

# NETAJI SUBHAS MAHAVIDYALAYA



HALDIBARI, COOCHBEHAR  
WEST BENGAL, PIN- 735122

## SELF STUDY REPORT 2015 *In Respect of* SECOND CYCLE RE-ACCREDITATION

*Submitted to*

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

P.O. Box no: 1075, Nagarbhavi, Bangalore- 560072, India





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# NETAJI SUBHAS MAHAVIDYALAYA

## NAAC ACCREDITED

ESTD : 1985

P.O. : HALDIBARI, DIST. : COOCHBEHAR (W.B.), PIN : 735122

( Permanently affiliated to North Bengal University and included into section 2(f)/12B under UGC Act 1956 )

Ref. No. NSM/15-16/253

Date : 10-02-2016

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

Sub. : Submission of Five (5) Copies of Self Study Report - 2015 along with One (1) Soft Copy of SSR (CD)

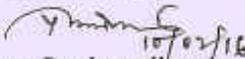
Sir,

In compliance of our LOI requirements and acceptance of LOI vide your Letter Ref. No. NAAC/CAPU/EAST AND NORTH EAST/WBCOGN13316 Dated 02/02/2016 we are glad to send herewith Five copies of Self Study Report (SSR) along with One Soft Copy (CD) of SSR for Second Cycle Re-Accreditation showcasing the key aspects of the functioning of our college during the post-accreditation period, accompanied by enclosures as listed on the Contents page.

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

Thanking you,

Yours faithfully,

  
(Dr. Tarun Bandyopadhyay)  
Principal  
Netaji Subhas Mahavidyalaya  
Haldibari, Coochbehar  
*Principal*  
Netaji Subhas Mahavidyalaya  
Haldibari, Cooch Behar.



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## Preface

Netaji Subhas Mahavidyalaya, Haldibari, Coochbehar, established in 1985 and registered under 2f & 12B of the UGC Act unfolds and submits Self Study Report for Reassessment & Reaccreditation (Cycle 2). The college is the premier institution for higher education in the extreme western part of Coochbehar district of West Bengal bordering Bangladesh within a limited range of 4 - 6 kilometres only. It occupies a pivotal place in disseminating value – based higher education in the locality and its surrounding areas, especially to the underprivileged section of society. With the passage of time, to fulfil its commitment to the society, the institution introduced honours courses in various subjects and other new subjects with permission from the concerned authorities. The quality of higher education imparted in this prestigious institution has in the recent years attracted, even students from the adjacent districts of Jalpaiguri and Darjeeling. The institution is trying with its utmost sincerity to cope with the changes in the 21<sup>st</sup> century. Our vision is somewhat similar to the visionary words of the American poet, Robert Frost:

“...But I have promise to keep,  
And miles to go before I sleep,  
And miles to go before I sleep.”

The purpose of this college for undergoing the process of NAAC Cycle 2 is to facilitate self-evaluation for the ultimate goal of self-improvement in imparting quality education. In its first assessment, the College was awarded Grade C++ with Institutional Cumulative Grade Point. The NAAC Peer Team gave some invaluable suggestions and guidelines in their Recommendation Report. Those recommendations gave impetus to the forward march of our institution. Despite certain unavoidable delays, we have tried to develop our institution in various directions accommodating the recommendations of the NAAC Peer Team with the support of all the stakeholders of the College. This report has been prepared following the guidelines of NAAC. The report is a reflection of the academic and administrative functions and activities happening during the past years in the College focussing on curricular aspects, teaching-learning and evaluation, research, consultancy and

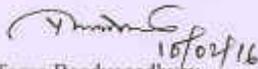


NETAJI SUBHAS MAHAVIDYALAYA

SELF STUDY REPORT 2015

focussing on curricular aspects, teaching-learning and evaluation, research, consultancy and extension, infrastructure and learning resources, student support and progression, governance, leadership and management, innovations and best practices and departmental exercises of the college. During the preparation of Self Study Report, we have collected data individual-wise, department-wise and institution-wise.

The report has been finalized with utmost sincerity, honesty and collective effort of the faculty members which is now being submitted to the NAAC for Reassessment & Reaccreditation (Cycle 2). In this regard, cooperation and assistance from all the stakeholders are gratefully acknowledged. It is an endeavour which encourages us to examine our strengths, assess our weaknesses, accumulate the opportunities offered in higher education and prepare the challenges which are at the forefront. It would be a great delight to hear from you soon on Peer Team visit for Cycle 2 inspection of our College.

  
15/02/16  
Dr. Tarun Bandyopadhyay

Principal

Netaji Subhas Mahavidyalaya  
Principal  
Netaji Subhas Mahavidyalaya  
Kandlikon, Gooch Beldi



## Executive Summary

Netaji Subhas Mahavidyalaya, popularly known as Haldibari College was established in 1985 by the active manoeuvre of local educationists. Haldibari is an area situated more than 140 km away from district head quarter of Coochbehar. It is inhabited by mainly SC and Minority people .Before the establishment of this college,there were only two higher education institutions in this area named Haldibari High School and Haldibari Girls' High school .After passing out from these schools, students had to go to Jalpaiguri, Siliguri or Coochbehar. As a result, many students could not acquire higher education in spite of having desire of acquiring higher education. The most difficult situation was faced by the girl's student. People of this area are poor and depend on agriculture for their livelihood and they could not afford higher education. Under such circumstances the local educationist and local politicians, irrespective of their political ideology, like Sri Amar Roy Prodhan, Sri Upendra Mohan Dey, Sri Kamalakanta Bhattacharya, Sri Manoranjan Guha Roy, Sri Rama Prassanna Neogi, and Sri Paritosh Ch Roy felt the dire need of establishing a college at Haldibari. They conveyed their message to the then Education minister Sri Sambhu Ghosh. As a result of their indefatigable toil the college was supposed to be started in 1984 but due to some reasons it was deferred and it was finally inaugurated on 16 October in 1985 with 6 teachers and 9 non teaching members of staff. But the college started formally functioning on and from 18<sup>th</sup> November 1985. The college started its journey with only 32 students. The College was started with 3 tin shaded room and was inaugurated by the then Education Minister Sri Shambhu Ghosh and he was accompanied by Sri Nirmal Bose the then Industry Minister and Sri Kamal Guha, the then Agriculture Minister in the presence of local educationists. The college started with General course in Arts Stream only. Gradually honours course in English, Bengali, History, Political Science and Geography were introduced. Later on Commerce stream also was introduced in the college .Now the college has overcome its infancy and reached its puberty under the tutelage of the present Principal and continue spreading ray of knowledge among the people .The college has produced a galaxy of erudite scholars and continues to do so.



With the vision to spread the message of the higher education to eradicate the problem of ignorance, superstitions and illiteracy of the village people by providing quality education to all sections of students including scheduled castes, other backward communities and religious minorities with special focus on girl students, the College attempts to nurture their competence and creativity through innovations in teaching-learning, research and extension activities, participation of all the stakeholders in the development of the College, creation of awareness of human rights, value system, culture, heritage and environment. However, sometimes the progress of the college is temporarily hindered by multiple constraints; but during the course of time we have overcome such obstacles. The dedicated and efficient effort of our teachers along with sincerity of the students are clearly reflected in our result, although we need more buildings, more teaching and non-teaching personnel, more teaching aids, more laboratory equipments, advanced library mechanism, more academic and administrative space etc. After the first assessment IQAC was established on 09.01.2008 within the limited resources provided by the college initially the cell has been started functioning with full enthusiasm. Later in 2009, it has been provided with a separate room, adequate technological support to carry out its work by the college. Its main objective is to plan and implement quality initiatives and evaluate. It follows its calendar for meetings, quality agenda and maintains its proceedings. It supports to conduct workshops, awareness programmes, special lectures on quality innovations, Curricula, Teaching-Learning & Evaluation, Research oriented seminars, applying for research grants and project managing, plans and implementation of advanced Learning Resources, ICT management and suggestions for empowerment of staff, kind of Leadership, governance pattern and in strategic perspective planning. It Plans and Supports effective implementation for, Teaching-Learning and evaluation, Research, Consultancy and Extension activities for all stakeholders. It collects, maintains and analyses documents and document evidences directly or through the College Office. It analyses the feedback received from all stakeholders and inform the concerned about its outcome for correction and amelioration. It also appreciate & encourage and provide support required by all staff for their and quality sustenance and quality improvement in teaching, Research and administration.

Following is a brief summary of the criteria-wise analysis and appraisal of the College:

***Criterion I: Curricular Aspects:***

The College tries to enable its students to be a part of the development of our country through the update learning process of the given curriculum and enhances moral courage among students to be a good citizen of the country. Furthermore, the college emphasises to grow the leadership quality in the students by initiating various extra – curricular activities in addition to curricular activities. The curricular aspects of the institution have both diversity and flexibility within its limited infrastructural facility.

Netaji Subhas Mahavidyalaya, Haldibari is presently affiliated to the newly set up Coochbehar Panchanan Barma University. As the university could not frame syllabi for under-graduate courses, the college is following the syllabi of University of North Bengal where it was earlier affiliated. The curricula are framed by the UG Boards of Studies of different subjects and approved by the Academic Council of the University. The institution has to abide by and follow the curriculum designed by the University. Some faculties of our college are selected as the members of such University committees. They take active part in framing, modifying and the implementation of the university syllabi of the degree courses. The college now offers Honours in Five (5) subjects - English, Bengali, History, Political Science and Geography along with Nine (9) other elective subjects in Arts. Most of the teachers of this college hold important position under the university and their valuable counselling helps students to grasp the basics of the curriculum framed by the university. A student admitted to a particular course is permitted to change the subject/course within a stipulated time on payment of fees as fixed by the affiliated University. UG programme/course of 3 years (1+1+1) system duration has to be completed within 7 years of admission by a student but the student gets only three chances in (1+1+1) system to complete one year. The College offers Undergraduate Programmes in Arts & Commerce. The Undergraduate Council of Affiliated University devises the programmes and guidelines. The University allows the students who fail to qualify in one subjects out of three in Part I



Honours and General courses to sit for the next degree (Part II) and at the same time reappear and qualify in the subjects which they had failed to qualify in the previous examination. All these measures prevent year loss of the students. The College facilitates latest reference books, modern teaching aids, like LCD projector, organizes computer skill development programme for the faculty so that they are able to use modern teaching aids in classroom instructions. The college also encourages the teachers to participate in special lectures, seminars, workshops in various institutions.

The college has plans to introduce Honours Courses in Philosophy, Sanskrit, Sociology and other courses like Physical Education in coming years. In spite of these, the college is planning to introduce the faculty of Science to spread science education among the students of this locality. The institution also seeks the urgency of introducing some career/job oriented programmes which is necessary to cope with the changing global scenario. The poor economic condition of the locality, inadequate number permanent teaching and non-teaching staff are the main barriers in the way of significant progress in the curricular aspect of the institution.

***Criterion II: Teaching-learning and Evaluation:***

With the aim of providing value based education the college displayed a notice to the College website as well as in the college notice board soon after the publication of the result of the H. S. examinations of West Bengal Council, displaying the admission rules, eligibility criteria, intake capacity, reservation policy according to government rules, dates of submission of application forms and other relevant information about the admission process. The admission process is totally computerized and it is done through counselling. Admission is done strictly on the basis of merit. The merit serial list of all Applicants is also published in the College website as well as in the college notice board along with their ranks. After the first phase admission, if there is any vacancy, the next phase of admission is done from the



waiting list. The candidates eligible for the next phase of admission are also duly notified. The aforementioned system of admission ensures total transparency. The college admits SC /ST/OBC and physically handicapped candidates with relaxed norms as per government rules. There is no relaxation of marks in case of students coming from economically weaker section. However, certain concessions in fees in the form of granting full free studentship or half-free studentship are awarded to meritorious students, who may be in indigent circumstances. There are some scholarships like merit-cum-means scholarships, minority scholarships for SC/ST, *Kannayashree Prkalpa* for Minority students and other financially weaker students. The detailed layout of the teaching plan is offered in the Academic Calendar which is based on the calendar of University of North Bengal. The plans generally highlight the content and time schedule for completion of the chapters.

Now, the College is running with 12 (Twelve) Permanent Teachers (including the Principal), 09 (Nine) Guest Teacher and 15 (Fifteen) Govt. Approved Part Time Teacher. Subjects like Geography, Sociology and Sanskrit are running without any permanent faculty along with the library which is also running without the permanent librarian.

All departments of the institute take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice. Moreover, slow and advanced learners are identified on the basis of classroom participation, class tests, results of mid-term examination and test exam. Steps for making learning skills student-centric are interactive learning, group learning, tutorials, and educational tour to various important places. Participatory learning activities such as participation in intra-class quiz competition, departmental wall magazine and intra-departmental seminars using audio visual aids, project work, assignments. Apart from it, the co-curricular activities such as seminars/workshops/conferences/debates, extracurricular activities such as cultural/sports activities and competitions, extension activities such as NSS activities are undertaken by the college to develop participatory learning.

The institute monitors or evaluates the quality of teaching-learning through IQAC and Grievance Redressal Cell which collect feedback from all stakeholders. Examinations are



held as per the university schedules for proper evaluation and preparation of the students to face the global challenges. Proposal for filling up the vacant teaching and non-teaching post have already been sent to proper authority. The institution is expecting to do much better in teaching – learning and evaluation on fulfilment of the above requirements.

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

Netaji Subhas Mahavidyalaya is known for its dedicated efforts towards achieving excellence in teaching and research. One of the missions of the college is to motivate students and teachers to adopt research for advancing their knowledge as well as refining their understanding. The language and social science departments have been working to take research to the various section of society. The college has been actively involved in developing a research culture among its teachers. Five faculty members have been awarded Doctorate degree (Ph.D) in their respective areas of specialisation and three faculty members have been awarded Master of Philosophy (M.Phil) degree. Despite of this, five teachers are working in their respective fields as registered scholar. Though the institution does not have any recognised research centre, but many teachers in the college are actively engaged in the research works while considering and realistically enriching the learning experience of the students. Every member of the faculty is encouraged to engage in research activities, and it supported in planning and executing research projects, obtaining project funding, reporting and presenting the results. Two faculty members have completed two minor projects after the first assessment of NAAC. The department of Political Science has organised a national seminar on “Democracy, Discontent and Autonomy Demands: The Contemporary Federal Experience”.

The extensive activities of this college like Health Awareness Programmes, Blood Donation Camp, Blood Donation Motivation Camp, AIDS Awareness Programme, Thalassaemia Awareness Programme, Education Awareness Programme, Economic Empowerment Programme and Health Check up Camps etc. are conducted by the two units of NSS. All the staff and students of this college actively participated in these extensive



activities. The college has also organized some other extensive activities like – Eye Check-Up Camp and Beautician Training Course. The department of Political Science organizes —Mock Parliament; and students from various departments took active part in it. It helps a socio-political awareness among the students. Other than these, most of the department organises several other programmes like quiz, extempore, debate etc which help the students for skill development purpose. The institution is planning to start NCC unit very soon along with one more NSS wing.

***Criterion IV: Infrastructure and Learning Resources:***

The built up area has been expanded from 1688 Sq. Meters to 2180.6 Sq. Meters in the post accreditation period. Now there are 15 class rooms of different sizes, a seminar hall is under construction which will be equipped with audio-visual system and fixed projection system with internet facility, available for arrangement of highly specialized seminars. Other than this, there are rooms for Health Unit, Counselling Cell, IQAC, Library, main Office building, Student's Union room, Girl's Common room, Boy's Common room. A well-furnished Teacher's Common room with personal lockers, computer and internet facility is available for teaching staff. Maintenance of infrastructure is usually done out of own resources. The College gives top priority to the library. The library of the College has a good stock of text books with multiple volumes and reference books. Total area of the library is 185 square meters. It provides a part of space for reading facility both to students and staff. Computers with internet connection are available for students in the library. Though there is no permanent librarian, one permanent library clerk has been appointed in the post-accreditation period. The library computerization is under process and the sheaf cataloguing of books will be over very soon. The library has one committee as Library Sub Committee (LSC). The LSC meets and discusses about purchasing of books and other proposals sent in by the Dept. and the students and recommends necessary steps for maintenance and updating.

Both indoor and outdoor games facilities are provided to students. Students' participation in university sports meet, regional sports meet or State sports meet are always



accompanied by teachers at the cost of the college. Outstanding performers are also specially awarded in the college Annual Social Function. The college campus is totally pollution free with vast open land, a few trees of various species with a small sized flower garden. The maintenance and cleanliness of the campus is usually done by a gardener appointed on temporary basis out of its own fund for this purpose. However, NSS volunteers also extend their helping hands to this extent. The institution feels the urgent necessity of orient the office and Library Staff to make use of Information and Communication Technology (ICT) optimally.

***Criterion V: Student Support and Progression:***

All the information about the college and prospectus were published in college website. The prospectus includes the profile of the college, basic information of course of study, intake capacity of various subjects, Honours & General Admission procedure, fee structure, examination system, facilities to students like library facilities, students' Aid Fund, students' free ship, health unit and different co-curricular activities like NSS activities, Games and Sports, celebration and cultural activities, Magazine etc. The College publishes its annual magazine '**Ridhi**' with substantial contribution from the students. The institution helps the students to avail different scholarships offered by the Government. Some of the scholarships commonly availed by the students are WBMDFC scholarship for the minority communities, SC/ST scholarships, Merit – Cum – means scholarship other than all these scholarships the institution has started the W.B Govt.'s *Kannayashree Prakalpa* from the session 2013 – 2014. Students are encouraged to participate in extracurricular activities as volunteers of NSS. They are engaged in various social welfare activities throughout the year i.e. participation in the competition of youth mock- parliament, cleanliness activity, environmental awareness programme, Human Rights awareness programme, Blood donation camp, literacy programme, tree plantation programme etc.

Other than these, the college has facilities for cricket, football, volleyball. The annual sport is mainly centred on athletics. College is having a Counselling cell where students can discuss their personal problems and faculty tries to solve the particular problem. There is a



grievance redressal cell box in the college campus that serves the purpose for knowing the grievances of the students. Students can approach the Principal and expresses their grievances informally. The College hands out feedback pro-forma to the students regarding the course content as well as teacher evaluation. The feedback obtained is analyzed by the IQAC and the Principal take necessary action to enhance the performance of teachers and quality of the institutional provisions. The formation and role of the Students' Union strictly follows the statute of the University of North Bengal. It maintains a concordant atmosphere, promotes the academic environment in the campus, brings the grievances of the students to the notice of the authorities and creates a link between administration and students. Most of its financial requirements are met by the College.

***Criterion VI: Governance, Leadership and Management:***

The Governing Body is the highest decision making authority with the Principal as its Secretary. Governing Body of the College is formed as per rule, comprising of nominees selected by Director of Public instruction, NBU and NSM, Non-teaching Staff Council and Students' Union along with the Principal of the college. The principal plays the leading role in the governance and management of the institution, ensuring transparency in the functioning of the College and maintaining core values, on being facilitated by the GB and supported by the staff. The College has an efficient co-ordination/internal management system under the leadership of the Principal for designing and implementing its policies/and plans effectively, through committees, constituted by the GB, of teaching and non-teaching staff and students. Teamwork leads to the best practices of the institution. In addition, the quality objectives of the college and the implementation are reviewed by the Governing body and the IQAC every year for making necessary changes.

The faculty of the college is constantly encouraged to devise new ways and approaches for tackling problems and effecting improvements in rendering real help to the learners. Departments are sanctioned enough freedom and financial assistance so that individual visions appertaining to teaching-learning process can be materialized. The Grievance Redressal Cell is entrusted with the power to take immediate steps in case of



unwanted obstacle in the way of offering due facilities to the students of the college. Often interference of authority is sought by the Cell. Suggestion for effecting necessary changes in policy is also made by the Cell. As for example, College is reviewing its existing library facility in view of an online complaint lodged by a student. To the needy students books borrowed from library cannot serve purpose if it is to be returned before examination as per the prevailing rule

All financial accounts of the college are audited. The audit regarding all the government grants and non-government fund and expenditure of the College is conducted by the DHE from the Office of the Accountant General of Government of West Bengal.

***Criterion VII: Innovation and Best Practices:***

Since its inception in 1985, the college is imparting value-based education to the students of the nearby locality, most of who are from the backward section of society and also the first generation in higher education. The college always tries to keep pace with the changing scenario in the education sector. The college maintain its traditional healthy practices like helping the meritorious poor and distressed students and the various extensive activities through its two NSS unit. Through education the institution puts special emphasis on discipline, punctuality, truthfulness, sense of honour etc. among its learners as well as employees.

Several academic and administrative innovative steps are taken for smooth functioning of the College. Along with innovations, environment consciousness also prevails amongst the students and staff. Innovative practices cover the use of ICT in teaching-learning. The questionnaire prepared by the college serves as the basis for obtaining feedback about teaching-learning opportunities offered by the College from students. Field work is conducted by the Dept. of Geography.

The large family of students, teachers, non-teaching staff, alumni, guardians and well-wishers of Netaji Subhas Mahavidyalaya, headed by the Principal, share their best efforts towards realising the vision of the College.



## STRENGTHS-WEAKNESSES-OPPORTUNITIES-CHALLENGES (SWOC) ANALYSIS OF THE COLLEGE

### Strength:

- I. Students are accorded personal attention, based on need and willingness to be helped.
- II. Commitment to total transparency in admissions and appointments.
- III. Efficient and dedicated teaching staff.
- IV. An inspired sense of discipline.
- V. Good numbers of quality faculty as well as their research publications.
- VI. The institution believes that the learning environment needs to be both beautiful and clean. The College campus ambience is, hence, in perfect sync with the Prime Minister's Swachh Bharat Abhiyan.
- VII. Career counselling cell for students
- VIII. NSS unit of the College has participated with great enthusiasm in many extensive activities like, first aid training, health awareness survey etc.
- IX. Practice of organizing voluntary blood donation camps and participation in the sub-divisional blood donation camps under the management of NSS units of the college.
- X. Motivation and encouragement given to students to participate in co-curricular activities.
- XI. Providing a ragging free good atmosphere in the college.
- XII. Needy students provided fee concession.
- XIII. Participatory decision making process.
- XIV. Good relationship between the students and the faculty members.

### Weakness:

We are acutely aware of our weaknesses, which are many. Any institution that is truly geared to the pursuit of excellence cannot be otherwise.



- I. The college often suffers in regard to inadequate number of regular faculty members in many departments, lack of qualified technical and support staff especially in the college library and inadequate space in proportion to students' strength.
- II. The socio-economic background of many of the students (most of them are first generation learners) admitted in the College is responsible for poor language competence (both in standard provincial language as well as English). This leads to an unsatisfactory level of comprehension and communication, particularly in the first year.
- III. Within the existing structure the College finds it difficult to respond to the varied needs of its students coming from different socio-economic and cultural background.
- IV. Many students come from the underprivileged section of the society leading to high dropout rates.
- V. Less number of courses offered.
- VI. Lack of specific research policies
- VII. More temporary teaching and non-teaching staffs.
- VIII. Little internet facilities for students.
- IX. Lack of cohesion among the stakeholders.
- X. As an affiliated college, the college has no autonomy in academic reforms.

**Opportunities:**

- I. The college has substantial potentiality for enhancing/expanding its educational operations by bringing about innovative changes in teaching-learning-evaluation.
- II. The vision of the College makes it imperative to engage in socially relevant programmes such as organising voluntary blood donation camps, AIDS awareness programmes etc.
- III. Introduction of Science curriculum in the college.
- IV. Modernization of all the classrooms through introduction of ICT-enabled techniques
- V. Opportunities to carryout research projects and any other research initiatives
- VI. Introduction of different certificate and diploma courses.



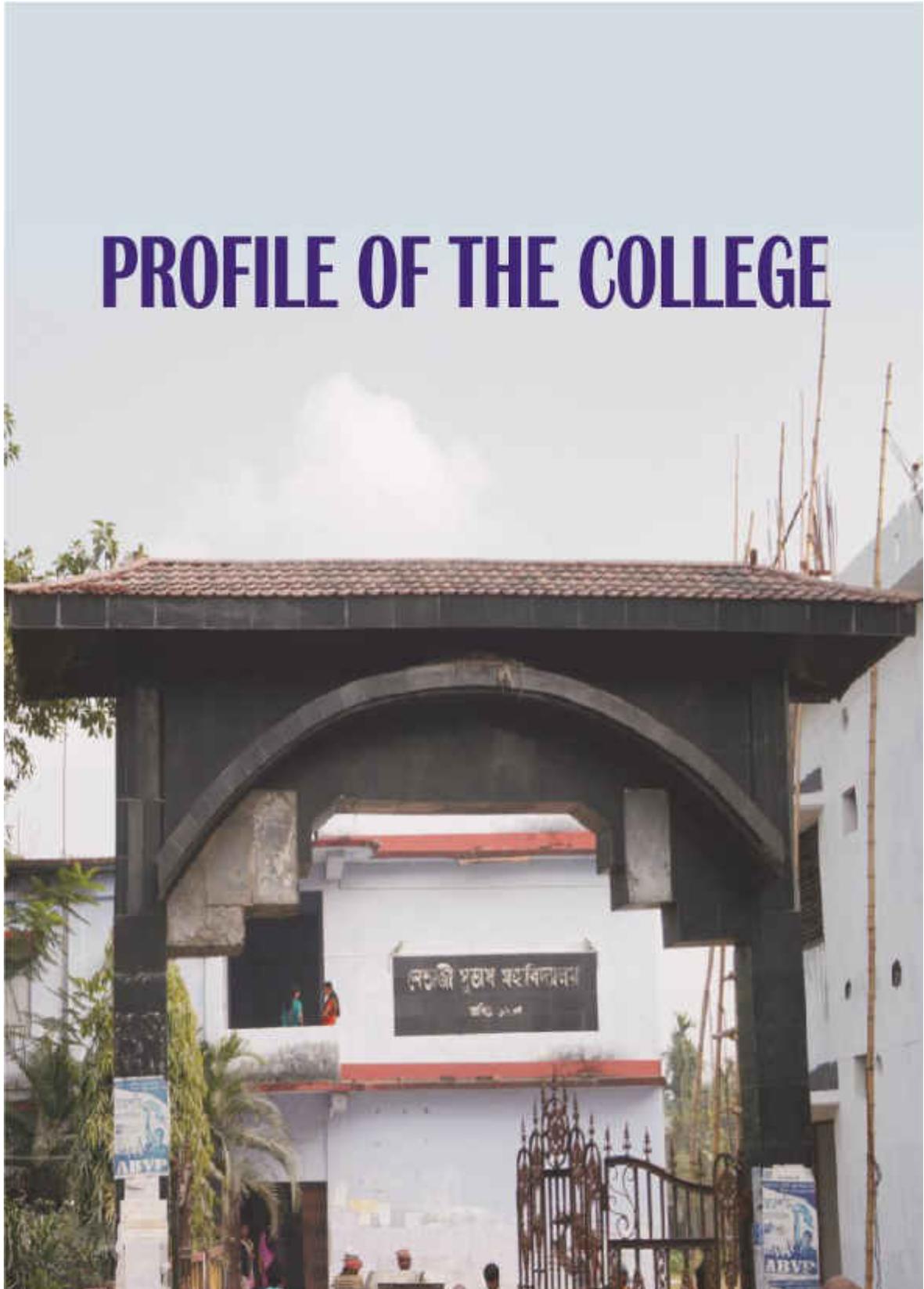
- VII. The College is well poised to take advantage of the various schemes on offer from the UGC for development and upgradation of facilities.

**Challenges:**

- I. The challenge is multifaceted for us.
- II. Infrastructure is one of the major problems of this institution to accommodate the growing student strength
- III. Creating democratic and supportive working atmosphere.
- IV. Increase finance availability.
- V. Filling up of vacant teaching and non teaching posts is a daunting task.
- VI. Maintaining clean and green campus.
- VII. Create research atmosphere in the college
- VIII. Improve upon communication skill and develop global competencies especially among our rural based students.



# PROFILE OF THE COLLEGE



**Profile of the College****1. Name and Address of the College:**

Name :	NETAJI SUBHAS MAHAVIDYALAYA	
Address :	P.O – HALDIBARI DIST – COOCHBEHAR	
City: HALDIBARI	Pin : 735122	State : WEST BENGAL
Website :	www.nsmahavidyalaya.org.in	

**2. A) For Communication:**Name of the Principal: **Dr. Tarun Bandyopadhyay**Name of the institution: **Netaji Subhas Mahavidyalaya**City: **Haldibari**

Pin Code: 735122

Work Phone: **03561- 263266**Fax: **03561-263421**Website: [www.nsmahavidyalaya.org.in](http://www.nsmahavidyalaya.org.in)E-mail: [nsmahavidyalaya@rediffmail.com](mailto:nsmahavidyalaya@rediffmail.com)Mobile: **9434500089**B) Name of the Steering Committee Coordinator: **Dr. Kartik Ch. Sutradhar**E-mail: [ksutradhar77@gmail.com](mailto:ksutradhar77@gmail.com)Mobile: **9474585415**3. Status of the  
Institution: Affiliated



College  
Constituent College  
Any other   
(specify)

4. Type of Institution:
- a. By Gender
    - i. For Men
    - ii. For Women
    - iii. Co-education
  
  - b. By Shift
    - i. Regular
    - ii. Day
    - iii. Evening

5. It is a recognized minority institution?
- Yes   
No

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

6. Sources of funding:
- Government
  
  - Grant-in-aid
  
  - Self-financing
  
  - Any other



- 7. a. Date of establishment of the college: 16/10/1985
- b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

Since its establishment in 1985 the college was affiliated to the University of North Bengal till 2015. But at present with effect from 30/07/2015 the college is affiliated to Coochbehar Panchanan Barma University.

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)
i. 2 (f)	13 - 02 - 1992
ii. 12 (B)	13 - 02 - 1992

(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.) **Not Applicable**

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

(Enclose the recognition/approval letter)

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

Yes  No

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

Yes  No

- 9. Is the college recognized



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

Yes  No

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

b. for its performance by any other governmental agency?

Yes

No

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

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

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

Location *	Semi-urban
Campus area in sq. mts.	7.588 Acres (30707.546 Sq. mts.)
Built up area in sq. mts.	2180.6 Sq. mts.

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

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

- Auditorium/seminar complex with infrastructural facilities: Nil
- Sports facilities
  - I. play ground: One big play ground is there adjacent to the college.
  - II. swimming pool: Nil
  - III. gymnasium: Nil

Hostel- Nil

\* Boys' hostel:

- i. Number of hostels
- ii. Number of



inmates

iii. Facilities (mention available facilities)

\* Girls' hostel

i. Number of

hostels ii. Number of inmates

iii. Facilities (mention available facilities)

\* Working women's hostel

i. Number of inmates

ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise)
- Cafeteria —
- Health centre —

First aid,

Inpatient,

Outpatient

Emergency care facility

Ambulance.....

