The Annual Quality Assurance Report of the IQAC, 2009-'10

Name of the Institution : **Bhairab Ganguly College**
Name of the Head of the Institution : **Dr. Minakshi Ray**
: **Office:033 2564-3191 / 2553-2280**
: **Mobile:9830596188**
: **e-mail:bgc_3191@yahoo.com**
Name of the IGAC Co-ordinator : **Dr. Partha Basu**
Phone number : **Office :same as above**
: **Mobile :9433004211**

Part-A

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year:

In view of expansion of the scope of education in the neighbouring districts and in the locality in which the college is situated the Authority of the College planned for a comprehensive Educational Development Programme. The programme included some unique aspirations, such as, opening of Post Graduate course in some of the subjects within one year or two, extension of infrastructural facilities through the construction of a new building where more classrooms can be provided, extension of community service to the neighbouring localities of the economically backward classes, Resource mobilization programme by generating new resources within the college campus, linking up the Accounts Section of the Office Block with Principal's room through a LAN system, Extension of research facilities to some of the willing departments providing them with some kiosk spaces for small laboratories needed by the researchers, extension of Interdepartmental Interactions for the Development and Exchange of Knowledge by holding of Seminars and Interactive Programmes etc. At the end of the year, the construction of the annexure building is at a near-completion stage, three PG courses in English, Commerce and Geography have been opened under the affiliation of WBSU, office block has been connected to the Principal's Room.

Part-B:

1. **Activities reflecting the goals and objectives of the institution:**
   Bhairab Ganguly College being deeply involved in developing a place for higher education in this part of West Bengal regularly organizes seminars, symposium and colloquium and eminent scholars are invited to present their papers on such occasions. Moreover, this institution has been consistently trying to meet the diverse academic need of the people by introducing various subjects as well as initiating vocational course with a lot of modern applied curriculum matching with economic perspectives of the day. Furthermore, the institution has maintained a healthy student-teacher relation to restore the academic environment of the college. Very recent introduction of Post-Graduate courses in English, Commerce and Geography is an effective step achieved by the Institution towards its goal of emerging as an epitome of the highest level of education.

2. **New academic programmes initiated (UG and PG):**
   As per prayer of the College the College has been allowed to open three Post-Graduate Courses in English, Commerce and Geography under the affiliation of WBSU. Each of the Post-Graduate Courses comprises four semesters in two years.

3. **Innovations in curricular design and transaction:**
   The curricular design under our University for UG courses is done by the University. However, teachers in their pursuits of day to day teaching often innovate devices which make their teaching exercises easier and more understandable to the students. Electronic devises and Modeling are some of such effective innovations used by the teachers in this institution.

4. **Inter-disciplinary programmes started:**
   One inter-disciplinary programme has been initiated between the Department of Geography and Botany for a study of non-environment relationship in some areas of Birbhum district.

5. **Examination reforms implemented:**
   There is no scope of introducing any new method of examination for the UG courses as the entire schedule of final examination is to be prepared by the university. However, in the case of internal assessment stress has been given particularly on MCQs, Viva-Voce and Group discussions so that students along with their preparation for essay type answers get prepared also for their service-exams. In the case of P.G. Courses Group Discussion, Seminars deliberated by students, Assignment Completion and Preparation of report have been introduced.

6. **Candidates qualified: NET / SET / GATE etc.**

   Percentage of the teachers who have completed UGC, NET and SET exams.

24%

   As such many of the students who had graduated from this college qualified for NET, SET or GATE and a few of them have been working in undergraduate colleges too, but as ours was not a P.G. teaching college previously, we cannot take the credit of this statistics.

7. **Initiative towards faculty development programme:**
   College organizes Seminars / Symposium etc. regularly on the contemporary topics set by various departments and sometimes the proceedings are published and circulated among students to achieve a greater impact.

8. **Total number of seminars / workshops conducted**

Seminars/workshops/symposia on curricular development, teaching-learning, assessment etc.	3
Research management	
Invited/endowment lectures	2
Any other (Refresher Course)	

    : During the period three seminars were conducted, One by the Department of Geography, One by the Department of Physiology, One by the Department of Sanskrit and two special lectures were organized by the Study Circle.

9. **Research projects** **a) Newly implemented:** One MRP has been granted to Dr. Arun Banerjee, Dept. of Botany on Ecology of Epilithic Organism
    b) One MRP on Low Energy Positron Dynamics in Diatomic Molecule has been granted to Dr. Tapas Mukherjee by UGC.

10. **Patents generated, if any:** None

11. **New collaborative research programmes:** None, on behalf of the Institution as such, though a few of the teachers individually had involved themselves in some collaborated programmes.

12. **Research grants received from various agencies:** Usually UGC grants are received.

13. **Details of research scholars:** Scholar of Dr. A. K. Sil: Sumanta Ghosh, working on Transformation of Rural Economy from Agriculture to Industry : Howrah District under NSOU.

14. **Citation index of faculty members and impact factor:** Nil

15. **Honours / Awards to the faculty:** None

16. **Internal resources generated:** i) Students from other institution are allowed to study the GIS course organized by the department of Geography on the basis of paid packages.
    ii) IGNOU & NSOU pay institutional overhead on regular basis.

17. **Details of departments getting SAP, COSIST (ASSIST) / DST. FIST, etc. assistance / recognition:**
    No department has yet achieved any such recognition.

18. **Community services:**

    Number of regular extension programmes organized by NSS (average of last year)

NSS
5

    Number of NSS Volunteers:

Total
100

    NSS activities:
    i) Organized a 7-day Special Camp at Phoolbagan area of Kamarhati Municipality, Health Awareness Programme & Seminar Programme organized.
    ii) NSS Unit of the College organized "Tree Plantation Camp" on 18th July, 2009. On that occasion Sri Gobinda Ganguly, Chairman, Kamarhati Municipality was present as Chief Guest.
    iii) Campus cleaning as regular activity done accordingly.
    iv) 10 Male & Female students participated in Special Advance Camp at Jawahar Institute of Mountaineering, Patnitop from 24th June to 3rd July, 2009
    v) Rs. 2000/- given to "Chief Minister's Relief Fund, W.B." for Aila Victim.
    vi) One male and one female student participated at Pre-republic Day Camp at Guahati.

19. **Teachers and officers newly recruited:**
    Three full-time teachers, one in Physics and two in Chemistry have been recruited during the year. Along with that the librarian of the central Library has also been recruited.

20. **Teaching – Non-teaching staff ratio: 104:35**

21. **Improvements in the library services:** Digital Library Software and Library management software are going to be procured very soon and the Library will be connected with V-Sat. In order to be well versed in e-resource in management our Librarian will be deputed to attend the workshops arranged for the purpose.

22. New books / journals:

a. Books
- i. Textbooks   500
- ii. Reference books   1,529

b. Magazines   175   Pratiyojita Kiran, Competition Refresher, General Knowledge Today, Competition Master,

1500   Indian Journal of Chemistry, Economic and Political Weekly, Indian Journal of Economics, Chemical Weekly, Pure and Applied Science,

c. Foreign journals

d. Peer reviewed journals

e. Back volumes of journals

f. E-information resources   Efforts are being made to develop date bases and subscribe on line journals. CDs and DVDs will also be kept in the library very soon, but as the display service has not yet been installed sufficiently, the total system has not been implemented.

