable.

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

	2011			
	APPEARED	**PASSED**	**1ST CLASS**	**%**
BA	421	400	2	95
BSC	101	94	27	93.1
BCOM	95	95	5	100
TOTAL	**617**	**589**	**34**	**95.5**

	2012				**2013**			
	APPEARED	**PASSED**	**1ST CLASS**	**%**	**APPEARED**	**PASSED**	**1ST CLASS**	**%**
BA	310	297	11	95.8	348	333	1	95.7
BSC	98	98	51	100	121	114	55	94.2
BCOM	155	98	13	63.2	70	70	10	100
TOTAL	**563**	**493**	**75**	**87.6**	**539**	**517**	**66**	**95.9**

	2014				2015			
	APPEARED	**PASSED**	**1ST CLASS**	**% of success**	**APPEARED**	**PASSED**	**1ST CLASS**	**% of success**
BA	239	230	2	96.2	272	265	4	97.4
BSC	140	135	68	96.4	146	137	74	93.8
BCOM	159	94	1	59.0	71	44	2	62.26
TOTAL	**379**	**365**	**70**	**96.3**	**418**	**402**	**78**	**96.2**

General Courses

	2011			
	Appeared	**Passed**	**IST DIV**	**% of success**
BA	400	291	0	72.8
BSC	51	45	5	88.2
BCOM	257	194	0	75.5
TOTAL	**708**	**530**		**74.9**

	2012				2013			
	Appeared	**Passed**	**IST DIV**	**% of success**	**Appeared**	**Passed**	**IST DIV**	**% of success**
BA	268	171	O	63.8	319	198	0	62.1
BSC	54	51	5	94.4	67	60	9	89.6
BCOM	165	109	0	66.1	184	85	0	46.2
TOTAL	**487**	**331**		**68**	**570**	**343**	**0**	**60.2**

	2014				2015			
	Appeared	**Passed**	**IST DIV**	**% of success**	**Appeared**	**Passed**	**IST DIV**	**% of success**
BA	262	112	1	42.7	272	265	4	97.4
BSC	70	57	69	81.4	146	137	74	93.8
BCOM	159	94	0	26.96	71	44	2	62.26
TOTAL	**332**	**169**	**0**	**50.9**	**418**	**402**	**78**	**96.2**
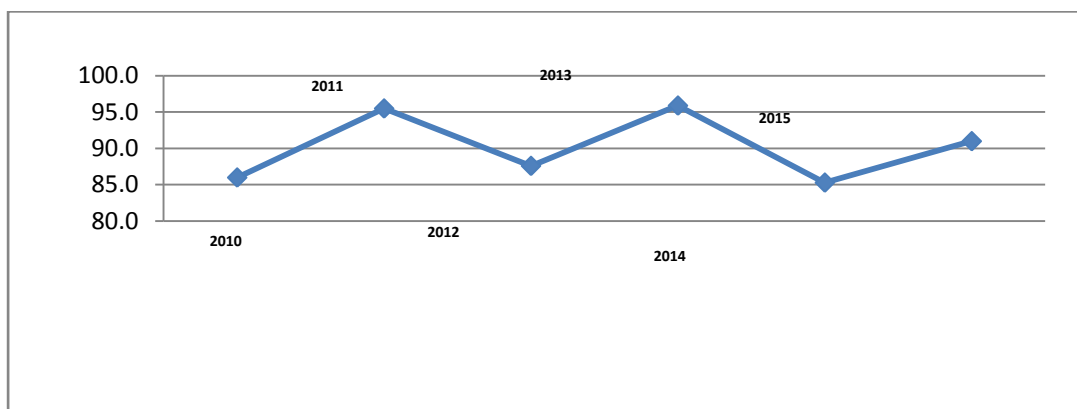
Figure 1: Pass Percentage of students in Honours Subjects from 2011- 15
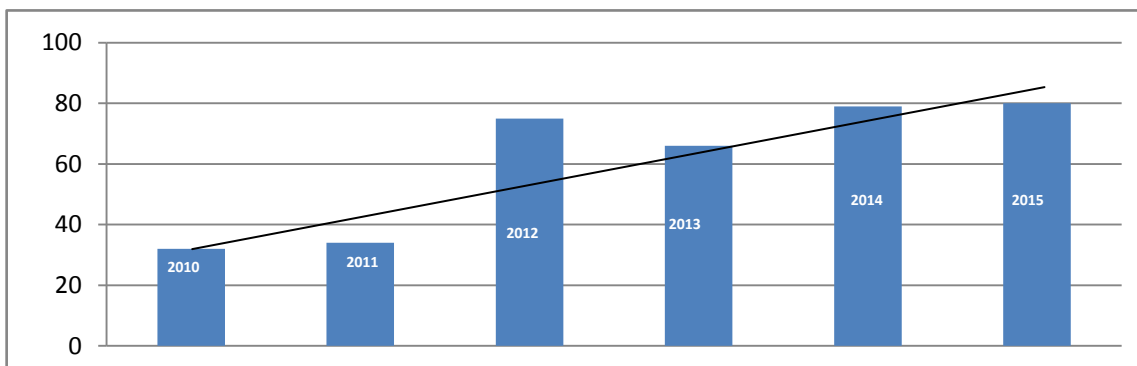
Figure 2:   No. of students obtaining 1st class in Honours Subjects from 2011 - 2015

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

The institution supports and encourages sustainable good practices, which effectively support the students and facilitate optimal progression

- Endowment scholarships are offered to the bright students as an incentive.
- Personal informal counseling by the respective faculty to develop right motivation for the right goals.
- The college has started conducting study programs for competitive examinations for enabling the students for competitive examinations leading to government and non government jobs.
- Placement and Counseling Cell which provides necessary guidance and advice to develop the employability of the students through different seminars and workshops as far as practicable.
- The institution provides effective support to the students to enable them to secure higher education /employment as far as practicable.
- Special care and attention is given to the female students to help them attain higher education.
- Communicative English and Computer Application courses are introduced to enable the students gain higher education and clear competitive examinations.

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

The institute collects data of the students at risk of drop out by analyzing students profile, scrutinizing attendance record, evaluating class performance and last but not the least in the parent teachers meetings held in the respective departments held from time to time. Based on the above appraisals, an attempt is made to reduce the drop out in the following manner:

✓ Special counseling by the faculties to such students.

✓ Regular monitoring of the academic performance by the HODs

✓ Free-ships and concessions to the economically backward sections

✓ Specimen books, advanced learning materials are provided by the faculty

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.

- **Sports** – annual sports is regularly held where students, teachers and staff members participate. The institution encourages all sorts of sports and games. The Game Sub Committee comprises of the following- Prof. Subrata Kr. Basu (Convenor), Prof. Sabyasachi Mukhopadhyay, Prof.Moumita Dey, Sri. Sandip Charan, Sri Krishnendu Maity.
- The college has taken effective measures so that students can participate in such outdoor sporting activities like football, cricket, athletics, weight lifting, power lifting, volleyball, wrestling, kabbadi, bat badminton and gymnastics. In the recent years the college has won good many laurels in different inter-college tournaments at the university level and also district and state level.
- As far indoor games are considered, there are TT boards, carom boards and chess boards etc.
- A gymnasium is present on the 1st storey of bank building equipped with all the modern equipments.

A Cultural Sub-committee comprising of the following members looks after the development of cultural ethos among the students and the staff by organizing various programs: Prof. Sanjib Saha (Convenor), Prof. Chandan Chattopadhyay, Prof. Barnali Ghosh Dastidar, Prof. Siddhartha Sen, Prof. Supriyo Das, Prof. Arpita Mistri and Prof. Aditi Saha.

List of co-curricular, extracurricular and cultural activities involving student participation

Event	Event type	Venue	No of students
Saraswati Puja	Religious festival	College campus	3,000 (approx)
Bhasa Dibas	Literary Observance	College campus	250 (approx)
Raksha Bandhan	Community Programme	College campus	550 (approx)

Fresher's welcome	Get-Together	College campus	1800 (approx)
College Social (Annual)	Get-Together	Sarat Sadan, Howrah	3,500 (approx)
Iftar party	Religious Congregation	College campus	200 (approx)
Annual Sports	Games	College field	350 (approx)

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

- ✓ 2nd and 3rd position in quiz competition organized by Department of Parliamentary Affairs, Govt. of West Bengal in 2010-11
- ✓ 2nd position in Howrah district Youth Parliament competition in 2011-12

The following table presents the nature of participation of students in various sports:

Event	Year	Competition	Student/Name /Academic Year	Prize/A ward	Venue	Rank	Remark s
Volleyball	2011-12	Inter College Tournament (Men)	Umar Faruq Halder	Man of the Match	Calcutta University Volleyball Ground.	**University Champion**	Umar Faruq Halder represented CU team, and Himangshu Dey, Sushovan Maity and Umar represented Sr. Bengal Team.
		Laxmi Rani Dolui Volleyball Championshi p.	Sushovan Maity	Man of the Match	Buxara, Howrah.	**Tourna ment Champi on**	

Athletics/Shot-put and Discuss	2011-12	Inter Non Government College Athletic Meet	Samrat Maity Samrat Maity Abhilash Ghosh Abhilash Ghosh	Gold Medal (Shot-put) Silver Medal (Discuss) Silver Medal (Shot-put) Bronze Medal (Shot-put)	Belur Ramkrishna Mission, Howrah. SAI Complex, Saltlake	1st in **District Championship**. 2nd in **District Championship** 2nd in **District Championship**. 3rd in **State Championship**.	College becomes District Champion in Athletic Meet.
Wrestling	2011-12	Indo - Bangladesh Wrestling competition	Shampa Podder		Dhaka, Bangladesh.	**Champion**	She represented National Team also in Bangladesh.
Cricket	2011-12	Inter College Cricket Championship				Qualified for Semi Finals	Organized by CU and CAB respectively
Football	2012-13	Non Government College Football Championshp	Sk. Faiaz BA Ist year	Man of the Match	Belur Ramakrishna Mission SAI Complex,	**District Champion** Lost in Quarter	Sk. Faiaz represented India Under 19 Football Team,. Supriyo Mukherj

					Saltlake.	Final in State Champio nship.	ee was the captain of the Calcutta Universit y Football Team and Sk. Juber Ali was also in the squad.
Volleyball	2012-13	Calcutta University Inter College Volleyball Tournament	Umar Faruk Halder		Calcutta University Volleyball Ground.	Runners Up.	Umar Faruq Halder represent ed CU team.
Cricket	2012-13	Calcutta University Inter College Cricket Tournament	Aniruddha Dam Choudhury Arijit Mukherjee.				Aniruddh a Dam Choudhu ry and Arijit Mukherj ee represent ed CU Cricket Team.
Athletic	2012-13	Inter Non Government College Athletic Meet	Abhilash Ghosh Samrat Maity Abhilash Ghosh	Gold Medal (Shot-put) Silver Medal (Shot-put) Bronze Medal	Belur Ramkrish na Mission, Howrah. SAI Complex, Saltlake	1ˢᵗ in **District Champi onship**. 2ⁿᵈ in **District Champi onship.** 3ʳᵈ in **State Champi onship.**	Again College becomes District Champio n in Athletic Meet.

		Football Championship				represented Bengal in Santosh Trophy. Saif Ali Mullick represented Calcutta University Football Team
Volleyball	2014-15	Calcutta University Inter College Volleyball Tournament		Calcutta University Volleyball Ground.	Lost in Semi Final.	Subhankar Seal, Sourav Majhi, Subham Show played for Calcutta University also represented National
Gymnastics	2014-15	National Level	Rimpa Patra 2nd Year, Sanskrit Honors.	Gold Medal.		**National Champion.**	
Power Lifting	2014-15	Inter University power Lifting Competition	Abhilash Ghosh	Silver **Medal**	Calcutta University	2nd.	

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The Institution has initiated some efforts to modify, enrich and organize the curriculum to

reflect the experiences of the students and cater effectively to the needs of the dynamic employment market.

These efforts include:

- The process of obtaining the feedback from the outgoing students and thereby identifying the actual program outcomes and initiating corrective actions for the upkeep of the curriculum quality and standards.

- Regularly obtaining both formal informal feedbacks from all the stake holders, analyzing them and initiating necessary corrective actions.

- The feedbacks and inputs from the alumni also provide valuable information based on their actual experience in different walks of life.

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

The institution involves and encourages students to publish materials like wall magazines, college magazine and other materials in the following ways:

- There exists a magazine committee which involves and encourages students to publish articles in the college magazine.
- Students are also encouraged to write on wall magazines; departmental activities and various news regarding subject/faculty are put on display on display boards of all the departments. The major publications brought out by the students are the articles/essays/poems in annual magazine written by them during the previous four academic sessions.
- The college publishes an annual magazine for students. It is an ideal platform for students to realize their creative potential and hone their writing skills. The students' contributions include poems, stories, articles that reflect their ideas and aspirations.

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 Students' Union governed by a constitution and the Statute of the University of Calcutta which lays down the objectives, roles regarding functions, election of its body and names and number of portfolios it should have as framed by the University's highest executive body, the Syndicate.

Class representatives elected as per standard democratic norms and guidelines given by the affiliating University and the Sate Govt. elect the office bearers of the Students Union. Each section of the college has a wing of the students Union with ageneral secretary, Vice-President and the office bearers. Principal/TIC is the ex-officio President of the Students Union.

MAJOR ACTIVITIES: The Students' Union organize a spectrum of activities. They participate in all social and community service related activities, health camps and cultural activities organized by the NSS unit, Nature club of the college.

They also undertake the following activities

- It maintains an atmosphere of unity and brotherhood and promotes an academic environment in the college campus.
- Bring forward the grievances of the students to the notice of the authorities.
- Create a link between the administration and the students.
- Maintain discipline and cleanliness in the institution.
- Various cultural activities involving all sections of students to promote universal brotherhood and creativity at various levels.

❖ Activities and officers of the Students union are funded from the students Union fund generated through collection of annual Students Union fees.

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

- There is a student representative in every important academic and administrative body also in every extension unit of the college.
- The institution encourages participation of the students in all college development activities including planning and implementation.
- There are representatives of the students' union in important academic and

administrative bodies for college development for quality sustenance and quality enhancement like Governing body, Finance Committee, Academic Committee, Internal Quality Assurance Cell etc.

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

- An alumni association of the college has just got registered.
- However, some science departments have their own departmental alumni who regularly meet and organize reunions in their respective departments.
- The retired faculty of the college holds an annual get-together in the college campus and publishes a diary every year.

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

- Extends necessary support to the students so that they can cope with the demands of the ever increasing job market.
- Experts are invited from other institutions of higher education to deliver lectures on various subjects for the awareness of the students.
- Some job oriented programmes are organized for the enhancement of the skill and employability of our students.
- Books and magazines are provided for competitive examinations.
- UGC sponsored special coaching classes are held for the SC/ST/OBC/Minority and students belonging to economically backward students.
- Exposure to computer with internet facilities is provided to the students in the UGC Internet Resource Center
- Job oriented computer application and communicative English courses are organized.
- The process of installing an elevator in the main academic block for the benefit of differently abled students has been initiated from the MPLAD fund.

CRITERION VI:
GOVERNANCE, LEADERSHIP AND MANAGEMENT

"*Let me define a leader. He must have vision and passion and not be afraid of any problem. Instead, he should know how to defeat it. Most importantly, he must work with integrity*"

- A. P. J. Abdul Kalam

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1   Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision: 'Jnanat Paratarm Nahi' (There is no higher attainment than knowledge) being the motto of the college, this institution of higher learning envisions an honest, positive and compassionate approach to education with a view to transforming the learners' attitudes to life and society. Keeping our vision in view, the college ensures every possible effort to try to promote this institution to the coveted status of centre of excellence for higher education.

Mission: Our mission is to inspire and motivate students to learn and develop themselves in keeping with the needs of an ever-changing world. The mission of the college includes educating students from the backward classes and communities providing them with some job oriented courses, career counseling and value orientation so that they become independent earners of their living as well as responsible citizens.

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

- The quality policies and plans of the college are designed and implemented keeping in view the curricular as well as co-curricular and extracurricular requirements of the learners and the needs of the different stakeholders.
- The Governing body of the college is in the charge of overall management. The Principal/Teacher-in-Charge is the Secretary to the Governing Body and it has a President to preside over all the meetings and functions as the highest disciplinary authority   of   the   institution. The Governing Body also has adequate representation of the teachers and the non-teaching staffs of 4 and 2 elected

members respectively. There are 2 Government nominees and 2 other nominee members from the affiliating university, the local Municipal Councillor and a student representative. This democratically constituted top management of the college is entrusted with the job of working out the quality policies and plans of the college in proper consultation with different committees and sub-committees comprised of the teachers, students, staff members and other stake holders.

- All policy making and planning finalized by the Governing Body are implemented by Principal/Teacher-in-Charge.

- In implementation of all policies and planning the Principal/Teacher-in-Charge is assisted by the Bursar, GB members (Teaching and Non-teaching), Secretary and members of the Teachers' Council, Convenors of different committees and sub-committees, the Convenor and members of the IQAC in such a manner that an efficient and effective leadership is generated to supervise the interest of all the stakeholders of the college in an organized but decentralized manner.

- The Principal/Teacher-in-charge holds regular meetings with the faculties and other components of institutional management to carry out all the policies and plans as resolved by the Apex body with necessary modifications and fine tuning as and when required.

- Quality policies and plans are all based on the key aspect of ensuring maximum benefit to stakeholders with minimum subjection to any risk, internal or external.

- All the stake holders are invited to provide their input through different appropriately constituted bodies. Feedback is taken at different levels so that amendments to all policies and plans may be done keeping in view the vision and mission statements of the institution.

6.1.3 What is the involvement of the leadership in ensuring :

- **the policy statements and action plans for fulfillment of the stated mission**
- **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning   through need analysis, research**

    inputs and consultations with the stakeholders

- **Reinforcing the culture of excellence**
- **Champion organizational change**

The college management has the Head of the Institution (Principal/Teacher-in-Charge). All the decisions are taken after meetings with the Governing Body which is comprised of all the stakeholders. The GB plays a key role in discussing, resolving and executing all policies and plans functioning as the highest management and leadership of the college.

- The Head of the Institution, who is the executive authority to implement all quality policies and action plans, with the active support of all the members of the teaching and non-teaching communities as well as the student body, alumni association and so on.

- The faculty members actively engage themselves in policy making and implementation of action plans as convenors, co-coordinators and members of different academic and administrative communities such as Finance committee, Purchase committee, academic committee, career counseling cell, Grievance Redressal cell, sexual harassment cell, library committee, campus development committee, research committee service book committee, P.F. Committee, student aid committee, games committee etc.

- Teachers' council with its elected secretary and all teacher members provides a statutory support to the college management deliberating on various academic and administrative matters. Teachers' council also elects 4 representatives of the Governing body.

- Faculty members, staff members and other stakeholders nominated to the IQAC also get the opportunity of building up the leadership required for ensuring all policies and action plans.

- Non-teaching staff members also participate in the process of ensuring implementation of policies and plans by being involved in such committees as academic sub committee, Finance committee, library committee, purchase committee etc. The student body of the college is represented in the Governing Body by one of its General Secretaries. That apart, different committees as well as

- the office bearers of the elected students' union extend support to the college management in all matters relating to the college especially relating to the interests of studentship.

- There are Seminar and Cultural sub committees of the Teachers' Council to arrange and supervise cultural events, seminars, workshops etc with the active support of the college management, stakeholders and sometimes some external collaborative agencies. The Science club, Nature club and Debate club also organize various events periodically.

- The NCC, NSS and St. John Ambulance Unit of the college are also entrusted with conducting regular activities and some special programmes.

- The college admission committee monitors the implementation of admission policy as per the guidelines of the affiliating university and Govt. of West Bengal. The well represented academic committee discusses the various aspects of admission policy and the entire admission process is done successfully online with utmost transparency.

Below are some of the policies that are adhered to by the college-
- Academic policy- See Annexure- XII

- Quality policy- See Annexure-XIII

- Computer and Internet usage policy- See Annexure-XIV

- Anti Harassment policy- See Annexure-X

- Social commitment policy- See Annexure-IX

- Green policy - See Annexure-XV

- These policies are reviewed periodically on the basis of feedbacks and inputs from the stakeholders so that modifications can be done as and when necessary.

- Financial audits are conducted annually for effective implementation of plans and policies.

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 institutional authority monitors and evaluates all policies and plans following a process called "Plan-Do-Check- Act".

- PLAN- in this phase, the plan is thoroughly discussed and outlined ensuring that it is executable.

- DO- In this phase, the plan is actually executed, the key factor of execution being in strict conformity of the plan.

- CHECK- In this phase, the plan which is executed is studied and evaluated to see if the executed plan is in line with what was sketched out and whether there are deficiencies or deviations .

- ACT- In this phase, the plan is corrected if necessary with suggested remedial measures which lead to the planning for the next year.

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

- The Principal/Teacher-in-Charge holds regular interactions with the HODs and HODs interact with their departmental colleagues and report back to the top management.

- The management takes necessary steps to ensure healthy, peaceful environment of the college.

- The management extends necessary support to the faculty members in upgrading themselves through Refresher/Orientation courses, Participation in Seminars, Workshops.

- The faculty members generally follow the academic calendar of the college as advised by the affiliating university but they have the liberty to make decisions on session planning, internal assessment, incorporation of ICT, educational tours and other outreach programmes.

- Teaching departments also have liberty in respect of arranging the infrastructural upgradation with the support of the top management.

6.1.6 How does the college groom leadership at various levels?

- The institution encourages its faculty to be in touch with leadership management

programmes in other colleges and institutions.

- With a view to grooming leadership at various levels in the college, institution encourages all kinds of communications among the stakeholders.

- There are several committees and sub committees which take care of different aspects of academic and administrative management such as admission, evaluation, NCC,NSS activities, seminars/workshops/research, enrichment, outreach programmes etc.

- A democratically elected students union is in charge of ensuring the academic as well as other needs of the student community in cooperation with the college management.

Guide

The different committees are guided as to how each task is performed and managed.

Communicate

The task and its results are also communicated to the management and the head of the Institution

Analyse

The process followed for different task execution is analysed to see if it is the best way to do it or is there a more effective way for the same.
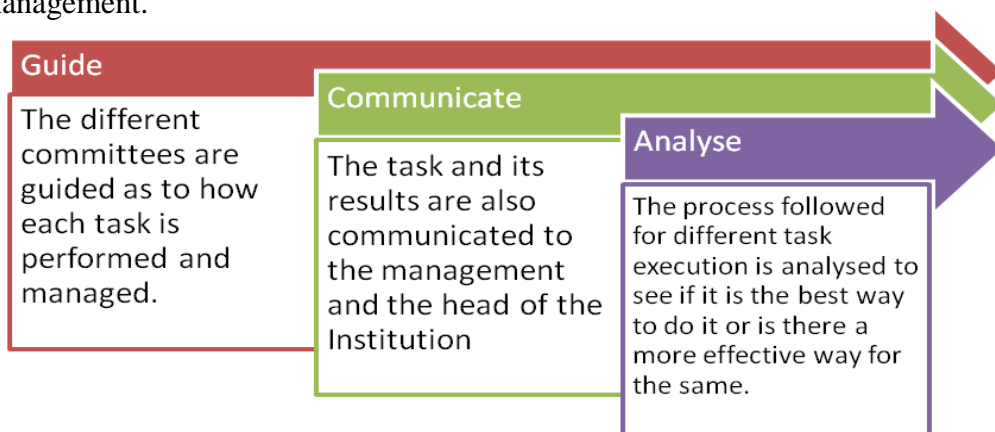
Scheme for grooming of leadership

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?

- The individual departments are entrusted with the operational autonomy in session planning, effective curriculum delivery, innovations in class room teaching, maintenance of infrastructure, suggestions for upgradation if any.

- Partial autonomy is provided at the departmental levels to promote decentralized governance.

- Departments are allowed a free hand to design their respective academic plan, use tools for class room teaching, arrange for tutorial/special classes as and when necessary.

- Different committees and sub committees /clubs are given the liberty of

recommending projects and work plans subject to the approval of the college management.

Type	Details
Academic autonomy	• Session planning • Mode of internal examination • Innovations and support in teaching learning process
Add on activities	• Study tours/educational trips • Nature club/Science club/Debate club • Quiz/Elocution
Infrastructure	• Maintenance/upgradation /procurement of equipments as per departmental requisition followed by finance/development committee recommendation

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

Each and every wing/section of the college such as teachers' support staff, students and other stakeholders is represented in the Governing Body to ensure a culture of participative management at the highest level. All the three major wings of the institution-teachers, support staff and students work together in different committees and sub committees to inculcate the spirit of democracy and centralized government and are invited to provide their inputs for making future plans more effective.

6.2 Strategy Development and Deployment

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

The institute has a formally stated quality policy. Please refer to **Annexure -XIII**.

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

- The college is trying to provide more advanced technological aids/support to the faculties for teaching purposes.
- The college makes plans for infrastructural development, introduction of new

courses/programmes, enhancing facilities for students/teachers and staff members.

- Several committees and subcommittees regularly meet and discuss to work out different aspects of perspective plan.
- College alumni as well as other stakeholders are invited to provide their inputs for making future plans more effective.

6.2.3 Describe the internal organizational structure and decision making processes.

See Annexure –XVI Organisation Chart

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

Teaching & Learning-

- Alongside conventional talk and chalk methods, computers and projectors are used in class room teachings
- ICT has been introduced. teachers and students are provided with internet support, smart class rooms, seminar/AV rooms
- Teaching learning sessions have become interactive in nature
- Project/assignment based learning and student seminars are encouraged
- Communicative English and computer literacy courses have been introduced.
- Remedial classes are arranged for the slow learners
- Special classes are arranged for the advanced learners
- Answer scripts of internal examinations are shown to the students
- The college nominates faculties for orientation/refresher programme offered by affiliating and other universities.

Research & Development-

- The college has a Research Committee which scrutinizes and approves major/minor research projects submitted by members of the different departments.
- The college encourages the faculty members to participate in faculty development programmes, seminars/workshops/ consultancies for their Ph.D research.

- Faculties are allowed to take study leave as per existing rules to undertake research work

- Faculty members are given all possible support by the college research committee to take up UGC Major and Minor projects.

- All teaching departments are provided with computer and Internet facilities.

- All teachers and students are provided with the facility of INFLIBNET in the central library.

- Some research journals are made available in the library.

- Project work is mandatory in some subjects which inculcates some research aptitude among the students.

- Faculty members are given freedom to engage in research activities outside the college and also in consultancy and extension work.

- The library does have books and journals including e-journals and computer software conducive for conducting research activity.

Community engagement
- The college actively participates in NCC, NSS and St. John's Ambulance and Nursing Division programmes

- NSS camps are arranged for extending community services

- NCC cadets participate in various ceremonies including Independence day and Republic day parades.

- Members of the St. John's Ambulance and Nursing Division also take part in various community service activities

- Blood donation camps are arranged every year under the initiatives of NCC and the students union.

Human Resource Management

- The institution takes good care of its human resources. Employees are given due importance and support by the management within the framework of statutory provisions

- The college has employees welfare fund and cooperative credit society to provide

financial support during times of emergency

- Faculties and staff members are provided with such benefits as Provident Fund, Gratuity, Group Insurance, Leave Encashment and other super annuation benefits
- There is a transparent leave rule to support the employees of the college and they can avail of such leaves as casual leave, earned leave, study leave, quarantine leave, maternity leave etc.
- Students are provided with academic support, financial assistance, health check ups, medical assistanc, tours and excursions etc.
- Teachers and staff members are given necessary training as and when required.

Industry interaction

- The college is yet to develop any significant interaction with the industry. However sometimes experts are invited to address the learners to make them aware of different issues relating to opportunities of employment and training.

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

- The Principal/Teacher-in-Charge regularly procures information from the HODs of respective departments, Faculty members, Convenors of different committees and Sub committees, Secretary and Teacher-student members of the Teachers' Council, General Secretary, Office bearers of the students union and Controller of Examinations (PG)
- Principal/TIC presents all these information along with necessary feedback at the governing meetings for appropriate consideration at the highest management level.
- All information and input are also discussed.

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

The college does feel it is important to improve the effectiveness and the efficiency of the institutional process. The faculties and staff members are asked to provide inputs on different institutional processes. The stakeholders are also asked to provide their inputs.

The college has policies in place to monitor the different aspects of college management. The policies are also revised as and when required. These policies are usually in line with the objectives of the college. As members of various committees and sub committees and college governing body, the teachers and the staff members are in a position to get actively involved in improving the effectiveness and efficiency of institutional processes.

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

GB Resolutions

1. Introduction of new subjects like Geography, Psychology, Nutrition Science, Microbiology and Physical Education

2. Resolution for making Admission process being made completely online and guidelines thereof as discussed in the Admission Committee

3. Successful completion of online Admission process and acceptance of report of duly completed admission process for the academic year 2013-14, 2014-15 and 2015-16 .

4. Acceptance of feedback analysis of students as submitted by IQAC(convenor) and implementation of suggestions with regard to this analysis

5. Priorities in development of infrastructure within the college decided upon leading to NAAC reaccreditation in the following areas:

   a) Construction of toilets and setting up of elevator from MPLAD funding

   b) Completion of unfinished makeshift Chemistry laboratory and the relocation of the ground floor laboratory in the old portion of Chemistry department building to this makeshift space.

   c) Construction of the car parking plaza

   d) Elevation of the portion at the front gate and remodelling of the gate

   e) Repairing of doors and windows in all classes and laboratories

   f) Modernisation of office space (to the extent possible)

   g) Beautification of the campus

   h) Repairing renovation and extension work at Zoology and Anthropology departments

i) Modification of the playground area and construction of boundary wall(in a partial manner).

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?

No, the affiliating university has not made as of now, any provision for according the status of autonomy to the institution.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

- The institution has a grievance redressal mechanism in the form of Grievance Redressal cell. There is a Grievance Redressal box kept in the college where the students/staff members/staff/faculties/other stakeholders can drop their grievances. These are considered and actions taken accordingly. The final say on the decision is taken by the GB after discussion. Some of the decisions can also be taken by the departmental head after discussion with the fellow faculties.

- Matters and resolutions thereof are forwarded to the Governing body for information and necessary action.

- Minor problems are also dealt with by the HODs and faculty members at the departmental level.

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?

- College is involved in litigation cases pending in both Howrah District Court and Calcutta High Court. The details of the cases are as follows:

Sl. no	Date	Case No.	Appellate vs Respondent
1.	12.3.2015	WP no-6115 (W) of	Smt. Jayanti Chakrobarty vs

		2015	State of West Bengal
2.	29.09.2015	WP No- 25021 (W) of 2015	Sri Krishna Kishore Mukherjee vs State of West Bengal
3.	29.11.2015	WP No- 2565 (W) of 2015	Sri Prasanta Ghosh vs State of West Bengal
4.	20.1.2015	WP No- 1826(W) of 2015	Sri Debashis Maity vs State of West Bengal
5.	27.1.2015	WP No-2562(W) of 2015	Smt. Jayati Banerjee vs State of West Bengal
6.	7.4.2015	WP No-15855 (W) of 2015	Sri. Asis Maity vs State of West Bengal
7	10.04.2015	WP No-8328 (W) of 2015	Sri Samit Kundu vs State of West Bengal

- There is also a pending civil case of some 5 years standing lodged by Sri Radheshyam Shaw against the college as regards of land falling in the college premises.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

- The college collects student feedback in the form of a questionnaire which is analysed and necessary measures are taken. (see Annexure-XVII Feedback analysis)

6.3   Faculty Empowerment Strategies

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

- Teachers are recommended for Orientation programmes / Refresher courses
- Teachers are encouraged to participate in Seminar /Workshops/ FDP and to undertake Research projects

   (see Annexures-V)

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?

- Apart from the traditional chalk and talk method of class room teaching, audio-visual devices, students' seminars, educational tours, invited lectures etc are also resorted to in order to motivate the students and enrich the performance of the teachers so that the teaching-learning process becomes more attractive.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- Teachers record details of the performance in individual self-appraisal diary which is regularly checked and counter signed by the Principal/Teacher-in-charge. Performance appraisal of the non-teaching staff is done through monitoring of the Section-in-Charges (Non-teaching) and his reporting to the Principal/Teacher-in-charge. Streamlining and improvement on the accountability of teachers and non-teaching for performance appraisal is also being continuously monitored and improved upon from time to time by the Governing Body.

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?

- Self appraisal of the teachers and performance appraisal of the non-teaching staff are reviewed by the Principal/Teacher-in-charge and the highest management body is informed as and when necessary. Necessary steps, formal and informal, are taken by the Principal/Teacher-in-charge. Formal measures are taken after discussion and resolution in the highest body where all the students are represented.

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?

Welfare schemes

1. For Teaching faculty-Welfare Fund, Employees' Co-operative Credit Society,

   Group Insurance Scheme.

2. For Non Teaching Faculty- Welfare fund ,Employees' Co-operative Credit Society and Group Insurance Scheme.

All members are beneficiaries of the welfare schemes.

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

- As an affiliated college guided by the statutes of the affiliating university and rules/regulations set forth by the State Government, the institution does have little scope to appoint faculties on its own. Still, the college invites some eminent faculties from other institutions to deliver seminar lectures and other academic presentations.

- Sometimes reputed faculty members are also invited to teach the P.G. courses.

6.4   Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- All financial matters and their effective monitoring is done by the Finance Committee, a statutory committee constituted by the Governing Body of the College. All receipts and payments are discussed and approved by the Finance Committee and such approvals and resolutions are further ratified by the Governing body. Besides, the Bursar of the college is entrusted with handling financial resources as approved by the Finance Committee and Governing Body. The Bursar functions in consultation and agreement with the Principal/Teacher-in-charge.

Following committees are ratified by the Governing Body for effective handling of financial resources:

Finance committee:

1. Dr. Chandan Chattopadhyay (Convenor)
2. Sri Nirmalendu Chatterjee, Govt. Nominee
3. Dr. Arghya Bandyopadhyay, University Nominee
4. All in-house members of GB
5. Prof. Asit Kr. Konar, Bursar

Development Committee

1. Dr. Smritikana Chatterjee (Bandyopadhyay) (Convenor)
2. Dr. Shyamal Karmakar, University Nominee
3. Sri Mahendra Sharma, Govt. Nominee
4. All in-house members of GB
5. Prof. Asit Kr. Konar, Bursar

Purchase Committee

1. Prof. Rajkumar Gangopadhyay (Convenor)(IQAC Cordinator)
2. Sri Dibyendu Mukhopadhyay, Local Body Representative
3. Section-In-charges (All Sections),
4. Dr. Shukla Mukherjee, Secretary, Teacher's Council
5. All in-house members of GB
6. Prof. Asit Kr. Konar, Bursar

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 college has an internal auditor who checks and verifies all relevant papers/documents to do the internal audit. Such internal audit is then finalized by the external auditor as recommended by the Government authorities.

- External/ Govt. audit has been finalized upto the year of 2013-14. Internal audit has been done for the year of 2014-15.

  (see details in the Annexure-XVIII)

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

- Major sources of institutional funding are

1. UGC
2. Govt. of West Bengal

(Details of institutional funding are given in the audited income expenditure statement in the Annexure-XIX)

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

Efforts have been made by the institution to secure additional funding. Details of such funding and utilization thereof are give below:

- New construction of the 1st floor in the East Block by using grant from the Department of Higher Education, Govt. of West Bengal, facilitated the spatial expansion of the Computer Science department.
- New power Generators of 35 KVA was installed to meet the growing needs of the college.
- Renovation work and construction of new class rooms were undertaken in the 3rd floor of the West Block to facilitate the commencement of the Post Graduate course in English.
- Construction of the make-shift Chemistry Laboratory was done so that the renovation of the old Chemistry Laboratory after its demolition can commence soon.
- Beautification of the college Campus is in progress with the installation of a statue of Swami Vivekananda, gardening in patches, lighting, and a fountain.
- A new car-parking plaza has been constructed and will be inaugurated very soon.
- Utilisation of State Govt. Grant for reconstruction of a part of the Chemistry Block and Computer Science block is being taken up
- Work for the construction of Elevator-cum-Toilet complex in the West Block is in the initial process from MPLAD fund

6.5   Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- **Has the institution established an Internal Quality Assurance Cell (IQAC)? If**

'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

The first IQAC (Internal Quality Assurance Cell) was established on 15.04.2008. The present IQAC comprises of the following members:

- ✓ Teacher-In-Charge (Chairperson)
- ✓ Prof. Rajkumar Ganguly (Coordinator)
- ✓ Prof. Asit Kr. Konar (Bursar)
- ✓ Prof. Kuntal Chattopadhyay
- ✓ Prof. Manas Chowdhury
- ✓ Prof. Subrata Kr. Basu
- ✓ Prof. Indranil Bhattacharyya
- ✓ Prof. Arpita Mandal (Nandi)
- ✓ Prof. Krishna Banerjee
- ✓ Prof. Dipa Mukherjee
- ✓ Prof. Jayita Roy (Ghoshal)
- ✓ Sri Sekhar Sen (Management Representative)
- ✓ Prof. Chandan Chattopadhyay (Management Representative)
- ✓ Prof. Shankar Sanyal (External member)
- ✓ Mr. Ali Hassan (External member)
- ✓ Prof. Sukhendu Kanrar (Alumni)
- ✓ Mr. Abhijit Roy (Alumni)
- ✓ Mr. Sanjib Majumdar (Student's representative)

Yes, refer to Quality policy in the **Annexure - XII.**

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

10 decisions have been forwarded by IQAC to the GB in the previous years and all of them have been approved by the Governing Body. 16 of those decisions have already been implemented. The other 4 are in the process of implementation.