Health centre staff –

Qualified doctor

Full time

Part-time

Qualified Nurse

Full time

Part-time

- Facilities like banking, post office, book shops: Nil
- Transport facilities to cater to the needs of students and staff: Nil
- Animal house: Nil



- Biological waste disposal: Nil
- Generator or other facility for management/regulation of electricity and voltage: The institution has two generators with 20KV & 10KV voltage.
- Solid waste management facility: Yes
- Waste water management: Nil
- Water harvesting: Yes

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

Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
Under-Graduate	B.A & B.Com	3 Years	H.S Level	Bengali & English	1630 (1 <sup>st</sup> Year)	1610 (1 <sup>st</sup> Year)
Post-Graduate						
Integrated Programmes PG						
Ph.D.						
M.Phil.						
Ph.D						
Certificate						
UG Diploma						
PG Diploma						
Any Other (specify and provide details)						

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	Nil
-----	---	----	--	--------	-----

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

Faculty	Departments (eg. Physics, Botany, History)	UG	PG	Research
Science				
Arts	Bengali, English, History, Political Science, Philosophy, Economics, Geography, Sociology, Sanskrit	09		
Commerce				
Any Other (Specify)				

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

- a. annual system
- b. semester
- system c.
- trimester
- system

17. Number of Programmes with

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

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



Yes  No

If yes,

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

and number of batches that completed the programme b.

NCTE recognition details (if applicable)

Notification No.:

..... Date:

..... (dd/mm/yyyy)

Validity:.....

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

separately?

Yes NO

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

Yes  No

If yes,

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

and number of batches that completed the programme b.

NCTE recognition details (if applicable)

Notification No.:

..... Date:

..... (dd/mm/yyyy)

Validity:.....

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

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



Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government <i>Recruited</i>			03	02	04	03	09	02	01	
<i>Yet to</i>										
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>										
<i>Yet to</i>										

\*M-Male \*F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.			03		02		05
M.Phil.						03	03
PG				02	02		04
Temporary teachers							
Ph.D.							
M.Phil.							
PG					04	05	09
Part-time teachers							
Ph.D.							
M.Phil.							
PG					10	05	15

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

None

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



Categories	Year 1 2011 - 2012		Year 2 2012-2013		Year 3 2013-2014		Year 4 2014-2015	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	692	649	780	747	903	836	1025	914
ST	11	03	09	04	10	03	08	05
OBC	32	24	95	84	120	82	244	180
General	392	372	419	340	447	410	415	377
Others								

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

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	100% Enrolment from the same state				100% Enrolmen t from the same state
Students from other states of India					
NRI students					
Foreign students					
Total					

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

Under Graduate Courses: **2013 – 2014: 6.33%**

**2014 – 2015: 6.87%**

26. Unit Cost of Education



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

(a) including the salary component

Rs. 5910

(b) excluding the salary component

Rs.1312

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 offer:

**B.A Honours – 18:1**

**General - 78:1**

29. Is the college applying for Accreditation:

Cycle1  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: 31/04/2007 (dd/mm/yyyy) Accreditation Outcome/Result C++

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

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

*Copy of accreditation certificate and peer team report have been enclosed as an annexure.*

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

268 Days

32. Number of teaching days during the last academic year

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

177 Days

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

**IQAC:**

09/01/2008

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

NA  
AC.

AQAR (i) 04/12/2015 (dd/mm/yyyy)

AQAR (ii) 04/12/2015 (dd/mm/yyyy)

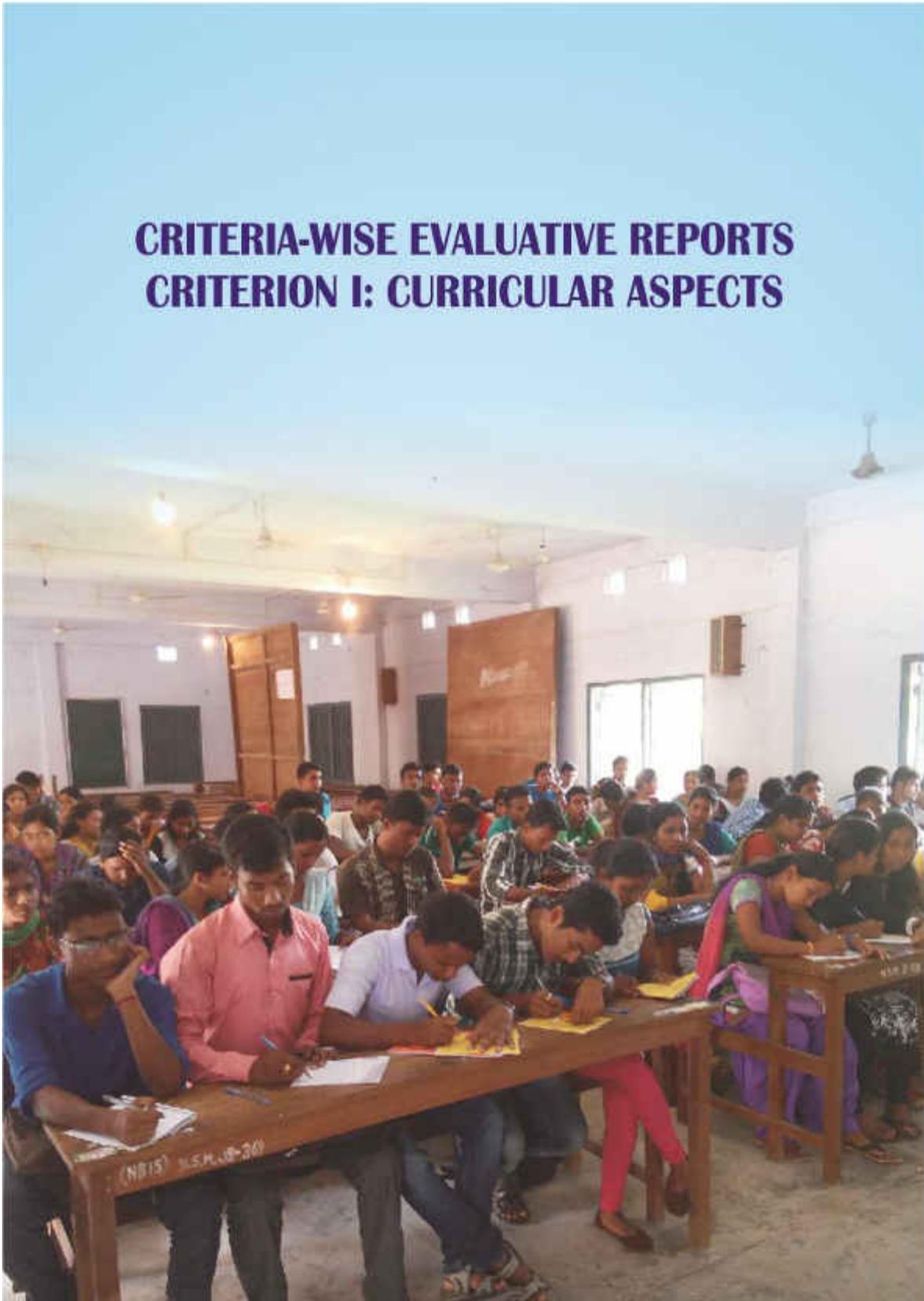
AQAR (iii) 04/12/2015 (dd/mm/yyyy)

AQAR (iv) 04/12/2015 (dd/mm/yyyy)

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



## CRITERIA-WISE EVALUATIVE REPORTS CRITERION I: CURRICULAR ASPECTS





## 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, staff and others stakeholders.

Netaji Subhas Mahavidyalaya, a premier co-educational institution started its journey in 1985 for the purpose of spreading higher education at Haldibari and its adjacent Indo-Bangladesh Border area. This area is mostly populated by the Schedule Caste people. In the very beginning the institution offered only general Undergraduate Course. But from 1996 the institution gradually offered Honours Courses in English, Bengali, History, Political Science and Geography and also B.Com Courses. The institution tries to enable its students to be a part of the development of our country through the update learning process of the given curriculum and enhances moral courage among students to be a good citizen of the country. Furthermore, the college emphasises to grow the leadership quality in the students by initiating various extra – curricular activities in addition to curricular activities.

#### **Vision:**

The vision of the institution is to spread the light of education to the corner of the rural areas. As the college is situated in a bordering area near Bangladesh and most of the people of the surrounding areas are illiterate, we have the vision to spread the message of the higher education to eradicate the problem of ignorance, superstitions and illiteracy of the village people by providing quality education to all sections of students including scheduled tribes, scheduled castes, other backward communities and religious minorities with special focus on girl students.

#### **Mission:**

- ❖ To inculcate and root the values of the education to the first generation learners of this locality and surrounding areas.
- ❖ To equip and empower students with relevant knowledge, competence and creativity to meet the challenges in the midst of rapid societal change.
- ❖ To achieve innovations in teaching-learning, research and extension activities to realize national goals.
- ❖ Provide efficient and effective teaching to the students so that they can test the time by their own achieved skills.
- ❖ To nurture social awareness on human rights, culture, heritage and to aware about the environmental responsibilities among its students



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

Netaji Subhas Mahavidyalaya, Haldibari is presently affiliated to the newly set up Coochbehar Panchanan Barma University. As the university could not frame syllabi for under-graduate courses, the college is following the syllabi of University of North Bengal where it was earlier affiliated. At the beginning of every academic year, all the departments chalk out a lesson plan which includes lecture hours, topics to be taught and other co-curriculum activities to be conducted during the year. The Heads of the departments distribute the syllabi among the faculty members of the departments. The faculty members are also given lesson plan, in which they chalk out their teaching plans for the term, to complete the syllabi within stipulated time. If, for any reason, a faculty fails to finish his/her syllabi within the stipulated time, he/she arranges extra classes for his/her subjects.

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

Netaji Subhas Mahavidyalaya, Haldibari is presently affiliated to the newly set up Coochbehar Panchanan Barma University. As the university could not frame syllabi for under-graduate courses, the college is following the syllabi of University of North Bengal where it was earlier affiliated. Teachers are departmentally at liberty to frame their curriculum without impairing the general principles laid down by the institution. Improvisation in teaching is a space that the college is always trying to encourage through the improvement of the library and the instalment of most updated teaching aids for the classrooms. Teachers can take advantage of audio-visual aids. Educational excursions and field-works are encouraged. Teachers are encouraged to organize and participate in seminars, symposia and conferences. They take active part in orientation programs and refreshers courses under UGC sponsorship to update them.

**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.**

Following initiatives are taken up by the College:

- Provides latest reference books.
- Provides modern teaching aids, like LCD projector.
- Organizes computer skill development programme for the faculty so that they are able to use modern teaching aids in classroom instructions.



- Encourages the teachers to participate in special lectures organized by the College/other Colleges/affiliating University.
- Practical oriented departments conduct educational tour

**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 institution constantly keeps in touch with its affiliated university. Regular formal and informal meetings are conducted throughout the academic sessions to keep abreast with the latest trends in their fields of study. The affiliating University convenes workshop and meetings and invites teachers from all affiliated colleges regarding change or updating the curriculum/ syllabus. The senior faculty members from each Department of the College attend the said workshop and meetings and communicate/exchange their opinions/suggestions for effective operationalisation of the curriculum. Moreover, most of our faculty members participate in workshops, seminars and conferences at State, National and International levels, thereby inculcating the ability for curriculum development and its effective operationalisation.

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

The College cannot design the curriculum, being a college affiliated. The curricula are framed by the UG Boards of Studies of different subjects and approved by the Academic Council of the University. The institution has to abide by and follow the curriculum designed by the University. Some faculties of our college are selected as the members of such University committees. They take active part in framing, modifying and the implementation of the university syllabi of the degree courses. The university organizes workshops, and seminars with all faculty members in different capacities from different colleges affiliated to the university, where information and feedback for appropriate inclusion is also discussed.

**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.**



All the courses offered in our college are directly under the affiliation of Coochbehar Panchanan Barma University.

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

The main mission of Netaji Subhas Mahavidyalaya is to impart higher education to all sections of the society of the surrounding area irrespective of caste, creed and gender. The College provides ample opportunities particularly to the weaker and economically backward class. The teachers of this college impart necessary value-based education to the students to inculcate moral values among them through classroom-teaching and interaction with them. The feed-back is taken from students and concerned persons like parents of the students, alumni and others. Based on this feedback, valuable suggestions are made to the teaching faculty. The College constantly endeavors to develop the overall personality of the students through various extracurricular activities such as sports, cultural programmes and health-awareness projects. The College undertakes many extension activities besides the teaching and learning process.

**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.**

Keeping in view the growing needs at state, national and global levels and considering the unprecedented need of making the environment eco-friendly, the College imparts education at undergraduate level in Arts and Commerce.

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

The College does not offer such courses.

**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**

**a) Subject Combination available for Honours Courses :**

(Students may apply in maximum three honours subjects.)

Honours Subject	Sub. 1 (Choose one) Sub. 2 (Choose one)	Sub. 1 (Choose one) Sub. 2 (Choose one)
Bengali Honours	HISTORY or ECONOMICS	POLITICAL SC. or PHILOSOPHY
English Honours	HISTORY or ECONOMICS	POLITICAL SC. or PHILOSOPHY
History Honours	ELEC. BENGALI or ELEC. ENGLISH	POLITICAL SC. or PHILOSOPHY
Political Sc. Honours	ELEC. BENGALI or ELEC. ENGLISH	HISTORY or ECONOMICS
Geography Honours	HISTORY or ECONOMICS	POLITICAL SC. or PHILOSOPHY

**b) Subject Combination available for General Courses:**

(If number of seats in any general subject is filled up, the alternative subject(s) in the same box is to be selected.)

Alternatives	Sub. 1 (Choose one)	Sub. 2 (Choose one)	Sub. 3 (Choose one)
1	SANSKRIT or ELEC. BENGALI or ELEC. ENGLISH	POLITICAL SC. or PHILOSOPHY	HISTORY or ECONOMICS
2	SOCIOLOGY or HISTORY	POLITICAL SC. or PHILOSOPHY	ELEC. BENGALI or ELEC. ENGLISH
3	GEOGRAPHY or POLITICAL SC. or PHILOSOPHY	ELEC. BENGALI or ELEC. ENGLISH	HISTORY or ECONOMICS

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

The courses are offered as per modules prepared by Coochbehar Panchanan Barma University.

**Courses offered in modular form**

Courses are provided unit wise and are arranged in the modular form at the U.G level by the BOS of the University. The modules so arranged are also used for testing the students in the Internal Assessments and for the University Exams.

**Credit transfer and accumulation facility**

No credit transfer and accumulative facility exists.

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

A student admitted to a particular course is permitted to change the subject/course within a stipulated time on payment of fees as fixed by the affiliated University. UG programme/course of 3 years duration has to be completed within 7 years of admission by a student but the student gets only three chances in (1+1+1) system to complete one year. The College offers Undergraduate Programmes in Arts & Commerce. The Undergraduate Council of Affiliated University devises the programmes and guidelines. The University allows the students who fail to qualify in one subjects out of three in Part I Honours and General courses to sit for the next degree (Part II) and at the same time reappear and qualify in the subjects which they had failed to qualify in the previous examination. All these measures prevent year loss of the students.

**Enrichment courses**

The College does not offer any enrichment courses.

**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.**

N.A

**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 regularly organizes such skill oriented programmes. The college has already organized one Beautician Training Course for the female students of the college. The course had significant importance among them as they can use the training for better profession.

**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?**



N.A

### 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?

Most of the teachers of this college hold important position under the university and their valuable counselling helps students to grasp the basics of the curriculum framed by the university. The teachers encourage the students to understand the rationale of the curriculum and to face the challenges more effectively. Ultimately the give-and-take of the teachers and students leads to the effective implementation of the curriculum.

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

The efforts made by the College to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students are as follows:

- As an affiliated College, feedback through classroom interaction obtained from students is analyzed by the faculty members in the concerned department. When faculty members are invited during curriculum modification, they communicate their recommendations on the basis of their analysis and discussion of the feedback received.
- Deputation of the faculty members to orientation/refresher courses, workshops on curriculum development, examination reforms, quality initiatives, and management issues.
- All courses ensure both knowledge and skill development leading to global competence.

#### 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?

Environmental studies has been mandatorily included into the curriculum. NSS volunteers help in general environmental awareness through regular cleaning and plantation not only within the campus but in the adopted villages. A beautiful and clean campus is basic to the educational philosophy of Netaji Subhas Mahavidyalaya is the insight that the learning environment needs to be both beautiful and clean. The College campus ambience is, hence, in perfect sync with the Prime Minister's Swachh Bharat Abhiyan. Programmes on human rights are regularly held for mass awareness and the Grievance Redressal Cell ensures the issues of Human Rights violations.



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

The College does not offer any value-added courses. However, the College organizes enrichment programmes time to time to develop skills of students. The efforts include for ensuring:

#### **Moral and ethical values:**

- Through the active participation in NSS activities.

#### **Employable and life skills:**

- The institution does not have any Employment Cell but the college has one unit of “Career Counselling Cell” which meets the students in a week. Students are helped and informed in seeking job and future education.

#### **Better career options:**

- There is no formal system in the College.

#### **Community orientation:**

- For serving the community and the nation our college NSS volunteers participate in various social-welfare activities.

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

#### **Students:**

As an affiliated College, feedback obtained from students is analysed by the faculty members in the concerned department. When faculty members are invited during curriculum modification/revision/ update, they communicate their recommendations on the basis of their analysis and discussion of the feedback received.

#### **Alumni:**

Their suggestions are always welcomed.

#### **Parents:**

The college obtains feedback from parents in regular interval at time of parents-teacher’s meeting and by parent survey in manually.

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

The Principal, with the help of IQAC members forms various committees to take care of its enrichment programmes.

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

The college cannot design curriculum as it is an affiliated college. Most of the teachers of this college hold important position under the university and their valuable counselling helps students to grasp the basics of the curriculum framed by the university. The teachers encourage the students to understand the rationale of the curriculum and to face the challenges more effectively. Ultimately the give-and-take of the teachers and students leads to the effective implementation of the curriculum.

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

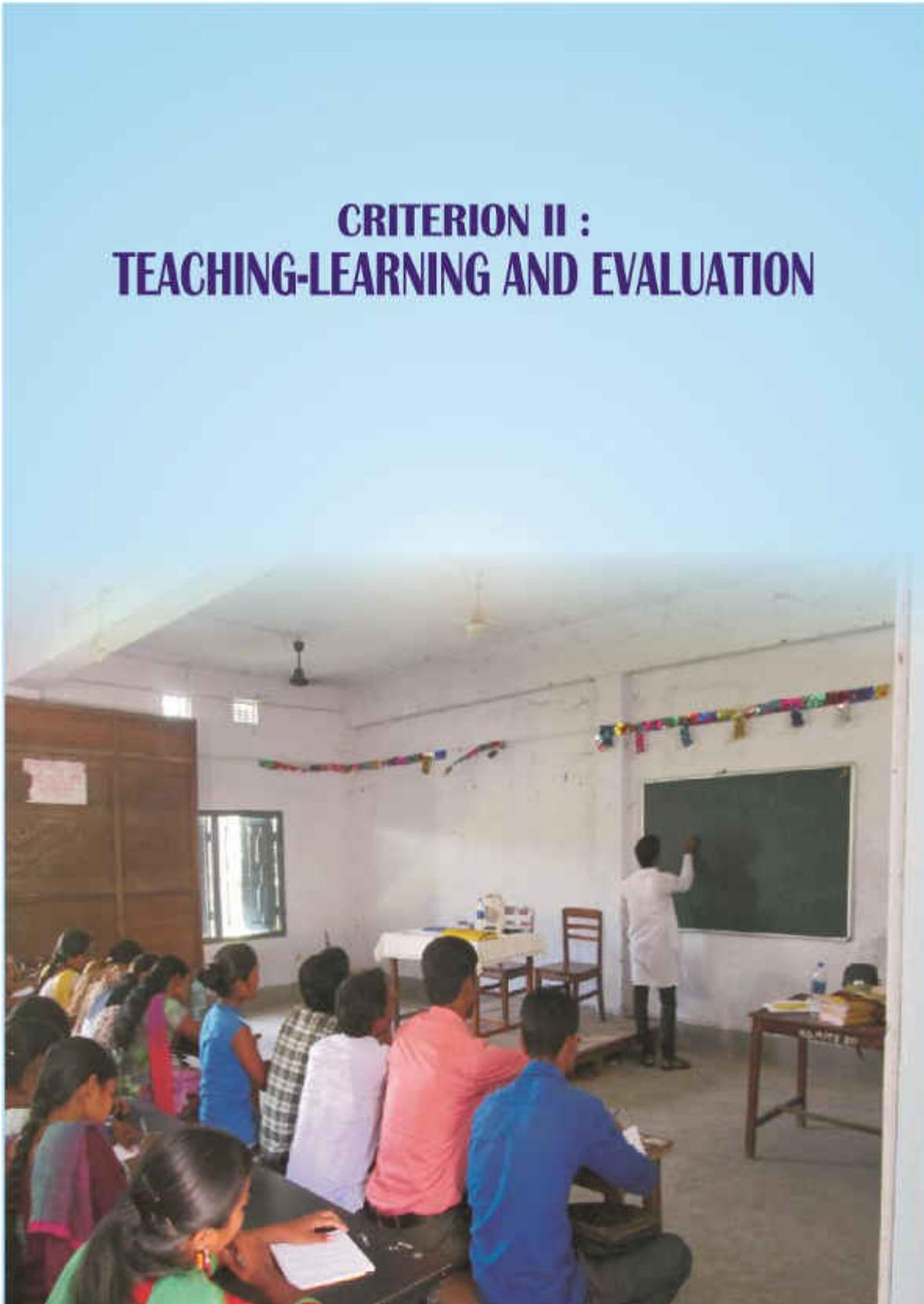
There is a formal mechanism to obtain feedback from students and stakeholders on the curriculum. The feedback thus obtained by the college is analyzed. The teachers of this college who are members of the Board of Studies of the University communicate the outcome and suggestion that obtained after the analyses for continuous improvement to the affiliating University for appropriate inclusion.

**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?)**

One Honours subject, Geography and two pass course combination subjects, Sociology and Sanskrit are introduced. The introduction of these subjects is directly related to the demand of the local society. Sociology and Sanskrit was introduced, because being premier subjects in humanities stream and was having a great influence in the society.



## CRITERION II : TEACHING-LEARNING AND EVALUATION





## 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?

A public notice is displayed to the College website as well as in the college notice board soon after the publication of the result of the H. S. examinations of West Bengal Council, CBSE, etc. displaying the admission rules, eligibility criteria, intake capacity, reservation policy according to government rules, dates of submission of application forms and other relevant information about the admission process. The admission process is totally computerized and it is done through counselling. Admission is done strictly on the basis of merit. There is no management quota.

The merit serial list of all Applicants is also published in the College website as well as in the college notice board along with their ranks. After the first phase admission, if there is any vacancy, the next phase of admission is done from the waiting list. The candidates eligible for the next phase of admission are also duly notified. The aforementioned system of admission ensures total transparency.

#### 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.

Students of UG Courses are selected strictly on the basis of merit i.e. marks obtained in the last qualifying examination, and the selection is done by the college.

#### 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.

Subject in B.A.	Max (%)	Min (%)
Bengali Honours	83.67%	70.00%
English Honours	84.33%	47.00%
History Honours	77.83%	56.33%
Political Sc. Honours	81.00%	57%
Geography Honours	88.33%	67.17%
B.A. General	61.25%	30%



**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?**

Every year at the beginning, Admission Committee makes the plan of the admission process. The members of the committee discuss the admission process of the previous year and modify the system to make it error free as far as possible. In this way the admission process is reviewed annually and the overall admission process is run smoothly every year.

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

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

The college admits SC /ST/OBC candidates with relaxed norms as per government rules. Students having 50% (approx.) disability as per the medical certificate given by District Medical

Board of Government Health Department are admitted, subject to fulfilment of minimum marks and as per the norms specified by the Government. There is no relaxation of marks in case of students coming from economically weaker section. However, certain concessions in fees in the form of granting full free studentship or half-free studentship are awarded to meritorious students, who may be in indigent circumstances. There are some scholarships like merit-cum-means scholarships, minority scholarships for SC/ST, *Kannayashree Prakalpa* for Minority students and other financially weaker students.

**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.**

The applications are invited with basic personal and academic information about the candidate seeking admission. They are admitted as per their rank in merit-serial list and according to their choice of Honours subject and pass-course combinations. No provision is



there in our admission system for a candidate to apply for a particular course. Therefore, the ratio of demand in regards to various courses does not arise.

Courses	Year	Enrolled Students	Intake Capacity	Demand Ratio
Bengali Honours	2012- 2013	91	91	
	2013- 2014	91	91	
	2014 - 2015	91	94	
	2015 - 2016	99	99	
English Honours	2012- 2013	91	91	
	2013- 2014	83	91	
	2014 - 2015	83	94	
	2015 - 2016	82	99	
History Honours	2012- 2013	55	55	
	2013- 2014	55	55	
	2014 - 2015	55	58	
	2015 - 2016	62	62	
Political Sc. Honours	2012- 2013	36	43	
	2013- 2014	31	43	
	2014 - 2015	31	46	
	2015 - 2016	38	50	
Geography Honours	2012- 2013			
	2013- 2014			
	2014 - 2015	18	18	
	2015 - 2016	20	20	
B.A. General	2012- 2013	1188	1150	
	2013- 2014	1215	1200	
	2014 - 2015	1261	1250	
	2015 - 2016	1309	1300	

## 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?



Appropriate measures are taken by the College for the differently-abled students based on their needs/demands.

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

There is no provision for direct admission to any department. The index number for preparing the merit list for counselling and admission for all subjects is based not only on the relevant subject but also on other related subject(s), so that merit of a student is judged by giving importance to other subjects also. However the minimum eligibility criteria for each subject are strictly maintained at the time of counselling.

**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?**

All departments of the institute take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice. Moreover, slow and advanced learners are identified on the basis of classroom participation, class tests, results of mid-term examination and test exam. The teachers of different departments adopt strategies like academic counselling, special classes, and tutorials for the slow learners so that they can cope with other students.

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

The Grievance Redressal Cell ensures the issues of Human Rights violations. Environmental Studies is included as a compulsory subject carrying 100 marks in University B.A. /B.Com syllabus. Besides this, students and teachers actively participate in the various activities performed by the NSS unit of the college like cleaning of the college campus, and neighbouring adopted villages, especially nearby slums for the maintenance of hygiene, awareness programme against malaria etc. and Blood Donation camp regularly.

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

Several departments organize students' seminars, extension lectures, and invited lectures by eminent scholars from other institutions which fulfils the needs of advanced learners.



**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)?**

Record of results of University examinations are preserved in the college office. In these ways the college maintains a students' profile. Departments use these data to study the academic progress of the students of the respective departments over time. However, more steps are needed to be done in this matter, as academic progress of all students are evaluated, but that study for categorical evaluation of the students has not yet been done thoroughly. Following strategies are adopted for improving academic performance of these students:

- Repetition & revision of a topic.
- Encouraging students to participate in classroom interactions.
- Tutorial classes, personal guidance and small group class tests.
- Delivering simple summary of the lecture.
- Using teaching aids.
- Practical demonstration, field trips/field studies are arranged.

**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 detailed layout of the teaching plan is offered in the Academic Calendar which is based on the calendar of University of North Bengal. The plans generally highlight the content and time schedule for completion of the chapters. This enables the students to know the academic programme and the components to be learnt and to give examination. Moreover, the teachers would know the time frame for teaching-learning process and ensure the total attention for the completion of syllabi and possible revision. Every teacher draws his/her teaching plan, broadly taking into consideration, the ability of his/her students. Monitoring and necessary mid-term corrections are made primarily by the Heads of the departments in consultation with respective teachers in the departmental meetings. The College holds one centralized examinations each year, as final test. These examinations are held for first-year, second-year and third-year students. Results of these examinations are published. Answer scripts are shown to the students and the scheme of evaluation is explained. Model answers are discussed for the benefit of the students. Class tests and tutorial classes are held regularly by the departments in order to impart more knowledge and skills.

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

- At the beginning of the academic year, the action plan was chalked by IQAC and academic functions were performed on the basis of the plan. Apart from this, IQAC



took decisions in various aspects of academic and co-curriculum activities of the college and these decisions are fulfilled in due time.

- IQAC suggests college authority to allow teachers one day preparatory leave in a week for conducting research works by individual teacher. IQAC also request college authority to release teachers for participating in different research oriented programme. Many teachers are released to attend the refresher course in the post accreditation period.
- IQAC proposes the college authority to assist the students financially to the needy and meritorious students. With this proposal college gives the full free and half free ship to the needy and meritorious students. Needy students are also financially helped by giving some money from student's aid fund.
- Skill development test is taken such as quiz competition, test on general aptitude and current affairs, debate competition etc.
- College magazine and Wall magazine published regularly. Students are given scope to submit their writing for publication.

### **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?**

Steps for making learning skills student-centric are interactive learning, group learning, tutorials, and educational tour to various important places. Participatory learning activities such as participation in intra-class quiz competition, departmental wall magazine and intra-departmental seminars using audio visual aids, project work, assignments. Apart from it, the co-curricular activities such as seminars/workshops/conferences/debates, extracurricular activities such as cultural/sports activities and competitions, extension activities such as NSS activities 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?**

Debates, seminars and talk of eminent persons on contemporary issues are organized in which students get a chance to explore new ideas and to listen the expert views. Students are encouraged to participate actively in the College NSS unit to inculcate a sense of civic responsibility and community orientation.



**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.**

A recent effort made by the institution to encourage the faculty to adopt new and innovative approaches is the introduction of Computer and Internet, LCD Projects and the impact of such innovative practices on student learning lies in their being enthused into smart classrooms and participate interactively. Internet resources are used by the faculty for effective teaching.

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

Students are encouraged, motivated and guided by the teachers adequately so as to participate successfully in various National and State level research-oriented promotional programmes. Teachers attend the UGC sponsored Orientation Programmes and Refresher Courses organized by the Academic Staff Colleges of different universities. The College provides internet facilities to the teachers and students during the College hours, free of cost. Students and teachers have the opportunity to acquire knowledge through internet surfing. The College deputed teachers to attend various seminars / workshops /conferences etc. organized by the academic institutions of other states of the country so that they get acquainted with the best practices of those institutions.

