



HARINGHATA MAHAVIDYALAYA

SUBARNAPUR, NADIA

WEST BENGAL

[www.haringhatamahavidyalaya.org]



SELF STUDY REPORT

For Cycle 2

TRACK ID : EC/40/36

for

submission to

National Assessment & Accreditation Council

Nagarbhavi, Bangalore

30th March 2016

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☎ : 03473 233-318
Fax No : 03473 232-273

HARINGHATA MAHAVIDYALAYA

(Affiliated to Kalyani University)

P.O.-SUBARNAPUR, Dist. – NADIA, West Bengal, PIN- 741249

Email: haringhatamahavidyalaya@rediffmail.com

Website: www.haringhatamahavidyalaya.org

Ref. No: - 5810 (i)/16/H.M./Director NAAC/SSR

Date: - 30.03.2016

From: The Principal, Haringhata Mahavidyalaya, Subarnapur, Nadia,

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **Haringhata Mahavidyalaya, Subarnapur, Nadia**, fulfills all norms.

1. Stipulated by the affiliating University and / or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then 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the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Place: *Haringhata Mahavidyalaya* Principal / Head of the Institution
(Name and Signature with office seal)

Date: *30.03.2016*

30/3/16

Principal
Haringhata Mahavidyalaya
P.O. Subarnapur, Nadia



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Ref. No: - 5810/16/H.M./Director NAAC/SSR.

Date: - 30.03.2016

From: **The Principal, Haringhata Mahavidyalaya, Subarnapur, Nadia**

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

Subject: Uploading the **SELF STUDY REPORT 2016** of **HARINGHATA MAHAVIDYALAYA, SUBARNAPUR, NADIA, Pin: 741249** for the 2nd Cycle of Accreditation, in our official website: www.haringhatamahavidyalaya.org.

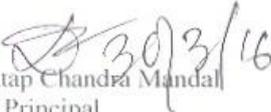
Sir,

In compliance with our LOI requirements for the 2nd Cycle of accreditation, we are uploading our **SELF STUDY REPORT** in our official website: www.haringhatamahavidyalaya.org for your kind perusal.

I shall be looking forward to hearing from you about your decision regarding peer team visit to our Institution.

Thanking you,

Yours faithfully,


Dr. Pratap Chandra Mandal
Principal
Haringhata Mahavidyalaya

Principal
Haringhata Mahavidyalaya
P.O. Subarnapur, Nadia

PREFACE



The college was established in the year 1986. It was an initiative of the local population which was interested in furthering the cause of education. It started its journey with very humble steps. In the initial days there was no permanent infrastructure in the present campus. Only a make-shift room was created which was more of a hutment. Virtually classes were taken in the open field, which is now the college play ground.

The college is an institution located in the rural tract of Nadia district of West Bengal, eighteen (18) kilometers away from the nearest railway station of Kanchrapara and four kilometers (04) away from the national highway. The initial motivation and approach of the founders of the institution was to establish a degree college for the local students a large section of whose were also socio-economically disadvantaged and unable to pursue higher education for obvious reasons. Right from the beginning the college was affiliated to University of Kalyani. The year 1991 was a significant land mark in the history of the college when it received UGC recognition.

Initially only B.A. (General) courses with subjects Bengali, History, Economics, Political Science were offered. Gradually Honours courses were introduced in Bengali, English, History and Political Science, at the same time Commerce stream was also introduced. Subsequently NSS was introduced in the college which has ever since had its own fare amount of commendable achievements. Thereafter, Geography and Education honours were also introduced. In recent times the college is also offering Physical Education, Philosophy and Sanskrit as general subjects. The college also has applied to the Higher Education Council for permission to introduce Physics, Mathematics, Statistics and Computer Science both as general and honours courses with an intention of opening a Science stream. The college has also applied for opening honours courses in Sanskrit and Philosophy and a general course in Sociology.

In the year 2006 the college was accredited by the NAAC. But due to a perennial shortage of regular faculty members post accreditation activities were not done on regular basis. But the college has kept up its upgradation initiatives under the guidance, enterprise and leadership of its apex management, that is, the Governing Body. Of course all the faculty members and the administrative staffs whole heartedly work together in that direction. In the mean time the college has gone through an institutional assessment conducted by the Directorate of Public Instructions, Government of West Bengal. The college also regularly updates the data on the AISHE portal in response to occasional requirements. Recently the college also has complied with the procedure of NIRF of HMRD of Government of India.

The college has also made another progress, one more step forward towards the fulfillment of the mission and vision of its founders through introduction of post graduate courses in Bengali, History, English and Education by establishing a centre of Open and Distance Learning programme of the University of Kalyani. It is a centre of opportunity for local students who are eager to pursue higher studies but are unable to participate in regular courses due to various reasons.

The year 2011 was the Silver Jubilee year of the college. It was celebrated through participation of students, ex-students, teachers, the administrative staff and the local community. A series of programmes such as Seminars, Exhibitions, and Cultural performances were part of the celebrations.

Simultaneously, the college has attempted to enhance facilities in terms of building new infrastructure, class rooms; introducing overhead LCD projectors, green ceramic boards; ensuring regular purchase of books for students, computerization of office management, partial computerization of the library; establishing LAN, computers with internet connection, installing its own transformer, a 45 KV DG set for uninterrupted power supply and reprographic machines in the library and the office.

As stated earlier, large segments of the students hail from socio-economically challenged sections of the local population belonging to the SC / ST / OBC categories which form a sizable portion of the enrollment strength. To ensure their enrollment the Government's merit cum reservation policy is strictly followed; consequently a significant number of students belonging to such families have succeeded in crossing the threshold of higher education, for the first time. As a result of this practice the college shows a good demand ratio at the time of admission. The College attempts to maximize the benefits provided to those students through various Government stipends and scholarships. The Kanyashree Prapalka is of great benefit for the girl students. The college provides safe drinking water purifiers and water coolers. Canteen and recreational facilities are provided to the students. The college has a limited medical facility but all the students are beneficiaries of the state run Students Health Home. Students are also provided with photocopies of study materials at a nominal cost. The college library is in a free Wi-Fi zone, and it has a reading room. UGC sponsored NRC is also located in the library. The college magazine "AYAN" is a forum for literary and critical expression for both present and former students. During the 11th plan period remedial coaching was arranged for the students. Students also participate in different cultural, athletic and sports competitions at different levels. Educational tours are conducted by the Geography Department every year. Slow learners are identified through class tests and student teacher interaction beyond class rooms. NSS units of our institution were selected as the best among the affiliated colleges of the University of Kalyani and a certificate was given in recognition of this achievement at the time of convocation.

Presently fifteen programmes are offered by the college, approved and affiliated by the University of Kalyani. Honours courses and General degree courses are also offered. ODL centre of the university of Kalyani is a center of opportunity for students those who want to pursue post-graduate study.

Regular faculty of the college is appointed by West Bengal College Service Commission and part time teachers are approved by the government of West Bengal. Unfortunately the college is running short of faculties. The college management attempts to solve this problem through recruitment of teachers by its own resources. Consequently, teacher: student ratio is alarming. Recently the College Service Commission of Government of West Bengal has asked colleges to submit requisition for vacant posts and the college has responded by submitting its requisition.

The same problem also exists regarding office staff. Both teaching and non-teaching staffs of the college are benefited from the employees' credit cooperative of the college. The college has been short listed for opening regular post graduate courses by the affiliating university. The college also encourages its faculty members to undertake their own research projects including Minor Research Projects. In fact a numbers of teachers have completed M.Phil and Ph.D. programmes within their service tenure.

There are computer laboratories for Geography and Commerce departments but there is need for computer based laboratory for humanities departments also. Creation of departmental libraries is another onward step taken by the college. Gradually the central library has to be fully automated and open access system has to be introduced. The college has to lend its entire infrastructure for University Examinations and at such times, apart from examinees only teaching and non-teaching staffs of the college are allowed to enter in the college, this is a problem which needs to be addressed. The present curricular structure offered by the college has very little significance in terms of present day industrial requirements. The college is trying to bridge the gap through its attempt to introduce computer science courses.

Our college was built with a collaborative spirit and that is one of the major strengths of our college. I take this opportunity to convey my gratitude to the Governing Body of the college and the teaching and office staffs of our college for their unflinching support as we go through the process of accreditation and preparation of the SSR.

Executive Summary – The SWOC Analysis of the Institution

Strength

- The college successfully complied with the assessment procedure conducted by the Directorate of Public Instructions, Government of West Bengal.
- The college regularly uploads data as required by AISHE, MHRD, Government of India.
- Recently the college has participated in NIRF's initiative of MHRD, Government of India. On 4th April, 2016 NIRF has invited 250 institutions from all over India for announcement of ranking and the college has the privilege of being invited to participate in the same.
- Introduction of online admission system has resulted in complete transparency in the admission procedure.
- The college has a playground inside the campus which is well maintained.
- The college has a green pollution free campus.
- There is a good and harmonious relationship between teachers and students. So even beyond the class room, teachers are available to the students for discussion and exchange of opinions on academic and other issues.
- The college authority within its limited capacity provides help and encouragement to faculties by granting duty leave to attend seminars, conferences etc. Departments of Bengali, Political Science and Geography have organized UGC sponsored National Seminars and the college provided active support.
- In spite of various difficulties a number of faculty members have completed their own research projects like M.Phil. and Ph.D. within their service tenure.
- In spite of poor staff to student ratio, the office staff sincerely carries out its duties towards the students.
- Inclusive Growth in Higher Education through Maximization of Participation of Backward Sections and Women.
- Till date no incident of ragging or gender related grievances have been reported.
- Cultivation of harmonious college-neighbourhood relationship and active participation in NSS Programmes helps to increase social morality and sense of belonging.
- The college is growing through a process of increasing use of computers with internet connections through LAN.

Weakness

- Insufficient class rooms.
- Lack of space is another constraint in developing infrastructural facilities like class rooms, auditorium, seminar hall and open air theatre etc. as suggested by the Peer Team.
- The college suffers due to an inadequate number of regular faculty members in all departments. Some of the departments have to run without regular faculties and are headed by non-regular faculties.

- Sanction of regular faculty entirely depends on Government policy and recruitment is done through West Bengal College Service Commission, the college has no say in this regard.
- Excessive class and other workloads like examination duty act as deterrents to faculty research.
- Insufficient fund allocations from the funding agencies.
- Poor faculty to student ratio.
- Poor administrative staff to student ratio.
- Lack of qualified technical and support staff especially in the library. Creation of posts of librarian and assistant librarian is also determined by the Govt. of West Bengal and appointment is given by West Bengal College Service Commission.
- Students coming from socio-economically poor and backward section of the society lack sufficient time and scope for study beyond the college hours.

Opportunity

- Though IQAC has been created recently, yet its activity has motivated the departments regarding record maintenance and emphasis on keeping track of the graduated students.
- College management is aware of issues like infrastructural shortcomings, teacher student and staff student ratios and other problems of the college. The management takes a proactive attitude to address these problems and solicits funding from the local MP and MLA and appoints guest faculties and casual staffs as and when required.
- Recently prayer has been made to District Minority Welfare Officer, Nadia, Government of West Bengal for sanctioning grants for Boys Hostel for the students of backward class community and a new building for opening Bio-Science in the college and also for more class rooms, bath rooms, toilets, computers, water facilities etc.
- The Government of West Bengal has provided Rs. 10,00,000.00 (Rupees ten lakh only) under the scheme of Need Based Performance grant which will create opportunity for enhancement of infrastructural and other facilities as a follow up of the Government of West Bengal initiated assessment of the college.
- The college has an opportunity to introduce Science subjects and to open some other subjects in Arts faculty in order to minimize the pressure on the existing elective subjects, and for that purpose the college has applied to the Higher Education Council of Government of West Bengal and necessary inspection in this regard has been done by the concerned authority.
- In last two years subjects like Physical Education, Philosophy and Sanskrit have been introduced to reduce excessive load on subjects like Bengali, History and Political Science and also to provide opportunity to students for diverse combinations in elective subjects.
- There is scope for improvement in the database of the college. The Data management system of the college is in transition from a standalone system to a web based system, so, that the management staff can function more efficiently. For this purpose continuous attempt is being made for upgradation

Challenges

- Given the academic calendar and curricular structure set by the affiliating university, the college has marginal scope for introduction of innovative teaching and learning techniques. However the college is trying to create smart class rooms and language labs.
- The disadvantaged socio-economic background of the students poses a challenge to the institution. Due to this quite a number of students are unable to complete the courses in spite of the college's sincere attempts to maximize financial benefits provided by different funding agencies of the government for the above mentioned section of students.
- Growth of enrolment is in disparity with the growth of infrastructure.
- Scarcity of fund is a big constraint to regular purchase of books and journals for the library. To meet this challenge the college needs to subscribe e-books/journals and create an interface with a library networking system.
- For the purpose of creation of skilled human resources, opening of skill based/job oriented courses is a major challenge ahead

SELF STUDY REPORT

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	Haringhata Mahavidyalaya	
Address :	Post: Subarnapur, Dist.: Nadia,	
City :	Pin : 741249	State : West Bengal
Website :	www.haringhatamahavidyalaya.org	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Pratap Chandra Mandal	O: 03473-233 318 R:	9091818201	03473-232 273	pratap.principal@gmail.com
Steering Committee/ IQAC Co-ordinator	Uddalak Roy	O: 03473-233 318 R:	9007760656	-	uddalakroy@gmail.com

3. Status of the Institution:

Affiliated College

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By Shift

i. Regular

ii. Day

iii. Evening

5. It is a recognized minority institution?

Yes

No

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

6. Sources of funding:

Government	<input type="checkbox"/>
Grant-in-aid	<input checked="" type="checkbox"/>
Self-financing	<input type="checkbox"/>
Any other	<input type="checkbox"/>

7. a. Date of establishment of the college: ...**23/09/1986**... (dd/mm/yyyy)

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

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	21/02/1991	No. F.8-67/90/ (CPP-I)
ii. 12 (B)	21/02/1991	No. F.8-67/90/ (CPP-I)

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

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

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	Not Applicable			
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

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

Yes No

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

Yes No

9. Is the college recognized

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

Yes No

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

b. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency: DPI Govt. of West Bengal and Year of recognition: 2014

NIRF, Ministry of Human Resource Development, Govt. of India in 2016

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

Location *	Rural
Campus area in sq. mts.	9836.43 sq. mts.
Built up area in sq. mts.	3578 sq. mts.

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

The college was previously located in rural area under Haringhata 1 No. Gram Panchayat. But very recently it is converted into a Municipality in 2015.

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

▪ Auditorium/ seminar complex with infrastructural facilities

▪ Sports facilities

- play ground ✓
- swimming pool
- Gymnasium ✓

▪ Hostel

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

➤ Girls' hostel ✓

- i. Number of hostels- 02
- ii. Number of inmates - Nil
- iii. Facilities (mention available facilities): Rooms, attached toilets, water purifier, lawn with flower beds etc.

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

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

SELF STUDY REPORT-2016, CYCLE – 2

12. Details of programmes offered by the college

(Current Academic Year 2015-16)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted (in Part I)	
	Under-Graduate	B. A. (Honours) in:						
1.		Bengali	3 Years	10 + 2	Bengali	158	141	
2.		English	3 Years	10 + 2	English	95	92	
3.		Political Science	3 Years	10 + 2	Beng. & Eng.	61	45	
4.		Geography	3 Years	10 + 2	Beng. & Eng.	95	69	
5.		Education	3 Years	10 + 2	Beng. & Eng.	84	79	
6.		History	3 Years	10 + 2	Beng. & Eng.	141	126	
			B. Sc. (Honours) in:					
7.		Geography	3 Years	10 + 2	Beng. & Eng.	Note	20	
			B. Com. (Honours) in:					
8.		Accounting & Finance	3 Years	10 + 2	Beng. & Eng.	140	32	
9.		B.A. General	3 Years	10 + 2	Beng. & Eng.	1449	1136	
10.		B.A. General (Geography)	3 Years	10 + 2	Beng. & Eng.	31	5	
11.		B. Sc. General (Geography)	3 Years	10 + 2	Beng. & Eng.	Note	5	
12.		B.A. General (Philosophy)	3 Years	10 + 2	Beng. & Eng.	60	34	
13.	B.A. General (Sanskrit)	3 Years	10 + 2	Beng. & Eng.	60	66		
14.	B.A. General (Phy. Edu.)	3 Years	10 + 2	Beng. & Eng.	60	59		
15.	B. Com. General	3 Years	10 + 2	Beng. & Eng.	281	16		
	Post-Graduate	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	Integrated Programmes PG	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	Ph.D.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	M.Phil.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	Ph.D.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	Certificate courses	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	UG Diploma	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	PG Diploma	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	Open and Distance Learning (ODL) under University of Kalyani	M.A.:						Part I (As on 31.12.15)
16.		Bengali	2 Years	Graduation	Bengali	No upper Limit	34	
17.		English	2 Years	Graduation	English	No upper Limit	04	
18.		History	2 Years	Graduation	Beng. & Eng.	No upper Limit	22	
19.		Education	2 Years	Graduation	Beng. & Eng.	No Upper Limit	13	

Note:

- (1) Students in the Department of Geography with Economics and/or Mathematics as their general papers combination are awarded B.Sc degrees as per the norms of the University of Kalyani.
- (2) The number of students in B.A and B.Sc.Honours in Geography, should not exceed 95 and similarly the students of B.A and B.Sc General in Geography taken together, the number of seats should not exceed 31. Only in case of number of students admitted in the above courses, the course wise distribution of students has been shown.

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many?

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

Yes	√	No		Number	4 *
-----	---	----	--	--------	-----

* No new programme was introduced. However, the subject of Education was introduced in 2010-11 and Physical Education, Philosophy and Sanskrit were introduced in 2014-15 as elective subjects in general course.

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

Faculty	Departments (e.g. Physics, Botany, History etc.)	UG	PG	Research
Science	Note	√	N.A	N.A.
Arts	Bengali, English, Education, Economics, Geography, History, Political Science, Physical Education, Philosophy, Sanskrit	√	N.A	N.A.
Commerc	Commerce	√	N.A	N.A.
Any Other (Specify)	Open and Distance Learning (ODL) under University of Kalyani. Departments: Bengali, English, Education and History	N.A	√	N.A.

Note: Students of the Department of Geography with Economics and/ or Mathematics as general elective subject combination are awarded B.Sc degrees as per the norms of the University of Kalyani.

16. Number of Programmes offered under (Programme means a degree course like BA, B.Sc, MA, M. Com...): **Regular Undergraduate Courses:**

- | | |
|---------------------|-----|
| a. annual system | 15 |
| b. semester system | Nil |
| c. trimester system | Nil |

17. Number of Programmes with

- | | |
|---|-----|
| a. Choice Based Credit System | Nil |
| b. Inter/Multidisciplinary Approach | 01* |
| c. Any other (specify and provide details)
* Economics | Nil |

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

Yes No

If yes,

- a. Year of Introduction of the programme(s).....
(dd/mm/yyyy) and number of batches that completed the programme
- b. NCTE recognition details (if applicable)
Notification No.:
Date: (dd/mm/yyyy)
Validity:.....

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

Yes No

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

Yes No

If yes,

- a. Year of Introduction of the programme(s)...2014-15.... (dd/mm/yyyy)
and number of batches that completed the programme Nil
- b. NCTE recognition details (if applicable): Not Applicable
Notification No.:
Date: (dd/mm/yyyy)
Validity:.....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes No

20. Number of teaching and non-teaching positions in the Institution as on 31.12.2015

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor/ Principal		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government	01 (Principal)		-	-	15		17		03	
<i>Recruited</i>	01		02 [@]	02 [@]	02	Nil	14 [#]	01	03	Nil
<i>Yet to recruit</i>	Nil	Nil			09		02		Nil	
Sanctioned by DPI, Govt. of W.B	Director of Public Instruction (DPI), Govt. of West Bengal Approved Part Time Teachers (PTTs)									
	21									
<i>Recruited</i>	M					F				
	10					11				
<i>Yet to recruit</i>	Nil									
Sanctioned by Management (Governing Body)	Guest Lecturers									
	12									
<i>Recruited</i>	M					F				
	08					04				
<i>Yet to recruit</i>	Nil									
Sanctioned by Management (Governing Body)	Causal Non-teaching Staff									
	07									
<i>Recruited</i>	M					F				
	06					01				
<i>Yet to recruit</i>	Nil									

***M-Male *F-Female**

@ There are no sanctioned posts of Associate Professors at the college level. However 4 faculties were promoted to the post of Associate Professor from that of Assistant Professor from time to time through Career Advancement Scheme (CAS) as stipulated by the UGC Regulations.

Out of 2 female Associate Professors, 1 Associate Professor is currently on lien.

Out of 14 male non-teaching employees, 1 holds the post of Government Approved Part Time Sweeper.

SELF STUDY REPORT-2016, CYCLE – 2

21. Qualifications of the teaching staff: as on 31.12.2015

Highest qualification	Professor/ Principal		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	01	-	01	01 [#]	01	-	04
M.Phil.	-	-	-	-	01	-	01
NET/ SET/ SLET	-	-	-	-	-	-	-
PG	-	-	01	01	-	-	02
Part-time teachers (DPI, Govt., of W.B. Approved PTT)							
	Male			Female			
Ph.D.	01			02			03
M.Phil.	-			02			02
NET/ SET/ SLET	-			-			-
PG	09			07			16
Temporary teachers (Guest Lecturer)							
Ph.D.	-			-			-
M.Phil.	-			-			-
NET/ SET/ SLET	05			01			06
PG	03			03			06

One Associate Professor is currently on lien.

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

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

Categories	Year (2011-12)		Year (2012-13)		Year (2013-14)		Year (2014-15)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	407	273	467	346	594	399	565	349
ST	42	24	71	41	67	36	55	51
OBC	47	46	94	96	132	85	183	131
General	812	802	841	781	998	902	1102	927
Others (Physically Challenged)	-	-	03	-	-	-	-	-
Total	1308	1145	1476	1264	1791	1422	1905	1458
Grant Total	2453		2740		3213		3363	

24. Details on students enrollment in the college during the current academic year (2015-16)[#]:

As on 25-03-2016

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	2961 [#]	NA	NA	NA	2961
Students from other states of India	Nil	NA	NA	NA	NA
NRI students	Nil	NA	NA	NA	NA
Foreign students	Nil	NA	NA	NA	NA
Total	2961	NA	NA	NA	2961

#

Enrolment data is exclusively based on students admitted in the Part I , Part-II and Part-III of Academic Year 2015-16, since Part-I results have been published very recently in the 3rd week of March-2016, the enrollment in Part-II is still in the process.

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

* Based on the basis of Academic Years 2013-14 and 2014-15

26. Unit Cost of Education (**For Financial Year 2014-15**)
(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component	<input type="text" value="Rs. 5,430.91"/>
(b) excluding the salary component	<input type="text" value="Rs. 482.43"/>

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

Yes No

If yes,

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

Yes No

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

c) Number of programmes offered

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

Yes No

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

(Academic Year 2014-15)

Programme/ Course	No. of Teachers	No. of Students	Teacher-Student Ratio			
B.A. (General)	31	2086	1 : 67			
B.Sc (General)- Geography	4	11	1 : 03			
B.Com (General)	5	72	1 : 14			
Subjects	Honours			General		
	No. of Teachers	No. of Students	Teacher-Student Ratio	No. of Teachers	No. of Students	Teacher-Student Ratio
Bengali	5	301	1 : 60	5	2199	1 : 440
Economics	3	14 #	1 : 5	3	98 ##	1 : 17
Education	4	183	1 : 46	4	654	1 : 164
English	3	141	1 : 47	3	31	1 : 10
Geography	4	214 *	1 : 54	4	62 **	1 : 16
History	5	244	1 : 49	5	2227	1 : 445
Philosophy	-	-	-	1	7	1 : 7
Physical Education	-	-	-	1	60	1 : 60
Political Science	3	62	1 : 21	3	1867	1 : 622
Sanskrit	-	-	-	1	32	1 : 32
Commerce	5	49	10	5	72	1 : 14

* Geography B.A (Honours) and B.Sc (Honours) (144 +70)

** Geography B.A (General) and B.Sc (General) (51 +11)

The Economics department teaches Business Economics as one of the Honours subjects in B.Com Part II.

In the department of Economics, out of total 98 students, 50 students belong to the B. A. General course and the remaining 48 students belong to the B.Com Part I General course.

29. Is the college applying for

Accreditation: Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

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

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

Cycle 1: ...**17/10/2006**. (dd/mm/yyyy)
Accreditation Outcome/Result...'**B**'.....
Cycle 2: (dd/mm/yyyy)
Accreditation Outcome/Result.....
Cycle 3: (dd/mm/yyyy)
Accreditation Outcome/Result.....

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

31. Number of working days during the last academic year (AY 2014-15)

258

32. Number of teaching days during the last academic year (AY 2014-15)
(Teaching days means days on which lectures were engaged excluding the examination days)

172

33. Date of establishment of Internal Quality Assurance Cell

(IQAC) IQAC**28/10/2014**... dd/mm/yyyy)

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

AQAR (i) ... **For 2009-10-** Submitted on **31.12.2015**... (dd/mm/yyyy)
AQAR (ii) ...**For 2010-11-** Submitted on **31.12.2015**... (dd/mm/yyyy)
AQAR (iii) ..**For 2011-12-** Submitted on **31.12.2015**... (dd/mm/yyyy)
AQAR (iv) ...**For 2012-13-** Submitted on **31.12.2015**... (dd/mm/yyyy)
AQAR (v)**For 2013-14-** Submitted on **31.12.2015**... (dd/mm/yyyy)

CRITERIA-WISE INPUTS

CRITERION I : CURRICULAR ASPECTS

1.1. CURRICULUM PLANNING AND IMPLEMENTATION:

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

Vision: The vision of Haringhata Mahavidyalaya is to promote higher education among the people belonging to socially backward caste-class groups, like people involved in agricultural occupation, daily labourers etc. A large number of these groups represent scheduled castes, tribes, other backward communities and religious minorities. A sizeable portion of them are new entrants to higher education. The college aims at uplifting their socio-economic standard through higher education and by encouraging female education to create awareness and promote empowerment. The college believes in the principle of ignorance to enlightenment.

Mission: The mission statements of the college are stated as follows:

- To encourage local youths to have an exposure to higher education irrespective of castes, religions, gender and economic status.
- To generate the spirit of harmony, social awareness, social integration, uniformity and responsibility through higher education.
- To help poor students and students of the backward caste-classes in different ways.
- To ensure a healthy teacher-student relationship within the institution and character building of students.

Objectives: The objective of the college is to implement the stated vision and mission.

- Social equality and efficiency and social motivation are promoted through admission strictly based on merit and by conducting admissions exclusively in the online mode.
- Through the NSS units of the college, institutional social responsibilities are promoted by carrying out programmes to create awareness about literacy, health and hygiene, environmental pollution and AIDS.
- Providing facilities for extra-curricular activities for physical, moral, social and cultural upliftment of the students.

The vision and mission are communicated through the College Prospectus, the college Website; individually, at the time of counselling of 1st Year students and through a Freshers' Welcome Programme.

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

The curriculum with an annual examination system is developed and designed by the affiliating university i.e. the University of Kalyani and the college has no autonomy in this regard.

Action Plans for Effective Implementation of the Curriculum-

- Preparation of the general Academic Calendar for the academic year.
- Unitisation of syllabus of each subject covering the entire academic year in three phases.
- Preparation of class routine.
- Regular departmental meetings.
- To compensate for the teaching days lost on different grounds beyond the control of the college, students are encouraged to attend the tutorial classes.
- Conducting remedial coaching classes (UGC Sponsored) for SC, ST, OBC (Non-creamy Layers) and minority students to the possible extent.

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

- The academic calendar provided by the University of Kalyani helps the teachers to form their teaching plan.
- Sometimes workshops, seminars etc. are organised by the university in order to give shape to new curriculum. Two faculty members of the Geography department participated in such a workshop.
- One member of the Board of Studies for UG Course of university and a teacher from the department of English also deliberate in the university monitored syllabus.
- Principal/ TIC of the college arranges meetings of the Heads of the Departments before the commencement of each year's first year classes for the formulation of effective teaching-learning plan and the ways and means of teaching by which students can learn their best.
- Faculties also take help from the well stocked college library for effective teaching.
- Internet facilities at different segments and a laptop in each department are also provided.
- UGC Net Resource Centre (NRC) facilitates the teachers regarding academic upgradation.
- LCDs, Display Board etc. are provided for making teaching learning process more scientific.

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.

- Preparation of academic calendar and class routine at the beginning of the session.
- Arrangement of practical classes for practice based subjects such as Geography, Commerce and Physical Education.

- Arrangement of Study Tour for Geography Department.
- Arrangement for Tutorial and Remedial Classes.
- UGC Sponsored National Seminars.
- Mid-term and Test Examinations for systematic and regular evaluation.
- Effective role played by the member of Board of Studies for UG Course in Political Science.

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

- The college does not have any formal industrial network or interaction with any industry or research body. However one of the full time teachers of the college interacts with the university in the capacity of a member of Board of Studies of UG. Previously one faculty of the department of commerce was a member of both UG and PG Boards of Studies and one faculty from the department of history also deliberated in the UG Board of Studies.
- One faculty of the commerce department was also a member of the Court and the Executive Council of the affiliating university.
- University nominates one member to the Governing Body (GB) of the college to oversee the academic advancement of the college.
- A nominee of the Director of Public Instruction (DPI), Govt. of West Bengal on the GB of the college also contributes to the overall development and management of college.
- One teacher of the Department of Commerce is associated with world premier accounting body the Institute of Chartered Accountants of India (ICAI) in the capacity of an associate member and is a life member of Indian Accounting Association Research Foundation.
- A fair number of teachers of the college are engaged in confidential assignments relating to UG examinations of the affiliating university.

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.

- One of the teachers of the Department of Political Science represents on UG Board of Studies of the University of Kalyani.

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

The college does not offer any such course.

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

- Direct contact with the students in and outside the class room to inquire into the level of understanding of the course curriculum.
- Interaction in the departmental meetings amongst the concerned teachers of the department about the progress of the students in a particular subject.
- After identifying the problems, if any, of the students, special initiatives in the form of tutorial and remedial classes are taken to remove the shortcomings.
- Periodical class tests and selection examinations are held before sending the students for university final examination.
- Encouragement for continuous development of teaching-learning infrastructure.
- Implementation of the suggestions offered by the external examiners of practice based subject like Geography for the benefit of the students.
- Close supervision with regard to preparation of assignments in Environmental Studies with involvement of all departments.

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 institution does not offer any certificate/ diploma and skill development courses at present. However, the Department of Commerce of the college has taken initiative to develop the soft skills of the students through Basic Computer Training Programmes conducted for the students of both honours and general courses. But the syllabus of B.Com Part II (applicable for both honours and general students) has an in-built practical subject comprising computer applications in relation to Accounting and Taxation Practices.

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

As per the norms of University of Kalyani, there is no scope for offering twinning/ dual degree.

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

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

Within the framework of choice of subjects as offered by the affiliating university, the college offers the following combinations in Honours and General courses:

Honours Subjects	Elective Subjects Combination (Any Two)
Bengali	History, Political Science, English
History	Bengali, Political Science, Economics
Political Science	Bengali, History, English
English	Political Science, History, Economics
Geography	Political Science, Bengali, English
Education	History, Bengali, Economics

Combinations	Combination of B.A General Subjects
1.	Bengali, Economics, English
2.	Bengali, History, Philosophy
3.	Bengali, History, Political Science
4.	Bengali, History, Sanskrit
5.	Bengali, Philosophy, Sanskrit
6.	Bengali, Education, History, Political Science (any three)
7.	Economics, English, Geography
8.	History, Geography, Political Science
Combinations	Combination of B.Sc General Subjects
1.	Economics, Geography, Mathematics
2.	Economics, Geography, Political Science

Related Subjects for Honours Courses in Accounting & Finance, Education and Philosophy:

- (i) **Accounting & Finance:** Apart from the students studying the Commerce subjects at +2 level, admission to the B.Com Honours course in Accounting & Finance is open for the students having studied the following subjects also:
Business Economics including Business Mathematics, Business Mathematics, Economics, Economic Geography, Mathematics, Statistics.
- (ii) **Education:** Apart from the candidates studying Education as a subject in +2 level, the students who have studied History, Philosophy, Political Science, Psychology and Sociology may also be considered eligible for honours course in Education.

- **Choice Based Credit System and range of subject options**
The affiliating university has not yet introduced the same.
- **Courses offered in modular form**
The affiliating university has not yet introduced the same.
- **Credit transfer and accumulation facility**

The affiliating university has not yet introduced the same.

• **Lateral and vertical mobility within and across programmes and courses**

Limited lateral mobility is permissible as per affiliating university rules. Candidates may be allowed to change subject or stream or course in their first year of study in the college provided it is keeping with the intake capacity approved by the University of Kalyani. Such a change of subject must be done before submission of Registration Form to the University.

• **Enrichment courses**

Environmental Studies is taught as a compulsory subject in the first year of all honours and general courses for developing environmental awareness among the students.

B.Com Part II syllabus (applicable for both honours and general students) includes a practical subject comprising Computer, Accounting and Taxation so that students can opt for computerized accounting and deal in tax related matters as tax consultant after completion of the course. The Geography department also imparts computer training to its students as a part of the curriculum.

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

The college does not offer self-financed programmes.

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 does not provide any additional skill oriented programmes as specified above. Recently a few agencies have been approaching the college to introduce some vocational courses at the college.

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

There is no such scope under the present system of University of Kalyani.

1.3. CURRICULUM ENRICHMENT:

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

As the college is an affiliated one, at institutional level, the college has no

liberty to formulate its own curriculum. However keeping in view the institution's goals and objectives, efforts are made to ensure the academic progress of students. The methods adopted are: preparation of academic calendar and routine and unitizing the syllabi in three phases, formal and informal departmental meetings, direct contact with the students, holding class tests for continuous upgradation and selection examination before sending the students for university final examination. Recently, some of the departments arranged joint meetings with teachers and students for academic achievements.

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

- As two papers of Bengali and English of 50 marks each are compulsorily taught to all the first year students, teachers of the respective departments take this opportunity to enhance the literary and communicative skills of the students so that they can face the various job related competitive examinations.
- Teachers of the Department of Commerce have also introduced a Basic Computer Training Programme for all the 1st year students so that they can cope with the recent trends in computerized accounting and e-commerce. The course is being run besides the compulsory computer course in B.Com Part II.
- The affiliating university introduced a new syllabus for commerce students from the academic session 2015-16 keeping in view the recent changes that have taken place in business and legal worlds. Before introducing the new syllabus the university organized a number of seminars in affiliated colleges where all the teachers of the Department of Commerce participated and suggested ways and means for prospective changes occurring due to the Companies Act 2013 in International and National Accounting and Auditing Standards etc.

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

- The syllabi of all the subjects taught in the college widely cover all the above mentioned parameters and the concerned teachers of the departments pay adequate attention to relate those topics with contemporary scenario. UGC sponsored National level seminars were also organized in these areas by the Departments of Geography and Political Science. In addition, the NSS units of the college give adequate emphasis to the above topics during their programmes.
- The college authority attempts to maintain an eco-friendly environment by different means like installing 45 KVA pollution and sound free generator, banning the use of plastic in the campus, gardening and proper cleaning etc.
- The departments of Commerce and Geography largely use ICT facilities in teaching and learning process.

- One permanent lady attendant takes care of the girl students and girls' common room.
- During 1st year's counselling session, the college authority initiates the prospective students into awareness about gender equality issues.
- It is provided that in students' union election one candidate shall be a regular girl student where the total number of class representatives exceeds 3 (three).
- Every student shall have equal right to participate in the activities in students' union irrespective of caste, creed, race, religion or sex.
- Encouragement for poster and graffiti free campus.
- The college organized a seminar on Anti-Human Trafficking during 2014-15.