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

As such, there is no course in the College in which the assessment by the students is done, but a Grievance and Redress Cell has been constructed. This Cell regularly records the grievances of the students as feedback and arranges for necessary steps towards the remedy of the problems.

24. Unit cost of education:

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

a) including the salary component   = Rs.9048.90 (approx)

b) excluding the salary component   = Rs.1767.19

25. Computerization of administration and the process of admissions and examination results, issue of certificates:

The administration including the office of the College which handles the admission and examination results as well as issue of certificates are totally computerized and are connected by a LAN system.

26. Increase in the infrastructural facilities:

The proposed construction of the 5 storied building is in progress and three floors have been completed till date. These three stories are already been used by different departments. The construction of the two other floors is also continuing at present.

A new meter board room and a guard room have been constructed and provisions for shifting the NSOU and IGNOU are in progress. As soon as the shifting will be completed more rooms will be available for the classes and for other activities.

Very recently the College has purchased a Diesel Generator Set from U.G.C. grant. Moreover, a copier cum printer is being purchased to make the College self-sufficient in printing of question papers and some other necessary documents.

27. **Technology up-gradation:**
Some of the Honours teaching departments have purchased some new equipment which may be used effectively for the ease of teaching. Some of such equipments include microprocessor kits, work station, visualizer, LCD projectors etc.

28. **Computer and internet access and training to teachers and students:**
Computers with internet access have been given to eleven departments and another computer with internet access has been installed in the staff room. At present maximum number of teachers are computer literate and they usually do not require any training except for any specific software. Students, on the other hands are being trained under the guidance of various departments with computers facilities. Moreover, sometimes they get trained privately also in their home or outside during vacations.

29. **Financial aid to students:**
The College has a policy in connection with the endowment of aid to the students in the form of free studentship and the following percentage of concession in the form of financial aid is offered to the needy ones.
> B.A. (Hons. + Gen.)   :40%
> B.Sc. (Hons. + Gen)   :20%
> B. Com (Hons. + Gen) :30% (Approx)
> Avg.   :33.3%

As per rule 10% of the collected fees are to be disbursed as financial assistance to the poor students, but in view of the socio-economic condition of the neighbouring localities the college disburses about 25% of the collected fees among the needy students in the form of free studentship.

30. **Support from the Alumni Association and its Activities:**
Activities of Alumni Association are mainly carried out on department basis. Excursions of short duration, holding of cultural programme in the department, attending seminars organized by the department, developing linkages between the department and external research institutions are a few of such activities.

31. **Support from the Parent-Teacher Association and its Activities**: The Parent-Teacher Association previously constructed has not remained very active and the departments have introduced regular meeting with parents according to their conveniences.

32. Health service:
NSS provides Health service to the students apart from the services of Students' Health Home.

33. Performance in sports activities:
The College encourages sports activities not only through the holding of Annual sports and athletics meet but also by arranging various intra-college tournaments. Apart from that students of the College regularly participate in different tournaments held by the University, CAB and other organizations. In such tournament their performance is praise worthy and they win trophies and medals every year. The following statement gives an account of their performance during 2009-10.

The College Team participated in the Football Tournament organized by West Bengal State University and won the Runners Cup. It also qualified for the Eliot Shield.

Kaushik Das of 3rd year, Avishek Ghosh of 2nd year & Tuhin Biswas of 1st year became Table Tennis Champion at the Table Tennis Tournament of the University.

A girl student of 1st year became the Table Tennis Champion in the Girls Category of the same tournament.

Susmita Dutta of 1st year Gen. stood 2nd in the 100m. and 200m. of inter collegiate championship; she also participated at the national level.
Sajal Das of 2nd year General participated in Judo at national level.
Shyamali Baidya of 2nd year, Gen. participated in Kabadi at Inter University.

34. Incentives to outstanding sportspersons:
Equipments, Jerseys, Boots and financial grants are given to students whenever required.

35. Student achievements and awards:
Students participate in various tournaments and quiz competitions and are awarded number of times, for instance, three students of Geography Honours participated in a Geo-Quiz at Ashutosh College of Calcutta and were awarded for third position.

36. Activities of the Guidance and Counselling Cell:
As such no counselling cell is there, but teachers and the Principal regularly guide and counsel the students to come out of the hazards they face in their academic life.

37. Placement services provided to students:
Reputed organizations such as IBM, Frank Finn, NIIT, HCL, SPANCO etc. have visited this institution and have recruited a few of our students on temporary as well as on substantive basis.

38. Development programmes for non-teaching staff:
Four members of the non-teaching staff were sent to a software developing company for specific training in the software before the purchase of the same, so that they could work with that at the time of admission and at various office works.

39. **Best practices of the institution:** The College tries to uphold the academic spirit of the surrounding locality by organizing seminars, symposiums, workshops etc. and inviting the schools on such occasions. Some awareness programmes against gender sensitization have also been organized and local inhabitants including students have been invited to attend the programmes. Moreover, as there is no large ground in the entire area and the college has one, the college allows many sports and cultural activities of the locality to be held on this ground.

40. **Linkages developed with National / International, academic / research bodies:** Some linkages with national, international, academic / research bodies have been developed by teachers independently. Many of them are allowed to visit overseas countries for carrying out these research activities.

    ➢ Dr. Sahana Chakraborty of the Department of Physics is linked up with the Unit of Nano Science and Technology as Indian Associate for the Cultivation of Science, Kolkata – 700032, India.
    ➢ Dr. Sahana Chakraborty is also linked with the Department of Optical & Imaging Science and Technology of Tokai University, Kanagawa, 259-1292, Japan.
    ➢ Prof. D. Bhadra of the Department of Physics is linked up with the Department of Physics, National Sun Yat Sen University of Kaosiung, Taiwan- 804, ROC and Department of Physics, the University of Jammu, India. (Ref.: Prof. H.D. Yang and Dr. K. K. Bamzai respectively)

41. **Any other relevant information:**

    A remedial course for the under privileged students has been started under the convener-ship of Prof. Makhleshwer Rahaman.

    Arrangements are being made to introduce a full-fledged course of professional video editing on Mac platform in the department of Journalism and Mass Communication. This will be beneficial to the students of the honours course of the department. Efforts are being made to generate some resources by allowing some other outside students to be admitted in the abovementioned course on the basis of reasonable fees structure.

    Students' Union organizes Blood Donation Camp every year on the College Foundation Day.

    They also arrange for First Aid in any case of accident within the College premises. At the time of new admission Students' Union opens information cum Guidance Counter for the new comers. They also arrange for drinking water for the candidates and their guardians at the time of such admissions, because it takes a long time for the entire procedure.

    Moreover, Bhairab Ganguly College is the only college, under West Bengal State University which has opened up Urdu Honours for the benefit of Muslim students.

