



PRASANNADEB WOMEN'S COLLEGE

Club Road, Jalpaiguri – 735101, West Bengal, India.

(Affiliated to University of North Bengal and accredited by NAAC, B+, 2004, CYCLE 1)



SELF STUDY REPORT (SSR), 2015 IN RESPECT OF SECOND CYCLE RE-ACCREDITATION

SUBMITTED TO



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bangalore - 560 072



PRASANNADEB WOMEN'S COLLEGE

Club Road, Jalpaiguri – 735101, West Bengal, India.

(Affiliated to University of North Bengal and accredited by NAAC, B+, 2004, CYCLE 1)

SELF STUDY REPORT (SSR), 2015 IN RESPECT OF SECOND CYCLE RE-ACCREDITATION

SUBMITTED TO



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bangalore - 560 072

**SELF STUDY REPORT: PRASANNADEB WOMEN'S COLLEGE,
JALPAIGURI, WEST BENGAL**

TABLE OF CONTENTS	Page
1. Preface	3
2. List of Acronyms Used	4
3. Executive Summary	6
4. Post Accreditation Initiatives & Strengths-Weaknesses-Opportunities-Challenges (SWOC) analysis	14
5. Profile of the College	19
6. Criteria-Wise Inputs	
(a) Criterion I: CURRICULAR ASPECTS	31
(b) Criterion II: TEACHING-LEARNING AND EVALUATION	43
(c) Criterion III: RESEARCH, CONSULTANCY AND EXTENSION	63
(d) Criterion IV: INFRASTRUCTURE AND LEARNING RESOURCES	115
(e) Criterion V: STUDENT SUPPORT AND PROGRESSION	139
(f) Criterion VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT	155
(g) Criterion VII: INNOVATIONS AND BEST PRACTICES	175
7. Evaluative Reports of the Departments	185
8. Declaration by the Head of the Institution	295
9. Annexures	
(a) NBU Affiliation	297
(b) UGC Affiliation 2(f) and 12(B)	299
(c) NAAC Certificate of 1 st Cycle	303
(d) Peer Team Report (1 st Cycle)	305
(e) Master plan of the college	317
(f) Audit Certificate	319
(g) Income – Expenditure Reports	323
(h) UGC Grant Certificate	331
10. Certificate of Compliance	333

PRASANNADEB WOMEN'S COLLEGE

(Govt. Sponsored)

Affiliated to the University of North Bengal
& accredited to NAAC with B⁺ Grade

Club Road
P.O. & Dist- Jalpaiguri
West Bengal, India,
Pin : 735 101



Phone : (03561) 230146
Fax : (03561) 221362
Email : pdcollege@bsnl.in
Website : www.pdwomenscollege.org

Ref No.

Date 201

PREFACE


It gives me immense pleasure and privilege to submit the Self Study Report (SSR) of Prasannadeb Women's College, Jalpaiguri, West Bengal, for the second cycle of accreditation by the National Assessment & Accreditation Council (NAAC), Bangalore.

This report has been prepared following the guidelines of NAAC. The academic and administrative functions and activities of the college for the last five years have been analyzed Criterion-wise as per the guidelines of NAAC. The comprehensive discussion and analysis on different aspects of curricular design, teaching-learning and evaluation, research, consultancy and extension, infrastructure and learning resources, student support and progression, governance, leadership and management, innovations and best practices as well as departmental exercises of Prasannadeb Women's College are summed up in the SSR. The preparation of this report has not only enriched our understanding of the complex mechanism of higher education, but also enthused the members involved in the process about the need for greater participation in the field of sustaining quality in the college. This has also offered us an opportunity to objectively examine our strengths, assess our weaknesses, make best use of the available resources for development and also prepare us to encounter the challenges faced by the institution of higher education in an era of globalization.

The Internal Quality Assurance Cell of the college supervised the whole process of preparing the SSR, and all the faculties, non-teaching members of the college have been formally and informally consulted to prepare the SSR. The report which is the fruit of collaboration, interaction and participatory involvement of the stakeholders at different levels has been done with utmost care and sincerity. All the information, data and details pertaining to different aspects of academic and administrative exercises are authentic to the best of my knowledge and belief. The report is now being submitted to the NAAC for assessment and accreditation.

It would be a great delight to hear from you soon on Peer Team visit for inspection of our College.




Dr. Shanti Chhetry
Principal
Prasannadeb Women's College
Jalpaiguri, West Bengal.

LIST OF ACRONYMS USED

B.A. = Bachelor of Arts
BIT = Birla Institute of Technology
B.Sc. = Bachelor of Science
C.A. = Chartered Accountant
CAS= Career Advancement Scheme
CCNB = Centre for Cellular and Molecular Biology
CDHI = Centre for the Development of Human Initiatives
CFL = Compact Fluorecent Lamp
COP= Career Oriented Programme
COSA= Computerization of SalaryAccount
CWS= Centre for Women's Studies
CWTT = Contractual Whole Time Teacher
DBT = Department of Biotechnology
DCRB = Death - cum - Retirement Benefit
DPI= Director of Public Instructions
DST= Department of Science and Technology
EVS= Environmenral studies
FDP= Faculty Development Programme
FY = Financial Year
GB = Governing Body
GIS = Geographic Information System
GL = Guest Lecturer
GPS = Global Positioning System
HODs = Head of the Departments
H.S. = Higher Secondary
ICSSR = Indian Council of Social Science and Research
ICT= Information and Computer Technology
INFLIBNET = Information and Library Network
IQAC = Internal Quality Assurance Cell
ISI = Indian Statistical Institute
IUCAA= Inter -Univeristy Centre for Astronomy and Astro Physics
JAM = Joint Admission Test
LAN= Local Area Network
LCD = Liquid Crystal Display
LED = Light Emitting Diode
MLA = Member of Legislative Assembly
MP = Member of Parliament
MRP = Minor Research Project

M.Phil. = Master of Philosophy
N.A. = Not Applicable
N.B.U. = University of North Bengal
NCC = National Cadet Corps
NEHU = North Eastern Hills University
NET= National Eligibility Test
NGO = Non-Govt. Organisation
NICEB = National Institute of Cholera and Enteric Diseases
NSS = National Service Scheme
OBC = Other Backward Class
OPAC = Online Public Access Catalogue
PC= Physically Challenged
Ph.D. = Doctor of Philosophy
PTT = Part Time Teacher
SC = Scheduled Caste
SDO = Sub Divisional Officer
SET= State Eligibility Test
SLET= State Level Eligibility Test
SMS= Short Message Service
ST = Scheduled Tribe
TC = Teachers' Council
TCS= Secretary, Teachers' Council
TET = Teacher Eligibility Test
ToTs = Training of the Trainers
TTM = Tourism and Travel Management
UG = Under Graduate
UGC = University Grants Commission
WBCHSE = West Bengal Council of Higher Secondary Education
WBSCHE = West Bengal State Council of Higher Education
WBTDCC = West Bengal Tourism Development Corporation
Wi-Fi = Wireless Fidelity

EXECUTIVE SUMMARY

INTRODUCTION:

Located on the bank of Karola River, a tributary of Tista, in the south-eastern part of Jalpaiguri town, the headquarters of the district of West Bengal bearing the same name, Prasannadeb Women's College (accredited to National Assessment and Accreditation Council with B+grade in 2004) is the oldest institution in North Bengal imparting higher education exclusively to women.

The College was founded on the philanthropy of Late Prasannadeb Raikat (after whom the college is gratefully named) and his wife Rani Ashrumati Devi in 1950. Prasannadeb Women's College was established with the view to promote quality higher education exclusively to women not only in a developmentally backward district of West Bengal in its peripheral region. To be precise, the vision was to integrate "*half of the population*" with the developmental process by mainstreaming them through quality education and skill upgradation so that they can also become active agents of social change.

The primary objective of the college is to provide a robust platform to women in pursuing their higher studies. Thus, it aims at catering to the needs of women for higher education, in particular, to those who belong to economically backward classes, scheduled castes, scheduled tribes and minority communities of the region. Taking into account the changing dynamics of the society, the institution also intends to prepare the students to meet the challenges of today and tomorrow by introducing several tailor-made courses to enhance their employability and thus, in the process, intensifying the interface with the society at large.

Prasannadeb Women's College, otherwise known as P. D. Women's College, is located in a town with rich cultural heritage in North Bengal. The college, recognized by University Grants Commission of India under 2(f) and 12 (B) since 1956, is affiliated to University of North Bengal. It is spread over an area of 5.43 acres.

CRITERION I: CURRICULAR ASPECTS

The college has both Arts and Science faculties as two main streams, with a total number of 16 departments offering Honours and General courses. There are 6 departments in the Science stream and 10 departments in the Arts

stream. The college offers UG courses, namely, B.A. (Bengali, English, Sanskrit, Economics, Education, Geography, History, Philosophy and Political Science) and B.Sc. (Botany, Chemistry, Computer Science, Mathematics, Physics and Zoology) Honours and General Courses. B.A. General course in Physical Education was introduced in the 2009-10 academic session. The college also offers certificate, diploma and advanced diploma courses (COP) in Computer Applications and TTM.

The curricula for the various degree courses offered by the college are prescribed by the University of North Bengal, which is the affiliating university. The designing and development of the curriculum rest with the UG Board of Studies and thus an affiliated college does not have any direct role to play. However, the University conducts workshops and meetings inviting teachers from the affiliated colleges to update, revise and design courses. The H.O.D.-s (senior-most teachers, in case, the H.O.D. is unavailable) attend different workshops organized for the purpose, communicate and exchange their opinions and suggestions for effective execution of the curricula. The curricula are revised by the University of North Bengal, keeping in mind the changing social and global needs and employability of students. The syllabi of different subjects have been revised in 2001, 2008, 2014 and 2015. The curricular programme of the college currently comprises of three year Bachelor degree courses following annual examination system (1+1+1). The college follows the annual examination system of the university to which it is affiliated. The institution endeavours to ensure the effective implementation of the curricular through the mechanism of monitoring and evaluation of the whole process.

CRITERION II: TEACHING-LEARNING AND EVALUATION

A transparent policy is followed in Admission of students to B.A./B.Sc course as per the guidelines prescribed by the affiliating university and the Govt. of West Bengal. The entire process is controlled by the specified Admission Committee under the supervision of the Principal. The process of admission to various courses is done through wide circulation of relevant information through various channels like college notice Board, college website. The college strictly follows merit as per the norms of N.B.U. and reservation policy of the Government of West Bengal. There is no cut-off percentage of marks for taking admission in the general courses though there are limited seats in courses requiring practical classes. Admission for honours courses and courses requiring practical classes are made according to the merit list for admission. The process is reviewed annually and improvements are implemented. A large number of students from backward and disadvantaged sections of society get enrolled through the provision provided to them by the Govt. of West Bengal through its relevant reservation policy in all honours subjects. The institute provides direct financial support to students belonging to

SC, ST, OBC and minority communities in terms of scholarships and makes arrangements for UGC-sponsored remedial coaching classes.

On the very first day of a new academic session, an Orientation Programme is organized for the newly-admitted first year students, where the Principal informs them about the college rules and regulations, opportunities and gives an account on the various scholarships and stipends which are available. Apart from this, different departments of the college take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme/subject which they have chosen to study. The college sensitizes the students on gender and environmental issues by organizing awareness/sensitization programmes, seminars, workshops as well as through celebration of national/international days. Sensitization is also done through the teaching of environmental and gender issues covered in the curricula prescribed by N.B.U. The academic progress of the students is monitored through the internal and external evaluation systems, and the performance of the student in the internal examination is communicated to them, and discussed in different platforms. The suggestions for improvement are implemented as far as practicable.

Mode of Teaching:

The lecture method of teaching is generally followed by most of the Arts departments, while a combination of lecture method and power point presentations is followed by departments teaching lab-based subjects. Film shows, group discussions, educational tours, invited lectures are also organized to make the process of teaching and learning more effective. Internet facilities are available to faculty members, while the same is available for students in the college library and Computer Science Department. Large classrooms are equipped with audio systems. The teachers take several efforts to nurture critical thinking and creativity and in developing scientific temper among students around the year. The college library has an excellent collection of books (both reference books and text books) and journals. There is a reading room in the library, which remains open from 10:30 am to 5:00 pm. Reprographic facility is also available for students at a reduced rate in the library.

Evaluation:

The students' progress is evaluated annually through the annual test Examination conducted by the College. Evaluation from time to time is done through tutorial/class tests, performance in practical classes and performance in field work programmes conducted by the College. The annual evaluation system adopted by the affiliating university is followed, and the students appear in Part I, Part II and Part III examinations held at the end of each year in three-year UG courses.

The Faculty:

The College has a regular Principal and faculty members. There are twelve Associate Professors, twenty one Assistant Professors, three Contractual Whole Time Teachers, eleven Part Time Teachers and twenty one temporary Guest Lecturers. Of these, nineteen permanent faculty members possess Ph.D. degree while two possess M.Phil.degree and sixteen of them have qualified in NET/SLET/SET.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

Research and Consultation Activities:

The research output of the faculty members is gradually on the rise. A good number of teachers possess Ph.D. degrees, and other faculty members engage in their pursuit of research work leading to Ph.D. degree. In addition to that the faculty members actively participate in the research work by availing of various research projects sanctioned by the funding agencies like UGC, DST etc. Some individual teachers are engaged in collaborative research work, and also supervise the research scholars. Being an affiliated UG college, we do not have much scope for the students to undertake research. The college places adequate thrust upon the need for greater research output by the faculty members, and seeks to provide infrastructural facilities and other resources to the faculty. The college plays proactive role in encouraging the teachers to take up research works by granting study leave, on-duty leave etc. to the concerned teachers.