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

§ **Moral and Ethical Values:**

Teachers attempt to inculcate value orientation through social science subjects taught in the college. Participation in NSS programmes also helps to build up social, moral and ethical values. The emblem of the college emphasizes harmony and progress through education.

§ **Employable and Life Skills**

The college library keeps various employment related news papers and periodicals and books on competitive examinations to keep the students informed about job markets.

Students also have an access to Net Resource Centre (NRC) to make themselves more knowledgeable about job prospects.

The college conducted coaching for minority students for selection as police constables and Group- D employees in association with West Bengal Minorities Development and Finance Corporation, Govt. of West Bengal in the year 2012-13.

ANANT, a NGO, organized a Human Resource Development Programme and Job Assistance Fair on 15th and 16th October, 2015, on World Students' Day, in which fresh graduates and final year students of our college were invited.

The leading English news paper The Telegraph in association with PC Chandra Goldlites conducted during 2015-16 a personality development grooming session in college campus which covered topics like interview preparation, communication skills, body language, basic etiquettes, personal grooming, etc.

Teachers of the Department of Commerce have introduced a Basic Computer Training Programme for all the 1st year students so that they can cope with the recent trends in computerised accounting and e-commerce. The course is being run besides the compulsory computer course in B.Com Part II.

§ **Better Career Options**

Even those students who fail to get admitted to Regular PG Courses can obtain Master Degree through DODL Courses in Bengali, Education,

English and History which widens their career horizon. These courses also offer opportunities to uplift their knowledge. The students engaged in services and those who unable to attend classes regularly due to various other reasons can avail this opportunity.

§ **Community Orientation**

The NSS college units organize several programmes like Environment Day, Banomohatsav Week, National Integration Day, World AIDS Day, National Youth Day, Blood Donation Camp.

Maintenance of traffic discipline during festival seasons and local annual fairs etc. are also conducted as extension activities.

In addition, Independence Day, Teachers' Day, NSS Day, Gandhi Jayanti, Republic Day, Rabindranath Tagore's Birth Day etc. are also celebrated.

Thalassaemia Awareness and Detection Camps were also organised on 23.03.2015 and 06.01.2016.

Haringhata Nagarik Committee, a local citizen's forum, organized BANGA SANSKRITI UTSAV (celebration of Bengali art and culture) and college provided active support to the programme during 11.12.2015 to 21.12.2015.

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

The college has no autonomy in curriculum development. Few senior teachers were/are on the UG Board of Studies and they contribute to curriculum framing within the imperatives of the given set up. Based on their long experiences of handling confidential examination assignments, holding discussions with fellow colleagues and students, they share their opinions in the Board of Studies and offer valuable feedback.

The affiliating university while introducing new syllabus used to organize a number of seminars in affiliated colleges (Like, **Workshop on "Implementation of UGC Curriculum on Environmental Studies (Compulsory Paper) at Undergraduate Level"** organized by University of Kalyani, held at Krishnagar Government College, Nadia on 26.02.2010; **Workshop on "Implementation Issues in Revised B.Com. Syllabus of University of Kalyani"** jointly organized by UG Board of Studies, University of Kalyani and Dwijendralal College, Krishnagar, Nadia on 08.05.2015) where the teachers of the respective departments participated and offered their valuable suggestions and opinions on the basis of their experience and discussion with fellow colleagues and students.

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

Teachers of the departments sincerely make efforts to implement teaching plans for optimizing teaching - learning process by way of assessing the outcome. After the publication of the university results, the TIC/Principal and the Heads of the Departments comprehensively discuss the outcome and shortcomings in the Academic Council and finally places it before the Governing Body (GB) and the GB expresses its evaluation for future action.

Though NSS and ODL are not our core programmes, even then yearly financial audits of both the programmes are done.

The NSS units yearly submit their activity report to the Programme Coordinator, NSS of the affiliating university.

The college units of NSS were awarded the Best College for NSS Performance in 2014-15.

Likewise, ODL wing of the college sends regular reports to the affiliating university.

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 college has no autonomy in curriculum development. A few senior teachers who were/are on the UG Board of Studies made/make contributions to curriculum framing. They provide suggestions regarding upgradation of curriculum in terms of newer developments in the concerned disciplines and ground reality of UG teaching and learning, since there is no provision of UG teaching by the university itself in its own campus. Teachers also participate and deliberate in the workshops organized by the University to revise and implement the syllabus.

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

The college does not maintain any formal procedure for obtaining feedback on curriculum and does not use any format for that purpose. Such a mechanism is not possible because as an affiliated institution, the college has no autonomy to make any improvisation on the given curriculum.

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?

During the Academic Year 2014-15, following courses were offered in General Stream on students' demand and to increase the scope of employability:

- Physical Education
- Philosophy
- Sanskrit

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?

Steps taken for publicity:

- Inside the campus, Admission Notice is given on the college notice board.
- Admission Notice is also put up on the notice board outside the boundary of the campus.
- The same notice is also uploaded on college website.
- The college Annual Prospectus containing courses offered, eligibility criterion, academic calendar, teachers' profile, administrative set up, Government and University rules, facilities offered is published and circulated among the students.

To make the admission process transparent following measures are taken:

- Previously admission process was strictly conducted on the basis of Merit-cum- Reservation List manually.
- **From the academic year 2015-16, the entire process of admission is strictly implemented in 'on line mode'.**
 - The college strictly adheres to the scheduled dates for receipt of application.
 - After the closing date for application, Merit List is prepared on the basis of Merit-cum Reservation policy.
 - The Merit List prepared in such a way is also exhibited on the college website.
 - Hard Copy of the Merit List is displayed on the Notice Board inside the college campus.
 - The same Hard Copy is also notified on the Notice Board placed outside the college boundary wall.

Admission of candidates is made on the basis of merit list as per schedule.

First Step: Initially total numbers of seats available are offered for admission (Say, X).

Second Step: Number of seats filled up/ admission taken (Say, Y)

Third Step: (X – Y) number of seats, if any, are again offered for admission in order of merit.

Fourth Step: The same process continues until all the seats are filled up within the prescribed date and time limit.

The applicants are informed of every step through SMS and e-mails (if any).

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.

Through Merit-cum-Reservation basis

- 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.**

Maximum and Minimum Marks at Entry Level (For Academic Year 2015-16)

Sl. No.	Course/Programme	Maximum Marks		Minimum Marks	
		Total	%	Total	%
1.	B.A. (Hons) in Bengali	506	84.33	303	50.50
2.	B.A. (Hons) in English	513	85.50	286	47.67
3.	B.A. (Hons) in Political Science	511	85.17	266	44.33 (ST-5% relaxation in marks)
4.	B.A. (Hons) in Geography	546	91.00	285	47.50
5.	B.A. (Hons) in Education	519	86.50	302	50.33
6.	B.A. (Hons) in History	497	82.83	296	49.33
7.	B.Sc. (Hons) in Geography	513	85.50	395	65.83
8.	B.Com. (Hons) in Accounting & Finance	472	78.67	299	49.83
9.	B.A. General	441	88.20	153	30.60
10.	B.A. General (Geography)	353	70.60	233	46.60
11.	B.Sc. General (Geography)	357	71.40	265	53.00
12.	B.A. General (Philosophy)	437	87.40	156	31.20
13.	B.A. General (Sanskrit)	370	74.00	178	35.60
14.	B.A. General (Phy. Edu.)	398	79.60	152	30.40
15.	B.Com. General	278	55.60	159	31.80

Comparison of Maximum and Minimum Marks at Entry Level (For Academic Year 2015-16) With Dwijendralal College, Krishnagar under University of Kalyani and located at district headquarters

Sl. No.	Course/Programme	Maximum Marks		Minimum Marks	
		Total	%	Total	%
1.	B.A. (Hons) in Bengali	503	83.33	418	69.67
2.	B.A. (Hons) in English	522	87.00	464	77.33
3.	B.A. (Hons) in Political Science	501	83.5	369	61.5
4.	B.A. (Hons) in Geography	517	86.17	401	66.83
5.	B.A. (Hons) in Sanskrit	488	81.33	411	68.50
6.	B.A. (Hons) in History	488	81.33	354	59.00
7.	B.A. (Hons) in Philosophy	480	80.00	387	64.50
8.	B.Com. (Hons) in Accounting & Finance	530	88.33	250	41.67
9.	B.A. General	429	71.50	150	30.00
10.	B.A. General (Geography)	365	60.83	329	54.83
11.	B.A. General (Sanskrit)	397	66.17	150	30.00
12.	B.A. General (Education)	415	69.17	150	30.00
13.	B.A. General (Phy. Edu.)	419	69.83	150	30.00
14.	B.Com. General	302	50.33	152	30.40

Haringhata Mahavidyalaya does not offer honours in Sanskrit and Philosophy, whereas Dwijendralal College does not have Education in its honours course. It is also evident that despite being a rural college, marks obtained by the highest scoring students admitted to honours courses in Haringhata Mahavidyalaya exceed or are at par with those of their counter parts from the other college in comparison.

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?

Before the beginning of the academic session, possible subject combinations are discussed with reference to the subject wise intake capacity as approved by the affiliating university. Thereafter admission is conducted strictly in

terms of the merit-cum-reservation system. After the 1st round of counselling if there is any vacancy, then subsequent rounds of admission and counselling are conducted. In every step due diligence is exercised to maintain transparency.

After completion of the admission process, analysis of roll strength is made in terms of gender, categories provided by the law of caste based reservation and reservation for religious minorities.

The academic records and merit-cum-reservation list are maintained by the office. The records of extra- curricular activities, extension activities and NSS activities are maintained by respective committees.

Outcome

- On an average a growth of around eight (8) percent in the number of students has been observed during the last four academic years.
- This helps to determine subject combinations to balance student strength in different subjects within the given limits of the university provided norms of subject combinations.
- Merit-cum-reservation list also helps the college to identify potentially eligible students for different kinds of scholarship.

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

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

Strategies adopted to increase/improve access for above categories	Demonstration /Reflection on the National Commitment
<ul style="list-style-type: none"> • For SC Categories: <ul style="list-style-type: none"> a) Reservation Policy of Govt. of West Bengal is complied with. 22% seats are reserved for SC categories both in honours and general courses. b) 3% is provided for differently abled within that 22%. • For ST Categories: <ul style="list-style-type: none"> a) Reservation Policy of Govt. of West Bengal is complied with. 6% seats are reserved for ST categories both in honours and general courses. b) 3% is provided for differently abled within that 6%. Candidates belonging to SC and ST categories also enjoy 5% relaxation in marks in admission. • For OBC-A Categories: <ul style="list-style-type: none"> a) Reservation Policy of Govt. of West Bengal is complied with. 10% seats are reserved for OBC-A categories both in honours and general courses. b) 3% is provided for differently abled within that 10%. • For OBC-B Categories: <ul style="list-style-type: none"> a) Reservation Policy of Govt. of West Bengal is complied with. 7% seats are reserved for OBC-B categories both in honours and general courses. b) 3% is provided for differently abled within that 7%. • For General Category: <ul style="list-style-type: none"> 3% is provided for differently abled applicants. <p>After admission, caste, community, religious minority and gender wise records are maintained so that SC/ST/OBC-A students along with other eligible students can apply for scholarship from Backward Class Welfare Department, Govt. of West Bengal. Also to ensure that scholarship from Minority Development Corporation, Govt. of West Bengal, Kanyasree Prakalpo for girl students and Merit-cum-Means scholarships can be effectively pursued.</p> <p>Apart from that college also provides remission of tuition fees for students from weak economic background.</p> 	<p>This helps in maximizing scope of entry into higher education at UG level. It is also a step forward to social equity, justice and social upliftment.</p>

Number and Percentage of SC, ST, OBC, Differently abled and Girl Students with reference to Total Number of Students

Academic Year	Total Number of Students	SC		ST		OBC		General		Others (Physically Challenged)		Girl Students	
		Total	%	Total	%	Total	%	Total	%	Total	%	Total	%
2011-12	2453	680	27.72	66	2.69	93	3.79	1614	65.8	-	-	1145	46.68
2012-13	2740	813	29.67	112	4.09	190	6.93	1622	59.2	3	0.11	1264	46.13
2013-14	3213	993	30.91	103	3.21	217	6.75	1900	59.13	-	-	1422	44.26
2014-15	3363	914	27.18	106	3.15	314	9.34	2029	60.33	-	-	1458	43.35

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

Academic Year: 2011-12 (Based on 1st Year Admission)

Serial Number	Programmes	Number of Applications	Number of Students admitted	Demand Ratio	
1	B.A. Hons in Bengali	342	111	1:3.08	
2.	B.A. Hons in English	121	67	1:1.81	
3.	B.A. Hons in Pol. Sc.	40	25	1:1.6	
4.	B.A. Hons in Geography	300	45	1:6.67	
5.	B.A. Hons in Education	236	59	1:4	
6.	B.A. Hons in History	207	95	1:2.18	
7.	B.Sc Hons in Geography	60	22	1:2.73	
8.	B.Com. Hons in Accounting & Finance	35	35	1:1	
9.	B.A. General	1198	747	1:1.60	
10.	B.A. General (Geography)	17	17	1:1	
11.	B.Sc. General (Geography)	1	1	1:1	
12.	B.A. General (Philosophy)	NA	NA	NA	
13.	B.A. General (Sanskrit)	NA	NA	NA	
14.	B.A. General (Phy. Edu.)	NA	NA	NA	
15.	B.Com. General	38	30	1:1.27	
	PG	NA	NA	NA	
	M.Phil.	NA	NA	NA	
	Ph.D.	NA	NA	NA	
	Integrated PG Ph.D.	NA	NA	NA	
	Value added	NA	NA	NA	
	Certificate	NA	NA	NA	
	Diploma	NA	NA	NA	
	PG Diploma	NA	NA	NA	
		M.A.			
		Programmes	Number of Applications	Number of Students admitted	Demand Ratio
16	Open and Distance Learning (ODL) under University of Kalyani	Bengali	37	37	1:1
17		English	5	5	1:1
18		History	62	62	1:1
19		Education	11	11	1:1

Academic Year: 2012-13 (Based on 1st Year Admission)

Serial Number	Programmes	Number of Applications	Number of Students admitted	Demand Ratio	
1	B.A. Hons in Bengali	382	124	1:3.08	
2.	B.A. Hons in English	251	75	1:3.35	
3.	B.A. Hons in Pol. Sc.	93	42	1:2.21	
4.	B.A. Hons in Geography	420	40	1:10.5	
5.	B.A. Hons in Education	327	65	1:5.03	
6.	B.A. Hons in History	266	109	1:2.44	
7.	B.Sc Hons in Geography	35	35	1:1	
8.	B.Com. Hons in Accounting & Finance	27	27	1:1	
9.	B.A. General	1940	1113	1:1.74	
10.	B.A. General (Geography)	18	18	1:1	
11.	B.Sc. General (Geography)	14	14	1:1	
12.	B.A. General (Philosophy)	NA	NA	NA	
13.	B.A. General (Sanskrit)	NA	NA	NA	
14.	B.A. General (Phy. Edu.)	NA	NA	NA	
15.	B.Com. General	38	38	1:1	
	PG	NA	NA	NA	
	M.Phil.	NA	NA	NA	
	Ph.D.	NA	NA	NA	
	Integrated PG Ph.D.	NA	NA	NA	
	Value added	NA	NA	NA	
	Certificate	NA	NA	NA	
	Diploma	NA	NA	NA	
	PG Diploma	NA	NA	NA	
		M.A.			
	Open and Distance Learning (ODL) under University of Kalyani	Programmes	Number of Applications	Number of Students admitted	Demand Ratio
16		Bengali	46	46	1:1
17		English	7	7	1:1
18		History	66	66	1:1
19		Education	26	26	1:1

Academic Year: 2013-14 (Based on 1st Year Admission)

Serial Number	Programmes	Number of Applications	Number of Students admitted	Demand Ratio	
1	B.A. Hons in Bengali	362	121	1:2.99	
2.	B.A. Hons in English	200	72	1:2.78	
3.	B.A. Hons in Pol. Sc.	42	21	1:2	
4.	B.A. Hons in Geography	300	51	1:5.88	
5.	B.A. Hons in Education	294	63	1:4.67	
6.	B.A. Hons in History	132	107	1:1.23	
7.	B.Sc Hons in Geography	21	21	1:1	
8.	B.Com. Hons in Accounting & Finance	28	28	1:1	
9.	B.A. General	1532	1040	1:1.47	
10.	B.A. General (Geography)	18	18	1:1	
11.	B.Sc. General (Geography)	6	6	1:1	
12.	B.A. General (Philosophy)	NA	NA	NA	
13.	B.A. General (Sanskrit)	NA	NA	NA	
14.	B.A. General (Phy. Edu.)	NA	NA	NA	
15.	B.Com. General	35	35	1:1	
	PG	NA	NA	NA	
	M.Phil.	NA	NA	NA	
	Ph.D.	NA	NA	NA	
	Integrated PG Ph.D.	NA	NA	NA	
	Value added	NA	NA	NA	
	Certificate	NA	NA	NA	
	Diploma	NA	NA	NA	
	PG Diploma	NA	NA	NA	
		M.A.			
		Programmes	Number of Applications	Number of Students admitted	Demand Ratio
16	Open and Distance Learning (ODL) under University of Kalyani	Bengali	55	55	1:1
17		English	6	6	1:1
18		History	61	61	1:1
19		Education	20	20	1:1

Academic Year: 2014-15 (Based on 1st Year Admission)

Serial Number	Programmes	Number of Applications	Number of Students admitted	Demand Ratio	
1	B.A. Hons in Bengali	257	120	1:2.14	
2.	B.A. Hons in English	141	72	1:1.96	
3.	B.A. Hons in Pol. Sc.	31	21	1:1.48	
4.	B.A. Hons in Geography	309	59	1:5.24	
5.	B.A. Hons in Education	271	65	1:4.17	
6.	B.A. Hons in History	111	93	1:1.19	
7.	B.Sc Hons in Geography	13	13	1:1	
8.	B.Com. Hons in Accounting & Finance	15	15	1:1	
9.	B.A. General	1459	1051	1:1.39	
10.	B.A. General (Geography)	55	17	1:3.24	
11.	B.Sc. General (Geography)	51	3	1:17	
12.	B.A. General (Philosophy)	17	7	1:2.43	
13.	B.A. General (Sanskrit)	32	32	1:1	
14.	B.A. General (Phy. Edu.)	145	60	1:2.42	
15.	B.Com. General	48	48	1:1	
	PG	NA	NA	NA	
	M.Phil.	NA	NA	NA	
	Ph.D.	NA	NA	NA	
	Integrated PG Ph.D.	NA	NA	NA	
	Value added Certificate	NA	NA	NA	
	Diploma	NA	NA	NA	
	PG Diploma	NA	NA	NA	
		M.A.			
	Open and Distance Learning (ODL) under University of Kalyani	Programmes	Number of Applications	Number of Students admitted	Demand Ratio
16		Bengali	45	45	1:1
17		English	4	4	1:1
18		History	58	58	1:1
19		Education	17	17	1:1

2.2 Catering to Student Diversity

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

To implement the government policies regarding differently-abled students at the time of admission the college provides for (3) three percent reservation for such students within each separate category of reservation.

Ramps are built in the college buildings.

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 programme.

The college strictly adheres to merit cum reservation policy as per government rules. At the time of counselling students are informed about details of the courses and the various aspects of teaching-learning process. At the time of commencement of the session teachers discuss about the syllabus in the class room and accordingly try to gauge the students' knowledge.

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? (Bridge/Remedial/Add-on/Enrichment Courses) etc.?

All the departments of the college hold introductory classes to bridge the gap between +2 level syllabuses and the UG level courses and to cement the new relationships. The college also holds Tutorial and remedial classes for that purpose.

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

- Relevant topics are included in the syllabus of various subjects regarding gender and environmental issues, for example, the curriculum of Political Science has a topic covering feminist approach to the study of politics. Environmental Studies is compulsory for all the streams in 1st year courses.
- A majority of our students come from the neighbourhood schools belonging to various merit categories and caste backgrounds and are supported to learn, contribute and participate in all aspects of the college's social life viz. like freshers' welcome, annual cultural programme, annual sports, participation in youth parliament etc., irrespective of gender, class, caste, community and/or religion.
- The college attempts to maximize the benefits provided by various government schemes through scholarships and stipends like Kanyasree prokalpa, the schemes of Backward Caste Welfare Department, Minority Welfare Department etc.
- In the year 2012-13, the Bengali Department organized a UGC sponsored

National Seminar in collaboration with Shimurali Sachinandan College of Education on “**Swami Vivekananda : Literature and Culture**” where Swamji’s conceptual contribution towards enlightenment of women, youth, socialism and inclusive growth were discussed and debated about.

- In the year 2014-15, one UGC sponsored National Seminar was held by the Department of Political Science in collaboration with Dept. of Political Science, Chakdaha College on “**Changes in Federal Structure of India: Current Factors and Trends**”. It is evident from the published seminar proceedings that even in that seminar empowerment of women, political participation of women, concept of inclusive growth by negotiating the minority issues etc. were discussed.
- In the year 2014-15, one UGC sponsored National Seminar was also held by the Department of Geography in collaboration with Institute of Landscape, Ecology and Ekistics on “**Application of Modern Techniques for The Management of Contemporary Environmental Hazards and Disasters**”. Apart from technical analysis, issues like health hazards of street children, occupational health hazards of working women, health disasters caused by carry bags, hazards related to empowerment of women were discussed and debated in detail.

Following the usual practice, apart from teachers of our college and different other institutions, all the office staff and a large number of students from our college and other institutions participated in all the seminars.

Recently on 29th February, 2016 two teachers from the college, one from the Dept. of Economics and the other from the Dept. of Geography, attended a seminar on “Gender Sensitivity in Higher Educational Institution” organized by Kalyani Mahavidyalaya.

The NSS units of the college fulfill all the criteria while framing and conducting their programmes during the academic sessions. Van Mahotsava Week, International Women Day are celebrated.

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

Educational and learning needs of relatively advanced students are identified through interactions in class rooms and beyond, class tests and part wise university examinations results.

The teachers respond by providing specific reference books relating to topics of interest of the students concerned, encouraging the students to consult websites and also to create interest to attend seminars even on inter-disciplinary subjects.

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)?

Part wise results of students are preserved in the college office and analysis of the results helps to identify academic performance throughout the programme duration. Though there is no formal provision to address the problem of drop-outs (the affiliating university classifies them as casual students) but the teachers allow them in class and they can take necessary guidance from the teachers if they are interested to attend classes.

The college attempts to maximize the benefits to be had from different kinds of stipends and scholarships available for the disadvantaged sections of society.

The college has an internal method of addressing the problem through remission of fees.

For slow learners, teachers repeat and revise topics. They are guided by their class room experience. They assess students' progress through evaluation. Tutorial classes are given and involvement of students is encouraged through personal interaction.

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 college has to operate within the academic calendar provided by the University with modifications and improvisations to suit the academic requirements of the college. The list of major holidays, vacations etc. is also provided by the university. The above guideline helps to calculate tentative number of teaching and working days.

Guided by previous experience, a tentative assumption is made about possible number of teaching days for the given academic year according to which the class routine of the college is prepared.

On the basis of the above mentioned routine, the syllabus is sub-divided in three phases namely, from 1st July to Puja Vacation, end of puja vacation to 31st December and 1st January onwards to end of the academic year.

Accordingly departments also prepare their departmental routines following the master routine and attempt to suit it to the syllabus to be covered in three phases as mentioned above.

Internal evaluation through class tests is arranged by the college.

If the number of teaching days is compromised due to unforeseen reasons like requisition of the college establishment by government authorities etc., tutorial classes are taken to compensate for the loss as far as possible

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

As the IQAC was formed on 28.10.2014, most of the initiatives were taken under the guidance and supervision of the head of the institution in consultation with the Governing Body supported by teaching and non-teaching staffs and students as well.

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?

Initiatives to make student- centric learning are taken through the use of reading room for students in the library; tutorials, educational tours, seminars, participatory programmes like youth parliament competition, publication of college magazine where both teachers and students contribute, use of audio-visual aids and project work. The commerce Department of the college also arranges Basic Computer Training Programme in the 1st year beyond the given syllabus. Students are also encouraged to use the library independently. Accession of books in the library is computerized as the library has a computerized accession register.

The college provides learning facilities through central library, reading room for teachers, well equipped laboratories with lab assistants, computers, internet connections, laptops to departmental heads. All the 1st year students undertake project work on Environmental Studies under the guidance of the teachers. 2nd year General and 3rd year Honours Geography students undertake project work and excursion under the guidance of departmental teachers. Similarly, students of 2nd year Commerce have computer practical classes held through interactive mode with departmental teachers. Apart from these, co-curricular activities like seminars, workshops and extra-curricular activities such as NSS are undertaken by the college to develop participatory learning.

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

The college attempts to nurture critical thinking, creativity and scientific temper through the following activities:

- Arranging seminars where eminent teachers, teachers from the college as well as other colleges, research faculties of universities, students of our college and other colleges share the platform to exchange ideas and debate over the presentations.
- Poster Session for UG and +2 level students of the neighbouring institutions
- Practical papers in the subjects like Geography, Commerce and mandatory project work in Environmental Studies
- Inter and Intra state excursion/survey is included in the syllabus of Geography
- At an informal level, different cultural programmes by students are held

during the celebration of freshers' welcome, annual cultural programme of the college, Saraswati Puja. The closing ceremony of NSS Special Camp ends with a cultural programme and camp fire. Students are encouraged to contribute to the college magazine 'AYAN'.

- World Environment Day, World Population Day, National Blood Donation Day and World AIDS Day are some of the NSS programmes where the students are informed about and involved in the scientific and social aspects of the programmes.

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

The college provides the following technological facilities for the faculties:

- Internet access with UGC Net Resource Centre in the college
- Internet connection in the different segments of the college
- Free Wi-Fi enabled library in the college
- LCD projectors
- Smart Class Room and Language Lab.

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

- The college provides internet facility to the students and teachers through which they may update their knowledge base
- The college conducts seminars and also encourages students and faculties to attend different seminars/workshops and field based projects
- The faculty members are encouraged to join and complete the required number of orientation programmes and refresher courses conducted by the Academic Staff College of the UGC
- Faculties are also encouraged to acquire NET/SET/M.Phil/Pd.D.
- They are also encouraged to participate/ present papers in seminars / workshops / conferences at different levels.

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?

- Usually general study support is provided to the students.
- Initially during class room teaching, slow learners are identified. Counseling is done by teachers both within and beyond class room.
- Tutorial/remedial classes are conducted.
- Students are encouraged to discuss their socio-economic problems with the teachers.
- The college has no formal arrangement of psychological counseling cell.

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

- The college maintains Broad Band Connection provided by National Mission's Broad Band Connection.
- Project based learning is mandatory in Environmental Studies, Geography and Commerce.
- Computer with internet connection is provided in Geography and Commerce laboratories.
- LCD projectors
- Smart Class Room and Language Lab

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

Text books and reference books on different subjects covering the entire syllabus of the affiliating university are well stocked in college library. Besides, newspapers, journals and magazines of concerned departments and those relating to career opportunities are also available. Syllabus books, question papers etc. are also preserved to help the students and faculties to make teaching-learning process more comprehensive. Photo copiers are installed in the library for the benefit of the students. Free Wi-Fi enabled library enables the students and the faculty to have easy access to internet facility. Accession Register is maintained both manually and using computers. Students can check accession numbers of books through a students' portal. Continuous power supply is ensured through an environment friendly generator.

- NSS units also maintain a Book Bank and teachers often donate books to that library.
- The process of building Departmental Libraries is going on.

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.

In the last four years very often the academic schedule was disturbed due to requisition of college premises by government authorities for election purposes. To face the challenge posed by these incidents, tutorial classes were arranged to broaden the time framework.

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

Teaching-learning quality is monitored through:

- Interaction with students in class rooms by HODs

- Interaction of faculty members with HODs
- Class Tests
- Review of results in Academic Council
- Finally, discussion in the Governing Body

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

Qualifications of the teaching staff: as on 31.12.2015

Highest qualification	Professor/ Principal		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	01	-	01	01 [#]	01	-	04
M.Phil.	-	-	-	-	01	-	01
NET/ SET/ SLET	-	-	-	-	-	-	-
PG	-	-	01	01	-	-	02
Part-time teachers (DPI, Govt., of W.B. Approved PTT)							
	Male			Female			
Ph.D.	01			02			03
M.Phil.	-			02			02
NET/ SET/ SLET	-			-			-
PG	09			07			16
Temporary teachers (Guest Lecturer) *							
Ph.D.	-			-			-
M.Phil.	-			-			-
NET/ SET/ SLET	05			01			06
PG	03			03			06

One Associate Professor is currently on lien.

* Management appointed temporary faculties.

Permanent Teachers

- The college has no autonomy regarding recruitment of permanent teachers.
- Permanent teachers are appointed on the basis of recommendation of the West Bengal College Service Commission (WBCSC).
- The permanent teachers are appointed through WBCSC and pay protection is provided to them by the Directorate of Public Instructions (DPI) as per UGC pay structure.

Part-Time Teachers

- Presently the appropriate authority for appointment of part-time teachers is the Directorate of Public Instructions (DPI).
- Their terms and conditions of service are decided by the DPI from time to time.
- Part-time teachers' pay structure is decided by DPI on the basis of service duration.

Temporary Teachers (Guest Lecturers)

- The college management has only the autonomy to appoint Guest Lecturers.
- Appointment process:

Advertisement is given on one leading vernacular newspaper, one English Daily and in the college website.

UGC provided eligibility is preferred by the college.

Interview is taken by a committee consisting of a nominee of the affiliating university selected by the Inspector of colleges, principal of the college and head of the respective departments.

At the first stage score is calculated purely on the basis of academic record. Thereafter interview score given by the university expert is added to the academic score obtained.

On the basis of the total marks obtained a panel is made and accordingly appointments are made.

Panel made in the above mentioned way is kept valid for one year so that the college can make further appointments if the requirement changes.

The college ensures their remuneration from its own fund with the approval of the Governing Body.

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.

Given the socio-economic environment in which the college is situated and its present infrastructural conditions, the college has very little scope to introduce subjects like Biotechnology, Bioinformatics etc., in spite of that the college has applied for permission to the Higher Education Council, Govt. of West Bengal to open subjects like Computer Science, Physics (Honours and General), Statistics (Gen), Mathematics (Hons), Philosophy (Hons), Sanskrit (Hons), Sociology (Gen) etc. Inspection in this regard has been completed by the competent authority.

The Honourable Member of Parliament of the constituency was gracious enough to provide fund to the tune of Rupees Twenty Lakh (Approx) for building rooms and equipments for that purpose

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

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

UGC Financial Assistance was accorded to visually challenged teacher Dr. Shishir Kr. Biswas.

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

- ✓ Teaching learning methods/approaches: Nil
- ✓ Handling new curriculum: Nil
- ✓ Content/knowledge management: Nil
- ✓ Selection, development and use of enrichment materials: Nil
- ✓ Assessment SAAC
- ✓ Cross cutting issues: Nil
- ✓ Audio Visual Aids/multimedia: Nil
- ✓ OER's: Nil
- ✓ Teaching learning material development, selection and use: Nil

c) Percentage of faculty

- * invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies: Nil
- ✓ participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies:

One faculty from the Department of Commerce participated in 38th Regional Conference of EIRC, The Institute of Chartered Accountants of India held at Science City Auditorium, Kolkata on 20.12.2013 & 21.12.2013 and in 39th

Regional Conference of EIRC, The Institute of Chartered Accountants of India held at Science City Auditorium, Kolkata on 28.11.2014 & 29.11.2014.

* presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies: Nil

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 Grant: The college has no provision to provide research grants but the teachers are encouraged to apply for projects like MRP.

Study Leave: The College stands by the teachers interested to go for higher studies like M.Phil/ Ph.D and other programmes and the departments make adjustments for the same with the help of the management.

Duty leave is granted to faculties to attend, participate and present papers in seminars/workshops.

Teaching Experience: One of the faculties in the department of Political Science served as a Guest Lecturer in Post Graduate Department in Political Science, University of Kalyani and one faculty from the department of History is serving as Guest Lecturer in the department of History in Rabindra Bharati University since the academic year 2012-13.

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.

None

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?

The college does not have any formal method of evaluation of teachers by the students till now.

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?

Evaluative measures which are taken by the college are communicated to the stakeholders through the college prospectus and the college website. Notifications by principal are also circulated to the class rooms. At the beginning of the session students are informed by the teachers about the question patterns and chapter or topic-wise distribution of marks.

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 affiliating university changed from the 2+1 pattern of examination and introduced 1+1+1 pattern. Accordingly the syllabus was revised and the college had to adopt the same in terms of teaching and functioning as a venue of university examinations. Thereafter the university introduced internal assessment system carrying 15 marks for each honours paper in Part-1, Part-2 and Part-3. The number obtained in the internal assessment was added to the marks obtained in the university examination which was conducted with 85 as full marks. Subsequently the university discontinued this practice.

Teachers of the college are actively involved in conducting the examination and act in different capacities in examination related confidential duties.

The college has a computerised cell for conducting examination controlled by the examination committee headed by the principal. The principal/centre in charge is assisted by the teacher acting as supervisor of centre committee.

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

The college has a marginal role in initiating any reform of the evaluation system or pattern. Reformation of evaluation method is initiated by the university and through implementation of those reforms the college acts as a catalyst. The college acts as venue of examination conducted by the university and for effective conduction of the examination, examination committee consisting of teaching and office staffs are established. Teachers act as invigilators assisted by the office staff. To ensure teachers' presence in invigilation duty the college authority issues examination duty notices, treated as urgent, and reminders are sent through bulk SMS.

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.

Continuous interaction in the class and beyond, throughout the year, class tests, test examination before final examination, practical assignments, field work and project help to evaluate and assess students' progress.

University results at the end of every part finally assess the students' progress which reflects performance of the departments as well.

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.

Being an affiliated college, there is no scope for developing an internal assessment system which will reflect on the score sheet of the students issued

by the affiliating university. However the university introduced an internal assessment system from the academic year 2008-09 carrying 15 marks in full in every honours paper. Number scored in the said assessment is added to the number scored out of remaining the 85 marks in the university conducted examination. The college implemented the same along with the usual test examinations of the college. However the university discontinued the method from the academic session 2012-13.

But the college continued the practice of holding the test examination and introduced class test. Answer scripts are available to the students for their own assessment.

Though the behavioural aspect is crucial in teaching and learning process, which includes both teachers' and students' behavioral patterns, the college has no autonomy to give weightage to this aspect. The college wholeheartedly attempts to maintain harmonious relationship between the teachers, students and the office staff.

The college encourages dialogue between teachers-students, students-students and office staff-students. Students participate in various programmes with the assistance of the teachers, like youth parliament, freshers' welcome, annual cultural programme, annual sports meet, seminars, poster sessions in seminars, NSS activities etc. This helps them to develop leadership capability which in turn encourages them to assume an independent attitude and enhance their communication skills to break the culture of silence prevailing in the class rooms so that the students do not remain inert listeners. But since there is no formal methodology to quantify these aspects and there is no provision for attributing weightage, hence they are not reflected on the score sheet.

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?

Owing to the requisite disciplinary expertise and the extremely technical nature of the knowledge on which the core curriculum is based, the system has its own intrinsic limitations. To go beyond these limitations, the college has adopted its own motto of imbuing its students with the idea of progress and harmony through education, which is reflected even in the emblem of the college.

It is generally agreed that the following attributes ought to be developed among the students - inclination to enquiry, willingness to face a problem and solve it. to develop leadership skills, commitment to the society and the nation, team spirit and respect for different cultures. To achieve these, the college takes care to ensure participation in programmes like Prof. Satyendranath Bose Science, Agriculture and Book Fair, youth festivals, cultural meet, sports and athletic competitions at different levels, football tournaments; students' union related activities like giving leadership to different sub committees of the students' union, proper representation of the students' problems before the college administration, participation in college management as a member of the apex management body of the college, i.e., the Governing Body; celebration of various days of national and international importance like Republic Day, Independence Day, World AIDS Day, contribution to college magazine 'AYAN' etc.