Institutional Data (2009-10)

1. **Name and address of the College:**

Name: BHAIRAB GANGULY COLLEGE

Address: Feeder Road, Belgharia, Kolkata - 700056

City: Kolkata   District: North 24 Pgs.   State: West Bengal

Pin code: 700056

Website: www.bhairabgangulycollege.com

2. **For communication:**

   Office

Name	Area/ STD Code	Tel. No.	Fax No.
Principal: **Dr. Minakshi Ray**	033	2564-3191 2553-2280	2564-3191
IQAC Co-ordinator: **Dr. Partha Basu**	033	2564-3191 2553-2280	2564-3191
e-mail: bgc_3191@yahoo.com			

   Residence:

Name	Area/ STD Code	Mobile No.
Principal: **Dr. Minakshi Ray**	033	9830596188
IQAC Co-ordinator: **Dr. Partha Basu**	033	9433004211

3. **Type of Institution:**

   a. By management   i.   Affiliated College   ☑

                            ii.   Constituent College   ☐

   b. By funding   i.   Government   ☐

                            ii.   Grant-in-aid   ☑

                            iii.   Self-financed   ☐

                            iv.   Any other (Specify the type)   ☐

   c. By Gender   i.   For Men   ☐

                            ii.   For Women   ☐

                            iii   Co-education   ☑

4. **Is it a recognized minority institution?**

    Yes ☐   No ☑

    If yes specify the minority status (Religious/Linguistic/any other)
    (Provide the necessary supporting documents)

5. **a) Date of establishment of the college:**

Month	Year
09	1968

    b) University to which the college is affiliated
    West Bengal State University

6. **Dates of UGC recognition:**

Under Section	Date, Month & Year (dd-mm-yyyy)
2f	01.01.1969 Date of establishment :03-09-1968
12b	1969 as on 31.03.1968

7. **Does the University Act provide for autonomy of Affiliated/Constituent College?**

    Yes   ☐   No   ☑

    If yes, has the college applied for autonomy?

    Yes   ☐   No   ☑

8. **Location of the college: (based on Govt. of India census)**

    Urban ☑
    Semi-urban   ☐
    Rural   ☐
    Tribal   ☐

10. Details of programmes offered by the institution:

Programme Level	Name of the Programme/Course		Duration	Entry Qualification	Medium of instruction	Number of students admitted (I+II+III year)
U N D E R G R A D U A T E	B.A.	Bengali (H)	3 years	H.S.	Bengali	194
		Bengali (G)	3 years	H.S.	Bengali	372
		English (H)	3 years	H.S.	English	195
		English (G)	3 years	H.S.	English	158
		Urdu (H)	3 years	H.S.	Urdu	107
		Urdu (G)	3 years	H.S.	Urdu	228
		History (H)	3 years	H.S.	English	183
		History (G)	3 years	H.S.	Bengali	2124
		Pol. Science (H)	3 years	H.S.	English	91
		Pol. Science (G)	3 years	H.S.	Bengali	2124
		Philosophy (H)	3 years	H.S.	English	127
		Philosophy (G)	3 years	H.S.	Bengali	1055
		Journalism (H)	3 years	H.S.	English	98
		Journalism (G)	3 years	H.S.	Bengali	206
		Sanskrit (G)	3 years	H.S.	Sanskrit	238
		Physical Education (G)	3 years	H.S.	Bengali	359
	B. Sc.	Physics (H)	3 years	H.S.	English	64
		Physics (G)	3 years	H.S.	English	388
		Chemistry(H)	3 years	H.S.	English	84
		Chemistry (G)	3 years	H.S.	English	317
		Mathematics (H)	3 years	H.S.	English	72
		Mathematics (G)	3 years	H.S.	English	510
		Electronics (H)	3 years	H.S.	English	60
		Electronics (G)	3 years	H.S.	English	101
		Computer Sc. (H)	3 years	H.S.	English	102
		Computer Sc. (G)	3 years	H.S.	English	193
		Botany (H)	3 years	H.S.	English	45
		Botany (G)	3 years	H.S.	English	230
		Zoology (H)	3 years	H.S.	English	112
		Zoology (G)	3 years	H.S.	English	217
		Geography (H)	3 years	H.S.	English	141
		Geography (G)	3 years	H.S.	English	289
		Economics (h)	3 years	H.S.	English	18
		Economics (G)	3 years	H.S.	English	394
		Physiology (G)	3 years	H.S.	English	117
	B.Com	B.Com (H)	3 years	H.S.	English	721
		B.Com (G)	3 years	H.S.	English	508
	Vocational	ASPV (M)	3 years	H.S.	English	118

Programmes Offered by the Institution

No. of Students Admitted in Different Courses

Legend:
- Bengali (H)
- Bengali (G)
- English (H)
- English (G)
- Urdu (H)
- Urdu (G)
- History (H)
- History (G)
- Pol.Sc. (H)
- Pol.Sc. (G)
- Philosophy (H)
- Philosophy (G)
- Journalism (H)
- Journalism (G)
- Sanskrit (G)
- Physical Edu. (G)
- Physics (H)
- Physics (G)
- Chemistry (H)
- Chemistry (G)
- Mathematics (H)
- Mathematics (G)
- Electronics (H)
- Electronics (G)
- Computer Sc. (H)
- Computer Sc. (G)
- Botany (H)
- Botany (G)
- Zoology (H)
- Zoology (G)
- Geography (H)
- Geography (G)
- Economics (H)
- Economics (G)
- Physiology (G)
- B.Com (H)
- B.Com (G)
- ASPV (M)

No. of Students

11. List of the departments:

Science
Physics, Chemistry, Mathematics, Electronics, Computer Sc., Botany, Zoology, Physiology, Geography, Economics
Arts
Bengali, English, Sanskrit, Urdu, History, Political Sc., Philosophy, Journalism and Mass Communication, Physical Education
Commerce & Management
Commerce, B.Com (Major in ASP), B.A. (Major in ASP)

12. Unit Cost of Education

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

a) Including the salary component = Rs.9048.90 (approx)

b) Excluding the salary component = Rs.1767.19

Criterion I : Curricular Aspects

1. **Does the College have a state**

   Vision?

Yes	✓	No	

   Mission?

Yes	✓	No	

   Objectives?

Yes	✓	No	

2. **Does the college offer self-funded programme?**   Yes   No ☑
   If yes, how many courses?

4

3. Number of Programmes offered under
   a. Annual system   yes
   b. Semester system   yes (only Post-Graduate Courses)
   c. Trimester system   no

   - Bachelor of Arts in Bengali (Hons. & Gen), Bachelor of Arts in English (Hons. & Gen.), Bachelor of Arts in Urdu (Hons. & Gen.), Bachelor of Arts in Sanskrit (Gen.), Bachelor of Arts in History (Hons. & Gen.), Bachelor of Arts in Political Science (Hons. & Gen.), Bachelor of Arts in Philosophy (Hons. & Gen.), Bachelor of Arts in Journalism and Mass Communication (Hons. & Gen.), Bachelor of Arts in Physical Education (Gen.),

   - Bachelor of Science in Physics (Hons. & Gen.), Bachelor of Science in Chemistry (Hons. & Gen.), Bachelor of Science in Physics (Hons. & Gen.), Bachelor of Science in Mathematics (Hons. & Gen.), Bachelor of Science in Electronics (Hons. & Gen.), Bachelor of Science in Computer Sc. (Hons. & Gen.), Bachelor of Science in Botany (Hons. & Gen.), Bachelor of Science in Zoology (Hons. & Gen.), Bachelor of Science in Physiology (Gen.), Bachelor of Science in Geography (Hons. & Gen.), Bachelor of Science in Economics (Hons. & Gen.),

   - Bachelor of Commerce in Accounting (Hons. & Gen.), Bachelor of Arts (Major in ASPV), Bachelor of Commerce (Major in ASPV).