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

Yes, the IQAC has four external members.

     ✓ Prof Shankar Sanyal
     ✓ Mr Ali Hassan
     ✓ Prof. Sukhendu Kanrar
     ✓ Mr.Abhijit Roy

The members actively participate in the deliberation of the IQAC and contribute their suggestions and ideas for development activities. Some of them have taken key roles in the formalization of the Alumni Association.

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

Two of the important office-bearers of the Alumni Association and a General Secretary of the Students' Union are also member of IQAC. They serve as effective links between the functioning of the Alumni Association and that of IQAC. Apart from that the College Alumni make their suggestions and participate in many on-campus and off-campus activities initiated by the IQAC.

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

IQAC communicates mainly through notifications/ banner/ flexes / SMS as well as through the college website.

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.
Yes, the institution does have an integrated framework for quality assurance as laid down in the Quality assurance policy. (see Annexure- XIII)

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.
No, formal training has so far been arranged. But IQAC Coordinator and some members of the IQAC have attended some lectures/workshops for better functioning of the IQAC.

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?

No, the institute has not undertaken any academic audit or external review of the academic provisions.

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

There is no regular alignment of Internal quality assurance mechanisms with the requirements of external agencies/regulatory bodies. However, IQAC and NAAC authorities as well as the Higher Education Department, Department of State Government provide necessary guidelines through their website and other modes of communications such as seminars/workshops/written communications which help to streamline its activities.

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?

Principal, Teacher's Council and Academic Committee coordinates with each of the departments discuss the entire curriculum and the revisions made therein from time to time. This facilitates the faculties to understand the requirements of the curriculum and deliver the same to the satisfaction of the students.

- The college takes every possible care to provide infrastructural support for following innovative teaching practices.
- Each department prepares its own departmental routine and the routine committee of the college finalizes the master routine on that basis, to be distributed among the students for their information and necessary preparation.
- The institution makes arrangements for necessary training programs to facilitate teaching /learning process
- Departmental teachers attend workshops organized by the affiliating university. Their experience and feedback facilitate effective curriculum delivery at the college level.

- The college upgrades ICT facility from time to time.
- Feedback by the students and teachers positively contributes to the effective delivery of the curriculum and betterment of teaching practices

The college has well qualified faculties who involve themselves in effective curriculum delivery. Required infrastructural back-up is provided to facilitate the same.

Initiatives taken up by the college for effective curriculum delivery are specified hereunder:

- Specialized training and development of teaching knowledge and skills for emerging and changing scenario.
- Special and Technical training to improve teaching methodologies and strategies to explore various opportunities, facilities etc., in the ICT in order to supplement classroom teaching/learning in the form of Smart classrooms.
- To plan, identify and design co-curricular activities to strengthen the curricular teaching/learning.
- In addition to the regular theory classes by the faculties, guest lectures by senior academicians and professionals, eminent researchers and research scientists are also arranged.
- Students are encouraged to associate themselves with various courses and counselling for self-development.
- The Institution also extends a helping hand to all the slow learners by arranging special/tutorial classes in the form of remedial classes.
- The college has also taken in initiative for keeping the session plan for every faculty.

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

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

Quality Policy is available on the college website. Mechanisms and outcomes are also made available on the website.

CRITERIA VII:
INNOVATIONS AND BEST PRACTICES

"Great teachers emanate out of knowledge, passion and compassion"

- *A. P. J. Abdul Kalam*

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1.   Environment Consciousness

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

No, the college has yet to conduct a Green Audit of its campus and facilities. However, a Green Policy has been adopted and some basic activities have been initiated to go Green in near future. (See Annexure-XV)

7.1.2   What are the initiatives taken by the college to make the campus eco-friendly?

- **Energy conservation**
- **Use of Renewable Energy**
- **Water Harvesting**
- **Check Dam Construction**
- **Efforts for Carbon Neutrality**
- **Plantation**
- **Hazardous Waste Management**
- **E-Waste Management**

  - Energy Conservation- All the students switch off the lights and fans after their classes are over. The security personnel have been instructed to look over the issue. A central cut-off main switch is being used to switch off all the lights and fans in a single classroom. Recently efforts are being made to install Solar Power plant in a small scale to harvest renewable sources of energy and make the campus eco-friendly.

  - Efforts for Carbon neutrality
    1. Plantation- Saplings are being planted by the students under the guidance of the teachers in the campus every year during the monsoon season to give the college campus a greener environment.
    2. Hazardous Waste Management- A specific area has been identified in the college campus where the hazardous wastes are being disposed off, which are ultimately transferred out of the college campus.

3. E-waste management- A specific area has been identified in the college campus for the disposal of the e-wastes. Initiatives have also been taken by the Governing Body to explore the means for disposal of e-wastes.

7.2. Innovations

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

- **Innovation 1: Introduction of ICT in teaching-learning process**

The IQAC recognizes the importance of ICT in teaching learning, although it was not very easy to introduce ICT in our college. However, in recent years many faculties have started using ICT as a part of their teaching learning process.

- **Innovation 2**: **Bio Diversity Consciousness and its management**

The college has encouraged its faculties, staff members and students to be aware of biodiversity conservation for the last ten years under the auspices of Nature Club/Eco Club. A preliminary documentation of biodiversity in college and in adjoining areas has been done. A certificate course has also been introduced in the form of project in this context through collaboration with Department of Zoology, and a NGO "Nature Mates, Nature Club", Kolkata. The college also took part in different project works through NEAC, MOFE. Committee of Nature club/Eco Club Committee actually manages the activity of Bio Diversity Conservation. Classes were organized for the students for identification of the traditional medicinal plants and their uses and the students were taken to Narendrapur Ramakrishna Mission medicinal plant garden for their field exposure. A small medicinal plant garden was developed in the College campus for the conservation of the same. Water quality, plankton, study of the water bodies in the college and its surrounding areas was done by the students under the supervision of the teachers. The aim of this unit is to enhance the socio-environmental responsibility among the students and other stake holders.

- **OBJECTIVES:**
  - ✓ To document the flora and fauna of the area.
  - ✓ To document the bio-diversity related traditional knowledge.

✓ To document the diversity of landscapes and people- scape of the area.

✓ To document the ecological history of the area.

✓ To make people aware through active participation during the documentation process.

✓ To introduce a certificate course

7.3   Best Practices

7.3.1   Elaborate on any two best practices 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 - 1**

Title – Skill Enhancement Programme (Certificate Course in Communicative English)

Objective – The aim of the practice, which the college has been following since 2013, is to enable the students to communicate fluently and confidently in English, to pronounce English words and expressions correctly, identify problems and work out their solutions, complete projects assigned to them from time to time and submit reports. It also aims to encourage them to engage in group discussions and/or dialogues on various burning topics and contemporary issues. The underlying concept or principle of the practice is to help the students to make proper use of their knowledge of English language and develop their communicative skills. This communicative approach to teaching English helps them very much to overcome their hesitation and nervousness in using the language in real life.

Context – As a part its competence enhancing strategies, the college introduced a certificate course in functional/Communicative English mainly for the students from the year 2013. The immediate context of introducing the course was a challenge that our students were facing at the time. The students of the courses/programmes faced difficulties in speaking/communicating in English during the campus interviews for jobs. They had command over the subjects they were taught in their classes but they could not speak fluently in English. The college authority felt that in a highly competitive job market, the students must develop communicative skills. With this end in view, the IQAC advised the English department to start a certificate course in communicative English. A language lab was set up and resource persons from within and outside the department

were engaged.

Practice – The course, conducted by the department of English, is of 60 hours duration. It is divided into theoretical lectures and projects. Each lecture is of one hour duration. The course content are carefully selected to teach the students various grammatical functions like the use of articles and tenses, voice and narration change, phrasal verbs, modal auxiliaries and writing skills like reporting, dialogue and letter writing, responding to advertisements, preparation of resume/curriculum vitae, comprehension etc. Various topics are selected for the students to enable them to speak extempore. Group discussions on various contemporary issues are also organized. The objective is to encourage the students to speak fluently. They are also allowed to use microphones in the language lab so that they themselves can understand whether they are pronouncing a word correctly or not. Special emphasis is given on pronunciation drills. Daniel Jones' English Pronouncing Dictionary and A.S.Hornby's Advanced Learner's Dictionary are used for this purpose. English Grammar books written by Wren and Martin and P.K.DeSarkar are used to teach grammatical functions. Home tasks are given regularly and they are corrected by the instructors. The students are also required to prepare various projects on local fairs, pujas, health centres, municipal service, NSS activities etc. The objective of these projects is to help them develop their linguistic and communicative skills, identify problems and work out solutions. At the end of the course class tests are held and mock interviews are organized. The successful candidates are given certificates signed by the Principal/TIC and the course co-ordinator.

Success indicator – As evidence of success of the course we collect feedback from the students. The overall impression of the learners is that they have benefitted from it. They now feel at ease to converse in English and face any interview conducted in the English language.

Resources Required – No resources are required except extra time involvement from our faculties.

Problems encountered – The main problems that we have faced in implementing this practice is lack of qualified resource persons, financial support and more space., photo-copying facility and payment of remuneration to the instructors. We have discussed the problems with the Principal and requested him to (a) apply for UGC grant and (b) share

the financial responsibility for implementing this best practice. His response so far is positive and encouraging.

✓ **Best Practice - 2**

Title: Environmental awareness programme and Practices

Goal: To create awareness about the environment among the student community and residents/common people of the adjoining area of the college. Some awareness campaigns along with posters done in the local area with Padayatra and seminars in the adjoining areas of the college and within the campus.

The Context - Since most of our students hail from socially and economically backward background, we have observed a general lack of awareness about the environment amongst them..

The Practice-

- Plantation of trees and saplings annually done within the campus and adjoining area during monsoon season.

- Solid waste management practice followed in the college by separately biodegradable non biodegradable waste by the Eco Club members. Kitchen (canteen) waste converted to bio-fertiliser by vermicomposting method which is eco- friendly.

- Different awareness activity about environment done in the college as well as in adjoining area by posters, placards, banners and padayatra by students, faculty members and staff members.

- We maintain a plastic free zone in and around the campus, all over the college premises. The plastic cups and glasses used in the canteen and by the canteen personnel to serve tea and drinks to the faculties and staff of the college have been replaced by earthen wares.

- Campus cleaning regularly done by contractual external agency campus cleaning drive by teachers and students.

- Ecological biodiversity is well maintained in the college campus. Regular fishery is being practiced in the water body and annual income is being generated which is utilized by Credit Co-Operative Society.

We have also conducted workshops in the college to create general awareness about the environmental biodiversity.

Success Indicator - Today, our campus is greener compared to many campuses in the surrounding areas. We have also been able to successfully create a plastic-free zone.

✓ **Best Practice - 3**

Title: CERTIFICATE COURSE ON PRIMARY DETECTION AND COUNSELLING OF LIFE STYLE DISEASES OF YOUNG ADULTS

Goal: To create awareness among the young adults about life style diseases

Context: Due to gradual shift in lifestyle pattern, occupational health hazard is on the rise. The inception of health hazards start from late adolescence to young adult stage. Thus it is imperative to create an awareness among the college students who are considered as young adults in WHO reference, about the impending life style diseases like obesity, hypertension and cardio vascular diseases and diabetes.

Practice:

- Information about life style diseases and their indicators
- Basic methods to detect the onset of such diseases through anthropometric variables.
- Impart knowledge on Reproductive health, Body composition and disease association with blood groups.
- To impart knowledge on ABO/Rh incompatibility and its effect on maternal and neo natal health.
- To provide genetic counselling to inherited disorders like thallasaemia.
- Estimation of body mass index and their classification through anthropometric variables.
- Health risk associated with different types of body composition.

Success Indicator:

- Students have become aware of the occupational hazards and dietary patterns which give rise to various lifestyle diseases.
- They are aware of the healthy and junk food choices

✓ **Best Practice – 4**

Title: INFORMATION THROUGH TEXT MESSAGES IN MOBILE/ CELLULAR PHONES

Goal: To ensure speedy and personaslised message delivery

Context: with increasing use of appliances and reliance on visual media, notices and announcements in print media were mainly overlooked by a large section of the people.

Practice:

- All information regarding admission and counseling is imparted and transmitted through websites and electronic messages in cell phones.
- The text messages are sent in very lucid English to all the students and teachers.

Success Indicator:

- Lesser enquiries in the help desk
- Speedy and effective dissemination of information

✓ **Best Practice - 5**

Title: ONLINE ADMISSION

Goal: To ensure transparency in the admission process and lesser involvement of man power, thus ensuring better utilization of man hour days.

Context: Admission process is lengthy and involves many personnel. Moreover, as the college is in a low lying area, and tends to get water logged in the monsoon, online admission is the easier option for students to apply to the college of their choice.

Practice:

The students are intimated about the different steps of the admission process through text message after they log in for admission. The college is pioneer under Calcutta University in practicing online counseling of the students during the admission process. From 2015 onwards the full admission procedure has been made online which maintains the transparency of the overall admission system.

Success Indicator:

- More transparency
- Lesser involvement of man power

- Reducing the human error percentage
- ✓ **Best Practice - 6**

Title: COACHING FOR ENTRY LEVEL EXAMINATION

Goal: to make the students more equipped for the competitive examinations both at the national and international level.

Context: after graduating from the college, students are not fully apprised of the syllabi of the competitive examinations. So it is imperative , that they receive a coaching to get themselves equipped for the competitive examinations and earn a place in the job market.

Practice: Books and journals meant for competitive examinations are kept in the library. Personnel from Camelia group impart training for the competitive examinations for the interested candidates.

Success indicator:

- Awareness among students about competitive examinations.
- Imparting training to students without huge amount of course fee in the private coaching centers.
- A number of students from this institution have become successful in getting jobs in banks, state government and central government offices.

EVALUATIVE REPORT OF ALL DEPARTMENTS

EVALUATIVE REPORT OF ANTHROPOLOGY DEPARTMENT

1. Name of the department: **Anthropology**

2. Year of Establishment :

   UG   (Gen) : 1964

   UG (Hons): 1995

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

   UG (Honours & General);

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

   Annual examination following University Curriculum i.e., Part-I, Part-II and Part-III [Mid-Term Exams and Selection Tests are held each year along with continuous internal assessment].

6. Participation of the department in the courses offered by other departments: **None**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **None**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

Teaching Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	06	05
Part time teachers (permanent)	01	0 (Dr. Binita Basu resigned)
Guest Lecturers sanctioned by GB	03	03

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 P h.D. Students guided for the last 4 years
Dr. Arpita Mandal (Nandi)	Ph.D	Assistant Professor	Biological anthropology and human genetics	15	Nil
Manideepa Dutta Gupta	M.Sc	Assistant Professor	Biological anthropology and human genetics	15	Nil
Dr. Sumahan Bandyopadhyay (on lien)	Ph.D	Assistant Professor	Social-Cultural Anthropology	13	Nil
Arpita Mistri	M.Sc	Assistant professor	Biological anthropology and human genetics	12	Nil
Dr. Jayita Roy (Ghoshal)	Ph.D	Assistant Professor	Biological anthropology and human genetics	14	Nil
Dr. Binita Basu (resigned in June 2015)	Ph.D.	PTT	Social- Cultural Anthropology	8	Nil
Dr. Lipi das	Ph.D	PTT	Biological anthropology and human genetics	20	Nil

| Koustav Das | M.Sc | Guest lecturer | Social cultural Anthropology | 4 | Nil |
| Amalesh Kanrar | M.Sc | Guest lecturer | Prehistoric archaeology | 6 Months | Nil |

11. List of senior visiting faculty: **None**

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

   UG : Honours: 30%;   Practical: 30%;

   General: 30%;

13. Student -Teacher Ratio (programme wise)**:**

   (UG): Honours   10: 1

   General   22: 1

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

Technical				Administrative			
Sanctioned		Filled		Sanctioned		Filled	
Govt.	GB	Govt.	GB	Govt.	GB	Govt.	GB
2	1	1	1	Nil	Nil	Nil	Nil

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of Faculty members	0	0	5	0	4

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

   • **Dr. Arpita Mandal Nandi: (UGC)**

A Study on the Impact of Socio-Economic condition and Catch-up Growth of Low-birth weight babies from backward areas of Howrah.[PHW-081/14-15 (ERO),Dated 03.02.2015].

- **Arpita Mistri : (UGC)**
  Nutritional status and Health among Urban Adult Bengali Hindu females in West Bengal (2011-13)

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications

   a. **Publication per faculty** (**See details in Annexure-VII)**

   b. **Number of papers published in peer reviewed journals (national / international) by faculty and students**

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

   d. **Monographs**

   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**

Name	a	b	c	d	e	f	g	h	i	j	k	l
Dr. Arpita Mandal Nandi	11	11	10	-	-	-	11	-	-	-	5.196	-
Manideepa Dutta Gupta	-	-	-	-	-	-	-	-	-	-	-	-
Dr. Sumahan Bandypoadhyay	17	06	02	-	-	-	-	-	-	-	-	-
Arpita Mistri	1	1	1	-	-	-	-	-	-	-	-	-

Dr. Jayita Roy	4	1	1	-	-	-	-	-	-	-	-	-
Dr. Binita Basu	9	-	-	-	-	-	9	-	-	-	-	-
Koustav Das	4	4	-	-	-	-	4	-	-	-	-	-

20. Areas of consultancy and income generated: **None.**

21. Faculty as members in

   a) National committees
   - **Dr. Arpita Mandal (Nandi)-**
     Indian Science Congress Association
     Indian Anthropological Society
     Indian National Confederation of Anthropologists
   - **Dr. Sumahan Bandyopadhyay**-
     Indian Science Congress Association
     Asiatic Society
     Indian Anthropological Society
     Indian National Confederation of Anthropologists
   - **Ms. Manideepa Dutta Gupta**
     Indian Science Congress Association
     Indian Anthropological Society
     Indian National Confederation of Anthropologists
   - **Dr. Jayita Roy (Ghoshal)**
     Indian Science Congress Association
     Indian Anthropological Society
     Indian Society of Human Genetics
     Indian Academy of Forensic Sciences
     Indian National Confederation of Anthropologists
     Vivekananda Vigyan Mission
     Institute of Science Education and Culture
     b) International Committees: None
     c) Editorial Board:
     Dr.Sumahan Bandyopadhyay as
     1. Editor, *Loukik*, a peer –reviewed bi-lingual journal of folklore and cultural studies.

   (ISSN   2230 – 780X; RNI Registration No. WBBIL / 2007 / 20156),

   Website : www.loukik.org

   2. **Associate Managing Editor, *Journal of the Indian Anthropological Society*.**

   (ISSN 0019 - 4387   ) Website : www.indiananthropologicalsociety.org

   3. Managing Editor, *The Indian Journal of Anthropology*, INCAA.,

   (ISSN 2320 - 3757) Website : www. incaa.net

22. Student projects

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

- 100% of 1st year (Honours) students appearing in Part I examinations do project work on technology of local artisan groups like potters, blacksmith, goldsmiths etc as part of their compulsory curriculum in Social cultural Anthropology.

- 100% of 2nd yr (Hons) students appearing for Part II examinations of Anthropology (Hons) do project in Biological anthropology on topics like:

  - Tobacco abuse by college students

  - Awareness on Thallasaemia among college students

  - Fast food eating habits among college students.

  - Health problems among the workers of the iron manufacturing industries in the neighbourhood of college.

  - Health status and perceptions about health among the local artisans of Howrah.

(b) Social Cultural Anthropology

On Topics as laid down in the syllabi like Anthropology and Tourism, Motherhood, Anthropology of Food etc.

100% of 3rd yr (Hons) students appearing for Part-III examinations of Anthropology (Hons) do project

- In Prehistoric archaeology. Some of the geomorphological surveys carried out by the students are in Birbhum, Murshidabad, Bankura in West Bengal.

- Student seminars on recently published articles on Prehistoric Archaeology in books and peer reviewed journals.

- Field work among the caste/tribe groups of West Bengal. Field work has been carried out among caste groups in villages of Bankura, Birbhum, Murshidabad and Sunderbans.

100% of 2nd year (Gen) students appearing for Part II (Gen) examinations undertake project work on technology in local artisan groups

100% of 3rd yr (General) students appearing in Part III examinations do project in prehistoric archaeology. Project work in museum studies have been carried out in museums like Indian Museum, Kolkata and Gurusaday Dutt Museum, Kolkata.

100% of 3rd yr (Gen) students also undertake social surveys on socio economic profile of the villages in districts like Birbhum, Murshidabad, 24Parganas ofWest Bengal

- 100% of the students of IIIrd year (Hons and General) have done project work on relevant issues of Environmental Science like Stone Quarrying in Birbhum (West Bengal), Land Erosion along the banks of Ganga in Farakka (West Bengal).

22. Student projects

   a) a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

   (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

   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: **None**

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

❖ **Dr. Bhaskar Chakrobarty, IIM Kolkata**

❖ **Dr. Manasendu Kar, Visiting Faculty, Department of Anthropology, California University**

❖ **Dr. Gopal Mandal, Associate Professor in Anthropology, Bangabasi College**

- ❖ **Dr. Raja Chakrobarty, Assistant Professor in Anthropology, Dinabandhu Mahavidyalaya, Bongaon**
- ❖ **Dr. Subrata Shankar Bagchi, Associate Professor in Anthropology, Bangabasi Evening College.**
- ❖ **Mr. Ruman Banerjee, Research Fellow in Italy.**
- ❖ **Dr. Swarup Datta, Research Consultant, Indian Council of Social Science and Research, HRD, Govt. of India.**
- ❖ **Mr. Swarup Bhattacharya, Curator, Maulana Azad Museum**

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

a)National : **Nil**

b) Intenational: **Nil**

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4) B.Sc (Hons)	Application received	Selected in 1st year	Enrolled		Appeared in 3rd Year	Pass Percentage
			*M	*F		
2015-16	194	34	13	21	-	Result Awaited
2014-15	219	30	14	16	-	Result Awaited
2013-14	207	31	12	19	-	Result Awaited
2012-13	250	29	08	21	17	89.47%
2011-12	319	29	12	17	18	94.44%
2010-11	328	32	11	21	05	83.33%

 *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
Anthropology (Hons)	**100%**	**-**	**-**
Anthropology (general)	**100%**	**-**	**-**

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:
   - **14 students have obtained placement in various Govt. Colleges through Public Service Commission, West Bengal**
   - **1 student has been appointed as Assistant Professor in Anthropology in Calcutta University**
   - **10 students have cleared West Bengal Civil Services**
   - **15 students have cleared NET JRF examinations.**
   - **25 students have cleared NET Lecturership examinations.**
   - **More than 40% of students are absorbed in various NGOs.**

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	Data Not Available
PG to Ph.D.	20%
Ph.D. to Post-Doctoral	Data Not Available
Employed ➤ **Campus selection** ➤ **Other than campus recruitment**	None 40%
Entrepreneurship/Self-employment	20%

30. Details of Infrastructural facilities:
   a) Library:

387 books in the Seminar Library.

b) Internet facilities for Staff & Students:

Staff & students enjoy internet facility in the department and library.

c) Class rooms with ICT facility:

One such class rooms.

d) Laboratories: **3**

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

- **Financial assistance from college - 4-5 students per year**

- **Government agencies – 2-3 students per year**

- **Minority assistance- 1-2 student(s) per year**

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

33. **Teaching methods adopted to improve student learning:**

- Power point presentations

- Field visits

- Discussion of published articles in journals pertaining to syllabus

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

- Students participate in projects to assess the health conditions of the workers in different occupation groups of the industrial neighbourhood of the college.

- Students also participate in NSS outreach activities**.**

35. **SWOC analysis of the department and Future plans:**

Strength:

- Young and energetic faculty conversant with latest ICT technology.

- Sufficient number of anthropometric instruments.

- Good repository of human skeletal materials and primate specimens.

- Well equipped seminar library.
- Regular seminar and project works by the students which helps to enhance the Institutional Social Responsibility.
- Regular publication of wall magazines by the students.
- Regular interaction with students ansd faculties both at formal and informal level.
- Consistently good results.

Weakness:

- Lack of sufficient Laboratory space.
- Lack of prehistoric tools and assemblages
- Lack of cast materials of hominoid fossils
- Lack of faculties in substantive post with specialization in Social Cultural Anthropology and Prehistoric Archaeology and Palaeoanthropology.
- Lack of technical staff with anthropological background.

Opportunity:

- Scope of collaboration with wide range of subjects both in the biological sciences and social sciences.
- Job opportunities both in organized and unorganized sector.
- Range and scope of research is wide and varied.

Challenges:

- Lack of proper text books in compliance with the syllabi prescribed by the university.
- Students with poor command in English have to consult reference books in English in absence of text books prescribed by the University.
- With increase in number of seats there is a space constraint in the laboratories and class rooms.

Future plans:

- ICT facilities in all classrooms
- We plan to set up well equipped separate laboratories for Genetics, Anthopometry , Craniometry and Prehistory.
- Online multiple choice based class test to be introduced.
- Publication of departmental journal.
- Collaboration with NGOs to enable students to have a first hand exposure in applied action based research**.**

EVALUATIVE REPORT OF BENGALI DEPARTMENT

1.   Name of the department: **Bengali**

2.   Year of Establishment : **UG**
        General: 1924
        Honours: 1968

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

     UG (Honours & General);

4.   Names of Interdisciplinary courses and the departments/units involved: **None**

5.   Annual/ semester/choice based credit system (programme- wise):

      'Annual' as per university guidelines for UG.

6.   Participation of the department in the courses offered by other departments:
     Departmental teacher take compulsory Bengali classes in BA/B.Sc/ B.Com courses.

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

Faculty	Sanctioned	Filled
Professors	-	-
	-	04
Asst. Professors	05	02
Contractual Whole Time Teacher	-	-
Part time teachers (permanent)	03	03
Guest Lecturers sanctioned by GB	01	01

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 Experie	No. of P h.D. Students guided for the
Barnali Ghosh Dastidar	M.A.	Associate professor	Rabindra Sahitya	21	Nil
Uma Bhaduri	M.Phil, Ph.D	Associate professor	Comparative Literature	19	Nil
Chandrani Banerjee	M.Phil, Ph.D	Associate professor	Novel and short stories	19	Nil
Rupali Dhara	M.A.	Associate professor	Novel and short stories	16	Nil
Siddhartha Sen	M.A., M.Phil	Assistant Professor	Later contemporary of	15	Nil
Kakali Biswas	M.Phill, Ph.D	Assistant Professor	Comparative Literature	14	Nil
Mohua Bhattacharya	M.A.	PTT	Rabindra Sahitya	11	Nil
Aparna Koley	M.A.	PTT	Comparative Literature	7	Nil
Kasturi Ghosh	M.A., M.Phill	PTT	Folk Lore	7	Nil
Kushal Das	M.A.	Guest	Pre-Modern Bengali Literature	3 months	Nil

11.   List of senior visiting faculty: **None**

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

13.   Student -Teacher Ratio (programme wise**):**
        (UG): (Honours)   18:1
        **   (General)   44 : 1**

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

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

Qualifications of Teaching Faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of Faculty members	00	00	03	02	05

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18.   Research Centre /facility recognized by the University: **Nil**

19.   Publications:

- **Publication per faculty: (Details given in Annexure-)**

- **Number of papers published in peer reviewed journals (national /international) by faculty and students**
- **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.**
- **Monographs**
- **Chapter in Books**
- **Books Edited**
- **Books with ISBN/ISSN numbers with details of**
- **publishers**
- **Citation Index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-index**

2011-12:

Faculty	National		International		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer Review	Peer Review	Non Peer Review					
Barnali Ghosh Dastidar	-	-			-	-	04	02	15
Siddhartha Sen		-			-	-	01	-	06

2012-13:

Faculty	National		International		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer	Peer Review	Non Peer					
Barnali Ghosh Dastidar	-	-			-	-	-	05	-
Kakoli Biswas		-			-	-	01	01	-

2013-14:

Faculty	National		International		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer	Peer Review	Non Peer					
Siddhartha Sen	-	-	-	-	-	-	03	02	-
Barnali Ghosh Dastidar	-	-	-	-	-	-	-	03	-

2014-15:

Facult	National	International	e-	Conferen	Wi	Witho	Chapt

y	Peer Review	Non Peer Review	Peer Review	Non Peer Review	journal	ce Proceedings	th ISBN No	ut ISBN No	ers in Edited Books
Kakoli Biswas	-	-			-	-	01	-	-

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

21. Faculty as members in

    a) National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects

    b) Percentage of students who have done in-house projects including inter departmental / programme**: 100%**

    (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

    c) Percentage of students placed for projects in organizations

    outside the institution i.e.in Research laboratories/Industry/ other agencies : **Nil**

23. Awards / Recognitions received by faculty and students: **Nil**

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

    Nil

25. Seminars/ Conferences/Workshops organized & the source
    of funding a) National : **Nil** b) International: **Nil**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4) B.A (Hons)	Application received	Selected in 1ˢᵗ year	Appeared in 3ʳᵈ Year	Enrolled		Pass percentage
				*M	*F	
2015-16	696	181	-	46	135	Result Awaited
2014-15	484	122	-	38	84	Result Awaited

2013-14	432	115	-	36	79	Result Awaited
2012-13	453	120	98	36	84	98%
2011-12	798	90	65	36	54	100%

*M = Male , *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bengali (Hons.)	**100%**	**-**	**-**
Bengali (Gen.)	**100%**		

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	**About 40 %**
PG to M.Phil.	**5%**
PG to Ph.D.	**Not available**
Ph.D. to Post-Doctoral	**-**
Employed • Campus selection • Other than campus recruitment	**Not available** **-**
Entrepreneurship/Self-employment	**Not available**

30. Details of Infrastructural facilities:
   a) Library: Books and Jourenals available in the library, book bank and Departmental Seminar Library

b) Internet facilities for Staff & Students: **In Library**

c) Class rooms with ICT facility:

   Audio-Visual Room in Computer Department

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

31. Number of students receiving financial assistance from college, university, government or other agencies:
College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year from 10-12 students (Approx).

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

33. Teaching methods adopted to improve student learning:
By using LCD projector, interactive classes, etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
NSS, St John Ambulance, Minority students' development.

35. SWOC analysis of the department and Future plans:

Strength**:**

- **Career counseling at personal level.**
- **Good teacher-student relationship.**

Weakness:

- **No separate room for the department, no equipments.**

Opportunity:

- **To consider P.G. course to be introduced in the near future.**

Challenges:

- **To groom our students so that they become more confident & successful.**

Future plans:

- **To organize Students' Seminar.**
- **To arrange Extension lectures.**

EVALUATIVE REPORT OF BOTANY DEPARTMENT

1. Name of the department: **Botany**

2. Year of Establishment :
    >   **UG: General:**   **1924**
    >   **Honours:**   **1985**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

    UG (Honours & General);

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

    'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **None**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **None**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	02
Asst. Professors	07	03
Part time teachers (permanent)	01	01

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 P h.D. Students guided for the last 4 years
Dr. Ashalata D'Rozario	M. Sc., Ph. D.	Associate Professor	Palaeobotany	31	02
Prof. Sanjib K. Saha	M. Sc.	Associate Professor	Microbiology	30	Nil
Dr. Tandra das	M. Sc., Ph. D.	Assistant Professor	Cytogenetics	12	Nil
Dr. Aditi Saha	M. Sc., Ph. D., M. Ed.	Assistant Professor	Taxonomy	9	Nil
Dr. Pampa Chakraborty	M. Sc., Ph. D.	Assistant Professor	Environmental Botany	10	Nil
Prof. Asim Chowdhury	M. Sc., M. Phil	Part-time Teacher	Instrumentation and Research Methodology	21	Nil
Dr. Moumita Datta	M. Sc., Ph.D.	Part-time Teacher (14.11.09-25.11.15)	Microbiology	05	0

11. List of senior visiting faculty: **Nil**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **N.A.**

13. Student -Teacher Ratio (programme wise)**:**
    (UG): (Honours)   16:1
          (General)   54 : 1

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

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of faculty members	**0**	**0**	**5**	**1**	**1**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **02**

Faculty	Project title	Duration	Funding Agency	Grant Received
Dr. Ashalata D'Rozario	Palaeophyto diversity in lower Gondwana sediments in Raniganj coal field and its palaeoenvironmental implication	2 Years (2015-16)	UGC	
Dr. Aditi Saha	Ex-situ Conservation, Cytomorphological Characterization and Phytochemist Assesment of Germplasm of Sweet (*Ocimum basilicum* L.) and Holly (*O.tenuiflorum* L.) Basils of West Bengal Plain for Identical of ellite genotypes of Commerce. (PSW-058/14-15 dated 3.2.2015)	2 Years (2015-16)	UGC	4.05 lakh

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: **Details in Annexure-VII**

- a)Publication per faculty

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

- Number of publications listed in International Database (For Eg: Web of

Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

- Monographs

- Chapter in Books

- Books Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- SNIP

- SJR

- Impact factor

- h-index

Faculty	2011-12				2012-13				2013-14				2014-15			
	Peer review journal	Non peer review	E journal	Conference proceedings	Peer review journal	Non peer review	E journal	Conference proceedings	Peer review journal	Non peer review	E journal	Conference proceedings	Peer review journal	Non peer review	E journal	Conference proceedings
Dr. A. D'Rozario	04				02				01				04			
Dr. A. Saha	06				01				02				02			
Dr. Moumita Datta	01															

Faculty	2011-12			2012-13			2013-14			2014-15		
	With ISBN no	Without ISBN no	Chapters in edited books	With ISBN no	Without ISBN no	Chapters in edited books	With ISBN no	Without ISBN no	Chapters in edited books	With ISBN no	Without ISBN no	Chapters in edited books
Prof. S. K. Saha				01			01			01		
Dr. P. Chakraborty										01		

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

21. Faculty as members in

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

Name of Teaching Faculty	National Committee	International Committee
Dr. Ashalata D'Rozario	Treasurer, Botanical Society of Bengal	Assistant Secretary, International Organization of Palaeobotany (Calcutta Chapter)

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**
   (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

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

23. Awards / Recognitions received by faculty and students:
   Dr. Ashalata D'Rozario – Visiting Scholar Award by Chinese Academy of Sciences, Department of Palaeobotany, Beijing, China, for 3 months, 2011.

24. List of eminent academicians and scientists / visitors to the department:
   Dr. Animesh Ghoroi, Retired Associate Professor of Narasinha Dutt College

25. Seminars/ Conferences/Workshops organized & the source of
   Funding a) National : **Nil**   b)Intenational: **Nil**

26.   Student profile programme/course wise

Academic Year B.Sc.(Hons)	Applications Received	Selected in the 1st Year	Appeared in Part III	Enrolled		Passed with Hons.	Passed
				M	**F**		
2010-11		23	13	06	17	13	100%
2011-12	479	25	08	08	17	08	100%
2012-13	417	25	18	08	17	17	94.44%
2013-14	373	27		08	19		Result Awaited
2014-15	392	22		03	19		Result Awaited
2015-16	274	34		22	12		Result Awaited

*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
Botany (Hons.)	100%	-	-
Botany (Gen.)	100%	-	-

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:   **NET qualified : 10% (as per data available)**

29.   Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	40% (approx.)
PG to M.Phil.	Nil
PG to Ph.D.	8% (approx.)
Ph.D. to Post-Doctoral	2% (approx.)
Employed • Campus selection • Other than campus recruitment	N/A 50% (approx.)
Entrepreneurship/Self-employment	Data Not available

30. Details of Infrastructural facilities:

   a) Library:

   There is a Departmental Seminar library for UG students with more than 150 books.

   b) Internet facilities for Staff & Students:
   Internet facility is available in the department for staff and students.

   e) Class rooms with ICT facility: **Nil**
   f) Laboratories: **03**

31. Number of students receiving financial assistance from college, university, government or other agencies:
   Economically backward students receive concession in fees.

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

   One special lecture delivered by Dr. Animesh Ghorai on ' Effect of global warming on Valley of Flowers – 20 years before and after' on 4th October, 2015.

33. Teaching methods adopted to improve student learning:

   By using overhead projector, LCD projector, short and long distance excursion, ecological case studies, interactive classes, etc.

34. Participation in Institutional Social Responsibility (ISR) and

Extension activities:

NSS, Minority students development.