**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?**

The College provides general study support for all students. The faculty members of the College engage both in academic and personal counselling regarding choice of subjects during admission, low attendance and poor marks in internal and final examinations etc. Slow learners are identified through classroom interactions and personal counselling in the classroom by the teachers.

**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?**

Teachers have been encouraged to adopt innovative teaching practices to make the learning process more interesting and enjoyable. As a normal practice teachers have been following the interactive/participatory mode of teaching where students get ample opportunity to raise



questions/doubts and present summary of what they have learned in the lessons taught to them. Some teachers (as and when possible) make use of projector and LCD for delivering lessons. Some departments have organized study tours and on-site visits as a part of their teaching programme. Other fruitful initiatives beyond regular classroom teaching include advising and guiding students.

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

The library has adequate number of text books with multiple volumes and reference books, newspapers, journals, reading room, computer with internet connection & uninterrupted power back-up facility. The library remains open from 10.30 A.M. to 4.30 P.M. on working days. The question papers of university examinations of previous years along with model question papers are preserved in the library for helping the students in preparation for examinations. Both teachers and students use them for teaching/learning.

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

The College prepares an academic calendar for each academic session. Evaluation schedules are notified in the academic calendar. The curriculum prescribed by the (affiliating) University for every year is completed by the faculty members within the time period. Some teachers maintain lesson plans in order to finish the syllabi within reasonable time. Departments arrange for special classes as and when necessary to overcome the challenges in completing the curriculum within the time frame of the academic calendar.

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

- Principal and the faculty members of the concerned department individually meet the parents of students with unsatisfactory academic performance.
- Class tests, unit tests and final examination results.
- Student’s feedback.

**2.4 Teacher Quality**

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

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



D.Sc./D.Litt.							
Ph.D.			03		02		05
M.Phil.						03	03
PG				02	02		04
Temporary teachers							
Ph.D.							
M.Phil.							
PG					04	05	09
Part-time teachers							
Ph.D.							
M.Phil.							
PG					10	05	15

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

The college appoints guest faculties in different departments for specific periods of time as and when the situation demands. Such teachers are paid from college fund.

**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**

Academic Staff Development Programmes	Number of faculty
Refresher courses	06
HRD programmes	
Orientation programmes	02
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / winter schools, workshops, etc	

**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 – Chalk & Board, LCD Projection etc.
- Handling new curriculum – Interactive discussion within department
- Content/knowledge management – Eventually distributed amongst the faculty members; they operate as a team.
- Selection, development and use of enrichment materials – online and offline by purchasing new books.
- Assessment – monitoring of University result
- Cross cutting issues



- Audio Visual Aids/multimedia – often used in lectures.
- OER's
- Teaching learning material development, selection and use – information obtained from website and also from new published books and journals are regularly incorporated in teaching materials.

**c) Percentage of faculty:**

- invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies is approximately: Nil
- Participated in external Workshops / Seminars / Conferences recognized by national/international professional bodies is approximately: 40%
- Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies is approximately: 50%

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

The College does not have its own budget for providing research grants. The teachers of minor research projects have full freedom to spend research grants as per the directives of the research funding agency like UGC, DST etc. Providing study leave (for completing specific research work).  The college also allows teachers to attend Orientation and Refresher Courses as per UGC norms and schedules. The college encourages teachers to attend National and International level seminars. The college not only allows the necessary leave to the teachers for attending these seminars but also, at times, offers monetary support for the same under the UGC-CPE scheme.

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

Nil

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

The College has introduced evaluation of the teachers by the students, on a regular basis and submitted report to the Principal. The students' feedback is carefully analyzed and the strengths and weaknesses in their teaching method are analysed. Evaluation of teachers by the external peers is done at the time of promotion.

**2.5 Evaluation Process and Reforms****2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

The evaluation processes are incorporated in the annual prospectus of the College which is being circulated to the stakeholders especially students and faculties of the College. In the parent-teacher meetings also parents are informed about the performance of their wards. At the beginning of the year, Departmental Heads and faculty members inform the students about it in the classroom. Time-to-time notifications about evaluation processes issued by Principal are being circulated to the classrooms and displayed in the College notice board.

**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?**

While the College was affiliated to University of North Bengal and the examination reforms under 1+1+1 system introduced by the university in 2005, syllabus change/re-orientation in 2010, 2012 are also applicable to the College. The examination for each degree (Parts I, II & III) for 3-year degree course is now held after completion of each year as Part I, Part II, and Part III Examination. The College, in itself, cannot actively implement any examination reforms although inputs are given regularly to the University which in turn helps the authorities to reshape the system.

**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?**



A variety of measures are adopted and implemented to ensure rigor of the internal assessment process which are held on a regular and time-bound basis:

- Class test, Viva-voce, Assignments, Projects and Presentations etc.

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

**Formative approaches:**

- Attendance record, classroom interactions, assignments, project work, field visit, practical session, unit tests etc.

**Summative approaches:**

- Final unit test before the university final examination.

All these approaches of evaluation have positively impacted the system.

**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 behavioural aspects, independent learning, communication skills etc.**

As the institution is an affiliated college there is little scope for these. However in order to ensure transparency answer scripts of all examinations organized by the college / departments are shown to the students.

**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?**

The College tries to enable the students to mould their personality by developing their talents and skill. All the faculty members of the institute are also aware of their responsibilities and obligations to the society and nation.

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

The mechanisms are:

**Evaluation at the College:** Teachers of the concerned departments clarify any point raised by any student regarding evaluation of unit tests.



**Evaluation at the University Level:** Students can apply for Re-assessment/Scrutiny of answer scripts to the Controller of Examination of University of North Bengal by filling up an application forwarded by the Principal of the College within 15 days from the declaration of University result. After reviewing a copy of new mark-sheet is sent to the College from where student can collect it. If students are not satisfied with the revaluation result, they can apply directly to the Controller of Examination of University of North Bengal for answer script observation through RTI 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?

The learning outcomes are stated in the college prospectus and college website. It is also reflected in the college logo. All the stakeholders are made aware of this through classroom teaching, interaction sessions, parent-teacher meetings and through programmes like the fresher's welcome function, College Social festival, alumni get-together.

### 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.

#### a) Under Graduate Courses (Honours)

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2012	Bengali Part I	76	68	89.47%
	Bengali Part II	61	51	83.60%
	Bengali Part III	55	48	87.27%
	English Part I	69	26	37.68%
	English Part II	46	39	84.78%
	English Part III	29	28	96.55%
	History Part I	47	37	78.72%



	Part II	36	33	91.66%
	Part III	24	18	75%
	Political Science			
	Part I	20	14	70%
2013	Part II	28	24	85.71%
	Part III	15	12	80%
	Bengali			
	Part I	75	68	90.66%
	Part II	61	55	90.16%
	Part III	37	35	94.59%
	English			
	Part I	69	58	84.05%
	Part II	29	20	68.96%
	Part III	32	23	71.87%
	History			
	Part I	40	31	77.50%
Part II	38	31	81.57%	
Part III	20	15	75%	
	Political Science			
	Part I	28	17	60.71%
	Part II	14	13	92.85%
	Part III	19	12	63.15%
2014	Bengali			
	Part I	68	62	91.17%
	Part II	72	69	95.83%
	Part III	68	63	92.64%
	English			
	Part I	57	39	68.42%
	Part II	56	51	91.07%
	Part III	35	28	80%
	History			
	Part I	36	17	47.22%
	Part II	35	32	91.42%
	Part III	27	22	81.48%
Political Science				
Part I	22	12	54.54%	
Part II	27	22	81.48%	
Part III	17	14	82.35%	
2015	Bengali			
	Part I	89	78	87.64%
	Part II	73	63	86.30%
	Part III	67	55	82.08%
	English			
	Part I	80	28	35%
	Part II	51	41	80.39%
	Part III	60	28	46.66%



History				
Part I	55	23	41.81%	
Part II	23	17	73.91%	
Part III	39	16	41.02%	
Political Science				
Part I	26	09	34.61%	
Part II	13	08	61.53%	
Part III	25	21	84%	
Geography				
Part I	17	13	76.47%	
Part II				
Part III				

**b) Under Graduate Courses (General Course)**

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2012	B.A General			
	Part I	738	414	56.09%
	Part II	395	181	45.82%
2013	B.A General			
	Part I	1071	481	44.91%
	Part II	417	318	76.25%
2014	B.A General			
	Part I	1111	581	52.29%
	Part II	554	418	86.82%
2015	B.A General			
	Part I	1147	883	76.98%
	Part II	744	602	80.91%
	Part III	446	238	53.36%

**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 teaching, learning and assessment strategies of the College to facilitate the achievement of intended learning outcomes are structured through:

- Provides a supportive learning environment.



- Focus on continuous evaluation of students through class tests, unit tests.
- Apart from optimizing the syllabi and updating the teaching methodology the students are motivated towards achieving the best outcomes of the teaching-learning process.

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

Teachers focus on how the study of the courses can be economically and socially significant by explaining the job opportunities and scope in further studies and research work in the subjects.

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

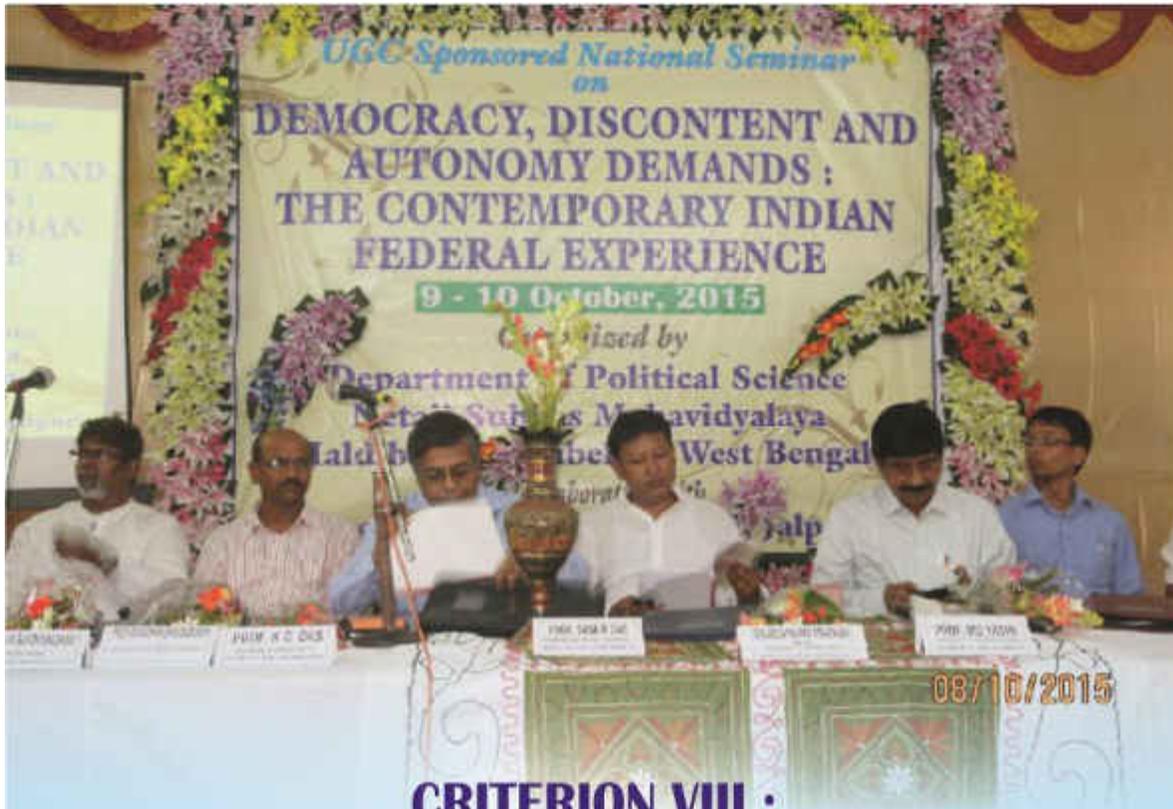
The College collects and analyses data on student learning outcomes through classroom interactions, unit tests and final examination, assignments, projects, practical sessions, participation in departmental seminars and student questionnaire. Departments arrange tutorial classes for the students whose progress is unsatisfactory.

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

The departmental output regarding the students' performance is regularly discussed in Teachers' Council meeting. The problems are noted and possible outcomes are suggested in the meeting. The concerned department is implemented the suggestions and reported the feedback to the next council meeting.

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

The College holds one Final Test for each year. This examination is taken for first-year, second-year and third-year students. Results of these examinations are published centrally. Answer scripts are shown to the students and the scheme of evaluation is explained. Model answers are discussed for the benefit of the students. Class tests and tutorial classes are held regularly by the departments in order to assess students' knowledge and skills



## CRITERION VIII : RESEARCH, CONSULTANCY AND EXTENSION





### Criterion – 3 Research, Consultancy and Extension

#### 3.1 Promotion of Research

Netaji Subhas Mahavidyalaya is known for its dedicated efforts towards achieving excellence in teaching and research. The language and social science departments have been working to take research to the various section of society. The college has been actively involved in developing a research culture among its teachers. Five faculty members have been awarded Doctorate degree (Ph.D) in their respective areas of specialisation and three faculty members have been awarded Master of Philosophy (M.Phil) degree. Despite of this, Five teachers are working in their respective fields as registered scholar. Many more teachers, even within this limited scope of research environment are actively engaged in research works while considering and realistically enriching the learning experience of the students.

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

There is no recognised research centre in the college. But many teachers in the college are actively engaged in the research works.

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

Yes, we have an Academic Development Committee in our college for the promotion of research work for college teachers. The composition is mentioned below-

1. Dr. Tarun Bandyopadhyay ( Principal)
2. Smt. Aparna Das (Department of Philosophy)
3. Dr. Santanu Bagchi (Department of Political Science)
4. Dr. Jayanta Haldar (Department of Bengali)

At the level of institution there is a research committee to formulate and look into various aspects of research and learning. All efforts are made to encourage independent, original and quality research in a dynamic manner.

To begin with, the Academic Development Committee has taken the following initiatives-

#### **Promotion of Research Culture:-**

As a first step the committee has approached all Ph.D holders to present short seminars for the benefit of the students and teachers and explaining the socio-economic/ academic



significance of their work. The committee also approached the college authority to provide the teachers infrastructural, library, granting leave for their research and project works.

### **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 (PI):- The principal investigator is given full autonomy regarding expending, purchase of equipments, travel and so on, related to the research project.
- Adequate infrastructure and human resource:- Facilities such as computer and library facilities are made fully available to the faculty members as and when required.
- Time off reduced teaching load, special leave etc. for teachers:- As per University regulations, they are required to be present in the college for at least 30 hours a week. The college is however open to adopting any changes which the University may recommend in this connection. Study leave and duty leave are granted for doctoral and post- doctoral research.
- Support in terms of technology and information needs: - The College has a large pool of computers with internet connectivity. In addition, the library also has computer with internet connectivity. Administrative and technical support is also provided to the research team as and when required.
- Facilitate timely editing and submission of utilisation certificate:- Periodic monitoring is done during the course of the research project and progress reports are forwarded to the funding agencies. An audit is carried out after completion of the project.

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

One of the missions of the college is to motivate students and teachers to adopt research for advancing their knowledge as well as refining their understanding. Developing a scientific temper, promoting a research culture and nurturing aptitudes for analysis and synthesis are vital for the achievement of this mission. All the departments conduct seminars at various level such as the departmental, regional and national. The college advances seed money to the departments for initial organisational expenses. The college encourages and promotes interdisciplinary teaching and research.

**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.**

Complete academic autonomy is granted to the faculty in proposing and executing projects as well as great deal of financial autonomy. Every member of the faculty is encouraged to engage in research activities, and it supported in planning and executing research projects, obtaining project funding, reporting and presenting the results.

- A UGC - sponsored Minor Research Project on “Role of Home-Based Informal Women Workers in a Rural Economy-A case study of two villages in Jalpaiguri District” No. PHW-147/9-10 (ERO) under the supervision of Smt. Gopa Ghosh (Principal investigator), department of economics, was completed in Sept.07 2009.
- A UGC sponsored Minor Research Project on “Land- Related Problems and Peasant Reactions in North Bengal: A Case Study of a Bengal District, Jalpaiguri (1869-2004) under the supervision of Dr. Kartik Chandra Sutradhar (PI), was completed in 2014.
- One research scholar, Smt. Susmita Pandit, Asst. Professor of Maynaguri College has been doing Ph.D work under the supervision of Dr. Kartik Chandra Sutradhar.

**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.**

A national seminar on “Democracy, Discontent and Autonomy Demands: The Contemporary Federal Experience: was held on October 09-10, 2015 organised by the Department of Political Science.

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

The thrust areas of concentration highlighted by the institution include intellectual and non-cognitive areas. This are-

- Different aspects of the history of North Bengal and Cooch Behar.
- Women Studies and feminism.
- Different folk culture.
- Indian politics.

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



Eminent teachers and scholars were invited to visit the college and deliberate valuable speeches on various topics. The list of teachers and renowned persons are given below:-

- Renowned Professor in history Dr. Ananda Gopal Ghosh of North Bengal University visited the college and gave a special lecture on “Remembering 1857: The Great Revolt of India” held 2008.
- Dr. Diganta Chakraborty, Associate Professor in History, came and deliberated a special speech on the above topic.

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

The teachers of this college did not enjoy sabbatical leave for research activities, but different kinds of leave schemes are available for research activities and their academic purposes. The college is benefitting immensely from their contribution.

**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)**

Nil

**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.**

There is no specific budget for research activities. However the teachers are received grants from various agencies for their research works.

**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?**

No, there is no provision in the institution 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?**



N.A.

**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.**

There is no scope for such type of inter-disciplinary research activities. However, teachers of different departments of the institution interact in doing their interdisciplinary research.

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

Though there is no such type of equipment for research work as the institution is undergraduate one, the faculty members of the institution use library for their research works going through the books, journals and internet.

**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.**

No

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

The college, primarily being an undergraduate teaching institution, in general has limited resource for supporting high quality research in all the subjects. However, the external funded projects in various departments enrich the department to facilitate research. The details of the received project are provided in section 3.1.5.

**3.3 Research Facilities**

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

There is limited scope of research facilities in the institution and as the students are studying in under graduate courses, so they have no scope for research work, but the faculty members of the institution enjoy the facilities of library for their research works.



**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?**

There is no such type of planning for research works.

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

No, the institution has not received such type of grant.

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

N.A.

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

Internet facilities are available for the students and staffs at free of cost in the college hour.

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

There is no collaborative research facility.

**3.4 Research Publications and Awards**

**3.4.1 Highlight the major research achievements of the staff and students in terms of The college has obtained no patents. Active fundamental research gives input to basic science and society. Medicinal plants also cultivated in the campus.**

Many of the faculty members of the institution are actively engaged in their research works. Five faculty members have been awarded Doctorate degree (Ph.D) in their respective areas of specialisation and three faculty members have been awarded Master of Philosophy (M.Phil) degree. Many more teachers are actively engaged in research works while considering and realistically enriching the learning experience of the students. The list of publications of different faculty members is enclosed in Annexure.



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

No, the institution does not publish any journal or partner in publication.

**3.4.3 Give details of publications by the faculty and students (in last 4 years):**

**List of Publications by the Department of History**

**Dr. Kartik Chandra Sutradhar**

**M. A. B. Ed, Ph. D**

**Asst. Professor**

Chapter Published in Edited Books:

- (1) Uttarbanger Mech Sanskriti: Ekti Oitihashik Bishleshan, in Bharat Tirtha Uttarbanga Edited by Dr. Ananda Gopal Ghosh and Dr. Ashim Kr. Sarkar, Sangbedan, Malda, 2011, ISBN 978-81-920636-4-5, Total page 224, Price Rs 225.
- (2) Uttarbange Sanyasi Bidroha: Oupanibeshik O Arthanaitik Shosaner Birudhye Protham Sashastra Protirodh, in Sanyasi theke Sipahi Bidroha: Prosanga Uttarbanga, Sangbedan, Malda, 2011, ISBN 978-81-920636-1-4, ISBN 978-81-920636-1-4, Total page 208, Price Rs 180.
- (3) Uttar Purba Bharat O Simanta Smasya: Sekal O Ekal, in Uttarbanger Simanta edited by Krishnendu Roy, The Shee Book Agency, Kolkata, Dec, 2013, ISBN 978-81-924520-7-4

**Journal:**

(1) Trade and Commerce in Cooch Behar State: A Historical Study, in East- Indian Society for the Studies of Social Sciences, Vole-I, No. – I, March, 2012, ISSN- 2277-4483, Total page 170, Biannual Journal, Edited by Dr. Sailen Debnath.

(2) Prosanga Itihas Charcha: Kichhu Prosna in Kiratbhumi, a Bengali periodical, edited by Arabinda Kar and myself, Vol XXIX, ISSN 2393-9214, Nov, 2014.

(3) Indo-Mongoloid Tribes of the Western Duars – Their Identity Crisis: A Historical Analysis, IOSR, Journal of Humanities and Social Science, Vol, 20, Issue 8, Ver VI, Aug 2015,, pp, 44-48, e-ISSN- 0837, p-ISSN: 2279-0845.

(4) Land Problems in the Northern Portion of Bengal, Veethika, An International Research Journal, Vol- I, No. 2, July-Sept, 2015, e-ISSN: 2454-342x, pp, 1-21.

(5) Peasant Movements in Bengal: Special Reference to North Bengal, International Journal of Historical Insight and Research, Vol, I, No. 1, July- Sept, 2015, pp, 55-79, e-ISSN: 2454-5600.

**Books:--**

1. Jiban Nodir Banke Banke, An Autobiography of Amar Roy Prodhan, Edited by Dr. Ananda Gopal Ghosh and Dr. Kartik Chandra Sutradhar, Sangbedan, Malda, 2012, Total page 160, Price Rs 150.
2. Samaj Dharma O Arthaniti: Prosanga Uttarbanga, Sangbedan, Malda, ISBN, 978-81-920636-8-3, 2013, Written by Dr. Kartik Chandra Sutradhar, Total page 224, Price Rs 235.
3. Land and Livelihood: A Study on the Agro – Political Movements of a Bengal District Jalpaiguri (1869-2004), N. L Publisher, Siliguri, ISBN-978-81-86860-05-2, 2013, total page 293, Price Rs.595.
4. Itihas O Oityye Kamrup Cooch Behar, N.L. Publisher, Siliguri, First published in January, 2015, ISBN 978-81-86860-95-0



**Smt. Sanchita Bhattacharyya**

**M.A.,M.Phil,B.Ed.**

Asstt. Professor

Dept. Of History

**LIST OF PUBLICATION**

1. EMPOWERMENT OF RURAL WOMEN THROUGH MICRO-ENTERPRISE. ISBN:- 978-81-926968-1-2.
2. EMPOWERMENT WOMEN THROUGH EDUCATION: A TOOL TO PREVENT CHILD MARRIAGE.
3. VOCATIONAL EDUCATION, TRAINING AND SKILL DEVELOPMENT: A WEAPON TO EMPOWER RURAL WOMEN. ISBN: - 978-8186772768.
4. SOCIAL TRANSFORMATION OF RABHA WOMEN: A SPECIAL REFERENCE TO JALPAIGURI DISTRICT. ISBN: - 978-81-8064-254-8.
5. TRAFFICKING OF GIRL CHILD FOR COMMERCIAL EXPLOITATION IN INDIA. ISBN: - 978-93-81669-80-8.
6. LEGAL EMPOWERMENT STRATEGIES TO PREVENT GIRLS TRAFFICKING IN INDIA. ISBN: - 978-93-82623-51-9.
7. STRATEGIES FOR EMPOWERMENT OF TRIBAL WOMEN: A SPECIAL REFERENCE TO WEST BENGAL. ISBN: - 978-93-81669-88-4.

**Edited BOOK**

- *THE STATUS OF INDIAN WOMEN SOCIAL, ECONOMIC AND POLITICAL PERSPECTIVES*. Edited By - Sanchita Bhattacharyya. ISBN: - 978-81-908360-9-8<sup>th</sup> JUNE, 2015.



**Suchetana Paul (M.A)**  
**Dept. of History**  
**Part-time Lecturer**

**Publications:**

- *Coochbehar Rajyer protham rail station Haldibarir rupantarer aitihāsik anusandhan.* in Itihas anusandhan-28, Paschim banga Itihas samsad. kolkata, 24 January 2014 ISBN: 978-81-910874-4-4 page: 583-586
- *Pray lupta Mekhli; punarujjibaner sambhabana* in Itihas anusandhan-29, Paschim banga Itihas samsad. Kolkata, 22 January 2015 ISBN: 978-81-910874-5-1 page: 496-501

**Ratna Roy (MA)**  
**Department of History**  
**Part-time Lecturer**

**Paper Publication:**

- Itihas Anusandhan-28: Desiya Rajya Coochbeharer Praktik Biparjayer Itibrita" (1770-1950) page no-595, Published by (ISBN-978-81-910874-4-4).

**Avijit Roy (M.A)**  
**Department of History**  
**Part-time Lecturer**

**Paper Publication:**

- *Tulanamulok alochana brihat o khudra cha silpa – prasanga Jalpaiguri* in Kiratbhumi 29 Nababarsha/Barsha sankha 3-4, 2013.



*Department of Political Science*

**Dr. Santanu Bagchi**

**Associate Professor**

**Publications:**

1. Edited Book: A Re-look an ideas and thoughts of Netaji Subhas Chandra Bose.

**Smt. Swati Banerjee**

**M.A, M.Phil. (Ph.D registered)**

**Assistant Professor**

**LIST OF PUBLICATIONS:**

- Post- Nehruvian Democracy in India: New Challenges and New Opportunities, Page no. 290-297, Post- Nehruvian Politics in India Agitations,Assimilations,Assertions and Consequences, Levant Books.Kolkata ISBN.NO 978-93-84106-24-9, April, 2015
- Atrocities on Women in Police Custody: A Negation of basic Human Rights, Page no.680-691, Theory and Practice of Human Rights the Indian Context, Rupali Publishers, Kolkata. ISBN.NO: 978-93-81669-80-8 March, 2015.
- Contextualizing Identity Politics and Ethno-Regional Issues: Some Theoretical Formulations, The Barefoot Transformation: West Bengal and Beyond – Reviewing State Politics in India, Levant Books, Kolkata. ISBN.NO 978 -93 -84106 -28- 7, 2015.



**NARAYAN SUTRADHAR,  
M.A, B.ED(SE-DE),  
PART TIME LECTURER**

**PUBLICATION:**

- I. ARTICLE ENTITLED “JUDICIAL INITIATIVES IN THE WAY OF WOMEN EMPOWERMENT IN INDIA”, PUBLISHED IN THE BOOK ENTITLED “WOMEN EMPOWERMENT IN INDIA: OPPORTUNITIES AND CHALLENGES”. RUPALI PUBLICATION. ISBN: 978-93-81669-88-4.

**Nitay Mahanta, M.A**

**Guest Lecture**



SLNO:	Type of Publication / Research Work	If a book or chapter or a journal, relevant ISSN/ISBN numbers.	Name of the publisher in case of a book/book chapter/Journal OR the Organizer in case of a Seminar / Funding Agency	NAME	Title of the Book or the Chapter contributed in the book/Title of the Paper published in the Journal/Printed in Seminar Proceedings (Full paper, not abstract) / Project Title	Year of Publication
1	CHAPTER IN A BOOK	978-93-5074-195-5	ABHIJEET PUBLICATION, NEW DELHI	HUMAN RIGHTS IN INDIA ISSUES AND CONCERNS	FEMALE INFANTICIDE AND HUMAN RIGHTS IN INDIA	2015
2	PAPER IN A JOURNAL	2348-7186	SONHIRA PUBLICATION, PUNE	ASIAN JOURNAL OF MULTIDISCIPLINARY STUDIES Volume III, Issue 5 May, 2015	SHG AND ECONOMIC EMPOWERMENT OF WOMEN IN INDIA: SOME REFLECTIONS	2015
3	PAPER IN A JOURNAL	1545-2921	ECONOMICS BULLETIN	ECONOMICS BULLETIN Volume32, Issue 1	AWARENESS ABOUT MGNREGA: SOME EVIDENCE FROM NORTHER PARTS OF WEST BENGAL, INDIA	2012



*Department of Bengali*

**Smt. Minati Debnath**

**Associate Professor**

**Publication:**

1. 'Rabindra vabnay Mukti' In Srijone Monone, 2014, ISBN. 978-93-80411-00-4

**Dr.Pankaj Bakchi**

**M.A, Ph.D**

**Assistant Professor**

**Dept. of Bengali**

**Title with Page no, Book title &Publisher:**

1. .Bhuter Adday Sishu Kishor O Bayaskara, Page no:195-199,Bangla Sishu O Kishore Sahitya:Adhunik Bichar,Publisher:Bangiya Sahitya Samsad,
2. Satinath Bhadurir Upannyas Dharay Jagarir Abasthan, Page no:48-55,Samay Samaj O Jagari,Publisher:As Banerjee And Kong
3. Nurjahan:Trajedir Tripti,Page no:11-16,Pathakritir Nana Vubane: Bislesane, Ashadane, Publisher: Pragya Bikash
4. Madhyajuger Bangla Sahitye Hashyaras,Page no:588-594,Madhyajuger Bangla Sahitya Nirbachita Prabandhya,Publisher:Sahitya Sanggi
5. Dushmanter Prati Sakuntala:Hiyar Paras Lagi Hiya Mor Kande,Page no:96-99,Biranggana Kabya: Avinaba Avinibesh,Publisher:Pragya Bikash



6. Ek Kaler Itihash:Pratham Protishruti,Page no:111-115,Prasanga:Ashapura Devi O  
Pratham Protishruti,Publisher:Pandulipi

**BANHISHIKHA ROY PRADHAN, M.A, NET  
PART TIME LECTURER**

**PUBLICATION**

- I. TITLE OF THE ARTICLE “HALDIBARIR BAROBARIR DURGA PUJO”. TERRACOTTA, 5<sup>TH</sup>-6<sup>TH</sup> ISSUE SEPTEMBER-OCTOBER 2014. SAMAKRITI PUBLICATIONS. ISSN-2348-6392. NATIONAL JOURNAL.

*Department of Economics*

**GOPA GHOSH**

**M.A,M.Phil,B.Ed.**

**Assistant Professor, Dept. Of Economics**

**Publications :**

- 1 Title “Participation of Women in Panchayat Raj Institution-A Block Level Study of West Bengal”. In Journal JAS. Vol. No. 1(3) page 188-192. ISSN : 2348-8808 print and 2348-8867 online.
- 2 Title- “Latest progressive scenario of women empowerment at 3-tier Panchayati Raj System through reservation-A Block level experience” page 152-167 of the book “The Status of Indian Women- Social, Economic and Political Perspectives” ISBN: 978-81-908360-9-8.