Extension Activities:

The College has four active units of NSS, Red Ribbon Club and NCC for organizing programmes round the year. The Extension activities and the outreach programmes are carried out primarily by the NSS units, which organize various welfare programmes like blood donation camp, campus cleaning, health checkups etc. as well certain other annual camping programmes in which a particular area/village is selected for undertaking welfare works.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

Classrooms and Equipment:

The College has a total number of 33 classrooms, which are generally used by different Arts and Humanities departments. The Department of Geography and the Science departments, including Department of Computer Science and Computer Applications, have their own classrooms, along with their separate laboratories. The Department of Tourism and Travel

Management also has a separate classroom. Apart from the Department of Mathematics, all other Science departments (and the Geography Department) have been allotted LCD projectors and laptops to enable teachers to use power point presentations in their classes. The Science departments have highly advanced equipments which are used both for teaching-learning and research projects. However, more space is required for Department of Geography, which needs a computer lab for teaching-learning of Remote Sensing and GIS, as well as a soil and rocks and minerals laboratory. Two well-furnished general staff rooms equipped with personal lockers and PC-s with internet facility are available for the teachers.

The College Library:

The College library has a vast collection of text books, reference books and research journals. Total area of the library is 383.16sq. meters. There is a reading room providing reading facility to students and teachers. Computers with internet connection are available in the library. Members of staff and students have access to the library during college hours, except Sundays/ state holidays/ national holidays and/ during vacations. Departmental library with limited number of text books is available for students of Department of Geography, Botany and Physics, where students have access to personal copies of books/journals of the teachers. The College has one computer laboratory with 13 computers, with broadband internet connection. Digitized library cards and college identity cards are provided to each student at the beginning of each academic session. Two books are lent at a time to each student for a period of two weeks, which may be re-issued by the same student for another week, unless the same book is in high demand.

Games and Sports Facilities:

Physical Education was introduced as a general course subject in 2009. During the last few years a number of sports materials have been purchased to enrich the collection of sports goods. Because of this more students have been able to practice in the college premises and participate in university level and state level sports events.

The College Hostel:

The College, since its early days has been providing accommodation to out-station students in the hostel, which has three blocks. The College hostel can provide accommodation to 260 inmates. A part-time medical officer is appointed by the college to provide basic medical help to the hostel boarders. In case of emergencies, help is also sought from the adjacent Jalpaiguri Welfare Organization - an NGO - to which some well-known doctors and

medical practitioners of the town are attached. If necessary, cases are referred to the Jalpaiguri Sadar Hospital.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

The College publishes its updated Annual Prospectus that contains all relevant information for admission, such as, academic programmes and courses offered, intake capacity of each Honours and General course, available subject combinations, restriction to the choice of subject combinations, admission criteria and fee structure of for various programmes and attendance instructions. An Orientation lecture, informing first year students about different aspects and rules and regulations of the College is delivered by the Principal on the opening day of each academic session. At the time of admission each and every student has to submit an undertaking to the authority that she will neither engage in, nor encourage ragging in any form within the campus.

The college makes necessary arrangements for state sanctioned stipends for students, especially to SC/ST/OBC and minority communities. Remedial coaching courses were arranged under the XI Plan of U.G.C., for students belonging to SC/ST/OBC and minority communities. The College publishes its annual magazine 'Surya Kana' with substantial contribution from the students. Wall magazines are also published by a few departments.

The College has a registered Alumni Association, which was formed in 2003. The Alumni Association plays an active role in observing Independence Day, Republic Day and the College Foundation Day. Alumnae of the institution have returned as members of teaching staff in different departments as well as members of the College Governing Body. The College provides opportunities to students to participate in co-curricular and extra-curricular activities and district level/ state level sports and games and sports events.

The institution seeks to provide necessary support and guidance to students who may be in need of academic, psycho-social counselling and assistance. This is primarily taken care of by the UGC-sponsored Career and Counselling Cell of the college.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

P. D. Women's College, Jalpaiguri, a govt.-aided institution, affiliated to N.B.U. is recognized by U.G.C. under 2 (f) and 12B. As such, the college receives partial financial assistance from U.G.C., but recruitment of full-time/substantive teachers is managed by the Department of Higher Education, Govt. of West Bengal. The Department of Higher Education, Govt. of West Bengal is also responsible for allocation of funds, stipends for students and

students' welfare schemes, as well as, infrastructure development in the college.

The Principal is the administrative head of the college and is ably assisted by a senior faculty member, acting as the Bursar. The college has a Teachers' Council with various sub-committees to coordinate various activities of the college, pertaining to academic affairs, as well as administration and management of the college. Teachers' Council, HOD-s, the Students' Union and the non-teaching staff play important roles in decision making processes. The Principal discusses important issues with members and Secretary of the Teachers' Council and/ or other relevant committees. The Principal, in coordination with TC, HOD-s, NSS and NCC Programme Officers and senior members of non-teaching office staff monitors the institutional activities, as well as the standard of teaching in the college.

Welfare schemes available for both teaching and non-teaching staff of the college include medical leave, group insurance, GPF and employees' co-operative fund. All financial accounts of the College are audited. The internal audit regarding all major/minor U.G.C. sponsored projects are audited by a private C.A. The external audit regarding all govt. grants, funds and expenditure of the College is conducted by Department of Higher Education, Govt. of West Bengal. The Principal under the guidance of the Governing Body plays proactive role in smooth, effective functioning of the college administration. As an academic administrator, the Principal promotes and champions academic quality and transparent, effective governance of the college.

CRITERION- VII: INNOVATIONS AND BEST PRACTICES

Significant steps have been taken by the college for maintaining the standard of teaching and improvement of existing infrastructural facilities, keeping in mind the needs of the time. One of the significant innovations initiated by the college is in the field of strengthening ICT and ICT-induced classroom teaching. The college encourages the faculty members to make best use of available technological resources so as to make the teaching learning process more effective. Moreover invited lectures by the eminent academicians are occasionally arranged for the benefit of the students. The library has been provided with the necessary infrastructural and technological support so as to make it a rich resource of knowledge and research. Other significant practices introduced in the college library include computerized books/journals circulation system, book searching through OPAC, bar-coding of all library holdings, subscription of online e-books and online journals through INFLIBNET, providing digitized copies of syllabi and question papers of university exams to students and document printing facilities for students at nominal charges.

The UGC-sponsored Career and Counselling Cell of the college is actively engaged in taking care of the holistic development of the students by

sharpening their academic and employability skills as well as providing support to the students for various psycho-social issues they face. The Cell organizes regular programmes like workshops, seminars for sensitizing them towards the need for counselling and also looks after the individual cases as and when reported.

Post Accreditation Initiatives

Since the assessment and accreditation of P.D. Women's College by NAAC in 2004, there have elapsed considerable time bringing new challenges and changes in the overall functioning of the college. The assessment and accreditation of the college by NAAC was an eye-opening event for all of us, and made us all the more involved in the process of enhancing and sustaining quality in academic and administrative exercises of the college. It may be mentioned that new ideas and perceptions both at the local and national in higher education have put the institution to respond to the changes and challenges by evolving new strategies in a more systematic and effective way. It would be a good idea to offer a detailed report of the initiatives undertaken by the college in response to the suggestions and recommendations by the NAAC Peer Team during assessment of the institution. In doing so, we hope to offer the comprehensive analysis of the steps and measures, taken to utilize the maximum potentiality of the human resources, as well as to ensure the optimal use of the infrastructural facilities. The details of the initiatives taken in different segments are given below in Criterion-wise:

a) **Criterion-I: Curricular Aspects: Observation by the Peer Team, NAAC:** *The college offers Honours course in limited subjects only, and offers Honours course in two subjects only—Physics and Chemistry and recommended the strengthening of science Dept., and the conduct of more seminars and workshops on regular basis.*

The college has introduced honours courses in Education, Mathematics, Zoology and Botany. General courses in Education and Physical Education have also been introduced. In addition, the college has already submitted a proposal to the Dept. of Higher Education, Govt. of West Bengal, for its approval of Sociology and Hindi as Elective/General subjects from the forthcoming academic session. It may be noted here that there has been considerable improvement in Science subjects in terms of the introduction of new course as well as strengthening the infrastructural facilities.

It is noteworthy to mention here that the college has organized twelve National Seminars and workshops funded by UGC during the last five years. The Departments have been consistently asked to apply to UGC and other funding agencies for financial assistance for different national seminars/workshops. This has been a regular practice, and has become a part of academic exercise towards quality enhancement.

b) **Criterion II: Teaching, Learning and Evaluation: Observation:** *The College need to encourage teachers to avail of FIP/FDP offered by UGC. The college must adopt teachers' performance appraisal methods as per the UGC, and also to introduce the system of collecting students' feedback on teaching and the college experience in general.*

The college encourages the faculty to improve their professional qualification and expertise by availing FDP offered by UGC. Four teachers have availed the opportunities under the FDP and three of them successfully completed their research work leading to Ph.D. during the last five years. The record of academic performance of teachers has been kept by the IQAC as per the guidelines of UGC and forwarded to the DPI for evaluation of teachers' performance for their promotion under CAS. So far as the appraisal of teachers' performance is concerned, the college is alert to its importance, and the Teachers' Council has unanimously resolved to introduce the system of the appraisal of teachers' performance by students. An Expert Committee under the chairmanship of the Principal has been constituted to prepare the format for the appraisal of teachers' performance. This is likely to be introduced from the current academic session.

c) Criterion—III: Research, Consultancy and Extension: Observation:*The teachers should avail of study leave as provisioned in the statute of the affiliating university, and more research activities should be undertaken by way of conducting research projects.*

We are happy to report that there has been substantial improvement in the sphere of research undertaken by the faculty members. Around 60% of teachers have obtained Ph.D. and the rest are actively engaged in research for the degree of Ph.D. Some teachers are engaged in post-doctoral research, and are also engaged in collaborative research with foreign collaborators. In the sphere of research projects, there has been substantial rise, and 15 research projects have been successfully completed, while around 7 research projects sanctioned by UGC are currently pursued by the faculties. There is one DST-approved Major Research Project currently pursued by a faculty member from Chemistry. Teachers have published substantially in research journals. The college has consistently encouraged teachers to explore horizons of knowledge by availing of various research projects and activities sponsored by UGC and other funding agencies. There has been regular meeting of IQAC and evaluation of research culture in the college and that facilitates in fostering an academic atmosphere of research and quality.

During the last five years, the following teachers have participated in international seminars/conferences held abroad: Dr. Sukanta Das, Deptt. of English; Dr. Manabendra Moitra, Deptt. of Zoology; Dr. Shriparna Mukherjee, Deptt. of Botany; Dr. Sharmistha Mukherjee, Deptt. of Geography; Dr. Sanatan Bhowal, Deptt. of English and Dr. Shyamal Chandra Sarkar. Each participation has been sponsored by the UGC. Dr. Ranjan Sharma, Deptt. of Physics is a regular visitor to the Inter-University Centre for Astronomy and Astrophysics (IUCAA), Pune as visiting Research Associate.

The extension activities of the college has been streamlined, and systematically maintained by engaging four units of NSS in these activities.

d) **Infrastructure and Learning Resources:** Suggestion: Computerization of library should be completed at the earliest, computer facility to be extended to all departments and the office, and technological aids like overhead projector to be installed.

We are happy to report that the computerization of library and the accession of books through OPAC have been completed and are now in operation. We are also thinking of extending the access to library to the students through the institutional website. The technological facilities have been extended to all the departments, and office has been computerized. Steps are being taken to ensure technology-driven operation.

e) **Student Support and Progression: Observation:** *A high percentage of dropout, and the nascent stage of recently-formed Alumni Association*

We are happy to report further that the dropout rate has substantially diminished over the years. The most important factor leading to high dropout rate was early marriage and over the years the incidents of early marriage has declined significantly. Very recently the launch of KANYASRI PRAKALPA by the State Govt. of West Bengal has had a tremendous impact on the early marriages of girl students. Provisions of scholarships from the Govt. and other agencies to a large percentage of students also have contributed to the fall in the dropout rate at our college. The Alumni Association has been strengthened and interaction between the alumni and the institution has improved a lot.

f) **Governance, Leadership and Management:**

The college has striven to run the management by encouraging participative governance, and the leadership is groomed by exploiting the potentiality of the faculty and the non-teaching staff of the college. The introduction of Headship in every Department is a significant step in streamlining the able management of academic exercises of the Department, and this step has also facilitated in ensuring accountability of the Department.

g) **Innovations and Best Practices:**

The college has tried to introduce various innovative practices in facilitating effective teaching-learning process. With this end in view, the college encourages teachers to supplement the teaching procedures by other allied and ancillary additions. The study tour, excursion, film shows, ICT-induced teaching are some of the steps and measures adopted for better and effective teaching.

It may be mentioned here that most of the suggestions and recommendations have been implemented by the college and other suggestions have been taken seriously and the college seeks to leave no stone unturned to enhance its academic quality.

Analysis of Strength, Weakness, Opportunity and Challenges (SWOC):

Strength:

- i) Lush green campus with well maintained gardens.
- ii) Dedicated teaching and non-teaching staff.
- iii) Good coordination among the faculty, non-teaching staff and students.
- iv) Democratic academic atmosphere.
- v) Absolutely transparent on-line admission system.
- vi) Fully computerized library with a stock of more than 31000 books.
- vii) Participative management and governance.
- viii) High quality research publications by its faculty members.
- ix) Learner-centric teaching approaches.
- x) UGC approved Centre for Womens' Studies actively engaged in its mission towards empowering women cutting across caste, class and creed.
- xi) Only womens' college of the region having hostel facility with intake capacity of more than 250 boarders.

Weakness:

- i) Lack of adequate space for the construction of building.
- ii) Shortage of permanent faculty.
- iii) Less number of add-on courses.
- iv) Lack of courses generating employment opportunities.
- v) Lack of playground.
- vi) No auditorium leading to the difficulty in organizing seminars and conducting examinations.

Opportunities:

- i) Good academic performance by teachers.
- ii) Cordial teacher-student relationship.
- iii) Financial assistance granted by UGC.
- iv) Four NSS units.
- v) Strong and effective Career and Counselling Cell.
- vi) Supportive management.

Challenges:

- i) To create space for the expansion of the college - no separate space for the humanities Department. The expansion of the college library is halted because of lack of space.

- ii) To enhance the employment skill of students.
- iii) To fight against the menace of private tuitions that has badly affected the attendance of the students of the college.
- iv) To create opportunities for the female students of the region to pursue professional courses in the college.