35. SWOC analysis of the department and Future plans:

Strength:

- There is a rich Seminar Library of the Department.
- Well-experienced and enriched faculty members.
- Disciplined, well-mannered, hard-working, serious, bright and obedient students with positive attitude.
- Extra-curricular activities like departmental re-union, science exhibition, Teachers' Day celebration.
- Strong alumni members of the department.

Weakness:

- Insufficient number of laboratory attendants.
- Insufficient space.
- Lack of separate instrument room.
- Absence of separate classroom with ICT facility

Opportunity:

- Need-based internet surfing facility for students.
- Remedial classes.
- Opportunity to study the close relation of plant and nature and its significance.
- Exposure of the present students to well-placed ex-students during departmental reunion.

Challenges:

Dealing with students with

- Poor expression/writing skill in English.
- Economically backward class.

Future plans:

- Development of more equipped laboratory with modern instruments.
- Organization of seminars.
- Better space management.
- Participation of faculty members in major research projects

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EVALUATIVE REPORT OF CHEMISTRY DEPARTMENT

1. Name of the Department: **Chemistry**

2. Year of Establishment : **UG**

    General :   1924

    Honours :   1946

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

    UG (Honours & General)

4.   Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

    Annual examination following University Curriculum i.e., Part-I, Part-II and Part-III [Mid-Term Exams and Selection Tests are held each year along with continuous internal assessment]

6. Participation of the department in the courses offered by other departments: **None**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **None.**

8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

1. Number of Teaching post

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	01
Asst. Professors	07	04
Contractual Whole Time Teacher	00	00
Part time Teacher (Permanent)	01	01
Part Time Teacher (Superannuated)	-	01
Guest Lecturers sanctioned by GB	01	01

(All the sanctioned posts are of Assistant Professor who are promoted to Associate Professor through career advancement scheme.)

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 P h.D. Students guided for the last 4 years
Dr. Zafeer Ahmad	M.Sc., Ph.D	Associate Professor	Organic Chemistry	25	Nil
Dr. Indranil Bhattacharyya	M.Sc., Ph.D	Assistant Professor	Inorganic Chemistry	14	Nil
Dr. Susmita Podder	M.Sc., Ph.D	Assistant Professor	Organic Chemistry	7	Nil
Dr. Pradip Kr. Tapaswi	M.Sc., Ph.D	Assistant Professor	Organic Chemistry	Less than 1	Nil
Dr. Raka Biswas	M.Sc., Ph.D	Assistant Professor	Physical Chemistry	9	Nil
Ms. Soumi Majumdar	M.Sc	Part-Time Teacher	Organic Chemistry	4	Nil
Dr. Rabindranath Tarafder	M.Sc., Ph.D	Superannuated Part-Time Teacher	Physical Chemistry	5	Nil
Sri Prosenjit Manna	M. Sc	Guest Faculty	Physical Chemistry	3	Nil

11. List of senior visiting faculty: **None**

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

	Theory (%)	Practical (%)
UG (Hons)	13	44
UG (Gen)	14	11

13. Student -Teacher Ratio (programme wise)**:**
   (UG): (Honours)   12 : 1
   (General)   45 : 1

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

Type of Post	Sanctioned	Filled	Temporary
Technical	04	03	-
Administrative	-	-	-

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

Qualifications of Teaching Faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of faculty members	**0**	**0**	**6**	**0**	**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: **15 (Details given in Annexure -VII)**
   a. **Publication per faculty**

   b. **Number of papers published in peer reviewed journals (national / international) by faculty and students**
   c. **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**

   d. **Monographs**

   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**

Name of Faculty	Papers		Books		Total Publications	Impact Factor	Total Citation	h-index	SNIP	SJR
	National	International (Peer Review)	National	International						
Dr. Zafeer Ahmad	-	-	-	-	-	-	-	-	-	-
Dr. Indranil Bhattacharyya		-	-	-		-			-	-
Dr. Susmita Podder	-	-	-	-	-	-		-	-	-
Dr. Pradip Tapaswi	-	14			14	30.5	36	4		
Dr. Raka Biswas	1	-	-	-	-	-	-	-	-	-
Dr. Rabindranath Tarafder	-	-	-	-	-	-	-	-	-	-
Ms. Soumi Majumdar	-	-	-	-	-	-	-	-	-	-
Mr. Prosenjit Manna	-	-	-	-	-	-	-	-	-	-

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a)   National Committees b) International Committees c) Editorial Boards: **None**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental / programme: **100% (Curricular ENVS Project)**

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

23. Awards / Recognitions received by faculty and students: **Nil**

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

Serial No.	Name and Institute
1.	**Prof. Ashutosh Ghosh, Dept. of Chemistry, University of Calcutta**
2.	**Prof. Rabindranath Mukherjee, Dept. of Chemistry, IIT Kanpur**
3.	**Prof. Uday Maitra, Dept. Of Organic Chemistry, IISc. Bangalore**
4.	**Prof. Puspendu K. Das, Dept. Of Inorganic and Physical Chemistry, IISc., Bangalore**
5.	**Prof. Tanmaya Pathak, Dept. Of Organic Chemistry, IIT Kharagpur**
6.	**Prof. Chaitali Mukhopadhyay, Dept. Of Chemistry, University of Calcutta**
7.	**Dr. Tapan Kanti Paine, Dept. Of Inorganic Chemistry, Indian Association for the Cultivation of Science, Kolkata**
8.	**Dr. Subhajit Bandyopadhyay, Dept. Of Chemical Sciences, IISER, Kolkata**
9	**Dr. Omprakash Chakrabarti, Scientist, CGCRI Kolkata**
10	**Dr. Arijit Mukhopadhyay, Scientist, IGIB, Delhi**
11	**Dr. Narayan Banerjee, Dept. of Physical Sciences, IISER Kolkata**
12	**Dr. Balaram Mukhopadhyay, Dept. of Chemical Sciences, IISER Kolkata**

25. Seminars/ Conferences/Workshops organized & the source of funding
    a) National : **Yes**   b) Intenational: **Nil**

Seminars/ Conferences/ Workshops	Regional/ State-level/National/International	Funding Agencies
Two day Seminar titled "Exploration of Biological Processes through Chemical Sciences" (December 06-07, 2011) organised in collaboration with Dept. Of Zoology, Narasinha Dutt College and IISER, Kolkata	National	University Grants Commission
Two day Science Academies' Lecture Workshop on "Spectroscopic Methods in Chemistry"(February 23-24, 2015)	National	Indian Academy of Sciences, Bangalore , Indian National Science Academy, New Delhi and The National Academy of Sciences, Allahabad

26.   Student profile programme/course wise:

Name of the Course/ Academic Year	Applications Received	Selected (in 1st Year)	Enrolled		Appeared in Part-III(Hons)	Passed with Hons (%)	Passed (%)
B.Sc(Hons)			**M**	**F**			
2010-11	276	23	11	12	15	92.86	100
2011-12	286	26	13	13	26	92.31	96.15
2012-13	179	29	19	11	22	80.00	90.00
2013-14	217	36	22	14	-	Result Awaited	
2014-15	266	38	24	14	-	Result Awaited	
2015-16	202	39	24	15	-	Result Awaited	

   *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
Chemistry (Hons.)	100%	-	-
Chemistry (Gen.)	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **Five (NET) and 1 (GATE) in last five Years**

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	2012-13-----------52% 2013-14-----------38% 2014-15-----------21%
PG to M.Phil.	N.A.
PG to Ph.D.	< 5%
Ph.D. to Post-Doctoral	< 5%
Employed • **Campus selection** • **Other than campus recruitment**	Nil 90-100%
Entrepreneurship/Self-employment	10%

30. Details of Infrastructural facilities:
   a) Library:
   The department has a well stocked seminar library comprising of 205 text books and reference books along with monthly issues of two journals.

   b) Internet facilities for Staff & Students:

   The department has four computers (2 desktop and 2 Laptop with Internet

connection through LAN and wifi mode.

c) Class rooms with ICT facility:

There are two classrooms in all with one having ICT facility containing computer, speaker, Projector, screen and internet connections for audio-visual presentations.

d) Laboratories:

An instrumental laboratory, a research laboratory and five wet laboratories (three of them is vacant for demolition and renovation purposes)

> **Balance Room : One**
>
> **Store Room : Two**
>
> **Teacher's Room : Two**

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

No. of Students receiving Financial assistance				
	College	**University**	**State Govt.**	**Inspire**
2012-13	-	-	3	1
2013-14		-	2	3
2014-15		-	2	6
2015-16		-	**Yet to receive**	**Yet to receive**

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

I. Seminar by renowned alumni of the department   Dr. Omprokash Chakrabarti, Scientist, CGCRI, Kolkata and Dr. Arijit Mukhopadhyay, Scientist, IGIB,New Delhi held on January 30, 2011.

II. Two day Seminar titled "Exploration of Biological Processes through Chemical Sciences" in collaboration with Department of Zoology held on December 06-07, 2011

External Experts: Prof. Rabindranath Mukherjee, Prof. Ashutosh Ghosh, Dr. Balaram Mukhopadhyay, Dr. Tapan Kanti Paine.

III. Two day Science Academies' Lecture Workshop on "Spectroscopic Methods in Chemistry" held on February 23-24, 2015

External Experts : Prof. Uday Maitra, Prof. Puspendu K. Das, Prof. Tanmaya Pathak, Prof. Chaitali Mukhopadhyay, Dr. Tapan Kanti Paine, Dr. Subhajit Bandyopadhyay

33. Teaching methods adopted to improve student learning:

- **Chalk and talk method**

- **Audio Visual presentations**

- **Use of Charts and Models**

- **Lab demonstrations**

- **Tutorial classes**

- **Providing Course Materials and Lecture Notes**

- **Assignments**

- **Remedial classes**

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

   Students participate in the NSS wing of the college and take part in institution neighbourhood interaction.

35. SWOC analysis of the department and Future plans:

Strength:

- Qualified faculty and students with very high academic records working together with utmost discipline and sincerity along with sincere and able non-teaching staff.

- Well managed infrastructural facilities with library.

Weakness:

- Extreme shortage of space due to abandoned nonusable old laboratories and classrooms.

- Insufficient teaching and non-teaching staff.

Opportunity:

- Being the most sought after department in the college and in the district, has immense potential to expand to Post Graduate studies, interdisciplinary courses along with industry related vocational courses provided the infrastructure and faculty strength is improved.
- There is also scope for good research with highly qualified young faculty.

Challenges:

- To set further higher standards in teaching and research by introducing e-learning methods
- To produce trained manpower who are not confined only to syllabus oriented teaching
- To create students with multidimensional awareness and capabilities in spite of infrastructural limitations so that they can cope with future demands of the world.
- Expansion of research infrastructure

Future plans:

- Setting up a dedicated research lab.
- Upgrading class rooms: size & quality
- Improving Internet facility
- Promoting a more research oriented department
- Introduction of Post-Graduate Course

EVALUATIVE REPORT OF COMMERCE DEPARTMENT

1. Name of the department: **Commerce**

2. Year of Establishment : **UG: 1955**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.,
    IntegratedMasters; Integrated Ph.D., etc.):

    UG (Honours & General)

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

    'Annual' as per university guidelines for UG

6. Participation of the department in the courses offered by other
    departments: **None**

7. Courses in collaboration with other universities, industries, foreign institutions,
    etc.: **None**

8. Details of courses/programmes discontinued (if any) with
    reasons: **N.A.**

9. Number of teaching posts

Teaching Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	-	03
Asst. Professors	05	02
CWTT	-	-
Part time teachers (permanent)	09	09
Guest Lecturers sanctioned by GB	02	02

(All the sanctioned posts are of assistant professor who are promoted to associate professor
through career advancement scheme.)
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 Students guided for the last 4 years
Asit Kumar Konar	M.Com., MBA	Associate Professor	Accounting & Finance	29 years	Nil
Chiranjib Bera	M.Com.	Associate Professor	Acc. & Fin.	26 years	Nil
Sabyasachi Mukhopadh-yay	M.Com.	Associate Professor	Acc. & Fin.	18 years	Nil
Kaberi Pal	M.Com., CA, ICWAI, M.Phil	Assistant Professor	Acc. & Fin.	16 years	Nil
Swapna Roychowdh-ury	M.Com., Ph.D	Assistant Professor	Acc. & Fin.	14 years	Nil
Sudipta Chakraborty	M.Com.	Part-time Teacher	Acc. & Fin.	22 years	Nil
Pradip Kr. De	M. Com.	Part-time Teacher	Acc. & Fin.	21 years	Nil
Srimonta Prosad Mondal	M. Com.	Part-time Teacher	Acc. & Fin.	20 years	Nil
Rahul Nath	M. Com., M. Phil, PGDIM	Part-time Teacher	Acc. & Fin.	8 years	Nil
Avijit Santra	M.Com., MBA, PGCACS	Part-time Teacher	IT	11 years	Nil
Angshuman Sarkar	MCA, M. Phil	Part-time Teacher	IT	10 years	NIL
Soumen Das	M. Com., Ph.D	Part-time Teacher	Acc. & Fin.	10 years	Nil
Rajesh Das	M. Com.	Part-time Teacher	Acc. & Fin.	8 years	Nil
Anthony Dutta	M. Com.	Part-time Teacher	Acc. & Fin.	7 years	Nil
Surajit Maji	M. Com., CA	Guest	Acc. & Fin.	1 year	Nil

Sujoy Halder	MCA, M. Tech	Guest	IT	1year	Nil

11.   List of senior visiting faculty: **Nil**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **60%**

13.   Student -Teacher Ratio (programme wise**):**
  (UG): (Honours)   33 : 1
             (General)   43 : 1

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

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

Qualification of teaching faculty	DSC	DLIT	Ph.D	M.Phil	MCA	M.Tech	MBA	PG
No. of faculty	0	0	02	03	02	01	02	6

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **None**

18.   Research Centre /facility recognized by the University: **Nil**

19.   Publications: **(The details are given in Annexure -)**

  a.   Publication per faculty

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

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

  d.   Monographs

  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

2011-12:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer	Peer Review	Non Peer					
Dr. Swapna Roychowdhury	01	-			-	-	-	-	-
Dr. Soumen Das	01	-			-	-	-	-	01

2012-13:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer Review	Peer Review	Non Peer Review					
Dr. Swapna Roychowdhury	-	-	-	-	-	-	-	-	-
Dr. Soumen Das	01	-	-	-	-	-	-	-	02

2013-14:

Faculty	National Journal	International Journal	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books

	Peer Review	Non Peer	Peer Review	Non Peer Review					
Dr. Swapna Roychowdhury	01	-	-	-	-	-	-	-	-
Dr. Soumen Das	-	-			-	01	-	-	-

2014-15:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer	Peer Review	Non Peer					
Dr. Swapna Roychowdhury	-	-	-	-	01	02	01	-	-
Dr. Soumen Das	01	-	-	-	-	-	-	-	-

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

21. Faculty as members in a) National committees b) InternationalCommittees c) Editorial Boards...: **None**

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

   (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:
   Data Not Available.

23. Awards / Recognitions received by faculty and students: **Nil**

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

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

a) National : **None** b) Intenational: **None**

26.Student profile programme/course wise:

Academic Year BCom (Hons)	Applications Received	Selected in 1st Year	(Appeared in Part-III)	Enrolled		Passed Percentage
				M	**F**	
2011-12	400	179	95			78%
2012-13	446	152	158			63%
2013-14	492	36	-			Result Awaited
2014-15	474	52	-			Result Awaited
2015-16	532	52	-			Result Awaited

*M = Male , *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com. (Hons.)	98%	2%	-
B.Com. (Gen.)	100%	-	-

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

The department has yet to keep track such information on regular basis but a good number of students from this department are now placed in different colleges, schools, research institutions, banking sectors etc. as it is evident from the rich list of alumni whose information we are collecting till now.

In regards of PG course, from its inception in the month of July, 2010 to till now, two students (one of batch 2010-12 & another of batch 2012-14) have cleared CSIR-UGC NET exam.

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	**No information Available**
PG to M.Phil.	**No information Available**
PG to Ph.D.	**No information Available**
Ph.D. to Post-Doctoral	**No information Available**
Employed • Campus selection • Other than campus recruitment	**No Data Available**
Entrepreneurship/Self-employment	**No Data Available**

30. Details of Infrastructural facilities:

a) Library:

   One departmental Seminar library

b) Internet facilities for Staff & Students:

   Internet facility is available in the Central library

c) Class rooms with ICT facility: **N.A.**

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

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

   Students, who apply for financial assistance, receive students aid from college.

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

33. Teaching methods adopted to improve student learning: **No**

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

   Students actively participate in NSS Activities

35. SWOC analysis of the department and Future plans

Strength:

Students are disciplined and since they have Communicative English and business communication classes they try to be interactive and participate in classroom teachings

Weakness:

Most of the students come from economically backward classes as a result of which they face many problems like unable to buy required books etc. As far as commerce department is concerned, there is no departmental room, no computer/ laptop, no projector etc.

Opportunity:

The U.G. course in commerce helps students to pursue higher studies and also enables them to sit for competitive exams as well as opt for other professional courses like CA, CS etc.

Challenges:

Commerce is interdisciplinary subject which comprises of accountancy, management, taxation, costing, marketing, information technology and others. Being a teacher of commerce, it is a great challenge to make the different papers/ subjects interesting and communicable to the students as far as practicable and to promote them to become good citizens for the nation.

EVALUATIVE REPORT OF COMPUTER SCIENCE DEPARTMENT

1. Name of the department: **Computer Science**

2. Year of Establishment : **UG**

   General : 1996   Honours:2006

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

   UG (Honours & General);

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

    'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **Yes (Mathematics, Commerce)**

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

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	-	-
Contractual Whole Time Teacher	03	03
Part time teachers	02	00
Guest Lecturers sanctioned by GB	04	04

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 P h.D. Students guided for the last 4 years
Sukhendu Kanrar	MCA,ME	CWTT	Distributed Operating System	10+	Nil
Susikta Dus	M.Sc	CWTT	Operating System, Microprocessor	8+	Nil
Shambo Saurav Mallik	M.Sc	CWTT	Data Structure	6+	Nil
Angshuman Sarkar	MCA, M.Phil	Guest	Algorithm	10+	Nil
Sumit Chakraborty	M.Tech	Guest	Automata Theory	6+	Nil
Mihir Kr. Mahato	M.Sc, M.Tech	Guest	Electronics	10+	Nil
Sujay Halder	M.Tech	Guest	C	1+	Nil

11.   List of senior visiting faculty: **None**

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

   Hons: Theory:25%   **Practical:40%**
   Gens: Theory:10%   **Practical:50%**

13.   Student -Teacher Ratio (programme wise**):**
   (UG): (Honours)   15:1
          (General)   20 : 1

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

and filled:

Technical				Administrative			
Sanctioned		Filled		Sanctioned		Filled	
Govt.	GB	Govt.	GB	Govt.	GB	Govt.	GB
0	0	0	0	0	1	0	1

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

Qualifications of teaching faculty	D.Sc	M.Tech	Ph.D	M.Phil	PG
No.of faculty members	0	4	0	1	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**

     Sukhendu Kanrar, Submited Ph.D in University of Calcutta on 21ˢᵗ July, 2015

19. Publications:

*   a) Publication per faculty: **(Details are given in Annexure)**

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

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

*   Monographs

*   Chapter in Books

*   Books Edited

*   Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

2011-12:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer Review	Peer Review	Non Peer Review					
Sumit Chakraborty	-	-	-	-	01	-	-	-	-

2012-13:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer	Peer Review	Non Peer					
	-	-	-	-	-	-	-	-	-

2013-14:

Faculty	NationalJournal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer Review	Peer Review	Non Peer Review					
Sukhendu Kanrar	-	-			01	01	-	-	-

2014-15:

Faculty	NationalJournal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer Review	Peer Review	Non Peer Review					
Sukhendu Kanrar	-	-			01	01	-	-	-
Sujay Halder	-	-			-	01	-	-	-

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

21. Faculty as members in

   a) National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects

   1 Percentage of students who have done in-house projects including inter departmental / programme:

   One Year (VB and Oracle) upto session 2013-2014

   2 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:

25. Seminars/ Conferences/Workshops organized & the source
   of funding a) National : **Nil**   b) Intenational: **Nil**
26. Student profile programme/course wise:

Academic Year B.Sc.(Hons)	Applications Received	Selected in 1st Year	Enrolled		(Appeared in Part-III)	Passed Percentage
			M	F		
2010-11	211	41	24	17	20	89%
2011-12	135	29	18	11	9	89%
2012-13	106	37	24	13	8	100%
2013-14	228	36	23	13	-	Result Awaited

2014-15	155	37	23	14	-	Result Awaited
2015-16	219	49	30	19	-	Result Awaited

*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
Computer Sc. (Hons.)	100%	-	-
Computer Sc. (Gen.)	100%		

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

The department has let to keep record of such details.

29.   Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	**About 90 %**
PG to M.Phil.	**-**
PG to Ph.D.	**-**
Ph.D. to Post-Doctoral	**-**
Employed • Campus selection • Other than campus recruitment	**0** **60%**
Entrepreneurship/Self-employment	**10%**

30.   Details of Infrastructural facilities:
    a) Library:

One departmental Seminar library for UG students. Books are purchased at

regular intervals.

g) Internet facilities for Staff & Students:

   Staff & students access internet facility in the department.

h) Class rooms with ICT facility:

   One such class room.

i) Laboratories: **03**

31. Number of students receiving financial assistance from college, university, government or other agencies:
    College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year about 6-8student (Approx).

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

33. Teaching methods adopted to improve student learning:
    By using overhead projector, LCD projector, interactive classes, etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    NSS, Minority students' development.

35. SWOC analysis of the department and Future plans:

Strength:

Qualified and experienced regular as well as guest faculty, Quality in-take at the U.G. level.

Weakness:

 Most of the students come from economically backward classes as a result of which they face many problems like difficulty in buying required books, computer etc. Most of the students come from Bengali medium and they face problem since the medium of instruction in English.

Opportunity:

The U.G. course in computer science helps students to pursue higher studies and also enables them to sit for competitive exams as well as opportunity for other professional courses like MCA, B.Tech etc.

Challenges:

- Computer Science is a **broad and comprehensive** subject which comprises of many branches of technology and others. Every day new technology coming, students as well as teachers always have to update their knowledge.
- To establish good relationships with the students so that students can approach the teachers in every need.
- To increase the standard of overall results of the department.

EVALUATIVE REPORT OF ECONOMICS DEPARTMENT

1.   Name of the department: **Economics**

2.   Year of Establishment : **1936**

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

   UG (Honours & General);

4.   Names of Interdisciplinary courses and the departments/units involved: **None**

5.   Annual/ semester/choice based credit system (programme- wise):

   'Annual' as per university guidelines for UG.

6.   Participation of the department in the courses offered by other departments: **Yes (Commerce)**

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

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	03
Asst. Professors	05	00
Contractual Whole Time Teacher	-	-
Part time teachers (permanent)	02	02
Guest Lecturers sanctioned by GB	01	01

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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
Manas Choudhuri	Ph.D	Associate Professor	Industrial Economics and Industrial organisation	32	Nil
Amal Sarkar	Ph.D	Associate professor	International trade and Econometrics	15	Nil
Dipa Mukherjee	Ph.D	Associate professor	Econometrics and labour economics	15	Nil
Briti Burman	M.Phil	PTT	Development Economics	12	Nil
Shampa Mondal	M.Sc	PTT	Econometrics	7	Nil
Jishnu Hazra	M.Sc	Guest lecturer	Econometrics and Financial Economics	5	Nil

11.   List of senior visiting faculty: **None**

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

Day Section	Evening Section	
PTT	**PTT**	**Guest**
17%	17%	83%

13.   Student -Teacher Ratio (programme wise**):**
        (UG): (Honours)   06: 1
                 (General)   30 : 1

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

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

Qualifications of teaching faculty	D.Sc	M.Tech	Ph.D	M.Phil	PG
No.of Faculty members	**00**	**00**	**03**	**01**	**02**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Faculty	Project title	Duration	Funding agency	Grant recieved
Dr.Amal Sarkar	Tourism demand in India	2015-ongoing	UGC	1.3 lakh

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications:

- a)Publication per faculty: (**Details are given in Annexure)**
  Number of papers published in peer reviewed journals (national /international) by faculty and students

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

- Monographs

- Chapter in Books

- Books Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- SNIP

- SJR

- Impact factor

- h-index

2011-12:

Faculty	National Journal		International Journal		e-jour nal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	**Non Peer**	**Peer Review**	**Non Peer**					
Dr. Amal Sarkar	-	-	-	-	-	01	01	-	-
Dr. Dipa Mukherjee	01	-	01	-	-	01	-	-	-

2012-13:

Faculty	National Journal		International Journal		e-jou rn al	Confere nce Proceedi ngs	Wit h ISB N No	Witho ut ISBN No	Chapt ers in Edited Books
	Peer Review	**Non Peer**	**Peer Review**	**Non Peer Review**					
Dr. Dipa Mukherjee	01	-	-	-	-	-	-	-	-

2013-14:

Faculty	National Journal		International Journal		e-jou rn al	Confere nce Proceedi ngs	Wit h ISB N No	Witho ut ISBN No	Chapt ers in Edited Books
	Peer Review	**Non Peer**	**Peer Review**	**Non Peer Review**					
Dr. Dipa Mukherjee	01	-	-	-	-	-	-	-	-

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

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards…:

Faculty	Memberships
Dr. Dipa Mukherjee	a)Life member of Indian Society of Labour Economics

	b) Life member of Indian Society of Regional Science
Dr. Amal Sarkar	a) Life member of Indian Economic association b)Life member of Indian Econometric Society
Dr. Manas Chaudhuri	a) Life member of Indian Statistical Institute

22. Student projects

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

- **100% : as it is a Part of final year Honours curriculum**
- **100%:(Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)**

   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:
- **Prof. Sugata Marjit, Cenrter for Studies in Social Sciences, Kolkata**
- **Dr. Rajendra P. Kundu,Center for Economic Studies and Planning, JNU, New Delhi**
- **Prof. Soumyen Sikdar, IIM,Kolkata**
- **Prof. Achin Chakraborty, Institute of Develepment, Kolkata**

25. Seminars/ Conferences/Workshops organized & the source of funding
a) National : **UG National Seminer on 10th Dec. 2011 b)** International: **Nil**

26.   Student profile programme/course wise:

Academic Year B.Sc.(Hons)	Applications Received	Selected in 1st Year	Enrolled		(Appeared in Part-III)	Passed with Hons (%)
			M	F		

2010-11	12	07	05	02	05	100%
2011-12	20	15	10	05	04	100%
2012-13	08	06	04	02	02	50%
2013-14	48	10	06	04	-	Result Awaited
2014-15	10	10	07	03	-	Result Awaited
2015-16	44	22	12	10	-	Result Awaited

*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
Economic (Hons.)	100%	-	-
Economic (Gen.)	100%		

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

    No Data Available

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	**About 33 %**
PG to M.Phil.	**-**
PG to Ph.D.	**-**
Ph.D. to Post-Doctoral	**-**
Employed • Campus selection • Other than campus recruitment	**0** **16%**

Entrepreneurship/Self-employment	**16%**

(Data related to 2010 Echonomics Hons   Batch)
30.   Details of Infrastructural facilities:
   a) Library:

   There is a departmental Seminar library providing facilities to departmental students.

   b) Internet facilities for Staff & Students:

   Staff & students access internet facility in the library.

   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:

   College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year about 3 - 5student (Approx).

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

   Prof. Ishita Mukhopadhyay, Professor, PG Department, University of Calcutta

33.   Teaching methods adopted to improve student learning:

   LCD projector, interactive classes, etc.

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities:
   NCC, NSS, Minority students' development.

35.   SWOC analysis of the department and Future plans:
Strength:

- Well qualified faculty.

- Reasonably integrated department in terms of physical and emotional endowments.

- The department is like a family where the teachers and students are involved in the teaching learning process not only during class hours but also after class hours.

Weakness:

- Lack of space.
- Vacancy in substantive posts.

Opportunity:

- Fconomics as subject is interdisciplinary in nature and covers wide range of students.

Challenges:

- Catering to market needs

EVALUATIVE REPORT OF EDUCATION DEPARTMENT

1. Name of the department: **Education**

2. Year of Establishment : **UG**

   General:1985

   Honours:2006

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

   UG (Honours & General);

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

   'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **No**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N.A.**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	01
Asst. Professors	01	-
Contractual Whole Time Teacher	02	02
Part time teachers (permanent)	02	02
Guest Lecturers sanctioned by GB	-	-

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 Experi	No. of P h.D. Students guided for the last 4 years
Tapasi Maiti	M.A.	Associate professor	School Organization	30	Nil
Nayana Bhattacharya	M.A.,B.Ed	C.W.T.T.	Special Education & Educational Technology	8	Nil
Biplab Chakraborty	M.A.,B.Ed	C.W.T.T	Comparative Education & Teacher Education	7	Nil
Krittika Mukherjee	M.A.,B.Ed	P.T.T	Educational Technology & Educational Management	6	Nil
Ruma Samanta	M.A.	P.T.T.	Special Education &History of Education	6	Nil

11.   List of senior visiting faculty: **None**

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

13.   Student -Teacher Ratio (programme wise)**:**
      (UG): (Honours)   27:1   UG (General)   135 : 1

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

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of faculty members	0	0	0	0	5

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **Nil**

- a)Publication per faculty:

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

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

- Monographs

- Chapter in Books

- Books Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- SNIP

- SJR

- Impact factor

- h-index

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

21. Faculty as members in

b) National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

   (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

   a) Percentage of students placed for projects in organizations

   outside the institution i.e.in Research laboratories/Industry/ other agencies : **Nil**

23. Awards / Recognitions received by faculty and students: **Nil**

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

25. Seminars/ Conferences/Workshops organized & the source of funding
   a) National : **Ni l**   b) Intenational: **Nil**

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4) B.A (Hons)	Applications received	Selected	Enrolled		Appered in Part III(Hons)	Pass percentage
			*M	*F		
2015-16	226	68	03	65	-	Result awaited
2014-15	261	63	07	56	-	Result awaited
2013-14	343	50	02	48	-	Result awaited
2012-13	225	16	2	14	19	94.12%
2011-12	193	27	3	24	14	100%

 *M = Male , *F = Female
27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Education (Hons.)	100%	-	-
Education (Gen.)	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **No Data**

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	**About 50 %**
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	- -
Entrepreneurship/Self-employment	-

30. Details of Infrastructural facilities:
   e) Library: **Subject titles are available in the central library and book bank.**

   f) Internet facilities for Staff & Students: **Students and Staff have access to internet facilities in the computer sc. Dept. as well as in the Students' Resource Centre in the library**.

   g) Class rooms with ICT facility: **Nil.**

   h) Laboratories: **N.A.**

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

College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year about 6-8student (Aprox).

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

33. Teaching methods adopted to improve student learning:

   By using LCD projector, interactive classes, etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
   NSS, Minority students' development.

35. SWOC analysis of the department and Future plans:

Strength**:**

Carrere counseling at personal level, college library & book bank for the benefit.

Weakness:

 No separate department room & equipments.

Opportunity:

To developed Backwards students.

Challenges:

   To groom our students so that they become more confident & successful.

 Future plans:

- **To organize seminar.**
- **Workshop for the department.**
- **Upgrading class room size and equality.Special guidance**

EVALUATIVE REPORT OF ENGLISH DEPARTMENT

1. Name of the department: English

2. Year of Establishment : **UG**

   | **Honours and General:** | **1924** |
   | **PG(Self-financed):** | **2013** |

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

   UG (Honours & General)

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

   'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **Teacher take compulsory and communicative English classes in B.Sc and B.Com courses.**

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

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	**02**
Asst. Professors	**05**	**02**
Contractual Whole Time Teacher	**01**	**01**
Part time teachers (permanent)	03	03
Guest Lecturers sanctioned by GB	-	**12**

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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
Kuntal Chattopadhyay	M.A., M.Phil, Ph.D	Associate Professor	Language, Modern Poetry	34	2 awarded, 4 scholars
Purnima Mukherjee	M.A., Ph.D	Associate Professor	Detective/ Crime Fiction	23	Nil
Shruti Lahiri	M.A., Ph.D	Assistant Professor	Gender Studies	15	Nil
MaumitaDhar (Dey)	M.A.	Assistant Professor	Indian Writing in English	15	Nil
Kumara ditya Sarkar	M.A	Contractual Full Time Lecturer	Linguistics and Post Colonisation	2yrs 8months approx resigned in July 2015	Nil
Puja Saha	M.A	Contractual Full Time Lecturer	Post-Colonial literature	2 yrs +	Nil
Shameek Ghosh	M.A;MPhil	Contractual Full Time Lecturer	Harold Pinter	4 mnths +	Nil
Nitisha Jha	M.A	Guest lecturer	Indian Literature	4 mnths +	Nil
Subham Choudhury	MA	Guest Lecturer	American Literature	4 mnths +	Nil
Siddhartha Sankar Chakrabarty	M.A	Guest Lecturer	Children's Literature	4 mnths+	Nil

Vedatra yee Banerjee	M.A	Guest Lecturer	Literature of Partition of Bengal	1 yr 2 mnths. Resigned on 1st December 2015	Nil

P G ENGLISH GUEST TEACHERS	SPECIALISATION
Prof. Satyabrata Dinda	British Romantic Literature
Prof. Subhabrata Shome	English Language Teaching
Prof. Abhijit Bhattacharya	Literature of Partition of India
Prof. Antara Ghatak	New Literature and Memory Studies
Prof. Shyamasree Basu	American Literature and Gender Studies
Prof. Madhumita Majumdar	Victorian Literature and Indian Writing in English
Prof. Arnab Ray	American Drama
Prof. Sudakshina Sengupta	Elizabethan Literature
Prof. Dibakar Sarkar	American Literature and Feminism

11.   List of senior visiting faculty:

- **Prof. Subir Dhar, Professor of English; Director, School of Languages and Culture, RBU**
- **Prof. Chidananda Bhattacharya, Professor, Dept of English, RBU**
- **Prof. Sanjukta Dasgupta, Professor, Dept of English, C U**
- **Prof. Santanu Majumdar, Professor, Dept of English, C U**
- **Prof. Shobha Chatterjee, Retd. Professor, Dept of English, JU**
- **Prof. Ashok Sengupta, Professor, Dept of English, Kalyani University**

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

UG: **27% (Hon.) 6 :1 (Gen.)**
PG: **36%**

13.   Student -Teacher Ratio (programme wise**):**

    UG: Hons: 9:1   Gen 6:1
    PG: 4 : 1

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

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of Faculty members	**00**	**00**	**03**	**01**	**05**

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil**.**

18.   Research Centre /facility recognized by the University: **Nil**

19.   Publications:

- a)Publication per faculty: **(see Details in Annexure-)**

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

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

- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of
- publishers
- Citation Index
- SNIP
- SJR
- Impact factor

- h-index

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects
    a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**
    (**Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.**)

    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:

 i) **Dr. Subir Dhar Professor of English; Director, School of Languages and Culture (Rabindra Bharati University); Hon. Director. Tagore-Gandhi Centre (Rabindra Bharati University); Gen. Secretary, Shakespeare Society of Eastern India.**

 ii) **Dr. Sanjukta Dasgupta, Professor of English, Formerly Dean, Faculty of Arts, Calcutta University**

 iii) **Dr. Chidananda Bhattacharya, Professor of English, Formerly Dean, Faculty of Arts, Rabindra Bharati University**

 iv) **Dr. Ashok Sengupta, Professor of English; Formerly Dean, Faculty of Arts, Kalyani University**

 v) **Dr. Shobha Chatterjee, Retired Professor of English, Jadavpur University**

vi) Dr. Santanu Majumdar, Professor of Engliash, Calcutta University

vii) Dr Himadri Lahiri, Professor of English, Burdwan University

25. Seminars/ Conferences/Workshops organized & the source
    of funding a) National : 1   b) Intenational: **Nil**
    'Tagore in Translation' (one day national seminar, UGC sponsored,

    in collaboration with Sahitya Akademi) on 03.12.2011

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4) BA (Hons)	Application received	Selected in 1st year	Enrolled		Appeared in 3rd Year	Pass percentage
			*M	*F		
2015-16	538	121	48	73	-	Result Awaited
2014-15	344	115	46	69	-	Result Awaited
2013-14	441	106	41	65	-	Result Awaited
2012-13	509	101	40	61	47	98%
2011-12	673	93	37	56	65	68%

*M = Male , *F = Female

PG Result

1st class	2nd class	Drop out
-	27	1

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
English (Hons.)	100%	-	-
English(Gen.)	100%	-	-

English(PG)	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:
Two Students are qualified for NET in last 4 year.

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	**10 %**
PG to M.Phil.	**1%**
PG to Ph.D.	**0.1%.**
Ph.D. to Post-Doctoral	**0%**
Employed • Campus selection • Other than campus recruitment	**None** **Data Not Available**
Entrepreneurship/Self-employment	**Data Not Available**

30. Details of Infrastructural facilities:
 i) Library:
Departmental/ Seminar Library and College Central Library (reference and lending) - Seminar Library approx. 800 books.

 j) Internet facilities for Staff & Students: **Only in college Central Library**

 k) Class rooms with ICT facility: **01**

 l) Laboratories: **N.A.**

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

College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year about 10-12 student (Approx).