- 3 Title “Rural Economic Development in Dooars Region of North Bengal through Eco-Tourism” page 132-142 of the book “Rural Development in India-Issues and Challenges” ISBN: 978-93-5074-186-3.
- 4 Title “Degradation of Forest and its impact on Forest Fringe Village Communities in West Bengal” page 264-278 of the book “Theory and Practice of Human Rights the Indian Context” ISBN: 978-93-81669-80-8.
- 5 Title “Political Participation of women through reservation in India: an Analysis” page 164-173 of the book “Women Empowerment in India opportunities and challenges” ISBN: 978-93-81669-88-4
- 6 Title “Environmental-Physical and Social change of Forest & Forest Fringe people of West Bengal pecially in North Bengal” page 349-359 of the Book “Modern Trnds in Social and Basic sciences “ ISBN: 978-93-82623-51-9.

**Department of English****Amit Ray****Assistant Professor****Dept. of English****Paper Published In ISSN Journals:**

- I. *Storm in the Desert: A Sad Story of a Revolting Woman*, in **Review of Research**, Vol.3, Issue, 9, June. 2014, ISSN: 2249-894X.
- II. *The Question of Diasporic Existence in the Second Generation Immigrant Writers: A Reading on Meera Syal's Anita and Me and Hari Kunzru's Transmission*, in **Galaxy: International Multidisciplinary Research Journal**, Vol. 3, Issue – IV July, 2014, ISSN: 2278-9529.
- III. *Bombay and Mumbai, the City in Transition and its 'Secret History' through Jeet Thayil's Narcopolis*, **The Criterion: An International Journal in English**, Vol. 5 Issue IV, August, 2014, ISSN: 0976-8165.

**Paper Published in ISBN Books:**

- I. *Projecting Invisible Issues through Symbolic Trope: Reading of Mahesh Dattani's Bravely Fought the Queen*, in **Studies in Mahesh Dattani's Bravely Fought the Queen**, Books Way: Kolkata, ISBN: 978-93-81672-84-6, Page No. – 102 – 108, 2014.
- II. *Tracing Identities, Memories and Cultures of 'Homeland' in Second Generation Diasporic Writers: A Survey on Meera Syal's Anita and Me, Sunetra Gupta's A Sin of Colour and Hari Kunzru's Transmission*, in **New Trends in Indian English Literature: Feminism, Diaspora, Subalterns**, Prestige Books International: New Delhi, ISBN: 978-93-82186-51-9, Page No. 24 – 33, 2014.
- III. *Encountering Identity Crisis in Second Generation Diaspora: A Reading of K.S. Maniam's The Return and In A Far Country*, in **Postcolonial Voices in South – Asian Literatures and Cinema**, ISBN: 978-93-83842-00-1, Page No. 25, 2014.



*Department of Philosophy*

**Smt. Aparna Das**

**M.A (Gold Medalist)**

**Associate Professor**

**Publications:**

1. ‘Subhas Chandra Bose and Professor Oaten’ In A Relook on Ideas and thoughts of Netaji Subhas Chandra Bose .Nov,2011, ISBN.978-81-920636-3-8.
2. ‘Rabindra vabnay Mukti’ In Srijone Monone, 2014, ISBN. 978-93-80411-00-4.

**Indrani Chowdhury, , M.A (Gold Medalist),**

**Govt. Approved Part Time Teacher.**

**Publications:**

1. “Logic of Swarupa Sambandha in Navya Nyaya’ Journa Anusilana, published by Manvi seva samiti, ISSN. 0973-8762. VOL. LVI
2. “The concept of samanya Laksana Pratyaksham in Nyaya’ journal of dept of Philosophy, ISSN.0976-4496.VOL.X.



### 3.4.4 Provide details (if any) of

- research awards received by the faculty - Nil
- recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally – Nil
- incentives given to faculty for receiving state, national and international recognitions for research contributions - Nil

### 3.5 Consultancy

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

There is no such type of system.

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

Institute always favours consultancy services personally, but at this stage, institute does not have the infrastructure to take up a consultancy project.

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

Nil

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

Nil

#### 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?

N.A

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

Various extension activities were organised by the college and NSS unit. Health Awareness Programmes and Health Check up Camps are arranged in the adopted villages as well as in the college. The college have already organized one Beautician Training Course for



the female students of the college. The course had significant importance among them as they can use the training for better profession. Other these, the NSS unit organizes many extensive activities like - First Aid Training Programme, organisation of Awareness Programme on Thalassaemia, HIV/AIDS, Blood donation camp etc.

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

NSS unit of the college has organized various community and social awareness programmes. The department of Political Science organizes —Mock Parliament; and students from various departments took active part in it. It helps a socio-political awareness among the students. Every year NSS wing of our college organize blood donation camp.

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

NSS unit regularly organise the Personality and Leadership Development Training Programme amongst the students through organisation of First Aid Training Programme, organisation of Awareness Programme on Thalassaemia, HIV/AIDS, Blood donation camp etc.

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

The college solicits stakeholder perception on the overall performance and quality through the following:

- a. Internal assessment on a regular basis and letting the guardian to be apprised of.
- b. Parent – Teacher meeting if necessary.
- c. Students feedback.

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

The plan and organization for extension activities through NSS and its budgetary details for last 4 years can be provided in the following Table:

Session	Unit	Scheme	Grants Received In Rs.	Expenditure In Rs.
2011 -2012	Unit I	Regular Camp	22,500	22,500



2012 - 2013	Unit I	Special Camp	22,500	22,500
		Regular Camp	22,500	22,500
		Special Camp	22,500	22,500
2013 - 2014	Unit I	Regular Camp	22,500	22,500
		Special Camp	22,500	22,500
	Unit II	Regular Camp	22,500	22,500
		Special Camp	22,500	22,500
2014 - 2015	Unit I	Regular Camp	22,500	22,500
		Special Camp	22,500	22,500
	Unit I	Regular Camp	22,500	22,500
		Special Camp	22,500	22,500

**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?**

NSS Programme Officers discuss about NSS- its aim, motto etc.- the role of students in nation building and their immediate scope to serve the society through NSS in the class rooms to provide information/motivate the students to join NSS.

**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?**

Financial benefit is given to poor and meritorious students granting them full free and half free, apart from this financial assistance also provided to the needy and meritorious students from Students Aid Fund. Apart from these various extension activities are organised such as health check up camp, education awareness programme and economic empowerment programme by the NSS unit as well as by the college.

**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.**

Students, particularly belonging SC, ST, Minority and who are lagging behind are specially taken care of by allotting special classes after test examination to prepare the students for the final examination. Students are assisted by giving information and solutions regarding job-oriented, higher education and various problems face by the students through Counselling Cell of the college.



**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 volunteers perform various awareness programmes such as education, health, superstitions etc. by organising regular and special programmes.
- NSS volunteers give supports to the villagers having good cultural abilities and arrange cultural programmes frequently to give them a platform to perform in the special camp.
- To encourage the local artists of the different villages give them opportunities to perform in the special camp organised by the NSS unit of the college.
- Health Awareness Programmes and Health Check up Camps are arranged in the adopted villages as well as in the college.

**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.**

NSS units of this college run Health Awareness Programme in collaboration with- Red Cross, Haldibari Welfare Association, Surya Nagar Samaj Kalayan, Haldibari Rural Hospital. Other than this, the college has also organized one Beautician Training Course in collaboration with a NGOs and one Eye Checking Camp in collaboration with Lion's Club, Siliguri.

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

The college has been awarded by Surya Nagar Samaj Kalayan Sanstha, Siliguri for being the best organiser of the course 2011 "Blood Donor Motivation & Safe Blood Transfusion.

**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.**

N.A.

**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.**

N.A.

**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.**



N.A.

**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.**

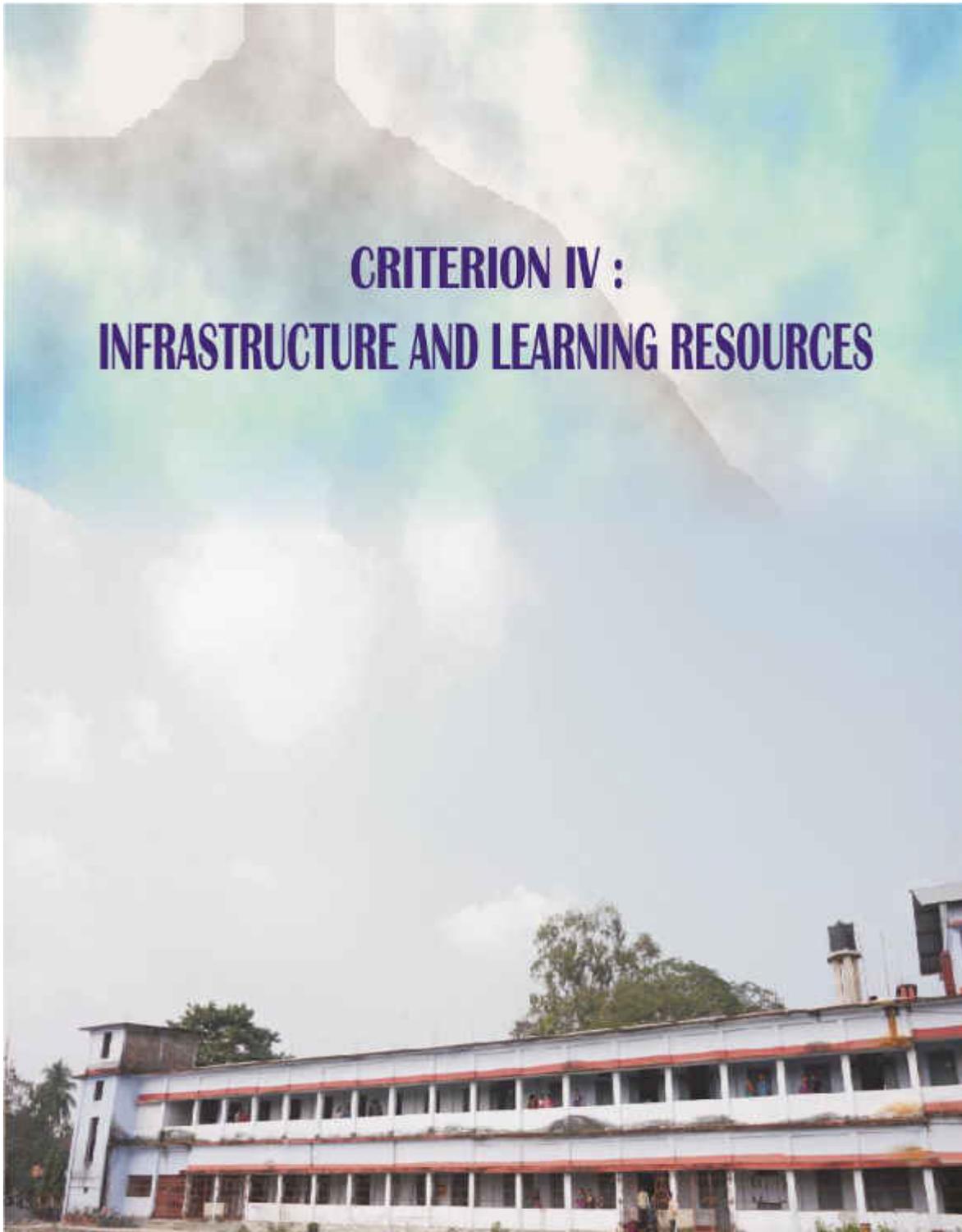
1. Prof. Samir Das, Prof. Of JNU
2. Dr. K.C. Das, Prof. of political Science, Assam University, Assam
3. Dr. Md. Yasin, Prof. of Political Science, NBU
4. Prof. Dyutish Chakraborty, Prof. of political Science, NBU
5. Dr. Debkumar Mukherjee, Registrar, Cooch Behar Panchanan Barma University.
6. Dr. Sanjay Roy, Prof.of Sociology, NBU
7. Dr. Durga Prosad Chhetri, Asst. Prof. of political Science, Sikkim University.
8. Dr. Ranadhir Chakraborty, Associate Professor, NBU
9. Dr. S.R. Mandal, Professor, Himalayan Studies, NBU

**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 –**

Nil

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

Nil





## 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?

The policy of the institution for creation and enhancement of infrastructure to facilitate effective teaching and learning is chalked out by the Governing Body of the college for in consultation with the Finance Committee and Building Committee. Keeping in view the current dynamics of effective teaching and learning and demands of new courses, the Governing Body makes a policy to create and enhance new infrastructure and renovate the existing infrastructure. The policy is implemented by the Building Committee.

#### 4.1.2 Detail the facilities available for

##### a) Curricular and co-curricular activities

- Classrooms- 15 common classrooms of different sizes.
- Technology enabled learning spaces – A seminar hall equipped with audio-visual system and fixed projection system with internet facility is under construction.
- Tutorial spaces – No space as such is made for tutorials, however tutorials are regularly held in the general classrooms, in the off time.
- Laboratories – 1 Laboratory department has their own adequate laboratory spaces equipped with advanced instruments, needed for successful completion of the curriculum.
- Botanical garden – No botanical garden as such is present in the campus.
- Animal house – No



- Specialized facilities and equipment for teaching, learning and research–White and Green boards and markers in class rooms, Audio facility at bigger class rooms, Availability of LCD Projector.

**b) Extra –curricular activities –**

- Sports – Institution organizes annual sports regularly; College also has a sports committee headed by a teacher to monitor the sports related matters.
- Outdoor and indoor games – Football team of the college regularly participate in the inter college tournaments and also in the University tournaments. College also has the places for indoor games like carom board, chess etc.
- Gymnasium – Nil
- Auditorium – Nil.
- NSS – 2 Units
- Cultural activities – Intra College cultural competition is regular phenomenon; Inter college competition and participation of the college team in quiz, debate etc. Annual cultural program such as fresher’s welcome, cultural festivals are regularly organizes by students union.
- Public speaking – NSS unit through various social awareness programmes involved the locale.
- Communication skills development: Department of English organizes some programmes for communication skill development.
- Yoga, health and hygiene – Health unit in the college. Weekly visit by renowned doctor.

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



- The limited infrastructure of the college caters to the growing needs of our students and faculty.
- Common Rooms for boys and girls and all toilets for students and staff have been renovated. One new toilet for students two for staff has been constructed.
- Principal's room and college Office has been renovated.
- A new administrative building is under construction.

**Copy of the last four year's audited expenditure has been enclosed in the annexure. The college layout also enclosed in the annexure.**

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

The infrastructural facility of the college is largely not meet up the students with physical disabilities. But the college authority tries to take special care in providing facilities like – sit arrangement in the ground floor during the examination time, special window in the college office etc.

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

Not Applicable



#### **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?**

In the campus a health unit is present. Eminent doctors regularly visit the unit. Students and staffs can access the unit without any fees. The college also arranges various camps like – Eye check-up camp, blood donation camp etc.

#### **4.1.7 Give details of the Common Facilities available on the campus**

**–spaces for special units like, vance 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.**

**IQAC:** After the first assessment IQAC was established on 09.01.2008 within the limited resources provided by the college initially the cell has been functioning with full enthusiasm from the very beginning with the Total Quality Management (TQM) approach for quality sustenance and quality Improvement in academic & administrative activities of the institution. Later in 2009, it has been provided with a separate room, adequate technological support to carry out its work by the college. Its main objective is to plan and implement quality initiatives and evaluate. It follows its calendar for meetings, quality agenda and maintains its proceedings. It supports to conduct workshops, awareness programmes, special lectures on quality innovations, Curricula, Teaching-Learning & Evaluation, Research oriented seminars, applying for research grants and project managing, plans and implementation of advanced Learning Resources, ICT management and suggestions for empowerment of staff, kind of Leadership, governance pattern and in strategic perspective planning. It Plans and Supports effective implementation for, Teaching-Learning and evaluation, Research, Consultancy and Extension activities for all stakeholders. It collects, maintains and analyses documents and document evidences directly or through the College Office. It analyses the feedback received from all stakeholders and inform the concerned about its outcome for correction and amelioration. It also appreciate & encourage and provide support



required by all staff for their and quality sustenance and quality improvement in teaching, Research and administration.

**Grievance Redressal unit:** The College has a “Grievance Redressal Cell” to redress the grievances of the stakeholders. The students approach the Cell for their grievances regarding academic matters, financial matters, health services, library and other central services. The committee sorts out their problems promptly and judiciously. The committee also redresses the grievances of the stakeholders as and when required. As a result of this mechanism, the institution has pleasant ambient atmosphere and good work culture with in-built goodwill and mutual understanding among the stakeholders.

**Counselling and Career Guidance: Career and Counselling Cell of the College:**

The cell is created in order to lend a helping hand to the students so that they can cope better with the demands and pressures of increasingly competitive surroundings.

**Health Centre:** The Health Unit has made great progress in monitoring the health of the students, teachers and non-teaching staff. There is a separate room for the Health Unit with all first aid equipments, a separate emergency bed and other equipments to carry out emergency and first aid providing activities for the students and staff. Monitoring the health of the students, teachers and non-teaching staff are done regularly. The unit provides First Aid Treatment for students and staff. First Aid Kits are provided in the Student’s Union Room and in the Staff Room by the unit.

**Canteen:** Quality food, tea and snacks are served from the canteen.

**Recreational spaces for staff and students:** There is a spacious staff room for teachers & a recreational Room for Non-Teaching staff.



**Safe drinking water facility:** Safe drinking water facility is provided for all staff and students. Aqua Guard with RO Purifiers installed in the corridor for students and in Office for Staff .

**Conference room:** With multimedia enabled facilities is under construction and will be made available to organise seminars, lectures and other academic activities.

**Auditorium:** Nil

## 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?**

Our college gives top priority to the library. In a remote place like Haldibari with very little option for updated information, the library plays a very important role. A committee has been set up to regularly monitor the function of the library. The library sub-committee formed by the Government Body acts.

The Library Sub Committee (LSC) is composed of:

- The Principal, Chairman of library sub-committee.
- Dr. Kartik Ch. Sutradhar
- Smt. Gopa Ghosh
- Smt. Sanchita Bhattacharyya
- Library Assistant

The LSC meets regularly, deliberates on the budget and purchasing of books, and discusses thoroughly the proposals sent in by the Dept. and the students and recommends necessary steps for maintenance and up-dating. The Librarian is responsible for day activities. The committee



oversees preparation of library budget, administration, selection and purchase of books and their storing preservation, computerization etc. The LSC advised that a full automation of the library be carried out and it was duly implemented.

**4.2.2 Provide details of the following:**

<b>Total area of the library (in Sq. Mts.)</b>	<b>225.5 Sq. Meters</b>
<b>Total seating capacity</b>	<b>40</b>
<b>Working hours (on working days, on holidays, before examination days, during examination days, during vacation)</b>	<b>10.30am to 5.00pm (on normal working day, during vacation and holidays remain closed)</b>
<b>Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)</b>	

**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.**

Books & Journals are generally purchased from the enlisted vendors & publishers after approval of the Library Sub-Committee keeping in mind the budgetary allocation and other book grant received from various sources. Text books, reference books & journals are selected by the



faculty. The principal recommends these and quotations and catalogues are invited from the publishers at the beginning of the year. Sometimes, teams of teachers are even sent to publishing houses or book fairs to procure new book.

Library holdings	Year -1		Year -2		Year -3		Year -4	
	2011-2012		2012-2013		2013-2014		2014-2015	
	Number	Total Cost in ₹						
<b>Text books</b>	885	122101	169	20678	384	55895	442	66503
<b>Reference Books</b>	7	3615	100	50820	85	21675	95	42969
<b>Journals/ Periodicals</b>	9	4826	3	2455	3	2455	3	2455
<b>e-resources</b>	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
<b>Any other (specify)</b>	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

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

- OPAC – Nil
- Electronic Resource Management package for e-journals – Nil
- Federated searching tools to search articles in multiple databases – Nil
- Library Website – incorporated in the institutional website [www.nsmahavidyalaya.nic.in](http://www.nsmahavidyalaya.nic.in)
- In-house/remote access to e-publications – Nil
- Library automation – in process
- Total number of computers for public access – Five (5)
- Total numbers of printers for public access – Nil
- Internet band width/ speed – 10 mbps
- Institutional Repository – Nil
- Content management system for e-learning – Nil
- Participation in Resource sharing networks/consortia (like Inflibnet) – NIL

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

Average number of walk-ins	65 - 85 walk-ins daily
Average number of books issued/returned	45 – 60 Daily
Ratio of library books to students enrolled	<b>4:1 (Total no. of books in the Library 11437)</b>
Average number of books added during last three years	428
Average number of login to opac (OPAC)	No such facility
Average number of login to e-resources	None
Average number of e-resources downloaded/printed	None
Number of information literacy trainings organized	None
Details of “weeding out” (books damaged beyond repair) of books and other materials	We store such books in the Store room.



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

- Manuscripts - Nil
- Reference - Yes
- Reprography – No
- ILL (Inter Library Loan Service) – No
- Information deployment and notification (Information Deployment and Notification) – Yes
- Download - Yes
- Printing - No
- Reading list/ Bibliography compilation – Yes, sheaf cataloguing is in process.
- In-house/remote access to e-resources - Nil
- User Orientation and awareness - No
- Assistance in searching Databases No
- INFLIBNET/IUC facilities - Nil

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

Library is in the process of full computerization. There are sufficient numbers of computers in the library which are used by the students.

- Both teachers and student have access to Internet services during the college- hours free of cost.
- There is Internet connection in the library.
- Access to the library is available during 10:30a.m. – 5.00 p.m. in working days.
- Library staff to help readers trace the books
- Reading room for students & a separate study table for staff
- Display of new arrivals, are arranged to encourage readers to use existing and new arrivals.
- The new additions to the library are informed to the Departments.
- Faculties are informed about the latest additions relating to their projects/thrust areas of research.
- The Library has a collection of rare & reference books are stored separately in closed access and are provided on demand.
- Maintaining peaceful and academic environment.



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

Though there is no special facilities offered by the library to the visually/physically challenged persons, but the library officials help them in finding the needed books.

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

The library takes regular feedback in the form of complaints, suggestions and recommendations (Only in the oral form). The Library Committee analyses these complaints & suggestions and forwards them to the principal for appropriate action. Such feedback is used for rendering the library student/user friendly.

### 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)**

Departments	Configuration	Quantity
Main Office	7 Desktops are HP Pro, Processor: 2.93 GHz Core 2 Duo , Ram: 1GB HDD: 300GB, DVD Writer, UPS: APC & 3 Desktops are XP Windows 2.00GHz Duel Core, Ram: 1GB, HDD: 250GB	10
Teacher's Staff Room	All Desktops are HP Pro, Processor: 2.93 GHz Core 2 Duo , Ram: 1GB HDD: 300GB, DVD Writer	04



<b>Library</b>	All Desktops are HP Pro, Processor: 2.93 GHz Core 2 Duo , Ram: 1GB HDD: 300GB, DVD Writer	<b>05</b>
<b>Laptop</b>	HP 1.7 GHz Duel Core, Ram: 1GB, HDD: 250GB	<b>03</b>
<b>Lesser Printer-Cum_Xerox</b>	HP Lesser Jet	<b>05</b>
	Canon Image Runner Modem 25/25	<b>02</b>
	Develop Ineo163v	<b>02</b>
<b>Generator</b>	10KV &20KV	<b>02</b>

- **Computer-student ratio – 320:1**
- **Standalone facility - Nil**
- **LAN facility – Available to all**
- **Licensed software – Used in all**
- **Number of nodes/ computers with Internet facility – Available to all**

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

Internet facility is available to the faculty and students within the campus during college hours.

The library and teachers' common room are connected with BSNL broadband facility. Faculty members can access internet in the teachers' common room. Students can access internet in the library only.

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

The College deploys and upgrades its IT infrastructure and associated facilities every year on the basis to fulfil the needs of the students either due to increase in strength or change in the syllabi and to resolve the compatibility issues because there are rapid changes in the IT sector within a short period of time. The college has installed BSNL broadband with a High Configuration Server. Installation of server based local area network (LAN) facility to Provide Fast flow of data across computers, Internet connection in Library and Teacher's common room computers to browse and download study materials, research papers etc.

**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 such specific annual budget allocation for procurement, upgradation, deployment and maintenance of the computers and their accessories. During the last four years procurement, upgradation and deployment were being done from the UGC grants received by the College. Maintenance of computers and their accessories are done from the funds available in the college. The amount spent on procurement, upgradation, deployment and maintenance of the computers and their accessories during the last four years are as follows:

	2011 – 2012	2012 – 2013	2013 – 2014	2014 - 2015
<b>Procurement, upgradation, deployment and maintenance of computers (in Rs.)</b>	Nil	23,1001 (Maintenance)	Nil	8100 (Maintenance)

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

The teachers liberally take help of the ICT resources to enrich their prescribed curriculum with the help of internet. Teachers prepare their own study materials using IT resources and supplied it to the students before delivering the same lecture in the class rooms. On-line study-materials of some eminent teachers are shown to the students by projection. The data of the students, his/her marks, result of University examination are preserved in the data-base server.

**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.**

Thrust is given to ICT (Information and Communication Technology) enabled teaching-learning process to make it effective and more student centric. The use of modern Audio Visual Aids/multimedia to complement the traditional method of lecture has made the teaching-learning methods interactive. Some of the Desktop computers are used solely by the students with internet facility – this will help them for independent learning. Computer library with terminals and internet facility are technology enabled learning spaces. In addition to using technology as



learning resources, managing the activities of the institution in a technology-enabled way will ensure effective institutional functioning. The Institution has moved towards electronic data management and official have institutional websites to provide ready and relevant information to stakeholders. The management staff although is now not adequately prepared to make use of Information and Communication Technology (ICT) but trying their level best to prepare them to cope up with the situation. Conscious effort is also being made to orient the office and Library Staff to make use of Information and Communication Technology (ICT) optimally.

**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?**

No, the Institution does not avail of the National Knowledge Network connectivity directly or through the affiliating university.

**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)?**

Item	2011 – 2012	2012 – 2013	2013 – 2014	2014 - 2015
Building	228860 College fund 725000 UGC fund 953,860	283,618 College fund	9,9280 College fund	Nil
Furniture	6930 College fund	30,090 College fund	13,740 College fund	4,38,090 College fund
Equipments	7,88,843 (out of UGC fund)	9,13,777 (out of UGC fund)	82,440 (out of College fund)	3,52,785 (out of UGC fund & out of College fund)
Computers	2,98,424 UGC fund	3,18,000 UGC fund	Nil	Nil
Fuel and Maintenance for Vehicles	Nil	Nil	Nil	Nil
Other Expenditure	8,87,518	20,45,729	29,06,054	29,41,257



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

Most of the equipment is maintained annually during the period, when classes are suspended due to university examination. Annual maintenance contract for some of the instruments are there; the party constantly visited the instruments and upkeep it.

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

Annual maintenance and repair of the infrastructure is taken care by the college in a systematic manner. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the building. The laboratory equipments are maintained through College lab. College has following technical staff:

- ❖ Electrician (Full Time staff)
- ❖ Night Guard (Full Time staff)
- ❖ Gatekeeper (Casual)
- ❖ Computer and Server maintenance system analyst (on AMC basis)
- ❖ Their services are available throughout the day

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

- The college electrician and the supporting staff are responsible for the upkeep of electrical equipments and their maintenance.
- The sensitive Instruments, such as Data Base server are located in a dust-free room, adjacent to the Pricipal's Office, with separate Electrical connection, having auto cut facility for high voltage fluctuation and maintained with lightening arrester. The short circuit situation is managed by using MCB switches.
- There is installation of voltage stabilizers and transformers for equipment to control voltage fluctuations
- Institute has uninterrupted supply of Electricity but during load shedding and power cuts Generator facilities are available in the college.
- There is an overhead water tank with submersible water pump for constant supply of water
- The college has a tie up with the dealer of the RO water purifiers who takes care of purchase, repair and maintenance of the system.



## CRITERION V : STUDENT SUPPORT AND PROGRESSION





## CRITERION V: STUDENT SUPPORT AND PROGRESSION

### 5.1 Student Mentoring and Support

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

The college publishes its prospectus every year. But in this academic calendar (2015 – 2016) as the institution has started online admission process, all the information about the college and prospectus were published in college website.

The prospectus includes the profile of the college, basic information of course of study, intake capacity of various subjects, Honours & General Admission procedure, fee structure, examination system, facilities to students like library facilities, students' Aid Fund, students' free ship, health unit and different co-curricular activities like NSS activities, Games and Sports, celebration and cultural activities, Magazine etc.

All aspects which illustrated above are committed and accountable by the institution such as

- a) The Fee structure is determined by the G.B of the college.
- b) Through student Aid Fund college helps the economically weaker meritorious students.
- c) There are two NSS unit in this college. Interested students participate under these units and work properly.
- d) There is one health unit in this college. Every Thursday Doctor comes and check-up to interested students and staff.
- e) Every year college publishes its Magazine “Riddhi” and have been distributed among the students.

#### 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.

The institution helps the students to avail different scholarships offered by the Government. Some of the scholarships commonly availed by the students are WBMDFC scholarship for the minority communities, SC/ST scholarships, Merit – Cum – means scholarship other than all these scholarships the institution has started the W.B Govt.'s *Kannayashree Prakalpa* from the session 2013 – 2014 and total eighty seven girls got this. In 2014 – 15 academic sessions total one hundred and forty one girls (141) students got his facilities through college. College authority works here as a medium between Bank & students.

**Details of the Scholarships:**

Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15
	Aid Fund	<u>315</u>
		2021
2012 - 2013	SC/ST	1652
	OBC/Minority	403
	Full Free	06
	Half Free	07
	Aid Fund	<u>272</u>
		2340
2013 - 2014	SC/ST	1540
	OBC/Minority	299
	Kannyashree	87
	Full Free	04
	Half Free	10
	Aid Fund	02
		<u>18</u>
	1960	
2014 - 2015	SC/ST	1566
	OBC/Minority	395
	Kannyashree	141
	Full Free	10
	Half Free	08
	Aid Fund	<u>153</u>
		2273

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

Session	No. Of students receiving scholarships	Percentage (%) of students receiving scholarships
2011 - 2012	2021	88.99%
2012 – 2013	2340	94.16%
2013 – 2014	1960	69.72%
2014 - 2015	2273	71.63%



#### **5.1.4 What are the specific support services/facilities available for?**

##### **a) Students from SC/ST, OBC and economically weaker sections**

- i. The college admission process provides reservations for SC/ST/OBC as per the Governmental regulations.
- ii. For SC/ST and OBC students, Govt. Scholarship is available.
- iii. The college tries to help out the economically weaker students with various options such as concession on tuition fees, providing free books and learning material etc.