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

It is an integral part of the college's evaluative system to make available to the students the evaluated answer scripts of the internal examinations conducted by the college for their own assessment.

According to the preconditions set by the university, the college authority forwards applications for review and scrutiny to the appropriate authority of the university regarding university conducted UG examinations.

Students have the legal right to ask for the production of evaluated answer scripts from the university as per the provisions of the Right to Information Act.

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?**

Learning outcome of the college is largely defined and guided by the university curriculum. Roadmap for assessing students' learning is structured through academic calendar, class routine, class room teaching, class tests and test examination for the purpose of acquiring lowest to highest cognitive skills, for comprehensive understanding of the subject to increase the knowledge base and for the purpose of evaluation.

The students and staff are made aware of these through the underlying ideals of imbuing their students with the idea of progress and harmony through education which is reflected in the emblem of the college.

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.

Progress and performance of students is monitored throughout the course by way of interaction between students and teachers in and outside the classroom, class test and test examination. Remedial and tutorial classes are arranged. Results are also discussed in the governing body and corrective measures are suggested.

Programme wise Result Analysis in terms of number and Percentage in Part-III Examination

Programme	Percentage of Students passed in the following Academic Years			
	2011-12	2012-13	2013-14	2014-15
B.A. (Honours)	95.06	90.54	95.56	89.19
B.Sc. (Honours)	100.00	100.00	100.00	95.83
B.Com.(Honours)	100.00	50.00	94.44	89.47
B.A.(General)	96.52	97.46	82.41	77.57
B.Sc.(General)	No Student enrolled	No Student enrolled	No Student enrolled	100.00
B.Com.(General)	100.00	No Student enrolled	100.00	80.00

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

The college attempts to ensure continuous improvement of standard in teaching, learning and internal assessment through following practices:

- Annual teaching and learning plan.
- Within the given limits the recruitment process focuses on appointing staff with a potential for conducting effective teaching, learning and assessment.
- Autonomy is given to the departments to match differentiated teaching and learning needs so that they can effectively implement the curriculum.
- Tutorial classes are taken to support learners' progress.
- Class tests, annual tests and annual examination in each part help the teachers to assess and reduce achievement gaps.

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?

Because of the nature of the curriculum structure, scope of providing direct placement is utterly difficult so there is no formal placement cell as such. The college takes care to optimize social and economic relevance within the curriculum.

- The B.Com course includes Business Communication and Entrepreneurship Development which helps the students to understand the concept of entrepreneurship. Accounting, Taxation and Computer Practical classes are also provided in the B.Com course syllabus, which are considered to be of much help in enhancing entrepreneurship skills of students.
- Project based learning and computer assisted learning are practiced in Environmental Studies, Geography and B.Com.
- The college library provides news bulletins like Employment News, Karma Khetra, Karma Sansthan and Pesha Prabesh (Bengali news bulletins containing job related information).

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?

Collection of data on student performance and learning outcome is done through class room interactions; from the results of class tests, annual test examinations and final examinations at the end of each part and through participation in project work. On the basis of the interpretation of the results tutorial classes are taken and the remedial coaching is done.

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

The college attempts to monitor the learning outcome through class teaching, encouraging the students beyond class room, students' participation in seminars, tutorial classes, class tests and annual test examinations.

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

In house examinations and class tests are the basis of evaluating student performance and achievement. The college implements the curriculum through annual teaching plan, unitizing syllabus.

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?

Till now the college does not have any recognized research centre.

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.

The college has no formal research committee. But the college encourages the teachers to apply for Minor Research Projects of UGC. Many of the teachers have publications in seminar proceedings and other journals. A few number of teachers have done M.Phil., Ph.D. within their service tenure in the college.

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**

Principal investigators are given autonomy in utilization of funds.

§ **Timely availability or release of resources**

Fund from UGC for the above mentioned purpose is released as and when it is sanctioned.

§ **Adequate infrastructure and human resources**

The college provides computers with internet connection to the faculties. The college library is a free Wi-Fi zone.

§ **Time-off, reduced teaching load, special leave etc. to teachers**

The statute of the affiliating university does not provide for reduced teaching load, special leave, time-off to teachers. Duty leave is granted to faculty members for attending seminars, workshops etc.

§ **Support in terms of technology and information needs**

The college provides computers with internet connection to the faculties and library purchase is made on the basis of book-lists prepared by the faculties of the various departments.

§ **Facilitate timely auditing and submission of utilization certificate to the funding authorities**

The college makes it a point to submit the utilization certificate to the funding authorities in time.

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

For the purpose of development of scientific temper, the college encourages the students to participate in seminars organized by the college and

sometimes teachers from universities and other colleges are invited to enlighten the students on specific topics.

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.

In the present system of the affiliating university the college teachers have no scope to act as research guides. Since the thrust area of the college is teaching, so, there is very marginal scope for active research.

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.

For the purpose of exposure to recent trends and concepts in various disciplines the college organizes departmental and other seminars, class lectures by faculties from other institutions in which participation of the staff and students is encouraged.

During the Silver Jubilee Celebration in September, 2011 the college organized the following Departmental Seminars in which both the students and the faculties participated.

Sl. No.	Date	Department	Topic	Resource Person
1.	08.09.2011	History	The Nationalist Philosophies of Gandhi, Rabindranath and Nehru: An Evaluation	Prof. Alok Ghosh History Department University of Kalyani
2.	09.09.2011	Political Science	The Philosophy of Truth: Rabindranath Tagore and Nationalism	Nirmalya Majumder Deptt. of Pol. Sc. Kanchrapara College
3.	10.09.2011	Geography	Arsenic Contamination of Under-ground or Subterranean Water in West Bengal: Causes and Consequences	Sumana Bhattacharya Deptt. of Geography Jogesh Ch. Chowdhury College, Kolkata
4.	15.09.2011	Bengali	Iswargupta: The poet in the light of his bicentenary year	Vibek Singha Deptt. of Bengali Kanchrapara College
5.	16.09.2011	Commerce	Accounting and Tax Management Functions and Auditing	Prof. Sunil Gandhi Commerce Department University of Kalyani & Prabir Saha Commerce Department Kanchrapara College
6.	17.09.2011	Economics	The Problem of Gender Disparity with reference to Census of India, 2011: A Review	Dr. Debasis Majumder Economics Department Bangabasi College Kolkata
7.	19.09.2011	Education	A Comparative Analysis of Indian Higher education System with reference to Great Britain, USA and Russia	Dr. Debiprasad Nag Chowdhury, Principal Shimurali Sachinandan College of Education

Besides, Prof. Subhankar Chakrabarty, Former Vice Chancellor, Rabindra Bharati University gave a special lecture on “Rabindranath Tagore: Revisited” on 22.09.2011 during the celebration.

Department of English organized a departmental seminar on 29.02.2016 where Prof. Mahitosh Mandal, Presidency University, Kolkata delivered a lecture on “ASPECTS OF MODERNISM”. Students and faculties from other departments also participated in the same seminar.

A departmental seminar in Bengali on the occasion of International Women’s Day was held on 08.03.2016 which was addressed by Dr. Rabindranath Maisal, former principal of the college. The topic of the seminar was “Rabindranath Tagore’s Concept of Womanhood: An Analysis of His Literary Works”.

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

Since the college is basically a teaching learning centre, it does not have any prioritized research areas. The teachers pursuing M.Phil, Ph.D and Minor Research Projects determine their thrust area as per their research inclination.

List Showing prioritized research areas of teachers which led to obtaining of Ph.D. degrees.

Sl. No.	Title of Thesis / Prioritized Research Areas	Name of Teacher
1.	Regional Rural Bank Finance and Entrepreneurship Development in West Bengal	**Dr.Kumaresh Chatterjee
2.	Job Commitment, Job Satisfaction and Job Motivation of Industrial Workers: A sociological Study	Dr. Pratap Chandra Mandal (Principal)
3.	Workers’ Participation in Management: Human Resources Development Approach	Dr. Manik Maitra
4.	Representation of the Masses in the Bengali Novel.	Dr. Bablu Saha
5.	Working Class Woman in the Bengali Novel.	Dr. Sumana Ray
6.	Rabindra Katha Sahitye Nari: Samajik Shoshan O Uttaran	*Dr. Rabindranath Maisal (former Principal)
7.	Dwijendralal Roy: Kavya Priti	Dr. Shishir Kr. Biswas
8.	A Study on Alternative Rural Livelihood for Sustainable Development & Environmental Management with Special reference to Natural Resources in Some Selected Blocks in Sunderban	Dr. Sayantani Bhadra
9.	An Economic Analysis of Vegetable Sector in India	**Dr. Baby Dey

*He has retired from his service in the college on 31.03.2013.

**They have left the college to join other colleges as principals.

List of Teachers having M.Phil. degrees.

Sl. No.	Name of Teacher	Department	Year of obtaining M.Phil.	University from where M.Phil. Obtained
1.	Baisakhi Goswami	Bengali	2002	Rabindra Bharati University
2.	Anandaraj Saha	Commerce	2007	University of Calcutta
3.	*Aparna Roy	Political Science	2009	University of Calcutta
4.	Sarbari Dey Sarkar	History	2010	Rabindra Bharati University
5.	*Shubhojit Kundu	Political Science	2011	Jadavpur University

*They have left the college to join other colleges.

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 a practice of inviting eminent scholars from different institutions while organizing seminars and special lectures for the students.

Name of the Department	National Seminar (UGC sponsored)			
	Year	Date	Name of the Resource Person	Name of the Institution in which he/she belongs
Bengali	2012-13	08 th and 9 th March, 2013	Dr. Tapas Kumr Basu	University of Kalyani
			Dr. Sukhen Biswas	University of Kalyani
			Dr. Sumita Chatterjee	Benaras Hindu University
Political Science	2014-15	3 rd and 4 th Sept, 2014	Dr. Sumit Mukherjee	University of Kalyani
			Dr. Prabir Kumar De	University of Kalyani
			Dr. Biswanath Chakraborty	Rabindra Bharati University
			Dr. Partha Pratim Basu	Jadavpur University
			Dr. Anindya Jyoti Majumder	Jadavpur University
			Dr. Alok Bhattacharya	Tripura University
			Dr. Abhirup Sarkar	Indian Statistical Institute
			Dr. Sheuli Sarkar	Lady Brabourne College
Geography	2014-15	5 th and 6 th Sept, 2014	Dr. D.K.Khan	University of Kalyani
			Prof. Sunirmal Chanda	Chairman, Institute of Landscape, Ecology and Ekistics
			Prof. Subhash Mukhopadyay	University of Calcutta
			Prof. Malay Mukhopadyay	Biswabharati University
			Prof. Sunando Bandhopadhyay	University of Calcutta
			Dr. Soumendu Chatterjee	Presidency University
			Dr. Ramkrishna Maity	Vidyasagar university
			Prof. Sunil Kr. Dey	North Eastern Hill University, Silong
Dr. Premangshu Chakraborty	University of Kalyani			

Apart from these as stated in 3.1.6 the college also arranged departmental seminars as a part of Silver Jubilee Celebration.

Also, Department of English organized a departmental seminar on 29.02.2016 where Prof. Mahitosh Mandal, Presidency University, Kolkata delivered a lecture on “ASPECTS OF MODERNISM”. Students and faculties from other departments also participated in the same seminar.

A departmental seminar in Bengali on the occasion of International Women’s Day was held on 08.03.2016 which was addressed by Dr. Rabindranath Maisal, former principal of the college. The topic of the seminar was ‘Rabindranath Tagore’s Concept of Womanhood: An Analysis of His Literary Works’.

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

There is no provision for Sabbatical Leave within the statutory frame work of the affiliating university.

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 college has no opportunity for transfer of research findings but attempt is made to create awareness through organization and participation in different seminars and workshops.

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.

Since the core activity of the college is teaching-learning, till now the college has no budgetary allocation earmarked for research.

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

The college has no provision to provide seed money to the faculty for research.

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

Till now the college has no such provision.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research?

Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Being a general degree college, the departments of the college do not act as Research Centers, so scope of inter-disciplinary research does not exist. But while organizing and participating in seminars, workshops etc. teachers maintain inter-disciplinary approach.

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

For optimal use of equipment and research facilities available in the institution regular maintenance is observed. Staff and students are at liberty to use the facilities.

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.

As the college is a General Degree College, so allocation of special grants or finances from the industry is seldom possible.

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

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total Grant		Total grant received till date ₹
				Sanctioned ₹	Received ₹	
Minor projects	2013 to	Rural Upliftment and Emancipation of Women.	UGC	98,000.00	61,500.00	61,500.00
Major projects						
Interdisciplinary projects						
Industry sponsored						
Students' research projects						
Any other (specify)						

3.3 Research Facilities

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

As the college is basically a teaching-learning centre and since there are no collaborations with other research institutes, the college does not have research scholars within the campus. But the students and faculties carrying out their own research projects are always welcome to avail the facilities in the college campus.

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?

Priority is given to utilization of equipments, books and journals grants, with due consideration to considering the opinion of faculties carrying out their own research. The college encourages the faculty members to carry on with their research projects. The following faculties are involved in active research Following are the teachers who after joining the college have started research projects for Ph.D. Degrees.

Sl. No.	Name of Teacher	Department	Year of Registration	University where doing	Title of Thesis
1.	Sachindra Ghosh	History	2011	University of Kalyani	A Social Picture of Hindu-Muslim Cultural Synthesis in the Colonial Era : A case study of Bardhaman District.
2.	Anandaraj Saha	Commerce	2013	University of Calcutta	An Empirical Study on Long-Run & Short- Run Integration of Select Indian and Global Equity Markets
3.	Sarbari Dey Sarkar	History	2014	Rabindra Bharati University	Aspect of the History of the Madhesis

Following are the teachers who after joining the college have started research projects for M.Phil. Degrees.

Sl. No.	Name of Teacher	Department	Year of obtaining M.Phil.	University from where M.Phil Obtained
1.	Subhajit Bhattacharya	Education	2013	Mahatma Gandhi University, Shilong
2.	Santanu Bera	Geography	2013	Mahatma Gandhi University, Shilong
3.	Debasis Maji	Economics	2014	West Bengal State University
4.	Papia Das	Education	2015	Kalyani University of Kalyani
5.	Maranbandhu Majumder	Education	2015	Kalyani University of Kalyani
6.	Haripada Shon	Sanskrit	2015	Jadavpur University
7.	Santu Kumar Pan	Sanskrit	2015	Jadavpur University

- 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.**

Since the college has no interface with industry, so the need to develop research facilities from such grants does not arise.

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

The college does not offer any research oriented programme.

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

There is no specific arrangement for research facility in the campus. Books for library are purchased on the basis of book-lists provided by the faculties of different departments. The college houses a reading room for both teachers and students with computer and internet connection. The college library is a free Wi-Fi zone. National level journals are displayed in the library both for the students and the teachers.

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

Giving the curricular structure the college has no collaboration with research institutes and neither does the college have any in campus research institute . So, there is no collaborative research.

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) – None**
- * **Original research contributing to product improvement –None**
- * **Research studies or surveys benefiting the community or improving the services –None**
- * **Research inputs contributing to new initiatives and social development -None**

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?

Since the college is not a research institute it has no publication partner for research journal (s) as such. But while publishing the seminar proceedings the faculty members of the departments undertake editorial roles.

3.4.3 Give details of publications by the faculty and students:

- * **Publication per faculty**
- * **Number of papers published by faculty and students in peer reviewed journals (national / international)**
- * **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**

Publications	2011-12	2012-13	2013-14	2014-15
No. of papers in peer-reviewed national/international Journals	-	1	-	-
No. of papers in national/international reputed Journals	3	-	-	-
Conferences/Seminars/Symposiums/Abstracts	Presentation of 3 Papers in International Seminars, 3 Papers in National Seminars & 1 Paper in State Level Seminar	Presentation of 9 Papers in National Seminars	Presentation of 4 Papers in International Seminars & 6 Papers in National Seminars	Presentation of 23 Papers in National Seminars
Conferences / Seminars Proceedings	1	1	-	2
Article in Edited Books with ISBN/ISSN	-	-	1	6
Books Edited	-	-	-	-
Books with ISBN/ISSN	-	-	-	-

regularly to the college magazine ‘AYAN’.

3.4.4 Provide details (if any) of*** Research awards received by the faculty-**

Details regarding prioritized research areas of teachers which led to obtaining of Ph.D. degrees.

Sl. No.	Name of Teacher	Department	Year of obtaining Ph.D.	University from where Ph.D. Obtained	Title of Thesis
1.	**Dr.Kumaresh Chatterjee	Commerce	1995	University of Kalyani	Regional Rural Bank Finance and Entrepreneurship Development in West Bengal
2.	Dr. Pratap Chandra Mandal (Principal)	Sociology	1997	University of Kalyani	Job Commitment, Job Satisfaction and Job Motivation of Industrial Workers: A sociological Study
3.	Dr. Manik Maitra	Commerce	1998	University of Calcutta	Workers' Participation in Management: Human Resources Development Approach
4.	Dr. Bablu Saha	Bengali	2001	University of Calcutta	Representation of the Masses in the Bengali Novel.
5.	Dr. Sumana Ray	Bengali	2003	B.R. Ambedkar University, Muzaffarnagar	Working Class Woman in the Bengali Novel.
6.	*Dr. Rabindranath Maisal	Bengali	2004	University of Kalyani	Rabindra Katha Sahitye Nari: Samajik Shoshan O Uttaran
7.	Dr. Shishir Kr. Biswas	Bengali	2009	University of Kalyani	Dwijendralal Roy: Kavya Priti
8.	Dr. Sayantani Bhadra	Geography	2014	University of Kalyani	A Study on Alternative Rural Livelihood for Sustainable Development & Environmental Management with Special reference to Natural Resources in Some Selected Blocks in Sunderban
9.	**Dr. Baby Dey	Economics	2015	Veer Bahadur Purvanchal University, Jaunpur University,U.P.	An Economic Analysis of Vegetable Sector in India

*He has retired from his service in the college 31.03.2013.

**They have left the college to join other colleges as principals.

Following are the teachers who obtained M.Phil.

Sl. No.	Name of Teacher	Department	Year of obtaining M.Phil.	University from where M.Phil Obtained
1.	Baisakhi Goswami	Bengali	2002	Rabindra Bharati University
2.	Aparna Roy	Political Science	2009	University of Calcutta
3.	Sarbari Dey Sarkar	History	2010	Rabindra Bharati University
4.	Shubhojit Kundu	Political Science	2011	Jadavpur University
5.	Anandaraj Saha	Commerce	2007	University of Calcutta

Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally
- None

* **Incentives given to faculty for receiving state, national and international recognitions for research contributions.** – None

3.5 Consultancy

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

Till date the college has had no interface with Industry.

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

Not applicable.

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

No such consultancy service has yet been established.

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

As there is no interface with industry, no such revenue is generated through 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?

Not applicable.

3.6 Extension Activities and Institutional Social Responsibility) (ISR)

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

The NSS college units organize some programmes (like Environment Day, Banomohatsav Week, National Integration Day, Children's Day, World AIDS Day, National Youth Day, Traffic and Discipline during festival session and local annual fair etc.) as extension activities in local community and adopted villages, besides observing Independence Day, Teachers Day, NSS Day, Gandhi Jayanti, Republic Day etc. in the college campus.

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

A residential Special NSS Camp is also organised. The participants keep a close touch with the members of local community and adopted villages and make them aware of different burning social issues like increasing rate of Indian population, AIDS/HIV, awareness and blood testing for detection of Thalassaemia prevention of human trafficking, arsenic problems in the near about areas, drinking and gambling, importance of cleanliness and rural hygiene etc.

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

- Assessment of overall performance of the college was done by Directorate of Public Instruction (DPI) which is a major stakeholder of the college through its own assessment method namely SAAC.
- The college takes care to upload college related data to AISHE of Govt. of India in the academic year 2015-2016
- The college has submitted data to NIRF of Ministry of Human Resources Development, Govt. of India.
- The members of the students' union as representatives of the respective classes can register their suggestions and complains directly to the Principal.
- As per the rules of the affiliating university the Secretary of the Students' Union is an Ex-officio member of the Governing Body of the college, which is the apex body of the management authority of the college.

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

Extension activities of the college are carried mainly through the NSS. NSS programme officers in consultation with the Principal initiate various activities. Accordingly the fund allocated to the NSS by the affiliating

university is utilized. There after a detailed performance report and audited Utilization Certificate is submitted to the allocating authority.

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

At the time of admission during the process of counseling students are made aware of various programmes celebrated in the college. At the same time attempt is made to make them aware of their social responsibility. Before every NSS programmes the programme officers and other faculty members explain the relevance of the programme scheduled to be observed.

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?

So far the college has not done any survey for the purpose of ensuring social justice and empowerment of the under privileged and vulnerable sections of the society but the college sincerely implements the following measures:

- Stipend for students from Backward Welfare Department, Govt. of W.B.
- Stipend for students from West Bengal Minority Development & Finance Corporation, Govt. of W.B.
- Kanyashree Prakalpa of Govt. of West Bengal.
- Merit-cum-means from Directorate of Public Instructions (DPI), W.B.

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.

Extension activities of the college are mainly implemented through NSS. It helps the students to develop social orientation, equitable approach to the differently positioned groups of people and thus complement students' academic learning experience.

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?

NSS programmes like taking part in Traffic Week in collaboration with the local law and order administration, participation in Professor Satyendranath Bose Science, Agricultural and Book Fair organized by local initiative and Youth Festival creates a point of exposure for the students to the community. Haringhata Nagarik Committee, a local citizen's forum, organized BANGA SANSKRITI UTSAV (celebration of Bengali art and culture) and college provided active support to the programme during 11.12.2015 to 21.12.2015. During the Silver Jubilee celebration the college along with the local people organized a "walk for the college" and in the entire cultural programme the

local community took active part. Local Panchayet, Co-operatives, Bank and business establishments gave whole hearted support to make the celebration successful.

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.

There is no formal structural arrangement with other institutions of the locality regarding various outreach and extension activities. But over a period of time the college has been successful in establishing an informal relationship with the civil society so that both can reciprocate when the situation demands.

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 units of NSS were awarded the Best College for NSS Performance in 2014-15.

College students were selected to participate in the Pre Republic Day Parade, statistics of which are given below :

Year – 2011-2012 – Three students were selected (03)

Year – 2012-2013 – One student was selected (01)

Year – 2013-2014 – One student was selected (01)

Year – 2014-2015 – Two students were selected (02)

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.

Presently the college does not have any collaboration with research laboratories, institutes and industry.

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.

None

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.

None

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.

Name of the Department	National Seminar (UGC sponsored)			
	Year	Date	Name of the Resource Person	Name of the Institution in which he/she belongs
Bengali	2012-13	08 th and 9 th March, 2013	Dr. Tapas Kumr Basu	University of Kalyani
			Dr. Sukhen Biswas	University of Kalyani
			Dr. Sumita Chatterjee	Benaras Hindu University
Political Science	2014-15	3 rd and 4 th Sept, 2014	Dr. Sumit Mukherjee	University of Kalyani
			Dr. Prabir Kumar De	University of Kalyani
			Dr. Biswanath Chakraborty	Rabindra Bharati University
			Dr. Partha Pratim Basu	Jadavpur University
			Dr. Anindya Jyoti Majumder	Jadavpur University
			Dr. Alok Bhattacharya	Tripura University
			Dr. Abhirup Sarkar	Indian Statistical Institute
			Dr. Sheuli Sarkar	Lady Brabourne College
Geography	2014-15	5 th and 6 th Sept, 2014	Dr. D.K.Khan	University of Kalyani
			Prof. Sunirmal Chanda	Chairman, Institute of Landscape, Ecology and Ekistics
			Prof. Subhash Mukhopadhyay	Calcutta University
			Prof. Malay Mukhopadhyay	Biswabharati University
			Prof. Sunando Bandhopadhyay	Calcutta University
			Dr. Soumendu Chatterjee	Presidency University
			Dr. Ramkrishna Maity	Vidyasagar university
			Prof. Sunil Kr. Dey	North Eastern Hill University, Silong
Dr. Premangshu Chakraborty	University of Kalyani			

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

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication

- i) Student Placement**
- j) Twinning programmes**
- k) Introduction of new courses**
- l) Student exchange**
- m) Any other**

In spite of enthusiastic participation of various Universities and institutes no formal linkage through MoU has been created due to lack of autonomy of the concerned University departments, the college and other institutes.

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

Till date the college has no collaborations with other institutions

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?

To maintain sustainable growth for creation and enhancement of infrastructure for teaching and learning the following attempts are made:

Primarily decisions are taken in different sub-committees like Academic Council, Construction Committee, Purchase Committee and cultural sub-committee. Finally, those decisions are modified/ratified and implemented by the Governing Body.

- For funding, proposals are given to UGC, Department of Higher Education, Govt. of West Bengal, the Member of Parliament of the Constituency in which the college is situated, the Member of the Legislative Assembly of the local constituency and to the Minority Development & Finance Corporation through its Nodal Officer in the district.
- As and when required, apart from the grant received from the funding agencies, the college also contributes to the completion of the projects undertaken.
- For effective and transparent utilization of the funds thus received tenders are invited through college website and notice-board.
- A Structural Engineer and a Civil Engineer are entrusted with structural designing and the civil engineer supervises construction of buildings and additional enhancement of infrastructure.
- Regarding purchase of books, autonomy is given to the departments for the purpose of selection of appropriate titles related to university guidelines.
- Regarding purchase of equipments, tenders are invited and in case of exigency some time purchase is also made through DGS&D rate contract.
- Thereafter audited utilization certificates are submitted to the concerned funding agencies.

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 etc.

- The college has 31 (thirty one) class rooms, out of which 19 (nineteen) class rooms have Green Ceramic Boards and rest of the class rooms have Black Boards.
- Smart Class room and language lab.
- There are 02 (two) laboratories in the college, 01 (one) for the Geography Department and another for the Commerce Department. Both the laboratories are provided with Desktops with internet

connection, Projectors and Printers. The laboratory of the Geography Department has the facility of LCD Screen for demonstrative teaching.

- The Accession Register of the College Library is maintained in both manually and in computer database. Students access the Accession Register through the terminal provided for them. The Library provides on demand photocopies of the study materials to the students with a minimum charge. The college has established Net Resource Centre (NRC) with the funding of UGC inside the Library for use of both faculties and students.
- The college library is a free Wi-Fi Zone for all the members of the institutions.
- The college has no Seminar Hall but the seminars are arranged in large class rooms with audio visual aids.
- As per the requirement of the departments the class rooms provide tutorial space.
- The curriculum taught in the college does not require “botanical garden”. But the college has developed a garden in front of the Statue of Rabindranath Tagore to show respect to the bard and for beautification of the campus.

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.

- Annual Sports is conducted by the college with the help of teachers’ and students’ participation. Prize is also given to the successful students and teachers. The top management of the college also participates in it. The college also participates in the Inter College Athletics Meet and Football Championship organized by the Higher Education Department for the Non-Government Affiliated Colleges. Inter college football tournament under the University of Kalyani from 24-03-2014 to 26-03-2014 was also organized by the college. The college also participates in the Annual Athletics and Football Championship Competition organized by the University of Kalyani. Table Tennis Board and minor games like-Carom Boards are provided in the common rooms. Facilities for Badminton, Cricket and Volleyball are also provided for the students.
- Gymnasium was built with the financial assistance of the Ministry of Human Resource Development, Govt. of India. Presently the processes of shifting the gymnasium and evolving it into a multi-gym in progress. For that purpose construction of a new building has been started.
- Presently there is no Auditorium in the college.
- Major actors in the arena of extra-curricular activities are the NSS units. It may again be mentioned here that the NSS units of the college bagged the prize of best units of the colleges under the University of Kalyani.
- There is no NCC unit in the college.
- College students participate in various cultural activities during

Freshers' Welcome (Nabin Baran), celebration of Birthday of Rabindranath Tagore (Rabindra Jayanti), NSS Special Camps, National Youth Day under the guidance of the faculties in charge of NSS, Saraswati Puja and Annual Cultural Programme of the college. Students also contribute to the College Magazine 'AYAN' and the departmental wall-magazines.

- Mock Parliament is held inside the campus, so, that students can effectively participate in the Youth Parliament Programme. One student stood 3rd in the Inter College Quiz Competition held in February, 2016 at Srikrishna College, Bagula.
- Health care to the students is arranged by the way of taking Membership of Students Health Home, a Govt. of West Bengal initiative for the benefits of the students. Students only have to contribute Rs. 10.00 (rupees ten only) annually for that purpose. The college also provides safe drinking water through water filters. Water coolers are also installed in the college campus.

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).

- Optimal utilization of the available infrastructure starts with the allocation of classes through class routine. The college offers 15 programmes.
- ODL classes and examinations are taken on Saturdays and Sundays.
- College premises are also used as an examination centre for University Final Examinations every year.
- Teacher Eligibility Test is conducted by Govt. of West Bengal (TET) at the college.
- Recruitment Examination for Anganwari workers was held in the college.
- Both National and State Election commission use the college for revision of Electoral Roll as 154 and 155 Booth of Haringhata Constituency. At different times National Election Commission and State Election Commission use the college for conducting Parliamentary, Assembly, Panchayet and Municipal elections.
- One local club uses the college play ground after college hours for the purpose of practice.
However, in comparison with the roll strength the infrastructure needs upgrading.
- One class room has been constructed in the second floor of the college building during the year 2012-13.
- Black top road surrounding the college play ground with the grant received from the MLA's local area development fund was completed and opened for regular use during the academic year 2013-14.
- With the assistance of MP's local area development scheme two rooms were constructed on the first floor in the year 2014-15.

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

Ramps have been built for differently abled students. 50% of college buildings have ramps.

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

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

There are two women hostels in the campus but till date no application was received from the beneficiaries concerned.

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?

- For minor accidents the college provides assistance by way of First-Aid. There after students and staff concerned are taken to the nearby Bara Jagulia Government Hospital.
- Students can avail the facility of Students Health Home, a Govt. of West Bengal initiative through a nominal subscription of Rs. 10.00 (Rupees ten only) annually.

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.

- After the formation of IQAC the college has provided a room for IQAC cell with Computers with internet facility, Reprography Machine and storage units for keeping documents.
- As mentioned earlier there is no formal Grievance Redressal Unit in the college but the students are free to express their grievances to the Principal and the departmental heads and give representations therein. The Secretary of the Students’ Union is also an Ex-officio Member of the apex management committee i.e. the Governing Body.
- Till now there is no formal Counselling and Career Guidance Cell in the college but the college library subscribes news bulletins like Employment

News, Karma Khetra, Karma Sansthan, Peshra Prabesh (Bengali news bulletins containing job related information).

- The college has no formal Placement Unit neither does it have interfaces with any industry.
- The college has no in campus Health Centre Unit but in case of any crisis during college working hours, the college takes all necessary steps.
- The college has its own Canteen and subsidy is given by way of not charging any rent or electricity charges and by providing constant water supply, safe drinking water, furniture fittings and fixtures to the canteen operator.
- Common rooms are provided for both Girl and Boy students with table tennis, carom boards and LED Television with cable connection.
- Water purifiers are installed at various segments of the college buildings to provide safe drinking water for both students and staff.
- The college does not have auditorium.

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?

- As such there is no formal Advisory Committee for the library. But in time of purchase of books for the library, recommendations are made by conducting a joint meeting of the departmental heads.
- College library is a free Wi-Fi Zone.
- The UGC Net Resource Centre is situated in the library for teaching-non teaching staffs and students.
- Accession Register is maintained both manually and through computerized database. Students can search accession register through the terminal provided for them.

4.2.2 Provide details of the following:

- * **Total area of the library (in Sq. mts.)** – 363.75 sq.mts.
- * **Total seating capacity** – 86 persons
- * **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)-**
 - The library remains open during the College working hours.
 - During University examination as per rules only the teaching and office staffs are allowed inside the library building.
- * **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)-**
 - Presently Carrels are not available in the college library.

- For faculty members and students there are reading rooms.
- College library is a free Wi-Fi Zone.
- The UGC Net Resource Centre is situated in the library.

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

Library holdings	Year (2011-12)		Year (2012-13)		Year (2013-14)		Year (2014-15)	
	Number	Total Cost (₹)						
Text books	1311	2,23,604	66	21,653	366	62,919	20	Donated
Reference Books	1139	2,13,142	44	12,693	119	18,856	01	Donated
Journals/Periodicals	181	5,149	269	7,588	254	4,812	245	4479
e-resource	-	-	-	-	-	-	-	-
Any other (specify)	-	-	-	-	-	-	-	-

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

- * **OPAC** – Not available
- * **Electronic Resource Management package for e-journals-** Not available
- * **Federated searching tools to search articles in multiple databases** – Not available
- * **Library Website :**
Till date no website has been created for the library.
- * **In-house/remote access to e-publications**
Net Resource Centre is situated in the library.
- * **Library automation-** Not available
- * **Total number of computers for public access-**
There is no such provision for public access.
- * **Total numbers of printers for public access –**
There is no such provision for public access.
- * **Internet band width/ speed-** 1 mbps
- * **Institutional Repository -** Not available
- * **Content management system for e-learning-** Not available
- * **Participation in Resource sharing- networks/consortia (like Inflibnet)**
None

**4.2.5 Provide details on the following items:
(on the basis of Academic Year 2014-2015)**

- * **Average number of walk-ins –**
174 per month
- * **Average number of books issued/returned-**
57 per month
- * **Ratio of library books to students enrolled-**
3.43:1
- * **Average number of books added during 2012-13, 2013-14 & 2014-15**
205 per year
- * **Average number of login to opac (OPAC)-**
Not applicable
- * **Average number of login to e-resources-**
Not applicable
- * **Average number of e-resources downloaded/printed Not applicable-**
Not applicable
- * **Number of information literacy trainings organized-**
No such initiative has been taken.
- * **Details of “weeding out” of books and other materials-**
No weeding out is done. Old books are sent for repairing and rebinding.

4.2.6 Give details of the specialized services provided by the library

- * **Manuscripts-**
Nil
- * **Reference –**
Reference books are provided for.
- * **Reprography –**
Reprography facility is available both for students and teachers at nominal cost.
- * **ILL (Inter Library Loan Service)**
- Not available
- * **Information deployment and notification (Information Deployment and Notification) –**
- Notifications are given in both college and library notice boards.
- * **Download**
- Download facility is available.
- * **Printing**
- Facility for printing downloaded materials is available.
- * **Reading list/ Bibliography compilation-**
Subject wise search through computerized Accession Register is possible.
- * **In-house/remote access to e-resources –**
- Not available
- * **User Orientation and awareness-**
Demonstration is given in the library.
- * **Assistance in searching Databases –**
Assistance is provided for relevant search.
- * **INFLIBNET/IUC facilities-**
Not yet available.

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

Library provides internet facility through UGC Net Resource Centre (NRC), downloading facility, printing facility, reading room and free Wi-Fi Zone.

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

Till now there are no special facilities for the visually / physically 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?)

There is no structured feedback system in the library. Informal feedback is obtained from students, library staff and teaching staff.

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)**

Total Number of Computers up to the Academic year 2014-2015

Sl. No.	Quantity	Configuration
1	7	Processor : Intel ® Core ™ i5 - 2400 CPU @ 3.10 GHz RAM : 2 G.B. HDD : 500 G.B.
2	8	Processor : Intel Pentium ® G2030 @ 2.60 GHz RAM : 2 G.B. HDD : 500 G.B.
3	24	Processor : Intel ® Pentium ® CPU G620 @ 2.60 GHz RAM : 2 G.B. HDD : 500 G.B.
4	18	Non-branded.
5	10	HP PROBOOK LAPTOP
6	1	LENEVO THINKPAD LAPTOP
TOTAL	68	

- **Computer-student ratio – 1:49**
- **Stand alone facility - Yes**

- LAN facility- Yes
- Wifi facility- Yes
- Licensed software – Usual practice of the college is to buy software preinstalled machines.
- Number of nodes/ computers with Internet facility – 100 %
- Any other

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

- Computers with internet facility are provided in the teachers’ room for the faculties. The teachers’ room is also a secured Wi-Fi zone.
- Both teachers and students are at liberty to use the UGC Net Resource Centre. The college library is a free Wi-Fi Zone. Departmental heads are provided with Laptops. Apart from that the Geography and Commerce laboratories are provided with computers with internet facility and printers.