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

Four departmental seminars with invited speakers:

 1) **Dr. Tania Chakravertty, 12/11/14 & 19/11/14, on "Origins of American Civilisation. Culture and Literature"**

2) **Dr. Subir Dhar, 5/12/15, on "William Blake"**

3) **Dr. Arnab Ray, 22/12/15, on "American Drama"**

4) **Dr. Shobha Mukherjee Chatterjee 5/1/16, on "American Poetry"**

33. Teaching methods adopted to improve student learning:

   Audio-Visual

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
   NSS, St John Ambulance, Minority students' development.

35. SWOC analysis of the department and Future plans:

   Strength:

- Successfully running PG course for last 3 years;

- Departmental publication being prepared; all teachers have contributed essays to the publication entitled 'Gender in Literature: Some Perspectives' by Avenel Press, ISBN 978-93-80761-95-4

- Regular departmental seminars;

- Department is equipped with necessary arrangements (laptop, projector and screen) for audio-visual teaching.

   Weakness:

- No lift, supporting staff required**.**

   Opportunity:

- For research oriented activities in PG department.

   Future plans:

- Make English department a centre of research and excellence**.**

EVALUATIVE REPORT OF HISTORY DEPARTMENT

1. Name of the department: **History**

2. Year of Establishment : **UG**
    General: **1924**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.): **UG (Honours & General)**

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):
    'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **No**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N.A.**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	01
Asst. Professors	04	03
F.D.P Teacher	01	01
Part time teachers (permanent)	02	02
Guest Lecturers sanctioned by GB	023	02

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 P h.D. Students guided for the last 4 years
Gautam Roy	M.A., M.PHIL	Asso. Prof.	History Of U.S.A	31	Nil
Krishna Baneerjee	M.A.	Asst. Prof.	History of Modern Europe	14	Nil
Abanti Adhikari	M.A.	Asst. Prof.	Economic History of India	13	Nil
Prasanta Mondal	M.A.	Asst. Prof.	Islamic Religion and Thought	9	Nil
Sanjoy Dhali	M.A.	F.D.P	History of Modern Europe	1	Nil
Barnali Pal	M.A.	P.T.T	Impact of Islamic Thought	15	Nil
Sujan Sinha	M.A., M.Phil., Ph.D. (submitted, August, 2015)	P.T.T	Economic History of India and History of Science and Technology	8	Nil
Sk. Alamgir	M.A., M.Phil	G.L	Early Medieval India	1	Nil
Puja Banerjee	M.A.	G.L	Impact of Islamic Thought	1	Nil

11. List of senior visiting faculty: Nil

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

    UG (General):   60%

Honours: 40%

13.   Student -Teacher Ratio (programme wise**):**
       (UG): (Honours)   35 : 1   (General) 120 : 1

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

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of Faculty members	**00**	**00**	**00**	**03**	**06**

16.   Number of faculty with ongoing projects from a) National b) International funding
       agencies and grants received: **Nil**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total
       grants received: **Nil**

18.   Research Centre /facility recognized by the University: **Nil**

19.   Publications:
       - a)Publication per faculty: **(Details given in Annexure-)**
       - Number of papers published in peer reviewed journals (national
       - /international) by faculty and students
       - Number of publications listed in International Database (For Eg: Web of
         Science,
       - Scopus, Humanities International Complete, Dare Database –
         International
       - Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of
- publishers
- Citation Index
- SNIP
- SJR
- Impact factor

- h-index

2011-12:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer	Peer Review	Non Peer					
Sujan Sinha	02	-	-	-	-	02	02	-	-

2012-13:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer	Peer Review	Non Peer					
Sujan Sinha	01	-	-	-	-	01	01	-	-

2013-14:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer	Peer Review	Non Peer					
Sujan Sinha	02	-	-	-	-	02	01	-	02

2014-15:

Faculty	National Journal		International Journal		e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
	Peer Review	Non Peer Review	Peer Review	Non Peer Review					
Sujan Sinha	02	-	-	-	-	02	02	-	-

Krishna Baneerjee	-	-	-	-	-	-	01	-	01

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

21. Faculty as members in

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

- **Indian History Congress.**
- **Paschim ango Itihas Samsad.**
- **Institute of Historical Studies.**
- **Suchintan**

22. Student projects

    a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

    (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

    c) 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:

    Sujan Sinha (Faculty Member) received Indrani Roy Memorial Prize for best Article among those submitted in 28th Annual Conference of the Paschimbango Itihas Samsad, 2013.

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

- **Professor Sujata Mukherjee (Rabindra Bharati University)**
- **Professor Susnata Das (Rabindra Bharati University)**
- **Professor Ranjit Sen (Calcutta University)**
- **Professor Mahua Sarkar (Jadavpur University)**
- **Professor Rup Kumar Barman (Jadavpur University) ,**
- **Prithviraj Biswas (Assist. Prof. in History, Belure Vidyamandir, Howrah)**

- **Sohini Sinha (Assist. Prof. in History, Raghunathpur College, Purulia)**

25. Seminars/ Conferences/Workshops organized & the source
    of funding a) National : **Yes (one)**

   b) Intenational: **Nil**

   UGC Sponsored State Level Seminar on "Unity and pluralism : Race, Community and Creed in the integrated Identity of India : 1857 to Modern Times" organised by Department of History, Narasinha Dutt College in collaboration with Shibpur Dinobundhoo Institution on 28ᵗʰ September, 2013. Fund received Rs. 75,000 from UGC.

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4) B.A. (Hons)	Application received	Selected in 1ˢᵗ year	Enrolled		Appeared in 3ʳᵈ Year	Pass percentage
			*M	*F		
2010-11	546	112	30	82	64	100%
2011-12	536	110	40	70	54	100%
2012-13	342	120	45	65	55	89.47%
2013-14	180	120	50	70	61	Result Awaited
2014-15	215	126	43	83	72	Result Awaited

*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
History (Hons.)	100%	-	-
History(Gen.)	100%	-	-

28.   How many students have cleared national and state competitive examinations such as

NET, SLET, GATE, Civil services, Defense services, etc.?: **08(eight)**

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	55 %
PG to M.Phil.	10%
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	Nil Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities:

   a)   Library:**Library, Book Bank and Seminar Library(no. of book:110)**

          Internet facilities for Staff & Students: In Library

   b)   Class rooms with ICT facility: **InComputerBuilding**

   c)   Laboratories: N.A.

31. Number of students receiving financial assistance from college, university, government or other agencies:
    College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year about 15% student (Approx).

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

33. Teaching methods adopted to improve student learning:

    By using LCD projector, interactive classes, etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    NSS, St John Ambulance, Minority students' development.

35.   SWOC analysis of the department and Future plans:

Strength:

- Capability and sincerity of the Faculty-members, strong bounding between teachers and students, enthusiastic participation of students in academic activities.
- Carrier counseling at personal level, college library & book bank for the benefit.

Weakness:

- Lack of departmental room, computer and teaching equipments.

Opportunity:

- Guidance of Faculty-members, effective library.
- To develop Backwards students.

Challenges:

- To inculcate curiosity and knowledge for future among the students, to prepare the students for future competitive examinations

Future plans:

- Open PG department in college**.**

EVALUATIVE REPORT OF MATHEMATICS DEPARTMENT

1. Name of the department: **Mathematics**

2. Year of Establishment :**UG: 1924 PG : 2010**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

    UG (Honours & General); PG (Pure & Applied Mathematics)

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

    'Annual' as per university guidelines for UG and 'Semester' for PG.

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

    Teachers of the Department of Mathematics are involved in teaching Business Mathematics offered by the Department of Commerce for both Honours & General stream students.

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **None**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	03
Asst. Professors	05	01
Part time teachers (permanent)	04	01
Guest Lecturers sanctioned by GB	-	02

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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
Dr. Chandan Chatterjee	M.Sc, Ph.D	Associate Professor	General Topology, Functional Analysis	19	Nil
Dr. Milan Kumar Das	M.Sc, M.Phil,Ph.D	Associate Professor	Algebraic Topology	18	Nil
Dr. Swapan Kr. Manna	M.Sc, Ph.D	Associate Professor	Operation Research	14	Nil
Sumita Mallik	M.Sc, M.Phil	Assistant Professor	Quantum Mechanics	14	Nil
Susanta Ghorui	M.Sc, M.Phil	Part Time Teacher	Fuzzy Sets, Differential eqn	5	Nil
Subrata Manna	M.Sc	Guest Teacher	Cryptography, Differential eqn	Less than 1 yr.	Nil
Raju Bera	M.Sc	Guest Teacher	Cryptography, Discreet Dynamical systems	Less than 1 yr.	Nil

11. List of senior visiting faculty:

1) **Prof. Bijan Kumar Bagchi, Retired faculty of Applied Mathematics, C.U.,**

2) **Prof. Mohon Lal Ghosh, Retired faculty of North Bengal Univ.**

3) **Dr. Sankar Dey, Retired faculty of Netajinagar Day College,**

4) **Dr. Jayasree Sirkar, Retired faculty of Lady Brabourne College,**

5) **Dr. Prasanta Kumar Mahato, Retired Principal of Narasinha Dutt College,**

6) **Prof. Sanat Kumar Majumdar, Dept of Mathematics, I.I.E.S.T, Shibpur.**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:
    - **(UG): Hons: 4.7%; Practical: 0%; General:20%; Business Maths:80%**
    - **(PG) :Theoretical: 86.67%; Practical: 50%**

13. Student -Teacher Ratio (programme wise)**:**
    (UG): (Honours)   110 : 7
         (General)   194 : 5
         (Commerce) 550 : 4
    (PG):   57 : 16

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

Technical				Administrative			
Sanctioned		Filled		Sanctioned		Filled	
Govt.	GB	Govt.	GB	Govt.	GB	Govt.	GB
0	3	0	3	0	1	0	1

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of faculty members	0	0	3	3	7

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:

    Dr. Swapan Kumar Manna received a grant of Rs. 1.27 lakhs from UGC for his just concluded project (The sanctioned amount is Rs. 1.65 lakhs) and the work has been carried at the department.

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: Total no publications for the period 2011-2015 by faculty : **7(seven)**

a. Publication per faculty

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

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

d. Monographs

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

9. Publications (onwards 2010)

Name of Faculty	Name of Journal	Year of publications	Publication per faculty (a)	No. of papers in peer reviewed Journals (b)		No. of publication listed in International Database (c)	Monographs (d)	Chapter in Books (e)	Books Edited (f)	Books with ISBN/ISSN numbers with details of publication(g)	Citation Index(h)	SNIP(i)	SJR(j)	Impact factor(k)	h-index(l)
				National(b1)	International(b2)										

Name	Journal	Year													
Dr Chandan Chattopadhyay	1. Global Journal of Mathematical Sciences(GJMS): Theory and practical	2011	2		2	2	-	-	-	-	-	-	-	-	-
	2. International Journal of General Topology	2012					-	-	-	-	-	-	-	-	-
Dr Swapan Kumar Manna	1. *International Journal of Operational Research*	2010					-	-	-	-	20	-	-	1.217	-
	2. *Annals of Operations Research*	2011					-	-	-	-	12	1.481	1.402	-	
	3. *International Journal of Advanced Operations Management*	2013	5	-	5	5	-	-	-	-	3		0.111	-	
	4. *ARPN Journal of Engineering and Applied Sciences*	2014					-	-	-	-	-		0.21	-	
	5. *Yugoslav Journal of Operations Research (Accepted 2015)*	-					!	-	-	-	-	0.669	0.534	-	-
Dr Prasanta Mahato (Retired on 30-09-15)	*Modern Physics Letter A*	2011	1	-	1	1	-	-	-	-	1	0.51	0.625	1.083	

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

21. Faculty as members in

   b) National committees b) International Committees c) Editorial Boards...: **None**

22. Student projects

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

   - **100% (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)**

   - **All students of PG course take up projects in their advanced papers at Semester-III & IV (Under Curriculum).**

   - **100% students for PG course (Under Curriculum)**

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **Data are not available to the department till now.**

23. Awards / Recognitions received by faculty and students:

   Department has yet to gather information about such recognitions till now.

24. List of eminent academicians and scientists / visitors to the department:
   - **Prof M.K.Sen (Dept. of Pure Mathematics, University of Calcutta)**
   - **Prof. Palash Baran Pal (Saha Institute of Nuclear Physics)**
   - **Prof K.S. Chaudhury (Jadavpur University)**
   - **Prof. A.K. Das (I.S.I, Kolkata)**
   - **Prof. Adrijit Goswami (I.I.T, Kharagpur)**

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

   a) National :

   Department has organized a National Seminar funded by UGC in

collaboration with **I.S.I., Kolkata** on 'Recent trends in real world problems in Applied Mathematics" in the year of 2011 held on 21st & 22nd December at the college premises, attended by eminent scholars and researchers and a good number of students.

Intenational: **None**

26.   Student profile programme/course wise:

Academic Year BSc (Hons)	Applications received	Selected	Enrolled		Appeared in final level exam	Passed with Hons.	Total Success rate
			*M	*F			
2011-2012	293	49	39	10	32	78.79%	90.91%
2012-2013	119	37	29	8	31	93.10%	93.10%
2013-2014	269	42	34	8	Results awaited	N.A.	N.A.
2014-15	277	49	40	9	Results awaited	N.A.	N.A.
2015-16	281	54	46	8	Results awaited	N.A.	N.A.

*M = Male , *F = Female

PG Result

Grade	Number
O	7
A+	16
A	1
B+	0

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Maths. (Hons.)	100%	-	-
Maths. (Gen.)	100%		
PG in Mathematics	100%	-	-

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

The department has yet to keep track such information on regular basis but a good number of students from this department are now placed in different colleges, schools, research institutions, banking sectors etc. as it is evident from the rich list of alumni whose information we are collecting till now.

In regards of PG course, from its inception in the month of July, 2010 to till now, two students (one of batch 2010-12 & another of batch 2012-14) have cleared CSIR-UGC NET exam.

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	About 40 %
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available

Employed • Campus selection • Other than campus recruitment	A large number of students from this department are employed now through recruitment process outside campus
Entrepreneurship/Self-employment	Information not available

30. Details of Infrastructural facilities:
   a) Library:

   One departmental Seminar library for UG students and another self-sufficient one for PG students. Books are purchased at regular intervals so that all possible demands of both types of students are met.

   e) Internet facilities for Staff & Students:
   Staff & students access internet facility in the department.

   f) Class rooms with ICT facility:

   Three such class rooms.

   g) Laboratories:

   One Computer Lab. for both UG and PG students with 24 computers till now.

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

   College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year.

   For PG-section, fourteen (14) of ongoing SEM-III students receive Merit-Cum-Means Scholarship while another two (2) of them receive Inspire fellowship from Central Govt.

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

Dates of Seminar/Spl. Lectures	Topics	Speakers
27.11.2010	"Applications of Mathematics in Biological Systems"	Prof. Dr. Joydev Chattopadhyay, I.S.I. Kolkata.
04.12.2010	" Gauge Free Theories"	Prof. Dr. Partha Sarathi Majumdar, Saha Inst. Of Nuclear Physics, Kolkata
22.9.2011	"Cope up with Daily Life"	Subrata Basu, Associate Prof., Dept. of Zoology Narasinha Dutt College
18.11.2011	" Number Theory"	Prof. Dr .M. K. Sen (Retired) Dept. of Pure Maths. University of Calcutta
21.12.2012	a) " Mathematical Algorithm" b) " Bio-Mathematical aspects"	a) Dr .Falguni Mukherjee, Dept. of Mathematics Asutosh College b) Prof. Dr. K.S. Choudhuri, Dept. of Mathematics, Jadavpur University

33. Teaching methods adopted to improve student learning:

   Audio-Visual as well as smart board facilities are used to reduce time and better understanding of class lectures.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
   The department has yet to engage in such activities.

35. SWOC analysis of the department and Future plans:
Strength:

A well experienced faculty together with even stronger Guest faculty (consisting of good numbers of well experienced retired teachers together with young researchers) add to the strength of the Department. Also students with good academic qualifications in UG as well as in PG boost the strength of the department**.**

Opportunities:

Being a Post graduate department we have immense opportunity of being recognized as Research Centre. Measures are being taken in this respect and we hope in near future it will materialize.

Weakness:

Due to shortage of space PG students lack the facility of a reading room cum library in the department. Also the number of special papers offered in PG has been restricted.

At least two computer labs (One for UG & other for PG) and a seminar room with AV facilities are in utmost requirements. Also we do not have required number of full time faculty and as a result it affecting our teaching-learning process.

Challenges:

- To motivate the students to infuse Mathematics into their heart instead of mare book learning and scoring high marks.
- To establish good relationships with the students so that students can approach the teachers in every need.
- To increase the standard of overall results of the department.
- To motivate the PG students in achieving scholarships in different category for further study.

EVALUATIVE REPORT OF PHILOSOPHY DEPARTMENT

1. Name of the department: **Philosophy**

2. Year of Establishment : **UG**
    > **General:1924**
    > **Honours:1950**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

    UG (Honours & General);

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

    'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **No**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N.A.**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	01
Asst. Professors	04	01
Contractual Whole Time Teacher	-	00
Part time teachers (permanent)	01	01
Guest Lecturers sanctioned by GB	-	04

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 P h.D. Students guided for the last 4 years
Dr.Smritikana Chatterjee (Bandyopadhyay)	M.A., M.Phil, Ph.D	Associate Professor	Political Phylosophy	16	Nil
Smt. Arpita Basak	M.A., M.Phil	Assistant Professor	Logic	1	Nil
Smt. SuklaSanyal	M.A., M.Phil	Part Time Lecturer	Logic	5	Nil
Smt. Chakita Mukherjee	M.A., M.Phil	Guest Lecturer	Applied Ethics	3	Nil
Smt. Minakshi Pramanick	M.A..	Guest Lecturer	Logic	3	Nil
Smt. Sampa Dey	M.A..M.Phil	Guest Lecturer	Indian Philosophy	2	Nil
Dr. Niranjan Saha	M.A..Ph.D	Guest Lecturer	Indian Philosophy	2	Nil

11.   List of senior visiting faculty: **None**

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

Session	Percentage of Lectures delivered by temporary faculty
2010 - 2011	0%
2011 - 2012	0%
2012 - 2013	50%
2013 - 2014	75%
2014 - 2015	50%

13.   Student -Teacher Ratio (programme wise**):**
       (UG): (Honours)   6:1

(General)   65 : 1

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

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of faculty members	0	0	02	04	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:

Name of the faculty	Duration	Funding Agency	Allocated	Received	Status
Dr.Smritikana Chatterjee (Bandyopadhyay)	01.12.2011 to 08.10.2013	UGC	Rs. 86000	Rs. 73000	Completed

18.   Research Centre /facility recognized by the University: **Nil**

19.   Publications: **10**

- a)Publication per faculty:
  Number of papers published in peer reviewed journals (national /international) by faculty and students

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

- Monographs

- Chapter in Books

- Books Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

2011-12:

Faculty	National Journal		International Journal		e-jour nal	Confere nce Proceedi ngs	Book		
	Peer Review	Non Peer Review	Peer Review	Non Peer Review			With ISBN No	Witho ut ISBN No	Chapt ers in Edited Books
Smt. Arpita Basak	-	-			-	-	01	-	01

2012-13:

Faculty	National Journal		International Journal		e-jour nal	Confere nce Proceedi ngs	Book		
	Peer Review	Non Peer Review	Peer Review	Non Peer Revie w			With ISBN No	Witho ut ISBN No	Chapt ers in Edited Books
Dr. Niranjan Saha	-	-	-	-	-	**01**	-	-	-
Smt. Arpita Basak	-	-			-	-	01	-	01

2013-14:

Faculty	NationalJourna		International Jour		e-journal	Conference Proceedings	Book		
	Peer Review l	Non Peer Review	Peer Review nal	Non Peer Review			With ISBN No	Without ISBN No	Chapters in Edited Books
Smt. Arpita Basak	-	-			-	-	01	-	04

2014-15:

Faculty	National		International		e-journal	Conference Proceedings	Book		
	Peer Review Journal	Non Peer Review	Peer Review Journal	Non Peer Review			With ISBN No	Without ISBN No	Chapters in Edited Books
Dr.Smritikana Chatterjee (Bandyopadhyay)	-	-	-	-	-	01	01	-	01
Smt. Sukla Sanyal	-	-	-	-	-	01	01	-	01
Smt. Minakshi Pramanick	-	-	-	-	-	01	01	-	01
Smt. Sampa Dey	-	-	-	-	-	01	01	-	01
Dr. Niranjan Saha	-	-	-	-	-	01	01	-	00
Smt. Arpita Basak	-	-	-	-	-	-	02	-	02

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

21. Faculty as members in

    a) National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects

    a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

    (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

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) Intenational: **Nil**

26. Student profile programme/course wise:

Academic Year BA(Hons)	Applications Received	Selected in 1st Year	Enrolled		(Appeared in Part-III)	Passed Percentage
			M	**F**		
2010-11	385	35	06	29	23	90%
2011-12	329	29	07	22	18	94%
2012-13	222	21	04	17	19	95%
2013-14	70	06	03	03	-	Result Awaited
2014-15	129	24	04	20	-	Result Awaited
2015-16	115	43	06	37	-	Result Awaited

*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
Philosophy (Hons.)	100%	-	-
Philosophy (Gen.)	100%		

28. How many students have cleared national and state competitive examinations such as
NET, SLET, GATE, Civil services, Defense services, etc.?: **No Data available**

29.   Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	About 40 %
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	Nil Data Not available
Entrepreneurship/Self-employment	Data Not available

30.   Details of Infrastructural facilities:
   a) Library: **Departmental Seminar Library as well as Central Library.**

   b) Internet facilities for Staff & Students: **In Library**

   c) Class rooms with ICT facility: **In Computer Building.**

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

31.   Number of students receiving financial assistance from college, university, government or other agencies:
   College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year about 6-8student (Approx).

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

33.   Teaching methods adopted to improve student learning:
   Student seminar, Remedial Classes etc.

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities:
   Students actively participate in NSS activity.

35.   SWOC analysis of the department and Future plans:

Strength:

- Departmental Seminar Library is well equipped.
- Students are disciplined and academically oriented which help the teachers to communicate with them.

Weakness:

- No separate department room & equipments.
- Most of the students are from economically backward section of the society which makes them disadvantaged, as they are unable to buy the required books and other amenities**.**

Opportunity:

The UG Course in Philosophy helps the students to pursue higher education in Philosophy which enables them to pursue career in teaching as well as in other administrative services.

Challenges:

Philosophy is a traditional subject. So, the challenge is to make the student interested in the course amidst all the career oriented courses.

Future plans:

Special guidance students training & counseling

EVALUATIVE REPORT OF PHYSICS DEPARTMENT

1. Name of the department: **Physics**

2. Year of Establishment : **1924 (General); 1966 (Honours)**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

   UG (Honours & General);

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

   'Annual' for UG.

6. Participation of the department in the courses offered by other departments: **None**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **None**

8. Details of courses/programmes discontinued (if any) with reasons: **None**

9. Number of teaching posts

Faculty	Sanctioned	Filled
Professors	-	-
Associate Professors	-	01
Asst. Professors	07	05
Contractual Whole Time Teacher	-	00
Part time teachers (permanent)	-	00
Guest Lecturers sanctioned by GB	-	01

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 P h.D. Students guided for the last 4 years
Dr Chandana Ghosh	PhD	Associate Professor	Mathematical Physics: Nonlinear Dynamics	20	Nil
Dr Asis Maity	PhD, PGCACS	Assistant Professor	Solid State Physics: Ultrasonic Studies On	17	Nil
Dr Tilak Sinha	PhD	Assistant Professor	Theoretical High Energy Physics	8	Nil
Dr Supriyo Das	PhD	Assistant Professor	Computer Applications In Physics	7	Nil
Dr Saurav Samanta	PhD	Assistant Professor	Theoretical High Energy Physics	7	Nil
Dr Biswanath Mukherjee	PhD	Assistant Professor	Organic Electronics: Molecular Electronic Devices	9	Nil
Mr Buddhadeb Chatterjee	MSc	Guest Lecturer	Material Physics	2	Nil

11. List of senior visiting faculty: **None**

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

	Theory (%)	**Practical (%)**
Honours	0	12.5
General	14.3	20

13. Student -Teacher Ratio (programme wise**):**
    (UG): (Honours)   20 : 1
    **   (General)   55 : 1**

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

	Sanctioned	**Filled**	**Temporary**
Technical	-	0	2
Administrative	-	-	-

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

Qualifications of teaching faculty	**D.Sc**	**D.Litt**	**Ph.D**	**M.Phil**	**PG**
No.of faculty members	0	0	6	0	1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **12**

   - Publication per faculty:
   - Number of papers published in peer reviewed journals (national /international) by faculty and students
   - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

2011-12:

Faculty	International Journal	National Journal	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
Saurav Samanta	01	-	-	-	-	-	-
Biswanath Mukherjee	04	-	-	-	-	-	-
Tilak Sinha	-	-	-	-	01	-	-

2012-13:

Faculty	International Journal	National Journal	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
Saurav Samanta	01	-	-	-	-	-	-
Biswanath Mukherjee	01	-	-	-	-	-	-

2013-14:

Faculty	International Journal	National Journal	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
Biswanath Mukherjee	01	-	-	-	-	-	-

2014-15:

Faculty	International Journal	National Journal	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
Asis Maiti	-	1	-	-	-	-	-
Biswanath Mukherjee	02	-	-	-	-	-	-

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

21. Faculty as members in

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

Faculty	Memberships
Tilak Sinha	a) U.G. Board of Studies in Physics attached to the Council for U.G. Studies in Arts, Science, Commerce, Home Science, Fine Arts and Music, University of Calcutta
Biswanath Mukherjee	a) Associate Editor, Science Letter, Cognizure pubs

22. Student projects

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

Project	% of Students (3rd year only)	Year
Project presented as talk/poster in National Seminar	**37.5**	**2011**
ENVS	**100**	**All**

    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:

NAME OF VISITOR	AFFILIATION
P. B. Pal	SINP, Kolkata
S. M. Bhattacharjee	IOP, Bhubaneshwar
I. Bose	Bose Inst., Kolkata
J. K. Bhattacharjee	SNBNCBS, Kolkata
A. Dasgupta	IISER, Kolkata
S. Sengupta	IACS, Kolkata
S. K. Swain	NISER, Bhubaneshwar
S. Lal	IISER, Kolkata
B. Pal	Univ. of Kalyani, Kalyani
S. Chandra	Jadavpur Univ., Kolkata
S. Ghosh	SNBNCBS, Kolkata
R. Bhattacharyya	D. A. College, Kolkata
S. Gangopadhyay	W. B. State Univ., Barasat
S. Nag	S. N. College, Kolkata
N. Dutta	Univ. of Bielefeld, Germany

25. Seminars/ Conferences/Workshops organized & the source
    of funding a) National : **One** b) Intenational: **Nil**

Year	Seminar/Conference	Funding
2011-2012	National seminar titled ``Quantum Mechanics: Inception, Evolution and Future''	UGC

26.   Student profile programme/course wise:

Academic Year BSc (Hons)	Applications Received	Selected in 1st Year	Enrolled		(Appeared in Part-III)	Passed Percentage
			M	F		
2010-11	302	34	25	9	19	95%
2011-12	304	36	30	6	20	100%
2012-13	151	37	20	17	19	95%

2013-14	190	36	20	16	-	Result Awaited
2014-15	245	52	35	17	-	Result Awaited
2015-16	291	52	38	14	-	Result Awaited

*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
Physics (Hons.)	100%	-	-
Physics (Gen.)	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **No Data available**

29. Student progression

Student progression	Against % enrolled
UG to PG (including Integrated PhD, MCA, B.Tech, M.Tech etc.)	58 % (2014-15) 70 % (2013-14) 84 % (2012-13)
PG to M.Phil.	**-**
PG to Ph.D.	**-**
Ph.D. to Post-Doctoral	**-**
Employed • Campus selection • Other than campus recruitment	**-** **-**
Entrepreneurship/Self-employment	**-**

30. Details of Infrastructural facilities:
    a) Library: **One Departmental Seminar Library**

    b) Internet facilities for Staff & Students: **One Internet connection**

    c) Class rooms with ICT facility: **Nil**

    d) Laboratories: **Four dedicated laboratories for different courses**

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

No. of students who received financial assistance	From College	From University	From government (minority + merit-cum-means)	From other agencies
2009-2012			Merit-cum-means: 69.2%	
2010-2013			Inspire: 6%	
2011-2014			Inspire: 21.4% merit-cum-means: 14.3%	Anant education: 7.1%
2012-2015			Inspire: 9.0%	Vivekananda: 9.0%

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

Year	External expert	Programme (Special lecture(s) , Discussion Session)
2011-2012	Prof. P.B.Pal (SINP, Kolkata)	Discussion Session

33. Teaching methods adopted to improve student learning:

    Interactive Lectures.

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

    None at the departmental level.

35.   SWOC analysis of the department and Future plans:

Strength:

- Young faculty
- Efficient support staff
- Adequate Laboratory space

Weakness:

- Severely inadequate class rooms (small size, no ICT)
- Inadequate Computers & lack of a dedicated computer lab
- Dated Seminar Library
- Poor Internet Facility
- Technical support staffs are all temporary
- No provisions for administrative support staff

Opportunity:

- **Consistent influx of bright and motivated students**

Challenges:

- Coping with a large number of students with very limited infrastructure and funds.
- Designing an efficient policy for dealing with students of mixed merit.
- Preparing under-privileged students with potential to compete with the privileged.
- To impart a more effective, research oriented training within syllabus and time constraints.

Future plans:

- Setting up a dedicated computer lab.
- Upgrading class rooms: size & quality
- Improving Internet facility
- Promoting a more research oriented department.

EVALUATIVE REPORT OF POLITICAL SCIENCE DEPARTMENT

1. Name of the department: **Political Science**

2. Year of Establishment : **UG General: 1961**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.,
   IntegratedMasters; Integrated Ph.D., etc.):

   UG (Honours & General);

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

   'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other
   departments: **No**

7. Courses in collaboration with other universities, industries, foreign institutions,
   etc.: **N.A.**

8. Details of courses/programmes discontinued (if any) with
   reasons: **N.A.**

9. Number of teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	04
Asst. Professors	04	00
Contractual Whole Time Teacher	-	-
Part time teachers (permanent)	04	04
Guest Lecturers sanctioned by GB	-	-

(All the sanctioned posts are of assistant professor who are promoted to associate
professor through career advancement scheme.)

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 P h.D. Students guided for the last 4 years
Pralaydeb Mukherjee	M.Phil	Associate Professor	Socialist thought	36	Nil
Tarun kr Das	M.Phil	Associate Professor	Socialist thought	30	Nil
Rajkumar Ganguly	M.Phil	Associate Professor	Socialist thought	22	Nil
Madhumita Bhadra	Ph.D	Associate Professor	Socialist thought	18	Nil
Tarak Midda	M.A	PTT	International relations	10	Nil
Subhasree Pyne	M.Phil	PTT	International relations	8	Nil
Mithun Das	M.A	PTT	International relations	8	Nil
Chandamani Sahoo	M.A	PTT	International relations	7	Nil

11. List of senior visiting faculty: **None**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:
     Honours: **00%**
     General: **40%**

13. Student -Teacher Ratio (programme wise**):**
     (UG): (Honours)   28: 1
     (General)   120 :1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A.**

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of faculty members	0	0	1	4	3

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18.   Research Centre /facility recognized by the University: **Nil**

19.   Publications: **Nil**

- a)Publication per faculty:

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

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

- Monographs

- Chapter in Books

- Books Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- SNIP

- SJR

- Impact factor

- h-index

2011-12:

Faculty	National Journal		International Journal		e-jour nal	Confere nce Proceedi ngs	Book		
	Peer Review	Non Peer Review	Peer Review	Non Peer Review			With ISBN No	Without ISBN No	Chapt ers in Edited Books
Rajkumar Ganguly	-	-			-	-	-	01	-

2013-14:

Faculty	National Journal		International Journal		e-jour nal	Confere nce Proceedi ngs	Book		
	Peer Review	Non Peer Review	Peer Review	Non Peer Review			With ISBN No	Without ISBN No	Chapt ers in Edited Books
Rajkumar Ganguly	-	-			-	-	-	01	-

2014-15:

Faculty	National Journal		International Journal		e-jour nal	Confere nce Proceedi ngs	Book		
	Peer Review	Non Peer Review	Peer Review	Non Peer Review			With ISBN No	Without ISBN No	Chapt ers in Edited Books
Rajkumar Ganguly	-	-			-	-	-	-	01

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

21. Faculty as members in

    c) National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

(Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

c) 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) Intenational: **Nil**

26.   Student profile programme/course wise:

Academic Year BA(Hons)	Applications Received	Selected in 1st Year	Enrolled		(Appeared in Part-III)	Passed Percentage
			M	**F**		
2010-11	344	72	49	23	35	97%
2011-12	302	50	35	15	25	96%
2012-13	162	43	29	14	35	97%
2013-14	98	16	10	6	-	Result Awaited
2014-15	96	29	21	8	-	Result Awaited
2015-16	248	87	62	25	-	Result Awaited

 *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

Pol Sc (Hons.)	100%	-	-
Pol Sc (Gen.)	100%		

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **Not available**

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	About 50 %
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	Nil Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities:
    a) Library: **Central library**
    b) Internet facilities for Staff & Students: **In the Library**
    c) Class rooms with ICT facility: **In Computer Building.**
    d) Laboratories: **N.A.**

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

    College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year about 10-12 student (Approx).

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

33. Teaching methods adopted to improve student learning:

    By using LCD projector, interactive classes, etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
NSS, Minority students' development.

35. SWOC analysis of the department and Future plans:

Strength:

- Devoted faculty and good bonding with the students,
- Seminar library for the benefit of Honours students
- Career counseling at personal level

Weakness:

- Absence of separate rooms and equipments for the department

Opportunity:

- Students have opportunities to join teaching as well as administrative services on completion of the course

Challenges:

- Upliftment of backward students

Future plans:

- Special guidance students training & counseling

EVALUATIVE REPORT OF SANSKRIT DEPARTMENT

1. Name of the department: **Sanskrit**

2. Year of Establishment : **UG General:1941**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

    UG (Honours & General)

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

    'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **No**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N.A.**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

	Sanctioned	**Filled**
Professors	-	-
Associate Professors	-	01
Asst. Professors	04	01
Contractual Whole Time Teacher	-	-
Part time teachers (permanent)	01	01
Guest Lecturers sanctioned by GB	-	02

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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
Arundhati Kanjilal	M.Phil, Ph.D	Associate Professor	Darshan	26	Nil
Tanima Chakrobarty	M.Phil	Assistant professor	Veda	5	Nil
Satabdi Roy	M.Phil	PTT	Veda	8	Nil
Soumyadeepta Sen	MA	Guest Lecturer	Vyakarana	1	Nil
Debashree Khanra	M.A	Guest Lecturer	Darshan	0.5	Nil

11. List of senior visiting faculty: **None**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:
   Honours: **00%**
   General: **30%**

13. Student -Teacher Ratio (programme wise**):**
   (UG): (Honours)   20 : 1
   (General)   13 : 1

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

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of faculty members	0	0	01	02	02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **Nil**

- a) Publication per faculty:

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

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

- Monographs

- Chapter in Books

- Books Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- SNIP

- SJR

- Impact factor

- h-index

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

21. Faculty as members in

   d) National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

   (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

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

23. Awards / Recognitions received by faculty and students: **Nil**

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

25. Seminars/ Conferences/Workshops organized & the source
    of funding a) National : **Nil**

    b) International: **Nil**

26. Student profile programme/course wise:

Academic Year BA (Hons)	Applications Received	Selected in 1st Year	Enrolled M	Enrolled F	(Appeared in Part-III)	Passed Percentage
2010-11	610	81			56	97%
2011-12	540	49			15	100%
2012-13	221	38			33	100%
2013-14	210	55			-	Result Awaited
2014-15	156	43			-	Result Awaited
2015-16	231	103			-	Result Awaited

*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
Sanskrit (Hons.)	100%	-	-
Sanskrit (Gen.)	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **No Data**

29.   Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	About 35 %
PG to M.Phil.	15%
PG to Ph.D.	3%
Ph.D. to Post-Doctoral	-
Employed - Campus selection - Other than campus recruitment	Data Not Available -
Entrepreneurship/Self-employment	**-**

30.   Details of Infrastructural facilities:
   a)   Library: **One seminar library**
   b)   Internet facilities for Staff & Students: **In the Library**

   c)   Class rooms with ICT facility: **In Computer Building.**

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

31. Number of students receiving financial assistance from college, university, government or other agencies:
College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year about 10-12 student (Approx).