##### **b) Students with physical disabilities**

Departments arrange tutorial/extra classes. There are no infrastructural facilities as such for physically disabled students. The college provides room in the ground floor during the examination.

##### **c) Overseas students**

Till now no overseas student has taken admission in this college.

##### **d) Students to participate in various competitions/National and International**

Students who want to participate in different District/State level competition get all sorts of help from the concerned faculty members. Moreover, our college library is a rich source of books for different branches of social science. Students get full support from the library. Students are encouraged to participate in various competitions like debate competition, group discussion, quiz competition, seminars etc. Prior notification of the upcoming competitions is displayed in the college notice board.

##### **e) Medical assistance to students: health centre, health insurance etc.**

There is a health unit in the college. Students in need can avail the facility of health unit. Moreover, in serious condition the doctor refers the patient to the Block Hospital. The IQAC Committee of the college also organized Eye check-up Camp for student and for neighbouring village communities.

##### **f) Organizing coaching classes for competitive exams**

At present the institution does not have such programme, but very soon we are planning to start coaching classes for competitive exams.

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

Department of English has been entrusted with the task of imparting such skills only to those students who have their own interest and those who require these skills. Though the institution does not have Computer Science Department, the students are helped by the library staff in using computers and internet. Other than these, many departments provide PPT (Power Point Presentation of Teaching) enabled education as a part of curricular.

**h) Support for “slow learners”**

For slow learners, the faculty offer informal counselling and extra classes if required. Personal guidance is also provided.

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

Geography Department generally organises educational tour in various places.

**j) Publication of Students Magazine:**

The college usually hang wall magazine in August/September and January/ February. Annual magazine “**Riddhi**” is published for which articles are invited from current students and even articles from ex-students of this college are also entertained. However, selection of articles is subject to the review of the Editorial Board.

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

N. A.

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

- additional academic support, flexibility in examinations
- special dietary requirements, sports uniform and materials
- any other.

Students are encouraged to participate in extracurricular activities as volunteers of NSS. They are engaged in various social welfare activities throughout the year i.e. participation in the



competition of youth mock- parliament, cleanliness activity, environmental awareness programme, Blood donation camp, literacy programme, tree plantation programme etc. Other than these, the college has facilities for cricket, football, volleyball. The annual sport is mainly centred on athletics.

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

The college through Career Counselling Cell helps the students to prepare for various competitive exams. Moreover, many departments take class tests in multiple choice question paper which help them to write various competitive exams.

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

There is cordial relationship between the students and teachers. This enables all sorts of counselling required for the students at an informal level:

**Academic Counselling:**

The students are always free to approach the teachers for any kind of academic purpose. The brilliant students always get a chance to make better progress and the slow learners are given special attention to overcome their difficulties and make a good result.

**Career Counselling:**

Many of students are first generation learner and coming from lower income group and first learner family type. So, the concerned faculty tries to guide the students in choosing the right career and in preparing themselves for availing such opportunities. College library has Employment news, Karmasangsthan, Karmashetra, and various job related magazines.

**Personal & Psycho – social Counselling:**

College provides Counselling cell where students can discuss their personal problems with the faculty and faculty tries to solve the particular problem while meeting his/her parents.

**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).**

No placement cell.

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



Yes, the institution has a grievance redressal cell. There is a grievance redressal cell box in the college campus that serves the purpose for knowing the grievances of the students. Students can approach the Principal and expresses their grievances informally.

The following cases were redressed:

Meeting Date	Redress Cases
24/08/2011	i. Sweeping of the Boy's Urinal ii. Cleaning Girl's Common room iii. Plantation of trees in college campus
20/09/2011	i. Books of History honours (English Version) ii. Unclean Urinal of Boys iii. Materials Sports
20/12/2011	i. English honours Books ii. Cleaning Girl's Common room iii. Proper Cycle Stand iv. Political Science Book on Nimai Pramanik
21/01/2012	i. Cleaning of Class room ii. Canteen facility iii. Sports material for girl's common room
13/08/2012	i. Cleaning of Class room ii. Attendants in Cycle Stand iii. Purified Water
08/09/2012	i. Indoor sports facility for girl's common room ii. Lack of attendance of teaching staff iii. English honours Book iv. Proper cycle stand
18/10/2012	i. Drinking water facility ii. Girl's common room – urinal cleaning
22/12/2012	i. Curtain facility in Girl's common room ii. Cleaning class-room – No. iii. Provide carom-board for boys
09/02/2013	i. Dustbin for Girl's urinal ii. Renovation of college play-ground iii. Lack of books of Sanskrit subject
12/08/2013	i. Cleaning of college campus ii. Plantation of trees iii. Books for Sociology
28/09/2013	i. Indoor games facility in Girl's common room
27/11/2013	I. Proper cycle stand II. Renovation of water-system in boy's toilet
25/01/2014	i. Stolen of cycle ii. Lack of Computer facility iii. Departmental library for Bengali



26/02/2014	i. Acute shortage of classroom during examination ii. Demand for full time teacher in English
04/09/2014	i. Demand of full time teacher in Geography ii. Extra unit open for NSS
14/11/2014	i. Demand of full time faculty in Sociology ii. Demand of Employment News in Library
24/12/2014	i. Lack of internet facility ii. Frequent intrusion of outsiders
22/01/2015	i. Demand of new subject like – Physical Education ii. Grievance for NSS unit

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

Though the college is having a committee constituted for prevention or action against sexual harassment of women students, but no such untoward incident of sexual harassment has been reported to the college authority during past years.

**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?**

Yes. Along with an anti-ragging committee we have an anti-ragging squad for prevention of any type of harassment of the students particularly the newcomers at the College campus.

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

Other than SC/ST/OBC scholarships, the college made accessible for needy but meritorious students - Merit-Cum-Means Scholarships.

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

The college has an Alumni Association. It is a matter of great pride for the college that some of our existing faculties are members of the Alumni Association, besides this, some non-teaching members of the college are member of the Alumni Association. Our Alumni Association acts as a bridge between the glorious past and promising present. They aspire to contribute towards the all-round development of the college.

**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.**

Student progression	%
UG to PG	<b>Not known</b>
PG to M.Phil.	
PG to Ph.D.	
Employed	
<input type="checkbox"/> Campus selection	
<input type="checkbox"/> Other than campus recruitment	

**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.**

**Under Graduate Courses (Honours)**

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2011	Bengali Part I	65	61	93.84%
	Bengali Part II	54	54	100%
	Bengali Part III	55	51	92.72%
	English Part I	60	42	70%
	English Part II	35	32	91.42%
	English Part III	52	27	51.92%
	History Part I	39	32	82.05%
	History Part II	20	18	90%
	History Part III	22	15	68.18%
	Political Science Part I	25	23	92%
	Political Science Part II	13	12	92.30%
	Political Science Part III	10	08	80%
2012	Bengali Part I	76	68	89.47%
	Bengali Part II	61	51	83.60%
	Bengali Part III	55	48	87.27%
	English Part I	69	26	37.68%



	Part II	46	39	84.78%
	Part III	29	28	96.55%
	History			
	Part I	47	37	78.72%
	Part II	36	33	91.66%
	Part III	24	18	75%
	Political Science			
	Part I	20	14	70%
	Part II	28	24	85.71%
	Part III	15	12	80%
2013	Bengali			
	Part I	75	68	90.66%
	Part II	61	55	90.16%
	Part III	37	35	94.59%
	English			
	Part I	69	58	84.05%
	Part II	29	20	68.96%
	Part III	32	23	71.87%
	History			
	Part I	40	31	77.50%
	Part II	38	31	81.57%
	Part III	20	15	75%
	Political Science			
	Part I	28	17	60.71%
	Part II	14	13	92.85%
	Part III	19	12	63.15%
2014	Bengali			
	Part I	68	62	91.17%
	Part II	72	69	95.83%
	Part III	68	63	92.64%
	English			
	Part I	57	39	68.42%
	Part II	56	51	91.07%
	Part III	35	28	80%
	History			
	Part I	36	17	47.22%
	Part II	35	32	91.42%
	Part III	27	22	81.48%
	Political Science			
	Part I	22	12	54.54%
	Part II	27	22	81.48%
	Part III	17	14	82.35%



### Under Graduate Courses (General Course)

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2011	History General			
	Part I	232	218	93.96%
	Part II	486	481	98.97%
	Part III	250	229	91.60%
	Political Sc. Gen			
	Part I	502	481	95.81%
	Part II	357	348	97.47%
	Part III	171	153	89.47%
	Philosophy Gen			
	Part I	424	418	98.58%
	Part II	182	180	98.90%
	Part III	129	124	96.12%
	Elective Bengali			
	Part I	561	549	97.86%
	Part II	441	435	98.63%
Part III	215	203	94.41%	
Elective English				
Part I	49	46	93.87%	
Part II	22	19	86.36%	
Part III	16	14	87.50%	
Economics Gen.				
Part I	40	38	95%	
Part II	13	11	84.61%	
Part III	12	11	91.66%	
Sociology Gen.				
Part I	30	29	96.66%	
Part II				
Part III				
Geography Gen.				
Part I	20	19	95%	
Part II				
Part III				
BNGM				
Part I	613	426	69.49%	
NEPM				
Part I	01	01	100%	
HINM				



	Part I	02	02	100%
	ENGC Part II	487	462	94.86%
	HINM Part II	01	01	100%
	ENVS Part III	248	131	52.82%
Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2012	History General Part I	150	141	94%
	Part II	201	187	93.04%
	Part III	421	389	92.39%
	Political Sc. Gen Part I	702	651	92.73%
	Part II	298	271	90.93%
	Part III	286	249	87.06%
	Philosophy Gen Part I	691	687	99.42%
	Part II	221	215	97.28%
	Part III	168	159	94.64%
	Elective Bengali Part I	597	581	97.31%
	Part II	354	340	96.04%
	Part III	378	321	84.92%
	Elective English Part I	28	25	89.28%
	Part II	15	11	73.33%
	Part III	14	10	71.42%
	Economics Gen. Part I	43	41	95.34%
	Part II	12	10	83.33%
	Part III	13	12	92.30%
	Sociology Gen. Part I	27	26	96.29%
	Part II	17	15	88.23%
Part III				
Geography Gen. Part I	27	25	92.59%	
Part II	15	13	86.66%	
Part III				
BNGM Part I	714	414	57.98%	
HINM Part I	01	01	100%	



ENGC Part II	380	181	47.63%
ENVS Part III	438	251	57.30%

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2013	History General Part I	312	240	76.92%
	Part II	86	81	94.18%
	Part III	165	131	79.39%
	Political Sc. Gen Part I	903	869	96.23%
	Part II	379	328	86.54%
	Part III	214	179	83.64%
	Philosophy Gen Part I	874	848	97.02%
	Part II	338	328	97.04%
	Part III	140	129	92.14%
	Elective Bengali Part I	580	483	83.27%
	Part II	311	305	98.07%
	Part III	249	213	85.54%
	Elective English Part I	17	11	64.70%
	Part II	13	09	69.23%
	Part III	17	16	94.11%
	Economics Gen. Part I	24	19	79.16%
	Part II	15	14	93.33%
	Part III	09	08	88.88%
Sociology Gen. Part I	28	25	89.28%	
Part II	20	19	95%	
Part III	12	11	91.66%	
Geography Gen. Part I	21	18	85.71%	
Part II	21	17	80.95%	
Part III	10	09	90%	
BNGM Part I	918	481	52.39%	



SANS G Part I Part II	82	80	97.56%
HINM Part I	01	01	100%
ENGC Part II	407	318	78.13%
ENVS Part III	266	134	50.37%

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2014	History General Part I	935	801	85.66%
	Part II	145	137	94.48%
	Part III	111	105	94.59%
	Political Sc. Gen Part I	589	475	80.64%
	Part II	501	428	85.42%
	Part III	334	282	84.43%
	Philosophy Gen Part I	419	392	93.55%
	Part II	491	437	89%
	Part III	293	271	92.49%
	Elective Bengali Part I	965	828	85.80%
	Part II	336	287	85.41%
	Part III	302	261	86.42%
	Elective English Part I	15	12	80%
	Part II	16	11	68.75%
	Part III	11	08	72.72%
	Economics Gen. Part I	03	02	66.66%
	Part II	10	07	70%
	Part III	14	13	92.85%
	Sociology Gen. Part I	57	52	91.22%
	Part II	18	15	83.33%
	Part III	15	14	93.33%
	Geography Gen. Part I	21	19	90.47%
	Part II	14	09	64.28%
	Part III	22	20	90.90%



SANS G Part I	29	27	93.10%
Part II	45	43	95.55%
BNGM Part I	999	581	58.15%
ENGC Part II	535	418	78.13%
ENVS Part III	366	231	63.11%

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

The institution does not have any employment cell. But regular departmental and inter-departmental seminars and numerous academic programmes organized by the college encourage the students to pursue higher studies.

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

Risk of failure students are regularly counselled by the departmental teachers and helped by giving extra tutorial classes, repetition of class lecture, regular class tests, sometime small group class tests and personal guidance also provided to reduce the possibilities of dropout.

## 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.

The aim of modern education is all-round development i.e. intellectual, mental, physical, emotional, cultural etc. of the students. Along with intellectual development, numerous extension activities are promoted for physical development and to inoculate a sense of civic responsibilities,



community orientation among the students through their participation in games and sports, cultural activities, arranging science fair and other extracurricular activities through NSS throughout the session.

Details of program calendar of sports:

- Students of the college (both boys and girls) participate in the Annual college sports and games.
- Our students actively participate in the Inter-college competition of games and sports conducted by the affiliated University every year.

#### **Cultural and Extra-curricular activities:**

##### **Freshers' Welcome:**

At the beginning of the Academic Session, after admissions are complete, the Students' Union organizes Freshers' Welcome for the newly admitted students.

##### **Cultural Activities:**

The students of this College are enthusiastic about active participation in cultural activities like theatre, dance-drama, singing competitions etc.

##### **Students' Festival:**

The Students' Union actively participates in socio-cultural upliftment. A one-day programme is held in the month of December every year. The major attractions are: Prize Distribution Ceremony: Prizes are distributed among successful candidates who have topped among the College students in various University Examination, and to winners of Singing, Recitation, Debate, Extempore Speech and Quiz Competitions.

NSS and NCC volunteers organize cultural programs and blood donation camp on various occasions throughout the year e.g. Independence Day, Republic Day, Human Rights Day on 10<sup>th</sup> December, College Foundation Day on 22<sup>nd</sup> July, World Environment Day and Birth Day Celebration of Celebrities etc. Cultural competitions (like quiz, debate, songs, recitation, extempore etc.) are also organized by the Students' Union every year.

NSS volunteers intermittently organize different awareness programs on various occasions in order to make the students aware of multifarious burning issues e.g. AIDS, Environment pollution and protection, Global warming, Consumers' protection, Humanism of Swami Vivekananda, Global terrorism- A Menace to civilization, Thalassemia etc.

Our college teams participate in Youth Parliament and Quiz Competition both at the district and state level organized the Ministry of Parliamentary Affairs, Govt. of West Bengal.

**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.**



- College volleyball team participated in the tournament held at University of north Bengal Campus organised by the Sports Board of the University in the 2012 – 2013 session.
- Kamal Hossain stood 3<sup>rd</sup> position in 1500mts. (Men) in West Bengal Inter College District Athletic meet held at 18.02.2013.
- Mithun Barman stood 2<sup>nd</sup> position in Discus Throw in West Bengal Inter College District Athletic meet held at 18.02.2013.
- Mithun Barman stood 3<sup>rd</sup> position in Javelin Throw in West Bengal Inter College District Athletic meet held at 18.02.2013.
- Chandan Roy stood 2<sup>nd</sup> position in 400mt. Sprint in West Bengal Inter College District Athletic meet held at 18.02.2013.
- Chandan Roy stood 2<sup>nd</sup> position in 200mt. Sprint in West Bengal Inter College District Athletic meet held at 18.02.2013 to 19.02.2013
- Mithun Barman participated in Discus Throw in an event in West Bengal Inter College State Athletic meet held at in 6<sup>th</sup> & 7<sup>th</sup> March at Yuva Bharati Krirangan & SAI Complex.
- Chandan Roy Participated in 400mt. Sprint in West Bengal Inter College State Athletic meet held at in 6<sup>th</sup> & 7<sup>th</sup> March at Yuva Bharati Krirangan & SAI Complex.
- Uttam Roy and Abul Kalam Azad bagged second prize in State Level Quiz competition in Youth Parliament held at Kolkata in 2011. They stood first in the district level Quiz Competition in Youth Parliament held at oochbehar.

### **5.3.3 How does the College seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?**

The institution has the following effective mechanism to seek and use data and feedback from its graduates and employers to improve the growth and development of the institution.

The College hands out feedback proforma to the students regarding the course content as well as teacher evaluation. The feedback obtained is analyzed by the IQAC and the Principal take necessary action to enhance the performance of teachers and quality of the institutional provisions.

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

The institution involves and encourages students to publish wall magazines, college magazine, in the following ways:



A faculty member is given charge to edit and help the publication of annual magazine and wall magazines with the help of Editorial Board consisting of other faculty members.

Students are encouraged to write in wall magazines, departmental activities and various news regarding subject/faculty and display on display boards of all the departments.

The College publishes an annual magazine for students. It is an ideal platform for students to realize their creative potential and their writing skills. The students' contributions include poems, stories, articles that reflect their ideas and aspirations.

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

The College has a Students' Union.

**Constitution:** The students' representatives are directly elected every year by the bonafide students of the college in accordance with the provisions of Statutes of University by means of secret ballot. The total number of members of the body is 26. The office bearers are elected by the newly elected students' representatives".

**Major activities:** The Students' Union is an active and constructive body in the College managed democratically by the students themselves. They organize a spectrum of activities. A summary of the annual activities is given below:

**Annual activities :** Fresher's Welcome; Inter Class Cultural Competition; Inter Class Sports Competition; Annual Sports; Students Festival; Publication of College Magazine; Saraswati Puja; Organizing debates & quiz competition; Participations in seminars of the college; Providing Financial Aids from a special fund—Students' Aid Fund; participation in all social and community services related activities, health camps and cultural activities organized by the NSS Unit of the college.

- It maintains an atmosphere of unity and brotherhood and promotes a academic environment in the College campus.
- Bring forward the grievances of the students to the notice of the authorities.
- Create a link between administration & students.
- Conduct the assembly; maintain discipline and cleanliness in the institution.

**Funding:** Most of the financial requirements of the students' union are met by the college. College funds the Annual activities of the students Union and budgetary allocations are made for that at the beginning of each financial year.

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

The General Secretary of the Students' Union represents the Governing Body which is the main decision making as well as administrative body of the college. Sometimes representatives of



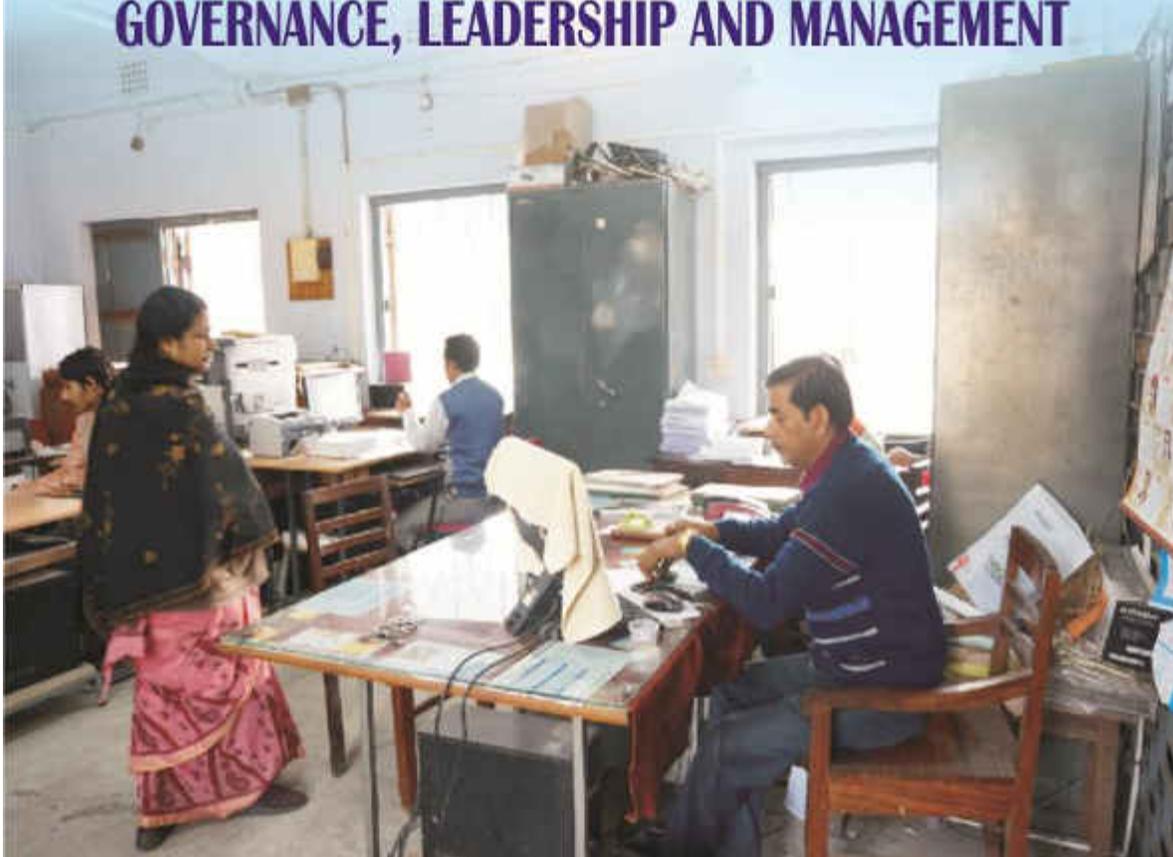
students" Union prefigure in other Committees like Welfare Committee of the college, Grievance Redressal Cell, Sexual Harassment Prevention Cell etc.

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

The Alumni Association has become instrumental in transmitting the rich heritage, values, valuable information, experience etc. from generation to generation and thereby it reduces the inter-generational gap. The former faculties of the college share their knowledge, experience with the existing faculties and give valuable suggestions regarding the further development of the college.



## CRITERION VI : GOVERNANCE, LEADERSHIP AND MANAGEMENT





## CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

### Institutional Vision and Leadership

**6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

**Vision:**

Vision of Netaji subhas mahavidyalya is a happy society that gleans the benefits of advanced knowledge and education, but relies on the traditional human values and spiritual ideals of Indian civilization.

**Mission:**

- f) To provide for the basic higher education to the deserving students particularly from the backward communities.
- g) To offer adequate opportunities to the meritorious in pursuit of advanced categories of education.
- h) To create resource for offering job oriented courses to the students.
- i) To develop in the students healthy knacks and awareness through different campus activities, academic, cultural, social and recreational.
- j) To provide all sorts of support and assistance to people of the area by utilizing the infrastructure and faculty of the college.

**Objectives**

- g) To create in every possible way a learner friendly environment within the college premises.
- h) To orchestrate the interests and aspirations of the teachers, learners and various stakeholders into an elaborate policy and to overcome possible obstacles in the way of implementing it.



- i) To reduce the gulf between the ideal state of academic affairs and the attainable level of the same in the present situation of unavoidable impediments and deficiencies.
- j) To observe transparency in admission procedure, impose order in day to day activities and device quality promotional programmes.
- k) To provide opportunity and assistance to the learners of all class, age and merit as recommended by Government and as permitted by college resources.
- l) To devise and follow some ideal practices in academic, cultural, environmental or moral affairs within college campus that contributes to the all around development of individual personality and collective life.

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

Governing Body of the College is formed as per rule, comprising of nominees selected by Director of Public instruction, NBU Teacher's Representative and NSM, Representative of Non-teaching Staff Council and G.S. Students' Union. Important decisions regarding administration affairs and policy matters are taken in the regular meetings of the college Governing Body. The Teaching and the non-teaching staff of the college meet separately and, Jointly sometimes, to discuss academic or administration affairs and communicate to the G.B. their observations and suggestions, through the principal and the teacher members of the G.B. In addition, the quality objectives of the college and the implementation are reviewed by the Governing body and the IQAC every year for making necessary changes.

### **6.1.3 What is the involvement of the leadership in ensuring?**

#### ***The policy statements and action plans for fulfilment of the stated mission***

Principal of the college, in collaboration with different academic and administrative committees formed by the Governing Body, preside over the day-to-day functioning of the college. Plans and policies adopted by the authority are communicated to the relevant sections of the student and the staff immediately, through notice-board, over phone to keep the teachers and students updated regarding tit-bits of important college affairs. Principal keeps constantly in touch with the staff council and students' Union.

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

Strategies for overcoming obstacles and ensuring welfare are formulated in meeting of the staff, to be forwarded to the GB for approval.

***Interaction with stakeholders***

Interactions with the stake holders are done at guardians' meeting by the teachers and different occasions by the principal. In addition, regular meetings are conducted with the management and IQAC.

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

At different levels stakeholders are approached for moral supports and also for financial assistance, particularly to local government representatives.

***Reinforcing the culture of excellence***

All the staff and students of the college are particularly aware of its legacy of excellence that all try to uphold in words and deeds.

***Champions organizational change:***

New measures for dealing with various difficulties are always adopted on trial and error basis in quest of an effective organizational strategy. Principal collects feedback from all stakeholders, reviews it and accordingly, initiates changes at the academic level and the infrastructure level. Some of the examples of changes include ***Academic changes***

- Introduction of MCQ for a number of subjects

***Infrastructure changes***

- Construction of Science Block (to be proposed)

**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?**

Implementation of policies and plans, monitoring the functioning of college, analysis of success achieved and obstacles confronted and finding ways to overcome the barriers are the charges distributed among different committees. Principal is in charge of coordinating the activities of such executive bodies through formal meetings and informal interactions. Feedback is collected from all stakeholders regularly and based on the feedback; policies are reviewed by the Principal with the IQAC and in the Governing Body.

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



The faculty of the college is constantly encouraged to devise new ways and approaches for tackling problems and effecting improvements in rendering real help to the learners. Departments are sanctioned enough freedom and financial assistance so that individual visions appertaining to teaching-learning process can be materialized.

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

Most of the permanent and contractual staff of the college is engaged in multi-faceted activities, both academic and administrative, in various capacities. Charges and assignments are distributed by the principal taking into consideration the knacks and aptitudes of a person. Personal development in experience and expertise is consequent upon the rise in the level of institutional excellence. The college encourages the growth of leadership qualities in the staff by entrusting the right person with the right assignment. Each faculty is provided with an opportunity to be a member of various sub-committees. Subsequently, they are also provided with an opportunity to be the convenor of the committee.

#### **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?**

Departments have full freedom in dealing with various affairs of teaching, such as making lesson plans, conducting class tests, counselling advanced or backward students of the class and holding guardians' meeting periodically. Staff Common room equipped with desk-tops with internet connection, and enough arrangements for meeting students outside the class widen the scope of serving the needs of the learners. Functioning of the lab-based departments is different from that of the non-lab-based subjects.

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

Administration of an institution is a wide net work of collective efforts directed to the maximum possible welfare of the students and the staff. Cooperation and contribution of the students, staff and the stakeholders, on various levels, are obtained through constant exchange of views with mutual understanding. Reactions and suggestions from students, their guardians, alumni and well-wishers from different levels of the society are collected and considered periodically with a strong zeal for self-improvement. Contact with and appeals to the persons in relevant administrative posts are made in order to put the college into the mainstream of society life.

### **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?**



To achieve all-round development in consonance with the changing scenario of academic world at present is the policy of the college that is more demonstrated in its activities than stated formally anywhere. To offer the benefits of education to the people of a backward area with a sizable population of minority group is the professed aim of the institution and the requirement of the society. Efficacy of the measures taken and plans devised are constantly tried by the published result of the students' performance and by annual feedback of the students.

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

The aspects considered for inclusion in the perspective plan for development are as follows:-

- To introduce more subjects at the U.G. level).
- To rearrange the existing administrative section of the college by making it more spacious and easily accessible to the students.).
- To extend the present library building
- To adopt water-harvest plan (Canal of the college is restored to working order for this purpose.

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

The internal organizational structure of the college has the Governing Body as the apex of the decision making authority. It empowers the principal to implement plans and policies adopted. The Principal is assisted by different committees formed by the G.B. and Staff Council (such as, Admission committee, Examination Committee, Library Sub-Committee etc). Secretary, Teachers' Council acts as the link between the Teachers and the principal. Similarly the Principal gets the administrative affairs superintended through the Head Clerk of the office and the Bursar. IQAC has been formed on 09/01/2008, in order to superintend all academic and administrative affairs in the college.

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

***Teaching & Learning***

For quality improvement in teaching and learning measures are adopted for:-

- a) Using modern teaching aids increasingly in classes.



- b) Encouraging students to take part in interactive sessions, such as, seminars and project – works.
- c) Meeting advanced and backward students outside class.
- d) Encouraging students to use electronic knowledge store at every step.
- e) Keeping track of students’ performance through class tests.

### ***Research & Development***

IQAC has formed a Research and Consultancy cell for dealing with the task of:-

- a) Exploring the feasibility of applying for UGC assisted Research Projects in different subjects.
- b) Supplying relevant information regarding UGC Projects to the faculty members.
- c) Planning for improvement of the existing infrastructure for the ongoing Major and Minor Research Projects in the College.
- d) Holding seminars and workshops to create awareness about this aspect of academic activity.

### ***Community Engagement***

NSS wings of the college, under guidance of teachers in charge of Extension activities of the college, are involved in field works in nearby areas, developing positive awareness in common people and eradicating superstitious and prejudicial notions in them.

### ***Industry Interaction***

The Career Counselling Cell of the college keeps students abreast of the job- opportunities in the industrial houses nearby and communicates relevant information regarding employment to the students.

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

The principal collects reports of the activities of all the committees and cells functioning in the college, and these reports are discussed in the staff council to review the success and failures. The council recommends improvements to be made and the principal arranges for facilities if any as required. The feedback received from the stakeholders also serves as a source of information for future improvements.

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

The Governing Body of the College, as and when necessary, forms committees with teachers and staff for superintending various works and activities related to teaching, learning and administration. This is very effective both in ensuring proper momentum in developmental schemes and generating a sense of responsibility and involvement in the staff.

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

The Governing Body of the College, during the year 2014, adopted quite a few resolutions for developing infrastructure and increasing academic opportunities. Work is in progress for materializing the plans. A few of them are extension of library building, restructuring of the administrative building, installation of drinking water equipment, building a Conference Hall Cum Smart Class Rooms, etc.