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

Future plan of the institution is to increase the number of computers with internet connection both for students and teachers.

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)

There is no specific budgetary provision for procurement, upgradation and maintenance of the computers and accessories.

Year	Expenditure	Amount (₹)
2011-2012	Computer Expenses (Maintenance)	72,678.00
	Computer A/c (Purchased)	10,82,543.00
2012-2013	Computer Expenses (Maintenance)	67,376.00
	Computer A/c (Purchased)	8,21,009.00
2013-2014	Computer Expenses (Maintenance)	35,783.00
	Computer A/c (Purchased)	3,74,650.00
	Website Expenses	20,000.00
2014-2015	Computer Expenses (Maintenance)	23,948.00
	Computer A/c (Purchased)	13,654.00
	Website Expenses	79,600.00

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?

Computers with internet connection are available in most of the departments. Departments are also provided with Laptops, LCD projectors are also available for demonstrative teaching. Teachers’ room is also a secured Wi-Fi

zone.

Students can also use the Net Resource Centre (NRC) and Free Wi-Fi zone in the library.

Office management in the college is done through LAN and office staffs are provided with internet facility for their jobs. The college has its own programme for Student, Staff, Accounts and Library Management software. All the terminals are connected through LAN. This year onwards all the student related data are being maintained through a web based software. This includes data related to admission, cash collection etc.

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.

At this point of time the college has no provision for on-line teaching-learning resources. Students can access the web to obtain study materials mainly through computers with internet facility.

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 college till now does not avail the National Knowledge Network directly and the affiliating university does not provide such service.

4.4 Maintenance of Campus Facilities

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

Sl. No.	Item	2011-2012 (₹)	2012-2013 (₹)	2013-2014 (₹)	2014-2015 (₹)
a.	Building	2,19,625.00	15,50,293.00	2,44,823.00	11,92,224.00
b.	Furniture	25,439.00	3,60,237.00	27,367.00	8,000.00
c.	Equipment	12,90,993.45	21,97,560.00	4,55,196.00	35,304.00
d.	Computers	10,82,543.00	8,21,009.00	3,74,650.00	13,654.00
e.	Vehicles	Nil	Nil	Nil	Nil
f.	Amount spent on maintenance				
	i) ICT	8,258.00	14,432.00	12,174.00	11,856.00
	ii) Infrastructure and facilities	1,33,489.00	1,59,534.00	1,93,119.00	7,22,772.00
	iii) Equipments	97,297.00	1,06,358.00	81,503.00	70,307.00
	iv) Others	81,032.00	62,120.00	42,339.00	1,04,423.00

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

Maintenance and up keeping of the infrastructural facility are done by the college through tenders. Minor maintenance work is done under the supervision of the staff.

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

Maintenance and calibration of equipments / instruments are done through AMC or qualified technicians.

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

All computers of the college are UPS protected, reprography machines are connected to voltage stabilizers and Kirloskar make DG set generator provides uninterrupted power supply. The college has its own transformer installed by the WBSEDCL. Fire extinguishers are also installed in important places. Constant supply of water is ensured through pumps.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

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?

The college publishes its prospectus regularly. From the academic year 2015-2016 instead of publishing hard copies of the prospectus, the prospectus is being uploaded in the college website. The prospectus provides following information :

- The foreword, stating the accomplishment of the college in previous years.
- Missions and goals/ aims and objectives.
- Content analysis of the college emblem to create awareness among the students.
- Facilities offered by the institution.
- Organizational and curricular activities of the institution.
- List of members of Governing Body.
- Teaching faculties, non-teaching staff.
- Courses offered, subjects & paper combination.
- Examination patterns, marks distribution in the question papers as per the affiliating university's guideline.
- Admission rules & procedures.
- Fees structure and list of holidays as sanctioned by the affiliating university are provided in the college prospectus.
- Code of conduct, attendance, reservation policies, awards
-

A large percentage of students belonged to backward classes and minority religious communities. For all the students of the college membership of the Student Health Home is mandatory. The college canteen is subsidized by way of not charging any rent, electricity charges etc. Continuous safe supply of drinking water is made available for the students. Admission is taken strictly on the basis of merit-cum-reservation list. The college attempts to implement the above mentioned targets through various committees.

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?

	2011-2012	
	No of Students	Amount (₹)
Financial support from the college	----	30,630.00
W.B. Labour Welfare Scholarship	08	24,000.00
W.B. Minority Development Fund	144	2,16,860.00
Merit-cum Means (DPI, Govt. of W.B.)	----	----
SC, ST,& OBC	657	Transfer to student A/c directly
Kanyashree Prakalpa	----	----

	2012-2013	
	No of Students	Amount (₹)
Financial support from the college	----	44,710.00
W.B. Labour Welfare Scholarship	----	----
W.B. Minority Development Fund	230	3,45,300.00
Merit-cum Means (DPI, Govt. of W.B.)	----	----
SC, ST,& OBC	786	Transfer to student A/c directly
Kanyashree Prakalpa	----	----

	2013-2014	
	No of Students	Amount (₹)
Financial support from the college	----	22,075.00
W.B. Labour Welfare Scholarship	----	----
W.B. Minority Development Fund	320	4,81,100.00
Merit-cum Means (DPI, Govt. of W.B.)	06	54,000.00
SC, ST,& OBC	696	Transfer to student A/c directly
Kanyashree Prakalpa	220	

	2014-2015	
	No of Students	Amount (₹)
Financial support from the college	----	----
W.B. Labour Welfare Scholarship	----	----
W.B. Minority Development Fund	336	5,04,900.00
Merit-cum Means (DPI, Govt. of W.B.)	03	27,000.00
SC, ST,& OBC	785	Transfer to student A/c directly
Kanyashree Prakalpa	473	

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

	2011-2012	2012-2013	2013-2014	2014-2015
Student strength	2453	2740	3213	3363
Scholarship received	809	1016	1242	1597
Percentage of students	32.98 %	37.08 %	38.66 %	47.49 %

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

At the time of admission the Merit cum Reservation policy laid down by the Govt. of West Bengal for SC/ST/OBC is implemented. The college attempts to maximize financial assistances provided by the different government agencies for the uplifting of students from weaker sections of the society and students belonging to religious minority communities.

✓ Students with physical disabilities

3% seats are reserved for PwD within each category of reservation. 50% of the college buildings have ramps.

✓ Overseas students

The college has no overseas students.

✓ Students to participate in various competitions/National and International

Throughout the year NSS units arrange training programmes for volunteers which lead to selection of students for participation in Pre Republic Day camp.

Financial assistance is provided to the students selected for Pre Republic Day camps. Till date no students have been selected for international events.

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

Primary first aid assistance is provided to the students for minor injuries, thereafter for proper treatment students are sent to a nearby hospital for proper medical consultation. The college is a member of Students' Health Home. The college does not make provisions for Health Insurance for students.

✓ **Organizing coaching classes for competitive exams**

The college library keeps various employment related news papers and periodicals and books on competitive examinations to update the students about job markets.

The college conducted coaching for minority students for selection as police constables and Group- D employees in association with West Bengal Minorities Development and Finance Corporation, Govt. of West Bengal in the year 2012-13.

On 15th and 16th October, 2015, on the occasion of World Students' Day, ANANT, a NGO, organized a Human Resource Development Programme and Job Assistance Fair in which graduates and final year students of our college were invited.

Apart from the above, there are no specific programme in this regard.

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

Commerce Department of the college arranges a Basic Computer Training Programme for 1st year students.

As two papers of Bengali and English of 50 marks each are compulsorily taught to all the first year students, teachers of the respective departments take this opportunity to enhance the literary and communicative skills of the students so that they can face the various entry level competitive examinations.

Apart from the above, there are no specific programmes in this regard.

✓ **Support for “slow learners”**

For slow learners, teachers repeat and revise topics and tutorials and remedial classes are also given.

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

There is no tie up with any institution of higher learning or corporate or business house.

✓ **Publication of student magazines**

Students are encouraged to contribute in college magazine ‘AYAN’.

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

The B.Com Course includes Business Communication and Entrepreneurship Development which help the students to understand the concept of entrepreneurship. Computer, Accounting and Taxation Practical are also taught in the B.Com. Course.

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

*** additional academic support, flexibility in examinations**

Students are encouraged to participate in all social aspects of college life like freshers' welcome, annual cultural programme, annual sports, participation in youth parliament, NSS activities, Non- govt . Affiliated Colleges' Athletic Meet and Football Tournament; athletic and football meet conducted by affiliating university, Prof. Satyendranath Bose Science, Agriculture and Book Fair etc.

Students participating in extracurricular activities outside the campus are escorted by teachers. Entire expenses are borne by the college. Prizes are awarded to the successful participants.

If any student is unable to attend classes or to take the internal examinations due to participation in different extracurricular activities , concerned teachers take care to compensate the gap thus created.

*** special dietary requirements, sports uniform and materials**

During practice sessions and at the time of competitions the college provides nutritious diet to the students. The college has its own jersey which is provided to the students during various meets. Sports materials like football, cricket sets, volleyball sets, table tennis, badminton, carom boards etc. are provided free of cost.

*** any other**

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.

At present the college has no such structured provision. Students and ex-students of the institution consult with the teachers for advice and guidance regarding their future academic planning. The college has no formal tracking system regarding students' progression but teachers on their own initiative keep records of students' progression.

Qualified in Competitive Examinations

2011-12	2012-13	2013-2014	2014-15
<ul style="list-style-type: none">• W.B School Service Commission (SSC) - 3• Army-1• Para Teacher under SSM-1	<ul style="list-style-type: none">• NET -2• SSC – 1• Railways – 1• BSF – 1• WB Police - 1	<ul style="list-style-type: none">• NET – 4• NET-JRF – 1• Primary Teacher – 7• WB Police – 1• Kolkata Police – 1• SSC – 2• Railways – 1• Axis Bank - 1	<ul style="list-style-type: none">• NET – 3• NET – JRF – 2• WB Govt. Labour Deptt. – 1• Asst. Prof. under WB Govt. Education Service – 1• WB Govt. ICDS - 1

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

- Usually general study support is provided to the students.
- Initially through class room teaching, slow learners are identified. Counseling is done by teachers both within and beyond class room.
- Tutorial/remedial classes are conducted.
- Students are encouraged to discuss their socio-economic problems with the teachers.
- Sometimes guardians come to the college for academic advice for their wards
- The college has no formal arrangement of psychological counseling cell. Cultivation of inter-personal relationship between teachers and students helps the students to solve their problems.
- If necessary, teachers help the students by providing personal books.

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).

Till date there is no such structured mechanism in the college.

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.

Till date there is no such structured Student Grievance Redressal Cell in the college.

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

Students are free to lodge any complaint pertaining to sexual harassment to the principal and the governing body. But till date no such incident has occurred in the college.

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?

Till date there is no formal Anti-ragging Committee in the college. Also there has not been any report of ragging. The college authority is very much careful about the newcomers and the existing students.

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

- Tuition fees remission of the needy students is provided as far as possible.
- College canteen is subsidized in the sense that no rent is charged for the canteen building. Free electricity and water purifier in the canteen are provided in the canteen by the college.

5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

The college does not have a registered Alumni Association. But the ex-students maintain a cordial relationship with the teachers.

5.2 Student Progression

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

The college has no formal tracking system with regard to academic progression and employment of students after the completion of the college degree course; but teachers keep records of students’ progression as far as possible on their own initiative .

Student progression	Number in Figures (Not in Percentage)			
	2011-12	2012-13	2013-14	2014-15
UG to PG	11	27	68	27
PG to M.Phil.	-	-	-	1
PG to Ph.D.	-	-	-	-
Employed • Campus selection	-	-	-	-
Employed • Other than campus recruitment	5	4	13	3

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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.

Details of Part - III Under Graduate Examination Results for the Academic Year 2011 – 2012

Programme/Course	No. of Students Appeared in Exam.	No. of Students Passed							
		With 1st Class		With 2nd class		Passed without class		Total passed	
		Students Passed	%	Students Passed	%	Students Passed	%	Students Passed	%
B.A.(Honours)									
Bengali	62	7	11.29	54	87.10	-	-	61	98.39
English	31	1	3.23	26	83.87	-	-	27	87.10
History	56	4	7.14	48	85.71	-	-	52	92.86
Geography	28	10	35.71	16	57.14	-	-	26	92.86
Education	45	33	73.33	12	26.67	-	-	45	100.00
Political Science	21	1	4.76	19	90.48	-	-	20	95.24
B.A.(General)	230	0	0.00	20	8.70	202	87.83	222	96.52
B.Com.(Honours)	6	0	0.00	6	100.00			6	100.00
B.Com. (Genertal)	1	0	0.00	1	100.00	0	0	1	100.00
B.Sc.(Honours in Geography)	7	0	0.00	7	100.00		0	7	100.00

Details of Part - III Under Graduate Examination Results for the Academic Year 2012 – 2013

Programme/Course	No. of Students Appeared in Exam.	No. of Students Passed							
		With 1st Class		With 2nd class		Passed without class		Total passed	
		Students Passed	%	Students Passed	%	Students Passed	%	Students Passed	%
B.A.(Honours)									
Bengali	51	3	5.88	46	90.20	-	-	49	96.08
English	20	0	0.00	15	75.00	-	-	15	75.00
History	63	1	1.59	48	76.19	-	-	49	77.78
Geography	37	3	8.11	34	91.89	-	-	37	100.00
Education	37	17	45.95	20	54.05	-	-	37	100.00
Political Science	14	0	0.00	14	100.00	-	-	14	100.00
B.A.(General)	158	0	0.00	36	22.78	118	74.68	154	97.47
B.Com.(Honours)	6	0	0.00	3	50.00	-	-	3	50.00
B.Sc.(Honours in Geography)	10	0	0.00	10	100.00	0	0.00	10	100.00

SELF STUDY REPORT-2016, CYCLE – 2

Details of Part - III Under Graduate Examination Results for the Academic Year 2013 – 2014

Programme/Course	No. of Students Appeared in Exam.	No. of Students Passed							
		With 1st Class		With 2nd class		Passed without class		Total passed	
		Students Passed	%	Students Passed	%	Students Passed	%	Students Passed	%
B.A.(Honours)									
Bengali	66	6	9.09	58	87.88	-	-	63	95.45
English	18	0	0.00	15	83.33	-	-	15	83.33
History	68	2	2.94	62	91.18	-	-	64	94.12
Geography	28	6	21.43	21	75.00	-	-	27	96.43
Education	39	8	20.51	31	79.49	-	-	39	100.00
Political Science	6	0	0.00	6	100.00	-	-	6	100.00
B.A.(General)	108	0	0.00	3	2.78	86	79.63	89	82.41
B.Com.(Honours)	18	0	0.00	17	94.44	-	-	17	94.44
B.Com. (Genertal)	1	0	0.00	1	100.00	0	0.00	1	100.00
B.Sc.(Honours in Geography)	11	3	27.27	8	72.73	0	0.00	11	100.00

Details of Part - III Under Graduate Examination Results for the Academic Year 2014 – 2015

Programme/Course	No. of Students Appeared in Exam.	No. of Students Passed							
		With 1st Class		With 2nd class		Passed without class		Total passed	
		Students Passed	%	Students Passed	%	Students Passed	%	Students Passed	%
B.A.(Honours)									
Bengali	66	1	1.52	63	95.45	-	-	64	96.97
English	22	0	0.00	13	59.09	-	-	13	59.09
History	69	1	1.45	64	92.75	-	-	65	94.20
Geography	32	12	37.50	20	62.50	-	-	32	100.00
Education	52	4	7.69	38	73.08	-	-	42	80.77
Political Science	18	0	0.00	15	83.33	-	-	15	83.33
B.A.(General)	370	0	0.00	35	9.46	252	68.11	287	77.57
B.Com.(Honours)	19	1	5.26	16	84.21	-	-	17	89.47
B.Com. (Genertal)	10	0	0.00	2	20.00	6	60.00	8	80.00
B.Sc.(Honours in Geography)	24	12	50.00	11	45.83	-	-	23	95.83
B.Sc.(General in Geography)	5	0	0.00	2	40.00	3	60.00	5	100.00

Comparison of pass percentage with other college cannot be made due to lack of data.

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

Those students who do not get chance in Regular PG Course at the university directly, they can obtain Master Degree through DODL Courses in Bengali, Education, English and History taught in the college which increases their career prospects. It also provides opportunity to uplift their knowledge. Those who are in service and those who could not attend regular courses due to various other reasons can avail this opportunity.

Students and ex-students of the institution consult the teachers regarding their future academic planning.

The college library provides news bulletins like Employment News, Karma Khetra, Karma Sansthan, Pesha Prabesh and (Bengali news bulletin containing job related information).

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

- Tutorial facilities
- Remedial classes
- Financial assistance in terms of fees remission
- One to one interaction with teachers
- Revision of topics

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.

Games and Sports

Several items of games and sports are provided in the girls' and boys' common rooms separately which include Table Tennis Boards and Carom Boards. Facilities for Badminton, Cricket, Football and Volleyball are also provided for the students.

Apart from participating in the College Annual Sports Meet, the students of the college including those belonging to the Physical Education Department participate in Non-Government sponsored colleges Athletic and Football Meets. They also participate in Non-Government sponsored colleges' Badminton Tournaments for girls. Students of the college take part in Inter College Athletic Meet, Inter College Football Tournament and Inter College Badminton Tournament, all conducted by affiliating University. Whenever the Haringhata Police Station conducts Athletic Meest the students of the college take this opportunity to compete with other participants.

Extracurricular Activities

Extracurricular activities in the college are generally ensured through the following programmes where students of the college perform with a great zeal :

- Freshers' Welcome.
- College Foundation Day celebration.
- Annual Cultural Programme.
- NSS conducted different programmes including residential special camp.
- Youth Parliament Competition.

- Republic Day celebration.
- Independence Day celebration.
- Blood Donation Camp.
- Teachers' Day celebration.
- Children's Day.
- Gandhi Jayanti celebration.
- Rabindranath Tagore's Birth Day celebration.
- Thalassaemia Awareness and Detection Programme.
- Participation in the programme organized by The Indian Society of Spatial Scientist.
- Participation in Inter College Cultural Fests.
- Prof. Satyendranath Bose Science, Agriculture & Book Fair, Jaguli.

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.

- Number of NSS volunteers selected for Pre-Republic Day (PRD) Camp- For the Year – 2012-2013 - 01 and For the Year – 2013-2014 – 01
- The Department of Geography has participated with some active and static models and posters on three consecutive years (2011,2012 & 2013) in Prof. Satyendranath Bose Science, Agriculture & Book Fair, Jaguli. In 2012 the active model of 'Nayachar Chemical Hub- Problems and Prospects' secured the second position and won a cup. The aforesaid model was selected by the District Youth Officer and SDO of Kalyani for District Student- Youth Science Fair on and from 23-07-2012 to 25-07-2012 at Krishnagar Govt. College. In that fair also the model secured the second position and won a silver medal. This award further promoted the model for West Bengal State Student-Youth Science Fair in BITM, Kolkata on and from 02-08-2012 to 04-08-2012 and here it stood first in merit.
- The College Football Team was one of the semi-finalists in the University of Kalyani organized Inter College Football Tournament held from 24-03-2014 to 26-03-2014.
- The college units of NSS were awarded the Best College Units for NSS Performance in 2014-15.
- A girl student won 3rd prize in 800 mt. run.in the University of Kalyani organized 50th Annual Athletic Meet 2014-15 held in March,2015.
- One girl student achieved 3rd position on the Model Exhibition entitled 'Costal Development applying Technology' in Prof. Satyendranath Bose Science, Agriculture & Book Fair – 2015.
- One student participated in the NSS State Level Celebration on 'National Integration' held in Presidency University in January-2015.
- Participants of Haringhata Mahavidyalaya who took part in the Youth Parliament Competition 2016 held in Ranaghat College were declared second best.

- One student ranked 3rd in the Inter College Quiz Competition held in February, 2016 at Srikrishna College, Bagula.
- A girl student ranked 1st in 800 mt. Run in 51st Annual Athletic Meet 2015-16. She also finished 1st in 1500 mt. run and 1st in 5000 mt. run in the same meet.
- A student was awarded 3rd rank in the event ‘Map and Man’ in **The Equinox 2016** organized by The Indian Society of Spatial Scientists which was held in January, 2016 at Chandernagore College. Another student was also placed 3rd in the event ‘Field Observation in the same competition.
- A student stood 3rd in the model exhibition on ‘Ganga Pollution and Solution’ organized by Prof. Satyendranath Bose Science, Agriculture & Book Fair – 2016.
- One girl student finished 3rd in both 100 mt. and 200 mt. run in Barajaguli Regional Rural Sports 2016.
- One girl student stood 2nd in 100 mt. run in Haringhata Police Station Annual Sports Meet. She also finished 2nd in Long Jump and 1st in 800 mt. run in the same competition.
- The College Football Team was one of the semi- finalists in Nadia District Inter Govt and Non-govt College Football Championship, 2016 held in Sudhi Ranjan Lahiri Mahavidyalaya, Majdia.
- The College Football Team reached upto semi-final stage in the Sandipan Majumder Memorial Football Tournament, 2016 organized by Rishi Bankim Chandra College, Naihati.

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?

Since the college has no direct interface with the employers, so, feedback from employers is not available. But the teachers of the college are in touch with graduates, i.e. ex-students and interaction with them provides feedback to the institutions. If any improvement or rectification is suggested by the teachers those are evaluated by the management for the purpose of implementation.

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.

- Students are encouraged to contribute to the college magazine ‘AYAN’ and the departmental wall-magazines.
- Departmental wall magazine also acts as a forum.
- Students and ex-students are also encouraged to contribute in poster sessions, abstracts and seminar proceedings.

**5.3.5 Does the college have a Student Council or any similar body?
Give details on its selection, constitution, activities and funding.**

The statute of the affiliating university has a provision of elected Students' Union. Selection is made through Students' Union Election in which every existing student can contest and cast his/her votes.

Constitution of the Students' Union is provided by the University. The Executive Body of the Students' Union consists of following office bearers-

- a) President
- b) Vice-President
- c) General Secretary
- d) Treasurer
- e) Assistant General Secretary / Joint Secretary
- f) Secretaries of different sectional committees
Also there are Secretaries of different Sub-Committees
 - a) Cultural
 - b) Games & Sports
 - c) Magazine & Library
 - d) Bijnan Parishad
 - e) Students' Welfare and Social Service (inclusive of Students' Aid Fund)
 - f) Common Room (two Secretaries – one each for Boys and Girls respectively)

Students' Union decides the quantum of contribution in terms of Students' Union Fee to be collected from the students at the time of admission.

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

General Secretary of the Students' Union is Ex-officio member of the Governing Body.

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

The college does not have a registered Alumni Association. But the ex-students maintain a cordial relationship with the teachers and the existing students.

Fresher's and their guardians attend and participate in the Freshers' Welcome Programme and exchange their views with the college Principal, Faculty and Staff members. Similarly the College Annual Cultural Programme is a forum where students and ex-students and their guardians enthusiastically take part and sometimes they offer valuable suggestion to the college authority. The former faculty members are also invited in these programmes.

The former Principal of the college recently delivered a talk in a seminar organized by the Bengali Department on the occasion of International Women's Day on 8th March 2016.

Two former faculty members from the Department of Political Science were jointly assigned with the responsibility of editing the proceedings of the UGC sponsored National Seminar held in the college on 3rd and 4th September-14.

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.?

The vision of Haringhata Mahavidyalaya is to promote higher education among the people belonging to socially backward caste-class groups, like people involved in agricultural occupation, daily labourers etc. A large number of these groups represent scheduled castes, tribes, other backward communities and religious minorities. A sizeable portion of them are new entrants to higher education. The college aims at uplifting their socio-economic standard through higher education and by encouraging female education to create awareness and promote empowerment. The college believes in the principle of ignorance to enlightenment.

Mission of the college is to encourage local youths to have an exposure to higher education irrespective of castes, religions, gender and level of economic status, to generate the spirit of harmony, social awareness, social integration, uniformity and responsibility through higher education, to help poor students and students of the backward caste-classes in different ways and to ensure a healthy teacher-student relationship within the institution and character building of students.

The objective of the college is to implement the stated vision and mission. Social equality and efficiency and social motivation are promoted through admission strictly based on merit and by conducting admissions exclusively in the online mode. Through the NSS units of the college, institutional and social responsibilities are promoted by carrying out programmes to create awareness about literacy, health and hygiene, environmental pollution and AIDS and by providing facilities for extra-curricular activities for physical, moral, social and cultural upliftment of the students.

The vision and mission are communicated through the College Prospectus, the college Website; individually, at the time of counselling of 1st Year students and through a Freshers' Welcome Programme.

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

- The top management authority of the college is the Governing Body. It includes representatives from stakeholders. It has a Government representative, University representatives, a representative of the local self government body, Teachers' representatives, and representatives from the office staff. General Secretary of the Students' Union is Ex-officio member

of the Governing Body.

- Perspective planning regarding infrastructural development is made by the Governing Body.
- Identification and approval for new subjects are discussed in the Governing Body well ahead of the forthcoming academic year and responsibility is assigned to the Principal for its implementation.
- Full-time teachers are recruited by the West Bengal College Service Commission, Govt. approved Part-time teachers are appointed by the Higher Education Department.
- The college has the scope of recruiting management appointed Part-time teachers (Guest teachers). Guest teachers are appointed strictly on the basis of merit, for that purpose advertisement is given in one leading vernacular News paper and in one leading English daily and in the college website. Priority is given to candidates having UGC prescribed qualifications.
- Academic Council takes active part regarding monitoring of teaching-learning and evaluative aspects.
- Since IQAC has been formed very recently it has not contributed significantly to the formation of quality policy and long term plans.

6.1.3 What is the involvement of the leadership in ensuring :

- **the policy statements and action plans for fulfillment of the stated mission**

Principal is involved in formulation of every policy decision and execution of decisions taken by various bodies of the college keeping in mind the stated vision and mission of the college. HODs also actively assist the Principal in this regard.

- **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

After the policy decisions are formulated committees are constituted under the supervision of the Principal for implementation of the policies adopted.

- **Interaction with stakeholders**

As stated above stakeholders are represented in the Governing Body, apart from that for the purpose of review of the policy decisions and action plans suggestions from teachers, students and official staffs are also invited.

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

Since the college management is well aware of the socio-economic and cultural environment in which the college is situated and about the

backgrounds of the students, the college attempts to maintain cost of education within a minimum limit. Following the need analysis of underprivileged students, the college submitted proposal for remedial coaching to the UGC in the XIth Plan.

- **Reinforcing the culture of excellence**

The college encourages the teachers to undertake research project of their own like M.Phil, Ph.D, MRP and duty leave is given to attend seminars, conferences and workshops. Students who excel in curricular programmes are felicitated to encourage other students and to uphold imitable examples before them.

- **Champion organizational change**

For the purpose of organizational change attempts are made to introduce new subjects with a view to fulfill the needs of the students of the +2 level schools of the neighbouring communities. ODL is also a catalyst in uplifting the students' academic progress.

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?

Initially policies and plans regarding development of the institutions are formulated with reference to the vision and mission of the college. For that purpose opinions from different stakeholders are sought in the Governing Body meetings. Accordingly schemes are submitted to different funding agencies like UGC and Department of Higher Education, Govt. of West Bengal.

For effective implementation of plans different committees are created under the leadership of the Principal. Review of progression is discussed in the apex management body. If any further improvement is found to be needed then suggestions regarding those are also incorporated during the process of implementation. For that purpose the college more than often contributes from its own fund to complete the projects undertaken.

There after an Audited Utilization Certificate is submitted to the funding authority.

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

The function of providing day to day academic leadership to the faculty by the top management is carried out mainly by the Principal. Academic council of the college prepares class routine in consultation with the Principal. Departments prepare their own teaching plans in consultation with the Principal.

Teachers willing to carry out their own research are supported by the top management by way of granting suitable facilities, as far as possible, to the concerned faculty members. In fact the top management encourages the

faculties to pursue academic excellence. Till date there has been no such incident where any faculty member was barred from pursuing their research work, refresher course, orientation programme or any other academic pursuit. It is evident from the number of faculties who have completed their research projects within the tenure of service in this college.

The apex management also generously forwards proposals for research projects, seminars and workshops to the appropriate authorities.

Top management of the college also provides fund to departments for arranging seminars and special lectures by subject experts from other institutions.

6.1.6 How does the college groom leadership at various levels?

Faculty members are members of various sub-committees in which they are free to express their valued opinions regarding the subjects concerned. Teachers also act as convener of different sub-committees. Teacher representatives in the apex management body are also encouraged to express their valuable opinions / arguments in policy making and its implementation. Students' Union Election is conducted by an Election Commission, consisting of both teachers and office staff in the college.

In case of absence of the Principal teaching and non-teaching staff take initiatives to run the college smoothly.

Students' Union provides a platform for development of leadership capability among the students. Different sub-committees of the Students' Union facilitates the process.

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?

For the purpose of decentralization the college attempts to maximize autonomy to the departments within the limits of an affiliated college.

Academic departments are given full freedom to purchase books in consultation with the library staffs following the university syllabus.

Departments function under the leadership of the HODs. HODs are selected on the basis of seniority. HODs can directly report to the Principal in case of necessity.

Choice of title and themes of seminars, conferences, special classes by scholars from other institutions are entirely at the discretion of the respective departments.

Official works are conducted under the supervision of the Head Clerk, if required Head Clerk can seek opinion of the Principal on various issues.

The Students' Union enjoys autonomy as provided by the constitution of the Students' Union as per the rules and regulation of the affiliating University.

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

As stated above the college promotes decentralization for participative management. The immediate authority, i.e., the Principal depends upon the representatives of the various segments of the institutions for day to day activities to the level of policy making and implementations.

Internal institutional policy is formulated by the top management where teachers, office staff, students and a representative of the local self government body are involved.

For the purpose of decision making there are different sub-committees in which both teaching staff and office staff are involved.

Programmes like Freshers' Welcome, Annual Cultural Programme, Saraswati Puja, Annual Sports and NSS activities are carried out by the students under the guidance of teachers.

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?

At the time of preparation of AQARs for previous five years it was found that the policy decisions were driven by the vision and mission of the college. Policy decisions like Fees Structure, purchase of books are formulated keeping in mind the need of the surrounding society. Review is done by discussion about the outcome in terms of University results. Representations of the students help to review the policies and their implementation. Since IQAC has been formed very recently its contribution in this respect is not very significant.

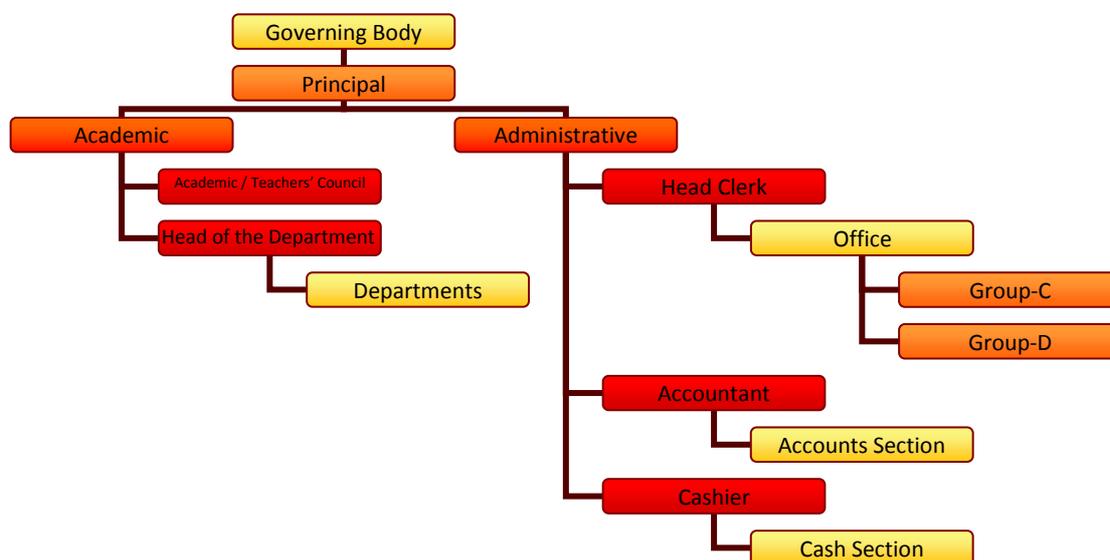
6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Identification and approval for new subjects are discussed, with a view to fulfill the needs of the students of the +2 level schools of the neighbourhood, in the Governing Body well ahead of forth coming academic year and responsibility is assigned to the Principal for its implementation.

Perspective planning regarding infrastructural development is taken in the Governing Body.

6.2.3 Describe the internal organizational structure and decision making processes.

Decisions are made in the given organizational structure.



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

- **Teaching & Learning**

Most of the class rooms have green ceramic boards. Usually class lecture/ chalk and talk method is followed in teaching. Teachers are at liberty to use smart class, LCD projectors, computer with internet facility. The geography department has computerised labs with GPS, LCD display and other facilities and the commerce department has a computerised lab where apart from syllabus based teaching, Basic Computer Training Programmes are conducted for the 1st year students of both honours and general courses are conducted.

- **Research & Development**

Teachers are encouraged to undertake research projects including Minor Research Projects. A good number of teachers have completed M.Phil. and Ph.D. during their service tenure in the college. Duty leaves are given to faculty members for attending seminars, conferences etc.

- **Community engagement**

Institutional social responsibilities are undertaken mainly by the NSS units of the college which are given in detail in earlier sections. The college also conducts thalassaemia screening test.

- **Human resource management**

Students are encouraged to participate in sports, seminars, cultural activities, to contribute to the college magazine and develop organizational

capabilities through students' union related activities.

Teachers and staff are constantly encouraged to uplift their quality and capability and motivation.

- **Industry interaction**

Till date the college has no interface with the industry.

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?

There is no formal mechanism for obtaining structured feedback. Class room and beyond class room interactions between the students and the teachers provides information which is discussed in the academic council and forms the basis for the top management to review the activities of the institution. Apart from that there is a statutory provision for students' representation in the top management. Students are also free to approach the principal and the members of the top management to give their feedback.

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

For policy inputs and effective implementation of policy, meetings are held with both students, faculty members and office staff to increase effectiveness and efficiency of the institutional processes in a regular manner.