   - Master of Commerce, Master of Science in Geography, Master of Arts in English

4. **Programme with**

   a. Choice based credit system

Yes		No	✓	Number	

   b. Inter/multidisciplinary programmes

Yes		No	✓	Number	

   c. Any other, specify

Yes		No	✓	Number	

5. **Are there Programmes where assessment of teachers by students is practiced?**

Yes	✓	No	

6. **Are there programmes taught only by visiting faculty?**

Yes		No	✓

7. **New programmes introduced during the last two years**

UG	Yes	✓	No		Number	2
PG	Yes	✓	No		Number	3
Others(specify)	Yes		No		Number	

8. **How long does it take for the institution to introduce a new programme within the existing system?** Three months

9. **Is there a provision for Project work etc. in the programme? If yes, indicate the number.**

Yes		No	✓	Number	N.A.

10. **Is there any mechanism to obtain feedback on curricular aspects from**

   a. Academic Peers?

Yes		No	✓

   b. Alumni?

Yes	✓	No	

   c. Students?

Yes	✓	No	

   d. Employees

Yes		No	✓

   e. Any other?

Criterion II : Teaching-learning and Evaluation

1. **How are the students selected for admission to various courses?**

    a. Through an entrance test developed
        by the institution ▢

    b. Common entrance test conducted by the
        University/Government ▢

    c. Through interview ▢

    d. Entrance test and interview ▢

    e. Merit at the previous qualifying examination ☑

    f. Any other (specify). ▢

    (If more than one method is followed, kindly specify the weight ages)

2. **Number of working days during the last academic year** : 257

3. **Number of teaching days during the last academic year** : 215
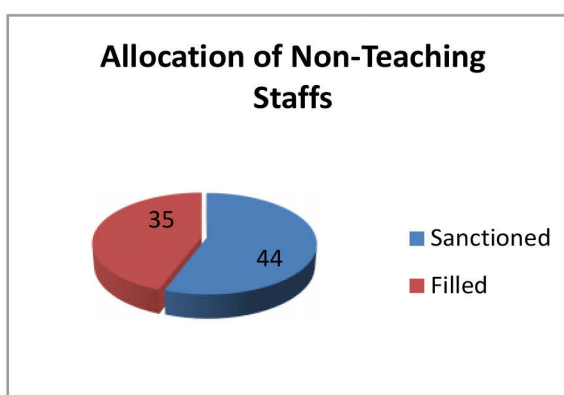
4. **No. of positions sanctioned and filled**

	: Sanctioned / Filled	
Teaching	62	44
Graduate Laboratory Instructor	05	03
Non-teaching	44	35

Allocation of Teaching Staff   Allocation of Non-Teaching Staff

Allocation of Teaching Staffs

44
62
■ Sanctioned
■ Filled

Allocation of Non-Teaching Staffs

35
44
■ Sanctioned
■ Filled
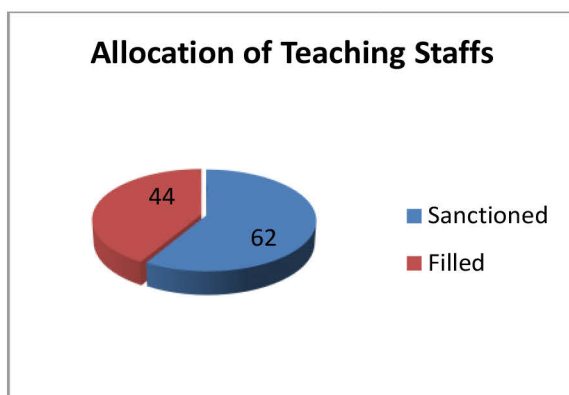
5. **a. Number of regular and permanent teachers (gender-wise)**

Designation	M	F	Total
Principal		01	01
Reader	01	01	02
Associate Professor	15	10	25
Assistant Professor	08	08	16
G.L.I.	02	01	03
Total	**26**	**21**	**47**

Allocation of Permanent Teachers
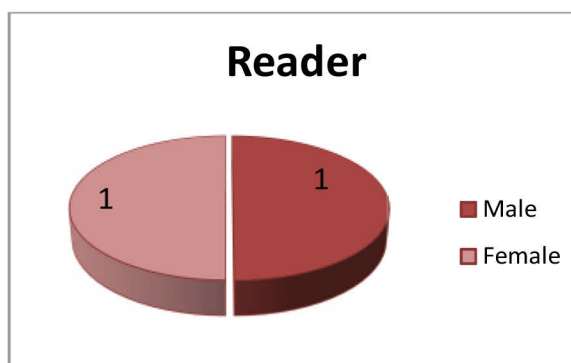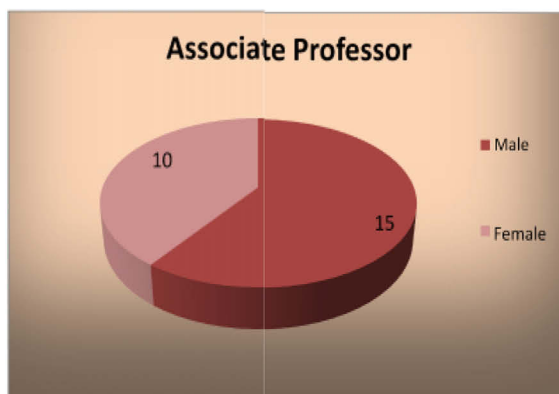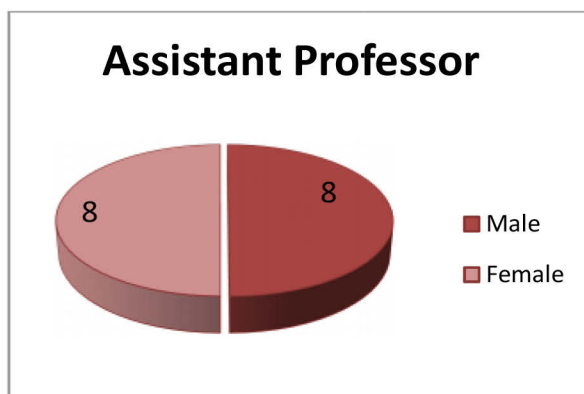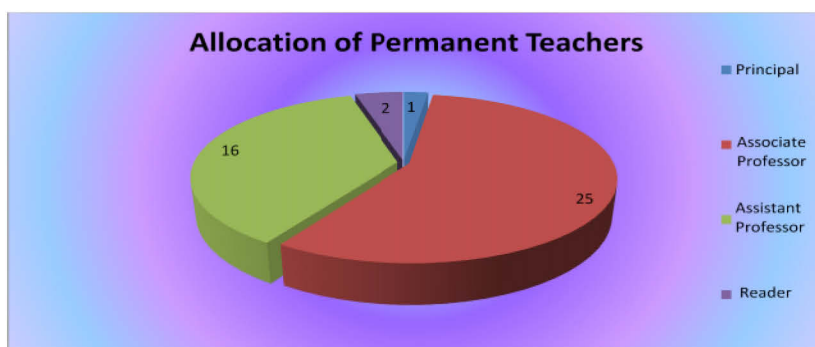
b. Number of temporary teachers (gender-wise)