PROFILE OF THE AFFILIATED COLLEGE

1. Name and Address of the College :

Name :	Prasannadeb Women's College	
Address:	Club Road, P.O. & Dt. Jalpaiguri	
City:	PIN: 735101	State: West Bengal
Website:	www.pdwomenscollege.org	

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Shanti Chhetry	O: 03561-230146 R: 0353-2539793	9434234023 9775970313	03561-221362	pdwomenscollege@gmail.com
					schhetry58@gmail.com
Vice-Principal	N.A.	N.A.	N.A.	N.A.	N.A.
Steering Committee Coordinator	Sriparna Sarkar	03561-220106	9932387133	03561-221362	ssarkarnath@gmail.com

3. Status of the Institution:

Affiliated College

✓

Constituent College

Any Other

4. Type of Institution

a. By Gender

i) For Men

✓

ii) **For Women**

iii) Co-education

b. By shift

- | | | |
|------|------------|-------------------------------------|
| i) | Regular | <input type="checkbox"/> |
| ii) | Day | <input checked="" type="checkbox"/> |
| iii) | Evening | <input type="checkbox"/> |

5. Is it a recognized Minority Institution

- | | |
|-----|-------------------------------------|
| Yes | <input type="checkbox"/> |
| No | <input checked="" type="checkbox"/> |

If yes, specify Minority Status, (Religious/Linguistic/Any Other) and provide documentary evidence: Not applicable.

6. Source of funding:

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

7. a) Date of Establishment of the College: 31/08/1950

b) University to which the College is affiliated: University of North Bengal
(Annexure 9 (a))

c) Details of UGC Recognition:

Under Section	Date, Month and Year (dd/mm/yyyy)	Remarks (If any)
i) 2(f)	03/03/1956	Since the inception of the UGC 2(f) and 12(B).
ii)12 (B)	03/03/1956	

(Certificate of Recognition u/s 2(f) and 12 (B) of UGC Act. Annexure 9(b))

d) Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI, etc.)
Not applicable

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

- | | | | |
|-----|--------------------------|----|-------------------------------------|
| Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
|-----|--------------------------|----|-------------------------------------|

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*	Urban
Campus area in sq.mts.	24281.14m²
Build-up area in sq. mts.	8017.78 m²

(*Urban, Semi-urban, rural, tribal, hilly, any other)

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

- Auditorium/ seminar complex with infrastructural facilities
- Sports facilities
 - * Playground
 - * Gymnasium
 - * Swimming Pool
- ✓ **Residential facilities for teaching and non-teaching staff (give numbers cadre-wise) - Teaching - 10, Non-Teaching (Gr. D) - 3**
- Hostel
 - *Boy's Hostel
 - i) Number of Hostels
 - ii) Number of inmates
 - iii) Facilities (mention available facilities)
 - ✓ **Girls' Hostel - Yes**
 - i) **Number of hostels - 3 (Three)**

- ii) **Number of inmates - 247**
- iii) **Facilities (mention facilities) -Accommodation, Food, Water Coolers, telephone, etc.**

*Working women's hostel -

- i) Number of inmates
- ii) Facilities available

✓ **Cafeteria:One Canteen for students and teachers in the campus.**

• Health centre:First aid, Inpatient , Outpatient, Emergency Care facility

• Health Centre Staff

Qualified doctor Full Time Part Time

Qualified Nurse Full Time Part Time

✓ **Facilities like post office, banking, book shop- The main post office of the district is located within 200 metres of the college. The main branch of SBI of the district is located adjacent to the college. Apart from this, the Axis Bank opens a temporary branch in the college at the time of admission. There is no bookshop within or adjacent to the college.**

• Transport facilities to cater to the needs of students and staff

• Animal house

• Biological Waste Disposal

✓ **Generator or other facility for management/regulation of electricity and voltage - One 50 KV Kirloskar Generator**

• Solid Waste Management Facility

• Waste water Management

• Water harvesting

12. **Details of programme offered by the college (Give data for current academic year) A. Regular Courses offered by University of North Bengal**

Sl. no.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of Instruction	sanctioned/approved Student strength	No. of Students admitted (2015)
B.A. HONOURS COURSES IN							1st Year
1.	U.G. Level	Bengali	3 years	55% marks in best 4 subjects (50% for SC, 45% for ST) and passed in English in H.S/Equivalent exam	Bengali	100	100
2.		English	3 years		English	100	95
3.		Sanskrit	3 years		Bengali	100	100
4.		Economics	3 years		English/ Bengali	32	00
5.		Education	3 years		English/ Bengali	32	31
6.		Geography	3 years		English/ Bengali	31	31
7.		History	3 years		English/ Bengali	100	89
8.		Philosophy	3 years		English/ Bengali	100	93
9.		Political Science	3 years		English/ Bengali	100	92
B.Sc. HONOURS COURSES IN							1st Year
10.	U.G. Level	Botany	3 years	55% marks in best 4 subjects (50% for SC, 45% for ST) and passed in English & Chem. in H.S/Equivalent exam	English/ Bengali	14	14
11.		Zoology	3 years		English/ Bengali	21	20
12.		Chemistry	3 years		English/ Bengali	24	21
13.		Mathematics	3 years		English/ Bengali	32	32

14.	Physics	3 years	English & H.S/Equivalent exam	English/ Bengali	24	20
-----	----------------	--------------------	-------------------------------------	---------------------	----	----

13. Does the College offer self- financed programmes?

Yes No

If yes, how many?

**2 (partial).Tourism & Travel Management
and Computer Applications.**

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

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	<input type="checkbox"/>
-----	--------------------------	----	-------------------------------------	--------	--------------------------

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	UG
Science	Botany, Chemistry, Computer Science Mathematics, Physics, Zoology
Arts	Bengali, Economics, Education, English, Geography, History, Philosophy, Political Science, Physical Education, Sanskrit,
Any other (specify) COPs	Computer Applications, Tourism and Travel Management (partially self-financed)

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

a) Annual system	04
b) Semester system	00
c) Trimester system	00

17. Number of programmes with

a) Choice-based credit system	00
b) Inter/Multidisciplinary approach	00
c) Any other (specify and provide details)	00

18. Does the College offer UG and/or PG programmes on Teacher Education?

Yes No

If yes,

a. Year of introduction of the programmes(s).....(dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition in 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/PG programme in Physical Education? UG PG

If yes,

a. Year of introduction of the programmes(s) 01/08/2009
 (dd/mm/yyyy) and number of batches that completed the programme 05

b. NCTE recognition details (if applicable) N.A.

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 College

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 UGC/University/State Govt <i>Recruited</i>	00	00	04	08	09 + **0 4	12 + **1 0	16	03	01	00
<i>Yet to recruit</i>					10		08			
Sanctioned by Management/society/Other authorized bodies <i>Recruited</i>	00	00	00	00	***11		02	04	0 0	0 0
<i>Yet to recruit</i>							01			

*M- Male

*F- Female

**Govt. approved Contractual Whole Time and Part Time Teachers

*** Guest Lecturer

N.B.: Associate Professor Posts are not sanctioned but elevated through the Career Advancement Scheme (CAS) as designed by the UGC guidelines from time to time.

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	00	00	00	00	00	00	00
Ph.D.	00	00	04	04	06	05	19
M.Phil.	00	00	00	00	00	02	02
PG	00	00	00	04	03	05	12
Contractual Whole time & Part –Time Teachers (Govt. approved)							
Ph.D.	00	00	00	00	00	01	01
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	04	09	13
Temporary Teachers (Guest Lecturers)							
Ph.D.	00	00	00	00	02	00	02
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	10	10	20

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

00

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

Categories	2011-2012	2012-2013	2013-2014	2014-2015
SC	547	675	702	836
ST	34	43	36	52
OBC	68	112	135	154
General	493	585	562	481
Others (PC)	03	03	03	04

24. Details on Students Enrolment in the College during the current academic year:

Type of students	UG	PG	M.Phil	Ph.D	Total
Students from the same state where the college is located	3514	-	-	-	3514
Students from other states of India	07	-	-	-	07
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	3521	-	-	-	3521

25. Drop-out rates at UG and PG (average of the last two batches)

UG PG

26. Unit cost of education:

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

a. Including salary component:

b. Excluding salary component

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

Yes No

If yes,

a. Is it a registered centre for offering distance education programmes of another university?

Yes No

b. Name the University which has granted such registration:

c. Number of programmes offered:

d. Programmes carry the recognition of Distance Education Council.

Yes No

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

Sl. no.	Programme/Course Offered	Student-Teacher Ratio	
		Honours	General
<u>A</u>	Bachelor of Arts		
1.	Bengali	62:1	303:1
2.	English	50:1	16:1
3.	Sanskrit	61:1	250:1
4.	Economics	1:1	54:1
5.	Education	14:1	256:1
6.	Geography	20:1	24:1
7.	History	56:1	351:1
8.	Philosophy	49:1	273:1
9.	Physical Education	N.A.	77:1
10.	Political Science	16:1	192:1
<u>B</u>	Bachelor of Science		
1.	Botany	4:1	12:1
2.	Chemistry	10:1	57:1
3.	Mathematics	13:1	29:1
4.	Physics	6:1	23:1
5.	Zoology	15:1	18:1
6.	Computer Science	N.A.	7:1
<u>C</u>	Self- financed Course (partial)		
1.	Computer Applications (COP)	5:1	
2.	Tourism and Travel Management (COP)	8:1	

29. Is the college applying for
 Accreditation: Cycle 1 Cycle 2 Cycle 3 Cycle 4
 Re-Assessment

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 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. 16/09/2004 Accreditation outcome /Result B+

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

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

**Please Refer to Annexure No. 9 (c) and peer team report(s) in Annexure No. 9 (d)*

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

261

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

177

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

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

IQ AC 24/11/2012

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

AQAR (i)	2009-10	30/12/2015
AQAR (ii)	2010-11	30/12/2015
AQAR (iii)	2011-12	30/12/2015
AQAR (iv)	2012-13	30/12/2015
AQAR (v)	2013-14	30/12/2015
AQAR (vi)	2014-15	04/02/2016

(Submitted by E-mail)

35. **Any other relevant data (not covered above) of the college would like to include.**

- The college takes pride in having the UGC approved Centre for Women's Studies which is running successfully since its establishment in the year 2007. Ours is one of the fourteen few colleges which were selected by the UGC in the first slot for setting up Centre for Women's Studies in India.
- The college glows in the glory of its being the oldest and largest Women's college in North Bengal with hostel facility.

**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, teachers, staff and other stakeholders.

Vision: To strive for excellence in higher education, empowerment of women through education, holistic development of learners through integration of conventional academic programmes with value-based education.

Mission:

- To monitor, evaluate, and devise various strategies adopted for enhancing and sustaining academic environment conducive for the attainment of excellence in academic activity.
- To prepare the learners for facing global challenges by equipping them with necessary skills and by introducing need-based add-on courses.
- Empowerment of women through enlightenment.
- To prepare the learners to become responsible citizens through the introduction of a systematic inculcation of moral values and democratic ideas, sensitization of learners towards pertinent social and environmental issues.
- To foster the spirit of service to the nation

The college endeavours to communicate and actualize the stated vision and mission to the stakeholders through a number of formal and informal ways. The Vision and the Mission are enshrined in the college website as well as in the prospectus. The regular meeting and interaction between the teachers and the Principal as well as the non-teaching staff are marked by the comprehensive discussion on the strategies and plans to be adopted for translating the objectives into action. Various wings or cells of the college like the UGC-sponsored Centre for Women's Studies, Career and Counselling Cell, NSS, NCC and other clubs serve to implement the ideals and goals of the institution. The Principal communicates the basic goals of the college to the learners in his address in the Orientation Programme organized for the newly admitted students at the beginning of the course. The objectives of the college and the strategies to be adopted for realizing the goals have been communicated to the stakeholders like the Parents, Alumni in the different meeting and interactive session organized for the purpose. The college initiates various plans to make optimum use of the infrastructural facilities for the benefit of the students and strives to achieve excellence in academic sphere by ensuring maximum participation of teachers in innovative teaching-learning practices, and motivating them towards research activities.

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

While the designing of the curriculum rests with the affiliating University, the college takes utmost care in devising need-based, feasible plans for effective implementation of the curriculum. At the beginning of each academic session, the departments are assigned certain specific goal-oriented tasks in the meeting of the Teachers' Council:

- Assignment of the syllabus to the teachers by the Head of the Department in the departmental meeting.
- Timely completion of the syllabus, and a report to be made to the Principal regarding the progress.
- Regular departmental meeting for overhauling of academic scenario.
- Adherence to the academic calendar envisaged at the beginning of a session.

In addition to the above, the individual departments are allowed to make necessary formal and informal arrangements for effective implementation of the curriculum. The Department of English, for example, arranges screening of various films based on the novels or dramas prescribed in the syllabus for a comprehensive understanding of the text.

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

From the University: The University conducts workshops and holds meeting with the teachers of the college for effective implementation of the curriculum, particularly when the new syllabus is introduced. The teachers are encouraged to participate in such programmes and take advantage of the opportunities.

From the Institution: Since the college believes in and strives to attain excellence and quality in higher education, teachers are offered necessary support—infrastructural and/or academic autonomy.

- ICT-induced facilities are provided as and when required. The demand for upgrade of the facilities is considered on an urgent basis.
- The existing infrastructure is upgraded. The new laboratory was constructed for the Dept. of Chemistry for effective and quality education.
- Study tour for the students is encouraged and financial assistance is also provided for effectively attaining the goals and objectives

of the curriculum.

- Teachers are encouraged to utilize their innovative skills in achieving the goals of the curriculum. The Dept. of English conducts *Aptitude Test* for the newly admitted Honours students to examine the aptitude of such students for the course they take up.
- The college allocates and sanctions fund from grant received from the UGC and other Govt. agencies for the purchase of books, journals, teaching aids for the effective implementation of the programme.

In a nutshell, the college strives to provide support as and when necessary so that the goals and objectives of the curriculum be realized. Understandably, the college seeks to create and sustain academic culture which promotes excellence and quality.