**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?**

At present, Coochbehar Panchanan Barma University has made no provision for recommending a College for claiming 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?**

The Grievance Redressal Cell is entrusted with the power to take immediate steps in case of unwanted obstacle in the way of offering due facilities to the students of the college. Often interference of authority is sought by the Cell. Suggestion for effecting necessary changes in policy is also made by the Cell. As for example, College is reviewing its existing library facility in view of an online complaint lodged by a student. To the needy students books borrowed from library cannot serve purpose if it is to be returned before examination as per the prevailing rule.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**



There is no such instance.

**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?**

Student feedback is collected and analyzed. Feedback data is automatically analyzed and the reports are generated. Students register their feedback on the performance of each teaching faculty, course and the institution before their final examination. A committee has been formed for reviewing and analyzing data obtained there from. It suggests ways for effecting rectification and improvement, as and when necessary.

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

Teachers participate in UGC prescribed short term trainings such as Refreshers /Orientation Courses. They are also given leave and financial assistance as per rule for attending seminars and workshops related to their particular area of interest. Office staff also undergoes training programmes conducted by the University. As a result the major portion of administrative work has already been automated.

**6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

The policy of the college is to motivate its staff for active participation in each and every side of the multi-layered daily activities and specialized developmental programs taken as per requirement. Teachers are often deputed to oversee a particular function related to various administrative affairs. The office staffs are also deputed to render help to the management of pedagogic functions.

**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.**

Information regarding performance appraisal system required mainly for CAS (Carrier Advancement Scheme), regularly and meticulously collected and recorded by the IQAC cell.

**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?**

Performance appraisal through term-end students' feedback in prescribed format is reviewed by a committee for that purpose. Report of the committee is communicated both to the Governing Body of the college and to the Students' Union.

**6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

The College does not have Group Insurance for the staff but actively thinking to start it.

**6.3.7 What are the measures taken by the institution for attracting and retaining eminent faculty?**

The campus of the College is a good balance between infrastructural requirements and environmental serenity. Amiable relationship between teacher and students, decent working atmosphere, good library and laboratory facilities are a few positive features that have built up the reputation on of NSM as a centre of education both in U.G levels.

**6.4 Financial Management and Resource mobilization.****6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The Governing Body of the College, which is the premier body in the hierarchy to monitor the functioning of the College, has constituted a Development Committee comprising of a group of teachers along with some technical persons, to devise plan, implement them and keep an eye on their progress. Later on, under the aegis of the University Grants Commission the committee has been revamped and renamed as Planning Board, with same function. This Board also watches over the UGC fund utilization under different proposals, monitoring the implementation process and ensuring that the work is completed properly matters. Bursar is to check the appropriateness of different expenditure.

**6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

All the accounts of the college are regularly audited. There are three types of audits done in the college. a) Every year the Chartered Accountant appointed by the College conducts internal auditing. b) The Auditor appointed by the Higher Education Department, Government of West



Bengal, audits the college accounts annually. d) The utilization of the UGC accounts is audited by the registered Chartered Accountant appointed by the College.

**6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**

The entire funding for the functioning of the college is done by the College on its own. Tuition fees and special fees collected at the time of admission is an important source of institutional revenue. Half of the Tuition fees thus collected is remitted in the government treasury account. Occasionally, some non-plan grants are received from the Government of West Bengal.

(Copy of Last four year's Income & Expenditure has been enclosed in the Annexure)

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

The institution is managed by the College Governing Body. All the recurring expenditure is borne by the College itself. The UGC extends financial support for various academic developmental activities. Besides, money collected from the students in the form of different fees, petite endeavours are made to mobilize additional fund by letting the College playground, Bank interest from Deposits, etc.

**a. Non plan fund received from the Government of West Bengal**

**a. Non plan fund received from the Government of West Bengal**

Year	2014-15	2013-14	2012-13	2011-12
Amount	14591000	16187074	12625134	12367279

**b. Plan Fund released by Government of West Bengal –**

Year	Sanctioned Amount
2014-2015	150,000 COSA Online 25,000 Sports Grant
Total	175,000

**c. UGC Fund**

The college applies for financial assistance of UGC when proposals are invited. The followings are a few of the funds we have received during last four years.

Year	2014-15	2013-14	2012-13	2011-12
Amount in Rs	1157620	655500	662500	1766000

**UGC Fund Utilized**

Year	2014-15	2013-14	2012-13	2011-12
Amount in Rs	672461	110570	1859104	2131980

**Govt Fund Utilised**

Year	2014-15	2013-14	2012-13	2011-12
Amount in Rs(salary)	14591000	16187074	12625134	12367279

**6.5 Internal Quality Assurance System (IQAS)****6.5.1 Internal Quality Assurance Cell (IQAC)**

- Almost all the decision were tried to be improved upon but results of all were not up to the expectation.
- Two external members were included in IQAC and in a meeting they suggested the following programme.
- Some extension programs to be initiated in collaboration with Haldibari rural Hospital.
- The feasibility of launching the new courses in counselling in behavioural disorder and in ophthalmology in collaboration with Haldibari rural Hospital to be considered.
- The decisions of IQAC are discussed in the Staff Council meeting.
- Decisions are also intimated to the concerned persons.

**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.**

Student feedback supplied by the Grievance Redressal Cell, Guardians' feedback offered by different departments and issues arising out of varieties of turns in academic situation are taken into consideration by IQAC. Members outside the institution offer their suggestions. Principal, as the head of IQAC, Communicates the resolutions adopted to different bodies of the College Staff or to the Governing Body as per necessity.



**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.**

Different trainings for efficiency improvement of the staff offered by the Government and by different organizations are availed regularly. Orientation and Refresher Courses for the teachers are compulsory. College arranges for necessary Computer–trainings for the non-teaching staff.

**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?**

Opinions regarding the current academic ambience and facilities available are sought in Guardians’ Meeting. Suggestions for improvement are considered in the Academic Council and in IQAC meetings, for future action plan.

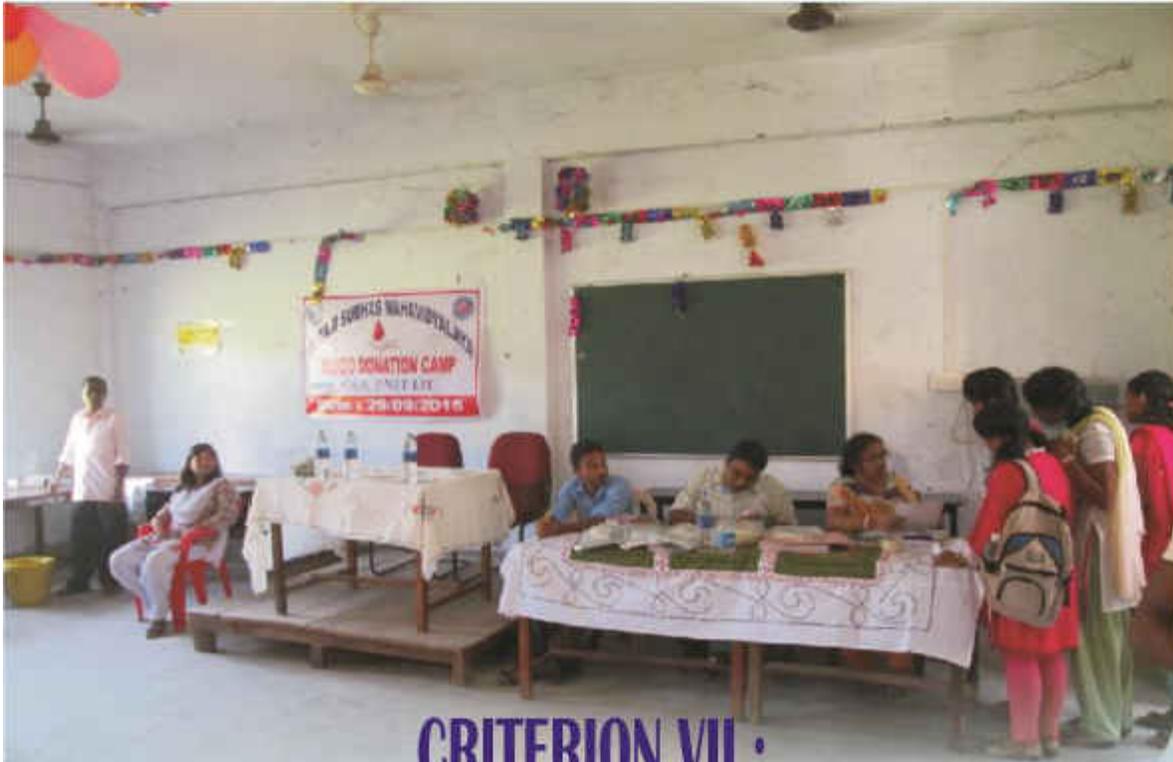
**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?** Internal quality assurance mechanism of the college has been devised in consonance with formula prescribed by UGC/NAAC.

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

Principal of the College, Secretary, Teachers’ Council and the Co-ordinator, IQAC, jointly supervise the progress of the different departmental works related to teaching learning process. Academic Committee comprising of one member from each department, meet at regular intervals to review situation. Suggestions of the Academic Council are communicated to the teachers in meetings.

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

Policies adopted and operational procedures followed for ensuring required level of excellence in functioning of the college are always widely circulated among people concerned through meetings, notices served, SMS, website information and electronic media.



## CRITERION VII : INNOVATIONS AND BEST PRACTICES





## Criterion – 7

### Innovation and Best Practices

#### 7.1. Environment Consciousness

##### 7.1.1. Does the institution conduct a green Audit of its campus?

No, the college not yet conduct any kind of green audit of its campus. However, the students and faculty are encouraged by the NSS unit to keep the campus green and clean by planting more trees and making the campus plastic free zone. Though there is no formal green audit system, the entire building of the institution is designed by the architect in considering the maximum utilisation of the natural resources. All the class rooms are well lit with natural light and very well ventilated.

##### 7.1.2 What are the initiatives taken by the institution to make the campus eco friendly?

**The following necessary steps are taken to keep the campus environment friendly**

##### **Energy conservation:-**

- ▶ The glass windows of the class rooms facilitate maximum utilisation of natural light and it helps in conservation of electricity.
- ▶ Switching off the electrical equipments when not in use.

**Use of renewable energy: - Nil**

##### **Water harvesting:-**

The college has adequate facilities of water. There is ground water access and PHE connection of water supplied by Municipality which is stored in the water reservoir and supplied in different corner of the college.

##### **Check dam construction:-**

There is no scope of checking dam construction.

##### **Efforts for Carbon neutrality:-**

The college has made the adequate arrangements for the parking of vehicles. Cigarettes and tobacco products are strictly banned within 100 metres of campus.

##### **Plantation:-**

The college organizes periodical NSS camp to inculcate the values of plantation among the students and the faculties.

**Hazardous waste management:-**

Sufficient number of dustbins is kept at each floor of the building for deposition of hazardous waste. All are collected together and regularly disposed of manually.

**E waste management:-**

- ❖ Use of mobile phones in the college is restricted.
- ❖ Seminar and class teachings are given for the proper waste disposal.
- ❖ Different electronic damaged parts and machinery unused goods are stored in specific place and removed it systematically.

**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**

The following innovations are introduced in the college during the last four years which have created a positive impact on the functioning of the college:-

- To admit better quality students conduct admission process smoothly in first year counselling system has been introduced and since 2015 on-line admission system was started.
- To improve the quality of the faculty, merit is considered the major criterion for recruitment of part-time and guest lecturers. The college has devised a system where different scores are fixed for different achievements of the applicants applying for lecturers' post e.g. marks scores at different levels, Ph.D, NET/SET, publications, experience etc.
- New courses such as Sociology, Sanskrit, and Geography (Honours) have been introduced.
- Time to time different faculty development programmes such as seminars, debates, quiz competitions, group discussions etc. Are organised by the various departments of the college.
- The faculty members are encouraged to participate in different seminars, workshops, conferences and do research works to improve their quality.
- The college encourages research collaboration by organising state level and national seminar.
- Different social awareness programmes and activities have been organised by the NSS unit and the college, such as motivation of blood donation, health camps, tree plantation etc.



- To make the education modernise and attractive to the students technological developments have introduced by purchasing LCD projectors, sound system etc. More computers have been purchased and introduced internet facilities.
- New text and reference books including journals have been purchased
- The college provide financial assistance to the students of socially backward, economically weaker and differently abled sections by organising various awareness programmes, allowing grants from Aid fund, considering full free, half free and book bank etc.
- Social responsibilities and citizenship roles among the students are promoted indirectly by encouraging and supporting the students to participate in various co-curricular activities like sports, cultural and social programmes.
- For Pure drinking water high quality water filters have been purchased.

### **Best practices – I**

#### **a) Title of the Practice:**

Counseling Cell for the Students

#### **b) Goal:**

The institution has set up a “Counseling Cell” for serving the students’ query about their bright career, job and higher education after the completion of graduation degree both in Honours and General Course. The main motto of this college is not only preparing them for job but also to make them good citizen of the country and the society.

#### **c) The Context:**

To equip and empower students with relevant knowledge, competence and creativity to meet the challenges in the midst of rapid societal change, the college authority and the teachers’ Council body have taken the decision to provide information and assistance to the students’ regarding job-oriented education and empowerment beside the normal teaching learning programmes so that they can establish in the society and enriched themselves.

#### **d) The Practice:**

In a particular period, on the basis of class routine the in charge of the ‘Counseling Cell’ meets the students in a particular class room. The students are allowed to ask and place various problems personally and the teacher in-charge discusses the issues for solution.

#### **e) Evidence of Success:**



Teacher in-charge of the 'Counseling Cell' maintains records in the Record Book of the students. Some evidences of such have been recorded who have obtained job in Defence Force, Teacher in various schools and also some students have qualified NET and SET examination.

**f) Problems encountered:**

The number of students in this class is very poor. The Passed out students who are working in various departments across the country, very rarely communicate and send information.

**g) Contact Details:**

Name of the Principal: **Dr. Tarun Bandyopadhyay**

Name of the institution: **Netaji Subhas Mahavidyalaya**

City: **Haldibari**

Pin Code: 735122

Accredited status: C++

Work Phone: **03561- 263266**

Fax: **03561-263421**

Website: [www.nsmahavidyalaya.org.in](http://www.nsmahavidyalaya.org.in)

E-mail: [nsmahavidyalaya@radifmail.com](mailto:nsmahavidyalaya@radifmail.com)

Mobile: **9434500089**

**Best practices – II**

**a) Title of the practice:**

NSS Activities by the Students

**b) Goal:**

The Motto of NSS "Not Me But You", reflects the essence of democratic living and upholds the need for self-less service. NSS helps the students develop appreciation to other person's point of view and also show consideration to other living beings. The philosophy of the NSS is well doctrine in this motto, which underlines on the belief that the welfare of an individual is



ultimately dependent on the welfare of the society on the whole and therefore, the NSS volunteers shall strive for the well-being of the society.

**c) The Context:**

As the college is situated in a bordering area near Bangladesh and most of the people of the surrounding areas are illiterate, poor, ignorant about various diseases, so both the NSS Units of our college help to eradicate the problem of ignorance, superstitions and illiteracy of the village people and take up service like help distributing fruits among hospitalised patients, distributing warm clothes and mosquito nets among the poor and needy people and sensitize them about various diseases and how to prevent it.

**d) The Practice:**

The main activities of the NSS Voluntaries are –

- I. Assembling in a particular hall to discuss on aims, objectives, mission etc. Of the NSS wing and to chalk out various programmes in and outside the college campus.
- II. Attachment of NSS voluntaries with the developmental works within the college campus,
- III. Involvement of students in the social work outside the college campus.

**e) Evidence of success:**

NSS volunteers took active part in every year on 1<sup>st</sup> December by arranging a procession with the support of the local Health Department, Govt. of West Bengal, on the occasion of “World AIDS Prevention Day”. Various important days are also observed by the NSS volunteers with due honour such as Independence Day, Republic Day, Netaji’s Birth Day, International Literacy Day, International Peace Day, NSS Day. Voluntary Blood Donation Motivation Camp, Voluntary Blood Donation Camp, etc are organized with the active collaboration of Jalpaiguri District Blood bank and Haldibari Rural Hospital and several Non Governmental Organizations.

**f) Problems encountered:**

NSS Volunteers had to face lot of problems when they organize special awareness camp as the local people are not literate and their participation is very poor. Besides that, some people do not cooperate in listening to what NSS Volunteers want to do. They (villagers) only say government has not done enough for them.



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Mobile: **9434500089**



## EVALUATIVE REPORTS OF THE DEPARTMENTS





### Evaluative Report of the Department: **BENGALI**

1. Name of the department: **Bengali**

2. Year of Establishment: **1985**

**B.A. Pass Course – 1985**

**B.A Honours: 2000**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D etc.) : **UG (General & Honours Courses)**

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		
Associate Professors		<b>02 (Promoted to Associate Professor from Assistant</b>



		<b>Professor)</b>
Assistant Professors	<b>03</b>	<b>01</b>
Govt. Approved Part Time Teacher	<b>03</b>	<b>03</b>

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
<b>Smt. Minati Debnath</b>	<b>M.A, B.Ed</b>	<b>Associate Professor</b>	<b>Novel &amp; Short Story</b>	<b>30 Years</b>	
<b>Dr. Jayanta Haldar</b>	<b>M.A, B.Ed, Ph.D</b>	<b>Associate Professor</b>	<b>Novel &amp; Short Story</b>	<b>30 Years</b>	
<b>Dr. Pankaj Bakchi</b>	<b>M.A, Ph.D</b>	<b>Assistant Professor</b>	<b>Drama</b>	<b>5 Years</b>	
<b>Ranjit Roy</b>	<b>M.A</b>	<b>Govt. Approved</b>	<b>Novel &amp; Short</b>	<b>6</b>	



		Part Time Teacher	Story	Years	
Bannishikha	M.A	Govt. Approved	Novel & Short	6	
Roy Pradhan		Part Time Teacher	Story	Years	
Sujit Mandal	M.A,	Govt. Approved	Novel & Short	5	
	B.Ed	Part Time Teacher	Story	Years	

11. List of senior visiting faculty: **Nil**

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

**Part Time Teacher: 33%**

13. Student -Teacher Ratio (programme wise):

**Honours: 43:1**

**General: 382:1**

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

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

Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	<b>0</b>	<b>0</b>	<b>02</b>	<b>0</b>	<b>04</b>

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:

19. Publications:

a. Publication per faculty :

b. Number of papers published by faculty and students in peer reviewed journals

(b 1: national / b 2: international) :

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d. Monographs

e. Chapter in Books:

f. Books Edited :

g. Books with ISBN/ISSN numbers with details of publishers:

h. Citation Index: Citation Range

i. SNIP Range

j. SJR Range

k. Impact factor Range

l. h-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l
Minati	01					01							
Debnath													
Dr. Pankaj	06					06							



Bagchi													
Banhishikha	01					01							
Roy													
Pradhan													

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: **N.A**

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

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

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

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

26. Student profile Programme/course wise

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2011	Bengali			
	Part I	65	61	93.84%
	Part II	54	54	100%
	Part III	55	51	92.72%
	Elective Bengali			
	Part I	561	549	97.86%
Part II	441	435	98.63%	
Part III	215	203	94.41%	



2012	Bengali Part I	76	68	89.47%
	Part II	61	51	83.60%
	Part III	55	48	87.27%
	Elective Bengali Part I	597	581	97.31%
	Part II	354	340	96.04%
	Part III	378	321	84.92%
2013	Bengali Part I	75	68	90.66%
	Part II	61	55	90.16%
	Part III	37	35	94.59%
	Elective Bengali Part I	580	483	83.27%
	Part II	311	305	98.07%
	Part III	249	213	85.54%
2014	Bengali Part I	68	62	91.17%
	Part II	72	69	95.83%
	Part III	68	63	92.64%
	Elective Bengali Part I	965	828	85.80%
	Part II	336	287	85.41%
	Part III	302	261	86.42%

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	100%		
B.A General	100%		



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

**No systematic record has yet been kept, but many students qualified in different Administrative Services examinations and other competitive examinations, including NET, SLET & School Service Commission Examinations.**

29. Student progression

Student progression	Against % enrolled
UG to PG	<b>Not Exactly Known</b>
PG to M.Phil.	<b>N.A</b>
PG to Ph.D.	<b>N.A</b>
Ph.D. to Post-Doctoral	<b>N.A</b>
Employed <input type="checkbox"/> Campus selection <input type="checkbox"/> Other than campus recruitment	<b>N.A</b>
Entrepreneurship/Self-employment	<b>N.A</b>

30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**

b) Internet facilities for Staff & Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility: **Nil**

d) Laboratories: **Not Applicable**



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

The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.

Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15
	Aid Fund	<u>315</u>
		2021
2012 - 2013	SC/ST	1652
	OBC/Minority	403
	Full Free	06
	Half Free	07
	Aid Fund	<u>272</u>
		2340
2013 - 2014	SC/ST	1540
	OBC/Minority	299
	Kannyashree	87
	Full Free	04
	Half Free	10
	Aid Fund	02
		<u>18</u>
	1960	
2014 - 2015	SC/ST	1566
	OBC/Minority	395
	Kannyashree	141
	Full Free	10
	Half Free	08
	Aid Fund	<u>153</u>
		2273

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

33. Teaching methods adopted to improve student learning:

- **Lecture method, interactive method, and group discussions among students.**



- **To develop writing style students are encouraged to write poems, short stories and articles.**
- **Unit test are taken time to time to judge their capacities.**

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

**Students generally participate in college seminars, debates, quiz programmes in large numbers. They attend awareness programmes such as blood donation camps and donate blood enthusiastically. Joining NSS, they take part in programmes which are directly attached to ISR and Extension activities.**

35. SWOC analysis of the department and Future plans

**Strength-**

- The entry level in the department with quite satisfactory scores.
- The motivation to the students is ensured by the dedicated faculty members with modern teaching methodologies.
- Extra class and student communication
- Informal teacher-student relationship.
- Good interpersonal relationship among faculty members.
- Every year we get a good number of sincere students who perform well in University examinations.

**Weakness-**

- Lack of access to libraries outside the campus.



- Unavailability of classrooms dedicated to use by the department.
- Lack of visual aids in classrooms.
- A limited number of students are selected as per the norm of DHE but do not meet with the capabilities to learn this language.

**Opportunity-**

- To use the scope provided by academic autonomy to develop
- Excessive texts or exams, in interactive and interesting ways.
- Collaboration efforts
- A good number of students are placed through School Service Commission, W.B. and College Service Commission, W.B.
- A good number of students are placed in different kind of Govt. and non Govt. jobs.

**Challenge-**

- To give them knowledge beyond the syllabus.
- To evolve as a centre of excellence with academic flexibility so that faculty members can recharge themselves and students gain recognition and reward.
- 

**Future Plans:**

- · To open Post Graduate Course in Bengali.
- · Publishing a departmental magazine.



## Evaluative Report of the Department: ENGLISH

1. Name of the department: **English**

2. Year of Establishment: **1985**

**B.A. Pass Course – 1985**

**B.A Honours: 1996-97**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D., etc.) : **UG**

4. Names of Interdisciplinary courses and the departments/units involved: **Nil**

5. Annual/ semester/choice based credit system (programme wise) : **Annual**

6. Participation of the department in the courses offered by other departments: **Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of teaching posts:

	Sanctioned	Filled
Professors		



Associate Professors		
Assistant Professors	<b>03</b>	<b>02</b>
Govt. Approved Part Time Teacher	<b>04</b>	<b>02</b>

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
<b>Md. Samiul Azim</b>	<b>M.A</b>	<b>Assistant Professor</b>	<b>Victorial Novels</b>	<b>9 Months</b>	
<b>Amit Ray</b>	<b>M.A</b>	<b>Assistant Professor</b>	<b>Indian Literature, Translation &amp; Modern Literary</b>	<b>9 Months</b>	



			Theory		
<b>Smt.</b> <b>Sharmistha</b> <b>Majumder</b>	<b>M.A</b>	<b>Govt. Approved</b> <b>Part Time Teacher</b>		<b>7 Years</b>	
<b>Md.</b> <b>Rabiujjaman</b> <b>Sarkar</b>	<b>M.A</b>	<b>Govt. Approved</b> <b>Part Time Teacher</b>		<b>4 Years</b>	

11. List of senior visiting faculty: **Nil**

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

**Part Time Teacher: 30%**

13. Student -Teacher Ratio (programme wise):

Honours - **40:1**

**General – 200:1**

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

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

Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>04</b>

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:

19. Publications:

a. Publication per faculty:

c. Number of papers published by faculty and students in peer reviewed journals

(b 1: national / b 2: international) :

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d. Monographs

e. Chapter in Books:

f. Books Edited :

g. Books with ISBN/ISSN numbers with details of publishers:

h. Citation Index: Citation Range

i. SNIP Range

j. SJR Range

k. Impact factor Range

l. h-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l
Amit Ray	06	03				03							

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in



a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: **N.A**

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

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

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

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

26. Student profile Programme/course wise

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2011	English Honours			
	Part I	60	42	70%
	Part II	35	32	91.42%
	Part III	52	27	51.92%
	Elective English			
	Part I	49	46	93.87%
2012	Part II	22	19	86.36%
	Part III	16	14	87.50%
	English			
	Part I	69	26	37.68%
	Part II	46	39	84.78%
	Part III	29	28	96.55%
2013	Elective English			
	Part I	28	25	89.28%
	Part II	15	11	73.33%
	Part III	14	10	71.42%
	English			
	Part I	69	58	84.05%
2013	Part II	29	20	68.96%
	Part III	32	23	71.87%
	Elective English			
	Part I	17	11	64.70%
	Part II	13	09	69.23%
	Part III	17	16	94.11%



2014	English Part I	57	39	68.42%
	Part II	56	51	91.07%
	Part III	35	28	80%
	Elective English Part I	15	12	80%
	Part II	16	11	68.75%
	Part III	11	08	72.72%

## 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	100%		
B.A General	100%		

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

**No systematic record has yet been kept, but many students qualified in different Administrative Services examinations and other competitive examinations, including NET, SLET & School Service Commission Examinations.**

## 29. Student progression

Student progression	Against % enrolled
---------------------	--------------------



UG to PG	<b>Not Exactly Known</b>
PG to M.Phil.	<b>N.A</b>
PG to Ph.D.	<b>N.A</b>
Ph.D. to Post-Doctoral	<b>N.A</b>
Employed <input type="checkbox"/> Campus selection <input type="checkbox"/> Other than campus recruitment	<b>N.A</b>
Entrepreneurship/Self-employment	<b>N.A</b>

## 30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**

b) Internet facilities for Staff &amp; Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility: **Nil**d) Laboratories: **Not Applicable**

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

The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.

Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15



	Aid Fund	<u>315</u> 2021
2012 – 2013	SC/ST OBC/Minority Full Free Half Free Aid Fund	1652 403 06 07 <u>272</u> 2340
2013 – 2014	SC/ST OBC/Minority Kannyashree Full Free Half Free Aid Fund	1540 299 87 04 10 02 <u>18</u> 1960
2014 – 2015	SC/ST OBC/Minority Kannyashree Full Free Half Free Aid Fund	1566 395 141 10 08 <u>153</u> 2273

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

33. Teaching methods adopted to improve student learning:

- **Lecture method, Power Point presentations, interactive method, and group discussions among students.**
- **To develop writing style students are encouraged to write poems, short stories and articles.**
- **Unit test are taken time to time to judge their capacities.**



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

**Students generally participate in college seminars, debates, quiz programmes in large numbers. They attend awareness programmes such as blood donation camps and donate blood enthusiastically. Joining NSS, they take part in programmes which are directly attached to ISR and Extension activities.**

35. SWOC analysis of the department and Future plans

**Strength-**

Efficient, Dedicated and quality Faculty with proper teaching –learning infrastructural facilities like audio-visual mode of teaching makes the subject live and interesting for the students.

**Weakness-**

- Lack of access to libraries outside the campus.
- Unavailability of classrooms dedicated to use by the department.
- Lack of visual aids in classrooms.
- A limited number of students are selected as per the norm of DHE but do not meet with the capabilities to learn this language.

**Opportunity-**

- To use the scope provided by academic autonomy to develop



- Excessive texts or exams, in interactive and interesting ways.
- Collaboration efforts
- A good number of students are placed through School Service Commission, W.B. and College Service Commission, W.B.
- A good number of students are placed in different kind of Govt. and non Govt. jobs.

**Challenge-**

- To give them knowledge beyond the syllabus.
- To develop their fluency in English as most of them are from Bengali background.

**Future Plans:**

- · Arranging a National Seminar on Eco-feminism.
- · Publishing a departmental magazine.



## Evaluative Report of the Department: HISTORY

1. Name of the department: **History**

2. Year of Establishment: **1985**

**B.A Honours: 2003**

**B.A. Pass Course: 1985**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D., etc.) : **UG (General & Honours Courses)**

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		
Associate Professors		



Assistant Professors	02	02
Govt. Approved Part Time Teacher	03	03

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
<b>Dr. Kartik Ch. Sutradhar</b>	<b>M.A, B.Ed, Ph.D</b>	<b>Assistant Professor</b>	<b>Mughal Indian History</b>	<b>14 Years</b>	<b>01</b>
<b>Smt. Sanchita Bhattacharyya</b>	<b>M.A, M.Phil</b>	<b>Assistant Professor</b>	<b>Mughal Indian History</b>	<b>7 Years</b>	
<b>Smt. Suchetana Paul</b>	<b>M.A</b>	<b>Govt. Approved Part Time Teacher</b>	<b>Art &amp; Architecture</b>	<b>9 Years</b>	
<b>Avijit Roy</b>	<b>M.A</b>	<b>Govt. Approved</b>	<b>Ancient History</b>	<b>5</b>	



		Part Time Teacher		Years	
Ratna Roy	M.A	Govt. Approved Part Time Teacher	Mughal Indian History	5 Years	
Mita Chowdhury	M.A	Guest Teacher	Modern History	3 Years	

11. List of senior visiting faculty: Nil

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

**Part Time Teacher: 40%**

**Guest Faculty: 13%**

13. Student -Teacher Ratio (programme wise):

- **Honours: 25:1**
- **General: 325:1**

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

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

Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	0	0	01	01	04



16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications:

a. Publication per faculty :

b. Number of papers published by faculty and students in peer reviewed journals

(b 1: national / b 2: international) :

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d. Monographs

e. Chapter in Books:

f. Books Edited :

g. Books with ISBN/ISSN numbers with details of publishers:

h. Citation Index: Citation Range

i. SNIP Range

j. SJR Range

k. Impact factor Range

l. h-index



Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l
Dr. Kartik Ch. Sutradhar	14	02	03			04	01	04					
Smt. Sanchita Bhattacharyya	08					07	01						
Smt. Suchetana Paul	02					02							
Smt. Ratna Roy	01					01							

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National committees

b) International Committees

c) Editorial Boards: Dr. Kartik Ch. Sutradhar, Editor of a Bengali Periodical *Kiratbhumi*.