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

Details of Governing Body Resolutions for 2014-15

Meeting No.	Date	Resolution Number	Resolution Details	Status
137	16.08.2014	4.	Permission to hold UGC sponsored National Seminar in Political Science and Geography	Seminars Held
		5.	Renovation of Playground for opening of Physical Education Course	Renovated
		8(d).	Purchase/Making of High-Low Benches for Class Rooms, Computer Tables, rack, Almirah, etc.	Purchased
		8(e).	Proposal for introduction of COSA as per W.B. govt. Order for Salary Disbursement	Implemented
		8(f).	Puja Advance to Part Time Teachers & Non-teaching Staff and Ex-gratia Payment to Guest Lectures & Casual Office Staff	Given

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Meeting No.	Date	Resolution Number	Resolution Details	Status
138	02.09.2014	1.	Decision to issue Appointment Letter to WBCSC recommended candidate in the post of Assistant Professor in Commerce	Appointed

Meeting No.	Date	Resolution Number	Resolution Details	Status
139	28.10.2014	6.	Formation of IQAC	Formed
		7.	Holding of Freshers' Welcome	Held
		Misc. (d).	Construction of more Toilets	constructed
		Misc. (d).	Proposal for offering PADMA MAITRA Students' Scholarship	Under Process

Meeting No.	Date	Resolution Number	Resolution Details	Status
140	17.12.2014	3.	Proposal for Online Admission from 2015-16	Implemented
		4.	Holding of Annual Sports	Held
		9(g).	Revision of remuneration of Casual Non-teaching Staff	implemented
		9(j).	Change of Salary Slab for Part-time Teachers	Implemented

Meeting No.	Date	Resolution Number	Resolution Details	Status
141	07.03.2015	6(b).	Shifting of Library to unused women's hostel	Shifted
		6(j).	Consideration of prayer of some non-teaching staff for acknowledging their Higher Secondary Degree recently acquired	Acknowledged

Meeting No.	Date	Resolution Number	Resolution Details	Status
142	07.04.2015	3.	Extension of service of existing Guest Lecturers for one more year	Extended
		5(i).	Purchase of furniture for Library	Purchased
		5(ii).	Electrification of New Library Building	Done
		6(ii).	Proposal for purchase of Water Cooler for students	purchased

Meeting No.	Date	Resolution Number	Resolution Details	Status
143	23.05.2015	2.	Decision to issue Appointment Letter to WBCSC recommended candidate in the post of Principal	Appointed

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

The affiliating University has no provision to provide autonomy.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

As mentioned earlier there is no formal Grievance Redressal Unit in the college but the students are free to express their grievances to the Principal and give representation therein. The Secretary of the Students’ Union is also an Ex-officio Member of the apex management committee i.e. the Governing Body. Teachers can express their grievances through Academic Council. office staff can make representations about their grievances through the Head Clerk. The Governing Body (top management) has representation from every segment of the college where they can express grievances, if any.

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?

Since last four years there have been no instances of court cases.

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?

There is no formal process of collecting students’ feedback.

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?

Following opportunities are available to the teaching and non-teaching staff of the college:

- Duty leaves are granted to the teachers for attending Refresher Courses, Orientation Programmes, Seminars, Conferences and Workshops.
- Teachers are motivated to join in individual research projects like M.Phil. and Ph.D. programmes.
- Full autonomy is given for selecting topics and themes in the matter of submitting seminar proposals to UGC. Selection of resource persons and speakers are also done by the concerned departments. To some extent financial autonomy is also granted.

- Non-teaching staff are also encouraged to participate in staff development programmes if they apply for the same. A software provider is always available to address software related enquiries and offer solutions to any problem related to operation of softwares.

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?

There is no specific training, retraining programme available in the college at present. Whatever training and retraining opportunities are available have been stated above.

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.

Appraisal is done on the basis of attendance, hours of work, no. of classes taken and participation in co-curricular activities of the students.

Departmental meetings are held under the supervision of the Principal for monitoring activities of the departments.

There is no formal mechanism for performance appraisal of non-teaching staff. Head Clerk of the office is free to have discussion with the Principal in this regard and more than often office staffs have to do multi- tasking as and when required.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The above mentioned process helps to develop positive and healthy relationship between teaching staff, non-teaching staff and the management. This positive aspect minimizes and resolves problems, if any. So, incidents of reporting or communicating problems to the stakeholders for appropriate measure is very marginal.

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?

- Haringhata Mahavidyalaya Employees’ Co-operative Credit Society Ltd. provides financial assistance in terms of loans at a very marginal cost.

Financial Year	Total No. of Members	Short Term Loan			Mid Term Loan		
		No. of Members received	Amount of Loan disbursed (₹)	% of members with regard to total no. of members	No. of Members received	Amount of Loan disbursed (₹)	% of members with regard to total no. of members
2011-12	19	06	1,20,000.00	31.58	10	9,50,000.00	52.63
2012-13	25	03	57,000.00	12.00	10	10,00,000.00	40.00
2013-14	23	05	90,000.00	21.74	13	13,00,000.00	56.52
2014-15	22	07	1,22,000.00	31.82	19	19,00,000.00	86.36

- Adjustable advance is given before the Durga Puja.
- College appointed guest teachers and casual staffs are benefitted through ex-gratia before the Durga Puja

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

As stated earlier the college has no autonomy in matters of recruitment of faculties except management appointed guest lecturers. In spite of that the college arranges different seminars and special lectures for students where distinguished faculty members from other institutions are invited to deliberate upon.

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?

Financial assistances received by the college are allocated for specific purposes by the funding authorities. For effective and efficient use of the resources received, the college has to strictly comply with the provisions laid down by the funding agencies.

For the purpose of effective and efficient utilization matters are discussed in the Purchase Committee and building committee consisting of both teaching and non-teaching staffs and representatives of other stakeholders like a government nominee and a University representative. For purchase of items of technical nature and building materials experts from outside are also invited.

There after tender notices are posted in different important offices of the

locality and also in the college website. After receiving the tender papers a comparative statement is prepared and accordingly a list is prepared. Orders are placed for purchase and work orders issued after approval of the top management.

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.

- To maintain financial discipline internally accounts are maintained by the Accountant under the supervision of the Bursar.
- Statutory Audit is done by auditors appointed by the Directorate of Public Instructions, Govt. of West Bengal.
- Till date not a single objection has been raised by the statutory auditors.
- There after one copy of the Audit Report is submitted to the Directorate of Public Instructions, Govt. of West Bengal.
- Last statutory audit was done for the financial year 2014-2015.

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 receipts are :

- Grants from Govt. of West Bengal.
 - Salary Grants
 - Development Grants
 - Need based Performance Grant (SAAC)
- UGC Grants
- Own Source through Tuition Fee and other fees received from the students. Fifty percent of total tuition fee has to be deposited to the Higher Education Department as per Govt. of West Bengal Order.
- MPLADS
- MLALADS

Corpus fund generated for last four years ;

Financial Year	Corpus fund generated (₹)
2011-2012	35,44,749.00
2012-2013	15,67,387.36
2013-2014	28,86,797.00
2014-2015	34,33,407.47

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

Fund raising attempt of the college is supported by the Member of the Parliament and Member of the Legislative Assembly of the respective constituencies in which the college is situated.

The Honourable Member of Parliament was gracious enough to provide fund

to the tune of Rupees Twenty Lakh (Approx) for building rooms and equipments.

Black top road surrounding the college play ground was built with the grant (Rs.5,00,000.00) received from the MLA's local area development fund and was opened for regular use during the academic year 2013-14.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

As the IQAC was formed on 28.10.2014, most of the initiatives were taken under the guidance and supervision of the head of the institution in consultation with the Governing Body supported by teaching and non-teaching staffs and students as well.

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

Since its inception IQAC was totally pre occupied in preparing reports relating to performance of the institutions from 2009-2010 to 2013-2014 in the form of AQARs which were submitted to the CAPU on 31st December, 2015. Thereafter the IQAC was engaged with the task of writing SSR. The college authority wholeheartedly extended its hands of cooperation to the IQAC.

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

The IQAC has external members in its committee.

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

The college does not have a formally instituted Alumni Association. But the ex-students maintain a cordial relationship with the teachers and existing students.

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

The IQAC has 18 members in total consisting of 06- teacher members, 09- Administrative / Technical staff, 01- Management representative and 02- members from other stake holders.

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.

As the IQAC was formed on 28.10.2014 and there after IQAC was totally geared towards preparation of AQAR and SSR the IQAC has not played any major role regarding quality assurance. The old framework including the Academic Council, Examination Cell, Principal and the top management keep vigilance about quality assurance.

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.

As the Institution is not an autonomous one there is no scope for such training. However, the authority provides need based solution to the staffs as and when required. For instance, a software provider is always available to address software related enquiries and solutions regarding any problem related to their operation.

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?

Assessment is done on the basis of attendance, hours of work, number of classes taken and participation in co-curricular activities of the students. Departmental meetings are held under the supervision of the Principal for monitoring activities of the departments.

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

Internal quality assurance mechanisms are aligned with the requirements of the relevant external quality assurance agencies through IQAC. The college authority uploads DCF-II in the website of All India Survey of Higher Education (AISHE) and National Institutional Ranking Framework (NIRF) of the Ministry of Human Resources Development, Government of India.

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?

Structure	Interaction/meeting with <ul style="list-style-type: none"> • Principal, Academic Council and HODs • Principal and Examination Committee • Principal and Class Representatives
Methodologies of Operation	<ul style="list-style-type: none"> • Academic Committee monitors the teaching learning activities • HODs monitor the concerned departments through the interaction with students and teachers, results of unit tests and University examination • Examination Committee assists all activities of the College related to unit tests and University scheduled final examination • Academic Council prepares class routine • Class representatives bring the teaching learning problem directly to the notice of the Principal • Academic Council takes interest for the improvement of library services
Outcome	<ul style="list-style-type: none"> • Number of text books increased in the library • Number of books increased in the departmental library • Modern teaching tools provided in the classroom

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

To	Through
Internal Stakeholders <input type="checkbox"/> <input type="checkbox"/> Students <input type="checkbox"/> <input type="checkbox"/> Teaching Staff <input type="checkbox"/> <input type="checkbox"/> Non-teaching Staff	Circulars, notice board, College Website. Teachers' Council meeting, Principal and HODs meeting, notices, circulars, College website. Notices, Principal and non-teaching staff meeting, College website.
External Stakeholders <input type="checkbox"/> <input type="checkbox"/> Parents, alumni, local people	College website, College programme, Social Media

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?

Green Audit is not done systematically. The NSS unit gradually undertakes planting of saplings during ‘Banamahatosab’. The college has developed a small garden in front of the statue of Rabindranath Tagore.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

*** Energy conservation**

At the time of purchase of new computers for the college priority is given to TFT Monitors. Electricity load is distributed to different college buildings according to requirement.

*** Use of renewable energy**

- None

*** Water harvesting**

- As the college campus area is relatively small and there is no water body inside the campus, so there is no scope for water harvesting.

*** Check dam construction**

- None

*** Efforts for Carbon neutrality**

- None

*** Plantation**

- Plantation activity is done on yearly basis by NSS. There are few plants inside the campus.

*** Hazardous waste management**

- The college generates insignificant amounts of hazardous waste as till now the college has mainly Humanities and Commerce faculties. Dustbins are kept at different locations so that the college is not littered with wastes.

*** e-waste management**

- Insignificant amount of e-waste is created in the college and those unused components are kept in the store.

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.

2011-12 –

- UGC Remedial Classes
- Purchase of Computers
- Purchase of Photocopiers.
- Increase in number of books for college library.

2012-13-

- UGC Remedial Classes.
- Installation of Water Filters.
- Purchase of Computers
- Purchase of Photocopiers.
- Installation of 45 KV pollution free Generator.
- Installation of Transformer for distribution of electrical load.
- Introduction of Green Ceramic Board.
- Installation of Close Circuit Camera,
- Construction of Metallic Road out of MLALAD
- Increase in number of books for college library.

2013-14 –

- Enhancement of seats in different courses
- Construction of two rooms from MPLAD
- Purchase of Water purifier
- Purchase of Computers
- Kanyashree Prakalpa
 - Increase in number of books for college library.

2014-15 –

- Installation of Water coolers for the students.
- Shifting of Library to unused women's hostel.
- Installation of Fire Extinguishers.
- Hosting of Inter College Football Tournament organized by University of Kalyani.
- Introduction of Philosophy (General), Sanskrit (General) and Physical Education (General) courses.

7.3 Best Practices

- 7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.**

Best Practice No. 1

1. Title of the Practice

Inclusive Growth in Higher Education through increased participation of Backward Sections and Women.

2. Goal

In parity with the vision and mission of the college attempts are made to contribute towards inclusive growth in higher education and to create equity in higher education by way of widened access to students from backward sections of the society and participation of women in higher education is encouraged. All these goals are in parity with the Directive Principles of State Policy.

3. The Context

The college is situated in Haringhata Block which falls under Bangaon Parliamentary Constituency, reserved for SC candidates and Haringhata Legislative Constituency, which is also a reserved constituency for SC. It is also a backward area and major sections of the people belong to the backward classes. The college was established to cater to the needs of the above mentioned sections of people in higher education. The promotion of Women's education has a long tradition which hails back to the times of "Bengal Renaissance".

4. The Practice

Effort to maximize scope of entry into higher education at UG level is also a step forward to promote social equity and justice. Strategies adopted to increase/improve access for above categories demonstrate /reflect on the national commitment.

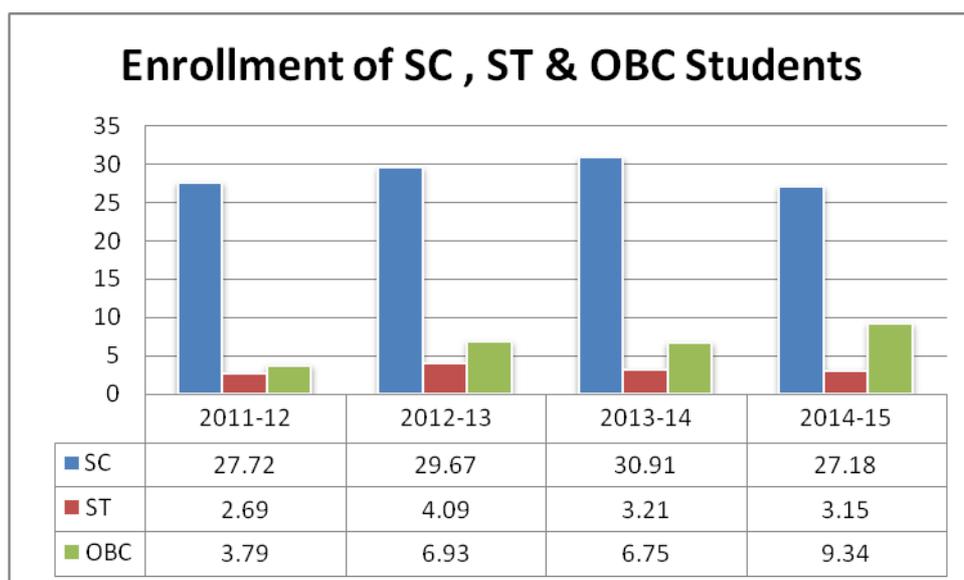
Reservation Policy of Govt. of West Bengal is complied with by means of its implementation.

- **For SC Categories:**
22% seats are reserved for SC categories both in honours and general courses. 3% is provided for differently abled within that 22%.
- **For ST Categories:**
6% seats are reserved for ST categories both in honours and general courses. 3% is provided for differently abled within that 6%.
➤ Candidates belonging to SC and ST categories also enjoy 5% relaxation in marks at the time of admission.
- **For OBC-A Categories:**
10% seats are reserved for OBC-A categories both in honours and general courses. 3% is provided for differently abled within that 10%.
- **For OBC-B Categories:**
7% seats are reserved for OBC-B categories both in honours and general courses. 3% is provided for differently abled within that 7%.

5. Evidence of Success in terms of enrollment of SC/ST/ OBC:

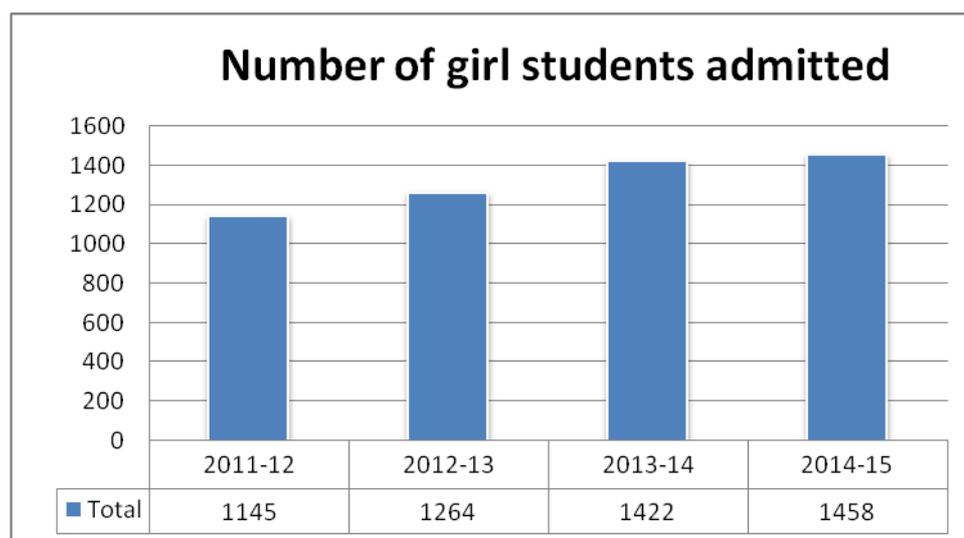
Academic Year	Total Number of Students	SC Students		ST Students		OBC Students	
		Total	%	Total	%	Total	%
2011-12	2453	680	27.72	66	2.69	93	3.79
2012-13	2740	813	29.67	112	4.09	190	6.93
2013-14	3213	993	30.91	103	3.21	217	6.75
2014-15	3363	914	27.18	106	3.15	314	9.34

Trends showing the increase / decrease in terms of Enrollment:



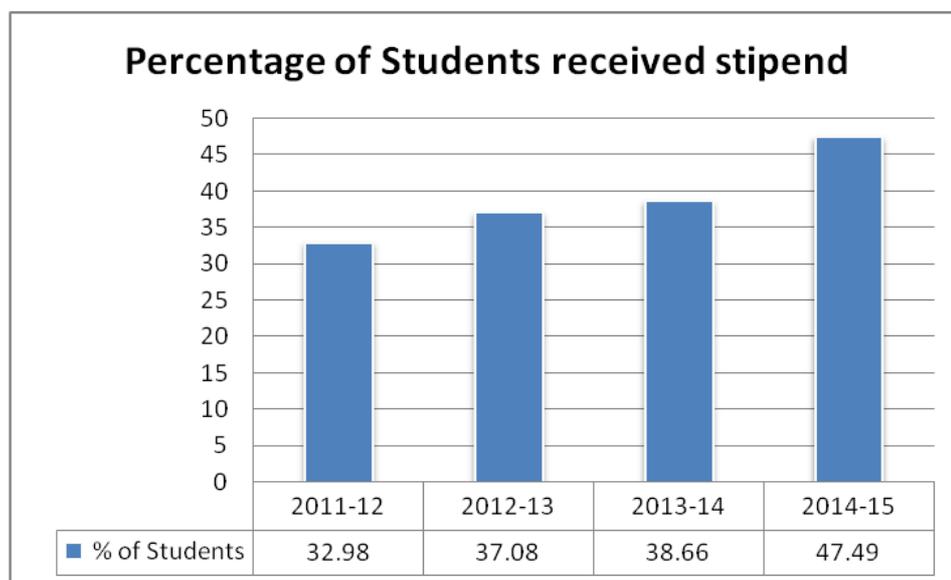
Trends showing the increase / decrease in terms of Enrollment of Girl Students with reference to Total Number of Students

Academic Year	Total Number of Students	Girl Students Total
2011-12	2453	1145
2012-13	2740	1264
2013-14	3213	1422
2014-15	3363	1458



Number & % of students received stipend:

Academic Year	Student strength	Scholarship received	Percentage of students
2011-2012	2453	809	32.98 %
2012-2013	2740	1016	37.08 %
2013-2014	3213	1242	38.66 %
2014-2015	3363	1597	47.49 %



In the past four years financial assistance was provided to the students through

- Financial support from the college.
- W.B. Govt. Labour Welfare Scholarship.
- W.B. Minority Development and Financial Corporation.
- Merit-cum-Means Scholarship (DPI. Govt. of West Bengal)
- SC, ST & OBC Scholarships of Govt. of West Bengal.
- Kanyashree Prakalpa of Govt. of West Bengal.
-

6. Problems Encountered and Resources Required

Problems Encountered :

Large numbers of students have a tendency to opt for combinations with Bengali., History and Political Science as elective subjects which creates overload on the infrastructure of the college both in terms of qualified human resources and physical infrastructure.

More often than not it leads to poor input quality which in turn takes its toll on academic performances and excellence resulting in discontinuation of study by a significant number of students. In spite of our efforts to maximize benefits available from different funding

agencies, due to socio economic and other conditions sometimes they have to postpone study mid way.

Resources Required:

The college suffers from a constraint of space. So, the only option available to the college is to grow vertically in terms of physical infrastructure. But the old buildings of the college were not built with foundation for vertical growth.

Scarcity of adequate regular faculty is another constraint. Numbers of departments are functioning with non-regular faculties. For a partial solution of this problem requisition for regular faculties has been submitted to the West Bengal College Service Commission.

7. Notes (Optional)

8. Contact Details

Name of the Principal : Dr. Pratap Chandra Mandal

Name of the Institution : Haringhata Mahavidyalaya

City : Haringhata

Pin Code : 741 249

Accredited Status : 1st Cycle

Work Phone : 03473 233 318 Fax : 03473 232 273

Website : www.haringhatamahavidyalaya.org

E-mail : haringhatamahavidyalaya@rediffmail.com

Mobile : 90918 18201 / 94334 02501 / (R) 033-25826972

Best Practice No. 2

1. Title of the Practice

Computerization of Students data, Library and Finance.

2. Goal

To create centralized database so that relevant information regarding students, library and finance could be made easily available. Another goal of this attempt is to the make admission process hassle free. This is also to create infrastructure through which students and teachers can search the books through the system. For that purpose office, accounts and library have been connected through LAN.

3. The Context

Though the college is situated at a remote, rural and backward area still from the very beginning the college is trying to be a place of exposure to newer technologies to its students and staff, a substantial portion of which comes from socio economically marginalized sections. Initially attempts were made to develop a standalone system through which data related to

students, finance and accounts and library could be computerized. There after an attempt was made for online admission by the initiative of the college. Finally as per Government order online admission became mandatory. So, the college has moved towards web based data management.

4. The Practice

The college continuously goes on adding computers to its asset base. The stand alone server is situated besides the Principal's chamber. The server is connected through LAN to the office and the library.

The office uses the system for the purposes of Student admission, Generation of Students' ID number, creating computerized admission register to generate roll numbers automatically, for collection of fees, filling-up of University Examination forms, casual and review forms, automatically creating cast based, gender based student data. The computer system is also required for various purposes like reporting to the University, Govt. of West Bengal, preparation of voters' list at the time of Students' Union Election and for uploading AISHE data and NIRF data etc.

Accounts department starts the financial year by creating accounts through voucher creation and printing documents relevant to Payment, Receipt, Journal and Contra Entry. The computerized system automatically generates Receipts and Payments Account, Income & Expenditure A/c, Balance Sheet and various Schedules related to Balance Sheet, Printing of various ledgers, transfer of fees collected from students automatically to accounts etc.

In the last academic year the Library has been shifted to unused Women's Hostel whose building was lying unused. The Library departments at first enter details of the books manually in the register. After that the details of the purchased books are computerised in such a way that the users can obtain all necessary information through the following modes of search- Title wise, Author wise, Subject wise, Call Number wise, Accession Number wise, and Publisher wise. The Library staffs also take care of the following tasks : Generation of accession & spine stickers (which are computerized) ; preparation of Subject wise booklist, enumeration of number of books purchased every financial year, books purchased through different grants; running the lending facilities, Stock taking, library clearance etc.

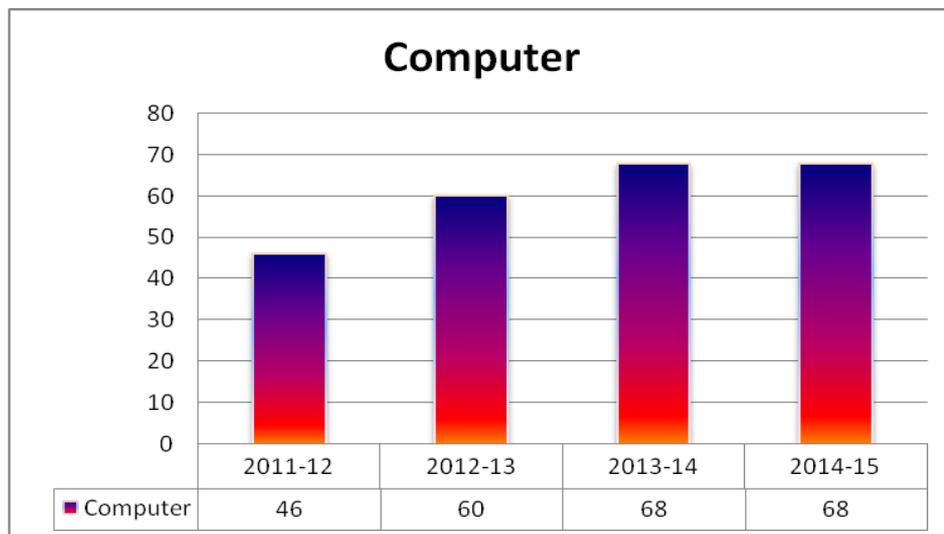
The UGC Net Resource Centre (NRC) is situated in the Library, and the Library is a free Wi-Fi zone.

5. Evidence of Success

The old stand alone platform is successfully running. The college is going for a web based platform from standalone platform. Through online admission students enter into the web based platform initially and thereafter all the students' related data is stored in the system.

The standalone system of finance and accounts will also be converted to the web based platform.

Hassle free access through computer has increased average number of walk-ins. Easier access to the library catalogue is also possible. Control over lent out books has increased.



6. Problems Encountered and Resources Required

As stated earlier the college is gradually shifting from a standalone system to web based system. The new system has initially been introduced for regarding online admission, maintenance of student data related segment and financial segment. Since the college library has no web based programme till now the issue needs to be addressed, presently the library clearance status can be verified and could be forwarded to the office before the filling up of University Examination Forms only.

The other problem is that the shift from a standalone platform to a web based platform is very difficult. So, in the transitional period the college has to run the standalone platform for the old database simultaneously.

Library is running chronically short of staff. Given the number of books and work load, library needs adequate staffing.

To make the library totally web based appropriate software has to be addressed first but for that purpose also the problem of staffing has to be negotiated.

7. Notes (Optional)

8. Contact Details

Name of the Principal : Dr. Pratap Chandra Mandal

Name of the Institution : Haringhata Mahavidyalaya

City : Haringhata

Pin Code : 741 249

Accredited Status : 1st Cycle

Work Phone : 03473 233 318

Fax : 03473 232 273

Website : www.haringhatamahavidyalaya.org

E-mail : haringhatamahavidyalaya@rediffmail.com

Mobile : 90918 18201 / 94334 02501 / (R) 033-2582 6972

EVALUATIVE REPORT OF THE DEPARTMENTS

DEPARTMENT OF BENGALI

1. Name of the department : **Bengali**
2. Year of Establishment : 1986
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.) : UG :
(a) B.A. (Honors) in Bengali , 1995
(b) B.A. (General) in Bengali, 1986
4. Names of Interdisciplinary courses and the departments/units involved : Nil
5. Annual/ semester/choice based credit system (programme wise) : Annual
6. Participation of the department in the courses offered by other departments : Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons : Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	02	01
Part Time Teacher (Government Approved)	04	04
Guest Lecturer (Management appointee)	Nil	Nil

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Shishir kr Biswas	M.A., Ph.D	Assistant Professor	Drama	15	Nil
Mrs. Baishakhi Goswami	M. A., M. Phil, NET	Part Time Teacher	Rabindra Literature	19	Nil
Mrs. Ranjita Bhattacharjee	M.A.	Part Time Teacher	Rabindra Literature	11	Nil
Dr. Sumana Roy	M.A., Ph.D	Part Time Teacher	Rabindra Literature	10	Nil
Dr. Bablu Saha	M.A., Ph.D	Part Time Teacher	Novel & Short Stories	9	Nil

11. List of senior visiting faculty : None
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil
13. Teacher-Student Ratio (programme wise):

Programme	No. of students	No. of teachers	Teacher student ratio
B.A. (Honours) in Bengali	301	5	1:60
B.A. (General) in Bengali	2199	5	1:440

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.

Name	Qualification
Dr. Shishir kr Biswas	M.A., Ph.D
Mrs. Baishakhi Goswami	M.A., M.Phil
Mrs. Ranjita Bhattacharjee	M.A.
Dr. Sumana Roy	M.A., Ph.D
Dr. Bablu Saha	M.A., Ph.D

SELF STUDY REPORT-2016, CYCLE – 2

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Dr. Shishir Kr. Biswas (a) National – U.G.C. Grants Received – 61.5 Thousand
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
 - Number of papers published in peer reviewed journals ((b1) national, (b2) 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	a	b1	b2	c	d	e	f	g	h	i	j	k
Dr. Shishir kr Biswas	25	Nil	Nil	Nil	Nil	1	4	Nil	Nil	Nil	Nil	Nil
Mrs. Baishakhi Goswami	7	Nil										
Mrs. Ranjita Bhattacharjee	7	Nil										
Dr. Sumana Roy	12	Nil										
Dr. Bablu Saha	17	Nil										

20. Areas of consultancy and income generated : Nil
21. Faculty as members in : Nil
- National committees
 - International Committees
 - Editorial Boards....

SELF STUDY REPORT-2016, CYCLE – 2

22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme :
- 100% Student of 1st year successfully complete projects in environmental science as part of curriculum and they are perfume.
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

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

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

Dr. Tapas Kumr Basu	University of Kalyani
Dr. Sukhen Biswas	University of Kalyani
Dr. Sumita Chatterjee	Benaras Hindu University

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

- a) National : U.G.C. Sponsored National Seminar on “Swami Vivekananda: Literature and culture “Held on 8th and 9th March 2013.
- b) International :

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		No. of Students Appearing (Passing) in final exam in the 3 rd	Pass percentage
			* M	* F		
B.A. Honours						
2011-12	342	111	37	74	64 (61)	95.5 %
2012-13	382	124			51 (49)	96 %
2013-14	362	121			66 (63)	95.5 %
2014-15		121			66 (64)	97 %
2015-16		141				
B.A. General						
2015-16	1168	1168	599	569	N.A.	N.A.

*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
2011-12	100	Nil	Nil
2012-13	100	Nil	Nil
2013-14	100	Nil	Nil
2014-15	100	Nil	Nil
2015-16	100	Nil	Nil

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

- a. UGC Ref No.- 23575 (NET – Dec, 2012)
Certified that : MD. MEHEBUB HOSSAIN
Roll No.- 12190074
- b. Others Gr.-D (Lab Attendant)
Roll No.- 501071800415
Name – ALOKE SIKDER
- c. Asst. Teacher : MD. MEHEBUB HOSSAIN

29. Student progression : There were no institutional procedure for tracking the students progression. But the teacher in there own effort keep record of the student progression as far as possible.

Student progression	2013-14	2012-13	2011-12	2010-11
UG to PG (in Number)	27	1		
Employed Campus Selection campus	Nil	Nil	Nil	Nil
other then	Nil	Nil	Nil	Nil
Entrepreneurship/Self-employment	No Data Available			

30. Details of Infrastructural facilities

- a) Library : General Library, NSS Book Bank
- b) Internet facilities for Staff & Students: Yes
- c) Class rooms with ICT facility: No
- d) Laboratories: No

31. Number of students receiving financial assistance from college, university, Government or other agencies: Students who belong to SC/ST/OBC and minority groups received scholarships from the government. The college offers financially support from student's aid fund and also offers half free student ship based on the criteria of marks obtained in last examination family income and attendance in class.

Financial support for students

Transfer to student account directly by the government of west Bengal

Source

1. Merit cum Means
2. West Bengal Minorities Development Fund
3. SC, ST, OBC Scholarship
4. Kanyashree Project
5. West Bengal Labour Welfare Scholarship

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

Date	Topic	Resource person
15.09.2011	Ishwargupta: the poet in the light of his bicentenary year.	Vivek Singha. Department of Bengali. Kanchrapara College.
08.03.2016	International Women's Day: Rabindra Sahitye Nari.	Dr. Rabindranath Maisal. The former Principal of Haringhata Mahavidyalaya.

33. Teaching methods adopted to improve student learning :

1. Conventional methods of teaching chalk and talk (Lecture Method) are general followed.
2. Sometime we use LCD Projectors
3. Tutorial and remedial class arranged for weaker and SC, ST student.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: The students of the department who join NSS wings of the college actively participate in social services and department of Bengali also participate.

35. SWOC analysis of the department and Future plans

SWOC : S (Strengths) :- The relationship between students and teacher is very cordial. In the interest of weak students, teachers take remedial and extra classes.

W (Weakness) :- A sizable portion of students of the college are coming from backward families.

O(Opportunity) Proposal for post graduation in Bengali has already been sent to the affiliating university for consideration. The Bengali Department has already started preparatory planning for introduction of new full time post graduate department as early as possible immediately after getting proper sanction from the affiliating university

C (Challenges): Poor teacher student ratio is beyond the control of the department. There is only one full timer and other four part time teachers. They are working hard to enrich the students.

Future Plan : Already started a departmental library with a few books. To increase the number of books in that library in near future. Innovative and scientific teaching methods will be used in classroom.

DEPARTMENT OF ECONOMICS

1. Name of the department : **Economics**
2. Year of Establishment : 23rd September, 1986
3. Names of Programmes /Courses offered (UG,PG, M.Phil., Ph.D., Integrated Masters ; Integrated Ph.D., etc.) : UG (Elective)
4. Names of Interdisciplinary courses and the departments /units involved:
Commerce
5. Annual/semester/choice based credit system (programme wise) : UG - Annual
6. Participation of the department in the courses offered by other departments : UG - Commerce
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any) with reasons : No
9. Number of Teaching posts

Teaching Posts	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	01	01
Asst. Professors	Nil	Nil
Part Time Teacher(Govt. Approved)	01	01
Guest Lecturer(Management Appointee)	02	02

NOTE : One Assistant Professor was promoted to the Post of Associate Professor.

SELF STUDY REPORT-2016, CYCLE – 2

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

Name	Qualification	Designation	Specialization	No .of Years of Experience	No. of Ph.D. Students Guided for the last4years
*Dr. Baby Dey(Mitra)	M.A., Ph.D	Associate Professor	Econometrics	28 Years+	Nil
Sagarika Chattopadhyay	M.A.	Approved PTT	Population Economics	17 Years+	Nil
DebasisMaji	M.A.,B.Ed	Guest Lecturer	Econometrics	1 year+	Nil
**Gita Sinha	M.A.,B.Ed	Guest Lecturer	Econometrics	5 months+	Nil

* She is now on lien.

** Joined during the academic year 2015-16.

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programmewise) By temporary faculty

Programme	Total no. of classes held (A)	Total no. of classes handled by temporary faculty(B)	Percentage of classes handled by temporary faculty (C)=[(B)/(A)*100]
B.Com	306	109	36%
B.A/ B.Sc	466	211	45%

13. Student-Teacher Ratio (programme wise)

Academic Year 2014-15

Programme	No. of students	No. of Teachers	Teacher-Student Ratio
B.Com (Honours) in Part- II	14	3	1:5
B.Com (General) in Part-I	48	3	1:16
B.A/B.Sc (General) part- (I+II+III)	50	3	1:17

NOTE: the ratio is based on having three teachers in 2014-15.

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.

Name	Qualification
*Dr. Baby Dey (Mitra)	M.A., Ph.D
Sagarika Chattopadhyay	M.A.
Debasis Maji	M.A., B.Ed
Gita Sinha	M.A., B.Ed

*She is now on lien.

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

b) Number of papers published in peer reviewed journals (b.1 national / b.2. international) by faculty and students

- c) Number of publications listed in International Database (For e.g: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCOhost, 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

Faculty	a	B1	B2	c	d	E	f	g	h	i	j	k
Dr.Bebi Dey (Mitra)	5	5	-	-	-	-	-	-	-	-	-	-

20. Areas of consultancy and income generated : Nil
21. Faculty as members in
- a) National committees : Nil
 - b) International Committees : Nil
 - c) Editorial Boards : Nil
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme : 100% students of 1st year class have completed projects in Environmental Studies which is a part of curriculum. They have also participated in the different programmes related to Department of Economics.
 - 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. Baby Dey (Mitra) was awarded the Ph.D degree on 24th January,2015 from Veer Bahadur Sing Purvanchal University, Jaunpur,UP, Titled “An Economic analysis of vegetable sector in India”.