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

The institution takes up a number of initiatives to ensure the effective curriculum delivery and transaction on the Curriculum provided by the University:

- The distribution of assignments to individual teachers is made well in advance for planning and devising lesson plans.
- The Principal holds regular meeting with the Heads of the Departments to track progress in the implementation of the curriculum.
- The teachers are encouraged to make maximum use of ICT in classes for effective teaching. A number of classrooms have been furnished with the necessary facilities like Screen, Projector etc. Computer and internet facility is extended to the Departments for the faculty members to keep themselves updated with the latest ideas in their respective field.
- A proposal for the construction of a smart classroom is under serious consideration by the Governing Body of the college.

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?

In recent times the institution realizes the need for interaction and interface with various agencies like industry, research bodies and the University for the Academic Enhancement of the institution, and is seriously contemplating the idea of forging alliance with such bodies. However, individual teachers are engaged in networking with the research bodies, and

the university for the effective operationalization of the curriculum. The renowned researchers and eminent teachers from various research bodies and universities are invited to deliver special talks on various fields/areas of study.

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 designing and development of the curriculum rest with the UG Board of Studies and thus an affiliated college does not have any direct role to play. However, following faculty members of the college have contributed significantly to the development of the curriculum in different capacities:

- Dr. Rama Kar, Associate Professor, Dept. of Botany (who retired from service on 31.03.2015),
- Dr. Sheela Datta Ghatak, Dept. of Zoology,
- Smt. Ruby Sanyal, Dept. of Geography,
- Dr. Saswati Chakraborty, Dept. of Philosophy,
- Smt. Sriparna Sarkar, Dept. of Geography,
- Dr. Saswati Das, Dept. of History,
- Dr. Sanatan Bhowal, Dept. of English,
- Dr. Sekhar Chatterjee, Dept. of Economics,
- Dr. Jagabandhu Mandal, Dept. of Physics.

The faculty members communicate their views; comments upon the various areas of the curriculum to the Heads of the Department, and these feedbacks are forwarded to the concerned members of the Board of Studies for onward transmission to the appropriate authority for deliberation. The institution encourages the teachers to participate in different workshops or programmes organized by the University in connection with the designing of the syllabus etc.

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.

Being an affiliated college, the institution does not have any scope for designing and developing the course.

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

The institution seeks to analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation through the following mechanisms:

- Regular monitoring of the progress of the teaching-learning process and the discussion over it at the departmental as well as institutional levels.
- Evaluation of the performance of students in the Tutorial classes.
- Evaluation through continuous internal assessment.
- The IQAC plays an important role in obtaining regular feedback from the people concerned and recommend steps to be taken for improving the quality of teaching.
- Comparative analysis of the performance of the students at the Aptitude Test and Final Test taken at the end of a course.
- Review and analysis of the results of the University Examinations.

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.

Goals and Objectives: Taking into account the changed scenario consequent upon globalization, the institution appreciates the need for the introduction of various certificate/diploma courses to equip the students with necessary skills and added qualification to shine in the job market. Realizing the potential of tourism industry in this part of the country, the college started certificate and diploma courses on **Travel and Tourism Management** under the UGC-approved Career Oriented Programme initiatives. In addition to that, the college also introduced certificate and diploma/advanced diploma courses on **Computer Application**. The basic objective behind the introduction of such courses is to offer the scope to students to obtain expertise and necessary skill on various job-oriented courses.

It may not be out of place to mention here that the UGC-sponsored Career and Counselling Cell of our college organizes various programmes that are designed to equip the participants with necessary skills to face the challenges of the market. The Cell takes initiative to offer basic primary skills on computer operation, provides guidance in an informal way to students to prepare them for different competitive examinations.

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

As an affiliated institution of the University of North Bengal, the college does not have any scope for any twinning/dual course.

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:

As an affiliated institution, the college does have little scope for initiating academic flexibility since every programme and modules are ordained by the affiliating University. The college follows the University-prescribed 3-year Degree course: Part I, Part II, and Part III examinations are conducted at the end of the session. There is no scope for supplementary or enrichment examination for the students. However, the college endeavours to offer scope as far as practicable to students in terms of selecting their elective subjects. The college appreciates the need for academic flexibility so that the students may utilize their potentiality to the optimal level. Since such flexibility and mobility are not permissible within the prevalent system, the college strives to assist the students to pursue their goals by organizing various programmes at the departmental levels as well as under the banner of various clubs/cells. The Departments strive to provide guidance to the advanced students to prepare themselves for various entrance tests for admission to PG courses or other competitive examinations. The Career and Counselling Cell seeks to pay attention to this need of the student by organizing various career-related programmes.

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, fees structure, teacher qualification, salary etc.

The college offers two partly self-financed courses, which are purely optional: a) travel and Tourism Management, b) Computer Application.

Admission: The admission procedure is same as it is for other Degree courses (as per the University norms).

Curriculum: The College follows the curriculum designed and prescribed by the University of North Bengal to which the institution is affiliated.

Fee Structure: Rs. 1200/- per annum for Computer Application, and Rs. 1800/- for Travel and Tourism Management.

Teacher Qualification: As per the UGC norms. At present, there is one Govt-approved Contractual Whole-time Teacher in the Dept. of Computer Science. There is one G.B. approved Part-Time Teacher in the Dept of Travel and Tourism Management.

Salary/Honourarium:

- i) Computer applications: Rs 100/- per class.
- ii) Travel and Tourism Management: Rs. 7000/- per month(consolidated).

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 offers skill-oriented programmes in the form of Certificate and Diploma courses, which are mentioned above: 1.2.4.

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?

The University does not have any such provision for combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice. The institution would surely adopt any such innovative programme as and when available.

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?

An affiliated institution is bound to adopt the course/programmes mandated by the University and therefore very little scope is left to the colleges to supplement the University's curriculum. However, we believe that the goals and objectives of an institution should be communicated to the students through various means, and thus the institution takes care to instill the desire for realizing the goals through supplementing the curriculum. Most of these initiatives are informal in nature:

- Gender sensitization and women empowerment have been the core component of disciplines like the social science and literature. The students are provided with adequate materials on these issues and various programmes, particularly those under the banner of Centre for Women's Studies, are organized to provide the students with hand-on experiences. Understandably this area has been enshrined in the Mission statement of our college.
- Each student has to compulsorily opt for Environmental Studies prescribed by the University. The institution seeks to instill in the students the desire to take care of the environment through various programmes initiated by NSS. The institution takes utmost care to ensure the holistic development of a student.
- The students are exposed to parliamentary system of the country through various programmes organized on mock-parliament

competition held at the institution as well as inter-college levels. This kind of exposure helps the student to develop democratic values and ideals which are enshrined in the Mission statement of the college.

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

Despite the constraints under which an affiliated institution operates in terms of the designing of the curriculum, the college seeks to sharpen the skill of the students to face the challenges of the market. This has been done in the form of career-oriented courses introduced in the college as well as in different specific programmes organized by the Career and Counselling cell.

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., in to the curriculum?

The institution seeks to sensitize the students to the various burning issues of the society. Most of the efforts are informal in nature, but regular in operation. The following are some of the efforts made by the institution in this direction:

- The UGC-sponsored Centre for Women's Studies organizes a number of programmes like workshops, special talk, seminar etc. that seek to raise awareness among the students regarding various issues and rights of women.
- A number of programmes are organized by the NSS units of the college that are specially designed for the protection of the environment: campus cleaning drive, plastic-free campus etc.

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

- The college places utmost importance upon the holistic development of students and consequently a number of initiatives has been taken to facilitate such development. The college does not offer any formal programmes/courses in this direction, but is very alert towards nurturing intellectual and affective faculties of the students. The Principal and the faculty members project the ideals of the institution and exhort the students to inculcate positive and moral values, and also to imbibe the ideals of service to the nation. All these are done at different student-teacher interactive sessions, particularly in the Orientation Programme organized for the students taking admission in B.A./B.Sc. courses at 1st year.
- Since the college believes that apart from imparting traditional

teachings, an institution has the responsibility of providing support services to the students for facing the employment challenges as well as overcoming various psycho-social issues plaguing them at this very vulnerable stage. The Career-oriented programmes like Computer Application and Travel and Tourism Management cater to the need of the hour and equip them with the necessary skill. Besides these programmes, the college endeavours to provide basic employment skills in the form of guidance for different competitive examinations. This is taken care of by the Career and Counselling Cell, which prepares a number of tailor-made programmes. Since a considerable number of students come from economically as well as socially backward classes, the Career and Counselling Cell arranges for the computer literacy programme, use of the internet etc. The Cell organizes a number of career guidance programmes to help the students to make intelligent career choices.

- We reiterate our commitment to providing necessary support to our students in overcoming personal crisis emanating from relationship issues, failure to cope with the pressure of the parental expectations etc. The Career and Counselling Cell organizes at regular intervals a number of programmes that seek to provide emotional sustenance to the students. Interpersonal counselling has been organized, and the Cell recommends and facilitates specialized intervention from professional counsellors for a number of students. Our Cell maintains strict confidentiality in all these matters, and the college is very alert to the incident of suicide and elopement of the students leading to drop out and is working hard to address these issues.

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

Since the curriculum has been designed and prepared by the affiliating university and the institution follows the prescribed curriculum, the college does not have much to do on its own with regard to the curriculum designing and planning. However the institution seeks to ensure that efforts should be taken by the Department and the faculty members to adopt a more nuanced, informed approach towards enriching the curriculum. The interaction between teachers and the students plays an important part in locating the areas that need special attention and also to devise plans accordingly for the enrichment of the curriculum. The suggestions and ideas of the students are taken into account in devising the lesson plans for the student. However, all these efforts are informal in nature. There is no scope for obtaining from the patents on the enrichment of the curriculum. However, the college realizes the importance for introducing a formal, systematic mechanism for obtaining feedback from students regarding the enrichment of the curriculum.

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

The institution seeks to monitor and evaluate the quality of its various enrichment programmes primarily in the following ways:

- The Principal seeks report from the Heads of the Department regarding various enrichment programmes undertaken by the departments in his meeting with the HODs.
- The evaluation of the programmes is generally done to a large extent in the interactive meeting between IQAC and the Principal. The suggestion of the IQAC is communicated to the Departments for implementation.
- The meeting of the Teachers' Council exclusively on academic affairs concentrates to a great extent on different initiatives taken on the enrichment of the curriculum.

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?

As an affiliated institution, the college does not have any definitive role to play in the design and development of the curriculum prepared by the University. However some faculty members take active part in the designing of the curriculum as members of the Board of Studies.

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

The college does not have any formal mechanism to obtain feedback from students and stakeholders on Curriculum. However, the feedback from students is obtained in informal way and the inputs received from them are communicated to the faculties acting as members of the Board of Studies. The college is seriously contemplating the idea of introducing a formal mechanism to obtain feedback from students and other stakeholders on such an important area.

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?)

No new programme has been introduced in the last four years.

However, considering the demand for Sociology and Hindi as Elective subjects, the college has applied to the WBSCHE and University of North Bengal for introduction of these courses from the next academic session.

Any other relevant information regarding curricular aspects which the college would like to include.

It has been felt by the faculty members of the college that the UG Board of Studies responsible for curriculum design should be more representative and interactive in nature.

**CRITERION II:
TEACHING – LEARNING
AND EVALUATION**

CRITERION II: TEACHING – LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

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

The college attaches utmost importance to maximum publicity and hundred percent transparencies in its admission process. Besides publicizing all its Admission-related notifications in the prospectus of the college and in its website, the college makes sure that all such notifications are put up on the notice board of the college. Transparency in the whole admission process is scrupulously maintained: the merit list, prepared on the basis of merit, is treated as something very sacrosanct and is displayed in the college notice board as well as in the college website at each stage of its operation. Although the college is always accommodative and ready to extend help to the students seeking admission, it never compromises with the rules of admission. The Merit List and all the subsequent developments such as various counselling and their outcome in terms of the latest position of the waiting ones in the list are all displayed through notifications in the website and on the notice board as well. The whole process of admission has been turned to online mode from 2015-16 and a separate section in the website has been devoted for notification and other guidelines regarding the on-line admission.

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

The college has adopted the criterion of merit only as stipulated by the University of North Bengal – the affiliating university. Eligible candidates, passing Higher Secondary (10+2) or equivalent Examination are invited to apply for admission through offline or on-line mode. The merit list is prepared on the basis of credit calculated out of the marks scored in the Higher Secondary Examination or its equivalent by the concerning candidate. The formula of credit calculation for the candidates applying for admission in general course is $T/4$ - where 'T' stands for Total marks of the best four subjects including English and excluding ENVS. In the case of the candidates applying for the Honours course the formula followed for credit calculation is $(2S+T)/6$: here 'S' stands for the subject the candidate is applying for; 'T' stands for total of the marks obtained in Honours subject, English and two other base subjects excluding ENVS and English. The Merit List is prepared on the basis of the above-mentioned criteria.

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:

The minimum and maximum percentage of marks for admission at the entry level depend on the marks of the candidates who ultimately take admission and therefore it varies in every year.

Maximum and minimum marks percentage of marks (credit) for admission (Programme wise) (in 2015)

Programme/Course	Maximum Percentage	Minimum percentage
B.A. (Bengali Hons.)	88.00	51.17
B.A. (Economics Hons.)	N.A.	N.A.
B.A. (Education Hons.)	84.17	54.67
B.A. (English Hons.)	90.00	65.50
B.A. (Geography Hons.)	91.67	79.50
B.A. (History Hons.)	89.33	55.33
B.A. (Philosophy Hons.)	81.50	49.33
B.A. (Political Sc.Hons.)	79.50	53.83
B.A. (Sanskrit Hons.)	86.67	55.33
B.Sc. (Botany Hons.)	85.83	64.83
B.Sc. (Chemistry Hons.)	90.00	64.50
B.Sc.(Mathematics Hons.)	89.17	74.83
B.Sc. (Physics Hons.)	88.83	73.67
B.Sc. (Zoology Hons.)	88.33	76.17
B.A. (General)	75.25	30.00
B.Sc. (Pure Sc. General)	77.00	46.75
B.Sc. (Bio Sc. General)	76.00	45.75

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes', what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes. The College has its own in-built mechanism to review the examination process and student profile annually. In the current year, for example, the admission process started as per Admission schedule of the University of North Bengal, but midway through the lengthy process, the college has put into use this mechanism quite effectively: it has resorted to the make-shift arrangement for collecting the Admission fee at the cash counter of the collegeoffice. This action did not only save the candidates from standing in a long queue for hours and even for days together to deposit the fees at

appropriate counter of the specified Bank, but also allowed them to get admission early and avail themselves of the opportunity of attending classes.