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

33. Teaching methods adopted to improve student learning:
By using LCD projector, interactive classes, etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
NSS, Minority students' development.

35. SWOC analysis of the department and Future plans:

Strength:

- Devoted faculty and good bonding with the students,
- Seminar library for the benefit of Honours students
- Career counseling at personal level

Weakness:

- Absence of separate rooms and equipments for the department

Opportunity:

- Students have opportunities to join teaching as well as administrative services on completion of the course

Challenges:

- To motivate the student.

Future plans:

Special guidance students training & counseling

EVALUATIVE REPORT OF STATISTICS DEPARTMENT

1. Name of the department: Statistics

2. Year of Establishment : **UG**
    General: 1985

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

    UG (General);

4. Names of Interdisciplinary courses and the departments/units involved:
    Economics

5. Annual/ semester/choice based credit system (programme- wise):

    'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **No**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N.A.**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

	Sanctioned	**Filled**
Professors	-	-
Associate Professors	-	-
Asst. Professors	-	-
Guest Lecturers sanctioned by GB	-	01

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 P h.D. Students guided for the last 4 years
Manas Ranjan Tola	M.Sc.	Guest Lecturer	Operation Research	12	Nil

11. List of senior visiting faculty: **None**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **100%**

13. Student -Teacher Ratio (programme wise):
    (UG): (General) 30: 1

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

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of faculty members	00	00	00	00	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: **Nil**

19. Publications: **Nil**

- a)Publication per faculty:

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

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of
- publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

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

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects

d) Percentage of students who have done in-house projects including inter departmental / programme: **N.A.**

e) 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) Intenational: **Nil**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4) B.Sc(Hons)	Application received	Selected in 1st year	Enrolled		Appeared in 3rd Year	Pass Percentage
			M	**F**		
2015-16	20	15			-	Result Awaited
2014-15	18	13			-	Result Awaited

*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
Statistics (Gen.)	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **No Data**

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	Data Not Available
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	Nil Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities:
    a) Library: **yes**

    b) Internet facilities for Staff & Students: **In Library**

    c) Class rooms with ICT facility: **In Computer Bulding.**

    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:

   By interactive classes.

34. Participation in Institutional Social Responsibility (ISR) and
   Extension activities:
   NCC, NSS, St John Ambulance.

35. SWOC analysis of the department and Future plans:

Strength:

- Strong Teacher-Staff relationship helps to face all adverse situation boldly.

- Carrier counseling at personal level, college library & book bank for the benefit.

Weakness:

- one teacher**.**

Opportunity:

- The subject combination, of statistics, Mathematics and Economics or computer science get opportunity for jobs like RBI, I.S.S**.**

Challenges:

- To organize the department more systematically**.**

Future plans:

- To open Honours course.

- Combinations with Computer Science(Hons.) and mathematics (Hons.) will be introduced.

- Workshops for the department.

EVALUATIVE REPORT OF URDU DEPARTMENT

1. Name of the department: Urdu

2. Year of Establishment : **UG**

     General: 1985

     Honours: 2012

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

    UG (Honours & General);

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

     'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **No**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N.A.**

8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

Faculty	Sanctioned	Filled
Associate Professors	-	-
Asst. Professors	-	01
Contractual Whole Time Teacher	01	00
Part time teachers (Permanent)	02	02
Guest Lecturers sanctioned by GB	-	02

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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 Experie nce	No. of P h.D. Students guided for the last 4 years
Tarannum Mushtaque	M.A.,Ph.D	Assistant professor	Literary Movement	19	Nil
Taghazzul Mushtaque	M.A.	PTT	IQBAL	8	Nil
Imtiaz Ahmed	M.A.,Ph.D	PTT	IQBAL	4	Nil
Sabra Khatoon	M.A.,M.Ph.L	Guest	IQBAL	1	Nil
Aziza Begum	M.A.,Ph.D	Guest	IQBAL	1	Nil

11.   List of senior visiting faculty: **None**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **50%**

13.   Student -Teacher Ratio (programme wise**):**
     (UG): (Honours)   6:1
              (General)   18: 1

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

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of Faculty members	00	00	03	01	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:
    Rs 1.33 lakh,
    Topic: Contribution of Non Muslim writer in Urdu short story in 20ᵗʰ century.

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **2**

    a)   Publication per faculty:

   • Number of papers published in peer reviewed journals (national / international) by faculty and students
   • Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

   • Monographs
   • Chapter in Books
   • Books Edited
   • Books with ISBN/ISSN numbers with details of
   • publishers
   • Citation Index
   • SNIP
   • SJR
   • Impact factor
   • h-index

| Faculty | National | | International | | e-journal | Conference Proceedings | Book | | |
	Peer Review Journal	Non Peer Review	Peer Review Journal	Non Peer Review			With ISBN No	Without ISBN No	Chapters in Edited Books
Tarannum Mushtaque	-	-			-	2	01	-	01

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

21. Faculty as members in

   c)   National committees b) International Committees c) Editorial Boards...: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

(Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

f) Percentage of students placed for projects in organizations

outside the institution i.e.in Research laboratories/Industry/ other agencies : **Nil**

23. Awards / Recognitions received by faculty and students: **Nil**

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

1. Dr. Prof. Yousuf –R-Taql (C.U)

2. Dr. Prof. Abdul Mannan (C.U)

3. Dr. Prof "Iqbal chair" Shahnuaz Nabi(C.U)

25. Seminars/ Conferences/Workshops organized & the source
    of funding a) National : **Nil**

                b) Intenational: **Nil**

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4) BA (Hons)	Application received	Selected in 1st year	Enrolled		Appeared in 3rd Year	Pass Percentage
			M	F		
2015-16	54	22	7	15	-	Result Awaited
2014-15	23	8	0	8	-	Result Awaited
2013-14	23	8	0	8	-	Result Awaited
2012-13	Hons. Not introduced					

*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
Urdu (Hons.)	100%	-	-
Urdu(Gen.)	100%	-	-

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **Data Not Available**

29.   Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	Data Not Available
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	- -
Entrepreneurship/Self-employment	**-**

30.   Details of Infrastructural facilities:
   a) Library: **Books in Central library,Book Bank, Departmental library.**

   b) Internet facilities for Staff & Students: **UGC Ressoursr center in the library.**

   c) Class rooms with ICT facility: **AV Roon in the computer dept.**

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

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

   College give support to students (UG) with poor financial condition in the way of relaxing fees on requirement basis but the numbers vary each year

from 2-3 student (Aprox).

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

33. Teaching methods adopted to improve student learning:

    By interactive classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    NSS, St John Ambulance, Minority students' development.

35. SWOC analysis of the department and Future plans:

Strength

- Deep bounding between students and faculty, expertization and knowledge of
- faculty.
- Sincerity of the students
- Carrer counseling at personal level.

Weakness

- No separate room for the department, no equipments.

Opportunity

- To prepare the students for UG to PG**.**

Challenges

- To organize the department more systematically**.**

Future plans

- To organize seminars.
- Workshops for the department.
- To prepare the student for competitive exams such as SSC,NET,SET etc.,

EVALUATIVE REPORT OF ZOOLOGY DEPARTMENT

1. Name of the department: Zoology

2. Year of Establishment: **UG**
    General: 1962
    Honours: 1970

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., IntegratedMasters; Integrated Ph.D., etc.):

    UG (Honours & General)

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme- wise):

    'Annual' as per university guidelines for UG.

6. Participation of the department in the courses offered by other departments: **No**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **YES**
    - A Certificate course on Biodiversity Conservation in collaboration with an NGO was introduced in the academic year of 2011-12.

    1. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	02
Asst. Professors	07	02
Contractual Whole Time Teacher	-	00
Part time teachers (permanent)	**1**	01
Guest Lecturers sanctioned by GB	**3**	03

(All the sanctioned posts are of assistant professor who are promoted to associate professor through career advancement scheme.)

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
Subrata Kr. Basu	M.Sc.	Associate Prof.	Fishery & Ecology	22 Year	Nil
Dr. Shukla Mukherjee	M.Sc., PhD	Associate Prof.	Animal Physiology and Biochemistry	15 Year	Nil
Dr. Shampa Sarkar	M.Sc., PhD	Assistant Prof.	Entomology	7 Year	Nil
Dr. Mohua Guha	M.Sc., PhD	Assistant Prof.	Advanced Cytology and Genetics	7 Year	Nil
Saswati Biswas	M.Sc.	Part Time Teacher	Env. Biology and Ecotoxicology	8 Year	Nil
Susanta Sadhukhan	M.Sc.	Guest Lecturer	Endocrinology	1.5 Year	Nil
Dr. Anirban Sinha	M.Sc., PhD	Guest Lecturer	Ecology	4 Month	Nil
Prosenjit Dawn	M.Sc.	Guest Lecturer	Entomology	4 Month	Nil

11.   List of senior visiting faculty: **None**

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

Theory (%)	Practical (%)
28.3	18.57

13. Student -Teacher Ratio (programme wise**):**
    (UG): (Honours)   10 : 1
    **   (General)   37 : 1**

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

	Sanctioned	Filled	Temporary
Technical	02	00	02
Administrative	-	00	-

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

Qualifications of teaching faculty	D.Sc	D.Litt	Ph.D	M.Phil	PG
No.of Faculty members	0	0	4	0	4

16. Number of faculty with ongoing projects from a) National
    b) International funding agencies and grants received:
    One ["Rheophilous Odonates of Chhattisgarh" - funded by International Dragonfly Fund, Germany]

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: **Annexure - I**

- a)Publication per faculty:
  Number of papers published in peer reviewed journals (national /international) by faculty and students - **19**
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books – **1**

- Books Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- SNIP

- SJR

- Impact factor

- h-index

2011-12:

Faculty	Peer Review Journal	Non Peer Review	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
Dr. Shampa Sarkar	01	-	-	-	-	-	-
Dr. Mohua Guha	01	-	-	-	-	-	-
Dr. Anirban Sinha	01	-	-	-	-	-	-

2012-13:

Faculty	Peer Review Journal	Non Peer Review	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
Dr. Mohua Guha	01	-	-	-	-	-	-
Dr. Anirban Sinha	02	-	-	-	-	-	-
Prosenjit Dawn	01	-	-	-	-	-	-

2013-14:

Faculty	Peer Review Journal	Non Peer Review	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
Prof. Subrata Kumar Basu	-	-	-	-	ISBN 81-87500-59-X	-	01

| Dr. Anirban Sinha | 01 | - | - | - | - | - | - |
| Prosenjit Dawn | 04 | - | - | - | - | - | - |

2014-15:

Faculty	Peer Review Journal	Non Peer Review	e-journal	Conference Proceedings	With ISBN No	Without ISBN No	Chapters in Edited Books
Dr. Shampa Sarkar	01	-	-	-	-	-	-
Dr. Mohua Guha	02	-	-	-	-	-	-
Prosenjit Dawn	04						

20. Areas of consultancy and income generated: **Nil.**

21. Faculty as members in

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

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental / programme: **100%**

   (Environmental Science is a Compulsory subject for all students irrespective of departments they belong to and it is mandatory for them to do projects in the relevant area.)

   In-house Project done by all the students in the form of Field Report submitted to the University Exam in Final Examination.

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

23. Awards / Recognitions received by faculty and students:

Name of the Award	Recipient	From	Year
Upendranath Bramhachari Fellowship	Susanta Sadhkhan	WBSCST	2014

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

Sl. No.	Name	Designation
1	Dr. Goutam Saha	Professor, Zoology, HOD – Cal. Univ.
2	Dr. Rabindranath Chatterjee	Professor, Zoology and Chairman, Board of Studies, Cal. Univ.
3	Dr. Amitava Mukhopadhaya	Sr. Scientist, National Institute of Immunology, New Delhi
4	Dr. Susmita Mitra	Amity Institute of Nanotechnology, Noida.
5	Dr. Subrat Mukherjee	IFS, Field Director, Sunderban Tiger Reserve
6	Mr. Anjan Guha	WBFS, Asst. Field Director, Sunderban Tiger Reserve
7	Dr. CH. Satyanarayana	Scientist [Coral Taxonomist, Conservationist], Zoological Survey of India. Master SCUBA Diver.
8	Dr. Pranab Kr. Banerjee	Associate Professor of Zoology, Shrirampore Colg.
9	Dr. Goutam Kundu	Associate Professor of Zoology, City College
10	Dr. Suman Bhusan Chakraborty	Associate Professor of Zoology, Calcutta University.
11	Prof. Scott Taylor	Professor Biological Sciences, Montana University

25. Seminars/ Conferences/Workshops organized & the source of funding a) National : **Yes** b) International: **Nil**

Year	Seminar/Conference	Collaboration	Funding
7th -8th December 2011-2012	National seminar titled `` Exploration of Biological Processes through Chemical Sciences ''	IISER, KOLKATA	UGC

26.   Student profile programme/course wise:

Academic Year B.Sc (Hons)	Applications Received	Selected in 1st Year	(Appeared in Part-III)	Enrolled		Passed Percentage
				M	F	
2010-11	512	35	20	11	23	100%
2011-12	529	38	23	10	28	100%
2012-13	526	31	19	14	17	100%
2013-14	595	36	-	16	20	Result Awaited
2014-15	600	37	-	17	20	Result Awaited
2015-16	685	39	-	18	21	Result Awaited

*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
Zoology (Hons.)	100%	-	-
Zoology(Gen.)	100%	-	-

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

Name of Examination	No. of Students
NET+RET	5+1
SSC	22
WBPS and allied	3
CSC	2
WBPSC	1

29. Student progression

Student progression	Against % enrolled
UG to PG (including MCA, B.Tech, M.Tech etc)	62 %(2014-15) 60%((2013-14)* 58%(2012-13)

PG to M.Phil.	N.A.
PG to Ph.D.	20%
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	- 80%
Entrepreneurship/Self-employment	30-40%

* UG to PG : Avarage enrolled 60%.

30. Details of Infrastructural facilities:

a) Library:

One Departmental Seminar Library with 453 books which are regularly issued to the students for upliftment of their knowledge and cope up with the regular curriculum.

b) Internet facilities for Staff & Students:

One desktop with internet facilities and printer available in the department. Faculties, students and staff members have access to Internet Facility in the Department for gathering knowledge related to the recent progresses.

c) Class rooms with ICT facility:

One Laptop, one projector and one smart board are present in the ICT classroom of the Department with which the faculties give power-point presentation to the students and the students also use it for giving their seminars in the Department.

d) Laboratories:

Students Lab-2 (Practical classes for the students are conducted here)

Research Lab-1 (Microscope with attached camera, set up for DNA isolation and gel electrophoresis and other instruments are available for research activities).

e) Teacher's Room:

One separate teacher's room provided with few facilities like personal

   lockers, refrigerator and tea-club.

f) Nature Club Room:

   Separate room for activities related to Nature Club (Naturoma) equipped with some books, magazines, posters etc.

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

Name of the Scholarship	Funding Agency	No. of Students
Kannyashri	West Bengal State Government	6
SC Scholarhip	West Bengal State Government	4
West Bengal Merit Cum Scholarship (Swami Vivekananda Scholarship)	West Bengal State Government	2
College Fellowship	Scholarship and Stipend committee on Students Merit and Academic Excellence	

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

a. **UGC sponsored seminar and College Seminar.**
b. **Departmental Student Seminar on the topics within curriculum, recent developments and current topics.**
c. **NEAC (National Environmental Awareness Campaign) supported environmental programme under the supervision of Ministry of Environment and Forest and Climate Change.**
d. **Quiz contest on biodiversity.**
e. **Certificate Course on Biodiversity Estimation and conservation.**
f. **Through its Nature Club/Eco Club arrange Bird Watching camp every year.**
g. **Interaction and special lectures by successful alumni students.**

33.   Teaching methods adopted to improve student learning:

- **Chalk and Talk**
- **ICT Method**
- **With Charts and Models**
- **Online distribution of Study Materials**
- **Power Point Presentation**
- **Field visits**

- **Students Seminar on Syllabus Topics**
- **Remedial classes**

34. Participation in Institutional Social Responsibility (ISR) and

    Extension activities:

    Students, Faculties and NTS of the Department of Zoology are regularly involved in Institutional Social Responsibility such as tree plantation, cleaning and restoration of water bodies, hygiene maintenance, awareness campaigns, environmental service through Nature Club/Eco Club etc.

35. SWOC analysis of the department and Future plans:

Strength:

- Good obedient students and very good result every year
- Good teacher student relation
- More than 80% student attendance
- Efficient seminar library with 400+ books being regularly distributed
- Student Seminar
- Regular class tests
- Parent Teachers Meeting
- Yearly Departmental reunion
- Taking part in Inter college Quiz contest

Weakness:

- At entry level students with poor background in English
- Laboratory needs better infrastructural facilities
- Need to have Wi-Fi connection in the department
- Three permanent vacancy on teaching staffs need to be filled at the earliest
- Requirement of XEROX machine for distribution of study materials to the students

Opportunity:

- Internet Facility in the department accessible for the students.
- Nature Club (Bird Watching, Vermicomposting etc.)
- Remedial Classes

- Yearly souvenir publication from department at the time of Reunion including write ups on popular science topics from teachers and students
- Wall Magazine published half yearly
- Exposure to environmental projects for the students
- Small course work for students

Challenges:

- At entry level students with poor background in English
- Laboratory needs better infrastructural facilities
- Need to have Wi-Fi connection in the department
- Three permanent vacancy on teaching staffs need to be filled at the earliest
- Requirement of XEROX machine for distribution of study materials to the students

Future plans:

- ICT facilities in all classrooms
- Mordernization of laboratories
- Mimio-teach technique to be introduced to cope up with the increasing number of students
- Study materials or class materials to be distributed to the students through e-mail or whatsapp
- Online class test to be introduced
- Preliminary research exposure for the students
- Teachers will participate in Research Projects sanctioned by UGC
- Other Certificate Courses will be organized on different aspects of environment and applied Zoology.

POST ACCREDITATION INITIATIVES

"Don't take rest after your first victory because if you fail in second, more lips are waiting to say that your first victory was just luck"

- A. P. J. Abdul Kalam

POST ACCREDITATION INITIATIVES

Narasinha Dutt College, Howrah was first assessed by NAAC and accredited at B++ level in March, 2007. The IQAC was formed in April, 2008, and annual reports (AQARs) were duly sent to NAAC for 2007-08, 2008-09 and 2009-10. But the AQAR for 2010-11 could not be sent and the process for the second cycle of assessment and accreditation due in 2012 could not be initiated. The IQAC came to be re-constituted in 2014 and subsequently the work for Re-Assessment and Re-accreditation could be effectively resumed in the middle of 2015. We are now more or less in a position to apply for the second cycle of the assessment and accreditation by clearing the backlog of AQARs and by submitting the Self-Study Report (SSR) and the Letter of Intent (LOI).

In view of our intention to be re-assessed and re-accredited, we would like to present before the NAAC authorities a summary of our post-accreditation initiatives year by year, starting from 2008 till date:

2008

- Narasinha Dutt College branch of the nationalized Central Bank of India was opened in the college premises facilitating all monetary transactions including payment of the salaries of the employees and all fees paid by the students. This has significantly lightened the workload of the substantially under-staffed cash and accounting section of our college office. This has also positively contributed to the fully online admission process of the college.
- Computerized Merit-List preparation system was introduced and this system significantly streamlined the admission process, making the process more transparent and more error-free, paving the way for full computerization of the admission procedure.
- Admission in Arts Honours through Counselling Process came to be introduced. It was another major step towards a more rational and more transparent admission process.

- Our college was given the responsibility to organize District Sports of the University of Calcutta for all Non-Govt Colleges. The successful organization of the event was not merely a new feather to the cap of sporting reputation of the college, it created new room for organizational activities in the field of sports and games.

2009

- Far more spacious new Boys' Common Room was constructed and opened on the first floor of the bank building, and the college could thus meet a long-standing demand of the students.

- UGC Network Resource Centre was installed in the central library of the college giving our students easy access to Internet. Online reading and research material was of great help for the students as well as teachers.

- Career Counselling Cell was instituted with the financial assistance from the UGC. It catered to the employment oriented needs of the students of our college.

- In collaboration with the Red Ribbon Club, conducted by NACO of Govt. of India, our college organized Blood Donation Camp, Thallasaemia and AIDS Awareness Camps, and Anti-HIV Campaign. Students and Co-Ordinators of the college Red Ribbon unit received special training, and the students of the unit conducted blood group determination test for the new-comers.

- St. John Ambulance and Nursing Division organized a seminar on "Emergency Services: Scope of St. John Ambulance" as a part of its Golden jubilee celebrations.

2010

- Self-financed Post Graduate course in Mathematics affiliated to the University of Calcutta was introduced. This was the fulfillment of a long-standing demand of the students as well as in keeping with the recommendation of the NAAC Peer team during its first visit to the college for opening P.G. courses.

- Five new recruitments were made in the substantive posts in the non-teaching Group D category.

- All the ground floors of all the college buildings were uplifted to mitigate the age-old problem of water-logging in the college premises.

- An Interdisciplinary seminar on Darwinism, Astronomy to Economics and Communication held on 12th -14th January, 2010 in the college premises. Eminent speakers like Prof. Kamalesh Misra, Prof. Parthasarathi Mazimdar of Saha Institue of Nuclear Physics. Dr. Tapan Roy Chowdhury of the Indian Statistical Institute, Kolkata, Prof. Ishita Mukherjee of the Department of Economics, Calcutta University and Sri Azizul Haque delivered lectures on the occasion.

- Eminent historian Dr. Tapan Roy Chowdhury, a former faculty in the department of History, visited the college on Feb 10, 2010, and shared his experiences in India and abroad.

- Education (Hons) was introduced as a self-financed course in the college.

2011

- New construction of the 1st floor in the East Block by using grant from the department of Higher Education, Govt. of West Bengal, facilitated the spatial expansion of the Computer Science department.

- The department of Physics organized a 3 day seminar titled Quantum Mechanics: Inception, Evolution and Future in collaboration with Dept. of Physics, Seth Anandaram Jaipuria College, Kolkata, from Nov 24-26, 2011.

- The Dept. of English organized a seminar titled Translations in Tagore in collaboration with Sahitya Akademi, Kolkata on December 1, 2011.

- Department of Chemistry and Zoology in collaboration with Indian Institute of Science, Education and Research-Kolkata organized a seminar on Exploration of Biological Sciences through Chemical Sciences on December 7-8, 2011.

- Department of Economics organized a seminar titled Leading Issues in Development Economics in collaboration with Economic Research Unit,

Indian Statistical Institute, Kolkata on Dec 10, 2011.

- Mathematics department organized a symposium on Recent Trends in Real World problems on Applied Mathematics in collaboration with ISI, Kolkata, on Dec 21-22, 2011 in the college premises.

- A seminar titled Does Evolution teach us about Science? by Scott Taylor, Montana State University, USA, was also organized by the Science Club and department of Zoology on 1st August 2011.

2012

- New power Generators of 35 KVA were installed to meet the growing needs of the college.

- A bird watching camp was organized at the Santragachi lake, Howrah, by the Science club.

- St. John Ambulance and Nursing Division, organized a medical camp at Phuleswar, Howrah, on 5.5.2012 and another one at Shantomoyee Girls High School, Purulia, on 24.12.12.

2013

- Renovation work and construction of new class rooms were undertaken in the 3rd floor of the West Block to facilitate the commencement of the Post Graduate course in English.

- Self-financed Post Graduate course in English affiliated to the University of Calcutta was introduced. This was the fulfillment of a long-standing demand of the students as well as in keeping with the recommendation of the NAAC Peer team during its first visit to the college for opening P.G. courses.

- Honours course in Urdu was introduced to fulfill the long-standing demand of the local students of the minority community.

- Online admission according to merit lists was introduced in the college.

- Department of Mathematics organized a seminar on 4th December 2013. Two lectures on Compactness in Metric Spaces and Role of Non-linear Programming Problems in Optimization Theory were delivered by eminent

speakers.

- Department of History in collaboration with Shibpur Dinobandhu Institution organized a state level seminar on Unity and Pluralism: Race, Religion and Creed in the Integrated Identity of India since 1857 to Modern Times on 28th September , 2013.

2014

- Online admission according to merit lists was successfully done.
- University registration form filling-up was done online.

2015

- Department of Chemistry, in collaboration with Indian Academy of Sciences (Bangalore), Indian National Science Academy (New Delhi), and The National Academy of Sciences (Allahabad), organized a two-day Lecture Workshop, Spectroscopic Methods in Chemistry, at Sarat Sadan auditorium, Howrah.

- The entire admission process was successfully done online. This was in perfect consonance with the directive of the department of Higher Education, Govt. of West Bengal.

- Construction of the make-shift Chemistry Laboratory was done so that the renovation of the old Chemistry Laboratory after its demolition can commence soon.

- Beautification of the college Campus is in progress with the installation of a statue of Swami Vivekananda, gardening in patches, lighting, and a fountain.

- A new car-parking plaza has been constructed and will be inaugurated very soon.

- Construction of a modern and well-equipped Gymnasium for students is in progress, and expected to be ready within a couple of months.

- A three-storied construction connecting the West Block and Gallery

Building with a lift and a toilet complex is in the process of getting the sanction from Howrah Municipal Corporation. The construction project is to be funded under the MPLAD Scheme.

- A big room on the 1st floor of the East Block is being renovated into a Seminar/AV Room to facilitate lecture demonstrations and ICT-backed presentations.

- The proposal for holding a national seminar on the cultural heritage of Bengal is lying with the UGC for approval and funding.

- The college is gearing up for the forth-coming re-assessment and re-accreditation by the NAAC.

ANNEXURES

ANNEXURE-I (A)

Copy of 2(f)/ 12B Certificate

23236735/ 23239437/23235733
23232701
23237721/ 23232317/23234116/
23236351

UNIVESRITY GRANTS COMMISSION
BAHADURSHAH ZAGAR MARG
NEW DELHI-110002
विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली — 110 002

UGC Website : www.ugc.ac.in

No. F.1-1/2015 (CPP-I/C)

December, 2015

The Principal
Narasinha Dutta College
129, Bellilius Road
Howrah
District Howrah —, 711 101
West Bengal .

Subject : Inclusion of Narasinha Dutta College, 129, Bellilius Road, Howrah, District Howrah – 711 101, West Bengal under Section 2(f) and 12 (B) of the UGC Act, 1956.

Sir/Madam,

With reference to your letter dated 02.11.2015 on the above subject, I am to inform you that the name Narasinha Dutta College, 129, Bellilius Road, Howrah, District Howrah – 711 101 established in the year of **1924,** affiliated to **Calcutta University, Kolkata** has **already** been included in the list of Colleges maintained under Section **2(f) & 12 (B)** of the UGC Act, 1956 under the head **Non-Government** College teaching upto **Bachelor's** Degree.

Yours faithfully,

(Charan Dass)
Under Secretary

ANNEXURE-I (B)
Grant Documentation from UGC - 01

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
1.B 8 Sector III Salt Lake, Kolkata 700 098
Phone : (033) 2335 4767
Fax : (033) 2335 0586
E-mail : ugcero_Kolkata@yahoo.in

All communications are to be addressed to the Joint Secretary by designation and not by name

BY SPEED POST

No: F.IQAC-W-140/13-14 (ERO)

March, 2014

√ The Accounts Officer
Eastern Regional Office,
University Grants Commission,
Kolkata.

Sub: Release of Grant under the scheme of Internal Quality Assurance Cells (IQAC) in Colleges during XII Plan period.

Sir/Madam,

The UGC Head Office orders No.F.6-2/2014(IQAC)/ERO/RO) dated 13.03.2014.The Commission has decided to release of grants under the scheme of Internal Quality Assurance Cells (IQAC) in Colleges during XII Plan period Accordingly, I am directed to convey the approval of Chairman, UGC to allocate and sanction of **Rs.3,00,000/-** to Narasinha Dutt College, 129 Belilious Road, Howrah, West Bengal 711101 for the XII Plan period as detailed below:

Sl No.	Purpose of grant (Head of Account 4(xvi)	Amount allocated (Rs.)	Grant already sanctioned (Rs.)	Grant now being sanctioned (Rs.)	Total Grant (Rs.)	Balance grant (Rs.)
A	Capital Head-35					
1.	Office Equipment	60,000/-				
	Total:A	60000/-				
B	General Head-31					
1.	Honorarium to the Director/Coordinator, IQAC @Rs.1000 X 12 X 5	60,000/-				
2.	Hiring Services for Secretarial & Technical Services	60,000/-				
3.	ICTs Communication expenses	70,000/-				
4.	Contingencies	50,000/-				
	Total:B	2,40,000/-				
	Grand Total:A+B	3,00,000/-	NIL	3,00,000/-	3,00,000/-	NIL

2. The sanctioned amount is debitable to Head of Account as detailed below.

Amount sanctioned (Rs.)	For General (77.5%) (Rs.)	For SC 15% (Rs.)	For ST 7.5% (Rs.)
3,00,000/-	232500/-	45000/-	22500/-

3. The sanctioned amount is debitable to 4(xvi) and is valid for payment during the finacial year 2013-2014 only.

4. **The XIIth plan guidelines available in the UGC website www.ugc.ac.in may be reffered by the college for the composition of the committee, function and follow-up actions of IQAC. The college shall incurr expenditure on items as given in the guidelines.**

5. The amount of the grant shall be drawn by the Accounts Officer, UGC, ERO, Kolkata (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 detail
   (a) Details (Name & Address) of Account Holder:
      Principal,
   (b) Account No.: 0189201001088
   (c) Name & Address of Branch: Canara Bank, Howrah Branch
   (d) MICR Code of Branch: 700015030
   (e) IFSC Code: CNRB0000189
   (f) Type of Account: SB/Current/Cash Credit.

6. The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed proforma submitted by the College/Institution.

7. The University/College shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure and ensure proper labeling of the items purchased.

8. 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 of financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.

ANNEXURE- I (C)
Grant Documentation from UGC - 02

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

No. WC2-086/12-13   (ERO) ID No. WC2-086   Date: 28-Mar-14

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S.No. 221966

Sub : Release of Grant-in-Aid during the Current financial year (2013-14), during XIIth Plan, to
Narasinha Dutt College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs.   1174205
towards the scheme   XIIth Plan College Development
to the Principal,   Narasinha Dutt College
for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant Undergraduate Plan Block Grant	Approved allocation (Rs.)	Amount already sanctioned (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
Plan Block Grant-Head-31	797103	0	318841	318841
Plan Block Grant-Head-35	3188412	420000	855364	1275364
Total			1174205	

The College is requested to note:
A. SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
B. ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
C. General district: General-77.5%, SC-15% and ST-7.5%
D. No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

2. The sanctioned amount is debitable to Head 1.B-(i)b   and valid for payment during the financial year 2013-14 only.
3. 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,
    Narasinha Dutt College
    129 Belilious Road, Howrah
    West Bengal   711101

(b) Account No.: 0189201001088

(c) Name & Address of Branch: Canara Bank, Howrah Branch

(d) MICR Code of Branch: 700015030

(e) IFSC Code : CNRB0000189

(f) Type of Account : SB/Current/Cash Credit

4. The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
5. The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
6. 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.
7. 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.
8. 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.
9. A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
10. 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.

ANNEXURE- I (D)
Copy of University Affiliation Certificate

UNIVERSITY OF CALCUTTA

SENATE HOUSE

87/1, College Street, Kolkata – 700 073

Prof. (Dr.) Soma Bandyopadhyay
Registrar (Acting)

প্রফেসর (ডঃ) সোমা বন্দ্যোপাধ্যায়
কার্যনির্বাহী নিবন্ধক

Phone : 2241-0071/4984
Fax : 91-033-2241-3222
E-mail : somabando@yahoo.co.in

TO WHOM IT MAY CONCERN

This is to certify that **Narasinha Dutt College** , 129, Belilious Road, Howrah-711101, West Bengal is affiliated to the **University of Calcutta** and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college as per approval:

Sl No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
1.	Three Year B.A. Honours Courses in English, Bengali, Education, History, Political Science, Sanskrit, Philosophy, Geography	NA		Affiliation stands valid till date
2.	Three Year B.A. General Course in English, Bengali, Education, History, Political Science, Sanskrit, Philosophy, Geography, Urdu	NA		Do
3.	Three Year B.Sc. General Course in Economics, Mathematics, Physics, Chemistry, Botany, Zoology, Anthropology, Computer Science			
4.	Three Year B.Sc. Honours Course in Economics, Mathematics, Physics, Chemistry, Botany, Zoology, Anthropology, Computer Science			
5.	Three Year B.Com. Honours Course	NA		Do
6.	Three Year B.Com. General Course	NA		Do

Date: 21.12.2015
Place : Kolkata

Prof. (Dr.) S. Bandyopadhyay
· Registrar (Acting)
21.12.15

Registrar (Acting)
University of Calcutta

ANNEXURE- I (E)

UNIVERSITY OF CALCUTTA

SENATE HOUSE

87/1, College Street, Kolkata – 700 073

Prof. (Dr.) Soma Bandyopadhyay
Registrar (Acting)

প্রফেসর (ডঃ) সোমা বন্দ্যোপাধ্যায়
কার্যনির্বাহী নিবন্ধক

Phone : 2241-0071/4984
Fax : 91-033-2241-3222
E-mail : somabando@yahoo.co.in

TO WHOM IT MAY CONCERN

This is to certify that **Narasinha Dutt College, 129, Belilious Road, Howrah-711101, West Bengal** is affiliated to the **University of Calcutta** and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college as per approval:

Sl. No.	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
1.	Two year Postgraduate Degree Course in English, Mathematics	N.A.		Affiliation stands valid till date

08.01.16

Date: 08.01.2016
Place: Kolkata

(Prof. (Dr.) Soma Bandyopadhyay)
Registrar

ANNEXURE- II

Copy of Accreditation Cycle – I Certificate

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the

National Assessment and Accreditation Council

on the recommendation of the duly appointed

Peer Team is pleased to declare the

Narasinha Dutt College

Howrah, affiliated to University of Calcutta, West Bengal as

Accredited

at the B^{++} level.