22. Student projects

a) Percentage of students who have done in-house projects including inter

departmental/programme: **N.A**

b) Percentage of students placed for projects in organizations outside the institution i.e.in

Research laboratories/Industry/other agencies: **N.A**

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

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



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

26. Student profile Programme/course wise

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2011	History Part I	39	32	82.05%
	History Part II	20	18	90%
	History Part III	22	15	68.18%
	History General Part I	232	218	93.96%
	History General Part II	486	481	98.97%
	History General Part III	250	229	91.60%
2012	History Part I	47	37	78.72%
	History Part II	36	33	91.66%
	History Part III	24	18	75%
	History General Part I	150	141	94%
	History General Part II	201	187	93.04%
	History General Part III	421	389	92.39%
2013	History Part I	40	31	77.50%
	History Part II	38	31	81.57%
	History Part III	20	15	75%
	History General Part I	312	240	76.92%
	History General Part II	86	81	94.18%
	History General Part III	165	131	79.39%
2014	History Part I	36	17	47.22%
	History Part II	35	32	91.42%
	History Part III	27	22	81.48%
	History General Part I	935	801	85.66%
	History General Part II	145	137	94.48%
	History General Part III	111	105	94.59%

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	100%		
B.A General	100%		

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

**No systematic record has yet been kept, but many students qualified in different Administrative Services examinations and other competitive examinations, including NET, SLET & School Service Commission Examinations.**

29. Student progression

Student progression	Against % enrolled
UG to PG	<b>Not Exactly Known</b>
PG to M.Phil.	<b>N.A</b>
PG to Ph.D.	<b>N.A</b>
Ph.D. to Post-Doctoral	<b>N.A</b>
Employed	<b>N.A</b>



<input type="checkbox"/> Campus selection	
<input type="checkbox"/> Other than campus recruitment	
Entrepreneurship/Self-employment	N.A

## 30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**

b) Internet facilities for Staff &amp; Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility:

- **Though there is no fixed classroom with ICT facility but the faculty arranges everything necessary for Power Point Presentation in any classroom.**

d) Laboratories: **Not Applicable**

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

The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.

Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15
	Aid Fund	<u>315</u>
		2021
2012 - 2013	SC/ST	1652
	OBC/Minority	403
	Full Free	06
	Half Free	07



	Aid Fund	<u>272</u> 2340
2013 - 2014	SC/ST OBC/Minority Kannyashree Full Free Half Free Aid Fund	1540 299 87 04 10 02 <u>18</u> 1960
2014 - 2015	SC/ST OBC/Minority Kannyashree Full Free Half Free Aid Fund	1566 395 141 10 08 <u>153</u> 2273

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

33. Teaching methods adopted to improve student learning:

- **Lecture method, Power Point presentations, interactive method, and group discussions among students.**
- **Organising Seminars**
- **Special Classes, tutorials etc**
- **Class tests are taken time to time to judge their understanding.**

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

**Students generally participate in college seminars, debates, quiz programmes in large numbers. They attend awareness programmes such as blood donation camps and**



**donate blood enthusiastically. Joining NSS, they take part in programmes which are directly attached to ISR and Extension activities.**

35. SWOC analysis of the department and Future plans

**Strength-**

- Student teacher ratio is favourable in Honours Classes.
- Student teacher relationship is good.
- Qualified faculty in the Department.
- Enthusiasm of students is praiseworthy.

**Weakness-**

- The department does not consist of very meritorious students. Faculty members have to work very hard in order to retain the standard.
- Communication gap between the teacher and student because of numerous numbers of students in the general classes.

**Opportunity-**

- In an ever widening world, knowledge in history can equip a person to feel the temper of any event that is taking place.
- The subject has opportunities in teaching profession—both school and higher education level
- It is an important subject for any competitive exam for higher degree or for Governmental jobs.

**Challenges:**

- To meet up all the necessities of large number of students.

**Future plans:**

- To arrange departmental workshop.
- To arrange study tour at some historical places of West Bengal



## Evaluative Report of the Department: POLITICAL SCIENCE

1. Name of the department: **Political Science**

2. Year of Establishment: **1985**

B.A Honours: **2005**

B.A. Pass Course – **1985**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D., etc.) : **UG**

4. Names of Interdisciplinary courses and the departments/units involved:

- **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		



Associate Professors		
Assistant Professors	<b>02</b>	<b>02 (01 Promoted to Associate Professor from Assistant Professor)</b>
Govt. Approved Part Time Teacher	<b>05</b>	<b>04</b>

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
<b>Dr. Santanu Bagchi</b>	<b>M.A, Ph.D</b>	<b>Associate Professor</b>	<b>Political Thought &amp; Public Administration</b>	<b>30 Years</b>	
<b>Smt. Swati Banerjee</b>	<b>M.A, M. Phil</b>	<b>Assistant Professor</b>	<b>Indian Politics</b>	<b>5 Years</b>	
<b>Samar Paul</b>	<b>M.A, LLB</b>	<b>Govt. Approved Part Time Teacher</b>	<b>Political Thought &amp;</b>	<b>9 Years</b>	



			<b>International Relations</b>		
<b>Sunay Singha Sarkar</b>	<b>M.A</b>	<b>Govt. Approved Part Time Teacher</b>	<b>Indian State &amp; Society</b>	<b>7 Years</b>	
<b>Rupan Singha Roy</b>	<b>M.A</b>	<b>Govt. Approved Part Time Teacher</b>	<b>Indian State &amp; Society</b>	<b>7 Years</b>	
<b>Narayan Sutradhar</b>	<b>M.A</b>	<b>Govt. Approved Part Time Teacher</b>	<b>Indian State &amp; Society</b>	<b>6 Years</b>	
<b>Nitay Mahanta</b>	<b>M.A</b>	<b>Guest Teacher</b>	<b>Indian State &amp; Society</b>	<b>3 Years</b>	

11. List of senior visiting faculty: **Nil**

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

**Part Time Teacher: 50%**

**Guest Faculty: 10%**

13. Student -Teacher Ratio (programme wise):

- **Honours:13:1**
- **General: 340:1**

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

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



Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	0	0	01	01	05

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University:

19. Publications:

a. Publication per faculty :

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

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d. Monographs

e. Chapter in Books:

f. Books Edited :

g. Books with ISBN/ISSN numbers with details of publishers:

h. Citation Index: Citation Range

i. SNIP Range

j. SJR Range



k. Impact factor Range

l. h-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l
Dr. Santanu Bagchi	02						01	01					
Smt. Swati Banarjee	06	03				03							
Narayan Sutradhar	01					01							
Nitay Mahanta	04	03				01							

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: **N.A**

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



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

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

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

**a) National: UGC Sponsored National Seminar on *Democracy, Discontent, Autonomy Demand in Indian Federal Experience.***

**b) International**

26. Student profile Programme/course wise

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2011	Political Science Hons.			
	Part I	25	23	92%
	Part II	13	12	92.30%
	Part III	10	08	80%
	Political Sc. Gen			
	Part I	502	481	95.81%
	Part II	357	348	97.47%
	Part III	171	153	89.47%
2012	Political Science Hons.			
	Part I	20	14	70%
	Part II	28	24	85.71%
	Part III	15	12	80%
	Political Sc. Gen			
	Part I	702	651	92.73%
	Part II	298	271	90.93%
	Part III	286	249	87.06%
2013	Political Science Hons.	28	17	60.71%
	Part I	14	13	92.85%
	Part II	19	12	63.15%
	Part III			
	Political Sc. Gen			
	Part I	903	869	96.23%
	Part II	379	328	86.54%
	Part III	214	179	83.64%
	Political Science Hons.			



2014	Part I	22	12	54.54%
	Part II	27	22	81.48%
	Part III	17	14	82.35%
	Political Sc. Gen			
	Part I	589	475	80.64%
	Part II	501	428	85.42%
	Part III	334	282	84.43%

## 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	100%		
B.A General	100%		

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

**No systematic record has yet been kept, but many students qualified in different Administrative Services examinations and other competitive examinations, including NET, SLET & School Service Commission Examinations.**

## 29. Student progression

Student progression	Against % enrolled
---------------------	--------------------



UG to PG	<b>Not Exactly Known</b>
PG to M.Phil.	<b>N.A</b>
PG to Ph.D.	<b>N.A</b>
Ph.D. to Post-Doctoral	<b>N.A</b>
Employed <input type="checkbox"/> Campus selection <input type="checkbox"/> Other than campus recruitment	<b>N.A</b>
Entrepreneurship/Self-employment	<b>N.A</b>

30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**

b) Internet facilities for Staff & Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility:

- **Though there is no fixed classroom with ICT facility but the faculty arranges everything necessary for Power Point Presentation in any classroom.**

d) Laboratories: **Not Applicable**

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

The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.



Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15
	Aid Fund	<u>315</u>
		2021
2012 – 2013	SC/ST	1652
	OBC/Minority	403
	Full Free	06
	Half Free	07
	Aid Fund	<u>272</u>
		2340
2013 – 2014	SC/ST	1540
	OBC/Minority	299
	Kannyashree	87
	Full Free	04
	Half Free	10
	Aid Fund	02
		<u>18</u>
	1960	
2014 – 2015	SC/ST	1566
	OBC/Minority	395
	Kannyashree	141
	Full Free	10
	Half Free	08
	Aid Fund	<u>153</u>
		2273

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

33. Teaching methods adopted to improve student learning:

- **Lecture method, Power Point presentations, interactive method, and group discussions among students.**
- **Class tests are taken time to time to judge their understanding.**



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

**Students generally participate in college seminars, debates, mock parliament, quiz programmes in large numbers. They attend awareness programmes such as blood donation camps and donate blood enthusiastically. Joining NSS, they take part in programmes which are directly attached to ISR and Extension activities.**

35. SWOC analysis of the department and Future plans

**Strength-**

- Student teacher ratio is favourable.
- Student teacher relationship is good.
- The motivation to the students is ensured by the dedicated faculty members with modern teaching methodologies.

**Weakness-**

- Lack of access to libraries outside the campus.
- Unavailability of classrooms dedicated to use by the department.

**Opportunities:**

- Immense scope to serve in academic as well as in various national and state level competitive exams to the highest level in administration.

**Challenges:**

- To prepare very weak and non-motivated students towards studying the subject so that they may learn besides mere passing out exams.
- To upgrade the standard of students of UG Courses within a limited infrastructural arrangement.



**Future Plans:** To make the subject more attractive to the students so that they try to study the subject with love to inculcate the spirit of research among the students using available/improved infrastructural amenities in the institution.



## Evaluative Report of the Department: GEOGRAPHY

1. Name of the department: **Geography**

2. Year of Establishment: **2009**

B.A. Pass Course – **2009**

B.A. Honours. - **2014**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D., etc.) : **UG**

4. Names of Interdisciplinary courses and the departments/units involved: **Nil**

5. Annual/ semester/choice based credit system (programme wise) : **Annual**

6. Participation of the department in the courses offered by other departments: **Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of teaching posts:

	Sanctioned	Filled
Professors		



Associate Professors		
Assistant Professors	01	Nil
Govt. Approved Part Time Teacher	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
<b>Milan Ch. Roy</b>	<b>M.A</b>	<b>Govt. Approved Part Time Teacher</b>	<b>Agricultural Geography</b>	<b>5 Years</b>	
<b>Miranda Mitra</b>	<b>M.A</b>	<b>Guest Faculty</b>	<b>Urban Geography</b>	<b>2 Years</b>	
<b>Md. Manirujjaman Sarkar</b>	<b>M.A</b>	<b>Guest Faculty</b>	<b>Urban Geography</b>	<b>1Years</b>	



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11. List of senior visiting faculty: Nil

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

**Part Time Teacher: 60%      Guest Faculty: 40%**

13. Student -Teacher Ratio (programme wise):

- **Honours - 12:1**
- **General – 11:1**

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

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

Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>03</b>

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:



19. Publications:

**PUBLICATIONS: Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: **N.A**

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

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

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

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

a)National -

b)International-

26. Student profile Programme/course wise

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
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2011	Geography Gen. Part I Part II Part III	20	19	95%
2012	Geography Gen. Part I Part II Part III	27 15	25 13	92.59% 86.66%
2013	Geography Gen. Part I Part II Part III	21 21 10	18 17 09	85.71% 80.95% 90%
2014	Geography Honours Part I Part II Part III	15	15	100%
	Geography Gen. Part I Part II Part III	21 14 22	19 09 20	90.47% 64.28% 90.90%

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	100%		
B.A General	100%		

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



No systematic record has yet been kept, but many students qualified in different Administrative Services examinations and other competitive examinations, including NET, SLET & School Service Commission Examinations.

## 29. Student progression

Student progression	Against % enrolled
UG to PG	Not Known
PG to M.Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed <input type="checkbox"/> Campus selection <input type="checkbox"/> Other than campus recruitment	N.A
Entrepreneurship/Self-employment	N.A

## 30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**

b) Internet facilities for Staff & Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility: **Nil**

d) Laboratories: **Yes**

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



The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.

Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15
	Aid Fund	<u>315</u>
		2021
2012 - 2013	SC/ST	1652
	OBC/Minority	403
	Full Free	06
	Half Free	07
	Aid Fund	<u>272</u>
		2340
2013 - 2014	SC/ST	1540
	OBC/Minority	299
	Kannyashree	87
	Full Free	04
	Half Free	10
	Aid Fund	02
		<u>18</u>
	1960	
2014 - 2015	SC/ST	1566
	OBC/Minority	395
	Kannyashree	141
	Full Free	10
	Half Free	08
	Aid Fund	<u>153</u>
		2273

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

33. Teaching methods adopted to improve student learning:

- **Interaction Method and Use of Power Point.**

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



**Many students participated in NSS and Games and sports, Essay competition, Mock parliament etc.**

35. SWOC analysis of the department and Future plans

**Strength-**

1. Teachers are very responsible and punctual.
2. Performance of the students in the examination is very good.
3. Presence of students in the class room is very good.

**Weakness-**

1. There is no departmental library.
2. Lack of Lab equipments.
3. Lack of teaching faculty.
4. Lack of rooms available for theory classes at a time.

**Opportunity-**

With adoption of latest developments in the field of RS & GIS and giving adequate emphasis on environment related topics in the syllabus, employability of students can be enhanced.

**Challenge-**

1. Encourage the students to more attend the classes.
2. To maintain the previous performance of the department.
3. To build up discipline among the students.



### Evaluative Report of the Department: PHILOSOPHY

1. Name of the department: **Philosophy**

2. Year of Establishment: **1985**

B.A. Pass Course – **1985**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D., etc.) : **UG ( General Course only)**

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		
Associate Professors		
Assistant Professors	<b>01</b>	<b>Filled and promoted to</b>



		<b>Associate Professor</b>
Govt. Approved Part Time Teacher	<b>02</b>	<b>01</b>

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
<b>Smt. Aparna Das</b>	<b>M.A</b>	<b>Associate Professor,</b>	<b>Western Logic</b>	<b>30 Years</b>	
<b>Smt. Indrani Chowdhury</b>	<b>M.A</b>	<b>Govt. Approved Part Time Teacher</b>	<b>Indian Philosophy</b>	<b>6 Years</b>	
<b>Smt. Kakali Roy</b>	<b>M.A</b>	<b>Guest Faculty</b>	<b>Indian Philosophy</b>	<b>4 Years</b>	
<b>Smt. Sandipa</b>	<b>M.A</b>	<b>Guest Faculty</b>	<b>Indian</b>	<b>1 Years</b>	



<b>Ghosh</b>			<b>Philosophy</b>		

11. List of senior visiting faculty: **Nil**

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

**Part Time Teacher: 30% Guest Faculty: 30%**

13. Student -Teacher Ratio (programme wise):

- **General: 385:1 (2014 – 2015)**
- **General: 376:1 (2015 – 2016)**

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.:

Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>04</b>

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:

19. Publications:

a. Publication per faculty :

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

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d. Monographs

e. Chapter in Books:

f. Books Edited :

g. Books with ISBN/ISSN numbers with details of publishers:

h. Citation Index: Citation Range

i. SNIP Range

j. SJR Range

k. Impact factor Range

l. h-index

Faculty	a	b 1	b 2	c	D	e	f	g	h	i	j	k	l
<b>Smt. Aparna Das</b>	02					02							



<b>Smt.</b>	02	02											
<b>Indrani</b>													
<b>Chowdhury</b>													

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: **N.A**

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

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

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

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

26. Student profile Programme/course wise

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2011	Philosophy Gen Part I	424	418	98.58%
	Part II	182	180	98.90%
	Part III	129	124	96.12%
2012	Philosophy Gen Part I	691	687	99.42%
	Part II	221	215	97.28%
	Part III	168	159	94.64%
	Philosophy Gen			



2013	Part I	874	848	97.02%
	Part II	338	328	97.04%
	Part III	140	129	92.14%
2014	Philosophy Gen			
	Part I	419	392	93.55%
	Part II	491	437	89%
	Part III	293	271	92.49%

## 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			
B.A General	100%		

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

**No systematic record has yet been kept, but many students qualified in different Administrative Services examinations and other competitive examinations, including NET, SLET & School Service Commission Examinations.**

## 29. Student progression

Student progression	Against % enrolled
---------------------	--------------------



UG to PG	<b>Not Known</b>
PG to M.Phil.	<b>N.A</b>
PG to Ph.D.	<b>N.A</b>
Ph.D. to Post-Doctoral	<b>N.A</b>
Employed	<b>N.A</b>
<input type="checkbox"/> Campus selection <input type="checkbox"/> Other than campus recruitment	
Entrepreneurship/Self-employment	<b>N.A</b>

## 30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**

b) Internet facilities for Staff &amp; Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility: **Nil**d) Laboratories: **Not Applicable**

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

The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.

Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15
	Aid Fund	<u>315</u>
		2021



2012 - 2013	SC/ST	1652
	OBC/Minority	403
	Full Free	06
	Half Free	07
	Aid Fund	<u>272</u>
		2340
2013 - 2014	SC/ST	1540
	OBC/Minority	299
	Kannyashree	87
	Full Free	04
	Half Free	10
	Aid Fund	<u>02</u>
		18
	1960	
2014 - 2015	SC/ST	1566
	OBC/Minority	395
	Kannyashree	141
	Full Free	10
	Half Free	08
	Aid Fund	<u>153</u>
		2273

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

33. Teaching methods adopted to improve student learning:

- **Interaction Method**
- **Special Classes, tutorials etc**

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

**The Students and the Faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the college NSS Units.**

35. SWOC analysis of the department and Future plans

**Strength-**

1. Sincerity of the faculties.



2. Performance of the students in the examination is very good.

**Weakness-**

1. There is no departmental library.
2. Lack of teaching faculty.

**Opportunity-**

- There is opportunity to introduce Honours course in the Department.

**Challenge-**

- Students do not turn up regularly.



## Evaluative Report of the Department: ECONOMICS

1. Name of the department: **Economics**

2. Year of Establishment: **1995**

B.A. Pass Course – **1995**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D., etc.) : **UG**

4. Names of Interdisciplinary courses and the departments/units involved:

- **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		



Associate Professors		
Assistant Professors	<b>01</b>	<b>01</b>

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
<b>Smt. Gopa Ghosh</b>	<b>M.A, B.Ed, M.Phil</b>	<b>Assistant Professor</b>	<b>Econometrics &amp; Demography</b>	<b>12 Years</b>	

11. List of senior visiting faculty: **Nil**

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

13. Student -Teacher Ratio (programme wise):

- **General: 151:1**



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

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

Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	<b>0</b>	<b>0</b>	<b>0</b>	<b>01</b>	<b>00</b>

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:

19. Publications:

a. Publication per faculty :

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

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d. Monographs

e. Chapter in Books:

f. Books Edited :

g. Books with ISBN/ISSN numbers with details of publishers:

h. Citation Index: Citation Range



i. SNIP Range

j. SJR Range

k. Impact factor Range

l. h-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l
Gopa	06	01				05							
Ghosh													

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

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

- **BEA (Bengal Economic Association)**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: N.A

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

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

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

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

26. Student profile Programme/course wise

	Department	No. Of Students	No. Of Students	Pass Percentage
--	------------	-----------------	-----------------	-----------------



Year		Appeared	Passed/Awarded Degree	(%)
2011	Economics Gen. Part I	40	38	95%
	Part II	13	11	84.61%
	Part III	12	11	91.66%
2012	Economics Gen. Part I	43	41	95.34%
	Part II	12	10	83.33%
	Part III	13	12	92.30%
2013	Economics Gen. Part I	24	19	79.16%
	Part II	15	14	93.33%
	Part III	09	08	88.88%
2014	Economics Gen. Part I	03	02	66.66%
	Part II	10	07	70%
	Part III	14	13	92.85%

## 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			
B.A General	100%		

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

**No systematic record has yet been kept, but many students qualified in different Administrative Services examinations and other competitive examinations, including NET, SLET & School Service Commission Examinations.**



## 29. Student progression

Student progression	Against % enrolled
UG to PG	<b>Not Known</b>
PG to M.Phil.	<b>N.A</b>
PG to Ph.D.	<b>N.A</b>
Ph.D. to Post-Doctoral	<b>N.A</b>
Employed <input type="checkbox"/> Campus selection <input type="checkbox"/> Other than campus recruitment	<b>N.A</b>
Entrepreneurship/Self-employment	<b>N.A</b>

## 30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**

b) Internet facilities for Staff & Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility:

- **Though there is no fixed classroom with ICT facility but the faculty arranges everything necessary for Power Point Presentation in any classroom.**

d) Laboratories: **Not Applicable**

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



The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.

Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15
	Aid Fund	<u>315</u>
		2021
2012 - 2013	SC/ST	1652
	OBC/Minority	403
	Full Free	06
	Half Free	07
	Aid Fund	<u>272</u>
		2340
2013 - 2014	SC/ST	1540
	OBC/Minority	299
	Kannyashree	87
	Full Free	04
	Half Free	10
	Aid Fund	02
		<u>18</u>
	1960	
2014 - 2015	SC/ST	1566
	OBC/Minority	395
	Kannyashree	141
	Full Free	10
	Half Free	08
	Aid Fund	<u>153</u>
		2273

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

33. Teaching methods adopted to improve student learning:

- **Lecture method, Power Point presentations, interactive method, and group discussions among students.**
- **Class tests are taken time to time to judge their understanding.**



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

**Students generally participate in college seminars, debates, quiz programmes in large numbers. They attend awareness programmes such as blood donation camps and donate blood enthusiastically. Joining NSS, they take part in programmes which are directly attached to ISR and Extension activities.**

35. SWOC analysis of the department and Future plans

**Strength-**

- Student teacher ratio is favourable.
- Student teacher relationship is good.
- Qualified faculty in the Department.

**Weakness-**

- Shortage of full time teachers, because of it classes becomes suspended if the only faculty is engaged in otherwise.
- Moreover very few students opt for the course which is a common feature in all colleges of west Bengal.

**Opportunity-**

- Students can opt for a variety of higher studies. They may appear for different competitive examinations like IES, TCS, and WBCS etc.
- This subject gives an opportunity to students to gather knowledge regarding agriculture socio-economic condition of the country.

**Challenges:**

- The main challenge facing the Department is to increase the enrolment of students and improving their performance.



- In recent year's increasingly larger number of students is relying on notes based/ suggestion based learning targeted toward simply clearing the examinations with negligible importance given to real understanding of the subject. This trend is detrimental to the quality of Higher Education in the State.

**Evaluative Report of the Department: SOCIOLOGY**

1. Name of the department: **Sociology**

2. Year of Establishment: **2010**

B.A. Pass Course – **2010**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D., etc.) : **UG**

4. Names of Interdisciplinary courses and the departments/units involved:

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		
Associate Professors		
Assistant Professors	<b>Nil</b>	
Govt. Approved Part Time Teacher	<b>01</b>	<b>01</b>



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
<b>Manitan Adhikary</b>	<b>M.A/M.Sc</b>	<b>Govt. Approved Part Time Teacher</b>		<b>5 Years</b>	
<b>Faruk Abdulla</b>	<b>M.A</b>	<b>Guest Lecturer</b>		<b>Recently Joined</b>	

11. List of senior visiting faculty: **Nil**

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

**Part Time Teacher: 60%**

**Guest Faculty: 40%**

13. Student -Teacher Ratio (programme wise):

- **General: 75:1**

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



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

Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	0	0	0	0	02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University:

19. Publications:

**PUBLICATIONS: Nil**

a. Publication per faculty :

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

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d. Monographs

e. Chapter in Books:

f. Books Edited :

g. Books with ISBN/ISSN numbers with details of publishers:

h. Citation Index: Citation Range

i. SNIP Range



j. SJR Range

k. Impact factor Range

l. h-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: **N.A**

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

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

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

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

26. Student profile Programme/course wise

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2011	Sociology Gen. Part I Part II Part III	30	29	96.66%
2012	Sociology Gen. Part I Part II Part III	27 17	26 15	96.29% 88.23%
2013	Sociology Gen. Part I	28	25	89.28%



	Part II	20	19	95%
	Part III	12	11	91.66%
2014	Sociology Gen.			
	Part I	57	52	91.22%
	Part II	18	15	83.33%
	Part III	15	14	93.33%

## 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			
B.A General	100%		

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

**The Department does not have any database to keep track of such record.**

## 29. Student progression

Student progression	Against % enrolled
UG to PG	<b>Not Known</b>
PG to M.Phil.	<b>N.A</b>
PG to Ph.D.	<b>N.A</b>
Ph.D. to Post-Doctoral	<b>N.A</b>



Employed <input type="checkbox"/> Campus selection <input type="checkbox"/> Other than campus recruitment	N.A
Entrepreneurship/Self-employment	N.A

## 30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**

b) Internet facilities for Staff &amp; Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility: **Nil**d) Laboratories: **Not Applicable**

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

The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.

Session	Name of the Scholarship	Total Students received
2011 – 2012	SC/ST	1389
	OBC/Minority	291
	Full Free	11
	Half Free	15
	Aid Fund	<u>315</u>
		2021
2012 - 2013	SC/ST	1652
	OBC/Minority	403
	Full Free	06
	Half Free	07
	Aid Fund	<u>272</u>
		2340
2013 - 2014	SC/ST	1540
	OBC/Minority	299



	Kannyashree	87
	Full Free	04
	Half Free	10
	Aid Fund	02
		<u>18</u>
		1960
2014 - 2015	SC/ST	1566
	OBC/Minority	395
	Kannyashree	141
	Full Free	10
	Half Free	08
	Aid Fund	<u>153</u>
		2273

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

33. Teaching methods adopted to improve student learning:

- **Lecture method, interactive method, and group discussions among students.**
- **Class tests are taken time to time to judge their understanding.**

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

**Students generally participate in college seminars, debates, quiz programmes in large numbers. They attend awareness programmes such as blood donation camps and donate blood enthusiastically. Joining NSS, they take part in programmes which are directly attached to ISR and Extension activities.**

35. SWOC analysis of the department and Future plans

**Strength-**

- Qualified and dedicated faculty in the Department.
- The main strength of the department is the demand for the subject by the students every year.



- With acute shortage of full time faculty the department is moving forward imparting quality teaching and striving hard to complete syllabus in time.

**Weaknesses:**

- Acute shortage of full time faculty in the department.
- Teacher Student Ratio is not at all balanced.
- Classes and syllabus cannot be covered with part-time and guest faculty.
- More books are required for the departmental library.

**Opportunities:**

- Being directly connected with society, the knowledge of Sociology can be implemented in every sphere of life.

**Challenges:**

- To make the subject more popular by using its knowledge in the society.

**Future Plans:**

- To introduce Honours in Sociology.



## Evaluative Report of the Department: SANSKRIT

1. Name of the department: **Sanskrit**

2. Year of Establishment: **2012**

B.A. Pass Course – **2012**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

Masters; Integrated Ph.D., etc.) : **UG**

4. Names of Interdisciplinary courses and the departments/units involved:

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		
Associate Professors		
Assistant Professors	<b>Nil</b>	



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
<b>Al Julias Hoque</b>	<b>M.A</b>	<b>Guest Teacher</b>	<b>Veda</b>	<b>4 Years</b>	
<b>Amrita Roy</b>	<b>M.A</b>	<b>Guest Teacher</b>	<b>Kavya</b>	<b>Recently Joined</b>	

11. List of senior visiting faculty: **Nil**

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

**Guest Faculty: 100%**

13. Student -Teacher Ratio (programme wise):

- **General: 185:1**

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

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



Qualification of Teaching Faculty	DSc	D.Litt	Ph.D	MPhil	PG
No. Of Faculty	0	0	0	0	02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University:

19. Publications:

**PUBLICATIONS: Nil**

a. Publication per faculty :

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

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d. Monographs

e. Chapter in Books:

f. Books Edited :

g. Books with ISBN/ISSN numbers with details of publishers:

h. Citation Index: Citation Range

i. SNIP Range

j. SJR Range



k. Impact factor Range

l. h-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: N.A

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

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

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

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

26. Student profile Programme/course wise

Year	Department	No. Of Students Appeared	No. Of Students Passed/Awarded Degree	Pass Percentage (%)
2013	SANS G Part I Part II	82	80	97.56%
2014	SANS G Part I Part II	29 45	27 43	93.10% 95.55%

27. Diversity of Students

Name of the	% of	% of students	% of
-------------	------	---------------	------



Course	students from the same state	from other States	students from abroad
B.A Honours			
B.A General	100%		

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

**The Department does not have any database to keep track of such record.**

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 <input type="checkbox"/> Campus selection <input type="checkbox"/> Other than campus recruitment	N.A
Entrepreneurship/Self-employment	N.A

30. Details of Infrastructural facilities

a) Library: **There is no Departmental library.**



b) Internet facilities for Staff & Students:

- **Internet Facilities for Faculty in Teacher's Common Room and for Students in Library.**

c) Class rooms with ICT facility: **Nil**

d) Laboratories: **Not Applicable**

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

The Department does not have any provision to keep record of students receiving financial assistance. The office of the college keeps the record centrally.