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;

The National commitment for diversity and inclusion is reflected fully in the Admission Policy of the institution:

- **SC/ST:** The College follows the reservation policy of the Government of West Bengal and as such it strictly adheres to 22% seat reservation out of the total number of applicants for Scheduled Caste candidates and 6% seat reservation for Scheduled Tribe candidates.
- **OBC:** The College religiously follows the policy of the Government of West Bengal to reserve 10% seats for OBC-A candidates and 7% seats for the OBC-B candidates.
- **Women:** P. D. Women's College, as its name suggests, is exclusively for women and, therefore, the question of keeping seats reserved for women is irrelevant.
- **Differently-abled:** Going by the policy of the Government of West Bengal, the College reserves 3% of the total seats for the differently-abled candidates
- **Economically weaker sections:** The College does not keep any seat reserved for the weaker sections of the society. However, during admission and thereafter such poor students are provided with financial and other such aids from Students Aid Fund of the College.
- **Minority community:** Candidates from the minority community (Muslims) are treated as OBC-A candidates. However, there is no reservation for the other minority communities such as the Christians, Sikhs and Jains.
- **Any other:** Nil

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

Programme UG Level	Number of applicants				Number of students admitted				Demand Ratio			
	2012-13	2013-14	2014-15	2015-16	2012-13	2013-14	2014-15	2015-16	2012-13	2013-14	2014-15	2015-16
B.A. (Honours)												
Bengali	961	963	998	1534	83	91	92	100	12:1	11:1	11:1	15:1
Economics	07	12	8	11	00	03	03	00	0:1	4:1	3:1	0:1
Education	204	275	234	302	22	24	28	31	9:1	11:1	8:1	10:1
English	763	602	609	829	82	89	86	96	9:1	7:1	7:1	9:1
Geography	767	617	693	384	28	28	29	31	27:1	22:1	24:1	12:1
History	379	284	309	428	77	78	79	91	5:1	4:1	4:1	5:1
Philosophy	308	236	262	418	52	54	68	92	6:1	4:1	4:1	5:1
Political Science	142	141	68	319	39	37	19	93	4:1	4:1	4:1	3:1
Sanskrit	513	549	535	1001	83	91	93	100	6:1	6:1	6:1	10:1
B.Sc. (Hons)												
Botany	224	214	266	194	11	12	14	14	20:1	18:1	22:1	14:1
Chemistry	216	151	173	160	16	17	19	22	14:1	9:1	10:1	7:1
Programme UG Level	Number of applicants				Number of students admitted				Demand Ratio			
Mathe matics	102	113	131	205	22	24	28	32	5:1	5:1	5:1	6:1
Physics	180	95	179	183	15	17	18	21	12:1	6:1	11:1	9:1
Zoology	298	278	364	311	15	17	19	21	20:1	16:1	21:1	15:1
B.A. (Gen.)	1016	1026	1339	1498	711	793	892	873	1:1	1:1	2:1	2:1
B.Sc. (Gen.)	168	174	201	212	43	46	46	43	4:1	4:1	4:1	5:1

As it appears from the table above during the last four-year period number of applicants in most of the subjects has moderately increased except in the subjects of Economics, Geography and Political Science. The increase in applicants is not unusual as the percentage of pass in the H.S. examinations conducted by the WBCHSE has increased steadily over the years in the state.

But the case of Economics is rather very unusual in the sense that there is almost no taker. It is not a phenomenon specific to this college but is the same almost in all the colleges affiliated to the University of North Bengal. The declining demand ratio in subjects of Geography and Political Science may be due to the fact that the number of vacancies in these subjects for recruitment by the West Bengal School Service Commission to the posts of Asst. Teachers in Secondary/ Higher Secondary Schools is limited. It is observed that the demand ratio for Political Science in 2015-16 has marginally improved.

Actions taken

As the number of applicants in Political Science was too minimum, the Department of Political Science on completion of the admission process in honours courses in 2011-12, 2012-13 and 2013-14 had taken a special drive for admission in the vacant seats. Applications in plain paper from the candidates admitted in B.A. General Course but having the minimum eligibility criterion for admission in Hons. Courses were invited and admission in Political Science (Hons.) course was granted.

In view of the low demand for Economics, appeal has been made to the University for changing the nomenclature of the course of B.A. Economics (Hons.) to B.Sc. (Economics Hons.).

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?

For the trouble free movement of the differently-abled students in the College campus, ramps have been constructed on the staircases. The Class Routine of the college is designed carefully in such a way that classes of such students are mostly held in the rooms on the ground floor of the college building.

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:

No, the college at present does not have any such mechanism of assessment. However, the Department of English conducted an Aptitude Test for the newly admitted students at the Honours levels to assess their skills and aptitude of the learners.

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:

In order to bridge the knowledge gap of the enrolled students the college has arranged for tutorial classes. Remedial coaching classes for the SC/ST and economically disadvantaged students have also been arranged as and when the grants from the UGC on this particular head have been received.

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

The college seeks to sensitize its staff and students to the burning issues of society like gender equity, environmental consciousness by means of organizing certain programmes in this respect. The awareness-raising programmes on the need for gender equity have been primarily undertaken by the UGC-sponsored Centre for Women's Studies. The teaching and non-teaching members of the staff and students are encouraged to participate in these programmes for nuanced and sensitive understanding of the issues. The sense of togetherness among the students and staff of the college is developed through the social and cultural programmes of the college. Meaningful interactions with students and the staff leading to the build-up of 'inclusion' take place during departmental seminars, departmental picnics and on occasions of the ceremonious observance of the days like Independence Day, the Republic Day, the Birthday of Rabindranath Tagore and the Birthday of Gandhiji to name a few.

Awareness of environment is generated in the students by attaching utmost importance to cleanliness in the campus. They have been successfully advised to maintain cleanliness in their toilets. All kinds of waste are properly managed and students are also sensitized on keeping the plants and trees unharmed in the campus. The College observes 'National Tree Plantation Week' in its campus: the campus of the college is dotted with trees and plants as a result. The Nature Club of the college, established in 2004, conducts three to four expeditions in one academic year: interested students are taken to spots in the hills or in the forest areas for the purpose. The teachers in charge of the club lead the team.

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

The Departments have been authorized by the college for identifying the needs of advanced students and to initiate actions accordingly. The faculty members offer guidance to the advanced students by taking special classes or tutorial coaching classes.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of dropout (students from the disadvantaged sections of society, physically challenged, slow learners, and

economically weaker sections etc. Who may discontinue their studies if some sort of support is not provided)?

The college has a world of concern for the dropouts. The Principal of the College, with the help the teaching and non-teaching staff of the college, conducts enquiry. It is found that in most cases the reason behind such discontinuation is early marriage, failure in exams etc. To counter this, the institution has taken up an action plan by way of forming Counselling Cell which, among other things, aims at generating awareness in the students about the harmful effect of under-age marriage. The economic background of the learners coming from the rural areas and tea belts tells upon the attendance of the students, and also leads to the increase in drop out rates. Plans for increasing the percentage of class attendance of the students have also been taken up.

2.3 Teaching-Learning Process

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

The college publishes its Academic Calendar at the beginning of each academic session. Teaching plan of the departments is devised at departmental meetings before the commencement of class and then it is communicated to the students. Evaluative blue prints are likewise made and handed out to the learners at the beginning of the session.

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

The IQAC of the college takes active part in the teaching-learning process. The Co-ordinator of IQAC takes stock of the proceedings relating to teaching-learning process at its meetings and suggests future plans to tackle the emergent problems in a meeting (s)he holds with Heads of all the Departments. The meeting is generally presided over by the Principal of the college.

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

The college makes learning more student-centric by placing them at the centre of all academic and non-academic activities of the college.

To facilitate interactive learning, students are encouraged to participate in the discussion in the classroom. They are encouraged to interact on topics of syllabus taught in the class.

The skill of collaborative learning is developed by sharing knowledge through internet. The college has desktops with internet facility in the library for the use of the students.

The skill of independent learning is developed in the students by giving them assignments to be completed within a stipulated time frame consulting the library and other resources supplied to them.

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

The college seeks to nurture the creative and critical faculties of the students by encouraging them to contribute their creative and critical output in college magazines, wall magazines, and also by participating in different seminars/workshops organized by various departments. The students are encouraged to take part and chisel their skill in various inter-college competitions like Youth Parliament and parliamentary quiz competition, inter-college one-act play competition. The students from science departments have been encouraged to take part in different science fairs/exhibitions, and present their models.

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

- The College has many lab-based Departments—such as the Department of Physics, Chemistry, Zoology, Botany and Geography—which are all provided with computers and internet facilities. The College has five projectors for use in the classroom: four of them are allotted to the lab-based Departments and the fifth one is for the non-lab-based Departments.
- Smart Board facility in the classroom is provided to the Department of Zoology.
- Altogether ten telephone connections in the College have been provided by NME-ICT.

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 exposed to advanced level of knowledge by way of organizing National Seminars sponsored by the University Grants Commission. In such Seminars experts from renowned institutions are invited to give special lectures on the relevant theme. The individual departments organize special lectures by the eminent academicians for the benefit of the students. In the recently held UGC-Sponsored National Seminar on Border, Globalization and Identity, organized by the Dept of English and held on November 27-28, 2015, for example, Prof G. J. V. Prasad of Jawaharlal Nehru University, Prof Tripathi of Arizona State University (USA), and Prof Ranjan Ghosh of the University of North Bengal gave special lectures.

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

The college places utmost emphasis upon the need for support and guidance services for the students in the undergraduate course of study for meeting and overcoming the challenges. The Departments have been advised to take special care of the students who may be in need of guidance and support in resolving psycho-social crises and facilitating them for their upward academic mobility. With this end in view, the faculty members engage with students formally as well as informally to provide counselling –academic as well as personal or psychological. The more serious cases are generally referred to the Career and Counselling Cell which intervenes to take care of the student concerned. The Cell organizes various programmes like workshops, invited lecture, motivation talk etc. to address the general issues faced by the students. The office of the Cell, located at Room no 5, remains open during the period 12 p.m. to 2 p.m. and the students can approach the Coordinator of the Cell and/or other members of the Cell for advice, suggestion and also for support. In the last five years a good number of students have been benefitted from the Cell directly.

- UGC-sponsored Career and Counselling Cell: (invited talk and workshop on Interpersonal Aspects of Communication) on 22 September 2015: 100 students attended.
- Special Talk on Stress Management on 10 October 2015: 80 students attended.

- Two students approached the cell in the month of September 2015 with their individual psychological issues. They were given personal guidance and counselling.

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?

Notable among the innovative teaching methods adopted in the last four years are the use of LCD projectors in classroom, use of map and chart and the effective implementation of question-answer method. Students are also introduced to web-based education to which they have a free access through internet. The Department of English organizes film shows based on the novels or dramas prescribed in the syllabus and it helps to create not only interest in the learners but also help them understand the textual and the theatrical or film adaptations of the texts.

The institution encourages the faculty to exploit the ICT facilities so as to make the teaching-learning process more impressive, participative and effective. The institution seriously considers all the proposals for technological upgradation needed for making teaching-learning process effective. The institution also encourages teachers to participate in different workshops for enhancing the skill of teachers so as to improve overall quality of teaching and learning.

The adoption of such methods has made positive impact on the learners.

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

The resources of the library are not only the books arranged in its shelves, but also the desktops with internet facilities in the Reading Room of the library. Students are all issued both Reading Room Cards and Lending Cards at the beginning of the session. They are encouraged to use the library for their own benefit. In order to inculcate in them the habit of regular visit to the library, the teachers take the initiative of taking them to the library, help them to find the relevant book and show them the way they are supposed to get their materials from the books and journals. They are also shown the standard way of referencing books and journals they take their materials from.

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.

Generally, the curriculum is completed within the planned time frame. In exceptional cases, the Principal and the Co-ordinator of IQAC of the College hold meeting with the Head of the Departments to decide upon the approaches to be made to overcome the challenge. In the last few years the College has arranged for extra classes in the late hours. The challenge is also coped up by way of combining two or more classes.

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

The monitoring machinery of quality assurance for teaching-learning is headed by the Co-ordinator of IQAC of the College. The IQAC Co-ordinator always keeps herself in living touch with the goings- on in all the departments of the college. She talks regularly to the students of the college and to the teachers too, to get her feel on the basis of which she makes her evaluation. She then crosschecks her findings with other members of the IQAC. Her final evaluation she shares with the Principal of the College and subsequently they together think out ways of improvement.

2.4 TeacherQuality

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	00	00	00	00	00	00	00
Ph.D.	00	00	04	04	06	05	19
M.Phil.	00	00	00	00	00	02	02
PG	00	00	00	04	03	05	12
Contractual & Part –Time Teachers (Govt. approved)							
Ph.D.	00	00	00	00	00	01	01
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	04	09	13
Temporary Teachers (Guest Lecturers)							
Ph.D.	00	00	00	00	02	00	02
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	10	9	19

The College does not have the liberty to devise its own strategy for the recruitment of highly qualified faculties. Teachers are recruited on the recommendation of the West Bengal College Service Commission. However, the college adopts the strategy of retaining the eminent scholars by way of providing them with the best possible facility for their research work.

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, Bioinformaticsetc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The huge demand for new programmes such as Biotechnology, IT, Bioinformatics is there but the college at present is not in a position to introduce them. Considering the demand for introducing Hindi as medium of instruction, the college has submitted its proposal to the Director of Public Instruction, Govt. of West Bengal for its approval of the said proposal and for financial assistance. In this Shift B.A. Honours and B.A. General Courses will be introduced with six Departments-Hindi, Education, Philosophy, Political Science, Geography and History. A building proposal for Rs. 2.24 crore has already been sent to the Higher Education Department of the Government of West Bengal for sanction. Three teaching posts for each Department and five non-teaching posts (Group-C- 2, Group-D-3) have been requisitioned.