Date : March 31, 2007

Director

- This certification is valid for a period of *Five* years with effect from March 31, 2007
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C' grade, 65-70-C'' grade, 70-75- B grade, 75-80- B' grade, 80-85-B'' grade, 85-90- A grade, 90-95-A' grade, 95-100-A'' grade (upper limits exclusive)

March 31, 2007/116

Details of Refresher, Orientation, Summer/Winter School, Short-Term Course and Workshop attended by Faculty

Sl No	Name (Department)	Programme	Duration	Organized by
1	Dr. Susmita Podder (Chemistry)	Refresher Course in Chemistry titled Chemistry: Journey to the Third Millenium	July 04-July 23, 2011	UGC Academic Staff College, University of Calcutta
2	Dr. Indranil Bhattacharyya (Chemistry)	Refresher Course in Chemistry titled Chemistry: Journey to the Third Millenium	July 04-July 23, 2011	UGC Academic Staff College, University of Calcutta
3	Dr. Tilak Sinha (Physics)	Refresher Course in Physics	July 04 – July 23, 2011	UGC Academic Staff College, University of Calcutta
4	Dr. Swapna Roychowdhury (Commerce)	Refresher Course in Commerce	July 25 – August 13, 2011	UGC Academic Staff College, University of Calcutta
5	Dr. Sruti Lahiri (English)	Refresher Course in English	November 15-December 5, 2011	UGC Academic Staff College, University of Calcutta
6	Dr. Saurav Samanta (Physics)	Refresher Course in Physics	July 09 – July 28, 2012	UGC Academic Staff College, University of Calcutta
7	Dr. Swapna Roychowdhury (Commerce)	Refresher Course in Commerce	September 10 – September 29, 2012	UGC Academic Staff College, University of Calcutta

8	Dr. Mohua Guha (Zoology)	Refresher Course in Life Science	November 19 – December 08, 2012	UGC Academic Staff College, University of Calcutta
9	Dr. Jayita Roy (Anthropology)	Refresher Course in Behavioral sciences	November 11- Dec 03, 2011	UGC Academic Staff College, University of Calcutta
10	Dr. Shampa Sarkar (Zoology)	Refresher Course in Environmental Studies (Multidisciplinary)	March 06-March 26, 2013	UGC Academic Staff College, University of Calcutta
11	Dr. Tandra Das (Botany)	Refresher Course in Interdisciplinary Research towards the Development of Modern Food & Bio-Process Technology	June 26 – July 16, 2013	UGC Academic Staff College, University of Calcutta
12	Dr. Arpita Mistri (Anthropology)	RC on Behavioural Science	Nov 16-Dec 06, 2013	UGC Academic Staff College, University of Calcutta
13	Dr. Arpita Nandi Mondal (Anthropology)	RC in Environmental Studies	March 03-22, 2014	UGC Academic Staff College, University of Calcutta
14	Dr. Tilak Sinha (Physics)	Refresher Course in Physics	July 07 – July 26, 2014	UGC Academic Staff College, University of Calcutta
15	Dr. Supriyo Das (Physics)	Refresher Course in Physics	June 18-July 13	UGC Academic Staff College, University of Calcutta
16	Prpf. Maumita Dhar (Dey)	Refresher Course in Women's Studies	November 27-December 17,	UGC Academic Staff College,

	(English)	(interdisciplinary)-"Women, Culture, Performance"	2014	Jadavpur University
17	Prof. Krishna Mukherjee (Banerjee) (History)	Refresher Course in Women's Studies (interdisciplinary)-"Women, Culture, Performance"	November 27-December 17, 2014	UGC Academic Staff College, Jadavpur University
18	Dr. Taranuum Moushtaque (Urdu)	Refresher Course in Women's Studies (interdisciplinary)-"Women, Culture, Performance"	November 27-December 17, 2014	UGC Academic Staff College, Jadavpur University
19	Dr. Indranil Bhattacharyya (Chemistry)	Refresher Course on Advances in Chemistry Through Teaching and Research	January 02-January 22, 2015	UGC Academic Staff College, Jadavpur University
20	Dr. Mohua Guha (Zoology)	Refresher Course in Life Science	March 27 – April 20, 2015	UGC Academic Staff College, University of Calcutta
21	Dr. Raka Biswas (Chemistry)	Refresher Course in Chemistry	August 10 – August 31, 2015	UGC Academic Staff College, University of Calcutta
22	Prpf. Maumita Dhar (Dey) (English)	Refresher Course in Literary Studies and Performance	August 25 – September 2015	UGC Academic Staff College, Jadavpur University
23	Prof. Tanima Chakraborty (Sanskrit)	RC in Performing Arts, Tradition and Innovation	2015	UGC Academic Staff College, Jadavpur University
24	Prof Prasanta Mandal (History)	RC in Philosophy and Social Science	March 27- April 21, 2015	UGC Academic Staff College, Jadavpur University

Faculty as Resource Persons –

Sl. No.	Name of Faculty	Seminar/Workshop	Sponsored by	Level	Venue	Date
1	Dr.Kuntal Chattopadhayay	i) Deshbhag Ebong Sahitye Deshbhager Prabhab	UGC	State	i)Nabagram Hiralal Pal College, Hooghly	Nov. 2011.
		ii)Alor Rabindranather Andhakar-Bhabna: Prasanga Chhabi O Gaan	UGC	National	ii)Rabindra Mahavidyalaya, Champadanga, Hooghly	Jan. 2012.
		iii) Story-telling and Narratisation in Prose Fiction	Dept. of English, Serampore College.	College	iii)Serampore Girls' College	Dec. 2015.
2	Dr. Ashalata D'Rozario	i) Hands –on Training on Cryptogamy	Dept. of Botany	State	Dept. of Botany, University of Calcutta	April 21-28, 2014
		ii) Hands –on Training on Palaeobotanical and palynological Techniques	Dept. of Botany	State	Dept. of Botany, University of Calcutta	December 4-6, 2014
		ii) Plant Diversity: Structure, function, utilization and conservation	Botanical Society of Bengal and centre of Advance	National	Dept. of Botany, University of Calcutta	

		study, Dept. of Botany, University of Calcutta				
3	Dr, Manas Chaudhuri		Dept. of Economics, University of Kashmir,Sri nagar	Internat ional	Dept. of Economics, University of Kashmir,Sri nagar	2012
4	Dr. Uma Bhaduri	Contemporary South Indian literature	Sahitya Academy, Bengal and Kerala	Nationa l	South Indian Club, Kolkata.	Decem ber, 27, 2014.
5	Prof. Subrata Kr. Basu	Workshop on Capacity Building i)Embryonic Development ii) Human Circulation	Ministry of Human Resource and Developme nt	Nationa l	Kendriya Vidyalaya,F ort William, Kolkata.	August ,1, 2014
		i) Understanding Weather and Climate Change	Regional Level Children Science Congress	State	Kendriya Vidyalaya, Salt Lake	Octobe r, 14- 15, 2015
6	Prof. Angshuman Sarkar	i) A workshop on Advance Excel	At the Institute of Cost Accountant of India (Howrah Chapter)	State	ICAI	19th Septem ber, 2015
7	Dr. Indranil Bhattacharyya	Seminar on Advanced Instruments used in Current Research	UGC	Nationa l	Dept of Chemistry and Dept. of Physics, Sri Ramkrishna	Septem ber 20- 21, 2013.

					Sarada Vidyamaha pitha, Kamarpuku r, Hooghly	
9	Dr. Shriti Lahiri	Approaches to Gender Theory : Special Course on Gender , Environment and literature.	School of Languages and Culture, Rabindra Bharati University	State	School of Languages and Culture, Rabindra Bharati University	Dec 19 2014
10	Dr. Jayita Roy	Certificate Course in Field Work and Social Survey Methods	Gurusaday Dutt Museum, Kolkata	State	Gurusaday Dutt Museum, Kolkata	Sept. 01, to 31st Novem ber 2012
		Certificate Course on Field Work and Social Survey – Data collection and Processing Techniques''	Gurusaday Dutt Museum, Kolkata.	State	Gurusaday Dutt Museum, Kolkata.	Oct 11 to Dec 31, 2014

<div align="center">**ANNEXURE-V**</div>

Seminar attendance of Faculties

Dr. Arpita Mandal (Nandi); Dept. Of Anthropology

1. State level seminar on Tagore in Translation. Department of English, Narasinha Dutt College, Howrah. 3rd December , 2011

2. National seminar on Anthropology today: Emerging challenges and Opportunities,Department of Anthropology, Bangabasi College, Kolkata. 17th October , 2012

3. State level seminar on Unity and Pluralism: race, Community and Creed in the Integrated Identity of India, 1857 to Modern Times., Department of History, Narasinha Dutt College, Howrah. 28th September, 2013

4. State Women Empowerment in India: Challenges Ahead.Departments of Economics and Political Science, Bangabasi College and Department of Economics, Naba Ballygunge Mahavidyalaya, Kolkata. 21st September, 2014

5. National Environmental Pollution: Causes, Impacts and Control. The Bhawanipur Education Society College in collaboration with Indian Association for Productivity , quality and Reliability, Kolkata.25th April 2015.

6. State level seminar on Anthrolopology and Human Welfare.45th Annual Conference of The Indian Anthropological Society. 23-25th May 2015.

Manideepa Dutta Gupta, Dept. of Anthropology

1. International Conference on "Mega Urbanization and Human Rights: Emerging Challenges and Opportunities" which was a joint conference of Commission on Human Rights, International Union of Anthropological & Ethnological Sciences organized by Department of Anthropology, West Bengal State University in collaboration with Indian Museum, Anthropological Survey of India and others held on 14th to 16th February 2011

2. State Level seminar on "Folk Art, Folk crafts and Museum: Emerging opportunities in the 21st Century" held at Gurusaday Museum, Joka on 18th February 2011

3. UGC Sponsored National Seminar on "Diversity, Social Exclusion, Backwardness & Development " organized by Department of Anthropology & CSSEIP and held between 23rd March & 25th March, 2011

4. State Level" seminar on "Anthropology Today: Emerging Challenges & Opportunities " held on 17th October 2012 organised by Department of Anthropology, Bangabasi College.

5. National Seminar on "Understanding Human Diversity: Anthropological And Museological Perspectives" on 8th & 9th March 2013 which was organized by Indian Anthropological Society, Kolkata

6. State Level Seminar on " Unity and Pluralism"on 28th September,2013, organised by Department of History, Narasinha Dutt College,Howrah

7. State Level Seminar on "quality education : assurance enhancement and sustenance" organised by Garia Suchintan Society for Culture,on 9th August 2015

8. National Seminar on "An Anthropological Glimpse into the Population Dynamics of Eastern India" organised by Institute of Science, Education And Culture on 3rd October,2015

Dr. Sumahan Bandyopadhay, Dept. of Anthropology.

1. National Seminar on Excavations in India : New Perspectives organized by CAST, Government of West Bengal, at ICCR, Kolkata; 5 Nov. – 6 Nov. 2011

2. UGC Sponsored National Seminar on 'Tagore in Translation organized by Narasinha Dutt College , Howrah , on 3 December, 2011
3. State Level Workshop organized by Department of Parliamentary Affairs, Government of West Bengal on 30 October, 2013
4. Workshop on Marriage Songs organized by Folklore Congress Association of India in collaboration with Gurusaday Museum and EZCC, Government of India on 13 April, 2014.

Prof. Arpita Mistri , Department of Anthropology

1. Nutrition and health of male slum dwellers in a sub urban area of Kolkata, West Bengal, India: A direction towards development in micro environment. National Seminar on Human Health: A Biocultural Synthesis, UGC, 2010

2. Anthropometry and Nutritional Status among Male Urban Slum Dwellers near Kolkata, West Bengal, India. National Seminar on Diversity, Social Exclusion, Backwardness & Development, UGC,2011

3. Unity and Pluralism: Race, Community and Creed in the Integrated Identity of India, 1857 to Modern Times, 2013.

Dr. Jayita Roy (Ghosal), Department of Anthropology

1. Understanding Human Diversity : Anthropological and Museological perspectives . Indian Anthropological Society, Kolkata, 26-27 March 2013, Natinal Level.

2. National seminar on Anthropology today: Emerging challenges and Opportunities,Department of Anthropology, Bangabasi College, Kolkata. 17th October , 2012.

3. State level seminar on Unity and Pluralism: race, Community and Creed in the Integrated Identity of India, 1857 to Modern Times., Department of History, Narasinha Dutt College, Howrah. 28th September, 2013.

4. Biodiversity: Interrelationship between flora , fauna and human, mrinalini Dutta Mahavidyapith in Collaboration with Dept. of Anthropology, West Bengal State University, 29-30th September, 2013, National level.

5. 28th Annual Scientific Conference , Vivekananda institute of Medical Science, Ramakrishna Mission Seva Pratisthan, 26-27 July, 2014.

Prof. Kaustav Das , Department of Anthropology.

1. Participated in the Conference on *Anthropology & Human Welfare* on the occasion of 45th Annual Conference of the Indian Anthropological Society at the Department of Anthropology, Calcutta University held from 23rd to 25th May, 2015.

Dr.Aditi Saha , Department of Botany.

1. UGC sponsored State Level Seminar on "Unity and Pluralism : Race, Community and Creed in the Integrated Identity of India 1857 to Modern Times" organized by Department of History, Narasinha Dutt College, Howrah 28th September, 2013

2. International Seminar on "Scope of Microbial Biotechnology" organized by Ramakrishna Mission Vivekananda Centenary College, Rahara,08th December, 2014

3. UGC Sponsored State Level Seminar on "Environmental Pollution : Causes, Impact & Control" organized by Bhawanipur Education Society College and Indian Association for Productivity, Quality & Reliability (IAPQR), Kolkata 25th April, 2015

4. Seminar on "World Environment Day, 2015 organised by Foundation for Science and Environment, Kolkata & Scientific and Environmental Research Institute, Kolkata 05th June, 2015"

5. University of Kalyani & ILNFLIBNET Centre, Gandhinagar 28th September, 2015,One Day "User Awareness Programme on Access to E-resources under UGC INFONET Digital Library Consortium".

Dr. Indranil Bhattacharyya, Department of Chemistry

1. **18th West Bengal State Congress of Science and Technology** held on February 18, 2011 at Narendrapur Ramakrishna Mission Residential College, Narendrapur

2. International Seminar on **Frontiers in Synthetic and Bioorganic Chemistry** organised by IISER Kolkata and Lund University, Sweden held on March 13, 2011

3. National Seminar on **Chemistry in Human Welfare** organised by Ministry of Culture, Govt. of India and Raja Rammohan Roy Library Foundation, Kolkata held on August 02, 2011.

4. **Celebration of International Year of Chemistry-History of Chemistry** organized by Department of Chemistry, Bijay Krishna Girls College, Howrah and Paschim Banga Bigyan Mancha on September 21, 2011

5. UGC sponsored National Seminar on **The Journey of Chemistry Through Ages- Yesterday Today and Tomorrow** organised by Department of Chemistry, Maulana Azad College held on November 23 and 24, 2011

6. UGC sponsored National Seminar titled **Exploration of Biological Processes through Chemical Sciences** organised by Department of Chemistry and Department of Zoology, Narasinha Dutt College, Howrah held on December 07 & 08, 2011

7. **15th CRSI National Symposium in Chemistry** organised by Department of Chemistry, Banaras Hindu University, Varanasi during February 1-3, 2013

8. **100th Indian Science Congress organised** by Indian Science Congress Association from January 03 to 07, 2013

9. UGC sponsored National level Seminar titled **Advanced Instruments used in Current Research** organised by Department of Chemistry and Physics, Sri Ramkrishna Sarada Vidya Mahapitha during September 20-21, 2013

10. UGC sponsored State Level Seminar on **Environmental Pollution: Causes, Impacts & Control** organised by Bhowanipore Education Society College, Kolkata in collaboration with IAPQR, Kolkata held on April 25, 2015

11. National Symposium on Recent Advances in Chemistry & Industry(2015) organized by Indian Chemical Society held on July 31 and August 01, 2015

12. Lecture series Great Talk by UK based science writer Jon Turney titled "Futurama-Do past futures cloud our thinking about futures to come" organised jointly by British Council and BITM, Kolkata held at BITM on November 06, 2015

13. 16th International Symposium on Modern Trends in Inorganic Chemistry (MTIC-XVI) hosted by Department of Chemistry, Jadavpur University on Dec 03-05, 2015

Dr. Susmita Podder , Department of Chemistry

1. Celebration of International Year of Chemistry organized by Department of Chemistry, Jadavpur University, Department of Chemistry, Jadavpur University, March, 24-25, 2011

2. National Seminar on Chemistry in Human Welfare organized by Ministry of Culture, Govt. of India and Raja Rammohan Roy Library Foundation, Kolkata, August 02, 2011

3. Celebration of International Year of Chemistry-History of Chemistry organized by Department of Chemistry, Bijay Krishna Girls College, Howrah and Paschim Banga Bigyan Mancha, Department of Chemistry, Bijay Krishna Girls College, Howrah, September 21, 2011

4. National Seminar titled "**Exploration of Biological Processes through Chemical Sciences" organized by** Department of Chemistry and Department of Zoology, Narasinha Dutt College, Howrah. December 07-08, 2011

5. One Day Workshop on Practicals in Chemistry Honours Course of Calcutta University organized by University of Calcutta UG Board of Studies in Chemistry with Scottish Church College, Kolkata, Department of Chemistry, University of Calcutta UG Board of Studies in Chemistry with Scottish Church College, Kolkata, Department of Chemistry, October 12, 2012

6. Science Academies' Lecture Workshop on Spectroscopic Methods in Chemistry, organized by Department of Chemistry, Narasinha Dutt College in association with Indian Academy of Science, Bangalore, The National Academy of Science, Allahabad and The Indian National Science Academy, Delhi, February 23-24, 2015

7. State Level Seminar on Environmental Pollution: Causes, Impacts & Control

organized by The Bhowanipore Education Society College, Kolkata in Collaboration with Indian Association for Productivity, Quality and Reliability, Kolkata,April 25, 2015. UGC.

Dr. Raka Biswas, Department of Chemistry.

1. 2 day International Seminar on Groundwater: Issues and challenges of the 21st century, sponsored by PHED GoWB, SERB DST and WBDST Sripat Singh College, Jiaganj, December 29 – 30, 2014

Dr. Amal Sarkar . Department of Economics.

1. 96TH th Annual Conference of The Indian Economics Association, held at MEENAKSHI UNIVERSITY, Kanchipuram, Chennai on 27-29th December, 2013.

2. 95TH th Annual Conference of The Indian Economics Association, held at GITAM UNIVERSITY, Vishakapatnam, on 27-29th December, 2012.

 3. 94TH th Annual Conference of The Indian Economics Association, held at Pune, on 27-29th December, 2011.

Dr. Supriyo Das , Dept. of Physics.

1. Quantum Mechanics: Inception, Evolution & Future, National: Organized by Physics Dept of N D College and Jaipuria College, 24-26 Nov, 2011.

2. Recent trends in real world problems on Applied Maths,National: Organized by Maths Dept of N D College and ISI Kolkata., 21-22 Dec, 2011.

3. World Environment Day , National: Organized by SERI & CIU New Delhi., 5 Jun, 2015.
4. Higher Education: What India needs National: Organized by IBFR Kolkata & CIU New Delhi 5 Jul, 2015.

Dr. Mohua Guha, Department of Zoology.

1. UGC Sponsored State Level Seminar entitled 'Progress of Science vis-à-vis Environment' Sarojini Naidu College for Women , 11th and 14th January, 2013

Paper Presentation of Faculties

Dr.Arpita Mandal (Nandi)

1. Determining Reproductive Health and Hygienic Status among Adolescent Bengalee Urban girls, Mega-Urbanization and Human rights: Emerging Challenges and opportunities held on 14th-16th February, 2011.
2. The Awareness among the Bengali Adolescent Girls Regarding Reproductive Health, Understanding Human diversity: Anthropological and Museological Perspectives organised by The Indian Anthropological Society in collaboration with Indian Museum Kolkata and Anthropological Survey of India, Kolkata held on 8-9th March, 2013.
3. Changing pattern of body fat distribution with physiological status: a study among the Bengalee Women, Recent trends in Research on Biological Anthropology in the Eastern and North-Eastern India organised by Biological Anthropology Unit, Indian Statistical Institute, Kolkata held on 26-27 March, 2015.
4. Body fat distribution in postmenopausal women and its related factors, Human diversity: Biological Athropological Approaches organized by Biological Anthropology Unit, Indian Statistical Institute, Kolkata held on 26-27 March, 2015.

Dr. Jayita Roy (Ghosal)

1. A Comparative study on Reproductive performance of Urban, Semi urban and rural women of West Bengal. Mega-Urbanization and Human rights: Emerging Challenges andOpportunities organised by Department of Anthropology , West Bengal State University, Barasat, West Bengal held on 14th-16th February, 2011.
2. Understanding Anthropological Genetics through Bioinformatics, Anthropology and Human welfare organised by Indian Anthropological Society, 23-25th May, 2015.
3. Bio-social profile of eastern India-An overview, an anthropological glimpse into the population dyanmics of eastern india organised by Indian Institute of Science, Education and Culture in collaboration with Birla Industrial and Technological museum held on 3rd October, 2015.

Dr. Ashalata D'Rozario

1. 13th Int. Palynological Cong. & Int. Org. of Palaeobotany Conference organised by Chuo University, Tokyo, Japan held from 23-30th August,2012

Dr. Aditi Saha

1. Cytomorphological studies in Nigella damascene L. (Ranunculaceae) at Dum Dum Motijheel College held on 4th-6th February, 2012

2. Induced Reciprocal Translocation in Nigellasativa L. (Ranunculaceae)- An insight to the Phenomenon at Dept. of Botany, University of Calcutta held on 15th-16th February, 2014

3. Some Common Medicinal plants of Angiosperms in West Bengal with potential Ethno-Botanical Uses Edible Amanita spp. from Deciduous Sal Forest of Chota-Nagpur Plateau of West Bengal at SFE INDIA, Jadavpur University 29th-30th November, 2014.

4. Edible Amanita spp. from Deciduous Sal Forest of Chota-Nagpur Plateau of West Bengal at Dept. of Botany, Kalyani University held on 18th-19th December, 2014.

5. Cytomictic Effects induced by some environmental pollutants in root tips of Allium cepa at Bangabasi College & Das Research Centre held on 27th-28th March, 2015

6. Urariapicta(JAQC)DC.-An Important Herb for Herbal Medicine at SFE INDIA, Jadavpur University held on 5th-6th December, 2015.

Dr. Tandra Das

1. Diversity: Structure, Function, Utilisation and Conservation at Botanical Society of Bengal & Centre of Advanced studies, University of Calcutta held on 4-6th Dec, 2014.

2. Environmental impacts on health at Bangabasi Morning College & Das Research Centre, Kolkata held on 27-28th March, 2015.

Dr. Indranil Bhattacharyya

1. Frequently Encountered Problems in Teaching and Evaluation of Undergraduate Chemistry and Their Tentative Solutions, Undergraduate Chemistry: Evolving Effective Methods of Teaching and Evaluation at Department of Chemistry, Prabhu Jagatbandhu College, Jhorehat, Andul-Mouri, Howrah held on March 31, 2015.

Dr. Susmita Podder

1. A Cooperative Heterobimetallic Catalysis Concept: Alkyalation of Arenes & Heteroarenes at Acharaya P. C. Ray National Young Scientist Conference at Presidency University, Calcutta University & Vivekananda Vijnan Mission held on February 17-18, 2012.

2. Frequently Encountered Problems in Teaching and Evaluation of Undergraduate Chemistry and Their Tentative Solutions, Undergraduate Chemistry: Evolving Effective Methods of Teaching and Evaluation at Department of Chemistry, Prabhu Jagatbandhu College, Jhorehat, Andul-Mouri, Howrah held on March 31, 2015.

Dr. Swapna Roychowdhury

1. Corporate Social Reporting in India- A Perspective of the IT Sector Companies at Vidyasagar University, Medinipur held on February 23, 2011.
2. Corporate Social Responsibility, Corporate Frauds and Ethics in Business at Vidyasagar University, Medinipur held on March 13-14, 2015.
3. Does Corporate Frauds Affect Corporate Social Responsibility? at Bangabasi Morning College held on March 17, 2015.
4. Public Private Partnership in the Health Sector at Dr. Kanailal Bhattacharyya College held on March 27-28, 2015.
5. Corporate Governance and Ethical Values- An Overview at Bhawanipur Education Society College held on April 28, 2015.
6. GSP and its Impact at Vidyasagar College, Kolkata held on April 28, 2015.
7. Online Shopping in the Modern Era with Brief Reference to India at Purash Kanpur Haridas Nandi Mahavidyalaya held on November 27-28, 2015.

Dr. Manas Chaudhuri

1. World Economic Congress organised by International Economic Association, Beijing, China. 2011

Dr. Dipa Mukherjee

1. 4th National Seminar on Industrial Statistics Central at Statistical Office (Industrial Statistics Wing), Ministry of Statistics and Program Implementation, Government of India 26 September, 2013.
2. 56th Annual Conference of the Indian Society of Labour Economics organised by The Indian Society of Labour Jawaharlal Nehru University New Delhi,16-18 December, 2013.

Dr. Kuntal Chattopadhayay

1. Social Media and the Politics of Making Noise at International Conference of the Department of Journalism and Mass Communication, University of Burdwan held on Nov. 19-20, 2014.
2. "Nowhere" Children: "Invisibles" Everywhere at International Conference of the Department of Social Work, Viswa Bharati University, Jan. 16-18, 2015.

Dr. Sruti Lahiri

1. The Figures of the Margin in 16th Century England,   Interdisciplinarity and English At Literary Studies Department of English and Culture Studies, University of Burdwan 16th and 17th December, 2014

2. Approaches to Gender Theory, Gender, Environment and Literature in the School of Languages and Culture at Rabindra Bharati University held on December 19, 2014

Dr. Moumita Dhar(Dey)

1. Seminar on Tagore in Translation at Dept of English organised in collaboration with Sahitya Academy held on December 03, 2011

Prof. Krishna Banerjee

1. Unity And Pluralism: Race Community And Creed In The Integrated Identity Of India at Dept. of History, Narasinha Dutt College held on Sep 13, 2013

Prof. Abanti Adhikari

1. Tribalism in India' at a seminar on `Tribalism" at Institute of Historical Studies held on 23 September, 2015

2. Sharmila Erome Chanu: Ekti Ujjwal Nakshatra, Paschimbanga Itihash Sangshad at Calcutta University held on 23 January 2015

3. Disaster Management, Understanding Hazards and their Mitigation Options at Netaji Subhash Open University, Salt Lake Campus held on March 28-29, 2014.

4. The Womens' Question in Bengal'.   Unity And Pluralism:Race Community And Creed In The Integrated Identity Of India at Dept. of History, Narasinha Dutt College held on Sept 13, 2013.

5. Underdevelopment in Rural Bengal at Corpus Research Institute held on 2nd & 3rd February, 2013.

6. 1971: Freedom movement of Bangladesh: Some Controversial issues' at xxix Annual Conference of the PaschimBanga Itihash Samsad at Lady Brabourne College, Kolkata held on 24th to 26th January, 2013.

7. The Spread of Buddhism in Ancient Times from India to South and South East Asia, India and South East Asia: Interaction and Exchanges at Department of Ancient Indian History and Culture, University of Calcutta and Adhir Chakravarti Memorial Committee held on 10th January, 2013.

8. Cultural Identity in South Asia: a case-study of Bangladesh', Sixth Biennial Conference of Indian Association for Asian Pacific Studies at Department of South and South-east Asian Studies, University of Calcutta held on December 18, 2012

Dr. Biswanath Mukherjee

1. Solution growth Organic single crystalline Arrays for Novel Optoelectronic Applications Developments of Modern Physics and Electronics J. K. College, Purulia, West Bengal held on 3 – 4 February, 2012.
2. A Novel Approach for designing Aligned Organic Single Crystals Array based Optoelectronic Devices, Seminar on Modern Physics: Some Aspects at a glance S. G. B. College, Bagati, Magra, Dist – Hooghly held on 26 – 27 September, 2013

Dr. Mohua Guha

1. Chital-Rhesus monkey association in Sundarban Tiger Reserve at National Seminar on Exploration of Biological Processes through Chemical Sciences organised by Department of Chemistry and Zoology in collaboration with Indian Institute of Science, Education and Research, Kolkata Narasainha Dutt College held on 7th-8th December, 2011.
2. Analysis of the reasons behind the migratory behavior of the Dalma Elephants, Environment, Ethics and Evaluation at Bijoy Krishna Girls' College, Howrah held on 23rd- 24th November, 2015

<div align="center">ANNEXURE-VII</div>

Departmental Publications

Department of Anthropology

1. **Mandal (Nandi) A.** and Mandal G. C. 2012. Prevalence of overweight and obesity among the urban adolescent English Medium School girls of Kolkata, India. Italian Journal of Public Health, Vol. 9, No. 3, 133-138. **DOI : 10.2427/7535.**

2. **Mandal (Nandi), A.** and Das Chaudhuri, A. B., Mandal G. C., 2013, Significant impact of fertility status on body fat among the urban Bengalee women fromKolkata, West Bengal, India, The Journal of Humanities and Social Science. Photon 112 (2013) 186-190. . **ISJN: 8243-3265.**

3. **Mandal (Nandi), A.** and Das Chaudhuri, A. B., 2014, Influence of body fat distribution by the physiological status in women: a study among the Bengaleepopulation in West Bengal, India. Human Biology Review 3 (4):303-314.(ISSN 2277 4424).

4. **Mandal (Nandi) A.** 2015. Obesity Indices and Blood Pressure in Pre-Menopausal and Post-menopausal Bengali Women from Kolkata.: A Comparative Study, International Journal of Advance Research, IJOAR .org Volume 3, Issue 7, June 2015, Online: ISSN 2320-9151.

5. **Mandal (Nandi) A.** 2015. Content writer of Module Emergence of Man for **e-pathshala for Post Graduate** students, a project of Ministry of Human Resource Department, Govt. of India.

6. **Mandal (Nandi) A.** 2015. Content writer of Module Reconstruction of Ancient Human Behaior and Social organisations for **E-pathshala for Post Graduate** students, a project of Ministry of Human Resource Department, Govt. of India.

7. **Mandal (Nandi) A.** 2015. Content writer of Module Transition to Apes/ Difference between Pongid and Homonid for **E-pathshala for Post Graduate** students, a project of Ministry of Human Resource Department, Govt. of India.

8. **Mandal (Nandi) A.** 2015. Content writer of Module Homo erectus for **E-pathshala for Post Graduate** students, a project of Ministry of Human Resource Department, Govt. of India.

9. **Sumohan Bandyopadhyay,** Hul Maha: Asamapta Andoloner Shapath Diwas' (in Bengali), *Akdin*, July 1, 2011 **(Post-editorial in leading Bengali daily newspaper)**

10. **Sumohan Bandyopadhyay,** 'Finding self in the other: Studying the relation between literature and anthropology with special reference to India' *Journal of Indian Anthropological Society*, Vol. - 46, No. - 2 & 3, 2012.

11. **Sumohan Bandyopadhyay,** Application of Autographic Technique as an Additive Tool in Anthropological Research (Jointly with Onkar Prasad), *The Oriental Anthropologist*, Vol-13, No- 2, 2013.Pp-433-440.

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ANNEXURE- VIII

Campus Map

1mm = 0.3 Unit or 1:300

<div align="center">

ANNEXURE-IX

</div>
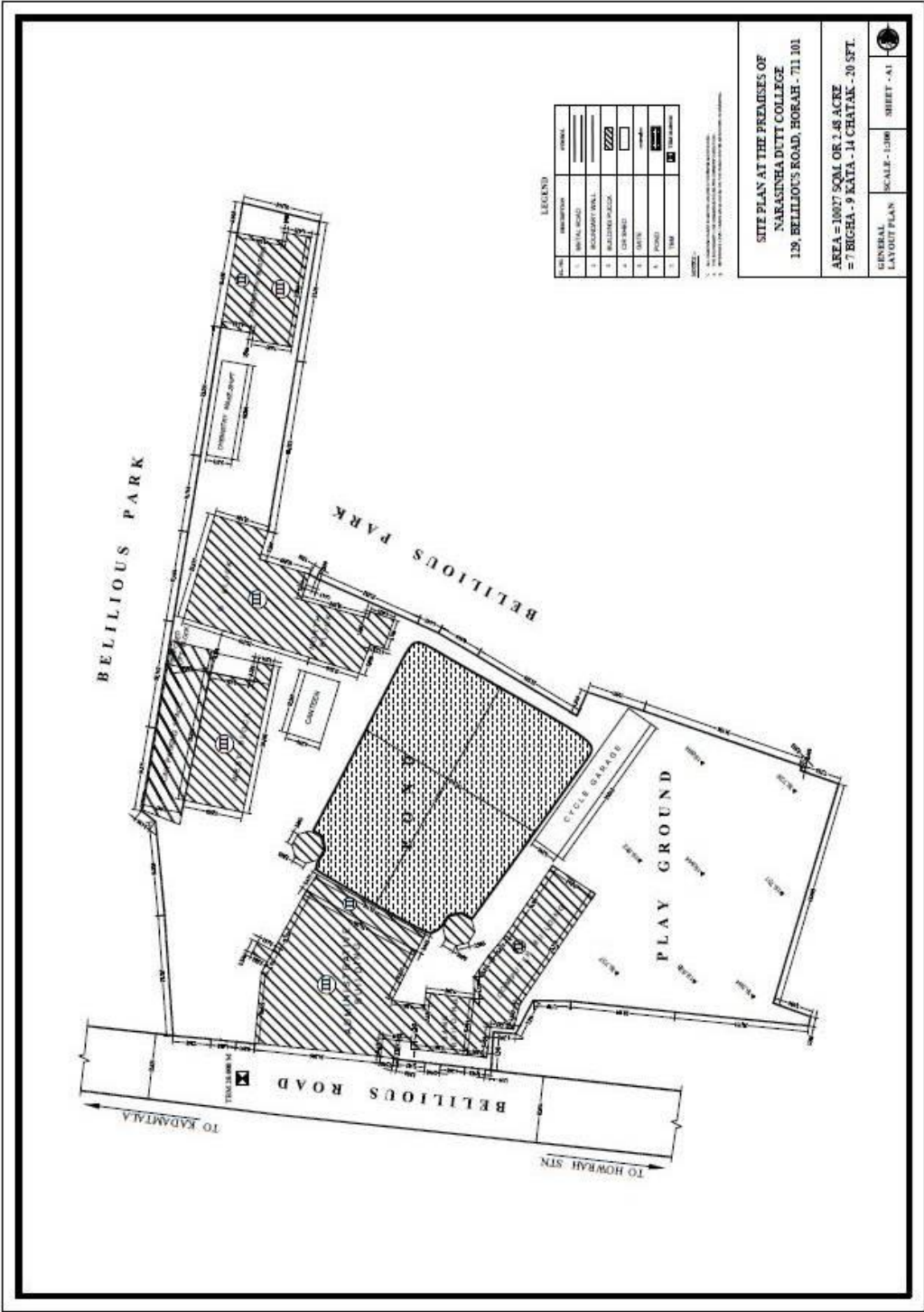
SOCIAL COMMITMENT POLICY

Introduction

The social commitment policy is purported to ensure and protect the commitments and obligations of this institution of higher education towards the society at large. This policy is based on the following three fundamental aspects:

Academic commitment

- The College must ensure and optimize equal access to learning opportunities for students coming from all academic backgrounds.

Economic commitment

- The college must provide the opportunity of higher education to students hailing from all economic backgrounds.

Social commitment

- The college must provide the opportunity of higher education to students hailing from all social backgrounds irrespective of caste, creed and religion.
- This policy is conceived and designed to ensure that the College develops and maintains a comprehensive approach to satisfactorily meet the needs of all students, including those who may encounter some barriers to learning. It also aims at maintaining and bonding among the students, teachers, staff members and other stake holders a proper appreciation of the differences between individuals be it through gender, race, disability or age and the notion of supporting each other, regardless of these differences through collective life.

Scope

- This policy will apply to Narasinha Dutt College management, staff, students, and others associated with it.

Principles

- The College is committed to providing appropriate access to learning opportunities for all potential differences. Within the constraints of available resources and binding of statutory rules and regulations.

- The College will offer as wide a range of programs as practicable and permissible, with clear progression routes between them and effective articulation with the opportunities offered by other providers such as Universities.

- The College recognizes all learners as individuals and will remain committed to meet as far as possible the specific needs of such individual through clear pre-admission guidance, on-going specific and general academic guidance, pre-exit guidance, and all forms of support such as finance, academic and career counseling.

- The College is committed to optimizing skills for work, skills for life and skills for excellence to be attained through implementation of curriculum and capacity building so that the students can successfully play the role of a responsible citizen, an effective contributor, a successful learner and a confident individual..

- The College will develop individual's core skills such as IT/ Communication and a process of core skills screening and its resultant actions will be used appropriately.

- The College recognizes that the nature of learning need of individual students may vary and so the College will provide effective pre-entry guidance to ensure that each individual student may be placed on a course which matches his/her individual needs, abilities and aspirations.

- The College recognizes that there are individuals with particular individual learning needs who require additional support or special arrangements. The college is committed wherever possible to providing the required support and arrangements.

- The College will invite students to identify any additional learning requirements after they get themselves admitted, so that proper responses are made to the requirements at an early date.

- To ensure smooth transition and effective articulation between the College and other providers, the College will maintain close liaison with external agencies involved in provision for, or representation of, students with additional learning requirements.

- The College recognizes its responsibility in terms of offering access to learning opportunities to slow/weak learners and those who would not normally engage with education, employment or training.

- The College recognizes its wider community role and will offer a portfolio of courses that meets the needs of students in their local area.

- In recognition of the needs of employers the College will offer a portfolio of work based courses that meet immediate employment needs.

- The College recognizes the potential in the use of technology to break down barriers to learning opportunities and will continue to develop practical strategies to optimize this within given funding constraints.

- All College staff will be offered relevant development opportunities around commitment and where these necessarily underpin particular roles this development will be mandatory.

Implementation

- Strategic responsibility for commitment rests with the Principal/Teacher-in-Charge.

- Responsibility for strategic planning for commitment across the curriculum and student support lies with the Principal/ Teacher-in-Charge.

- Responsibility for the development of coherent curriculum pathways lies with the Principal/ Teacher-in-Charge.

- Responsibility for comprehensive arrangements for supporting students with additional support requirements rests with the Principal/ Teacher-in-Charge.

- Responsibility for ensuring staff to understand their duties with regard to students with disabilities, through appropriate training and development, rests with the IQAC Coordinator.

- Responsibility for overseeing provision and support services to ensure they are appropriate and effective rests with the teacher mentors.

Admissions

- On-line Admission is provided exclusively on the basis of merit, although the reservation policies of the government are strictly followed. All the notices, instructions, Admission forms, Merit Lists are available in college website.
- Deposition of Admission Fees using core banking system is also provided.

Support for Learners

- All students will have an entitlement to appropriate learner support and will receive full details of how to access these services during their induction

Physical Access to College Campuses

- The college management will review, on an annual basis, physical access to and within the College, to ensure continued compliance with legislative and security requirements.

Students with Additional Support Requirements

- The College will encourage the integration of students with additional support requirements. As part of a wider commitment to equal opportunities the College is committed to promoting and improving opportunities for students and staff with disabilities to enable them to achieve their potential. This policy applies to any present or potential student or member of staff who has additional needs arising from a disability. Equality of Opportunity in accessing the Curriculum is the aim of the institution.

Equality of Opportunity in Accessing the Curriculum

- The College will provide opportunities for flexible learning.

Financial Support for Students

- The application process for financial support will not discriminate against any students or groups. Decisions for the granting of the support will be made according to the relevant guidance received annually from the Finance Sub Committee.