Designation	M	F	Total
Lecturers Full-time (Management appointees)	09	09	18
Lecturers Part-time (Managements appointees)	15	16	31
Any other (Guest teacher)	04	04	08
Total	28	29	57

Gender-wise Allocation of Temporary Teachers
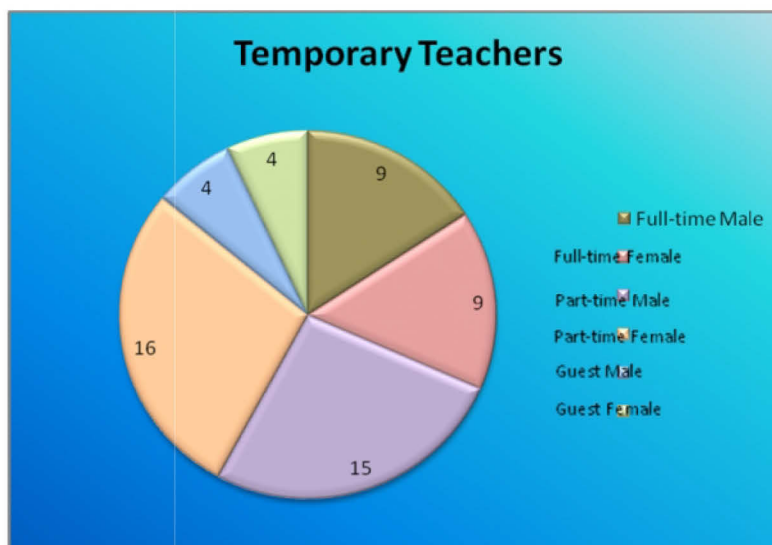
Allocation of Teachers
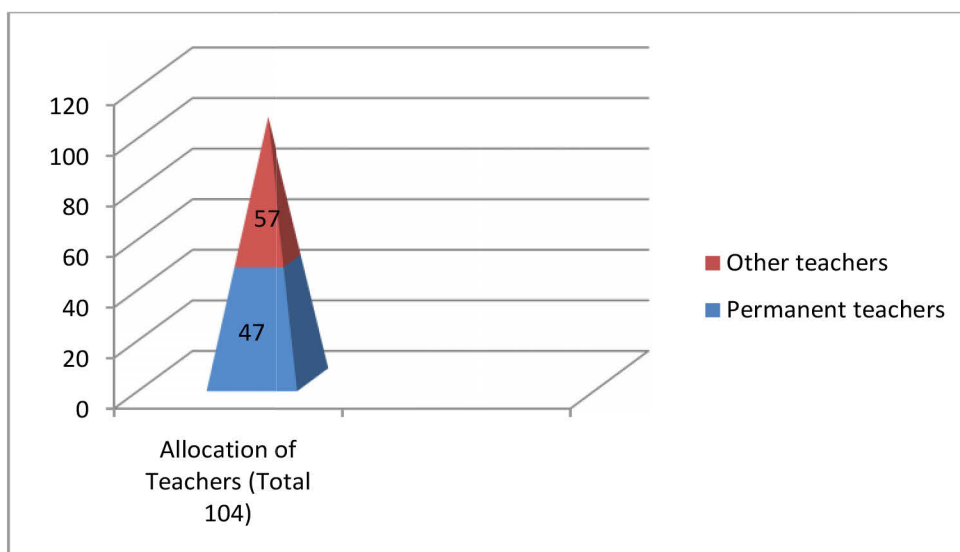
6. **a. Number of qualified permanent teachers and their percentage to the total number of Faculty**

47	45%

b. Teacher: student ratio

104	5439

c. Number of teachers with Ph. D. as the higher qualification and their percentage to the total faculty strength

29	28%

d. Number of teachers with Ph. D. as the higher qualification and their percentage to the total number of permanent full time teachers

29	64%

e. Number of teachers with M.Phil. as the highest qualification and their percentage to the total faculty strength

10	9.6%

f. Percentage of the teachers who have completed UGC, NET and SET exams.

25	24%

g. Percentage of the faculty who have served as resource persons in Workshop/Seminars/Conferences during the last year?

7%

h. Number of faculty development programmes availed by teachers (last year)

UGC/FIP Programme	
Refresher	04
Orientation	
Any other (specify)	

i. **Number of faculty development programmes organized by the college during the last two years.**

Seminars/workshops/symposia on curricular development, teaching-learning, assessment etc.	3
Research management	
Invited/endowment lectures	3
Any other (specify)	

7. **Number and percentage of the courses where predominantly the lecture method is practiced**

> **7 (30%)**

8. **Does the college have the tutor-ward system?**

   Yes ☐   No ☑

   If yes how many students are under the care of a teacher?

9. **Are remedial programmes offered?**

Yes	✔	No		Number	2

10. **Are there Courses with ICT-enabled teaching-learning processes?**

Yes	✔	No		Number	9

11. **Is there a mechanism for:**

   a. Self-appraisal of faculty?   Yes ☑ No ☐

   b. Student assessment of faculty performance?   Yes ☑ No ☐

   c. Expert/Peer assessment of faculty performance?   Yes ☐ No ☑

12. **Do the faculty members perform additional administrative work?**

   Yes ☑   No ☐

   If yes, the average number of hours spent by the faculty per week.

   > **8 – 10 hours per week**

Criterion III : Research, Consultancy and Extension

1. **How many teaching faculty are actively involved in research? (Guiding student research, managing research project etc.)**

Number	% of total
5	4.8%

2. **Research collaboration**

   a) **National**   Yes ☑ No ☐
      If yes, how many?

1

   b) **International**   Yes ☑ No ☐
      If yes, how many?

2

3. **Is the faculty involved in consultancy work?**

   Yes ☐   No ☑

   If yes, consultancy earnings/ year (average of last two years may be given)

4. **A) Do the teachers have ongoing / completed research project?**

   Yes ☑   No ☐

If yes, how many?	On going	2
	Completed	

5. **Research publications:**

International Journals	Yes	✓	No	Number	4
International Journals-referred papers	Yes	✓	No	Number	1
College journal	Yes		No	Number	
Books	Yes	✓	No	Number	2
Abstracts	Yes		No	Number	
Any other (specify)	Yes		No	Number	
Awards, recognition, patents etc. if any (specify) : Dr. Asokekumar Misra was awarded 'Sahityakriti' 2010 an All India Award an literature given by Nikhil Bharat Bango Sahitya Sammelan.					

6. Has the faculty

a) Participated in Conferences?

Yes	✔	No		Number	30

b) Presented research papers in Conferences?