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 nominated
Refresher courses	14
HRD programmes	00
Orientation programmes	02
Staff training conducted by the university	02
Staff training conducted by other institutions	02
Summer/winter schools, workshops etc.	02

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:** The institution has not organized any such programme formally.
- **Handling new curriculum:** Teachers attend the workshops organized by the University Board of Studies whenever the curriculum undergoes a change.
- **Content/ knowledge management:** the college has not organized any such workshop in the last four years. In all these years, knowledge/ content is managed in ways which seem better in informal discussion with fellow faculties.
- **Selection, development and use of enrichment materials:** No workshop or training programme has been held so far in this regard.
- **Assessment:** No such faculty training programme is held in the last four years.
- **Crosscutting issues:** No faculty training programme has been held in the college in the last four years.
- **Audio Visual Aids/multimedia:** The College has the facility for Audio Visual Aids but no training programme has been held in the last four years.
- **OER's:** No training programme was organized by the college in the last four years.
- **Teaching learning material development, selection and use:** No Training programme was held in the college in the last four years.

c) **Percentage of faculty**

- **Invited as resource persons in Workshops/Seminars/ Conferences organized by external professional agencies:** 9%
- **participated in external Workshops/Seminars/Conferences recognized by national/ international professional bodies:** 15%
- **presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies:** 10%

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

A good number of policies are in place to recharge the teachers. Many teachers have availed of the UGC FDP Programme for their research work and they have successfully submitted the thesis of their research work and got Ph. D. Award. A considerable number of teachers have completed their Minor Research Projects in the last few years. In the academic year 2015-16, eight teachers have applied for Minor Research Project. The Governing Body of the college generously grants study leave for the teachers.

However, there is no provision for academic publications of the teachers from the college or from the UGC.

No teacher of the college has ever had any teaching experience in other national institutions. They do neither have any industrial engagement.

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?

Realizing the importance of evaluation of teachers by the students, the college is seriously thinking of introducing such a mechanism. The Teachers Council has unanimously resolved to introduce such mechanism, and an Expert Committee under the Chairmanship of the Principal has been constituted to devise the forms of evaluation of teachers by the students. We are hopeful of introducing this system from the coming academic session.

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 process is informally conducted by the IQAC Co-ordinator of the college. The Co-ordinator proceeds through minute survey of the Attendance Register of all the Departments: the classes of low attendance rate are singled out first, then the teachers involved in those classes are talked to and the absentees in those classes are also talked to too separately. Finally, the findings are shared with the Principal who ultimately does the needful.

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?

For the purpose of expediting the publication of result, the University has arranged for spot evaluation of the answer scripts of the final year students. The teachers of the college contribute to the success of this newly-introduced project of evaluation to ensure timely publication of result by participating in spot evaluations every year.

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

The University to which the college is affiliated is more or less sticking to the traditional system of evaluation: at the end of each academic year it conducts a written Exam. Prior to this Annual University Exam, the college conducts Test Exam on its own initiative. Besides this, class tests or Unit tests are conducted once in two months by the departments.

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

The College has not adopted any formative or summative assessment approach to measure student assessment.

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.):

In the last four years the institution has maintained both rigor and transparency in the internal assessment. Yes, the behavior of the learner, her capacity for independent learning and her communication skills have all been given due weightage. But primary emphasis is laid on academic performance and attendance in class.

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 graduate attributes specified by the college are—developed consciousness as a responsible Indian, proper awareness of Indian culture, developed consciousness as a political being, right awareness of the duty towards family, awareness of his/her duty towards society.

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

At the college level teachers are encouraged to show the answer scripts to the students so that the question of grievances with reference to the evaluation does not arise.

Students not satisfied with the evaluation of their academic performances as reflected in their university examination results can apply for reassessment. Student not satisfied with the result even after the reassessment can take recourse to the Right to Information Act and can apply to the Registrar of the University for the copies of the answer scripts for having a thorough look at the assessment of the scripts.

2.6. Student performance and Learning Outcomes: (Result)

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 Principal of the College discusses the result of its students at a meeting of the Teachers' Council. Teachers communicate the summary result not only to the stakeholders but also to the students of other Year in order to generate awareness in them about the result of their seniors/ juniors in the Department.

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/Coursewise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered:

The institution monitors and communicates the progress and performance of students through the duration of the course by way of holding class tests throughout the academic session. Students with poor performance at such tests are given special attention and sent to tutorial classes.

Feedbacks from the departments on the performance of students in the University Examinations are also taken. On receipt of the feedback on the performance of students in practical examinations in 2014 laboratory-based departments have been instructed to strictly monitor the attendance of the students in practical classes.

Programme/Course wise Comparison of University Results for last four years (2011-2014)

Programme/Course	Percentage of Pass			
	2011	2012	2013	2014
B.A. (Hons.)				
Bengali	100.00	98.24	95.52	93.06
Economics	*	*	*	100.00
Education	**	100.00 (07)	100.00 (05)	100.00 (14)
English	76.43	91.30	94.12	95.14
Geography	95.83	95.83	100.00 (01)	100.00
History	86.84	65.67	68.66	82.09

Philosophy	74.11	83.33 (01)	100.00 (03)	80.95
Political Science	90.00	83.33	65.63	75.56 (01)
Sanskrit	94.92 (03)	88.05 (04)	84.62 (03)	88.31 (05)
B.A. (Hons.) Average	90.01(03)	85.44 (12)	80.07 (12)	84.83 (20)
B. Sc. (Hons.)				
Botany	*	100.00	66.66	90.90 (01)
Chemistry	100.00 (01)	75.00 (03)	90.00 (01)	50.00
Mathematics	100.00 (01)	60.00 (01)	80.00 (01)	82.00 (10)
Physics	90.00 (01)	90.00 (01)	84.62 (05)	62.63 (04)
Zoology	85.70	100.00	85.33 (01)	58.50
B.Sc. (Hons.) Average	93.10 (03)	82.93 (05)	83.33 (08)	81.25 (15)
B.A. (General)	93.41	56.72	70.08	64.90
B.Sc. (General)	50.00	100.00 (01)	93.75 (02)	87.50(02)

*No student appeared **First batch appeared in 2012

Figures in the parentheses show the number of 1st class in the subject.

Analysis of the results over the period from 2011 to 2014 reveals that

- Departments of Education, English and Geography have maintained an uprising performance
- Although the percentage of pass in Bengali (Hons.) has stayed over 90% during the last four years there is a declining trend of performance.
- Fluctuating performance is observed in the subjects of History, Philosophy and Political science
- Performance of the students studying Sanskrit (Hons.) is more or less stable.
- The state of Economics Honours is a matter of serious concern as there is almost no taker of the subject.
- Performance of the students of Chemistry (Hons), Physics (Hons). and Zoology (Hons). has sharply declined in 2014.
- The two relatively new Departments (Botany and Mathematics) have rather maintained a steady performance during the last four-year period.
- Performance of the students of B.A. (General) Course has steadily declined while that of the students of B.Sc. (General) course has been more or less stable.

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

To make the whole process of teaching-learning student-centric the following steps are taken right from the beginning of the session and these steps are held on till the completion of it:

- Emphasis is laid on student attendance in the classes. In the Orientation Programme held on the day just before the commencement of class of the new entrants, the institution communicates to the learners its prioritization of students' attendance in the class. Throughout the session the attendance is subjected to monthly monitoring by the departments. The institution first issues warning to the students attending less than 50% of the classes held in a month and keeps its vigil for the next month and if the student concerned fails to take her attendance up to the minimum of 50%, the institution calls up the guardians to inform them the students' lackadaisical approach to study.
- In order to generate their interest in the items of the curriculum new and innovative teaching methods are adopted on experiment basis.
- Library activities and the whole process of borrowing books have been made user-friendly to the maximum extent.
- Efforts are on to make the learners computer literate.

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

The Career and Counselling Cell of the college aims at giving proper direction to the career of the learners and thus help them have placements.

They are encouraged to think independently and do something innovative. The college Magazine is the site where their innovations are welcomed and appreciated through acclaimed recognition. This magazine also boosts their research aptitude.

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

Immediately after the publication of result of the University Exam every year, the Co-ordinator of IQAC holds a meeting with the Heads of all the Departments to have discussion on the result. The meeting is generally presided over by the Principal of the college. A thorough probe is made on the

result Department-wise and an appropriate plan for improvement is chalked out.

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

The institution ensures the achievements of learning outcomes by regularly monitoring the tutorial performances and the results of the college as well as the university examinations of the students.

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

Yes, the college has a long tradition of giving individual attention to the students. Naturally the learning outcomes are monitored and known. The needy ones are given the proper advice and counselling in order to enable her excel in her studies. Departments do keep the records of such students who have benefitted to progress onwards to higher education and career building.

Some examples:

- Ms. Rita Toto, first among the Toto women to pass out the H.S. Examination was brought into the college for her UG studies in 2008 and got demotivated after her poor performance in the B.A Part I Examination in 2009. She was counseled and motivated by the teachers as a result of which she became the first Toto women to have passed B.A. Examination in 2011 from this college.
- In 2011, Suchetana Toto came in to study English (Hons) at this college and her performance was regularly monitored by the Department since we all know that any sort of feeling of negligence may demotivate her and her studies may get badly affected. We are proud that she successfully completed her study of B.A. English (Honours) in 2014.
- Laxmi Banerjee, an orphan was admitted in B.A. (General) course in 2012 and all her responsibilities were taken by the college. A sponsorer was arranged for her and she was admitted in the hostel as a boarder free of cost. The performance in internal assessments as well as the Part I result of the shy and introvert girl was not that satisfactory. Constant monitoring from the Hostel Superintendent and the teachers helped her to successfully complete the course in 2015 and by then she had grown up to be quite matured and confident.

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

Teaching-learning is no longer a one way traffic. Yet the college believes that it has miles to go to achieve its target of maximizing academic interactions between students and teachers both inside and outside the classrooms.

**CRITERION III:
RESEARCH, CONSULTANCY
AND
EXTENSION**

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

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

At present the institution does not have any research centre.

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

The college Research Sub-Committee (Expert Committee for Research) monitors matters related to research grants. The Committee also facilitates and monitors research activities of the college. The committee holds meetings in order to discuss various plans to promote research and motivate the faculty for academic advancement. The committee keeps track of the schemes of the UGC and other funding agencies such as DST. The committee provides information about various research opportunities and extends support to apply for the same.

The Research Sub-Committee for the current academic session is comprised of the following members:

- Dr. Shanti Chhetry, Principal
- Dr. Sheela Datta Ghatak, Associate Professor of Zoology
- Dr Swaswati Das, Associate Professor of History
- Dr. Saswati Chakraborty, Associate Professor of Philosophy
- Dr. Ranjan Sharma, Assistant Professor of Physics &
- Dr. Uday Sankar Agarwalla, Assistant Professor of Chemistry & TCS

During the past five years, on the basis of the recommendations made by the IQAC as well as the Research Sub-Committee of the college, many concrete decisions have been taken. On recommendations of the committee, some of the initiatives taken by the college administration to facilitate overall research activities given below:

1. On the recommendation of the committee, meetings are held on a regular basis for timely dispatch of research proposals.
2. As far as infrastructural facilities are concerned, on the basis of recommendations made by the committee, the following facilities have been made available to all the faculty members: (i) PCs in all the departments are well connected by LAN, (ii) most of the departments

have been given one Laptop, (iii) a good number of research journals have been made available on-line through inflibnet, (iv) the staff rooms for faculty members are equipped with computers, internet connectivity and necessary apparatus.

3. Seminars and conferences have been organized on a regular basis by various departments with the support of the committee.

Implementation of the recommendations made by the Committee had exerted huge impact upon the faculty members who undertake various research activities in the form of Minor Research Projects submitted to the UGC and other agencies for financial assistance.

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

The college administration extends all possible support to its faculties for smooth conduct of their research works. The IQAC of the college keeps track of the UGC projects and projects sponsored by other funding agencies. It also keeps track of progress of work of individual teachers. The Cell comes up with constructive suggestions whenever necessary and guides the faculty through all the stages of a particular project. Amongst others, specific measures taken by the college for smooth conduct of research are stated below:

- **Autonomy to the principal investigator:**

The Principal investigators of different projects are given free hand to conduct their projects.

- **Timely disbursement of grants:**

Research grants received from various funding agencies are disbursed as early as possible.

- **Adequate infrastructure and human resources:**

Adequate infrastructural facilities have been made available to the faculties for smooth conduct of their research works. The faculty members are granted on duty leave as and when required so as to collect data and present their research outcomes at seminars and conferences. Adequate infrastructural facilities have been made available to the faculties for smooth conduct of their research works. Some of the major initiatives taken by the college administration over the past years are the following:

- The college provides support to investigators for timely auditing and submission of utilization certificates to the funding agencies.
- The college has a rich library with more than 31000 books.
- Science and Geography departments have well-equipped laboratories for research works.

- All the teachers have been given User-ID and Password for getting access to e-books and journals through N-list.

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

Teachers always encourage students to come up with innovative ideas. Students of science departments in particular are encouraged to participate in various innovative programmes like science fair and science congress to showcase their models and scientific concepts. The institution always encourages its students to actively participate in various workshops, seminars and conferences held in the college. Educational trips and field works organized by the college are also integral parts of their learning process.

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.

Twenty six research proposals (MRPs) of college faculties have been approved during the period from 2009 till 2015. Details of individual and collaborative research initiatives undertaken by faculties are given in **Annexure 3.2 and 3.3**

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.