SELF STUDY REPORT-2016, CYCLE – 2

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

- a) During the Silver Jubilee Celebration in September, 2011 Economics Department organized a seminar:

DATE	TOPIC	RESOURCE PERSON
17/09/2011	The problem of Gender Disparity with reference to Census of India,2011:A Review	Dr.DebasisMajumder, Economics Department, Bangabasi College, Kolkata

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

- a) National: Nil
b) International: Nil

26. Student profile programme /course wise:

Programme	Application Received (1 st year class)	Selected	Enrolled		No. of Students appearing (passing) in the Final Exam in 3 rd Year Class	Pass Percentage (3 rd year)
			*M	*F		
B.A./B.Sc (General)						
2011-12	33	33	25	8	15(13)	81%
2012-13	62	62	39	23	1(1)	100%
2013-14	33	33	18	15	5(5)	100%
2014-15	21	21	7	14	13(12)	92%
2015-16	36	36	19	17	NA	NA
B.Com (HONS & GEN.)						
2011-2012	65	65	62	03	NA	NA**
2012-2013	65	65	58	07	NA	NA
2013-2014	63	63	56	07	NA	NA
2014-2015	63	63	58	05	NA	NA
2015-2016	54	48	40	08	NA	NA

*M=Male *F=Female

** The subject Economics is not taught in B.Com. 3rd year as per University of Kalyani syllabus.

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.A/B.Sc (General)			
2011-12	100	Nil	Nil
2012-13	100	Nil	Nil
2013-14	100	Nil	Nil
2014-15	100	Nil	Nil
2015-16	100	Nil	NIL
B.Com. (Hons & Gen)	100	Nil	Nil
2011-12	100	Nil	Nil
2012-13	100	Nil	Nil
2013-14	100	Nil	Nil
2014-15	100	Nil	Nil
2015-16	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A*.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	No campus selection No data available
Entrepreneurship/Self-employment	No data available

*Data not available.

There was no institutional procedure for tracking the progression but the teachers in their on effort kept records of the students progression as per as possible.

30. Details of Infrastructural facilities

a) Library :

- i) Central Library :The Department has 772 books in the Central Library.
 - ii) NSS Book-Bank

 - b) Internet facilities for Staff & Students : Yes (UGC NRC)

 - c) Class rooms with ICT facility : None

 - d) Laboratories: Nil
31. Number of students receiving financial assistance from college, university, Government or other agencies :
- a)
 - Merit cum Means given by DPI. Govt. of WB.
 - KanyashreePrakalpa, Govt.of WB.
 - SC/ST/OBC Scholarship, Govt.of WB.
 - West Bengal Labour Welfare Scholarship.
Direct transfer to students account directly by Govt. of West Bengal.

 - b) Financial support from institution- as example Fees remission to the Students.

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

DATE	TOPIC	RESOURCE PERSON
17/09/2011	The problem of Gender Disparity with reference to Census of India,2011:A Review	Dr.DebasisMajumder, Economics Department, Bangabasi College, Kolkata

33. Teaching methods adopted to improve student learning :
- Conventional method of teaching like chalk and talk is generally followed.
 - Tutorial and Remedial classes are held for weaker students.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
- Students of department Economics also participate in the NSS organized programmes within the campus and in the vicinity of the college.

35. SWOC analysis of the department and Future plans

Strengths	<ul style="list-style-type: none">❖ The relationship between students and teachers is healthy.❖ In the interest of weak students, teachers take remedial and extra-classes.
Weakness	A sizable portion of students of the college are coming from backward families.
Opportunities	Cordial relationship between students and teachers may be utilized to improve academic standard of students.
Challenges	To run a UG department mainly with the help of part time teachers is difficult as only one full time teacher is now on lien.
Future Plan	To introduce Honours Course and build up a rich stock of books in departmental library.

DEPARTMENT OF EDUCATION

1. Name of the department: Department of Education
2. Year of Establishment: July, 2004
3. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph. D., Integrated)
a) UG:-BA (Honours) In Education, 2004.
b) BA (General) In Education,
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/semester/choice based credit system (programme wise): Annual
6. Participation of the department in the courses offered by other departments:
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts:

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	01	Nil
Part Time Teacher (Govt. Approved)	02	02
Guest Lecturer (Management	02	02

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
Kajal Kumar Bag	M. Com., M. A. B.Ed.	Government Approved Part-Time Teacher (PTT), HOD	Statistics in Education	11 Years	N. A.
Subajit Bhattacharya	M.A.	Government Approved Part-Time Teacher (PTT)	Mental Hygiene & Evaluation	5 Years	N. A.
Papia Das	M. A., B. Ed. (UGC-NET)	Guest Lecturer Management Appointee	History of Education	4 Years	N. A.
*Ujjal Debnath	M. A., B. Ed. (UGC-NET)	Guest Lecturer Management Appointee	Statistics in Education	1 Year	N. A.
Maran Bandhu Majumder	M.A., B.Ed., (UGC-NET)	Guest Lecturer Management Appointee	Educational Technology	5 months +	N.A.

* He resigned and left the college on 22.05.2015.

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise)
By temporary faculty: 37.74% (2014-2015)
13. Teacher-Student Ratio (programme wise)

Name of the Course/Programme	2014-2015		
	No. of Students Admitted	No. of departmental Teachers	Teacher-Student Ratio
B. A. (Honours)	183	4	1:46
B. A. (General)	654	4	1:164

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

15. Qualifications of teaching faculty with D Sc/D. Litt/Ph. D/M Phil/PG.

Name	Qualification
Kajal Kr.Bag	M. Com., M. A. B.Ed.
Subhajit Bhattacharya	M.A
Papia Das	M.A., B.Ed, (UGC-NET),
Ujjal Debnath	M.A., B.Ed., (UGC-NET),
Maran Bandhu Majumder	M.A., B.Ed., (UGC-NET)

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
- b) Number of papers published in peer reviewed journals (b.1 national / b.2. international) by faculty and students
- c) Number of publications listed in International Database (For e.g: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCOhost, 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

Faculty	a	b		c	d	e	f	g	h	i	h	k	l
		b1	b2			3(Three)		4 Books (Without ISBN & ISSN)					
Kajal Kumar Bag						3(Three)							
Subajit Bhattacharya						3(Three)							
Papia Das		1 (one)				1 (one)							
Maran Bandhu Majumder			3										

SELF STUDY REPORT-2016, CYCLE – 2

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 interdepartmental/programme: 100% students of first year class successfully complete projects in Environmental Science as part of curriculum and they are performed.
- 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

a) During the Silver Jubilee Celebration in September, 2011 Education Department organized a seminar.

Date	Topic	Resource Person
19.09.2011	A comparative analysis of Indian higher education system with reference to Great Britain, U.S.A. and Russia.	Dr. Debiprasad Nag Chowdhury, Principal Simurali Sachnandan College of Education.

25. Seminars/Conferences/Workshops organized & the source of funding
- a) National: Nil
- b) International: Nil
26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		No. of Students appearing (Passing) in the Final Exam. In 3 rd Year Class	Pass percentage	No. of 1 st Class	
			*M	*F				
↑ B.A (Honours) ↓	2011-2012	236	59	27	32	45 (45)	100%	33
	2012-2013	327	65	41	24	37 (37)	100%	17
	2013-2014	294	63	37	26	39 (39)	100%	8
	2014-2015	271	65	34	31	52 (42)	80.77%	4
	2015-2016	618	79	28	51			

SELF STUDY REPORT-2016, CYCLE – 2

Name of the Course/programme		Applications received	Selected	Enrolled		No. of Students appearing (Passing) in the Final Exam. In 3 rd Year Class	Pass percentage	No. of 1 st Class
				*M	*F			
B.A. (General)	2015-2016	541	541	279	262	N.A.	N.A.	N.A.

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course		%of students from the same state	%of students from other States	%of students from abroad
↑ B.A (Honours) ↓	2011-2012	100%	Nil	Nil
	2012-2013	100%	Nil	Nil
	2013-2014	100%	Nil	Nil
	2014-2015	100%	Nil	Nil
	2015-2016	100%	Nil	Nil

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

Name of the Student	National and State Competitive Examinations (NET/SET/GATE/Civil Services/Defense Services)	Year
Pranab Mondal	Indian Army	September, 2011
Ujjal Debnath	NET (LS) & SET (LS)	October, 2013
Papia Das	NET (LS)	April, 2014

29. *Student progression:

Student progression		(in Number, not in %)						
		2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
UG to PG		08	04	05	01	03	05	01
PG to M. Phil.		N.A.	N.A.	N.A.	01	N.A.	N.A.	01
PG to Ph.D.		N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	01
Ph.D. to Post-Doctoral		N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Employed	• Campus selection	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
	• Other than campus recruitment	01	01	03	01	01	02	01
Entrepreneurship/Self-employment		N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B.Ed.		N.A.	02	N.A.	03	06	07	02

*There was no institutional procedure for tracking the progression, but the teachers in their own effort kept record of the student's progression as per as possible.

30. Details of Infrastructural facilities

a) Library:

- I. Departmental Library: (i) Books – Nil (ii) Journal – Nil
- II. Central Library: (i). Books – 719
- III. NSS Book Bank (Available)

b) Internet facilities for Staff & Students:

- I. Internet facilities for Staff: Available
- II. Internet facilities for Students; Yes

- c) Class rooms with ICT facility: Nil
- d) Laboratories: Nil

31. Number of students receiving financial assistance from college, university, Government or other agencies: The College offers financial support from merit cum means, DPI, West Bengal, West Bengal minority development fund, SC/ST/OBC scholarship, Kanyashree Prakolpa, West Bengal labour welfare scholarship. All these financial support transfer to student's account directly by Govt. of West Bengal.

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

Name of enrichment Programme	Name of the Topic	Name of the Resource Person	Venue	Date
Departmental seminar	Comparative study between UK & India	Dr. Debi Prosad Nag Chowdhury	Department of Education, Haringhata Mahavidyalaya	19.09.2011

33. Teaching methods adopted to improve student learning:

- I. Lecture Method
- II. Discussion Method
- III. Brainstorming
- IV. Home Assignment
- V. Group discussion
- VI. Departmental Quiz
- VII. Surprise Test
- VIII. Internal Assessment
- IX. Problem Solving
- X. Remedial Classes

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

The students of the department discharged their social responsibilities by way of participating in different NSS original programmes. They render their services at the adopted villages throughout the year.

35. SWOC analysis of the department and Future plans:

I. Strengths –

- I Energetic teaching staffs
- ii. Meritorious & Enthusiastic learners
- iii. There is a strong bond and a high level of interaction between faculty and students & Non-teaching staffs
- iv. Qualified teaching staff with dynamic activities can be used by students for their career development
- v. Available Books for student & Teaching staff
- vi. Students enrichment in Class Test

II. Weaknesses –

- i. Lack of academic programmes and research activities for the development of the faculty members (as a PTT, there is no provision for the faculty members to participate in Refresher Courses,

- Orientation Programmes, applying for Minor and Major Research Projects of UGC etc.)
- ii. Insufficient numbers of class rooms and shortage of whole-time faculty members in the department
 - iii. Lack of financial support for faculty Scholarship
 - iv. The poor economic back ground of the home and locality of students
- III. Opportunities –
- i. Many opportunities for teachers to design learning strategies in choice based credit system
 - ii. To develop participatory learning modules and many more to make learning a joyful experience
 - iii. Students have the opportunities in participating training programmes like seminars conducted elsewhere
 - iv. Many students are admitted to various Universities from this College
- IV. Challenges –
- i. Upgrading Contemporary Knowledge
 - ii. Adoption of Innovative Technique
 - iii. Prepare for School Service Commission & others relevant Exam.
 - iv. Provide quality education among students for future planning
- V. Future Plans –
- i. Development in departmental infrastructure facilities
 - ii. Stress on community base learning especially in the field of local culture and socio economic problems of the neighboring local communities.
 - iii. Introduce Departmental peer reviewed journal
 - iv. Regular PG Course will be opened in Education

DEPARTMENT OF ENGLISH

1. Name of the department: Department of English
2. Date of Establishment of the Department: 23rd September, 1986
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D, Integrated Masters, Integrated Ph.D etc.):
 - a) B.A. (Honours) in English [From 1st July, 2001]
 - b) B.A. (General) in English [From 23rd September, 1986]
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise): Annual system
6. Participation of the department in the courses offered by other departments: The students of the department participated in courses in general subjects offered by other departments.
7. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil.
8. Details of courses/programmes discontinued (if any) with reasons : Nil.
9. Number of Teaching posts:

Teaching posts	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Asst. Professors	02	NIL
Part Time Teacher (Govt. approved)	01	01
Guest Lecturer (Management Appointee)	02	02

According to the Higher Education Council of West Bengal, the number of full time teachers in the department of English running an Honours course at the Undergraduate level should ideally be 5. The number of full time teachers in the department is nil and the department is running with the help of 1 part-time teacher (Govt. approved) and 2 G.Ls (Guest Lecturers).

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
Sharmistha Ghosh.	M.A., B.Ed.	Govt. approved part timer teacher.	European literature, Literary criticism.	8 years, 6 months.	N.A.
Reshmee Ahmed.	M.A., B.Ed.	Guest lecturer.	American literature, Australian and Canadian literature, African and Caribbean literature.	1 year, 4 months.	N.A.
*Ishita Banerjee	M.A., B.Ed.	Guest lecturer.	African and Caribbean literature, Post Colonial literature.	1.1 year 10 months 2.2 months	N.A.
Abhijit Acharjee	M.A.	Guest lecturer.	Classical Greco-Roman literature.	5 months +	N.A.

*She resigned and left the college on 05.12.2015.

11. List of senior visiting faculty : Nil.
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty :

Programme	Total no. of classes held (A).	Total no. of classes handled by temporary faculty (B).	Percentage of classes handled by temporary faculty (C). B/A*100
B.A. (Honours+General)	650	349	53.7 %

13. Teacher- Student Ratio (programme wise) :

Programme.	No. of students.	No. of Teachers	Teacher Student ratio
B.A. (Honours) in English	141	3	1:47
B.A. (General) in English	31	3	1:10

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 :

Names of teachers	Qualifications
1. Sharmistha Ghosh.	M.A., B.Ed.
2. Reshmee Ahmed.	M.A., B.Ed.
3. Abhijit Acharjee.	M.A.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Nil.

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil.

18. Research Centre /facility recognized by the University : Nil.

19. Publications:

- a) Publication per faculty: Nil.
- b) Number of papers published in peer reviewed journals
b 1) national/ b2) international by faculty and students: Nil.
- c) Number of publications listed in International Database (For Eg:Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil.
- d) Monographs : Nil.
- e) Chapter in Books : Nil.
- f) Books Edite : Nil.
- g) Books with ISBN/ISSN numbers with details of publishers: Nil
- h) Citation Index : N.A.
- i) SNIP : N.A.
- j) SJR : N.A.
- k) Impact factor : N.A.
- l) h-index : N.A.

20. Areas of consultancy and income generated : Nil.

21. Faculty as members in

- a) National committees : Nil.
- b) International Committees : Nil.
- c) Editorial Board : Nil.

22. Student projects:

- a) Percentage of students who have done in-house projects including inter departmental/programme : At the end of the first year 100% students of the English Department participated in their environmental science projects and submitted their project reports.
- 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:
A Departmental special laecture / academic lecture was organized by the English Department:-

Date	Topic	Resource Person
29.02.2016	Aspects of Modernism	Prof. Mahitosh Mandal, Assistant Professor, Department of English, Presidency University.

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

- a) National : Nil.
- b) International : Nil.

SELF STUDY REPORT-2016, CYCLE – 2

26. Student profile programme/course wise:

Name of the Course/ programme (refer question no. 4), with academic year.	Applications received in 1 st year	Selected	Enrolled		No. of students appearing (passing) in the final exam in 3 rd year.	
			M	F		Pass%
B.A. (Honours)						
2011-2012	121	67	37	30	31(27)	87.09%
2012-2013	251	75	42	33	20(15)	75%
2013-2014	200	72	40	32	18(15)	83.33%
2014- 2015	141	72	31	41	22(13)	59.09%
2015- 2016	370	92	25	67	N.A.	N.A.
B.A. (General)						
2015 -2016	11	11	08	03	N.A.	N.A.

*M = Male *F = Female

27. Diversity of Students

Name of the Course: B.A. Honours in English. Academic year.	% of students from the same state	% of students from other States	% of students from abroad
2011-2012	100%	Nil.	Nil.
2012-2013	100%	Nil.	Nil.
2013-1014	100%	Nil.	Nil.
2014-2015	100%	Nil.	Nil.
2015-2016	100%	Nil.	Nil.

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

year	Name of the student	Examination.
2010	1. Papia Majumdar	:SSC (Asst. Teacher)
2011	1. Sumita Tapadar 2. Ramkrishna Dev 3. Amit Kr. Roy	: Primary Teachers Recruitment. : SSC (Asst. Teacher) :Appointment of Junior Assistant, Manappuram General Finance and Leasing Limited.
2012	1. Chiranjit Mazumder	:Appointment of Business Development Executive, Axis Bank.
2013	1. Jaba Mallick 2. Satyajit Das 3. Srikanta Haldar	: SSC (Asst. Teacher) : SSC (Asst. Teacher) : SSC (Asst. Teacher)
2014	1. Shovan Karmakar 2. Sulekha Chakraborty 3. Raja Debnath	: Primary Teachers Recruitment. : Primary Teachers Recruitment.. : Primary Teachers Recruitment..

29. *Student progression

Student progression	Against % enrolled
UG to PG	8 (in Number)
PG to M.Phil.	Data not available.
PG to Ph.D.	-do-
Ph.D. to Post-Doctoral	-do-
Employment (in Number) Campus placement	: Nil.
Other than campus placement	: 11
Entrepreneurship/Self-employment	Data not available.

*There wasn't any institutional procedure for tracking the progression but the teachers on their own effort kept records of their students' progression as far as possible

30. Details of Infrastructural facilities

- a) Library :
1. Central library: Available for students & Staffs
 2. NSS book bank: Available

b) Internet facilities for Staff & Students: Available.

c) Class rooms with ICT facility: Nil.

d) Laboratories: Nil.

31. Number of students receiving financial assistance from college, university, Government or other agencies: The students of the college receive financial assistances in the form of Merit cum means (DPI Govt. of West Bengal), West Bengal Labour Welfare Scholarship, SC/ST/OBC scholarship, Kanyashree prakalpa. The scholarship money is transferred to students' accounts directly by the Govt. of west Bengal or the concerned institutions providing the financial assistance.

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

Date	Topic	Resource Person
29.02.2016	Aspects of Modernism	Prof. Mahitosh Mandal, Assistant Professor, Department of English, Presidency University.

33. Teaching methods adopted to improve student learning: The teachers employ conventional methods of instructions like the chalk and talk method. The audio-visual media is also used from time to time.

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

The students of the department discharged their social responsibilities by way of participating in different N.S.S. organized programs. They render their services at the adopted villages throughout the year.

35. SWOC analysis of the department and Future plans :

Strength	The teachers and students share a cordial and healthy relationship.
Weakness	Inadequate number of faculty members.
Opportunity	The Department holds remedial classes and tutorials for weak students.
Challenge	The department should meet the challenge of completing the syllabus in time. The Department intends to boost the number of students acquiring 1 st class in B.A. Honours.
Future plans	The Department is looking forward to hold a National Seminar in near future. The teachers of the Department will attend refresher courses in various institutions. The Department will increase the use of audio-visual media as a teaching aid and increase number of subject related books in the library.

DEPARTMENT OF GEOGRAPHY

1. Name of the department: Geography
2. Year of Establishment: 12th July, 2003
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (B.A Honours Course in Geography, B.Sc. Honours Course in Geography, B.A General Course in Geography, B.Sc General Course in Geography)
4. Names of Interdisciplinary courses and the departments/units involved: Environmental Studies
5. Annual/ semester/choice based credit system (programme wise): Annual
6. Participation of the department in the courses offered by other departments: NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL
8. Details of courses/programmes discontinued (if any) with reasons: NIL
9. Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	Nil
Associate Professors	NIL	Nil
Asst. Professors	02	Nil
Part Time Teacher (Govt. Approved)	04	04
Guest Lecturer (Management Appointee)	Nil	Nil

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sayantani Nath (Bhadra)	M.A, Ph.D	Government Approved Part-Time Teacher (PTT), HOD	Pedology (UG), Environment (PG)	9 Years	NIL
Soma Maity	M.Sc	Government Approved Part-Time Teacher (PTT)	Climatology (UG) Population (PG)	9Years	NIL
Tanusree Sarkar	M.Sc	Government Approved Part-Time Teacher (PTT)	Climatology (UG), Regional Planning (PG)	9Years	NIL
Santanu Bera	M.Sc, B.Ed	Government Approved Part-Time Teacher (PTT)	Cartography (UG), Industry (PG)	6 Years	NIL

11. List of senior visiting faculty: NIL
 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: NIL (There is no guest faculty in the dept.)
 13. Student -Teacher Ratio (programme wise):

Name of the Course/ Programme	2014-2015		
	No. of students admitted	No. of Departmental teachers	Teacher-Student Ratio
B.A/B.Sc Geography Honours	144+70= 214	04	1:54
B.A/B.Sc Geography General	51+11=62	04	1:16

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

2014-15	Sanctioned	Filled
Staff (Technical) and Administrative Staff	02	02

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

Name of the faculty	Qualifications
Dr. Sayantani Nath (Bhadra)	M.A, Ph.D
Soma Maity	M.Sc
Tanusree Sarkar	M.Sc
Santanu Bera	M.Sc, B.Ed

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
- b) Number of papers published in peer reviewed journals (b.1 national / b. 2. international) by faculty and students
- c) Number of publications listed in International Database (For e.g: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- 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

Faculty	a	b1	b2	c	d	e	f	g	h	i	h	k	l
Dr. Sayantani Nath (Bhadra)	N.A	N.A	01	N.A	N.A	N.A	01 (Joint Editor)	ISBN=06 ISSN=01	N.A	N.A	N.A	N.A	N.A
Soma Maity	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A
Tanusree Sarkar	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A
Santanu Bera	N.A	N.A	N.A	N.A	N.A	N.A	N.A	ISBN=03 ISSN=01	N.A	N.A	N.A	N.A	N.A

N.A: Not Applicable

20. Areas of consultancy and income generated: NIL

21. Faculty as members in
 a) National committees
 b) International Committees
 c) Editorial Boards:

Name of the faculty	Name of the National committees
Dr. Sayantani Nath (Bhadra)	Geographical Society of India
	Indian Institute of Geographers (IIG)

22. Student projects

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

Year	2014-2015
b) P e r c e n t a g e o f s t u d e n t s w h o h a v e d o n e i n - h o u s e p r o j e c t s i n c o o r d i n a t i o n a l c o m m i t t e e s	Part-III (Hons.) & Part-II (Gen.) =100%
	Temporal change of land use patterns & its impact on environment & management in east Kolkata wetlands
Except these, 100% students of 1 st year class successfully completed projects in Environmental Science as part of curriculum and they are performed.	

ntage 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:

Year	Fair/Competition	Model/Description	Supervisor	Name of Participating Student/Students	Ran k
2015	Sateyendra Nath Bose Science Fair, BaroJaguli	Flash Flood in Uttarakhand	Santanu Bera	Priya Majumder, Priya Das, Puja Ghosh, Radha Rani Mallick, Susmita Sarkar, Rima Parvin, Bidisha Saha, Shouvik Das, Shrabani Ghosh, Sutapa Naskar, Sayani Bhowmick, Akash Saha, Soumen Bairagi, Biswajit Bhowmick, Soumaydip Nath, Tajuddin Mandal	1st
	Do	Coastal Development & Applying Technology	Soma Maity	Puja Debnath, Sathi Mandal, Puja Sarkar, Singdha Pal, Mukta Halder, Gopal Majumder, Rahul Mallick, Papai Ghosh, Shuvankar Shikari, Pamoli Mandal, Susmita Sarkar, Salma Khatun, Sanchita Ghosh, Rupa Bairagi, Debanjali Mallick, Dipraj Biswas	3rd
	Youth Parliament	Best Opposition M.P & Extempore Competition	Shachindra Ghosh	Kalyan Saha	1st

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

Dr. D.K.Khan	University of Kalyani
Prof. Sunirmal Chanda	Chairman, Institute of Landscape, Ecology and Ekistics
Prof. Subhash Mukhopadyay	University of Calcutta
Prof. Malay Mukhopadhyay	Biswabharati University
Prof. Sunando Bandhopadhyay	University of Calcutta
Dr. Soumendu Chatterjee	Presidency University
Dr. Ramkrishna Maity	Vidyasagar university
Prof. Sunil Kr. Dey	North Eastern Hill University, Silong

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

- a) National
- b) International

a) National:

Event & Date	Funding Agency
Lecture delivered on “Application of Modern Techniques for the Management of Contemporary Environmental Hazards and Disasters”, 5.09.2015 - 6.09.2014	UGC, ILEE & College

26. Student profile programme /course wise:

Academic Year	Name of the Course/programme (refer question no. 4)	Applications Received in 1 st year	Admitted	Appeared at the Final Examination for 3 rd year			Pass percentage	No. of 1 st Class
				M	F	T		
2011-2012	↑ B.A/B.Sc Geography Honours ↓	360	67	39	28	67	94.29%	10
2012-2013		455	75	45	30	75	100%	03
2013-2014		321	72	41	31	72	97.44%	09
2014-2015		309	71	33	38	71	98.21%	24
2015-2016		341	89	44	45	89	95.45%	18

SELF STUDY REPORT-2016, CYCLE – 2

Academic Year	Name of the Course/programme (refer question no. 4)	Applications received	Admitted	Appeared at the Final Examination			Pass percentage	No. of 1 st Class
				M	F	T		
2011-2012	↑	N.A	18	14	04	18	N.A	NIL
2012-2013	B.A/B.Sc	N.A	32	19	13	32	N.A	NIL
2013-2014	Geography	N.A	24	07	17	24	N.A	NIL
2014-2015	General	106	20	08	12	20	N.A	NIL
2015-2016	↓	15	10	05	05	10	N.A	NIL

N.A: Not Available

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
2011-2012	100	NIL	NIL
2012-2013	100	Do	Do
2013-2014	100	Do	Do
2014-2015	100	Do	Do
2015-2016	100	Do	Do

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

Name of the Student	National and State Competitive Examinations (NET/SET/GATE/Civil Services/Defense Services)	Year
Raju Karmakar	NET	June 2012
Rahul Das	NET (LS) & NET (JRF)	June 2013 (LS) & December 2013 (JRF)
Pritam Paul	SET & NET (JRF)	2013 (SET) & June 2014 (NET with JRF)
Partha Pal	NET	June 2014
Kajal Dey	NET (JRF)	June 2014
Dhiraj Sarkar	NET (JRF)	June, 2015

29. Student progression:

Student progression	Against % enrolled					
	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
UG to PG (in Number)	N.A	N.A	N.A	01	09	05
PG to M.Phil.	N.A	N.A	N.A	N.A	N.A	N.A
PG to Ph.D.	N.A	N.A	N.A	N.A	N.A	N.A
Ph.D. to Post-Doctoral	N.A	N.A	N.A	N.A	N.A	N.A
Employed (in Number)						
• Campus selection	N.A	N.A	N.A	N.A	N.A	
• Other than campus recruitment	02	N.A	03	01	07	01
Entrepreneurship/Self-employment	N.A	N.A	N.A	N.A	N.A	N.A
B.Ed	N.A	N.A	N.A	N.A	02	02

N.A: Not Available

- There was no institutional procedure for tracking the progression, but the teachers in their own effort kept record of the student's progression as per as possible.

30. Details of Infrastructural facilities:

a) Library:

- Departmental Library: i. Books - NIL ii. Journal – NIL
- Central Library: i. Books – 1174

b) Internet facilities for Staff & Students:

- Internet facilities for Staff – in the Department (Available)
- Internet facilities for Students – in the Central Library (Available)

c) Class rooms with ICT facility:

- Teaching method is applied through slide show by LCD Projector
- LED TV is used to teach many topic related internet downloaded matters

d) Laboratories:

Sl. No.	Particulars	Quantity (in no.)
1	Political & Physical map of India	2
2	Political & Physical map of World	2
3	Measuring (glass fibre) tape 3 mts long, Freeman	3
4	Ranging rod, folding, 2 mts painted black metal pipe	4
5	White Board, size 6" x 4"	1
6	Calculator (Casio, fx-82MS)	1
7	Drawing pen rotting 0.2, Isograph, Germany	1
8	Tracing paper, A-4 size	100
9	Plastic scale, 18" long	1
10	Diagonal scale, 6" long	2

11	Graph tracing paper, A-4 size	10
12	White tracing table with glass filled & light filling (size 23” x 32”)	8
13	Globe 8” diameter, Bharat solid body	1
14	Drawing instrument box, Best India make	1
15	Stencil 2 mm, 3mm, 4 mm, 5 mm, 6 mm, 10 mm, Best India make	1 (each)
16	Prismatic compass, brass body 4” diameter with aluminum stand	4
17	Map measures both side reading (Rotametre)	10
18	Dumpy level, 12” with stand box complete Wilson brand	5
19	Measuring leveling staff with telescopic aluminum	3
20	Plane table board with stand, spirit level U fork, plumbob, alidate beenton compass best quality	1
21	1 no. Measuring chain, metric, 20 metre	1
22	1 no. North compass, brassbody with lead and stopping system in a cover	1
23	Chain pin	44
Sl. No.	Particulars	Quantity (in no.)
24	Measuring beam compass in a cover	2
25	Planimeter with scale in a case, Best India make	2
26	Weather Map	1 Set
27	Thermometer	1
28	White board marker pen	17
29	White board marker ink	8
30	Colour rotring ink	5
31	Black rotring ink, 23 ml	1
32	Rocks & minerals	2 Set
33	Soil testing Kit-Model-Ao	1
34	Census data CD	1
35	Gateway tracing paper	1 (roll)
36	Topographical maps (Toposheets)	95
37	Computer	13
38	Laptop	1
39	Black & white printer	1
40	Colour printer	2
41	LCD Projector with screen	1
42	LED TV	1
43	Hydrometer	1
44	Aerial Photo	6 Pairs

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

The College offers financial support from merit cum means, DPI, West Bengal, West Bengal minority development fund, SC/ST/OBC scholarship, Kanyashree Prakolpa, West Bengal labour welfare scholarship. All these financial support transfered to student’s account directly by Govt. of West Bengal.

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

Date	Topic	Resource Person
10.09.2011	Arsenic contamination of under ground or subterranean water in West Bengal: causes and consequences.	Sumana Bhattacharya, Department of Geography. Jogesh Chandra Chowdhury College, Kolkata.

33. Teaching methods adopted to improve student learning:

- I. Conventional Classroom Teaching
- II. Audio-Visual Aid
- III. Internal Assessment
- IV. Surprise test
- V. Home Assignment
- VI. Group discussion
- VII. Seminars
- VIII. Departmental Quiz
- IX. Participation & Presentation in Fair, Seminar, Competition etc.
(Details are attached in Annexure)
- X. Field Survey
- XI. Project Report
- XII. Departmental Exhibition
- XIII. Practical classes
- XIV. Computer access for web based articles
- XV. Remedial classes

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

Students and Faculty members participate in all the extension activities taken up by the college like

The students of the department discharged their social responsibilities by way of participating in different NSS original programmes. They render their services at the adopted villages throughout the year.

35. SWOC analysis of the department and Future plans

I. Strengths –

- i. Young and energetic teaching and non-teaching staffs
- ii. Enthusiastic learners
- iii. Lab equipped as per the need of the university curriculum
- iv. There is a strong bond and a high level of interaction between faculty and students
- v. Qualified teaching staff with dynamic activities can be used by students for their career development

II. Weaknesses –

- i. Lack of academic programmes and research activities for the development of the faculty members (as a PTT, there is no provision for the faculty members to participate in Refresher Courses, Orientation Programmes, applying for Minor and Major Research Projects of UGC)
- ii. Insufficient numbers of class rooms and shortage of whole-time faculty members in the department
- iii. Lack of financial support for faculty Scholarship
- iv. The poor economic back ground of the locality

III. Opportunities –

- i. Many opportunities for teachers to design learning strategies in choice based credit system
- ii. To develop participatory learning modules and many more to make learning a joyful experience.
- iii. Students have the opportunities to participate in training programmes, workshops and seminars conducted elsewhere.

IV. Challenges –

- i. Upgrading Contemporary Knowledge
- ii. Adoption of Innovative Technique.
- iii. The competitive world is the biggest challenge. Interdisciplinary courses are becoming more popular among students

V. Future Plans –

- i. Purchase more computers for the students of the dept.
- ii. Development in infrastructural facilities
- iii. Stress on research especially in the field of local culture and socio-economic problems of the neighboring local communities.
- iv. Introduce Departmental Magazine.

DEPARTMENT OF HISTORY

1. Name of the Department: History
2. Year of Establishment: 23 September, 1986
3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., and Integrated Masters; Integrated Ph.D., Etc.) :
UG : (a) B.A (Honours) in History [From-2001, July, 01]
(b) B.A (General) [From-1986, September 23]
4. Names of Interdisciplinary courses and the departments/units involved : N.A
5. Annual/semester/choice based credit system (programme wise) : Annual
6. Participation of the department in the courses offered by other departments : N.A
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: N.A
8. Details of courses/programmes discontinued (if any) with reasons : N.A
9. Number of Teaching posts

Teaching Post	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	01
Asst. Professors	02	00
Part time teachers (Govt. Approved)	04	04
Guest Lecturer (Management Appointee)	Nil	Nil

- One Assistant Professor moved to the Post of Associate Professor by Promotion.

SELF STUDY REPORT-2016, CYCLE – 2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4
Indrani Dutta (Roy)	M.A	Associate professor	Economic History of Modern India	31+ Years	Nil
Gopal Dey	M.A, B.Ed, M.Ed	Govt. approved Part Time Teacher	Select Period of European History	11 Year 1 Month	Nil
Sangita Chakraborty	M.A, B.Ed	Govt. approved Part Time Teacher	Transition from Mughal rule to colonialism	8 Year 2 Months	Nil
SarbariDey Sarkar	M.A,	Govt. approved Part Time Teacher	18 Century of Modern India	7 Year 2 Months	Nil
Sachindra Ghosh	M.A, B.Ed.	Govt. approved Part Time Teacher	Women in History	5year 5 months	Nil

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty: N.A
There are no guest lecturers in our department
13. Teacher Student Ratio (programme wise)

Programme	Year 2014-2015		
	No. of Student	No. of teachers	Teacher-Student Ratio
B.A(Hons)	244	5	1:49
B.A(Gen)	2227	5	1:445

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

15. Qualifications of teaching faculty with D. Sc/D. Litt/Ph. D/M Phil/PG.:

NAME	QUALIFICATION
INDRANI DUTTA (ROY)	MA
GOPAL DEY	MA, B.ED, M.ED
SANGITA CHAKRABORTY	MA, B.ED
SARBARI DEY SARKAR	MA, M.PHIL,
SACHINDRA GHOSH	MA, B.ED,

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
- b) Number of papers published in peer reviewed journals
 - (b1) national/
 - b2) international) by faculty and students
- c) Number of publications listed in International Database (For E.g.: Web of Science Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
- 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

FACULTY	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l
INDRANI DUTTA(ROY)	-	-	-	-	-	--	-	-	-	-	-	-	-
GOPAL DEY	7	7	-	-	---	-	-	3(Without ISBN/ISSN Number)	-	--	-	--	-
SANGITA CHAKRABORTY	-	-	-	-	-	-	-	-	-	-	-	-	-
SARBARI DEY SARKAR	-	--	--	-	--	-	-	-	-	-	-	--	--
SACHINDRA GHOSH	1	1	-	--	-	-	-	-	-	-	-	-	-

SELF STUDY REPORT-2016, CYCLE – 2

20. Areas of consultancy and income generated: Nil
21. Faculty as Members in:
- National committees: N.A
 - International Committees : Nil
 - Editorial Boards : Nil
22. Student projects
- Percentage of students who have done in-house projects including interdepartmental/programme:
The first year 100% students of the department submit on Environment project at the end of the 1st year. They have participated in project programme on environmental project.
 - 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:
- During the silver jubilee Celebration in September, 2011 History Department organized a seminar :-

Date	Topic	Resource Person
08/09/2011	The Nationalist Philosophies of Gandhi, Rabindranath and Nehru; An Evaluation	Prof. Alok Ghosh History Department University of Kalyani

25. Seminars/Conferences/Workshop organized & the source of funding
- National: Nil
 - International: Nil
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received 1 st Year	Selected	Enrolled		No of Students appearing (Passing) in the final exam in 3 rd year	Pass Percentage
			*M	*F		
B.A (HONOURS)						
2011-12	207	95	53	42	56(52)	92.85%
2012-13	266	109	60	49	63(49)	77.77%
2013-14	132	107	65	42	68(64)	94.11%
2014-15	111	93	49	44	69(65)	94.2%
2015-16	344	126	57	69	N.A	N.A
B.A.(General)						
2015-2016	1022	1022	530	492	N.A.	N.A.