Yes	✔	No		Number	9

7. Number of extension activities organized in collaboration with other agencies/NGOs (such as Rotary/Lions Club)

One proposal has been placed to the UGC for collaboration with Rotary Club, Belghoria

**8. Number of regular extension programmes organized by NSS and NCC (average of last year)**

NSS
5

9. Number of NSS Volunteers/Units:

M		F		Units
79		37	116	1

Criterion IV : Infrastructure and Learning Resources

1. a) Campus area in acres

    | 8.33 acres |

    b) Built in area in Sq. Metres?

    | 6252.53 Sq. metre |

2. **Working hours of the Library**
    a) On working days

    | 10 a.m. to |

    b) On holidays

    | Closed |

    c) On Examination days

    | Open |

    * During internal examinations of the college, the library remains open as usual working days.
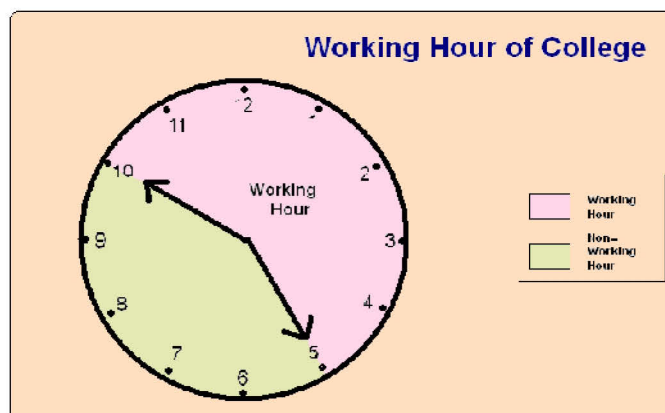
3. **Average number of faculty visiting the library/day**
    (average for the last year)

    | 10 |

4. **Average number of students visiting the library/day**
    (average for the last year)

    | 120 |

5. **Number of journals subscribed by the institution**

    | 7 |

6. **Does the library have the open access system?**

    | No |

7. Total collection

a. Books
  i) Textbooks   15,974
  ii) Reference books   9,676

b. Magazines   175   Pratiyojita Kiran, Competition Refresher, General Knowledge Today, Competition Master,

                         1500   Indian Journal of Chemistry, Economic and Political Weekly, Indian Journal of Economics, Chemical Weekly, Pure and Applied Science,

c. Foreign journals

d. Peer reviewed journals

e. Back volumes of journals

f. E-information resources   Efforts are being made to develop date bases and subscribe on line journals. CDs and DVDs will also be kept in the library very soon, but as the display service has not yet been installed sufficiently, the total system has not been implemented.

g. CSs/DVDs

h. Databases

i. Online journals

j. AV resources

Collection of Books
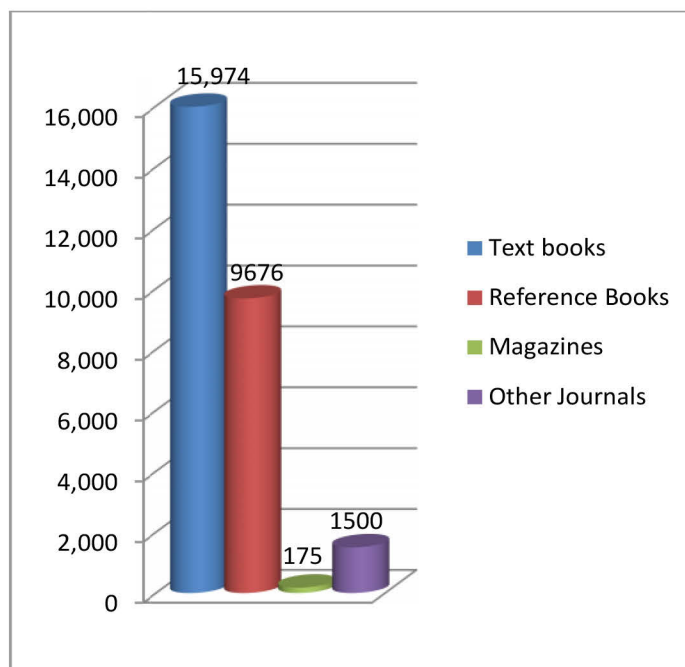
k. Special collection

	Yes		No		No	
Repository (World Bank, OECD, UNESCO etc.			✓			
Interlibrary borrowing facility			✓			
Materials acquired under special schemes (UGC, DST etc.)	✓					
Materials for Competitive examinations including Employment news, Yojana etc.	✓					
Book Bank	✓					
Braille materials			✓			
Manuscripts			✓			
Any other (specify)						

* Employment News, Yojana

8. **Number of books/journals/periodicals added during the last two years and their total cost?**

Particulars	The years before	
	Number	Total Cost (Rs.)
Text Books	600	1,75,039/-
Reference Books	1733	5,12,846/-
Other Books		
Journals/Periodicals	84	4000
Encyclopedia		
Any other (specify)		

9. **Mention the carpet area and capacity of Central library and Departmental libraries:**

Total carpet area of the Central Library (in sq.ft.)	3500
Number of Departmental libraries	22
Average carpet area of the departmental libraries	310
Seating capacity of the Central Library (Reading room)	110

10. **Status of Automation of Library**

Not initiated ☐

Fully automated ☐

Partially automated ☑

11. Percentage of library budget in relation to total budget 0.37%

12. Services/facilities in the library (if yes, tick in the box)

Circulation	☐
Clipping	☐
Bibliographic compilation	☐
Reference	☑
Reprography	☑
Computer and Printing	☑
Internet	☑
Inter-library loan	☐
Power back up	☐
Information display and notification	☑
User orientation/information literacy	☑

13. Average number of books issued/returned per day 120

14. Ratio of library books to the number of students enrolled 5:1

15. Computer Facilities

Number of computer in the college 109

Number of Departments with computer facilities 11

Central computer facility (Number of terminals) 6

Budget allocated for purchase of computers
in the last academic year Rs. 3,59,153.00

Amount spent on maintenance and upgrading
of computers during the last academic year Rs. 1,26,554.00