During the period from Jan, 2010 till December, 2015 following programmes have been organized in the college:

1. 'Accreditation and Reaccreditation of Colleges by NAAC' held at P. D. Women's College, Jalpaiguri (February 26, 2010).
2. UGC Sponsored Training of Trainers (TOTS) Workshop under the Scheme Capacity Building of Women Managers in Higher Education, Sept 21-26, 2011.
3. UGC sponsored National Seminar on 'Resource Utilization, Land Use vis-a-vis Environmental Impact in India with special reference to Himalayan Foothills' organized by the Department of Geography held at P. D. Women's College, Jalpaiguri (November 26-27, 2011).
4. UGC Sponsored National Seminar on 'Ethics in Practice' held by the Department of Philosophy held at P. D. Women's College, Jalpaiguri (December 22-23, 2011).

5. UGC Sponsored National Seminar on 'Rabindra Nath O Biswa Manab' organised by the Dept. of Bengali in collaboration with Jalpaiguri District Library (February 24-25, 2012).
6. UGC sponsored National Seminar on 'Anthropogenic Toxicants, Green Chemistry and Sustainable Development: An Interdisciplinary Approach' organised by the Dept. of Zoology held at P. D. Women's College, Jalpaiguri (March 13-14, 2012).
7. UGC sponsored National Seminar on 'Women's Empowerment in India: Different Facets' organised by the Centre for Women Studies in collaboration with CDHI (March 27-28, 2012).
8. Workshop on 'Stress Management' organised by the Carrer Counselling Cell of the Collge (August 8, 2012).
9. UGC sponsored National Seminar on 'Biotechnology for People: Applications and Awareness' organised by the Dept. of Botany held at P. D. Women's College, Jalpaiguri (December 4-5, 2012).
10. UGC sponsored National Seminar on "Changing Society of Twentieth Century Bengal (from Historical Perspectives) with Special Reference to North Bengal" Organized by the Dept. of History at P. D Women's College, Jalpaiguri in collaboration with Maynaguri College, Jalpaiguri (September, 26-28 2013).
11. Workshop on 'Ornamental Fish Culture' organized by the Dept. of Zoology (March 28, 2015).
12. UGC sponsored National Seminar on "Border, Globalisation and Identity" organised by the Dept. of English in collaboration with Indian Association for the Study of Australia (Eastern Region) (November 27-28, 2015).

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

Completed and ongoing Major and Minor Research Projects of faculty members and their research areas are given in **Annexure 3.2**.

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

Local, state and national level seminars, workshops and training programmes on specific themes are arranged in the college on a regular basis. Scholars having expertise in specific fields are invited to deliver talks. The

invited speakers are requested to interact with students as well. Dr. Kanak Saha, an eminent scientist from the IUCAA, Pune, visited the Physics Department of the college in 2015.

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

There is at present no provision for Sabbatical Leave for teachers, and the institution feels the need for such facility for greater research output.

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)

Such activities are limited as the college is primarily for undergraduate students and is not a research institution. There is no research fund as such administered by the college. The findings of research works undertaken by the individual teachers are disseminated through publication in the form of journal articles, monographs and/or chapters in an edited book and presentation of papers in seminars and conferences.

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.

At undergraduate college level, there is no specific budget allocated for research activities. However, for projects under academic curricula, college provides the financial support. The disbursement of fund depends largely on the nature of projects undertaken.

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

There is no such provision.

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

The college provides the laboratory facilities and bears the costs of chemicals and glassware required for the projects. Besides, the college also bears the expenditure of field trips conducted as a part of projects taken up.

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.

As of now, no inter-disciplinary research project has been initiated.

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

Faculty members are entitled to make use of the research facilities for their personal research projects. Students are given free access to laboratory equipments and laptops under the supervision of respective teachers.

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 organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Details of research projects taken up by faculty members are listed	Duration Year From– To	Title of the Project	Name of the funding agency	Total Grant		Total grant received till date (Rs.)
				Sanctioned (Rs.)	Received (Rs.)	
Minor projects	2009-11	Please see Annexure 3.3	UGC	122000	122000	122000
	2009-11	Please see Annexure 3.3	UGC	141000	141000	141000
	2009-11	Please see Annexure 3.3	UGC	97000	97000	97000
	2009-11	Please see Annexure 3.3	UGC	102000	102000	102000
	2009-11	Please see Annexure 3.3	UGC	134000	134000	134000

2009-11	Please see Annexure 3.3	UGC	102000	102000	102000
2009-11	Please see Annexure 3.3	UGC	109500	109500	109500
2011-13	Please see Annexure 3.3	UGC	185000	185000	185000
2011-13	Please see Annexure 3.3	UGC	72000	72000	72000
2011-13	Please see Annexure 3.3	UGC	117500	117500	117500
2012-14	Please see Annexure 3.3	UGC	150000	150000	150000
2012-14	Please see Annexure 3.3	UGC	124000	124000	124000
2013-15	Please see Annexure 3.3	UGC	402500	402500	402500
2013-15	Please see Annexure 3.3	UGC	135000	135000	135000
2013-15	Please see Annexure 3.3	UGC	130000	130000	130000
2013-15	Please see Annexure 3.3	UGC	240000	240000	240000
2013-15	Please see Annexure 3.3	UGC	140000	140000	140000
2013-15	Please see Annexure 3.3	UGC	205000	205000	205000
2014-16	Please see Annexure 3.3	UGC	445000	445000	445000
2014-16	Please see Annexure 3.3	UGC	250000	250000	250000
2014-16	Please see Annexure 3.3	UGC	160000	160000	160000

Major projects	2015-18	Please see Annexure 3.3	DST	1428000	500000	500000
Inter disciplinary projects	Nil	Nil	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil	Nil	Nil
Students' Research projects	Nil	Nil	Nil	Nil	Nil	Nil
Anyother (specify)	Nil	Nil	Nil	Nil	Nil	Nil

3.3 Research Facilities

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

All the science departments have well-equipped laboratories which are basically for practical classes. However, by installing specific equipments purchased from the UGC grants and other research supports awarded to faculty members, some of the departments have become well equipped for conducting various probes. Besides, the college has a library with a collection of more than 31000 books, computers with LAN and internet facilities. Investigators may use these facilities to pursue 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?

Since the college does not offer post-graduate courses, there is no scope for recruiting students for M. Phil or Ph.D. programmes. However, the college makes necessary arrangements for sending research proposals of individual faculties as per UGC guidelines. Initiatives in this direction always help in developing infrastructural facilities as the equipments, books and other research materials purchased by faculty members from their research grants ultimately become a part of college assets. The policy of the college has

always been to extend full support to individual teachers for smooth conduct of their investigations.

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.

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

At present, no facilities have been made available to outside users.

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

- (i) The college library has a resource of more than 31000 books with a number of reference books. The college subscribes to a number of leading research journals for various departments.
- (ii) Searching of books through online public access catalogue (OPAC) has been introduced in the library.
- (iii) The faculty members have been given their individual INFLIBNET ID and passwords to access external resources (like e-books and journals).
- (iv) A good number of PCs (52 computers in total) are connected by LAN and have broadband connections.

Interested researchers from within the college have access to all the above mentioned facilities.

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.

Internet facility within the college is one of the biggest platforms to conduct collaborative research works.

3.4 Research Publications and Awards

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

Patents obtained and filed(processs and product)	NIL
Original research contributing to product improvement	NIL
Research studies or surveys benefiting the community or improving the services	It is hoped that the research projects taken up by individual faculties would be beneficial to the community as a whole. Research projects initiated by faculties of the college over the past five years are listed in Annexure 3.2.
Research inputs contributing to new initiatives and social development	Individual as well as collaborative research projects are being carried out by faculty members of science disciplines aimed at improving our current understanding of basic science. In arts and social science, many faculties are actively involved in various research projects aimed at contributing to literature and social development. Publications of individual teachers are listed in Annexure 3.1.

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

The college does not publish or partner in publication of research journals. However, Proceedings of Seminars/Conferences held in the college have been published in collaboration with Local Publishing Agencies during the period from 2010 to 2015. However the IQAC is seriously exploring the possibility of introducing a research journal.

3.4.3 Give details of publications by the faculty and students:

- a. Publication per faculty
- b. Number of paper published by faculty and students in peer reviewed journals (i) national (ii) international
- c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
- d. Monographs
- e. Chapter in Books
- f. Books Edited
- g. Books with ISBN/ISSN numbers with details of publishers
- h. Citation Index
- i. SNIP
- j. SJR
- k. Impact factor
- l. h-index

Publications made by individual faculty members over the past five years (2010-2015) are compiled in the following Table. List of publications by individual faculty members are given in **Annexure 3.1**.

Faculty	Department	a	b (i)	b (ii)	c	d	e	f	g	h	i	j	k	l
Amrita Das	Chemistry	4	-	4	-	-	-	-	-	-	-	-	2.38	-
Dr. Anil Kumar Biswas	Economics	3	1	1			1							

Dr. Bula Dutta	Chemistry	5	-	5	-	-	-	-	-	-	-	-	-	12.08	-
Dr. Debabrata Basu	Political Science									1				ISBN: 978-3-659-80382-6	
Indrani Sengupta	Philosophy									1				ISBN-978-93-84265-54-0	
Koyel Datta	Bengali	3	3	-											
Koyela Ganguly	Bengali								1						
Dr. Manabendra Moitra	Zoology	16		10					5	1				ISBN: 978-3-659-71543	5.34
Namita Sarkar	Sanskrit								1						
Dr. Nanda Banerjee	Bengali								2						
Pampa Roychoudhury	Philosophy	4	4												
Dr. Prity Dolai	Mathematics	7	4	3										2.7	
Dr. Ranjan Sharma	Physics	19	1	18										36.5	

Rupan Sarkar	History	2				2							
Dr. Sanatan Bhowal	English	4		4					1	ISBN:978-3-659-77539-0			
Dr. Saswati Chakraborty	Philosophy	1	1										
Dr. Sekhar Chatterjee	Economics	2	2						1	ISBN:978-93-81136-47-8			
Dr. Shanti Chhetry	Economics								1	ISBN-13: 9788192234960			
Dr. Sheela Datta Ghatak	Zoology	3		1		2	1						
Shyam Das	Physics	5	1	4								6.3	

Dr. Shyamal Ch. Sarkar	History	10	4	6					1 ISBN: 978-81-8064-254-8, May 2014					
Dr. Shriparna Mukherjee	Botany	3	-	3			2							6.56
Sisodhara Syangbo	English	1	1											
Dr. Somdatta Bhattacharyya	Philosophy	3	2	1			2		1 ISBN 971-81-90360-5-0.					
Sriparna Sarkar	Geography	1	1				1							
Dr. Sukanta Das	English	2	-	2			2							
Sumana Mukherjee	Economics	6	4	2										

Dr. Swaswati Das	History							1	1									
Swadhin Jha	History	4						4										

3.4.4 Provide details (if any) of

(i) Research awards received by the faculty:

Dr. Ranjan Sharma has been awarded a Visiting Research Associateship at the Inter-University Centre for Astronomy and Astrophysics (IUCAA), Pune, Govt. of India, on 01 August 2009. Subsequently the award has been renewed on 01 August 2012 and on 01 August 2015 for subsequent three years.

(ii) Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally:

Dr. Sheela Datta Ghatak has got the following awards in recognition of her research and literary works:

(A) International recognitions:

Silpa-Sahitya Award in Hiten Nag International Literature Conference, Dinahata, February, 2015.

(B) National:

1. Distinguished Scientist Award for Research Work, February, 2012.
2. Bharat Jyoti Award for Education, Culture and Social work by I.I.F.S., New Delhi, December, 2013.

(C) State:

1. Received Memento of Respect and Honour for Exemplary Humanitarian Service by Hooghly Mushroom Research Society, June, 2011.
2. Honoured with written felicitation for Literature, Culture of Song and Social Work by Mother Publishing, Kolkata, 2014.

Smt. Indrani Sengupta has got invitation from the 'Bangla Academy' 2013, Kolkata for her poetry. She has also been invited by the 'Kolkata

Doordarsan' (2015) to take part in a documentary film on poet Late Benu Datta Roy.

Dr. Manabendra Nath Moitra has received the best paper presentation award in International Symposium-cum-Workshop in Acarology organized by Bidhan Chandra Krishi Viswavidyalaya, Kalyani, International Journal of Acarology, UK and Acarology Development Foundation, USA in 2010.

Swadhin Jha has received the Goutam Chattopadhyay Memorial Prize for one of the best research papers entitled "Abibhakta Uttor Banglar Abhibashi Samaj o Artho-Samajik Bibartan" (1900-1931) in Bengali Awarded by Paschim Banga Itihas Sangsad in 2012.

(iii) Incentives given to faculty for receiving state, national and international recognitions for research contributions:

There is no such provision for incentives as of now.

3.5 Consultancy

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

No such initiatives have been made till date.

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

The policy of the institute is to make sure that the benefits of the skill and expertise gained by faculties reach the students and the society as a whole both locally and globally. In particular, the institute has a stated policy of rendering help to the disadvantaged sections of the society of Jalpaiguri district.

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

Faculty members are always encouraged to arrange meetings and workshops for community empowerment.

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

The concept of consultancy services as understood commonly is not put to practice in the institution. However, a number of faculty members have engaged in consultancy services by delivering invited talks on different

aspects/areas of their expertise. The faculty members of the college are also occasionally hired as experts by different agencies. It is to be stressed here that all these services are offered free of cost.

The institute provides consultancy services to students to help them choose various career courses as well as to cope with psycho-social crises faced by them.

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?

As of now, there is no mechanism to generate revenue through consultancy.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

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

The institution believes that the holistic development of students may be attained by getting them involved in various extension activities and community services organized by the college through a number of wings like NSS, NCC etc. Steps are taken to translate the institutional vision into reality by encouraging the students to volunteer in the services by acting as cadets and volunteers in the wings. An Orientation Programme for the newly enrolled volunteers of NSS is organized to motivate them for undertaking social and community services. With this end in view, the college organizes a number of seminars, programmes on various socially relevant issues. Major activities aimed at orienting the students towards social and community services are the following:

1. Seminars are organized on a regular basis; experts from government as well as private agencies are invited for deliberation on contemporary issues. In particular, resource persons on legal-issues, gender-issues and career prospects are invited to deliver talks and interact with the taught.
2. The regular programmes like free blood check-up, health check up, plantation etc. are organized on a regular basis by the NSS for the welfare of the community. The students are encouraged to participate in these programmes which help them in inculcating the spirit of service. The NSS of the college arranged a blood donation camp on 28 November, 2013. The NSS volunteers, in collaboration with Jalpaiguri District Welfare Organization, organized a health camp for destitute girls in August 2012. Besides the regular programmes, the NSS also undertakes Special Camping Programme through the adoption of a specific

village/slum for different welfare programmes.