Staff Recruitment

- The actual Recruitment and Recruitment policy of the college is designed to prevent any discrimination or malpractices. The College has a policy of open and fair recruitment.

Publicity, Marketing and Curriculum Materials

- All publicity and marketing materials will be designed to be free from bias and to include positive imagery. This will apply equally to all devised curriculum materials used to support the learning & teaching process.

Harassment, Discrimination and Ragging (HDR)

- The college is committed to provide an environment free from harassment, discrimination or ragging and will ensure that policies exist to ensure that everyone is treated with respect and dignity. Such behavior will be dealt with through the disciplinary procedures of the college and, in serious cases, may result in offenders being expelled or dismissed.

ANTI-HARASSMENT POLICY

Introduction

The college is committed to equal opportunities and to providing an environment in which all staff, students and those for whom the college has a special responsibility (for example visiting academics and students – henceforth referred to as "visitors") are treated with dignity and respect and in which they can work and study free from any type of discrimination, harassment, or victimization. All members of College are responsible for upholding this policy and should act in accordance with the policy guidance in the course of their day-to-day work or study, ensuring an environment in which the dignity of other staff, students, and visitors is respected. Offensive behaviour will not be tolerated. Harassment will be treated as a serious offence which is punishable under the College's disciplinary procedures.

This Policy, and the Code of Practice which accompanies it, apply to the academic and office staff of the College, undergraduate and graduate students, and all others for whom the College is responsible. References to 'academic staff' include principal / Teacher-in-Charge, Full time and Part time teachers and Guest lecturers, who teach the students of the College.

The College is committed to making all staff and students aware of this policy and the accompanying guidance and to providing effective guidance and briefing on it. The College takes steps to ensure that both the policy and guidance are fully understood and implemented.

Management of College and all faculties, staff members, including students, have specific responsibilities. These include setting a good personal example, making it clear that harassment will not be tolerated, being familiar with, explaining, and offering guidance on this policy and the consequences of breaching it, investigating reports of harassment, taking corrective action if appropriate, and ensuring that victimisation does not occur as a result of a complaint.

Definition of Harassment

Harassment is unwanted conduct on the grounds of sex, marital status, gender reassignment, race, disability, religion/belief, sexual orientation or age that violates a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment.

Harassment on grounds of sex, race, religion, disability, sexual orientation or age may amount to unlawful discrimination. Harassment may also breach other legislation and may in some circumstances be a criminal offence. Harassment may occur through the use of internet, email, or telephone.

The other person's motives are not the main factor in deciding if behaviour amounts to harassment. Just because certain behaviour may be acceptable to the alleged harasser or another person does not mean it is not harassment. Being under the influence of alcohol or otherwise intoxicated will not be admitted as an excuse for harassment, and may be regarded as an aggravating feature. Bullying may be characterised by offensive, intimidating, malicious or insulting behaviour, or misuse of power through means intended to undermine, humiliate, denigrate or injure the recipient. It includes any behaviour which makes someone else feel threatened, frightened, humiliated or taken advantage of. Some common forms of verbal abuse include verbal abuse; taunting; setting impossible deadlines or objectives; withholding key information or giving false information.

Victimisation occurs specifically when a person is treated less favourably because he/she has asserted his/her rights under this guidance, either in making a complaint or in assisting a complainant in an investigation. The College will protect any member of staff, student, or visitor from victimisation for bringing a complaint or assisting in an investigation. Victimisation is a form of misconduct which may in it result in a disciplinary process, regardless of the outcome of the original complaint of harassment.

Sexual harassment has been characterised as a particularly degrading and unacceptable form of treatment, as well as a unlawful, such that a victim may bring legal proceedings. If the conduct amounts to assault it may also constitute a criminal offence. Complaints that

sexual harassment has occurred between persons to whom this Policy and the accompanying Code of Practice apply will be taken seriously by the College, and where appropriate may result in disciplinary proceedings. The College will appropriately deal with the incidence of sexual harassment in the College, resolve the complaints, in an appropriate manner through the anti-harassment cell constituted for the purpose..

Sexual harassment is direct sex discrimination by way of uninvited conduct based on the sex of the recipient which is intimidating, hostile or offensive to the recipient. It may include unwelcome behaviour of a sexual nature which the recipient finds intimidating, hostile or offensive, ranging from unwelcome sexual advances, unpleasant remarks, to the display of offensive material of an explicitly sexual nature. Such conduct may be physical, verbal or nonverbal. An aggravating feature of some cases of sexual harassment may be the abuse of a position of authority or trust. The policy of the college in this regard dictates that the provisions of the Sex Discrimination Act and the Equality Act cover homosexual as well as heterosexual harassment.

Reasonable and proper management instructions administered in a fair and proper way, or reasonable and proper review of a member of staff's or a student's work and/or performance will not constitute harassment. Behaviour will not amount to harassment if the conduct complained of could not reasonably be perceived as offensive.

In summary, examples of behaviour that may constitute harassment are:

- Verbal or physical threats;
- Insulting, abusive, embarrassing or patronising behaviour or comments;
- Offensive gestures, language, rumours, gossip or jokes;
- Humiliating, intimidating, demeaning and/or persistent criticism;
- Open hostility;
- Suggestive comments or body language;
- Isolation or exclusion from normal work or study place
- Publishing, circulating or displaying pornographic, racist, sexually suggestive or otherwise offensive pictures or other materials;

- Unwanted physical contact, ranging from an invasion of space to a serious assault

(The above list is not intended to be exhaustive.)

Advice to individuals who may be suffering one or more forms of harassment

Individuals may be unsure whether certain behaviour amounts to harassment. The first step may be to discuss the matter in confidence with a friend or colleague who is familiar with the College setting. Members of staff may want to discuss the matter with immediate superiors, College Management and colleagues. Students may want to discuss the matter with the teacher or any other college officials with pastoral responsibilities.

WRITTEN COMPLAINTS

Format of Complaints

Written complaints take the form of a letter or memorandum describing the conduct on which the complaint is based. It will include:

- the date(s) and place(s) on which the offensive conduct occurred,
- the names of any witnesses, and the name of the respondent
- any efforts to resolve the complaint and the results of these efforts
- if appropriate, the specific outcome the complainant seeks

Filing of Complaints

Students: As noted above, complaints against undergraduate students should be filed to the Head of the Department.

Employees: Complaints against employees should be filed to the Principal/Teacher-in-Charge.

Notification of Respondent

Within fifteen (15) working days of the receipt of the complaint, the coordinator of the anti-harassment cell ,will notify the respondent in writing, advise the respondent of the name of the complainant, the nature of the allegations, refer the respondent to this policy,

and provide a copy of the complaint. The Coordinator will confer with the complainant and the respondent independently to review options for resolution of the complaint. The complainant, with the assistance of the Coordinator, will choose the option he or she prefers, subject to the right of the respondent to request mediation or the appointment of a Harassment Hearing Committee (see Hearing Committee, below). The respondent will also be advised that any speech or conduct threatening or constituting retaliation against the complainant will be regarded as a serious and separate infraction.

Either the complainant or the respondent may request the Coordinator to attempt resolution of the complaint through mediation. Either party may decline to participate, or the Coordinator/Principal reserves the right to decline mediation if the Coordinator deems that it is not appropriate as to the particular complaint. If the parties agree to mediate and good faith efforts to mediate the complaint are ongoing, the Coordinator may suspend other complaint resolution options. If, through mediation, a settlement is agreed to by both parties and approved by the Coordinator, no further option for resolution will be available. The case will be recorded in the institutional tally and institutional memory file.

If no settlement is reached, the complainant may choose either the Administrative Resolution or the Hearing Committee option.

Administrative Resolution

The complainant has the exclusive prerogative of choosing the administrative resolution option, subject to the right of the Coordinator to determine that administrative resolution is not appropriate in the given case or the right of the respondent or the Teacher-in-Charge / Principal to request the appointment of a Harassment Hearing Committee (see Hearing Committee, below).

In an Administrative Resolution, the Teacher-in-Charge / Principal with whom the complaint is filed will review the complaint with the Coordinator and the complainant and will also meet with the respondent. The Coordinator will then seek to resolve any factual disputes by interviewing witnesses and reviewing documents in order to establish the

credibility of the parties. The Coordinator will ordinarily complete this investigation within fifteen (15) working days of notification of the respondent and determine whether the preponderance of evidence indicates that harassment occurred.

After completing the investigation, the Teacher-in-Charge / Principal will meet with the complainant and respondent, either together or separately, to discuss an appropriate resolution of the complaint. After this meeting(s), the Teacher-in-Charge / Principal will prepare a statement of the facts and a conclusion.

Possible Findings

If harassment is the finding, the Coordinator will find any prior history of infractions in the institutional memory file. The Coordinator will then recommend a resolution in writing and deliver the recommendation to the Teacher-in-Charge / Principal.

Teacher-in-Charge / Principal will review and accept or reject the Coordinator's recommendation. Decision is ordinarily made within fifteen (15) working days of the receipt of the coordinator's recommendation. The decision will be intimated in writing to the complainant, the respondent and the Coordinator. The case will be recorded in both the institutional tally and the institutional memory file.

If it is determined that there are insufficient grounds to support the claim of harassment, the parties will be so informed in writing and the complaint will be dismissed. The complaint will be recorded in the institutional tally and in the institutional memory file.

ICC or Internal Complaints Committee under The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

Principal / Teacher-in-Charge will decide whether the whole matter and the proceedings are forwarded to the Internal Complain to Committee under The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

- The Committee is required to complete the inquiry within a time period of 90 days.

- On completion of the inquiry, the report will be sent to the Principal/Teacher-in-charge who is mandated to take action on the report within 60 days.
- The college is required to constitute an Internal Complaints Committee.
- The Complaints Committees enjoys the powers of civil courts for gathering evidence.
- The Complaints Committee is required to provide for conciliation before initiating an inquiry, if requested by the complainant.
- Penalties have been prescribed for employers. Non-compliance with the provisions of the Act shall be punishable with a fine of up to Rs. 50,000/-.

Process for Complaint and Inquiry

Please refer to the following flowchart which provides, in brief, the process to be followed by the aggrieved employee to make the complaint and by the employer to inquire into the complaint. The law allows female employees to request for conciliation in order to settle the matter although a monetary settlement should not be made as a basis of conciliation.

Action against Frivolous Complaints

So as to ensure that the protections contemplated under the Sexual Harassment Act do not get misused, provisions for action against "false or malicious" complainants have been made.

India: Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
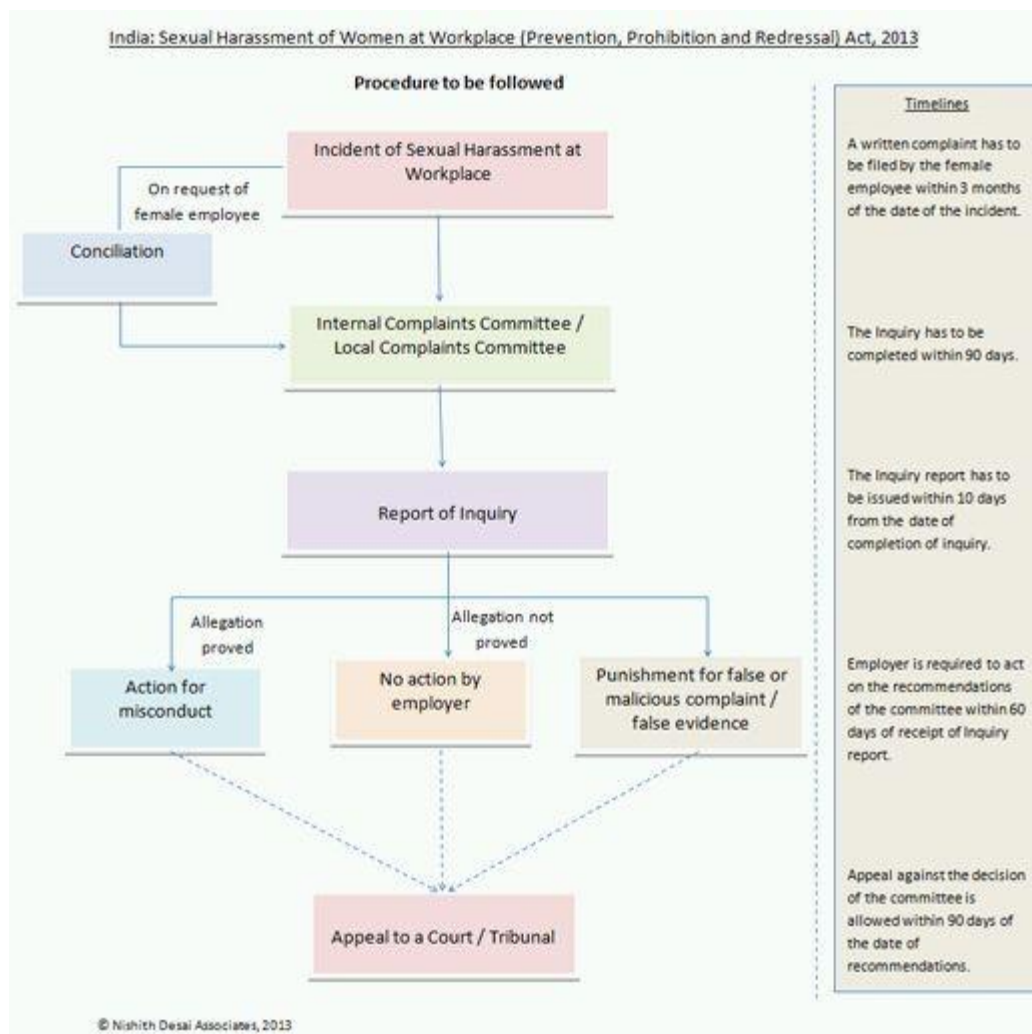
Before appealing to the court, if the situation demands college authority can refer the case to the Women's commission.

Employer's Obligations

In addition to ensuring compliance with the other provisions stipulated, the Sexual Harassment Act casts certain obligations upon the employer to, inter alia,

- provide a safe working environment
- display conspicuously at the workplace, the penal consequences of indulging in acts that may constitute sexual harassment and the composition of the Internal Complaints Committee

- organize workshops and awareness programmes at regular intervals for sensitizing employees on the issues and implications of workplace sexual harassment and organizing orientation programmes for members of the Internal Complaints Committee

- Treat sexual harassment as misconduct under the service rules and initiate action for misconduct.

The employer is also required to monitor the timely submission of reports by the ICC.

If an employer fails to constitute an Internal Complaints Committee or does not comply with any provisions contained therein, the Sexual Harassment Act prescribes a monetary penalty of up to INR 50,000 (approx. US$1,000). A repetition of the same offence could result in the punishment being doubled.

Hearing Committee

If the Principal / Teacher-in-Charge decides that the situation is not so grave to forward to the Internal Complain to Committee, Principal / Teacher-in-Charge will appoint a Harassment Hearing Committee to review the case and, after determining the facts, to make a recommendation.

Composition of Hearing Committee

The Teacher-in-Charge / Principal will appoint a five-member committee to hear the case. The members will be Teacher-in-Charge / Principal, the coordinator of the anti-harassment cell and three members selected from the Governing body members (Preferably external members).

Committee Procedures

- The Coordinator will provide Committee members with copies of the complete policy on Discriminatory Harassment; deliver to the Chairperson of the Hearing Committee a complete set of documents in the case; assist the Chairperson in scheduling a hearing, ordinarily within fourteen (14) days of the request for a hearing; assist the Chairperson in identifying the witnesses whom the complainant

and respondent intend to call; and identify other persons who might assist the Committee.

- The hearing will be held, if possible, on consecutive working days and will be closed to persons other than those participating. However, either party may be accompanied by an advisor and/or legal coordinator, with whom he or she may consult, upon request, at reasonable times during the hearing. The intention to be accompanied by legal counsel or an advisor must be communicated to the Chairperson at least two (2) days prior to the hearing.

- Advisors and legal counsel may neither address the Committee nor question witnesses.

- The hearing will begin with the presentation of the complainant's case and be followed by the respondent's response. The Committee will then question both parties and give the parties an opportunity to question each other, provided, however, that upon the request of the complainant, the Committee shall establish an alternative questioning procedure if the complainant elects not to directly confront the respondent

- Witnesses will not be present except during their testimony. Witnesses, beginning with those of the complainant, will relate their knowledge of relevant facts through questions posed both by the Committee and by both parties. Once the Committee is satisfied that all relevant information has been presented, both parties may present summary statements and/or briefs to the Committee

- The Committee will meet privately to determine the facts and the extent to which they constitute discriminatory harassment under a preponderance of evidence standard.

Possible Findings

If the Committee determines that discriminatory harassment has occurred, the committee will be given access to the record of any prior infractions by the respondent. The Committee will then assess the seriousness of the case based on the severity of the harassment, the extent to which it was a single or repeated incident, and any record of past infractions. In consultation with the Harassment Coordinator, the Committee will develop

a recommendation on sanctions. (Possible sanctions include: letter of warning, letter of reprimand, mandatory counselling or training, reparation, suspension, dismissal or termination, any combination of these sanctions, as well as other appropriate alternatives.)

The Committee will communicate its report and recommendation to the Governing Body.

If the Governing Body accepts the report, it will determine and impose the sanctions. Where appropriate, the necessary steps will also be taken to reverse actions which the respondent may have taken in the harassment of the complainant (e.g., restoration of rights or privileges, review of academic or personnel evaluations). The Principal / Teacher-in-Charge will send written notice of the resolution of the complaint to the respondent, within ten (10) working days after the decision of Governing Body. The Coordinator will record the case in the institutional tally and the institutional memory file.

A copy of the decision will be placed in the respondent's file; no record will be made in the complainant's file.

If it is determined that there are insufficient grounds to support the claim of harassment, the parties will be so informed in writing and the complaint will be dismissed. The complaint will be recorded in the institutional tally and in the institutional memory file. If it is determined that a claim of harassment is knowingly false, the Hearing Committee will recommend appropriate sanctions to the complainant's area and a notation will be made in the complainant's file. This action will be recorded in the institutional tally and in the institutional memory file.

Procedures for Appeal

Respondent or complainant can appeal to the Governing Body in the following grounds

- The decision lacked a factual basis
- It did not conform to the procedural requirements of this policy
- It was based on bias
- It violated the respondent's academic freedom

A formal appeal must be filed in writing within fourteen (14) working days after the respondent is informed of the decision.

Students: Students may appeal to the coordinator who will either sustain or reverse the decision, or refer the case back to the Governing Body for Student Affairs for further review and resubmission.

Faculty: For a sanction other than dismissal, faculty may appeal to the Principal. If the sanction is dismissal by the President during the term of a contract, faculty may appeal to the Faculty Hearing Committee

Non-Teaching Staff: Employees may appeal to the Principal, who will either sustain or reverse the decision, or refer the case back to the Governing Body for further review and resubmission.

SUMMARY OF RECORD KEEPING

Institutional Tally

Once a year, the Coordinator will report upon the number of discriminatory harassment complaints filed in the previous twelve (12) months. This report will not include names or identifying facts, but will include: the nature of the allegation; the status of the parties involved (e.g., faculty, staff); and whether or not discriminatory harassment was the finding.

Institutional Memory

The need to identify repeat offenders requires that the Coordinator keep a central file, separate from individual files. This file will include the names of individuals involved in written or unwritten harassment complaints.

Individual Records

No notations or records will be placed in individual files in the case of unwritten complaints, whether or not the situation is resolved. In written complaints, a guilty finding and/or the sanctions imposed will be recorded in the respondent's file. Similarly, a finding that a knowingly false charge has been filed will be recorded in the complainant's file.

Policy Dissemination

The substance of this policy is included in the college website.

Education and Awareness

Students and faculties are briefed about the harassment policy during induction program.

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ANNEXURE-XI
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ANTI RAGGING POLICY

Introduction

Narasinha Dutt College Campus is a ragging free campus. Number of anti-ragging measures is in place to ensure strict compliance.

Students will refrain from ragging of any kind and those who violate this rule will be instantly suspended from the College besides being liable to be prosecuted before the appropriate court of law. The matter will be placed before the Anti-Ragging Committee, which will review the incident of ragging and take action according to the due process of law. Students must take note that ragging results in their dismissal from the College. The attention of the students is also drawn to the judgment of the Hon'ble Supreme Court of India wherein it is mandatory for the institution to file a complaint with the Police Authority, and with all resulting consequences as per the Circular of the Directorate of Higher Education, Government of West Bengal Government/University Grants Commission (UGC), guidelines notified vide no.F.1-16/2009 (CPP-II) dated 21-10-2009 on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (Under Section 26(1) (g) of the University Grants Commission Act, 1956). In addition to the above, those students who indulge in the acts of ragging shall attract the punishments as applicable, which include any one or combination thereof:

What Constitutes Ragging?

Ragging constitutes one or more of any of the following acts:

- Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.

- Indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.

- Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.

- Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.

- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.

- Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students

- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;

- Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.

- Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

The Immediate Consequences according to the level of incident

- Expulsion from the college
- Suspension from the classes
- Fine with a public apology
- Withholding of scholarship or other benefits extended to those involved in ragging
- Debarring from representation in cultural or sports events, or any other in events for which the student(s) may have been selected

Allied Punishment for the incidence of Ragging

Entering the ragging incident on the Transfer Certificate/Migration Certificate of the students, which may adversely affect their career? No placement assistance to students found guilty of ragging. Filing of a complaint by the affected student with the Police Authority (as per the Supreme Court's Directive).

Disciplinary Procedure

The Anti-Ragging Committee will deal with all disciplinary matters. The Committee shall constantly monitor the behavior of the students. All disciplinary matters will be placed before the Committee, which will hear the matter and take action according to the due process of law. The affected student is required to submit an anti-ragging affidavit as per the UGC notification. Continuous watch and vigil over ragging by Narasinha Dutt College and the College will promptly deal with the incidents of ragging brought to its notice. The University will summarily punish or reprimand the guilty student, either by itself or by following procedures, administrative or otherwise, by constituting a special Enquiry Committee and put forth its findings or recommendations before the competent authority to take a decision. Students are encouraged to report any ragging act witnessed or experienced by them to the College administrators, faculty, Anti-Ragging Committee and Grievance Redressal Cell or other any staff member with whom the student may feel comfortable. The College ensures the confidentiality of such a disclosure by the student.

ACADEMIC POLICY

Admission process adheres to the guidelines provided by the affiliating university and the state government. The whole process is monitored by the admission committee of the college in consultation with the academic sub committee and the IQAC

- Admission criteria for Honours and General courses are discussed and decided in the academic sub-committee.
- For PG admission, departmental committee monitors it and the merit list is a combination of weightage on the basis of University marks and admission test score.
- Reservation for all categories is strictly adhered to as per Government directives.
- Statutory reservation policy of the government is followed by the institution for SC/ST/OBC/PH/Others. However, there is no reservation for female students and other minority groups.
- Statutory reservation policy is adhered to by the institution for OBC-A and OBC-B groups.
- Preference is given to students with excellence in sports either at District/National level by college.
- The evening section of the college gives opportunity to needy students who remain engaged in earning their livelihood during daytime.
- The academic calendar is provided by the affiliating university
- Before the commencement of the course, HODs submit the routines of the respective departments with detailed class allotments of the faculty members to the routine committee of the college.
- Departmental meeting is held to allocate the course for the academic year to all the faculties.
- The routine committee finalizes the routine in consultation with the Principal and is circulated among the students and HODs. HODs in return circulate the routine among the faculty members.

- An evaluation schedule of internal assessment, midterm tests and class tests is followed. The internal evaluation system is monitored by the Academic sub-committee and IQAC.

- Each department prepares an evaluation system for monitoring the progress of the students according to their requirement and convenience.

- The betterment of the teaching learning process is guided and monitored by the IQAC which functions as an overall advisory body. The body helps in modalizing effective teaching plans, teaching modules of the subjects which helps in holistic improvement of the academic curriculum of the college. Formal and informal feedbacks serve as yardstick to ensure best quality teaching. Thus, overall IQAC acts as a guide and moral booster to all the new endeavors of the faculties.

Academic committee

- The institution monitors the progress and performance of students through the duration of courses, through the supervision of the academic committee of the college and the respective departments.

Communication

- Progress and performance of students is also communicated to guardians as and when necessary through parent teachers meeting and guardian call.

- Relevant notifications are done from time to time on the notice board.

- The college makes policies which are followed to improve the learning outcome and scores achieved by the academically weaker sections.

- Seminars are organized and remedial classes are also conducted.

- Feedback from students is collected and more emphasis is laid on written suggestions.

The curriculum as designed and modified from time to time by the respective Under-Graduate Board of Studies (UGBOS) for different subjects of the University of Calcutta is communicated to the Departmental teachers through organization of workshops. This

curriculum in turn is thereafter discussed within each department among the departmental teachers for streamlining the implementation of the respective academic programmes. At the outset of the new academic session the curriculum is thoroughly explained to the students by the respective departmental teachers so that they can fully understand their academic responsibility and commitment as well as the objectives and methodologies of teaching/learning and evaluation. The college doesn't have much scope to develop any curriculum on its own but it monitors the proper implementation of the academic programmes through the Principal, Academic Committee and Teachers' Council maintaining the guidelines prescribed by the UGBOS.

The curriculum delivery is made effective in the following ways:

- Faculty members are strictly asked to follow the modules prescribed in the curriculum for the different subjects framed by the affiliating university as per its regulations.
- The departments under the stewardship of the respective HOD's , formalizes the allocation and distribution of specific components of the syllabi to respective teachers and also chalks out a tentative time schedule for proper completion of the curriculum. An academic plan is thus prepared accordingly.

Principal, IQAC, Teacher's Council and Academic Committee coordinates with each of the departments and discuss the entire curriculum and the revisions made therein from time to time.

The program objectives in respect of the curriculum are achieved systematically:

- The educational objectives of each curricular program are clearly identified and spelt out in departmental academic deliberations as well as in the discussions of the academic committee.

- Furthermore, whenever the curriculum is revised /amended by the university, the respective departments as well as the academic committee of the college undertake regular meetings so that the revised curriculum is adequately and comprehensively dealt with to meet the program objectives.

- There is an institutional evaluation system in the form of regular internal assessments by respective departments, mid term tests and annual selection tests. This system periodically measures the outcome of the stated curriculum objectives.

- The institution has an internal monitoring system under the able guidance of the HOI and the IQAC to take care of successful completion of the curriculum through a properly planned teaching/learning process.

- Further, all outgoing students are required to provide the feedback which identifies and indicates the program outcomes acquired by them.

- In case of any anomalies, the institution initiates corrective actions to ultimately ensure the objectives of curriculum being satisfactorily achieved.

- In regular meetings of the teaching departments HODs interact with their subject colleagues in respect of successful implementation of the curricula and required replenishment if any.

- Special and remedial classes are arranged for slow learners, while the more advanced learners are supported and encouraged with tutorial classes

QUALITY POLICY

Policy Statement

The College is committed to a policy of continuous quality assurance leading to quality improvement. This means robust, accurate and ongoing self assessment which leads to real improvement in the quality of provision and learner experience and success. The self assessment process is grass roots upwards process which involves the whole College community. Self assessment is validated through

- The function of Internal Quality Assurance Cell
- Annual quality Assurance Report submitted to NAAC
- Perspective and Strategic Plan (PASP)
- Review meetings held by key groups such as various subcommittees of the Teachers' Council, Staff Council, different Cells, different Clubs, Students' Union, Alumni Association, Parent Group along with the Governing body.
- External peer evaluation of College Quality Assurance processes also takes place.

Policy Scope

The purpose of this policy is to establish guidance regarding key aims and actions relating to College quality assurance procedures.

Policy Aims

The College aims to have robust and accurate self assessment which leads to real improvement.

To achieve this we must:

- Create staff confidence in the self assessment process
- Expect all staff and members of the College community, including Governing Body members and students, to contribute to self assessment and to quality improvement

- Operate within a coherent quality cycle which is published in the Quality Assurance and Improvement Handbook
- Use external peer evaluation of College reports and processes to assist quality improvement

The College aims to be outstanding in all areas of College business. To achieve this we must:

- Provide opportunities for all staff to develop outstanding practice. Analyse the capabilities of our staff through observation feedback, learner and parent voice feedback and other ways and provide the appropriate professional development to ensure they have the skills necessary to deliver outstanding practice. For teachers this will focus on the skills to deliver inspirational teaching and learning
- Analyse all staff SARs (Self Appraisal reports) and identify staff development needs in order to form a year's programme to cater to the Career Advancement requirements of the Teaching staff
- Share good practice across the College, in all areas of College business, through a variety of mechanisms
- Establish the aspiration for outstanding teaching and learning
- Challenge satisfactory and less than satisfactory performance through Self Assessment Report and Action Plan Review meetings, other opportunities
- Recognize and celebrate outstanding performance of all staff

The College aims to enable outstanding success for all of our learners.

The College aims to provide accurate and formative assessment and verification. To achieve this we must:

- Have accurate formative assessment which informs learners how to successfully achieve their summative assessments.

The College aims to carry out rigorous action planning and monitoring. To achieve this we must:

- Devise action plans that will achieve year on year improvement

- Rigorously monitor quality improvement plans and targets through Review meetings
- Inform all staff, including senior management and governors on the ongoing monitoring of quality improvements

The College aims to achieve very high satisfaction for all of our learners, parents, staff and other stakeholders. To achieve this we must:

- Learn from and act upon learners', parents', staff and other stakeholders' comments in surveys and forums to improve their experience
- Ensure these surveys are available in alternative formats and on the College website as appropriate in order to maximise response rates

Related Documents

- Calcutta University Statutes and College Manual
- Annual Quality Assurance Report
- Grievance Redressal Policy and Procedures
- Department Self Assessment Reviews and Action Plans
- Equality and Diversity Policy
- Quality Assurance and Improvement Handbook
- Staff Development Policy and Procedures

COMPUTER AND INTERNET USAGE POLICY

The college has more than Ninety Five (95) PCs and more than 12 Laptops along with various related accessories. There are three separate LANs in the campus i.e. Computer Science Dept, Mathematics Dept. and College Office. College has some specific usage policies for these Computing Systems and resources. The Computing Systems and resources of college serve to support and enhance the academic mission of the college. Access to the computing systems and resources is a privilege to be used in ethical, lawful and effective ways that supports the values of the college.

Some departments (e.g. Computer Science, Mathematics, Physics etc.) have computer related studies in their course curriculum. These departments have computers in their Laboratories which are used for specific academic purpose. Further, all departments have departmental computers to prepare study notes by teachers, to access Internet for academic purpose and to access their Inflibnet Account to study e-books / research papers.

The college has an UGC Network Resource Centre (NRC) at Library. Two PCs including one of UGC-NRC with internet facility are available there for students. Students need to take permission from administrative authorities by issuance of 'Internet use slip' to get access of those computers. A strict vigilance is maintained by the Librarian and other staff members on misuse of the resources and to take disciplinary measure. Strong punishments are set if any student found with creation, transmission, storage, access or viewing:

- Any form of material supporting to harassment or discrimination
- Any form of pornographic, obscene material
- Any form of illegal trade, negotiation or conspiracy to conduct illegal act

College office (both Academic Section and Account & Establishment Section) are computerised and have separate internet connections. All these sections including Teacher-in-charge's room are connected with a Server by a LAN. A network based 'Students

Details Management' package is being used to keep the information about admitted student. The software use password authentication method.

Certain regulatory actions are taken in the above mentioned LAN on:

- Online gaming and offline gaming
- Downloading, copying of pirated software
- E-mail communication which denigrate the objective of the college
- Access of students' data without permission of authority
- Multi-copy printing without permission of the authority

Department of Higher Education of State Government has introduced COSA, Pay-Packet Process; and the Department of Finance has started E-Pradan, E-Bantan, E-tender system etc. All of these systems have some authentication mechanism in forms of Digital Signature of the Teacher-in-Charge and Password also to ensure the proper and actual usage. The college has the Convenor, IQAC as the Nodal Officer of AISHE who has his password to access the AISHE account of the college.

All the departments, Teacher-in-charge, IQAC, Alumni and the college itself have separate e-e-mail account in the domain of the website of the college. They are protected by password and security questions.

College has a committee – 'Computer and Website Committee' which consists of Teachers, Staff members and students to look after the optimum and efficient utilisation of computer resources in the college

<div align="center">ANNEXURE-XV</div>

GREEN POLICY

"Think Green; Live Green; Go Green"

To deliver substantial benefit, improving environment in and around the college while inviting innovation and growth we have adopted the Green Policy.

The necessity of adopting strategies and approaches aimed at litigating pressure, restoring ecosystem and adapting to climate change and depleting resources is the need of the hour and we need to act now. To enact the policy our college has set its eyes on 5 basics as under which will be applicable for Students, Faculties, Staff members and all kinds of visitors -

Sustainable Environmental Development:

- To ensure the sustainability of the environment.

Economic viability:

- This policy must follow Economic viability with high efficiency.

Community/Social acceptance:

- Community acceptance is the main success key of the green policy and the co-operation of the community members, college faculties, staffs and students are the main strength of this project.

Prevention of Environmental Degradation:

- To prevent further degradation of Environmental resources.

Environmental Ethics:

- The codes of ethics on environment give greater emphasis to responsibilities towards society and strengthen the environment. These ethics are based on truth, honesty, justice, trust-worthiness, respect and safeguard of human life and welfare.

So, College therefore commits to –

1. Reduce, Reuse and Recycle.

- Reduce the waste that is produced from college canteen kitchen and office bins.
- Use reusable resources and containers and avoid plastics.
- Recycle or safely dispose white goods, Ex. Computers, its accessories and electrical appliances.
- Promote reuse of items through posters and awareness campaign.
- Dispose all waste in a scientific manner (Use of Green Bins for Biodegradable and Red Bin for Non-biodegradable wastes).

2. Reduce energy consumption

- Give preference to the most energy-saving light bulbs.
- Provide energy efficient heating systems with adjustable controls.
- Encourage staff and students to turn off electrical appliances when not in use.
- Conduct switch off drills at regular intervals.
- Ensures that all computers are switched off when not in use or to keep in power saving mode.

3. Minimize consumption of water and ensure quality drinking water to one and all:

- Appliances to be used to reduce water consumption.
- Repair leakage, dripping taps and showers as quickly as possible.
- Aware staffs and students to decrease water usage.
- Use hygienic water storage mechanism.
- Use of UV & RO operated water purification system is to be installed with a regular servicing contract.

4. Minimize the use of chemical pollutants

- The chemical waste generated from the chemistry and biological laboratories are to be disposed off in a scientific manner.

- All cleaning products used by the college have a minimal detrimental effect on the environment.
- Cleaning products must be biodegradable and non-toxic.
- Burning plastic and other materials are to be prevented in the campus because it emits harmful gases.

5. Encourage the students and other members to participate in "Go Green" campus.

- Establish and maintain a Garden in the campus.
- Another Medicinal plant garden has to be established.
- Tree plantation should be organized under Go Green project by faculties, staff members and students together in a regular interval.
- Plantation in adjoining area of the college is also recommended.
- Planted trees must be reviewed periodically.

6. Enrichment of knowledge amongst the Community members by awareness programme.

- Workshops are to be organized among the faculties, staffs and students.
- Camps are organized in the adjoining area amongst common people to spread environmental awareness.
- Conduct various courses to promote the environmental awareness.

7. Ensure that the Green Policy is enacted, enforced and reviewed.

- Alongside the activity of Nature Club run by the Department of Zoology, College has to establish an Eco Club which will advise its staff members and students about implementation of this Policy.
- The club will review the Green Policy on an annual basis.
- This club will monitor the progress of this policy.
- All the staff members and student must have responsibility to ensure the commitment in the green policy that it is properly put into practice.