SELF STUDY REPORT-2016, CYCLE – 2

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	%of students from other States	%of students from abroad
B.A (HONOURS)			
2011-12	100%	NIL	NIL
2012-13	100%	NIL	NIL
2013-14	100%	NIL	NIL
2014-15	100%	NIL	NIL
2015-16	100%	NIL	NIL

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

NET	NIL
SLET	1
GATE	NIL
CIVIL SERVICES	NIL
DEFENSE SERVICES (BSF)	1
OTHERS	2 SCHOOL SERVICE COMMISSION, 2 POLICE, 1 GUEST LECTURER OF COLLEGE.

29. Student progression

Student progression		Against % enrolled
UG to PG	2010-11 = 01 (in Number)	Tracking system not in use so percentage calculation has not been done.
	2011-12 = 03 (in Number)	
	2012-13 = 01 (in Number)	
	2013-14 = 17 (in Number)	
	2014-15 = 29 (in Number)	
	2015-16 = 10 (in Number)	
PG to M. Phil.		N.A
PG to Ph.D.		N.A
Ph. D .to Post-Doctoral		N.A
Employed • Campus selection • Other than campus recruitment		N.A
Entrepreneurship/Self-employment		No data available
B.ED		5 (in number)

There was no institutional procedure tracking the progression of the students. But the teachers in their own effort recorded the progression of the students as per as possible.

30. Details of Infrastructural facilities
(a) Library: Central Library and N.S.S Book Bank

TOTAL NO OF BOOKS:

Year	Existing	Addition During the Year	No. of Books Year End
2011	NIL	NIL	968
2012	968	140	1108
2013	1108	59	1167
2014	1167	71	1238
2015	1238	NIL	1238

- TOTAL NO OF JOURNALS:3
(EPW, YOJONA AND KURUKSHETRA)

- b) Internet facilities for Staff & Students: Yes. UGC Net Resource Centre.
c) Class rooms with ICT facility: Nil
d) Laboratories: Nil

31. Number of students receiving financial assistance, from, college, university, Government or other agencies: As merit cum means (D.P.I govt. of W.B), Minority development fund S.C,S.T, OBC Scholarship, Kanyashree Prakalpa, W.B labour welfare scholarship. Transferred to student account directly by Govt. of W.B.

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

Date	Topic	Resource Person
08/09/2011	The Nationalist Philosophies of Gandhi, Rabindranath and Nehru; An Evaluation	Prof. Alok Ghosh History Department University of Kalyani

33. Teaching methods adopted to improve student learning:
Conventional methods like chalk and talk method are generally followed .
Tutorial and Remedial classes are held for weaker students.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
Students of department of History also participate in the NSS organized programmes within the campus and in the vicinity of the college.
35. SWOC analysis of the department and Future plans:

A short Profile of Performances and future plans:

STRENGTH

- The History department is as old as the college. Our faculty members are sincere about their duty towards the students.
- In order to enrich the students, the teachers attend National and International Seminars and publish articles and books.
- Tutorial and remedial classes are held to give special coaching to the weaker students.
- Departmental Meetings are held to evaluate the progress of students and to analyse the teaching process.
- Test Examinations are held to evaluate the preparation of students .

Weakness

- More class rooms are needed for the benefit of the students.
- In comparison to the number of students, the numbers of teacher are not sufficient.
- Lack of departmental library and historical journals.

OPPORTUNITIES

- Students are guided outside of the class room also.
- Books are given from Central Library as well as N.S.S Book bank.
- Departmental wall magazine the ‘ANNEWSHAN’ published to highlight the lead events and of history.
- Academic Calendar is followed and the students are intimated about that

CHALLENGES

- We wish to publish one departmental magazine apart from our wall magazine.
- We hope to introduce some new courses which would help the student to get jobs and also pursue higher studies. i.e. Anthropology, Musicology
- We hope to introduce departmental library for the students.
- We want to improve the process of teaching by using different advanced method (through the introduction of smart classrooms).
- In order to make the subject more interesting we aim at arranging study tours to historical places.
- We wish to organize departmental and inter departmental seminars on important issues of history.

DEPARTMENT OF PHILOSOPHY

1. Name of the department: Philosophy
2. Year of Establishment: 2014 - 2015
3. Names of Programmes/Courses offered (UG, PG, M.Phil. Ph.D. ,Integrated Masters; Integrated Ph.D., etc.) : UG (General)
4. Names of Inter disciplinary courses and the departments/units involved: Nil
5. Annual/semester/choice based credit system (programme wise) : Annual
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued(if any)with reasons: Nil
9. Number of teaching posts:

Teaching Posts	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	Nil	Nil
Part Time Teacher(Govt. Approved)	Nil	Nil
Guest Lecturer(Management Appointee)	01	01

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
*JOYEETA MUKHERJEE	M.A.	Guest Lecturer	Logic	1 year+	Nil
TUFAN ALI SHEIKH	M.A., B.Ed	Guest Lecturer	Logic	5 months+	Nil

*She resigned and left the college 10.09.2015.

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical class's and led (programme wise) By temporary faculty: 100%
13. Student-Teacher Ratio (programme wise)

Academic Year 2014-15

Programme	No. of Students	No. of Teacher	Teacher-Student Ratio
B.A(General)	07	01	1:7

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil
15. Qualifications of teaching faculty with D.Sc/D. Litt/Ph. D/M. Phil/PG.

Name	Qualification
TUFAN ALI SHEIKH	M.A., B.Ed.
JOYEETA MUKHERJEE	M.A.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grant received: Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil
18. Research Centre/facility recognized by the University: Nil
19. Publications: 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 e.g.: 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: Nil
 - b) International Committees: Nil
 - c) Editorial Boards: Nil
22. Student projects
- a) Percentage of students who have done in-house projects including interdepartmental/programme:
100% students of 1st year class have completed projects in Environmental Studies. They have also participated in the different programmes related to Department of Philosophy.
 - 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:

Programme	Academic Year	Application Received (1 st year class)	Selected	Enrolled		No. of Students appearing (passing) in the Final Exam in 3rd Year	Pass Percentage
				* M	* F		
B.A.(General)	2014-2015	17	07	03	04	N.A.	N.A.
	2015-2016	40	34	19	15	N.A.	N.A.

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.A (General)			
2014-15	100%	NIL	NIL
2015-16	100%	NIL	NIL

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

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
PG to M. Phil.	N.A.
PG to Ph.D.	N.A.
Ph. D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	No campus selection No data available
Entrepreneurship/Self-employment	No data available

*There was no institutional procedure for tracking the progression but the teachers in their on effort kept records of the students progression as per as possible.

30. Details of Infrastructural facilities

- Library: Central Library books: 38
NSS Book-Bank
- Internet facilities for Staff & Students : Yes (UGC NRC)
- Class rooms with ICT facility : None
- Laboratories: Nil

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

- Merit cum Means given by DPI, Govt. of West Bengal.

- Kanyasree Prakalpo, Govt. of West Bengal.
 - SC/ST/OBC Scholarship, Govt. of West Bengal.
 - West Bengal Labour Welfare Scholarship, Govt. of West Bengal. Direct transfer to students account directly by Govt. of West Bengal.
- b) Financial support from institution- as example Fees remission to the students.
32. Details on student enrichment programmes (special lectures/workshops/ Seminar)with external experts : Nil
33. Teaching methods adopted to improve student learning :
- Lecture Method
 - Group discussion Method
 - Departmental Quiz Method
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Students of the department of Philosophy also participate in the NSS organized programmes within the campus and in the vicinity of the college.
35. SWOC analysis of the department and Future plans

Strengths	The relationship between students and teachers is healthy.
Weakness	Being an educationally backward area, students face enormous difficulties in pursuing their study
Opportunities	Cordial relationship between students and teachers may be utilized to improve standard of students.
Challenges	Without any full time teacher and properly developed institutional facility of the department, all out efforts are made to run the department as smoothly as possible.
Future Plan	To introduce Honours Course and build up a rich stock of books in departmental library.

DEPARTMENT OF PHYSICAL EDUCATION

1. Name of the department: Physical Education
2. Year of Establishment: 2014-15
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)
UG: B.A. General.
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise) : UG - Annual
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons: No
9. Number of teaching posts

Teaching Posts	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	Nil	Nil
Part Time Teacher(Govt. Approved)	Nil	Nil
Guest Lecturer(Management Appointee)	_02	02

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
Raghunath Das	M.P.Ed	Guest Lecturer	Volley Ball	1 Years+	Nil
Palash Mondal	M.P.Ed	Guest Lecturer	Track & Field	5 months +	Nil

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty: 100%
13. Student-Teacher Ratio (programme wise)
Academic Year 2014-15

Programme	No. of Students	No. of Teacher	Student-Teacher Ratio
B.A(General)	60	1	60:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil
15. Qualifications of teaching faculty with D Sc/ D. Lit/ Ph. D/ M Phil / PG.

Name	Qualification
Raghunath Das	M.P.ED.
Palash Mondal	M.P.ED.

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
 - b) Number of papers published in peer reviewed journals.
 - b 1) National b2) 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
20. Areas of consultancy and income generated: Nil
21. Faculty as members in
- a) National committees : Nil
 - b) International Committees: Nil
 - c) Editorial Boards: Nil
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme: 100% students of 1st year class have completed projects in Environmental Studies. Students of Physical Education are also participated.
 - b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil
23. Awards / Recognitions received by faculty and students: Nil
24. List of eminent academicians and scientists / visitors to the department: Nil
25. Seminars/ Conferences/Workshops organized & the source of funding: Nil
- a) National
 - b) International

26. Student profile programme/course wise:

Programme	Application Received (1 st year class)	Selected	Enrolled		No. of Students appearing (passing) in the Final Exam in 3 rd Year Class	Pass Percentage
			*M	*F		
B.A. (General)						
2014-15	145	60	53	7		
2015-16	117	59	43	16		

*M = Male *F = Female

27. Diversity of Students

Name of the Cours	% of students from the same state	% of students from other States	% of students from abroad
B.A (General)			
2014-15	100%	Nil	Nil
2015-16	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
* PG to M. Phil.	N.A.
T PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	No campus selection No data available
Entrepreneurship/Self-employment	No data available

There was no institutional procedure for tracking the progression but the teachers in their on effort kept records of the students progression as per as possible.

30. Details of Infrastructural facilities

- a) Library, Central Library: We have 12 Books In Central Library and NSS Book-Bank.
- b) Internet facilities for Staff & Students: Yes (UGC NRC)
- c) Class rooms with ICT facility: None
- d) Laboratories: Nil
31. Number of students receiving financial assistance from college, university, Government or other agencies :
- a)
- Merit cum Means given by West Bengal Minority Development Fund,
 - Kanyasree Prakalpo,
 - SC/ST/OBC Scholarship,
 - West Bengal Labour Welfare Scholarship.
Direct transfer to students account directly by Govt. of West Bengal.
- b) Financial support from institution - as example Fees remission to the college.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : Nil
33. Teaching methods adopted to improve student learning :
- Theoretical classes are held in the class room and practical classes are taken in the college ground.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Students of department Physical Education also participate in the NSS organized programmes within the campus and in the vicinity of the college.
35. SWOC analysis of the department and Future plans

Strengths	Healthy teacher-student relationship.
Weakness	Shortage of faculty members is a point of weakness.
Opportunities	Cordial relationship between students and teachers may be utilized to improve standard of students. There are opportunities for higher studies and career in teaching profession and in games and sports.
Challenges	Completion of syllabus in time.
Future Plan	<ul style="list-style-type: none">• To arrange gym.• To increase number of books in the central library.

DEPARTMENT OF POLITICAL SCIENCE

1. Name of the department : Political Science
2. Year of Establishment : 1986
3. Names of Programmes /Courses offered (UG, PG, M .Phil.Ph.D. ,Integrated Masters; Integrated Ph .D .,etc.)
a) BA (Honours) in Political Science (from 2005-06)
b) BA (General) (From 1986-87)
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/semester/choice based credit system (programme wise) : Annual
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any)with reasons: Nil
9. Number of teaching posts

Teaching Post	Sanctioned	Filled
Professors	0	0
Associate Professors	0	1
Asst. Professors	2	1
PTT (Govt. Approved)	02	02
Guest (Management Appointee)	01	01

Note: One Assistant Professor Promoted to the Post of Associate Professor.

SELF STUDY REPORT-2016, CYCLE – 2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Uddalak Roy	M.A	Associate Professor	History of Socialist Thought	28 Years 6 months	Nil
BalaiKantiSaha	M.A B Ed	Govt. Approved Part- Time Teacher	International Relations	26 Years 10 months	Nil
Madhumita Dutta	M.A.	Govt. Approved Part-Time Teacher	Public Administration	6 Years 3 months	Nil
* Moumita Dutta	M.A. B.Ed	Guest Lecturer	State & Local Politics	5 Months+	Nil

* Joined during the academic year 2015-2016

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise)
By temporary faculty : Academic Year: 2014-15 : Nil
13. Student-Teacher Ratio (programme wise)

Academic Year: 2014-15

Programme	No. of Students	No. of Teachers	Student -Teacher Ratio
B.A. (Honours)	62	3	21:1
B.A. (General)	1867	3	622 :1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil
15. Qualifications of teaching faculty with D Sc/D. Litt/Ph. D/M Phil/PG.

Academic Year - 2015-16

Name	Qualification
1 Uddalok Roy	M.A.
2 BalaiKantiSaha	M.A. B Ed
3 Madhumita Dutta	M.A.
4 Moumita Dutta	M.A , B.Ed

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :

The department organized a national level UGC Sponsored seminar on 'Changes in the Federal structure of India : Current Factors and Trends' in Collaboration with Department of Political Science, Chakdaha College , Nadia, The Source of Funding in UGC and also resource generated by the department and college

18. Research Centre/facility recognized by the University : Nil

19. Publications :(Inception to 2014-15)

* a) Publication per faculty : Nil

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

c) Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Database- International Social Sciences Directory, EBSCO host, etc.) : Nil

* d) Monographs: Nil

* e) Chapter in Books : Nil

* f) Books Edited :Nil

* g) Books with ISBN/ISSN numbers with details of publishers: Seminar proceeding of the UGC sponsored National Seminar ISBN 978-81-929796-0-1

* h) Citation Index: Nil

* i) SNIP: Nil

* j) SJR: Nil

* k) Impact factor :Nil

* l) h-index: Nil

Other Publication:

i) Peer – reviewed journals with ISSN (other than international / National

ii) Conference / Seminar Proceedings

Faculty	(i)	(ii)	Total
Madhumita Dutta	0	1	1

20. Areas of consultancy and income generated : Nil

21 Faculty as members in

a) National committees: Nil

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 % Student of 1st year class Complete projects in environmental studies as part of their curriculum
 b) Percentage of students placed for projects in organizations outside the institution. 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

Dr. Sumit Mukherjee	University of Kalyani
Dr. Prabir Kumar De	University of Kalyani
Dr. Biswanath Chakraborty	Rabindra Bharati University
Dr. Partha Pratim Basu	Jadavpur University
Dr. Anindya Jyoti Majumder	Jadavpur University
Dr. Alok Bhattacharya	Tripura University
Dr. Abhirup Sarkar	Indian Statistical Institute
Dr. Sheuli Sarkar	Lady Brabourne College

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

a) National:

The department organized a national level UGC Sponsored seminar on Changes in the Federal structure of India: Current Factors and Trends' in Collaboration with Department of Political Science, Chakdaha College , Nadia, The Source of Funding in UGC and also resource generated by the department and college.

b) International : Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		No. of Students appearing (Passing) in the Final Exam. in 3 rd Year Class	Pass percentage
			*M	*F		
B.A. (Honours)						
2011-12	40	25	17	8	21 (20)	95.23
2012-13	93	42	24	18	14(14)	100
2013-14	42	21	11	10	6(6)	100
2014-15	31	21	14	07	18(15)	83.33
2015-16	298	45	23	22	NA	N.A.
B.A (General)						
2015-16	N.A.	685	397	388	N.A	N.A

*M=Male *F=Female

27. Diversity of Students

Name of the	%of students from the same state	% of students from other States	%of students from abroad
B.A. (Honours/ General)			
2011-12	100%	Nil	Nil
2012-13	100%	Nil	Nil
2013-14	100%	Nil	Nil
2014-15	100%	Nil	Nil
2015-16	100%	Nil	Nil

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

01(One) NET & SLET Qualified

29. Student progression

Student progression	Against % enrolled
UG to PG	11 (in Number)
PG to M. Phil.	NA
PG to Ph.D.	01 (JRF – UGC)(in Number)
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	No campus Selection 02 (in Number)
Entrepreneurship/Self-employment	NA

Note : There was no institutional Procedure for Tracking the Progression but the teacher on their own effort kept record of the students progression as per as possible

30. Details of Infrastructural facilities

- a) Library:
 - i) Central Library: The Department has 1427 Book and 1(One) Journal in Central Library
 - ii) NSS Book Bank
- b) Internet facilities for Staff & Students: Yes
- c) Class rooms with ICT facility: Nil
- d) Laboratories: Nil

31. Number of students receiving financial assistance from college, university, Government or other agencies: All students belonging to SC/ST/OBC & Minority groups, Kanyasree Scheme : Transfer to student A/C directly by the Govt. of W.B. The college offers financial support by remission of Tuition fee.
32. Details on student enrichment programmes (special lectures/workshops/Seminar)with external experts: Nil.

During the Silver Jubilee Celebration in September, 2011 the Political Science Department Organized a Seminar:

Date	Topic	Resource Person
09/09/2011	The Philosophy of Truth; Rabindranath Tagore and Nationalism	Nirmalya Majumder, Department Of Political Science, Kanchrapara College

33. Teaching methods adopted to improve student learning :i) Conventional methods of teaching like (lecture methods) Chalk & Talk’ methods are generally followed. ii) Tutorial and Remedial Classes are held for weaker students.
34. Participation in Institutional Social Responsibility (ISR)and Extension activities:
The students of the department discharged their social responsibilities by way of participating in different NSS Organized programmes. They render their services at the adopted villages throughout the year.
35. SWOC analysis of the department and Future plans:

Strength

- Our department follows the academic calendar of our University and intimates about that to the students.
- Students are shown their answer scripts with a view to help them to improve their standards. Special classes are arranged.
- Regular meetings of our department are held to facilitate proper teaching and guidance.
- Students are issued books regularly from the library and personal collection of the teachers.
- We provide assistance to our ex-student enrolled at the P.G level, in their career – oriented activities through personal contact.
- Motivated teachers and enthusiastic students.
- Existence of cordial teacher – student relationship.
- Satisfactory results in university examination.

Weaknesses

- Acute shortage of full time faculty.
- Teacher student ratio is quite high in general course.

Opportunities

- The subject is important for appearing in competitive examinations for

Administrative services.

- Career opportunities are available such as the teaching profession that i.e., College Service Commission and School Service Commission.

Challenges

- Given the poor input quality of students to provide quality education.
- To make the subject more attractive and interesting by adopting modern methods of teaching.

Future Plan

- Publish wall magazine of the department.
- Introduce students' participation programmes
- Introduce Awards for meritorious students having regular attendance and good performance in various examinations conducted by our college.
- Introduce student's book bank to support the backward students of our college.
- Establishment of departmental library.

DEPARTMENT OF SANSKRIT

1. Name of the department: SANSKRIT
2. Year of Establishment: 2014-15.
3. Names of Programmes /Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D. etc.) : UG (General)
4. Names of Inter disciplinary courses and the departments/units involved: - Nil.
5. Annual/semester/choice based credit system (programme wise) : UG - Annual
6. Participation of the department in the courses offered by other departments : Nil.
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil.
8. Details of courses/programmes discontinued (If any) with reasons : Nil.
9. Number of Teaching posts

Teaching Posts	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	Nil	Nil
Part Time Teacher(Govt. Approved)	Nil	Nil
Guest Lecturer(Management Appointee)	02	02

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
*Soumyajit Sen	M.A.	Guest Lecturer	Kavya	1 year+	Nil
Santukumar pan	M.A.	Guest Lecturer	Vedanta	5 months +	Nil
Haripada Shon	M.A.	Guest Lecturer	Vedanta	5 months +	Nil

* He resigned and left college.

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty- 100%
13. Student-TeacherRatio(program wise)

Academic Year 2014-15

Programme	No. of students	No. of Teachers	Teacher-Student ratio (2014-15)
B.A (General)	32	1	1:32

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil
15. Qualifications of teaching faculty with D. Sc/D. Litt/Ph. D/M. Phil/PG.

Name	Qualification
Santukumar Pan	M.A
Haripada Shon	M.A.

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
 - 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, 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	a	b		c	d	e	f	g	h	i	h	k	l
Soumyajit Sen		b1	b2					2					

20. Areas of consultancy and income generated : Nil
21. Faculty as members in
- National committees : Nil
 - International Committees: Nil
 - Editorial Boards : Nil
22. Student projects
- Percentage of students who have done in-house projects including inter departmental/ programme:
100% students of 1st year class have completed projects in Environmental Studies which is a part of curriculum. They have also participated in the different programmes related to Department of Sanskrit.
 - Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies : Nil
23. Awards/Recognitions received by faculty and students: Nil
24. List of eminent academicians and scientists/ visitors to the department: Nil
25. Seminars/Conferences/ Workshops organized & the source of funding- Nil
- National
 - International

26. Student profile programme/course wise:

Programme	Application Received (1 st year class)	Selected	Enrolled		No. of Students appearing (passing) in the Final Exam in 3 rd Year Class	Pass Percentage
			*M	*F		
B.A. (General)						
2014-15	32	32	19	13		
2015-16	123	66	21	45		

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	% of students from abroad
B.A (General)			
2014-15	100%	Nil	Nil
2015-16	100%	Nil	Nil

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

29. Student progression- Nil

Student progression	Against % enrolled
UG to PG	N.A.
PG to M. Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	No campus selection No data available
Entrepreneurship/Self-employment	No data available

30. Details of Infrastructural facilities
- Library: Central Library and NSS Book-Bank
 - Internet facilities for Staff & Students: Yes
 - Class rooms with ICT facility : None
 - Laboratories: Nil
31. Number of students receiving financial assistance from college, university, Government or other agencies:
- Merit cum Means given by DPI Govt. of West Bengal .
 - Kanyashree Prakalpa, Govt. of West Bengal.
 - SC/ST/OBC Scholarship, Govt. of West Bengal.
 - West Bengal Labour Welfare Scholarship, Govt. of West Bengal.
Direct transfer to students account directly by Govt. of West Bengal.
 - Financial support from institution - as example Fees remission to the students.
32. Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts : Nil
33. Teaching methods adopted to improve student learning:
- Conventional method of teaching like chalk and talk is generally followed.
 - Tutorial and Remedial classes are held for weaker students.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities : Students of department of Sanskrit also participate in the NSS organized programmes within the campus and in the vicinity of the college.
35. SWOC analysis of the department and Future plans

Strengths	<ol style="list-style-type: none">The relationship between students and teachers is healthy.In the interest of students , teachers take remedial and extra-classes
Weakness	<ol style="list-style-type: none">Being an educationally backward area, students face enormous difficulties in pursuing their studies.
Opportunities	<ol style="list-style-type: none">Cordial relationship between students and teachers may be utilized to improve standard of students.

Challenges	➤ To increase number of books and teachers.
Future Plan	➤ To introduce Honours Course and build up a rich stock of books in departmental library.

DEPARTMENT OF COMMERCE

1. Name of the department: **Department of Commerce**
2. Year of Establishment: **B.Com General--6th September, 1990**
B.Com Honours-1st July, 1995
3. Names of Programmes/Courses offered (UG, PG, M. Phil., Ph. D., Integrated Masters; Integrated Ph.D., etc.): **UG- B.Com Honours in Accounting & Finance and General**
4. Names of Interdisciplinary courses and the departments/units involved: **Department of Economics**
5. Annual/semester/choice based credit system(programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **NA**
9. Number of Teaching posts

	Sanctioned	Filled
Professors	NA	NA
Associate Professors	-	01 (Promoted from Assistant Professor)
Asst. Professors	03	01
Govt. Approved Part Time Teachers (PTT)	-	03
Guest Lecturer (Temporary Faculty in Mathematics)	-	01 (served upto 12.8.2015)

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
Dr. Manik Maitra	M. Com, Ph.D, DFA	Associate Professor	Accounting Business Laws, Management	26 Years	Nil
Ashim Singha	M.Com, DFA	Govt. Approved PTT	Accounting & Finance	24 Years	Nil
Biswanath Chatterjee	M.Com	Govt. Approved PTT	Accounting & Finance	22 Years 6 Months	Nil
Tapas Saha	M.Com, B.Ed.	Govt. Approved PTT	Accounting & Finance	15 Years	Nil
CA. Anandaraj Saha	M.Com, M.Phil, NET (JRF), ACA	Assistant Professor	Accounting & Finance	1 Year 4 Months	Nil
Sanjay Biswas	M.Sc (Mathematics)	Guest Lecturer		Resinged	Nil

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programmewise)
By temporary faculty: **Business Economics–36%**
Business Mathematics & Statistics- 100%
13. Student-Teacher Ratio (programme wise): **Honours- 11.2: 1**
General- 16.4: 1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **There is no such staff.**
15. Qualifications of teaching faculty with D. Sc/D. Litt /Ph. D/M. Phil/PG.:

Qualification	No. of Teaching Faculty
PG	06
M. Phil	01- Anandaraj Saha
Ph. D	01- Dr. Manik Maitra

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**
18. Research Centre/facility recognized by the University: **Nil**
19. Publications:
- * a) Publication per faculty
 - * Number of papers published in peer reviewed journals (national/international) by faculty and students
 - * Number of publications listed in International Data base (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:
- The department provides free consultancy services regarding taxation and accounting matters to the other teaching faculties and general staffs of the college.**
21. Faculty as members in
- a) National Committees
 - b) International Committees
 - c) Editorial Boards: **Nil**
22. Student projects
- a) Percentage of students who have done in-house projects including interdepartmental/programme:

100% students completed their project on Environmental Studies as a part of their Graduation Curriculum.

b Name of the Course/programme(refer question no. 4)		Applications received	Selected	Enrolled		No. of Students Appeared in Part III	Pass percentage
				*M	*F		
2011-12	H	35	35	34	01	06	100%
	G	38	30	28	02	01	100%
2012-13	H	27	27	22	05	06	50%
	G	38	38	36	02	00	-
2013-14	H	38	28	25	03	18	94.44%
	G	35	35	31	04	01	100%
2014-15	H	15	15	13	02	19	89.47%
	G	48	48	45	03	10	80%
2015-16	H	32	32	26	06	Exam. Not yet held	
	G	22	16	14	02		

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

23. Awards/Recognitions received by faculty and students:

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

16.09.2011	Commerce	Accounting and Tax Management Functions and Auditing	Prof. Sunil Gandhi Commerce Department University of Kalyani & Prabir Saha Commerce Department Kanchrapara College
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25. Seminars/Conferences/Workshops organized & the source of funding

- a) National
b) International: **Nil**

26. Student profile programme/course wise:

*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
2011-12	100%	-	-
2012-13	100%	-	-
2013-14	100%	-	-
2014-15	100%	-	-
2015-16	100%	-	-

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

29. Student progression

Student progression	(In Number, not in %)
UG to PG	6
PG to M. Phil	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed	
• Campus selection	0
• Other than campus recruitment	3
Entrepreneurship/Self-employment	

There is no institutional procedure for tracking the progression of the students.

30. Details of Infrastructural facilities a) Library:
Central Library and
NSS Book Bank

b) Internet facilities for Staff & Students:

Yes, there is internet facility for both the staffs and the students. Students may access internet freely from the Net Resource Centre of the Central Library. There is wifi facility for the staff members for accessing internet facilities.

c) Class rooms with ICT facility - Nil

d) Laboratories- There is one fully equipped computer laboratory for the department. Students are given practical training in basic computer softwares in and outside the course curriculum.

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

Merit-cum-means Scholarship from Govt. of West Bengal	The department and office do not keep record of individual students who are receiving scholarships. College only recommends the name of the candidates and sends to the proper authority wherefrom directly financial assistance is being provided to the students.
W.B. Minority development Fund	
SC/ ST/ OBC Scholarship	
Kanyashree Prakalpa	
W.B. Labour Welfare Scholarship	

In addition to the above, the college also provides facilities like fees remission to the poor and meritorious students in order to remove the financial hardship faced by them.

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

16.09.2011	Commerce	Accounting and Tax Management Functions and Auditing	Prof. Sunil Gandhi Commerce Department University of Kalyani & Prabir Saha Commerce Department Kanchrapara College
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33. Teaching methods adopted to improve student learning:

Use of properly printed class notes, Interactive class, motivating students for participation in different quiz, competitive examinations etc.

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

A good number of students from the department participate in the NSS programme organised by the college. Students also actively remain involved in Blood Donation camp organised by the college.

Two faculty members of the department (Prof. Ashim Kr. Sinha and Prof. Biswanath Chatterjee) are the Programme Officers of NSS Units II and III and they actively participate in different social programmes of NSS. Faculty members connected with NSS usually act as resource persons in other colleges for the purpose of various NSS programmes.

35. SWOC analysis of the department and Future plans

Strength:

- The experts and experienced teachers are the strength of this department.
- The good teacher- student relationship also prevails in the department.

Weakness:

- Decreasing number of students in the field of commerce throughout West Bengal in general, especially in suburban area.
- Students from socio-economic backward classes.
- Most of the students are coming from pure Bengali medium background.

Opportunities:

- Scope of professional studies in the field of Accounting, Auditing, Management Accounting, Management etc. are expanding.
- Students of commerce can exclusively apply in the West Bengal Audit & Accounts Service Examination based on their graduation result.
- Upcoming filed which has become important in recent time is the management of Self Help Group. Community Auditor acts as the auditor of these SHGs. The Institute of Cost Accountants of India (ICAI- CMA) in association with Govt. of West Bengal has started a certification, accreditation and licensing programme for the students of commerce to act as a community auditor. Students are being made aware of these new courses from time to time.

Challenge:

- The tax practice and procedures are one of the upcoming professional fields in the area of commerce. The Government of West Bengal has already permitted that the students of commerce can practice VAT in West Bengal. Moreover tax planning and assessment is one of the interesting field in the arena of Income Tax. The college is planning to take up the challenge of training the students of this department in tax practice and procedures. In this connection college is trying to sign a MOU with the tax training academies like Bengal Tax Council and Institute of Computer Accountants for practical training in tax practice and procedures.

Future Plans:

The department is planning the following:

- One departmental seminar will be organised based on the topic of recent changes in the syllabi of commerce by the University of Kalyani from the academic year 2015-16.
- One national seminar is proposed to be organised on the topic recent changes in the financial sectors and financial markets.
- Various training programmes will be proposed to be started in association with various professional academies.
- One investors' awareness programme is proposed to be organised in association with the Calcutta Stock Exchange.

Post Accreditation Initiatives

- Since 2005 the college attempted to initiate computer based office management. At that time only a stand-alone system was introduced. Gradually the computer culture has taken root.
- Internet connectivity has been made accessible to teachers, students and the office.
- Regular statutory audit is done.
- Teachers' room is a free Wi-Fi zone.
- Head of the Departments are provided with Laptops.
- Smart Class and Language Lab have been introduced.
- Reprography facility in the library has been provided to students at reasonable rates.
- With growing number of books there was a need for more space. For this purpose the library has been shifted to the unused Women's Hostel. As no girls students have applied for hostel facility, the building was degenerating due to non use.
- The library is a free Wi-Fi zone for both students and teachers.
- Initially the college started with one overhead projector but presently teachers can avail LCD projector as per their requirement.
- Geography Department conducts study tours for both Honours and General course students.
- Three UGC funded National Seminars have been arranged.
- Departmental seminars with noted guest speakers are conducted.
- While in service a substantial numbers of teachers have completed M. Phil. and Ph.D. programmes.
- Also some teachers from different departments are now actively engaged in M. Phil. and Ph.D. programmes.
- The college has applied to the Higher Education Council, Govt. of West Bengal to introduce Science streams. The Higher Education Council has already visited the college for this purpose.
- Requisition has been placed to the West Bengal College Service Commission to fill-up the vacant posts of permanent teachers in various faculties.
- One permanent faculty in Commerce has been recommended by the West Bengal College Service Commission who was duly appointed by the college.
- The college has taken initiative to appoint sufficient number of management appointed Guest Lecturers to compensate for the vacancies of permanent teachers as far as practicable within its limited resources.
- The college has opened a Physical Education Department.
- Water purifiers and Water Coolers with purifiers have been installed in different segments of the college.
- A centre of Distance Education of the University of Kalyani has been introduced in the college premises to facilitate higher education opportunities to the local youth who are not in a position to go for regular courses.
- New courses are opened at UG level to address growing demands for higher education.
- There is a constant increase in enrollment of girl students.

- The college attempts to maximize financial help available to students through stipends available.
- ICT infrastructure is being constantly increased.
- Remedial courses have been arranged to encourage students.
- Continuous attempt is made to increase infrastructural facility inside the campus.
- The college has installed its own Transformer in collaboration with WBSEDCL for proper load distribution.
- For continuous power supply a green DG set with 45 KVA capacities has been installed.
- CCTV system has been installed.
- In last two years the college has received substantial amount of grant from the Member of Parliament and the Member of Legislative Assembly of the respective constituencies in which the college is situated.
- NSS activities are proactively encouraged by the college.
- Cordial relationship with local people continues to grow. This is also evident as local people enthusiastically participated in different programmes during the college organized Silver Jubilee Celebrations.

Certificate of declaration

☎ : 03473 233-318
Fax No : 03473 232-273

**HARINGHATA MAHAVIDYALAYA**
(Affiliated to Kalyani University)
P.O.-SUBARNAPUR, Dist. – NADIA, West Bengal, PIN- 741249
Email: haringhatamahavidyalaya@rediffmail.com
Website: www.haringhatamahavidyalaya.org

Ref. No: - 5810 (ii)/16/H.M/Director NAAC/SSR.

Date: - 30.03.2016

From: The Principal, Haringhata Mahavidyalaya, Subarnapur, Nadia,

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.

Place: *Haringhata Mahavidyalaya*

Date:

30.03.2016

Signature of Head of the Institution with seal

30/3/16
**Principal
Haringhata Mahavidyalaya
P.O. Subarnapur, Nadia**

Annexure I – Master Plan of the college.

Pradip Kumar Nath
Licensed Building Surveyor
Under Kalyani Municipality

Office & Resi.:
B – 2 / 105, Kalyani, Nadia, Pin –74123
Call: 9433472711

Ref.No.:.....

Date.....