Internet Facility, Connectivity

Dialup	Broadband	Others (specify)
	✓	

Number of nodes/computers with Internet facility 10

Allocation of Computers among all Departments
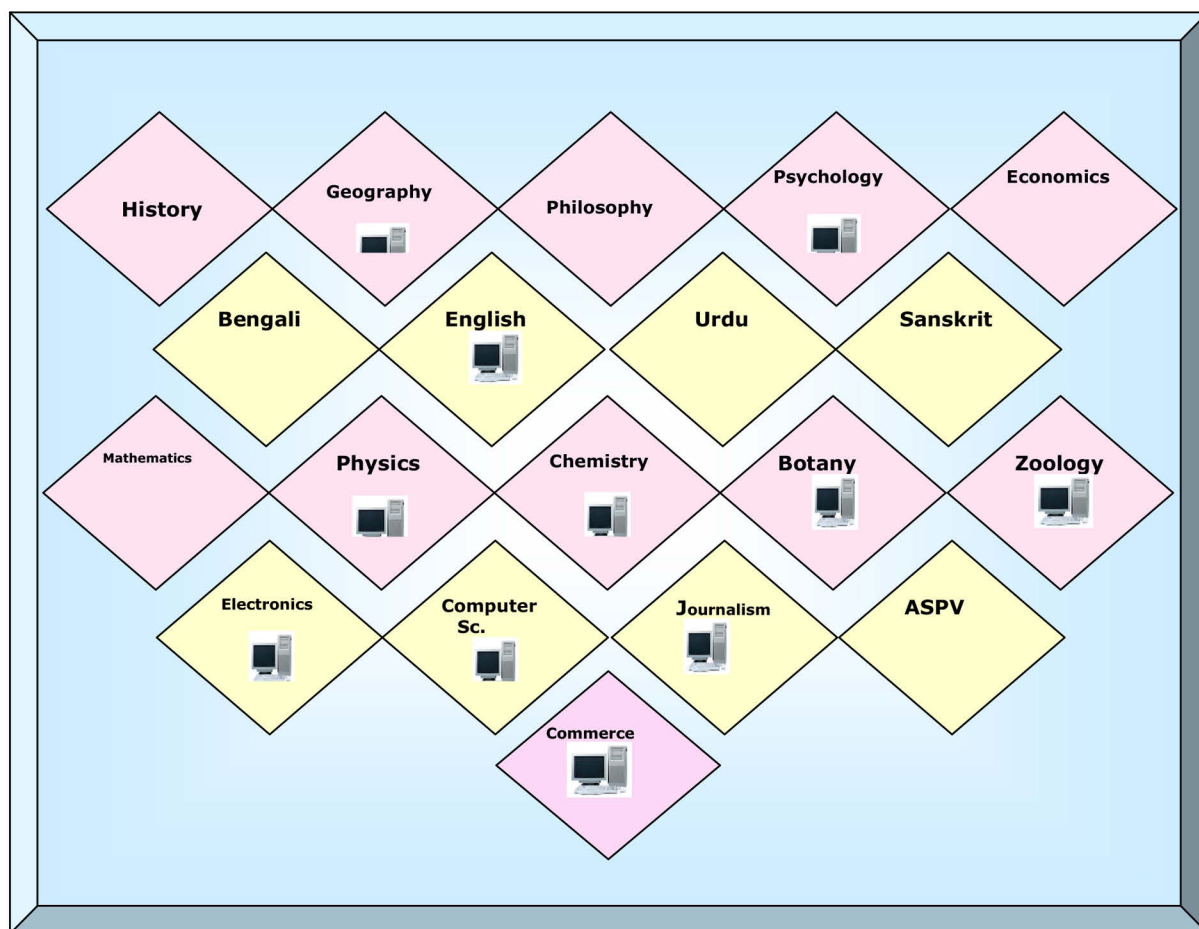
16. Is there a Workshop/ Instrumentation Centre?

Yes			No	✓	available from the year

17. Is there a Health Centre?

Yes		No		✓	Available from the year

18. Is there Residential accommodation for

Faculty?

Yes		No	✓

Non-teaching staff?

Yes	✓	No	

(Covering 357.84m^2)

19. Are there student Hostels?

Yes		No	✔

20. Is there a provision for

a) Sports fields

b) Gymnasium

c) Women's rest room

d) Transport

e) Canteen/Cafeteria

f) Student centre

g) Vehicle parking facility

Yes	✔	No	
Yes	✔	No	
Yes	✔	No	
Yes		No	✔
Yes	✔	No	
Yes		No	✔
Yes	✔	No	

Criterion V: Student support and Progression

1. **a. Student strength**

   (Provide information in the following format for the academic year2009-2010)

Students Enrolment	UG		
	M	**F**	**Total**
No. of students from the same state where the college is located	3159	2278	5437
No. of students from other states	Nil	Nil	Nil
No. of NRI students	Nil	Nil	Nil
No. of overseas students	02	Nil	02
Total	**3161**	**2278**	**5439**

   b. Dropout rate in UG and PG (in the academic year 2009-10)

	Number	%
UG	256	17%
PG	Nil	Nil

2. **Financial support for students : (in the academic year 2009-10)**

	Number	Amount
Endowment		
Free-ship	1600	Rs. 4,91,400/-
Scholarship (Government)	9	Rs. 88,800/-
Scholarship (Institution)		
Number of loan facilities		
Any other financial support (Students' Aid fund)	383	Rs. 53,475/-

3. **Does the college obtain feedback from students on their campus experience?**

   Yes ☑   No ☐

4. **Major cultural events (in the academic year 2009-10)**

Events	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Intra-collegiate		✓		✓		1
Intra-university		✓		✓		2
National		✓		✓		2
Any other (specify)						

5. **Examination Results (in the academic year 2009-10)**

Stream	Department	App./Pass/1st class	2010
Arts	Bengali (H)	No. of students Appeared	67
		No. of students Passed	65
		% of success	97
		No. of 1st class	-
	English (H)	No. of students Appeared	43
		No. of students Passed	41
		% of success	95
		No. of 1st class	-
	History (H)	No. of students Appeared	51
		No. of students Passed	50
		% of success	99
		No. of 1st class	-
	Journalism (H)	No. of students Appeared	33
		No. of students Passed	32
		% of success	97
		No. of 1st class	
	Philosophy (H)	No. of students Appeared	34
		No. of students Passed	33
		% of success	97
		No. of 1st class	-
	Pol. Science (H)	No. of students Appeared	21
		No. of students Passed	20
		% of success	95
		No. of 1st class	-
	Urdu (H)	No. of students Appeared	25
		No. of students Passed	16
		% of success	64
		No. of 1st class	3
	B.A. (G)	No. of students Appeared	243
		No. of students Passed	147
		% of success	60
		No. of 1st class	-

Commerce	B.Com (H)	No. of students Appeared	222
		No. of students Passed	211
		% of success	95
		No. of 1st class	14
	B.Com (G)	No. of students Appeared	122
		No. of students Passed	56
		% of success	45
		No. of 1st class	-
Science	Botany (H)	No. of students Appeared	12
		No. of students Passed	11
		% of success	92
		No. of 1st class	-
	Chemistry (H)	No. of students Appeared	5
		No. of students Passed	4
		% of success	80
		No. of 1st class	-
	Computer Sc. (H)	No. of students Appeared	22
		No. of students Passed	20
		% of success	91
		No. of 1st class	5
	Economics (H)	No. of students Appeared	
		No. of students Passed	
		% of success	
		No. of 1st class	
	Electronics (H)	No. of students Appeared	8
		No. of students Passed	8
		% of success	100
		No. of 1st class	1
	Mathematics (H)	No. of students Appeared	8
		No. of students Passed	6
		% of success	75
		No. of 1st class	-
	Physics (H)	No. of students Appeared	11
		No. of students Passed	10
		% of success	91
		No. of 1st class	1
	Zoology (H)	No. of students Appeared	31
		No. of students Passed	29
		% of success	97
		No. of 1st class	5
	Geography (H)	No. of students Appeared	45
		No. of students Passed	44
		% of success	98
		No. of 1st class	4
	B.Sc. (G)	No. of students Appeared	167
		No. of students Passed	98
		% of success	58
ASP	ASP (Major)	No. of students Appeared	36
		No. of students Passed	30
		% of success	83
		No. of 1st class	-

6. Is there a student counselling centre?

Yes		No	✔

7. Is there a Grievance Redressal Cell?

Yes	✔	No	

8. Does the college have an Alumni Association?

Yes	✔	No		Formed in the year	21.09.2003

9. Does the college have a parent-teachers Association?

Yes		No	✔	Formed in the year	

Note:-There is no parent-teachers' association but regular parent-teachers' meetings are held.