- Ensure that a Green audit is conducted annually and action should be taken accordingly.To navigate the future generations in a right path we have to follow the above mentioned points and pathways mentioned here under -

A. Assessment of Environment and Biodiversity –
For any effective conservation practice prior assessment is needed.

B. Environmental Planning.
We have to plan our next step accordingly after a certain assessment.

C. Environmental Management.
Proper management of existing environment is necessary.

D. Environmental Audit.
Every progression of the projects ought to be audited regularly by professionals.

E. Environmental Review.
An annual review of the projects is expected to be prepared.

F. Environmental Conservation.
Effective conservation measures are to be adopted.

G. Environmental Protection.
Automatically Environment of the college will be automatically protected then.

Organisation Structure

Organisational Structure
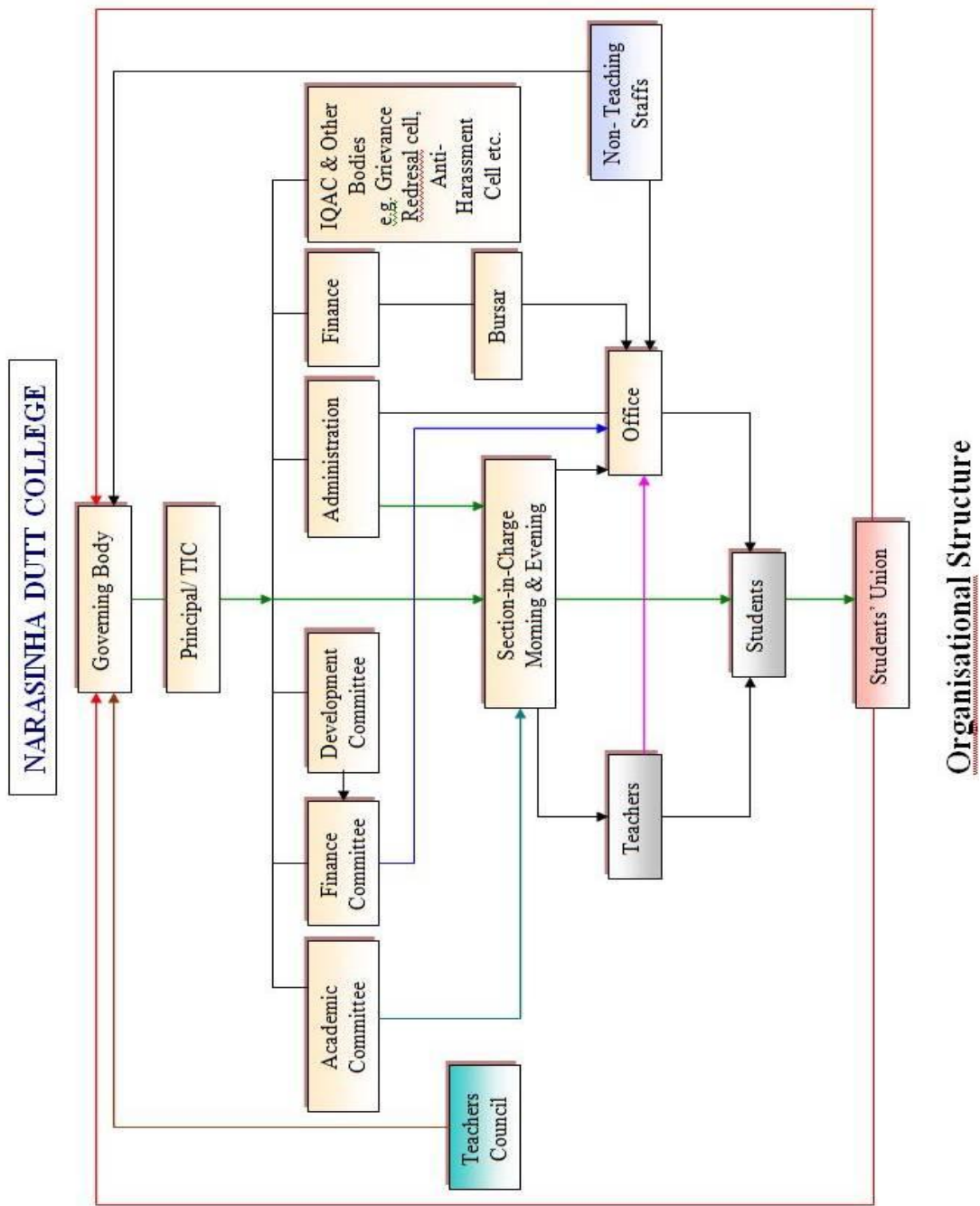
Feedback analysis of students

Students Feedback on Teachers 2011-12

Attributes	Rating
Communication	7.63
Interest Generation	7.15
Degree of Integration	6.97
Accessibility	7.23
Evaluation Process	6.64
Provision of timely feedback	7.11
Knowledge	8.34
Sincerity	7.61
Overall Rating	7.52

Students Feedback on Teachers (2011-2012)
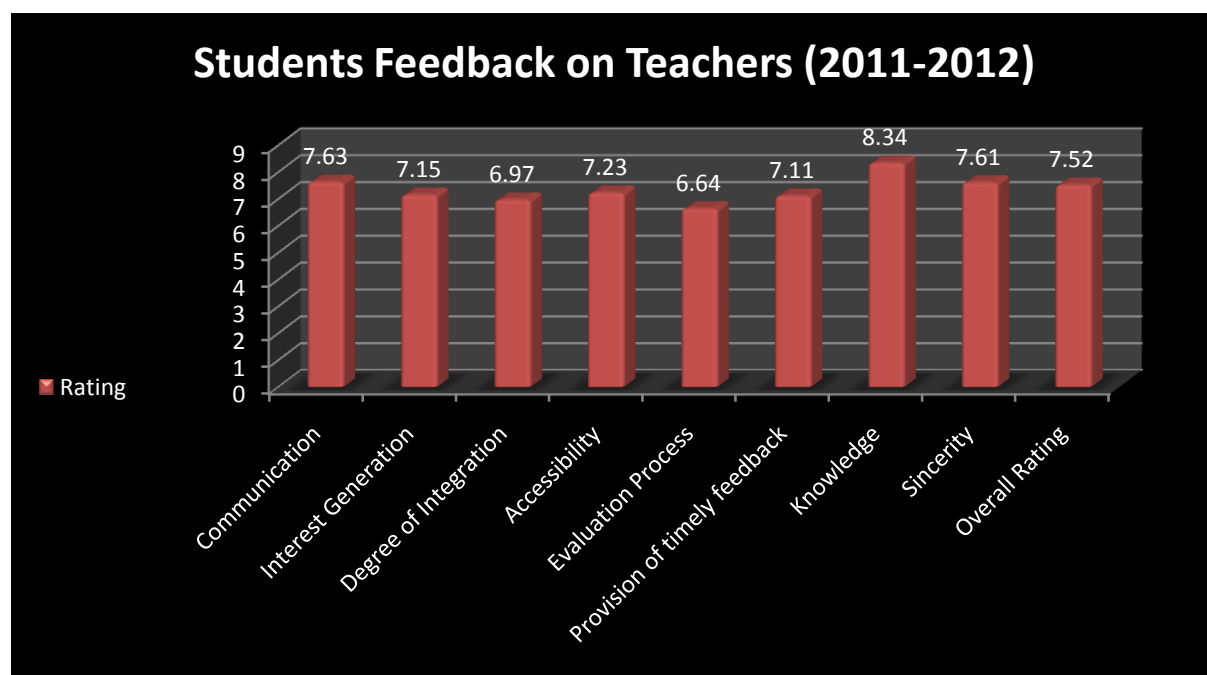
Students Feedback on Teachers 2012-13

Attributes	Rating
Communication	6.94
Interest Generation	6.09
Degree of Integration	5.9
Accessibility	5.62
Evaluation Process	6.08
Provision of timely feedback	5.44
Knowledge	7.06
Sincerity	6.67
Overall Rating	6.49

Students Feedback on Teachers (2012-2013)
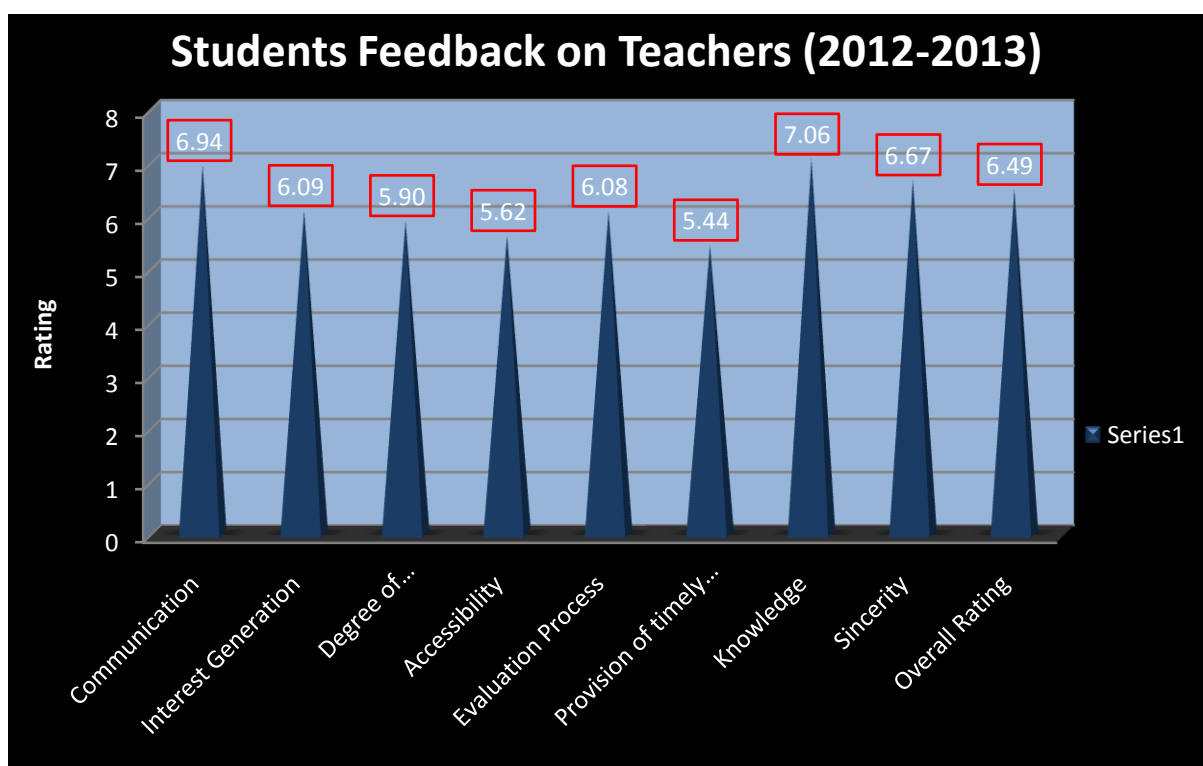
Students Feedback on Teachers 2013-14

Attributes	Rating
Communication	8.6
Interest Generation	8.8
Degree of Integration	8.1
Accessibility	8.3
Evaluation Process	8.1
Provision of timely feedback	7.9
Knowledge	8.5
Sincerity	8.7
Overall Rating	8.9
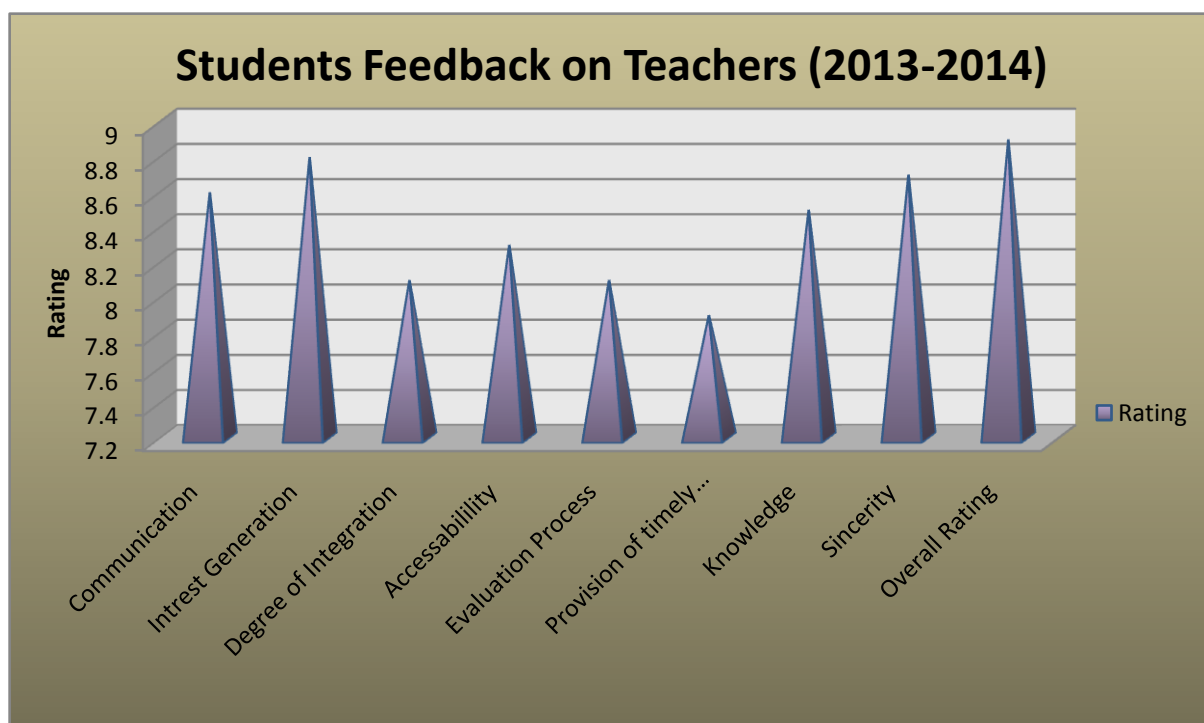
Students Feedback on Teachers 2014-2015

Attributes	Rating
Communication	8.8
Interest Generation	8.5
Degree of Integration	8
Accessibility	8.4
Evaluation Process	8.3
Provision of timely feedback	7.8
Knowledge	9
Sincerity	8.7
Overall Rating	8.6
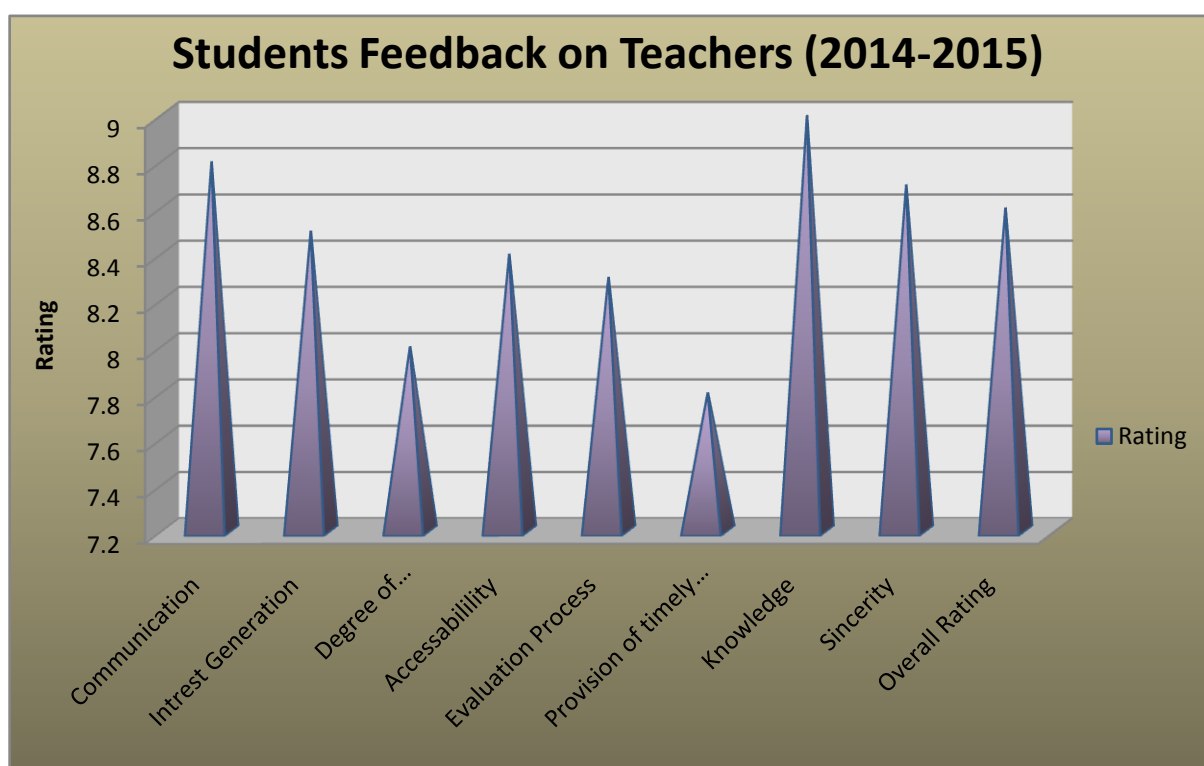
Feedback on Library

Facility	Percentage	Remark
Visit	95%	Regular
Resource Available	80%	Moderate
Arrangement of Books	90%	Satisfactory
Reading Space	60%	Non-Satisfactory
Staff Co-operative	90%	Satisfactory
Use of Xerox Facility	80%	Regular
Access Internet	80%	Occasational
Online Resources	60%	Occasational
Enough Nodes	80%	Non-Satisfactory
Net Centre Staff Co-operative	90%	Satisfactory
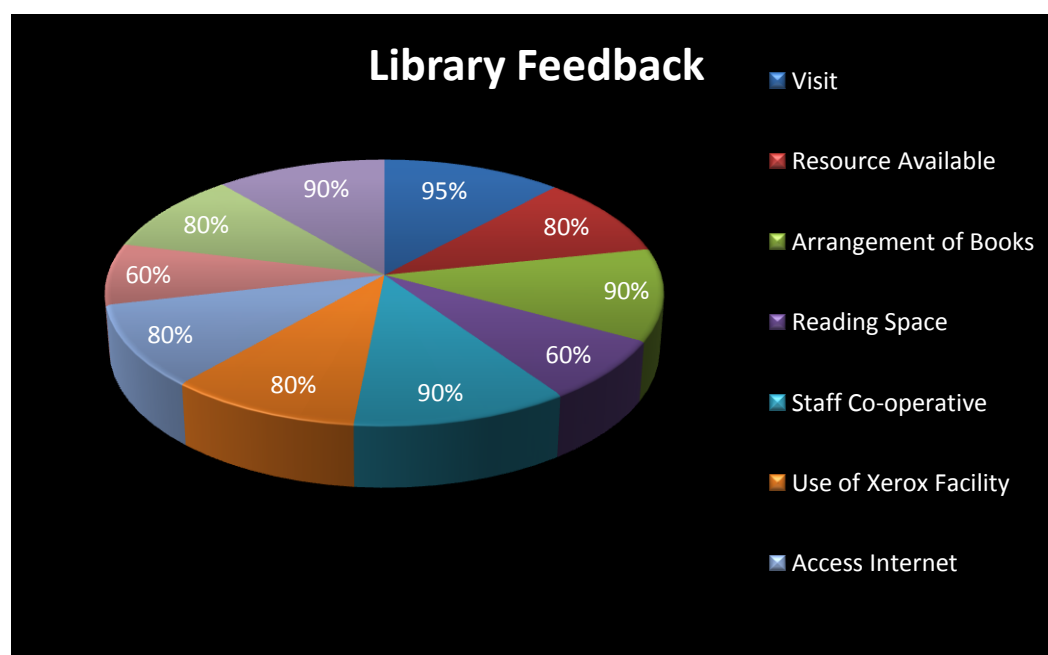
Institutional Feedback

Institutional Feedback	
Attributes	**Remark**
Admission Process	Very Good
Meritorious Student	Good
Learning Resources	Satisfactory
Updation of Knowledge	Very Good
Class as Schedule	Very Good
Library-Optimal Utilization(Faculty)	Good
Library-Optimal Utilization(Students)	Good
Management	Good
Examination System	Good
Teaching Aids	Satisfactory
Seminars & Workshops	Very Good
Adequate Opportunities	Good
Infrastructure	Good

ANNEXURE-XVIII

AUDIT REPORT 2012-13

R.S.AGARWAL & ASSOCIATES
CHARTERED ACCOUNTANTS

1, Princep Street.(Princep Mansion)
2ⁿᵈ Floor,Room No. 18 & 20
Kolkata-700 072
Ph.: 2237-7786 , Mob.: 9432317429
E-mail :ramiya1953@gmail.com
avi279@yahoo.com

ANNEXTURE 'A' TO THE AUDITORS REPORT OF NARASINHA DUTT COLLEGE
OBSERVATIONS

Referred to in our Audit Report of even date on the account for the year ended on 31ˢᵗ March 2012 on NARASINHA DUTT COLLEGE.

1. MAINTENANCE OF BOOKS OF ACCOUNTS
   a) The college authority has accounted for tuition fees on Cash Basis.
2. FIXED ASSETS
   a)   The college does not maintain any Fixed Assets Register.
   b)   The college should conduct the Physical Verification of Fixed Assets and should maintain Fixed Assets Register at least once in a year.
3. DEPRECIATION
   As per the accounting principle of the college followed consistently from year to year depreciation on addition to fixed assets has been provided for full year irrespective of the dates of addition.
4. CASH AND BANK BALANCE
   a)   Since we had to commence audit after 31ˢᵗ March 2012 ,we had no opportunity to verify the Cash balance as 31ˢᵗ March 2012
   b)   During the course of our audit it has come to our notice that there were certain Bank Accounts for which we have not been provided any documents for verification .The balance of such Bank Accounts the Ledger Names of the Bank are as follows:-

Bank Details As Per Books	Balance As on 31.03.2012(Rs)
HSBC-44022	1422.34
HSBC-44006	830.07
SBI-Howrah Death Benefit Fund	1000.00
UCO-22/313	183.25
Personal Ledger Treasury	900.00
HSBC-76/94(Reserve Fund Investment)	3367.33
P.O.-265131(PF)	1210.17
UBI-(Development Fund Investment)	324.41
UBI-(Development Fund Investment	256.00

   c)   The above mentioned bank accounts are lying inoperative since long.
   d)   We have verified the Bank Reconciliation Statements as on 31ˢᵗ March 2012.
5. Provident Fund Accounts are maintained and audited by independent qualified auditor.

For R.S.Agarwal & Associates
Chartered Accountants
(FRN: 313098E)

Place: Kolkata
Date: The 4ᵗʰ December 2014

(R.S.Agarwal)
Proprietor
M.No:51140

Attested

Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

R.S.AGARWAL & ASSOCIATES
CHARTERED ACCOUNTANTS

1, Princep Street.(Princep Mansion)
2nd Floor,Room No. 18 & 20
Kolkata-700 072
Ph.: 2237-7786 , Mob.: 9432317429
E-mail :ramiya1953@gmail.com
avi279@yahoo.com

We have audited that attached Balance Sheet of **NARASINHA DUTT COLLEGE** ,129,Belilious Roa ,Howrah-711101,as at 31st March 2012 together with the Income & Expenditure Account and Receipts & Payments Account along with relevant Schedule and Annexure attached there to for the year ended on that date These financial statements are the responsibility of the management of College. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the auditing standards generally accepted in India. These Standard require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement: are free of material misstatement. An audit includes examining, on a test basis ,evidence supporting the amount: and disclosures in the financial statements . An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

We report, subject to our observations and comments as given in Annexure –A attached herewith, that:
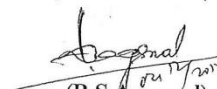
5. We have obtained all the necessary documents, information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit.

6. In our opinion, proper books of accounts as require by Law have been kept by the College, so far as appears from our examination of those books.

7. The Balance Sheet ,the Income & Expenditure Account and Receipts & payments Accounts dealt with by this reports are in agreement with the books of accounts.

8. In our opinion and to the best of our information and according to the explanation given to us ,the said accounts give a true and fair view:

i) In case of Balance Sheet of the State of affairs of the Company as at 31st March,2012 and

ii) In the case of Income & Expenditure account, of the excess of expenditure over income of the Organization for the period ended on that date.

As regards the various statistical information required under the Government Order, we annex herewith the statements incorporating there in the statistical information duly certified by the college management.
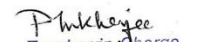
For R.S.Agarwal & Associates
Chartered Accountants
(FRN: 313098E)

Place: Kolkata
Date: 04th December 2014.

(R.S.Agarwal)
Proprietor
M.No:51140

Attested

P.Mukherjee
Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

AUDIT REPORT 2013-14

R.S.AGARWAL & ASSOCIATES
CHARTERED ACCOUNTANTS

1, Princep Street.(Princep Mansion)
2nd Floor,Room No. 18 & 20
Kolkata-700 072
Ph.: 2237-7786 , Mob.: 9432317429
E-mail :ramiya1953@gmail.com
avi279@yahoo.com

We have audited that attached Balance Sheet of **NARASINHA DUTT COLLEGE** ,129,Belilious Road ,Howrah-711101,as at 31st March 2013 together with the Income & Expenditure Account and Receipts & Payments Account along with relevant Schedule and Annexure attached there to for the year ended on that date. These financial statements are the responsibility of the management of College. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the auditing standards generally accepted in India. These Standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis ,evidence supporting the amounts and disclosures in the financial statements . An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

We report, subject to our observations and comments as given in Annexure –A attached herewith, that:

1. We have obtained all the necessary documents, information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit.

2. In our opinion, proper books of accounts as require by Law have been kept by the College, so far as appears from our examination of those books.

3. The Balance Sheet ,the Income & Expenditure Account and Receipts & payments Accounts dealt with by this reports are in agreement with the books of accounts.

4. In our opinion and to the best of our information and according to the explanation given to us ,the said accounts give a true and fair view:

   i) In case of Balance Sheet of the State of affairs of the College as at 31st March,2013 and

   ii) In the case of Income & Expenditure account, of the excess of expenditure over income of the Organization for the period ended on that date.
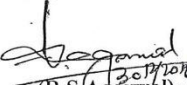
As regards the various statistical information required under the Government Order, we annex herewith the statements incorporating there in the statistical information duly certified by the college management.

For R.S.Agarwal & Associates
Chartered Accountants
(FRN: 313098E)

Place: Kolkata
Date: 30/12/2015

(R.S.Agarwal)-
Proprietor
M.No:51140

Attested
P.Mukherjee
Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

R.S.AGARWAL & ASSOCIATES
CHARTERED ACCOUNTANTS

1, Princep Street.(Princep Mansion)
2nd Floor,Room No. 18 & 20
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E-mail :ramiya1953@gmail.com
avi279@yahoo.com

ANNEXURE 'A'TO THE AUDITORS REPORT OF NARASINHA DUTT COLLEGE
OBSERVATIONS

Referred to in our Audit Report of even date on the account for the year ended on 31st March 2013 of
NARASINHA DUTT COLLEGE.

1.MAINTENCEOF BOOKS OF ACCOUNTS
a) The college authority has accounted for tution fees on cash basis.

2. FIXED ASSETS
a)The college does not maintain any Fixed Assets Register.
b)The college should conduct the Physical Verification of Fixed Assets and should maintain Fixed
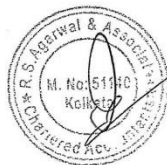Assets Register at last once in a year.

3 DEPRECIATION
As per the accounting principale of the college followed consistently from year to year depreciation on
addition to fixed asset has been provided for full year irrespective of the dates of addition.

4. CASH AND BANK BALANCE
a) Since we had to commence audit after 31st March 2013,we had no opportunity to verify the Cash
balance 31st March 2013.
b) We have verified the Bank Reconciliation Statements as on 31st March 2013.

5. Provident Fund Accounts are maintained and audited by independent qualified auditor.

For R.S.Agarwal & Associates
Chartered Accountants
(FRN: 313098E)

(R.S.Agarwal)
Proprietor
M.No:51140

Place: Kolkata
Date:30/12/2015

Attested
Phkbeju
21·01·16
Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

AUDIT REPORT 2014-15

R.S.AGARWAL & ASSOCIATES
CHARTERED ACCOUNTANTS

1, Princep Street.(Princep Mansion)
2ⁿᵈ Floor,Room No. 18 & 20
Kolkata-700 072
Ph.: 2237-7786 , Mob.: 9432317429
E-mail :ramiya1953@gmail.com
avi279@yahoo.com

We have audited that attached Balance Sheet of **NARASINHA DUTT COLLEGE** ,129,Belilious Road ,Howrah-711101,as at 31ˢᵗ March 2014 together with the Income & Expenditure Account and Receipts & Payments Account along with relevant Schedule and Annexure attached there to for the year ended on that date. These financial statements are the responsibility of the management of College. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the auditing standards generally accepted in India. These Standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis ,evidence supporting the amounts and disclosures in the financial statements . An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

We report, subject to our observations and comments as given in Annexure –A attached herewith, that:

1. We have obtained all the necessary documents, information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit.

2. In our opinion, proper books of accounts as require by Law have been kept by the College, so far as appears from our examination of those books.

3. The Balance Sheet ,the Income & Expenditure Account and Receipts & payments Accounts dealt with by this reports are in agreement with the books of accounts.

4. In our opinion and to the best of our information and according to the explanation given to us ,the said accounts give a true and fair view:

i) In case of Balance Sheet of the State of affairs of the College as at 31ˢᵗ March,2014 and

ii) In the case of Income & Expenditure account, of the excess of expenditure over income of the Organization for the period ended on that date.

As regards the various statistical information required under the Government Order, we annex herewith the statements incorporating there in the statistical information duly certified by the college management.

For R.S.Agarwal & Associates
Chartered Accountants
(FRN: 313098E)

Place: Kolkata
Date: 30/12/2015

(R.S.Agarwal)
Proprietor
M.No:51140

Attested
21-01-16

Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

R.S.AGARWAL & ASSOCIATES
CHARTERED ACCOUNTANTS

1, Princep Street.(Princep Mansion)
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E-mail :ramiya1953@gmail.com
                 avi279@yahoo.com

ANNEXTURE 'A'TO THE AUDITORS REPORT OF NARASINHA DUTT COLLEGE
OBSERVATIONS

Referred to in our Audit Report of even date on the account for the year ended on 31st March 2014 of
NARASINHA DUTT COLLEGE.
1.MAINTENCEOF BOOKS OF ACCOUNTS
a) The college authority has accounted for tution fees on cash basis.

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a)The college does not maintain any Fixed Assets Register.
b)The college should conduct the Physical Verification of Fixed Assets and should maintain Fixed
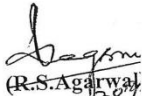Assets Register at last once in a year.

3 DEPRECIATION
As per the accounting principale of the college followed consistently from year to year depreciation on
addition to fixed asset has been provided for full year irrespective of the dates of addition.

4. CASH AND BANK BALANCE
a) Since we had to commence audit after 31st March 2014,we had no opportunity to verify the Cash
balance 31st March 2014.
b) We have verified the Bank Reconciliation Statements as on 31st March 2014.

5. Provident Fund Accounts are maintained and audited by independent qualified auditor.

For R.S.Agarwal & Associates
Chartered Accountants
(FRN: 313098E)

Place: Kolkata
Date: 30/12/2015.

(R.S.Agarwal
Proprietor
M.No:5114(

Attested
Dhkhiji
21.07.16
Teacher-in-Charge
Narasinha Dutt College
Howrah-711 101

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ANNEXURE-XIX

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DISCIPLINE AND GENERAL INSTRUCTIONS

The reputation of a college depends on the discipline and character of its students and as such the behaviour of the students within the college and outside it reveals the image of the college.

Following are the disciplinary norms that must be maintained by the students.

- The students must see to it that college properties/walls are not damaged/defaced in any way and also that college premises/buildings are kept clean and no poster should be pasted on the walls of the building.
- The students should carry their identity cards to get entry inside the college premises. A student must produce the card as and when demanded.
- Loitering or gossiping on the corridors is strictly prohibited.
- Smoking is strictly prohibited within the college campus.
- Disorderly behaviour within or outside class rooms, shouting or screaming or damaging college property are severely dealt with.
- By no means student should show disrespect to any member of the college staff and be rude to their fellow students.
- Students must not enter office without valid reasons and disturb work in the office.
- Students must not enter or leave a class without permission from the teacher.
- Science students must attend both theoretical and practical classes regularly. Students who do not regularly attend theoretical classes should not be permitted to attend practical classes.
- During class hour no student is allowed to stay elsewhere.
- Students must not enter staff room without taking permission.
- Students are to abide by all the rules and regulations, instructions, directives and notifications framed and issued by college authorities.
- Students should obtain pass marks in the college, terminal examinations for class promotion and for appearing at the final examination.

- Any change in combination for elective subject(s) with approval of the college administration must be done within one month from the date of commencement must be done within one month from the date of commencement of classes. No application in this regard will be entertained after that date.

- A subject which is not taught in the college will not be permitted in the combination of subjects. Further student should maintain the code of combination of subjects offered by the college.

- Students may put their grievances (if any) in writing in the box kept inside the Principal Chamber for the purpose.

Attendance of students:

Students are normally expected to attend 100% of the classes alloted for them. However, no student shall be allowed to appear in the Part-I examination as regular student unless he or she has put in minimum 75% attendance during the course of instruction in all the subjects. The above rule would be strictly adhered to as per direction laid down by the University. Similar conditions will be followed for the Part-II and Part-III candidates.

However, students attending at least 60% classes but not 75% and above may be allowed to sit for final examination as non-collegiate students. But below 60% no student will be allowed to sit for final examination under any circumstances.

DOCUMENTARY PROOF OF UPLOADING THE AISHE INFORMATION FOR THE YEAR 2014-15

Subject:	Your DCF has been uploaded on AISHE portal
From:	helpdesk-aishe@nic.in
Date:	Thu, October 8, 2015 4:27 pm
To:	principal@narasinhaduttcollege.edu.in

Dear User,

DCF for **Narasinha Dutt College** has been uploaded successfully on AISHE portal. To refer to this form please use DCF reference number **C-11884-2014**. We appreciate your sincere efforts in compiling and providing the information. Kindly update your Account details on the AISHE portal under the link Remuneration Management so that Remuneration may be transferred.

(This is an auto generated email, kindly do not reply back)

Thanks,
AISHE Team

Basic Reports - Report 2

College Report (DCF - II)

Survey Year: 2014-2015

Name Of The State	West Bengal				
Name Of The District	Haora				
Name Of College/Institution	Narasinha Dutt College				
Address	129, Belilious Road, Howrah - 711101, Howrah				
Website	www.narasinhaduttcollege.edu.in				
Area (in acres)	2.83				
Year of Establishment	1924				
Location	Urban				
Type	Affiliated College				
Whether Autonomous	No				
Affiliating University	Calcutta University, Kolkata				
Year of Affiliation	1924				
Recognising Statutory Body	University Grants Commission				
Management by	Local Body				
An evening college	No				
Specialised	No				
Only for Girl	No				
Number of Faculties or Schools	0				
Number of Departments or Centres	18				
Number of Teachers	Male	73	Female	74	Total	147
Number of Students						
Regular Students	Male	3392	Female	2108	Total	5500
Distance Students	Male	0	Female	0	Total	0
On Roll Students (Distance)	Male	0	Female	0	Total	0
Foreign Students	Male	0	Female	0	Total	0
Total	Total	3392	Total	2108	Grand Total	5500
Number of Staff Quarter	0					
Teaching Staff						
Non-teaching Staff						

Number of Hostel	Number	Intake Capacity	Residing
Boys	0	0	0
Girls	0	0	0
Others	0	0	0
Total	0	0	0

Generated On: 29/01/2016 05:27:46 PM

Page 1 of 1

Survey Year: 2014-2015

List of Attached Colleges and Institutions

State	District	University Type	Name of the University	Location (Rural/Urban)	Women's University (Yes/No)	State	District	Type	Management	Name	Location (Rural/Urban)	Women's College (Yes/No)	Whether Autonomous
1	2	3	4	5	6	7	8	9	10	11	12	13	14
West Bengal	Kolkata	State Public University	Calcutta University, Kolkata (Id: U-0570)	Urban	No	West Bengal	Kolkata	Affiliated College	Local Body	Behala College (Id: C-11849)	Urban	No	No
West Bengal	Kolkata	State Public University	Calcutta University, Kolkata (Id: U-0570)	Urban	No	West Bengal	Haora	Affiliated College	Local Body	Bagnan College (Id: C-11852)	Rural	No	Yes
West Bengal	Kolkata	State Public University	Calcutta University, Kolkata (Id: U-0570)	Urban	No	West Bengal	Kolkata	Affiliated College	Local Body	Rabin Mukherjee College (Id: C-11862)	Rural	No	No
West Bengal	Kolkata	State Public University	Aliah University, Kolkata (Id: U-0567)	Urban	No								
West Bengal	Kolkata	State Public University	Calcutta University, Kolkata (Id: U-0570)	Urban	No	West Bengal	South Twenty Four Parganas	Affiliated College	Local Body	Gourmohan Sachin Mondol Mahavidyalaya (Id: C-11877)	Rural	No	No
West Bengal	Kolkata	State Public University	Calcutta University, Kolkata (Id: U-0570)	Urban	No	West Bengal	Haora	Affiliated College	Local Body	Narasinha Dutt College (Id: C-11884)	Urban	No	No

Contact Details

Name of the Institute	**Narasinha Dutt College**
Name of Teacher-in-Charge	**Prof. Pralaydeb Mukherjee**
Postal Address	**129, Belilious Road, Howrah, West Bengal, Pincode - 711101**
Accreditation Status	**B++ by NAAC in 2007**
Website	**www.narasinhaduttcollege.edu.in**
Email	**info@narasinhaduttcollege.edu.in**
Mobile No.	**+91 94338 65011**
IQAC Coordinator	**Prof. Rajkumar Gangopadhyay**
Email	**iqac@narasinhaduttcollege.edu.in**
Mobile No.	**+91 98307 50383**

NARASINHA DUTT COLLEGE - Vintage Look

129 BELILIOUS ROAD, HOWRAH 711101
Ph Nos: (033)-2643-8049, (033)-2643-4259

Web: www.narasinhaduttcollege.edu.in
E-mail: info@narasinhaduttcollege.edu.in