To Whom It May Concern

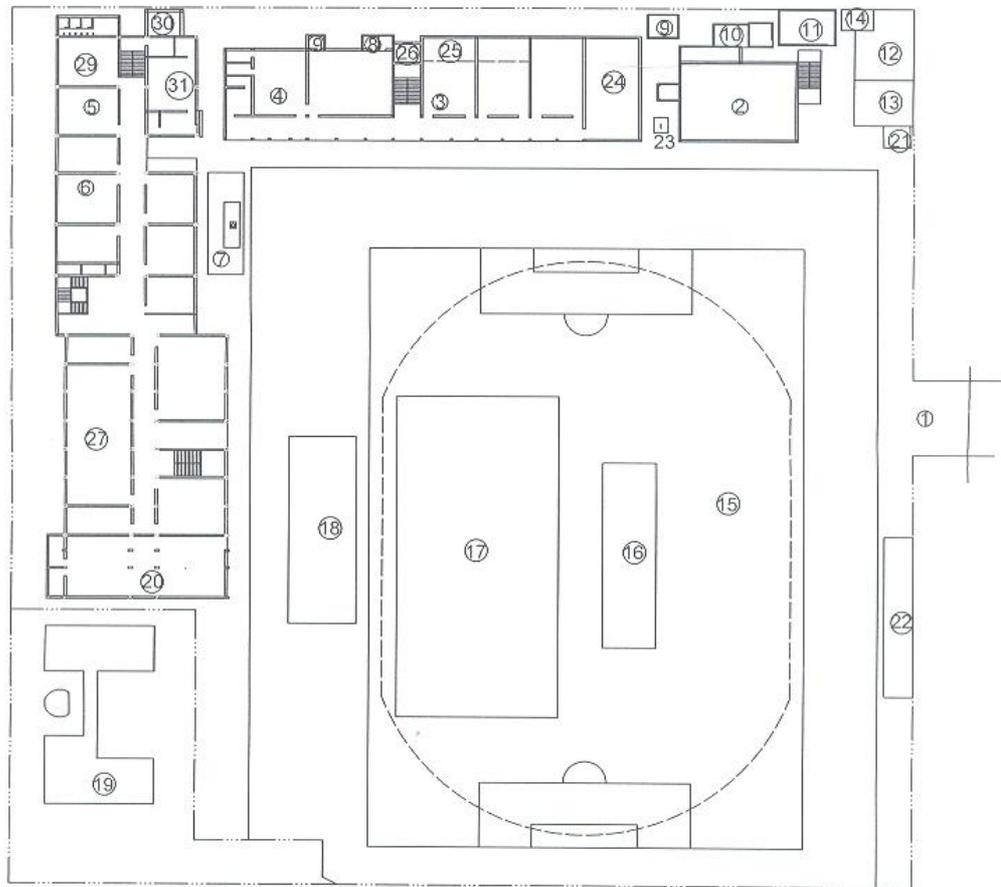
This is to certify that Haringhata Mahavidyalaya, P.O- Subarnapur,

*Dist - Nadia, Pin - 741249, at present, has the following infrastructure to facilitate the
academic perspective of the collage. I wish the achievement of the collage.*



Pradip Kumar Nath
Diploma Engineer (Civil)
Licensed Building Surveyor
Reg. No. - B-1/2011, Kalyani Municipality
Resi. - B-2/105, Kalyani, Nadia.
Signature of Engineer

HARINGHATA MAHAVIDYALAYA MASTER PLAN 2005 - 2016



Dradip Kumar Nath
Diploa Engineer (Civil)
Licensed Building Surveyor
Reg. No. **DRAWN BY** Municipality
Resi. - B-2/105, Kalyani, Nadia.

HARINGHATA MAHAVIDYALAYA

MASTER PLAN 2005--2015

- 1 . Entrance Gate.
- 2 . (a) Library . (b) Students union.(c) Common Room (d) Conference Room .(e) Commerce practical Lab.
- 3.(a) Ground floor :(i) Commerce Dept ,(ii)Geography Dept .(iii)Computer Training Centre (b)First Floor : Arts Faculty.
- 4.(a)Ground Floor : (i) Office; (ii)Guest Room.
- 5.Extended Arts Faculty.
- 6.proposed Faculty Building .
- 7.Statue Enclosure .
- 8.Staff Toilet .
- 9.Principal's Toilet.
- 10.Student;s Toilet (Boys &Girls)
- 11.Gymnasium.
- 12.Canteen.
- 13.Proposed Durwan's Quarter.
- 14.Water Testing Lab .
- 15.Football Ground .
- 16.Cricket pitch.
- 17.Volleyball Court.
18. Pavilion.
19. Women's Hostel.
20. Proposed Stair & Lift Room.
- 21 .Generation Room.
- 22 . Cycle Stand.
- 23.DWP(Mark ii)Tube wel.
- 24.Proposed Auditorium(2nd Floor).
25. Geography Model Room (2nd Floor)
- 26.Co-operative Society Office (2nd Floor).
27. Unusable women's Hostel, now using library purpose .
- 28.Proposed space for multi gym.
29. Girl's common room with toilet.
30. N.S.S. Office
31. Principal's Office

Annexure –II – NAAC Cycle 1 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
Haringhata Mahavidyalaya
Subarnapur, Dist. Nadia, affiliated to University of Kalyani,
West Bengal as
Accredited
at the B level.*

Date : October 17, 2006



Unacad
Director

- This certification is valid for a period of five years with effect from October 17, 2006
- 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)

Quality Profile

Name of the Institution : Haringhata Mahavidyalaya
Place : Subarnapur, Dist. Nadia, West Bengal

Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Ci x Wi)
I. Curricular Aspects	70	10	700
II. Teaching-learning and Evaluation	67	40	2680
III. Research, Consultancy and Extension	68	05	340
IV. Infrastructure and Learning Resources	76	15	1140
V. Student Support and Progression	66	10	660
VI. Organisation and Management	77	10	770
VII. Healthy Practices	72	10	720
		100	$\Sigma C_i W_i = 7010$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{7010}{100} = 70.10$$

*Head
Director*

EC/40/36

PEER TEAM REPORT

REPORT ON INSTITUTIONAL ACCREDITATION
OF HARINGHATA MAHAVIDYALAYA
SUBARNAPUR, NADIA DISTRICT
WEST BENGAL

Visit Dates
29th – 30th August, 2006

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE

**REPORT ON INSTITUTIONAL ACCREDITATION OF
HARINGHATA MAHAVIDYALAYA
SUBARNAPUR, NADIA DISTRICT, WEST BENGAL**

SECTION I : INTRODUCTION

Haringhata Mahavidyalaya volunteered to be assessed by the National Assessment and Accreditation Council (NAAC) and submitted its Self Study Report (SSR) to the NAAC on 28th January 2006. The NAAC constituted a Peer Team consisting of Prof. A.C. Bhagabati, Former Vice-Chancellor, Arunachal University as the Chairman; along with Prof. J.K. Mahapatra, Prof. of Political Science, Berhampur University, Berhampur, Orissa, and Prof. A.K. Sarala, Prof. of Genetics, Osmania University College for Women, Hyderabad, as Members, to visit the college and validate the SSR. Dr. M.S Shyamasundar, Deputy Adviser from NAAC, Bangalore, coordinated the visit. The Peer Team visited the college during August 29-30, 2006.

Haringhata Mahavidyalaya was established in September 1986 through local people's initiative to impart instructions at undergraduate level. Beginning with just 45 students twenty years ago, the college now (in August 2006) has an enrollment of 1497 students (female: 662; male: 835). The college received affiliation of Kalyani University in December, 1986 and came under the Grant-in-Aid grid of the State Government (State Council for Higher Education, Govt. of West Bengal) in 1986. The college was recognized by the UGC, under Sections 2 (f) in September, 1990 and 12-B, in February 1991.

In 1986, the college started with general courses in five subjects in the Arts stream, namely, Bengali, English, History, Political Science and Economics. B.Com. course was started in September 1990. Honours courses were subsequently started in Bengali (in 1995), Accountancy (in Commerce, 1995), English (2001) and History (2001). Two other subjects, Geography (General and Honours), Education (Honours only) and Political Science Honours were started by the college as *self-financing* courses in August 2003, August 2004, and July 2006, respectively.

The college has a campus area of 2.45 acres set in the rural environs of Haringhata, Subarnapur. The majority of the students are drawn from families of peasant

al

background. As a co-educational institution, the college has played an important role in paving the way for higher education for women from the agricultural hinterland of Haringhata Block.

The college has only 8 (Men-6, Women-2) teachers holding regular/sanctioned posts maintained from grants received from the State Govt. and 24 guest teachers (Men-13; Women-11) appointed on temporary basis by the G.B. of the college on modest lump sum salary. The three teachers with Ph.D. degrees have completed their doctoral research while in service in the college.

The temporal plan of the college is annual. The overall unit cost of education per student is Rs. 4,533.00 including salary component and Rs. 685.00 excluding salary component. The college has a central library, sports facilities for various games and sports, the computer training centre maintained by the Webel Informatics Ltd., canteen, cycle-shed, a guest room, students' common rooms, photocopier for the office, an overhead projector, ten computers, generators, own source of water supply, gymnasium, etc. The students have membership of Students' Health Home programme. A Grievance Redressal Cell has just been started. The college had 271 working days during 2005-06 of which 186 were teaching days.

The Peer Team carefully perused and analyzed the SSR submitted by Haringhata Mahavidyalaya. The pre-visit meeting was held at the place of stay on 28th August evening. During the visit to the college on 29-30th August, 2006, the Team went through all the relevant documents and also interacted in depth with all the stakeholders – the teacher-in-charge (holding the charge of principal), teachers, students, non-teaching employees, G.B. members, parents and alumni, and visited various facilities, support services, laboratories, computer facilities, workshops for vocational education, etc., to validate the SSR. Based on the above, the following observations are made by the Peer Team as per criteria laid down in the assessment framework.

SECTION II : CRITERION-WISE ANALYSIS

Criterion I : CURRICULAR ASPECTS

The degree courses offered by the college are conventional in nature : B.A., B.Com. and B.Sc. (applicable only to Geography Honours students who offer Economics as a



subsidiary subject). The syllabi for the courses and curricular designs are formulated by Kalyani University to which the college is affiliated. The college provides for B.A. general and honours courses in six subjects, namely, Bengali, English, History, Geography, Education and Political Science. Economics has no honours course. Of these seven subjects/departments in the Arts stream, Geography, as mentioned above, is also recognized as a science subject. In B.Com., besides the general course, there is honours in Accountancy. In the general degree programme, the students have also to take one year compulsory Environmental Studies course.

The college can introduce any degree programme with the prior approval of the Higher Education Council of State Govt. and affiliation of the University. Only vocational subjects, outside the framework of B.A., B.Com. and B.Sc. degrees, can be introduced by the college on the approval of the Governing Body. It is thus that the college has introduced four skill-based, job-oriented certificate and another four diploma courses on the recommendation of the Teachers' Council and the approval of the G.B. All these are *self-financed* courses conducted by external agencies on contractual basis after signing MoUs with the college. Webel Informatics Limited (WIL), a State Govt. undertaking, organizes and conducts computer application courses of 2 to 12 months' duration. The certificate course in PC - Application has been made a compulsory 'add on' course for all degree students. Other programmes offered by WIL in the college are, certificate courses in MS Office and Financial Accounting and, diploma courses in Desk Top Publishing, Office Management and Financial Accounting. Two other self-financing courses introduced in 2005 and conducted by registered NGOs are, two-year diploma course in Industrial Tailoring and Batik (for women) and certificate in Civil Construction Technique and Management (for men). Till date, only a limited number of students have joined these optional vocational courses.

The founders of Haringhata Mahavidyalaya aimed at bringing the benefits of collegiate education to boys and girls belonging to economically disadvantaged rural families who could not move out and join other centres of learning. Dissemination of ideas, knowledge and education, providing facilities for extra-curricular activities for physical, moral, social and cultural upliftment and various community-oriented outreach programmes specially for the tribals are also among the stated goals and objectives of the college. However, there is no scope to integrate many of these concepts into the degree programmes. The college works strictly within



the parameters of syllabus framed by the affiliating University. The introduction of the vocational courses is a move in the right direction.

Criterion II : TEACHING-LEARNING AND EVALUATION

The college has a sanctioned/full-time faculty strength of 11 for all the subjects. Of this, three are vacant. The senior-most permanent teacher in Bengali is also looking after the work of the principal as 'teacher-in-charge'. The college thus has to depend heavily on part-time, guest faculty. There are 24 guest teachers. The ratio of full-time to part-time teachers thus works out at 1:3.6. The student strength being more than 1,400 in the degree courses, the teacher-student ratio works out at around 1:47. The full-time faculty covers around 52 per cent of the classes and the remainder (48 per cent), by the guest teachers. To do justice to the teaching-learning process, there is a need for more posts of full-time teachers in every department. No new full-time teachers have been recruited for the college during the last three years. The post of Principal is also lying vacant since November, 2003. The college authorities has submitted requisition for the appointment of teachers and the Principal to the competent authorities.

The college has a transparent admission procedure. In the general courses, the students are admitted on a 'first come first served' basis. Admission to honours courses is on the basis of merit and counselling by teachers to assess the aptitude of the students for a particular course. The college prospectus lays down the options for electives and combinations that a student can choose. The college is yet to offer remedial classes to academically disadvantaged students. The teachers work according to a teaching plan and the academic calendar prepared by the college Teachers' Council. The syllabus is unitized to a teaching schedule spread through the three phases of the year, taking into account the number of teaching days available in each phase. There are, on an average, 186 teaching days out of 271 working days in a year. From 2004-05, the college has started distributing printed copies of teaching plans, outlining the unitized syllabi, among the students. The college mainly follows the lecture method of teaching. Tutorials and seminars and use of audio-visual aids are yet to be practiced. The teaching-learning processes are, thus, generally conventional.



To assess the performance of students, class tests are occasionally held. Half-yearly and annual examinations and test examinations before University examinations are, however, regularly held. The teachers are accessible to students outside the class room for guidance and counseling. The students' performance in University examinations (Parts I and II) is satisfactory. The evaluation of students' performance primarily rests on the final examinations conducted by the University. The student feed-back on teachers, syllabi, etc., as per NAAC formats are being introduced. These need to be strengthened and made fully in-built systems.

The teachers attend state/national level seminars and conferences and Orientation / Refresher courses. During 2005 – 06 five teachers have attended national seminars and one teacher has attended an international seminar. During 2004-05, the college introduced the practice of maintenance of Attendance Register by each teacher in which she/he has to keep month-wise record of class load per day, classes actually taken or could not be taken (with reasons thereof), records of leave, seminar/conference attended and participation in extension activities.

Class-room teaching, especially at honours level, can be enriched by students seminars, assignment writing and tutorials. But all these call for enhanced faculty strength. Study tours may be conducted for Honours students in all subjects, as is the case in Geography, to expose the students to real life situations.

Criterion III : RESEARCH CONSULTANCY AND EXTENTION

Of the eight full-time teachers of the college, three have Ph.D. degree - one in Bengali (awarded in 2005) and two in Commerce (awarded in 1995 and 1998, respectively). Two teachers are pursuing doctoral research on a part-time basis. The regular teachers may be encouraged to avail the Faculty Improvement Programme of the UGC for obtaining their Ph.D. degree. One guest lecturer has M.Phil. degree and two have obtained Ph.D. degree. Only two minor research project have been undertaken and completed by a teacher of Commerce Department in 2003 and 2006. The same teacher has submitted another proposal to the U.G.C. The college needs to make serious efforts to utilize and consolidate the latent talent of its teachers and promote a research culture. Publication of research-based articles and papers by the faculty is



another area which calls for attention. Teachers who were contributing research articles and publishing books need encouragement to revive their work. A research committee may be constituted to instil research culture.

There are four NSS units in the college, including one girls' unit started in 2003 under a lady teacher as programme officer. The four units have a membership of 400 students. Their activities encompass social and environmental awareness campaigns, literacy drive, awareness of theme-based cultural competitions, programmes on public awareness of traffic rules, blood donation camp, etc. The NSS units also maintain a Book Bank having about 500 books for use by students. NSS volunteers from the college have participated in many national-level programmes over the years, including participation in pre-Republic Day Camp at Bhubaneswar and Republic day parade in Delhi. The college has an impressive track record of participation of students and teachers in various extension activities in the past, such as organizing population education club, afforestation work, arsenic pollution awareness programme in the nearby villages, and so on. Located as it is in an agriculture-centred rural area, the college community can play a crucial role in community development-oriented extension/outreach programmes. The college encourages the teachers and non-teaching staff to get involved in extension activities. One teacher and one non-teaching staff are working with NGOs.

Criterion IV : INFRASTRUCTURE AND LEARNING RESOURCES

Haringhata Mahavidyalaya has, in its 2.45 acres campus, two double-storied buildings housing most of the facilities. The main building accommodates, on its two floors, principal's chamber, office, staff room, guest room, class rooms, geography laboratory, WIL-managed centre of computer education, workshop for women's vocational training in tailoring and batik, NSS office and its book bank, and the cooperative society office. The smaller building is the library building housing the library, reading rooms and computer laboratory, students' union office, common rooms for boys and girls and a large conference-cum-class room on the ground floor. Other infrastructure include a girl's hostel, generators, canteen, cycle stand, DWP (Mark II) tube-well for potable water supply and water testing laboratory. For games and sports, there is a play-ground containing a football field and facilities for other games and sports. A small



gymnasium (26 sq.m.) has been built in 2004. Indoor games facilities are provided in the boys and girls common rooms. The facilities of the college are allowed to be used by outside organizations when requested for and if possible. The college develops and maintains its infrastructure with UGC assistance and resources generated by the institution.

The existing infrastructure are barely sufficient for a growing college. There is no built-up space for department-wise allocation. In 2003-04, a large class-room was constructed with financial assistance (Rs.2.00 lakh) from the local M.L.A.'s area development fund. Similarly, the president of the panchayat samiti donated timber worth Rs. 1.00 lakh for furniture for class room, laboratory, etc. Both are past students of the college.

The college library has nearly 7592 books and subscribes to 7 periodicals, one newspaper and two weekly bulletins. The library remains open from 11 AM to 5 PM on all working days. There is reasonable reading room facility. There is a need for a photo-copier in the library. Library work, such as accession, lending and stock verification, have been computerized. The work for the integration of all the wings of the college through computerization with 'local area network' (LAN) is completed through Blue Planet Computers, Kolkata. It is advisable to provide internet facility to teachers and honours students. There is a library sub-committee in which the senior-most teachers of all the departments are members and the principal/teacher-in-charge is the chairman. The sub-committee oversees the functioning, maintenance and improvement of the library. The library collection is text book-oriented. The collection needs to be enhanced with a wider selection of titles and reference books. More journals, periodicals and newspapers should be subscribed. More space is needed for the library and the facilities upgraded. The class rooms are well maintained and ventilated. There is however need for more classrooms.

The students of the college have access to Students' Health Home in Kolkata. The students are charged a nominal annual fee for Health Home membership. A girls' hostel constructed with UGC assistance is ready for occupation. The campus is well protected with a boundary wall. The college develops and maintains its infrastructure according to a master plan. The campus is clean and well maintained.



Criterion V : STUDENT SUPPORT AND PROGRESSION

Haringhata Mahavidyalaya is situated in a rural area. Most of the students belong to families of modest means. Of the approximately 1,500 students, 20 per cent belong to the Scheduled Caste (SC) category. There are only a few Scheduled Tribe (ST) students. All the SC and ST students receive State Govt. stipends. The State Govt. has a stipend scheme for students whose parents are *bidi* workers. Under this scheme, the college disbursed stipends to 4 students during 2003-04. The college also has a scheme of fee remission to 3% students who belong to very poor families. The college prospectus is an important source of information for prospective students who wish to join the college after clearing the Higher Secondary (+2 stage) examination. It contains the required information on the courses, available combinations, fees structure, games and sports, computer centre, admission eligibility to various courses, examination details, names of GB members, teachers, employees, etc.

The honours students tend to do well in the examinations, particularly in the final (Part II) examination. The general course students also fare reasonably well. Dropout rate is rather high in B.A. and B.Com. general course. In B.A. and B.Com. honours courses, the average drop-out rate is 19 per cent. General apathy towards higher education, early engagement as farmhands, unemployment blues and lack of family support are cited as some of the reasons for drop-out. The college needs to develop a mechanism to monitor the students progression to higher studies and employment. The college is yet to offer career guidance and counseling in a formal way, but the teachers at personal and informal levels advise the students about future career. The introduction of the self-financing vocational courses help the students to explore career options, including self-employment, outside the conventional domains.

The college Alumni Association has been formed recently. It is yet to be registered and become fully functional. Among prominent alumni, mention may be made of the local M.L.A., Sabhapati (president) of the Panchayat Samiti, advocates and teachers.

There is a Students' Union. Through the G.B. and also through other formal and informal avenues, the students have the opportunity to play a positive and constructive role in the functioning and development of the college. The college publishes its annual magazine 'Ayan', besides the wall-magazine of some departments. The college has adequate indoor and outdoor games and sports facilities. Athletic and sports competitions are regularly organized. The college organizes cultural activities to encourage students to exhibit their talents.



The Student Feedback on courses, teachers, programme evaluation, exit opinion of graduating students, etc., just initiated by the college, should be systematically conducted. It would be in the interest of all the stakeholders of the college to analyze the information and to take the suggestions into account for all-round improvement of the college.

Criterion VI : ORGANIZATION AND MANAGEMENT

The college, started 20 years ago as a registered society of 21 members, is now managed by a Governing Body (GB). It is formed as per rules specified in Kalyani University Statutes and is the highest administrative authority of the college. The GB - consisting of an elected president, the principal/teacher-in-charge (ex-officio member-secretary of GB), 2 University nominees, 1 State Govt. nominee, president of the panchayat samiti, 4 teachers (elected), 2 non-teaching employees (elected) and the general secretary of the students' union - has a four-year term. The GB is responsible for the proper management of the affairs of the college and for providing instructional and other services. The college encourages and practices participatory and transparent management practices. The Teachers' Council (also a statutory body formed under University rules) looks mainly after the academic affairs of the college. It also advises the principal/teacher-in-charge in administrative matters. In addition, there are eight sub-committee constituted by the GB with the principal/teacher-in-charge as the chairman in each. The finance sub-committee is composed of six members (who are all GB members) besides the teacher-in-charge (chairman) and the bursar (convener). All other sub-committees covering various areas and activities (Provident Fund, Construction, Purchase, Equipment, Library, Service Book and Magazine), include teachers and in some cases non-teaching employees as members. The overall administration of the college is the responsibility of the principal. For the last three years, the college has been without a regular principal. The senior-most teacher of Bengali is the principal-in-charge, designated as teacher-in-charge. Most of the decisions and recommendation of the Teachers' Council and various sub-committees are implemented by the teacher-in-charge. Major items, such as post creation, appointment, introduction of new courses, building construction, agreements with external agencies, revision of fees structure, etc., need the approval of the GB.



Budget for every financial year is prepared by the Bursar with the help of the members of the Finance Sub-Committee and the draft is placed before the GB for scrutiny and approval. The college budget is surplus. The accounts of the college are audited every year by the auditors appointed by the State Govt. and duly ratified by the GB. There are no major audit objections..

The GB has appointed full time temporary and part time teachers to meet the academic needs of the institution and run the programmes smoothly so that the interest of the students is not adversely affected. The non-teaching staff have undergone computer training and their work efficiency is monitored by the teacher in charge, Bursar and the Head clerk.

The college has a 'co-operative credit society' which renders welfare services to the full-time teaching and non-teaching staff by sanctioning medium and short-term loans at an interest rate of 3% only. The management makes efforts to raise resources. The GB is committed to the cause of quality higher education.

Criterion VII : HEALTHY PRACTICES

The Peer Team would like to mention some of the healthy practices that have come to its notice in the functioning of Haringhata Mahavidyalaya.

⇒ There is a sense of belonging amongst the college community. This sense of belonging and latent pride in the institution could be converted into manifest resource for developing the institution.

⇒ The introduction of vocational courses which are open to local youth is another healthy practice linking the college with the neighbourhood. The two-year industrial tailoring and batik course has attracted some girls who are not college students. The civil construction technique and management course has attracted seventeen learners who are local youth.

⇒ The introduction of self-financing degree courses and vocational courses can be counted as initiation of a healthy trend. The institution plays an important role in promoting women's education in the area. Girls make up 41 per cent of the student population. There is an atmosphere of healthy relationship and bonding between different segments of the college community.



- ⇒ The management and administration of Haringhata Mahavidyalaya are transparent and participatory in nature. College-community interface and linkages are laudable.
- ⇒ Computer education is the need of the hour. The college is preparing the students to meet the present day challenges by offering compulsory computer education.
- ⇒ The college inculcates a sense of civic responsibility and facilitates personality development.

SECTION III : OVERALL ANALYSIS

The Peer team after going through the self-study report and visit to the college is satisfied to record that the institution has succeeded to a large extent in translating its goals and objectives into academic practices. It is providing higher education facilities to the students of socio-economically disadvantaged section of the society. The Peer Team is of the view that the institution should be appreciated for the following aspects:

- ⇒ Despite financial and other constraints, the urge of the management to move forward and open self-financing degree and vocational courses is commendable.
- ⇒ The college has a disciplined student community which is aware of the strengths and weaknesses of the institution. The student Union sensitizes the students about their role and responsibilities in the college as well as in the wider societal context.
- ⇒ There are no visible signs of stress and confrontation between various segments of the college community. The teacher-in-charge, the faculty members, non-teaching staff and students appear to function as a harmonic whole so essential for day-to-day functioning as well as future growth and development of the institution.
- ⇒ The institution-community linkages appear to be strong and effective. The NSS outreach activities and sports and cultural meets have strengthened the linkages further. The water testing facility for arsenic content provided by the college is helping the local population.



The Peer Team take this opportunity to make a few *suggestions* which may help the institution to chart out its course for future development and to overcome its weaknesses.

- ⇒ The college has done well to introduce a few vocational courses. A few more skill-based, employment-oriented, certificate and diploma courses in areas like mushroom cultivation, floriculture, food-processing, etc. and courses which have region-specific relevance may be introduced in the self-financing grid. Some of these courses could be 'add on' courses pursued simultaneously with conventional degree courses.
- ⇒ Computer culture is already there in the college. What is required is expansion of the facilities, including internet connectivity made easily accessible to teachers and students.
- ⇒ Reprographic facility in the library, to be made available to students at reasonable rate at the earliest.
- ⇒ Library is the nerve-centre of an institution. The range of books outside the orbit of prescribed text books should be enlarged. The library needs more space and books, particularly latest editions, in all the subjects. More newspapers, magazines and journals relevant to honours subjects may be subscribed by the library.
- ⇒ The college has just one over-head projector acquired recently. More audio-visual aids may be procured and used in all the subjects to supplement what has been described as the 'chalk and board' method of teaching. Since computer usage is fairly entrenched in the college activities, an LCD projector may be procured to facilitate power-point presentation in lectures and seminars.
- ⇒ Educational / study tours may be arranged particularly for the Honours students to expose them to real life situations.
- ⇒ There is need for enhancing research activities among the faculty members in their respective areas of interest. Even minor or short-term research projects, for which funds can be easily obtained, would go a long way in creating an atmosphere of research in the college. Teachers of the college need to be encouraged to become members of professional associations in their concerned subjects so that they will be exposed to new ideas and concepts. Moreover they should be encouraged to go for research publications.



⇒ It is noted that a number of lectures by invited speakers were organized during 2005. Participation in conferences and seminars should be a continuous process. The U.G.C. fund for organizing regional or national seminars can be obtained on submission of proposals as per format, from the eastern regional centre of the U.G.C. located in Kolkata.

⇒ Faculty strength in all the subjects/departments may be augmented at the earliest.

⇒ High dropout rate is an area of concern and needs to be arrested.

⇒ Construction of an open-air stage is a pressing need.

⇒ Establishment of an Internal Quality Assurance Cell (IQAC) for encouraging and monitoring academic activities of different departments may be considered. This would also help in analyzing and effectively using student feed-back data.

⇒ The command over spoken English is rather limited in the case of most of the students. A modest language laboratory managed jointly by the language departments may help enhance communicative skills of the students.

⇒ The college needs to make efforts to introduce the Science stream in the foreseeable future. Fund and space are obvious constraints. But efforts will have to be made to overcome these difficulties.

⇒ The Alumni Association should be formally registered, membership widened and its activities geared to help the development of the college. The college authorities should explore the possibilities of using the goodwill of the alumni for resource generation which can be used for the development of the college.

⇒ A Physical Education Instructor/Coach may be appointed on a regular basis. Participation in sports needs to be further enhanced keeping in line with the sports facilities available in the college.

⇒ Aquaguard Systems may be installed to provide safe drinking water to the college community.

⇒ A center of distant education of the Kalyani University or Indira Gandhi National Open University may be started in the college premises to facilitate Higher Education opportunities to the local youth who are not in a position to go for regular courses. The regular students can pursue parallel courses.



- ⇒ Efforts may be made to increase the number and capacity of classrooms.
- ⇒ Steps may be taken to start an NCC coy in the college for girls and boys.

The Peer Team places on record its appreciation of the efforts of the Teacher-in-Charge, Coordinator of the Steering Committee, Bursar of the college and other members of the Steering Committee. The Team expresses its gratitude to all the constituents of Haringhata Mahavidyalaya community for their warm and gracious, yet unobtrusive, hospitality and all other facilities readily made available to it during the period of visit. The Peer team wishes the college all success in its efforts to offer quality higher education and move in the direction of achieving excellence.

NAMES AND SIGNATURES OF THE PEER TEAM

Prof. Annada Charan Bhagabati
Chairperson

A.C. Bhagabati 30.8.2006
(Signature)

Prof. J.K. Mohapatra
Member

J.K. Mohapatra 30.8.06
(Signature)

Prof. A. K. Sarala
Member

A.K. Sarala 30.8.06
(Signature)

I have gone through the report and agree with the observations of the Peer Team.

Date: 30/08/2006
Subarnapur



Dr. Rabindranath Maisal 30/8/06

(Dr. Rabindranath Maisal)
Teacher-in-Charge,
Haringhata Mahavidyalaya
P.O. - Subarnapur,
Dist - Nadia, West Bengal

Teacher-in-Charge
Haringhata Mahavidyalaya

SELF STUDY REPORT-2016, CYCLE – 2**Annexure –IV – 2(f) and 12 (B)***Kalyani University, Kalyani*

Name and address of the college	Status	Year of Estb.	Nature of Affiliation	Teaching Upto	Govt or Non Govt	Aided or Unaided
Haringata Mahavidyalaya P.O. Subarnapur District Nadia West Bengal	2(f) and 12(B)	1986	Permanent	Bachelor's	Non Government	
Institute of Mass Communication Film and Television Studies 188/57, Prince Anwar Shah Road, Kolkata-700 045 West Bengal	2(f)	2001	Temporary	Bachelor's	Non Government	
Jangipur College Jangipur District Murshidabad West Bengal - 742 213 West Bengal	2(f) and 12(B)	1950	Permanent	Bachelor's	Non Government	
Jatindra Rajendra Mahavidyalaya Murshidabad District Murshidabad West Bengal - 741 121 West Bengal	2(f) and 12(B)	1986	Permanent	Bachelor's	Non Government	
Kalyani Mahavidyalaya P.O. Kalyani - 741 235 Nadia West Bengal	2(f) and 12(B)	1999	Permanent	Bachelor's	Non Government	
Kanchrapara College Kanchrapara District North Twenty Four Parganas West Bengal	2(f) and 12(B)	1972	Permanent	Bachelor's	Non Government	
Kandi Raj College Kandi District Murshidabad - 742 137 West Bengal	2(f) and 12(B)	1950	Permanent	Bachelor's	Non Government	
Karimpur Panna Devi College Karimpur District Nadi - 741 152 West Bengal	2(f) and 12(B)	1968	Permanent	Bachelor's	Non Government	
Krishnagar Government College Krishnagar District Nadia West Bengal	2(f) and 12(B)	1846	Permanent	Bachelor's	Non Government	
Krishnagar Women's College Nadia District Nadia West Bengal	2(f) and 12(B)	1958	Permanent	Bachelor's	Non Government	

As on 29.02.2016

CPP-I/C

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UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI.

No. F.8-67/90/(CPP-I)

21 Feb. 1991.

The Registrar
University of Kalyani
Kalyani, Nadia, West Bengal.

Sub : List of colleges prepared under Section 2(f) of
the UGC Act, 1956-Inclusion of New Colleges.

Sir,

I am directed to refer to your letter No.Dev./HC/
90/S-1282 dated 23.10.90 on the above subject and to say
that the name of the following colleges has been included
in the above list under Non-Govt. Colleges teaching upto
Bachelor's Degree.

<u>Name of the College</u>	<u>Year of Estt.</u>	<u>Remarks</u>
Haringhata Mahavidyalaya P.O. Subarnapur Distt. Nadia. PRINCIPAL Sh. Debabrata Bhattacharyya Permanent affiliation.	1986-87	The college is eligible to receive central assistance in terms of the rules framed under Section 12(B) of the UGC Act, 1956.

Yours faithfully,
Sd/- Gurcharan Singh
Under Secretary.

No. /DP-246 /12)

Dated...11/3/91.....

Copy forwarded for information and necessary action to:

- 1) The Principal,
Haringhata Mahavidyalaya,
Nadia.
- 2) The Registrar, K.U.


Development Officer

ATTESTED

Principal
Haringhata Mahavidyalaya
P.O. Subarnapur, Nadia

Annexure- V – University of Kalyani Current Affiliation Certificate.

University of Kalyani

Kalyani - 741 235, Nadia
West Bengal
Dr. Malay Kumar Samanta
Registrar



Phone Off : 2582-2505, 2582-8750, 2582-8889
2582-8477, 2582-8220, 2582-8286, 2582-8478,
2582-8293, 2582-8378, 2582-8275
Tel. Fax: 00-91-33-582-2505
E-mail : registrar@klyuniv.ac.in

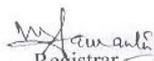
No.RPS/Aff.Coll/71/11/0/2016

Dated: 22.02.2016

TO WHOM IT MAY CONCERN

This is to certify that *Haringhata Mahavidyalaya, P.O- Subarnapur, Dist-Nadia, Pin-741249* West Bengal is affiliated to the University of Kalyani since 1986 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 Permanent/ Temporary	Period of validity for the year(s)
(I)	Three year B.A. Hons. Courses in Bengali, English, History, Education, Geography and Political Science. Three year B.A General Course in Bengali, Economics, English, History, Geography, Political Science, Philosophy, Education, Physical Education & Sanskrit.	Permanent	
(II)	Three year B.SC Hons: Geography (Hons).	Permanent	
(III)	Three year B.Com Honours Course: Accounting & Finance (Hons) 3 years B.Com General Course	Permanent	


Registrar 22/3/16
REGISTRAR
UNIVERSITY OF KALYANI
KALYANI-741235
NADIA
WEST BENGAL

SELF STUDY REPORT-2016, CYCLE – 2

Annexure – VI – Last Grant



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

No. CW-054/13-14

(ERO) ID No. WK4-009

Date: 06 OCT 2015

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S.No. 225781-226009

Sub : Release of Grant-in-Aid during the Current financial year (2015-16), during XIIIth Plan, to
Haringhata Mahavidyalaya

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **37500**
towards the scheme **Seminar/Conference**
to the Principal, **Haringhata Mahavidyalaya**
for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant Geography	Approved allocation (Rs.)	Amount already sanctioned (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
Final instalment Seminar/Conference	150000	112500	37500	150000
Total			37500	

The College is requested to note:

- SC component: 15%, ST component: 7.5%, General component (including Minorities): 77.5%
- No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

- The sanctioned amount is debit to Head 4.(iv)b and valid for payment during the financial year 2013-14 only.
- The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

(a) Details (Name & Address) of Account Holder:
Principal,
Haringhata Mahavidyalaya

Subarnapur Nadia
West Bengal 741249

(b) Account No.: 0758050010081

(c) Name & Address of Branch: United Bank of India, Haringhata Hat Branch, Nadia

(d) MICR Code of Branch: 000027000

(e) IFSC Code : UTBI0HGHC15

(f) Type of Account : SB/Current/Cash Credit.

You are requested to confirm the receipt of the above amount in your account by sending back the enclosed stamped receipt within 7 days.

- The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
- The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
- The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
- The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
- A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.

ATTESTED
Principal
Haringhata Mahavidyalaya
P.O. Subarnapur, Nadia