Criterion VI : Governance and Leadership

1. **Has the institution appointed a permanent Principal?**

Yes	✔	No	

   If yes, denote the qualification: M.A., Ph.D.

2. **Number of professional development programmes held for the Non-teaching staff (last year)**

3 members of NTS

   * Computer training programme for office maintenance.

3. **Financial resources of the college (approximate amounts) – Last year's date**

Grant-in-aid	From UGC : Rs. 19,27,250.00 State Govt. Grant : Rs. 3,89,39,822.00
Fee from aided courses	Rs. 1,20,45,550.50
Donation	Nil
Fee from Self-funded courses	Rs. 16,81,050.00
Any other (specify)	Nil

4. **Statement of Expenditure**

   Total Expenditure Rs.

Item	
% spent on the salary of faculty	Rs.3,35,27,279.00 (68.12%)
% spent on the salary of non-teaching employees including contractual workers	Rs.60,77,958.00 (12.35%)
% spent on books and journals	Rs.1,81,266.00 (0.37%)
% spent on Building development	Rs.17,94,857.00 (3.65%)
% spent on maintenance, electricity, water, sports, examinations, hostels, student amenities etc.	Rs.46,10,659.00 (9.37%)
% spent on academic activities of departments-laboratories, green house, animal house, etc.	Rs.11,75,880 (2.39%)
% spent on research, seminars etc.	Rs.33,003.00 (0.07%)
% spent on miscellaneous expenditure	Rs.18,16,096 (3.69%)

Chart Showing the Allocation of Expenditure
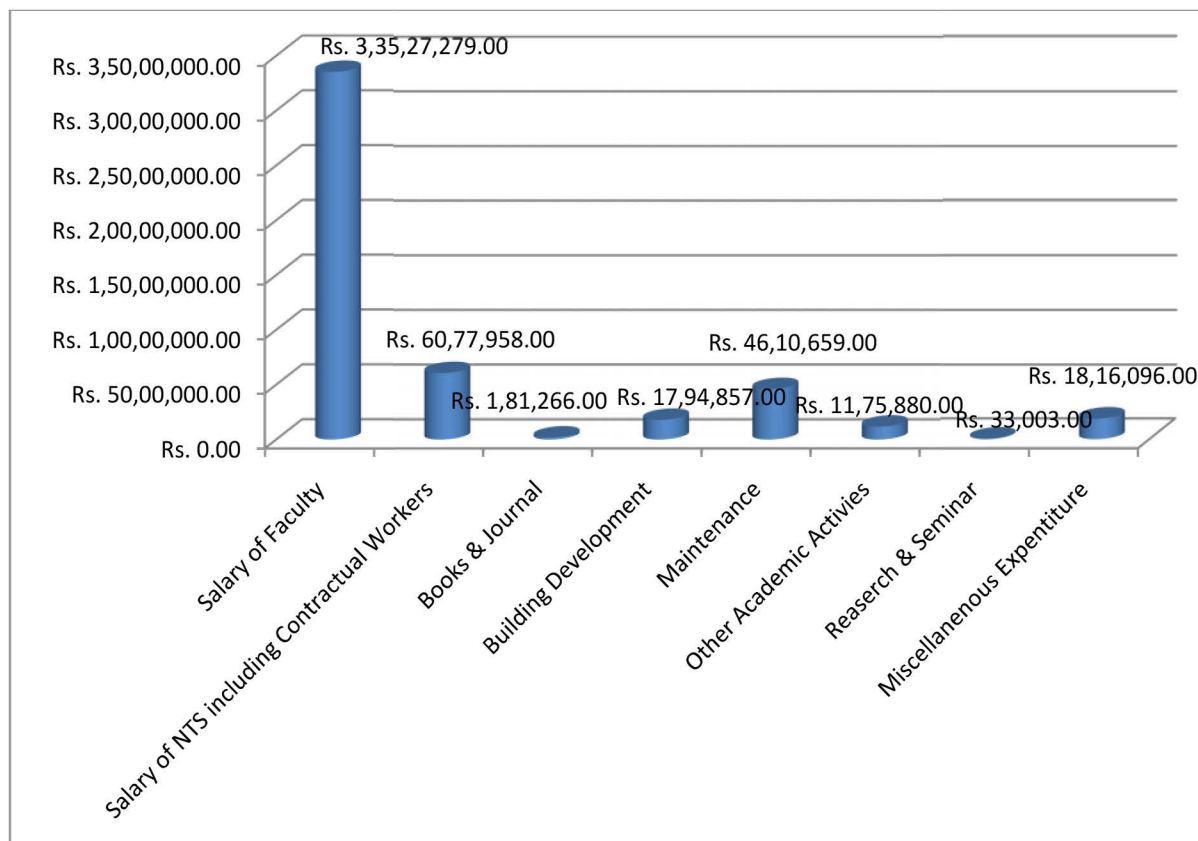
5. **Dates of meetings of Academic and Administrative Bodies during the last two years:**

Governing Body	12.09.08, 22.12.08, 19.01.09, 24.02.09 26.05.09, 08.08.09, 24.11.09, 08.12.09, 22.12.09

Internal Admn. Bodies (mention only three most important bodies)

i) Financial Committee	14.02.09, 04.05.09, 27.7.09, 16.11.09 26.03.10
ii)Development Committee	08.12.08, 06.07.09, 14.11.09, 16.01.10, 17.02.10, 24.05.10.
iii)Academic Committee	09.04.10

Any other (specify)	
i) T.C. Meeting	16.07.08, 05.12.08, 06.03.09, 29.07.09, 30.10.09, 18.12.09, 01.04.10
ii) Library Sub-Committee	13.05.08, 06.02.09, 13.03.09, 20.05.09, 23.06.09, 16.09.09, 19.02.10, 16.04.10
iii) Grievance and Redressal cell	03.07.09, 25.08.09, 29.10.09

6. Are there Welfare Schemes for the academic community

Loans	Yes		No	
Medical allowance	Yes	✔	No	
Any other (specify)	Yes		No	

7. Are there ICT supported/Computerized units/processes/activities for the following:

a) Administrative section/office	Yes	✔	No	
b) Finance Unit	Yes	✔	No	
c) Student Admission	Yes	✔	No	
d) Placement	Yes		No	✔
e) Aptitude Testing	Yes		No	✔
f) Examinations	Yes		No	✔
g) Student Records	Yes	✔	No	

Criterion VII: Innovation Practices

1. **Has the institution established Internal Quality Assurance Mechanism?**

Yes	✔	No	

2. **Do students participate in the Quality Enhancement initiatives of the Institution?**

Yes	✔	No	

3. **What is the percentage of the following student categories in the institution?**

a. SC	8.3%
b. ST	1.5%
c. Others (OBC)	0.6%

4. **What is the percentage of the following category of staff?**

	Category	Teaching staff	%	Non-teaching staff	%
a.	SC	2	1.92%	Gr-C : 1 Gr-D: 4	14.28%
b.	ST	Nil	-	Gr-D : 1	2.86%
C.	OBC	1	0.96%	Gr-D : 1	2.86%
d.	Women	41	39.42%	6	17%
e.	Physically-challenged	01	0.96%	Nil	-
f.	General Category	101	97.12%	28	80%
g.	Any other (specify)	Nil	-	Nil	-