Session	Name of the Scholarship	Total Students received
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	Kannyashree	87
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		<u>18</u>
	1960	
2014 - 2015	SC/ST	1566
	OBC/Minority	395
	Kannyashree	141
	Full Free	10
	Half Free	08
	Aid Fund	<u>153</u>



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

33. Teaching methods adopted to improve student learning:

- **Lecture method, interactive method, and group discussions among students.**
- **Class tests are taken time to time to judge their understanding.**

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

**Students generally participate in college seminars, debates, quiz programmes in large numbers. They attend awareness programmes such as blood donation camps and donate blood enthusiastically. Joining NSS, they take part in programmes which are directly attached to ISR and Extension activities.**

35. SWOC analysis of the department and Future plans

**Strength-**

- Qualified and dedicated faculty in the Department.
- The main strength of the department is the demand for the subject by the students every year.
- With acute shortage of full time faculty the department is moving forward with imparting quality teaching and striving hard to complete syllabus in time.

**Weaknesses:**

- Scope of service after getting Degree with Sanskrit is limited.



- Acute shortage of full time faculty in the department.
- Teacher Student Ratio is not at all balanced.
- Classes and syllabus cannot be covered with part-time and guest faculty.
- More books are required for the departmental library.

**Opportunities:**

Study of Sanskrit language is honoured everywhere in India. So it helps to build National integration. Morality of the students grows through Sanskrit study. Sanskrit language plays a vital role in the history of Philosophy in the world. Many foreign scholars like Max Muller etc. were impressed by this language. Sanskrit literature is called the store house of Indian Heritage. Moreover, there is opportunity to introduce Honours Course.

**Challenges:**

We, the Sanskrit lovers are trying to develop the Sanskrit learning among the students so that they can built their ethical character and take part in building national integration.

**Future Plans:**

Introduction of Honours Course on getting fulltime faculty.



## Post-Accreditation Summary

After the first cycle of accreditation by NAAC, the college authorities have taken necessary steps or quality sustenance and quality enhancement. The institution has made attempts to address areas pointed out by the Peer Team.

- I. *Appointment of Librarian, a physical instructor and filling up of vacant teaching posts is needed to improve the academic quality of the college.*

In the post-accreditation period five permanent teachers have been recruited in subjects like – History (one), Bengali (one), Political Science (one) and in English (two). Other than permanent teachers, the college has been appointed many permanent non teaching staff. There are also Govt. Fifteen Approved Part Timers along with Nine guest teachers. Though the post of permanent librarian is not yet sanctioned, the college has appointed one permanent library clerk for its smooth running. With these newly appointed staff the institution is looking forward to fulfil its vision.

- II. *A few more teaching and non teaching may be sanctioned for the smooth running of the college.*

Even after the recruitment of permanent teaching and non teaching posts, there is an acute shortage of permanent staff. Two posts have been sanctioned for Assistant Professor and four posts for non teaching staff. The proposal for filling up the vacant teaching post and non teaching post have already been sent to proper authority.

- III. *The non teaching staff members may be provided with computer training and more computers may be made available for the use of the students.*



Most of the non teaching staff members have been provided with computer facilities with that of internet connectivity. The main office is under the process of full computerization. The number of computers has been increased for the use of the students.

- IV. *Faculty members may be encouraged to participate in more seminars and workshops to publish papers in reputed journals.*

After the first assessment of NAAC, IQAC has been formed. IQAC not only encourages the teachers but supports them by providing enough space to participate in seminars and workshops. As a result, many teachers have participated in Refresher Course, Orientation Course. During the course of the time many teachers participated in seminars and workshops, even they have presented papers and the number of publications has been increased miraculously.

- V. *A few add-on courses may be started in the college to enhance the effectiveness of the college.*

In the post accreditation period the institution has introduced three courses – Geography Honours Course, Sociology General Course and Sanskrit General Course.

- VI. *UGC financial assistance may be procured for the construction of girl's hostel to accommodate girl students.*

The institution has not asked for any financial assistance from UGC for the construction of girl's hostel due to the demand of the hostels. Most of the students of this college are coming from a distance of not more than 10 to 15 Kilometres.

- VII. *Efforts may be made to obtain funds for the construction of the boundary wall of the college to check outsiders' entry into the college on different occasions.*

One side boundary wall has already been over and for other side is under process.



VIII. *Teachers may be encouraged to obtain minor and major research projects from different funding agencies.*

In the post accreditation period two teachers, Smt. Gopa Ghosh and Dr. Kartik Ch. Sutradhar have successfully completed two minor projects under UGC scheme.

IX. *Sport facilities may be enhanced..*

After the first assessment, the institution is given special priority to sports as a tool for the character development of the students. The college authority has given full support to the students to participate in College Annual Sports Meet, District Annual Sports Meet, State Annual Sports Meet, and University Sports Meet. The number of participation has been increased in the recent years.

Other than the Peer Team recommendations the college authority has taken following initiatives:

- Pure and cold drinking water is provided to students through installation of water coolers and water purifiers.
- CCTV cameras have been installed
- Internet facilities have been expanded more widely along with the increase of a significant number of computers.
- The admission process is conducted online and has also been fully computerized. The college administrative office is in the way of computerization.
- Activities of NSS have significantly been strengthened and the students have been more actively involved in social work as there are two NSS unit now.

Measuring the activities done in the post accreditation period, it is indeed a pleasure that we have come a long way but we do humbly acknowledge, in Robert Browning's words,

*"... the petty done  
the undone vast..."*



NETAJI SUBHAS MAHAVIDYALAYA

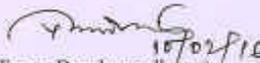
SELF STUDY REPORT 2015

**Declaration by the Head of the Institution**

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

The 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 the SSR during the peer team visit.

  
(Dr. Tarun Bandyopadhyay)

Signature of the Head of the institution  
*Principal*  
Netaji Subhas Mahavidyalaya  
Maklutan, Cooh Bazar

Place: Haldibari

Date: 10-02-2016

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NETAJI SUBHAS MAHAVIDYALAYA



SELF STUDY REPORT 2015

**CERTIFICATE OF COMPLIANCE**

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that NETAJI SUBHAS MAHAVIDYALAYA (Name of the institution) fulfils all norms

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

In case the affiliation / recognition is conditional, then 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.

(Dr. Tarun Bandyopadhyay)

Signature of the Head of the institution

*Principal*  
Netaji Subhas Mahavidyalaya  
Haldibari, Cooh Behal

Place: Haldibari

Date: 10-02-2016

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# ANNEXURE





## Annexure – I

Certificate of Recognition from the affiliating University

	<b>COOCH BEHAR PANCHANAN BARMA UNIVERSITY</b>		
	Central Farmers' Hostel, Uttar Banga Krishi Vishwavidyalaya, Pundibari, Cooch Behar-736165	Ph No. :- (03582) 270722/270061 Fax No. :- (03582) 270722 E-mail :- cbpbuniversity@gmail.com Website :- www.cbpbu.ac.in	
Ref. <u>CBPBU/412</u>	Date: <u>11/01/2016</u>		
<b>TO WHOM IT MAY CONCERN</b>			
<p>This is to certify that Neataji Subha Mahavidyalaya ,Post-Haldibari,Dist Cooch Behar, West Bengal is affiliated to the Cooch Behar Panchanan Barma University since 30.07.2015 and recognized by the University Grants Commission and the following Courses /Subject are taught in the said college as per approval.</p>			
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,Pol-Science, History,Geography	Permanent	
(ii)	Three Year B.A. General Courses	Permanent	
(iii)	Three Year B.Com General Courses	Permanent	
Registrar Dr. Debkumar Mukherjee Cooch Behar Panchanan Barma University			
Registrar Cooch Behar Panchanan Barma University			



## Annexure – II

Certificate of Recognition of the College under UGC Act of 2 (f) & 12B

12/01/92  
Kalamani

UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI-110 002

No.F.8-101/90(CPP) January, 1992

The Registrar  
University of North Bengal  
P.O. North Bengal University  
Raja Rammohanpur  
Dt. Darjeeling, W.B. - 734 430. 13 FEB 1992

Sub: Inclusion of Netaji Subhas Mahavidyalaya, Haldibari  
under Section 2(f)/12-B of the U.G.C. Act, 1956.

Sir,

I am directed to refer to your letter No.23-41/6810/R-91 dated 12.11.91 on the subject cited above and to inform you that the Netaji Subhas Mahavidyalaya has been included in the approved list of colleges under Section 2(f) of the U.G.C. Act, 1956 under the head "Non-Govt. Colleges Teaching upto Bachelor's Degree" as detailed below :-

<u>Name of College</u>	<u>Year of Establishment</u>
Netaji Subhas Mahavidyalaya Haldibari, P.O. Haldibari Dist. Cooch - Behar (Leet-in-charge) Sk. Lutfar Rahman	1985

It has been noted that the college is permanently affiliated to University of North Bengal. Netaji Subhas Mahavidyalaya is declared fit to receive assistance from UGC and other central sources in terms of Rules framed under Section 12-B of the U.G.C. Act, 1956.

Yours faithfully,  
*Kishan Chand*  
(Kishan Chand)  
Under Secretary

Copy forwarded to :

1. The Principal, Netaji Subhas Mahavidyalaya, Haldibari, P.O. Haldibari, Dist. Cooch - Behar.
2. The Secy, GOI M/HRO (Deptt. of Edn.) New Delhi.
3. All Officers/Section
4. S.O. (A/c 'C') Section
5. Computer Cell.
6. Guest File.

*Kishan Chand*  
(Kishan Chand)  
Under Secretary

AV/28.1.92



ANNEXURE – III

NAAC Accreditation Certificate of Cycle – 1



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission

**Wahidul Hasan**  
Communication Cum Publication Officer

NAAC/WH/Cert-A&A/2007/243/

April 24, 2007

**The Principal**  
Netaji Subhas Mahavidyalaya  
Dist. Cooch Behar  
P. O. Haldibari - 735122  
West Bengal

Dear Sir/Madam,

As directed by the Director, NAAC, I am herewith enclosing the Certificate of Accreditation of your Institution. We wish the Institution all success in its efforts to become a lead Quality Institution of Higher Learning.

With warm regards,

Yours sincerely,

  
(Wahidul Hasan)

Encl.: *af/a*



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission

## Quality Profile

Name of the Institution : Netaji Subhas Mahavidyalaya

Place : Haldibari, Dist. Cooch Behar, West Bengal

Criterion	Weightage (W)	Criterion Score (C)
I. Curricular Aspects	100	65
II. Teaching-Learning and Evaluation	400	290
III. Research, Consultancy and Extension	50	30
IV. Infrastructure and Learning Resources	150	85
V. Student Support and Progression	100	58
VI. Organization and Management	100	75
VII. Healthy Practices	100	57
Total	$\Sigma W = 1000$	$\Sigma C = 660$

$$\text{Institutional Score} = \frac{\Sigma C}{\Sigma W} \times 100 = \frac{660}{1000} \times 100 = 66.00$$

Date : March 31, 2007

*[Signature]*  
Director

March 31, 2007/243



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  
Netaji Subhas Mahavidyalaya  
Haldibari, Dist. Cooch Behar  
affiliated to North Bengal University, West Bengal as*

*Accredited  
at the C<sup>++</sup> level.*

*Date : March 31, 2007*



*Director*

- This certification is valid for a period of *Five* years with effect from March 31, 2007
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C<sup>+</sup> grade, 65-70-C<sup>++</sup> grade, 70-75- B grade, 75-80- B<sup>+</sup> grade, 80-85-B<sup>++</sup> grade, 85-90- A grade, 90-95-A<sup>+</sup> grade, 95-100-A<sup>++</sup> grade (upper limits exclusive)

March 31, 2007/243



## ANNEXURE IV

## PEER TEAM REPORT ON INSTITUTIONAL ACCREDITATION

PEER TEAM Report on  
Institutional Accreditation of  
**Netaji Subhas Mahavidyalaya**  
Haldibari, Dist-Coochbehar (WB)  
*Visit dates- 21 - 22 March, 2007*

**Section I: Preface**

The Netaji Subhas college was established in the year 1985. The college is in the category of Grant-in-Aid of the of West Bengal affiliated to the North Bengal University. The college is situated in the extreme western part of Coochbehar District which is about 8 kms from the Border of Bangladesh. It is established in a total campus area 7.588 acres inhabitat of land. The area is covered by more then 60% of scheduled cast and backward section of the society.

The mission of the college is to impart value based higher education to the backward community, minority community and to the first generation of learners of the area. The college was recognized under section 2(f) and 12(B) of the UGC Act, 1956 on 13-02-02. The annual budget of the college in the year 2005-06 was Rs. 12,23,240/- which showed a surplus of Rs. 77,740/-. The Unit cost of education including salary in the year 2005-06 was Rs. 3044 per student and excluding salary part, the unit cost in the same year was Rs. 225 per student. The college is offering honours degree in four subjects with 6 elective subjects in the Arts stream of the pass course. The college is also affiliated to the University for Commerce courses.

The college volunteered to be assessed by the National Assessment and Accreditation Council (NAAC) Bangalore and submitted its Self-Study Report (SSR) in January, 2007. A Peer Team comprising Prof. P.V. Vaidyanathan, former vice-chancellor Annamalai university as Chair Person, Prof. M.S.K. Khokhar, Professor and Head, Institute of Rural Technology,



G.G. University, Bilaspur as Member Coordinator. Prof. S.V. Sudheer, Principal Sree Narayana College, Kollam, Kerala visited the college on 21 and 22nd March, 2007 and carefully studied and analyzed the SSR submitted by the College. The Peer Team visited all the academic departments, administrative section and the central facilities and interacted with the Principal, coordinator of steering committee, the faculty, students, non-teaching staff, parents and alumni of the college. The Peer Team also went through various relevant documents including the budget and audit reports. Based on this exercise and keeping in mind the criteria and norms laid down by the NAAC, the team prepared the draft report given below.

## SECTION 2 : CRITERION-WISE ANALYSIS

### *Criterion 1 : Curricular Aspects*

The college offers courses in Arts and commerce streams in the under graduate level with four honours courses in the English, Bengali, History and Political Science. The Students have limited flexibility of changing subject option within the stipulated time period. The objective of the college is to provide higher education to the section of backward classes of the area. The goals and objectives of the college are reflected through class teaching as well as by organizing various cultural activity and extension activities of the students.

The curriculum development of the college is based on demand of the students. The computer training centre running in the college is by TECNIC, a private agency for imparting basic training of computer to the students. The curriculum of different courses is followed as per the direction of the university but special thrust on the National values of the corporate life with National values like communal harmony is also taught at different stages. The community development activities are performed by the students of NSS. The Institution obtains feedback about Teachers by way of filling up an appraisal from students. The syllabus revision has been made in the last five academic calendar and 1+1+1 system of examination for B.A/B.Com degree course has been implemented. The institution encourages the students mainly the honours students to speak in English with the principal and teachers as far as possible .

*S. V. Sudheer*



### ***Criterion II : Teaching-Learning and Evaluation***

The admission policy of the college is transparent. The students are admitted in the honours courses on the basis of marks as prescribed by the University. However, the college adheres to the reservation policy of West Bengal. The programmes of teaching and learning are outlined as per the requirements of the University, UGC and the State of West Bengal. The facilities provided by the college for running the teaching – learning programmes are just adequate at the present. The college does not provide bridge courses to the disadvantaged students. But they are assisted by the teachers outside the class room during off periods if they need any help.

The college prepares the teaching-learning schedule before the commencement of academic session. The lecture method of teaching is supplemented by class tests and also by way of getting feedback from students. Due to shortage of teaching staff, the college does not monitor the academic progress of each student. There are 7 permanent teachers including Principal and 11 part time teachers in the college. There are 14 non-teaching staff in the college.

The Permanent teachers are recruited by the West Bengal College Service Commission, Kolkata and finally appointed by the Governing Body of the college. The part-time teachers are selected by a duly constituted selection committee as per order of the State Government and appointment orders are issued by the Governing Body of the college as per the panel recommended by the selection committee. There is no provision to provide research grant to teachers. The number of teachers with Ph.D as the highest qualification is 3.

The number of working days in the last academic year was 264, out of which 179 were teaching days. The college encourages participation of faculty members in seminars and workshops. A few of the college teachers have attended refresher courses and orientation courses in different academic staff colleges of the country.



The performance of the students are monitored through annual examination and class test at different interval. The college communicate the evaluation method to the students at the beginning of the academic year. The model question bank prepared by the University of North Bengal is followed to evaluate the students.

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

Since the college is an undergraduate college, the scope for research is limited. There is no provision made in the budget for research. But reference books as prescribed by the teachers are purchased out of UGC grant.

The extension activities of the college like health and hygiene awareness, blood donation camp, medical camp, AIDS awareness are conducted by the NSS unit of the college. The NSS unit of the college has experience of working with NGOs and GO's regarding blood donation camp, pulse polio immunization, and identification of physically handicapped persons in the locality. There is one NSS unit comprising 100 students, out of which, 57 male and 43 female volunteers are actively working. The college has utilized UGC grant of Rs. 13,500/- for Extension Programmes of the college on Consumer Protection Awareness, Child Care on Education and Health and Pubertal problems of adolescent girls.

The college has organized one State level seminar. A few faculty members of the college have published research papers and also written one book.

#### ***Criterion IV : Infrastructure and Learning Resources***

The college is located in rural area of Coochbehar District. The campus area is 7.588 acres. As the infrastructure of the college is not adequate, the college approached the local MP for providing funds for the construction of classrooms, and an amount of Rs. 11,84,191 has been sanctioned in the year 2004-05. The average annual maintenance budget of the college is approximately Rs. 40000.00. The college ensures optimum utilization of its infrastructure. There are 10 Classrooms, Principal room, Common room for girls and boys and staff room is available in the college within the built up area of 1688 sq mtrs. The college recently provided 5 computers and 4 printers to the library and office. The construction of classroom is going on with an amount of Rs. 5,26,925/- provided by the local MP.



The working days of the library is 264 days and the library working hours is as of the college, which is from 10.30 am to 5 pm. During past 5 years, an amount of Rs. 422771 has been spent on books.

The central library has 4827 books out of which 343 titles and 1657 Reference books and subscribes to 14 Journals on various subjects. Adequate space is provided for reading room in the library. There is a Library Advisory Committee, which prepares budget and allocates funds for purchasing books. The library also provides book bank facility for the benefit of the students. The college has purchased 1580 books in the last academic year. The college encourages sports and it has facility for Indoor, Outdoor games, such as volleyball, basketball, football and badminton are facilitated. Students participate in various Inter College Sports Tournaments sponsored by of West Bengal and University. The college is running a small canteen. The college undertakes maintenance work under the supervision of the college principal assisted by a committee of college teachers.

#### ***Criterion V : Student Support and Progression***

The college is situated in a rural area comprising of mostly schedule cast and backward population. The main source of living of the people of this area is agriculture cultivation. The students' progression to higher education is also limited. The college is running only B. A. course. In the year 2005-06, there were 980 students out of which, 701 were boys and 279 girls. The success rate of batch I and batch II in the year 2005-06 was 84% and 70.39% and the drop-out of batch I and batch II was 6.91% and 4.73% respectively.

The college also encourages self employment. Interaction between teachers and parents creates a congenial atmosphere for personal counseling in the academic and non-academic matters. The college provides financial help to needy students from aid fund and provides full and half free ship to the students from the year 2006-07. The State of West Bengal provides stipend to the students belonging to schedule caste and schedule tribe. In the college indoor and outdoor games facilities are available for the students. In addition to this, students are also encouraged to involve themselves in college debate competition, cultural programmes, essay competition and quiz competition.

The grievance redress cell of the college is functioning since 2004. The students grievances are taken seriously through the committee. The teachers of the institution provides



academic counseling to the students at the time of admission. One student of the college has participated in the State level tournament. The Alumni association has been recently formed in the college.

#### ***Criterion VI : Organization and Management***

The Netaji Subhas Mahavidyalaya is run by the Governing Body registered under the society registration act. The Principal is the administrative head of the college. Various committees have been formed by the Principal for coordinating and monitoring the academic and administrative functioning of the college. This democratizes the functioning of the management of the college. Internal coordinating and monitoring is done by the Principal, staff and heads of departments. Staff members are divided into small committees and put in charge of various responsibilities pertaining to the day-to-day functioning of the institution. Recommendations of various committees regarding finance, infrastructure, faculty and extension activities are placed in the meetings of Governing Body for final approval. The Governing Body of the college takes the final decision taking into consideration the suggestions of various committees.

A few faculty members are the member of Governing Body, where they actively participate in the decision making process. Healthy suggestions, related with internal examination and other academic activities are approved by teachers' council. In the X Five year plan UGC sanctioned Rs.4,85,520/- under development grant to the college. The academic calendar of the university is followed.

#### ***Criterion VII: Healthy Practices***

The Peer Team observes that a few healthy practices are in vogue in the college.

The college has made gradual progress in pursuit of providing opportunities for higher education to various sections of the society of the backward area.

The needy students are provided with half and full fee concessions with a view to encourage them to continue their studies. This leads to a reduction in drop out trade.

The funds available under MLA and MP development funds are well tapped and utilized in improving the infrastructure of the college.



The college is conducting remedial classes for weaker students under the scheme of UGC grants. The UGC grants allocated to the college in the X Five year plan has been utilized for the purchase of books and instruments.

Grievance and redress cell are functioning satisfactorily. The blood donation camps organized by the NSS unit of the college is worth mentioning. The observance of Netaji Subhash birthday on 23<sup>rd</sup> January and celebrating National festivals inculcate the essence of responsibility in the minds of students.

### Section III: Overall Analysis

The Peer team visited the departments, Library, Students Common rooms, Sports facilities, Canteen, other facilities and interacted with the students, teaching staff, non teaching staff, Principal, members of Governing Body, parents and alumni and perused through the relevant documents with a view to validate the facts mentioned in SSR.

The team feels that the following are commendable features of the college.

- UGC grants on books and equipments fully utilized,
- Discipline among the students.
- Award of half and full free concessions to needy students.
- Commitment of the teaching and non teaching staff.
- Remedial courses conducted by the college for weaker students.
- Publication of papers and in the departments of History and Political Science.



- Contribution of funds from local MP and MLA for the construction of rooms in the college.
- Blood donation by staff and students to the needy persons of the area.
- Efficient functioning of Grievance redress cell.

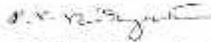
However, the team feels that the following points of concern needs to be attended to by the college authorities and management.

- Appointment of Librarian, a physical instructor and filling up of vacant teaching posts is needed to improve the academic quality of the college.
- A few more teaching and non teaching may be sanctioned for the smooth running of the college
- The non teaching staff members may be provided with computer training and more computers may be made available for the use of the students.
- Faculty members may be encouraged to participate in more seminars and workshops to publish papers in reputed journals.
- A few add-on courses may be started in the college to enhance the effectiveness of the college.
- UGC financial assistance may be procured for the construction of girls hostel to accommodate girl students.



- Efforts may be made to obtain funds for the construction of boundary wall of the college to check outsiders' entry into the college on different occasions.
- Teachers may be encouraged to obtain minor and major research projects from different funding agencies.
- Sports facilities may be enhanced.

The Chairman and Members of the Peer Team take this opportunity to express their appreciation for the cooperation and cordiality extended to them by the Principal and the staff of the institution. The Peer Team wishes the college all the best in its forward march to achieve excellence in all spheres of its activities.

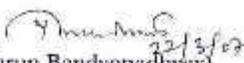
  
 (Prof. P.V. Vaidyanathan) Chair Person

  
 (Prof. M. S. K. Khokhar) Member Coordinator

  
 (Prof. S. V. Sudheer) Member

I have gone through the report and agree with its contents.



  
 (Dr. Tarun Bandyopadhyay)  
 Principal  
 Netaji Subhas Mahavidyalaya  
 Haldibari, Jalpaiguri  
 (Seal)

Place : Haldibari  
Date : 22<sup>nd</sup> March, 2007







## Annexure VII

## Audited Income – Expenditure Statement of 2012 – 2013

AUDIT REPORT

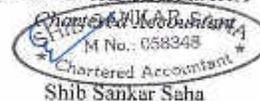
To the Director of Public Instruction  
College Audit Cell, Salt Lake, Kolkata, West Bengal

1. I have audited the attached Balance Sheet of NETAJI SUBHAS MAHAVIDYALAYA, HALDIBARI, DIST-COOCHBEHAR, WEST BENGAL as on 31<sup>st</sup> March 2013 and the Income & Expenditure Account and the Receipts & Payments Accounts for the year ended on that date annexed thereto. These financial Statements are the responsibility of the College Authority. My responsibility is to express an opinion on these financial statements based on my audit.
2. I have conducted my audit in accordance with the auditing stands generally accepted in India. Those stands require that and perform the audit to reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclose in the financial statements. An audit also includes assessing accounting principles used and significant estimates made by the management as well as evaluating the overall financial statements presentation believe that my audit provides a reasonable basis for my option.
3. I report that:
  - a) I have obtained all the information and explanations which to the best of my knowledge and belief were necessary for the purpose of my audit.
  - b) In our opinion, proper books of account as required by law have been kept by the college so far as appears from my examination of those books.
  - c) The Balance Sheet and Income & Expenditure Accounts and Receipts & Payments Accounts dealt with by this report are in agreement with books of accounts.
  - d) In my opinion and to the best of my information and according to the explanations given to me, subject to my observations as stated separately here under and annexed with report, the said accounts give the information required by relevant statute in the manner so required and give a true and fair view in conformity with accounting principles generally accepted in India.
    - i. In the case of Balance Sheet, of the state of affairs of the college, as at 31<sup>st</sup> March 2013.
    - ii. In the case of the Income & Expenditure Accounts, of the excess of Expenditure over Income for the year ended on that date.
    - iii. In the case of receipts Payments Accounts, of the cash receipts & payments for the year ended on that date.

34 Pataldanga Street,  
Kolkata- 700 009.

Dated: 26<sup>th</sup> February, 2014

For SHIB SANKAR SAHA







## Annexure VIII

## Audited Income – Expenditure Statement of 2013 – 2014



**SHIB SANKAR SAHA**  
(Chartered Accountant)

**AUDIT REPORT**

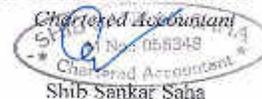
To the Director of Public Instruction  
College Audit Cell, Salt Lake, Kolkata, West Bengal

1. I have audited the attached Balance Sheet of NETAJI SUBHAS MAHAVIDYALAYA, HALDIBARI, DIST-COOCHBEHAR, WEST BENGAL as on 31<sup>st</sup> March 2014 and the Income & Expenditure Account and the Receipts & Payments Accounts for the year ended on that date annexed thereto. These financial Statements are the responsibility of the College Authority. My responsibility is to express an opinion on these financial statements based on my audit.
2. I have conducted my audit in accordance with the auditing stands generally accepted in India. Those stands require that and perform the audit to reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclose in the financial statements. An audit also includes assessing accounting principles used and significant estimates made by the management as well as evaluating the overall financial statements presentation believe that my audit provides a reasonable basis for my opinion.
3. I report that:
  - a) I have obtained all the information and explanations which to the best of my knowledge and belief were necessary for the purpose of my audit.
  - b) In our opinion, proper books of account as required by law have been kept by the college so far as appears from my examination of those books.
  - c) The Balance Sheet and Income & Expenditure Accounts and Receipts & Payments Accounts dealt with by this report are in agreement with books of accounts.
  - d) In my opinion and to the best of my information and according to the explanations given to me, subject to my observations as stated separately here under and annexed with report, the said accounts give the information required by relevant statute in the manner so required and give a true and fair view in conformity with accounting principles generally accepted in India.
    - i. In the case of Balance Sheet, of the state of affairs of the college, as at 31<sup>st</sup> March 2014.
    - ii. In the case of the Income & Expenditure Accounts, of the excess of Expenditure over Income for the year ended on that date.
    - iii. In the case of receipts Payments Accounts, of the cash receipts & payments for the year ended on that date.

34 Pataldanga Street,  
Kolkata- 700 009.

Dated: 19<sup>th</sup> June, 2015

For SHIB SANKAR SAHA





NETAJI SUBHASH MAHAVIDYALAYA  
HALDIBARI, COOCHBEHAR  
Financial Year-2013-14

Income & Expenditure Account for the year ended 31.03.14

To, Expenditure	Rs.	Rs.	By, Income	Rs.	Rs.
<b>Direct Expenditure:</b>			<b>Direct Income:</b>		
Salary, Allowances & Honorarium (As per schedule B)	82643.00		Misc. Received from own sources	177184.00	
Advertisement expenses	49,130.00		Less: Expenses	72280.00	104904.00
Bank Charges	7,803.00		Bank Interest		392188.00
Contingency	144,836.00		Admission fee	283000.00	
Journals & Stationery	3,175.00		Less: Refund to student	300.00	282700.00
Printing of L.T. Dept.	2,738.00		Session Charges		282700.00
Postage	1,901.00		Tuition fee	2330120.00	
Framing & Stationery	74,088.00		Less: Expenses	1459137.00	830983.00
Repairs & Maintenance	32,339.00		Identity Card	29800.00	
Student Welfare activities	53,246.00		Less: Refund to student	40.00	55760.00
Telephone Charges	14,081.00		Internal Assessment	42690.00	
Traveling & Conveyance	64,884.00		Less: Refund to student	43.00	42647.00
Audit Fees (Outstanding)	3,500.00		Late Exam fees	1900.00	
Decorations	449,855.84		Less: Refund to student	1900.00	0.00
			Misc. fees	30000.00	
			Less: Refund to student	60.00	29940.00
			<b>Debit</b>		211020.84
			(Excess of Expenditure over Income)		
		2269220.84			2269220.84

*Shubra*  
Accountant  
Netaji Subhas Mahavidyalaya  
Haldibari, Cooch Behar  
26/02/15

*Aldar*  
26.02.15  
BURSAR  
Netaji Subhas Mahavidyalaya  
Haldibari, Cooch Behar

*Principal*  
Principal  
Netaji Subhas Mahavidyalaya  
Haldibari, Cooch Behar  
26/02/15





**Annexure IX**

**Audited Income – Expenditure Statement of 2014 – 2015**

Audit for 2014 – 2015 is under process and will be done very shortly.



### LIST OF ACRONYMS USED

AQAR= Annual Quality Assessment Report  
B.A. = Bachelor of Arts  
B.Com. = Bachelor of Commerce  
BOS = Board of Studies  
DHE = Department of Higher Education  
F = Female  
GPF = Government Provident Fund  
GB = Governing Body  
GS= General Secretary  
HODs = Heads of Departments  
IQAC= Internal Quality Assurance Cell  
M = Male  
NACO = National AIDS Control Organization  
NSM = Netaji Subhas Mahavidyalaya  
NSS = National Service Scheme  
OBC = Other Backward Communities  
P I = Part I  
P II = Part II  
P III = Part III  
PG = Post Graduate  
SC = Scheduled Castes  
ST = Scheduled Tribe  
SUC = Students' Union Council  
TC = Teachers' Council  
UG = Under Graduate