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

Since the social movements/activities are primarily undertaken through the wings like NSS, the involvement of students in various social activities are minutely recorded in the register maintained for the purpose. All these records are centrally shared with the Principal who maintains the record of data.

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

The overall performance and quality of the institute in a given academic year are discussed in the appropriate forum like the Teachers' Council Meetings, Meetings of Alumni Association, Student-Teacher Meeting and Governing Body Meetings which are held on a regular basis.

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 college initiates its outreach and extension programme mainly through its NSS and NCC wings. The College has 4 active units of NSS, Red Ribbon Club and NCC for organizing programmes throughout the year. At the beginning of every academic session, the NSS Programme Officers chalk out plans in consultation with the Principal for the extension and outreach programmes. These programmes are of two kinds—Regular Programmes and Special Camping Programmes. The regular programmes which include Blood donation camp, health check up, awareness camp, cleanliness drive etc. aim at the improvement of the overall condition of the locality. In addition to that, the Special Camping Programmes through which economically backward area/village is adopted for welfare and service of the people concerned.

Year	Allocation (for 04 Units) (i) Regular Programme ii) Special Camping Programme	Major Activities
2010-2011	i) Rs. 90000.00 ii) Rs. 90000.00	Sukanta Nagar, a nearby area has been adopted for community service (health facilities provided).

2011-2012	i)Rs. 90000.00 ii) Rs. 90000.00	Medical camps were organized at Kadobari High school for the people residing in the adjacent area.
2012-2013	i) Rs. 90000.00 ii) Rs. 90000.00	Medical Camps were organized at Bahadur Munna's Happy Home for the people of the adjacent area.
2013-2014	i)Rs. 90000.00 ii) Rs. 90000.00	i) A training programme on Arts and Crafts as a part of its community skill development initiative was organized. ii) Annual Camp was organized at Paharpur village for extending medical services.

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?

Benefits of NSS and NCC are communicated to the students during the Orientation Programme of the first year students. Advantages and procedures for participation into such programmes are advertised through notice boards and special displays. Faculties are also kept informed about the responsibilities of a Programme Coordinator and its benefits as far as their career advancements are concerned.

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

The social surveys and extension work are generally undertaken by the NSS Units in order to devise plans as per the requirement of the community. A questionnaire was devised to collect inputs from the people concerned on a number of issues like the access to public health care system, education and employability etc. These kinds of surveys are generally undertaken by the students under the supervision of the concerned faculty members. The findings of the surveys are utilized for devising plans for welfare programmes to be taken in the next phase. Special attention has been taken to address the

problems faced by the disenfranchised section of the society. The report of the survey has also been submitted to the SDO for information.

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

The extension activities undertaken by the college have visible impact not just upon the community where these works are undertaken, but also upon the student-participants. Their active participation and engagement in social/community welfare orient them not only towards inculcating the spirit of service for the community, but facilitate in their holistic development. The student volunteers of NSS units learn to work in groups and thus develop fellow feelings and self-less service to the society. Since the programmes were executed by the student-participants, they develop hand-on experience in management and thus leadership qualities are groomed. The academic experience thus is complemented by their participation in social activities and they acquire the learning skill for becoming good, responsible citizens with zeal for social work.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The College keeps in touch with the community through guardians of the students, local administration, eminent personalities, NGOs and District Welfare Organization.

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.

No such measures have been taken till date.

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.

NIL

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.

A number of faculty members of the college are carrying out their collaborative research works at national and international levels. Though the faculties have individual collaborators, the college has no mechanism or exchange programme to promote and sponsor collaborative research work.

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.

No such agreement has been made till date.

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.

NIL

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.

Programmes organized by various departments in the college during the last four years are given below:

1. 'Accreditation and Reaccreditation of Colleges by NAAC' held at P. D. Women's College, Jalpaiguri (February 26, 2010).
2. UGC Sponsored Training of Trainers (TOTS) Workshop under the Scheme Capacity building of Women Managers in Higher Education, (Sept 21-26, 2011).
3. UGC sponsored National Seminar on 'Resource Utilization, Land Use vis-a-vis Environmental Impact in India with special reference to Himalayan Foothills' organized by Dept. of Geography held at P. D. Women's College, Jalpaiguri (November 26-27, 2011).
4. UGC Sponsored Seminar on on 'Ethics in Practice' organized by Dept. of Philosophy held at P. D. Women's College, Jalpaiguri (December 22-23, 2011).
5. UGC Sponsored Seminar on 'Rabindra Nath O Biswa Manab' organised by Dept. of Bengali in collaboration with Jalpaiguri District Library (February 24-25, 2012).

6. UGC sponsored National Seminar on 'Anthropogenic Toxicants, Green Chemistry and Sustainable Development: An Interdisciplinary Approach' organized by Dept. of Zoology held at P. D. Women's College, Jalpaiguri (March 13-14, 2012).
7. UGC sponsored National Seminar on Women's Empowerment in India: Different Facets organized by CWS in collaboration with CDHI, (March 27-28, 2012).
8. Workshop on Stress Management organized by Carrer Counselling Cell of the college(August 8, 2012).
9. UGC sponsored National Seminar on 'Biotechnology for People: Applications and Awareness' organized by Dept. of Botany held at P. D. Women's College, Jalpaiguri (December 4-5, 2012).
10. UGC Sponsored Seminar on "Changing Society of Twentieth Century Bengal (from Historical Perspectives) with Special Reference to North Bengal" organized by Dept. of History at P. D. Women's College in collaboration with Maynaguri College, Jalpaiguri, on 26 – 28 September, 2013.
11. Workshop on Ornamental Fish Culture organized by Dept. of Zoology, March 28, 2015.
12. UGC Sponsored Seminar on "Border, Globalisation and Identity" organized by Dept. of English in collaboration with Indian Association for the Study of Australia (Eastern Region) (November 27-28, 2015).

In addition, Dr. Kanak Saha, an eminent scientist from the Inter-University Centre for Astronomy and Astrophysics (IUCAA), Pune, Govt. of India, has visited the college in 2015 and delivered a talk.

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

a) Curriculum development/enrichment N.A.

- b) Internship/On-the-jobtraining: N.A.
- c) Summer placement: N.A.
- d) Faculty exchange and professional development: N.A.
- e) Research: N.A.
- f) Consultancy: N.A.
- g) Extension: N.A.
- h) Publication: N.A.
- i) Student Placement: N.A.
- j) Twinning programmes: N.A.
- k) Introduction of new courses: N.A.
- l) Student exchange: N.A.
- m) Any other: NIL

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

With noticeable improvement in research facilities over the past five years or so, it is hoped that the college would manage to find new partners and linkages which would benefit its teachers and students in their research endeavour.

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

The following faculty members have been awarded Ph.D. degree during the period 2010-2015:

1. Dr. Shyamal Chandra Sarkar, Department of History, 13 May, 2015.
2. Dr. Uday Sankar Agarwalla, Department of Chemistry, awarded on 05 December, 2014.
3. Dr. Sukanta Das, Department of English, 10 May, 2014.
4. Dr. Debabrata Basu, Department of Political Science, awarded on April 25, 2014.

5. Dr. Somdatta Bhattacharyya, Department of Philosophy awarded on 04 December, 2012.
6. Dr. Manabendra Moitra, Department of Zoology awarded on 13 July, 2010.

The following faculty members have registered their names for Ph.D. award:

1. Sumana Mukherjee, Department of Economics, Visva Bharati University; Date of Registration: 27 December, 2009.
2. Sriparna Sarkar, Department of Geography, University of North Bengal; Date of Registration: 05 June, 2014.
3. Koyel Datta, Department of Bengali, University of North Bengal; Date of Registration: 11 September, 2014.
4. Shyam Das, Department of Physics, Jadavpur University; Date of Registration: 2014.
5. Pampa Roychoudhury, Department of Philosophy, University of North Bengal; Date of Registration: 28 March, 2012.
6. Rupan Sarkar, Department of History, University of North Bengal, (thesis submitted on 30 March 2015).
7. Koyela Ganguly, Department of Bengali, University of North Bengal.
8. Indrani Sengupta, Department of Philosophy, Mumbai University, Date of Registration: 22 October 2007.

Annexure: 3.1

Publications by faculties (since 2010):

Amrita Das, Department of Chemistry:

1. Study of Some Physicochemical Water Quality Parameters of Karola River, West Bengal - An Attempt to Estimate Pollution Status, Himangshu Shekhar Mandal, **Amrita Das** and Asish Kumar Nanda, International Journal of Environmental Protection, 2012, 2 (8) (16-22), ISSN- 2224-7777, peer reviewed, international.
2. Drinking water is still harmful of reopened Chamurchi tea garden; West Bengal, India., Himangshu Shekhar Mandal, **Amrita Das**, Sukti Bose,

Archives of Applied Science Research, 2012, 4 (1) (605 – 610), ISSN- 0975-508X, peer reviewed, international.

3. Conductivity is a contrivance to explore ion-pair and triple-ion structure of ethanoates in tetrahydrofuran, dimethyl sulfoxide and their binaries, Mahendra Nath Roy, Riju Chanda, Palash Chakraborty, **Amrita Das**, Fluid Phase Equilibria, 322-323, 2012, (159 – 166), ISSN-0378-3812, peer reviewed, international, **Impact Factor** – 2.379

4. Monitoring Water quality and pollution status of Kaljani River at Alipurduar Municipality in Jalpaiguri District, West Bengal, India, Himangshu Shekhar Mandal, **Amrita Das** and Asish Kumar Nanda, Advances in Applied Science Research, 2011, 2 (5), (158-166), ISSN-0976-8610, peer reviewed, international.

Dr. Anil Kumar Biswas, Department of Economics:

1. Gross National Happiness: The Unique Concept of Development in Bhutan, Anil Kumar Biswas, Himalayan Miscellany, vol 23, , pp. 37-46, 2012, ISSN. No. 0970-4922

2. Foreign Aid and Growth Trajectory in Bhutan: A Time Series Analysis, Anil Kumar Biswas, International Journal of Innovative Research and Development, vol. 4, Issue. 2, pp. 54-60, 2015, ISSN No. 2278-0211

Conference Proceedings:

1. Economic Transition in Medieval Bhutan, Anil Kumar Biswas, Modern Trends in and Basic Sciences, Sailen Debnath, Bhaskar Bagchi and Subhra Mishra, pp. 544-552, Publisher: Tandrita Bhaduri for Readers Service, 59/5A, Garfa Main Road, Kolkata 700075. ISBN No. 978-93-82623-51-9.

Dr. Bula Dutta, Department of Chemistry:

1. Effect of silver nanoparticle embedment on the frequency dispersive conductivity and electrical relaxation dynamics in dodecylbenzenesulfonic acid doped polyaniline, S Biswas, **B. Dutta** and S Bhattacharya, Journal of Materials Science (Springer), Vol. 49, 5910-5921, 2014, **Impact factor: 2.305**

2. Correlation of carrier localization with relaxation time distribution and electrical conductivity relaxation in silver-nanoparticle-embedded moderately doped polypyrrole nanostructures, S Biswas, **B. Dutta** and S Bhattacharya, Euro Physics Letters (IOP Publications), Vol. 105, 37003, 2014, **Impact factor: 2.753**

3. Consequence of silver nanoparticles embedment on the carrier mobility and space charge limited conduction in doped polyaniline, S Biswas, **B. Dutta** and S Bhattacharya , Applied Surface Science (Elsevier), Vol. 292, 420-431, 2014, **Impact factor: 2.538**

4. Dependence of the carrier mobility and trapped charge limited conduction on silver nanoparticles embedment in doped polypyrrole nanostructures, S Biswas, **B. Dutta** and S Bhattacharya, Journal of Applied Physics (AIP), Vol. 114, 143701, 2013, **Impact factor: 2.185**

5. Dependence of the carrier mobility and trapped charge limited conduction on Silver nanoparticles embedment in doped polypyrrole nanostructures, S. Biswas, **B. Dutta** and S Bhattacharya, Journal of Applied Physics (AIP), Vol. 114, 143701-11, 2013, ISSN No. 0021-8979, **Impact factor: 2.3**

Dr. Debabrata Basu, Department of Political Science:

Books:

1. India's Journey through Democracy towards Developmental goals, Successes, Blemishes and the Road Ahead, Publisher- LAMBERT Academic publishing, 2015, ISBN: 978-3-659-80382-6

Koyel Datta, Department of Bengali:

1. In Changing Society of Twentieth Century Bengal – Nakshalbari Andolon: Kichu Swapno O Kichu Swapnobhonger Akhyan, year of publication – November, 2013, total no. Of Pages – 11, (334-344) , ISBN : 978-81-8064-254-8, Editor – Shaymal Chandra Sarkar , Progressive Publishers.

2. In Relevance of Swami Vivekananda in 21st Century – Vivekanander Patraboli: Kichu Swapner Sandhan, year of publication – 2014 total no. of pages – 08 , 215 – 222 , ISBN – 978-93-83368-92-1 Editor – Smt. Iti Chattopadhyay , Dr. Bhaskar Jha, Dr. Tapash Mohanta , Publisher – Sanskrit Pustak Bhandar.

3. In Swadhinata Paroborti Bangla Kabita – Bangla Kabitay Nakshalbari Andolon year of publication – 11th August ,2015 , total no. of pages – 08 , (30-37) , ISBN – 978-93-830183-8- Editor – Dr. Chandan Khan , Publisher – Parimal Mitra Smriti Mahavidyalaya and Impression.

Koyela Ganguly, Department of Bengali:

Chapters in Books:

1. Samajtatwik Ashapurna in the book Bangla Sahitye Mohila Kathakarpublished by Deys Publication, Kolkata, 2012, ISBN: 978-81-295-

1467-7

Indrani Sengupta, Department of Philosophy:

Books:

1. Book titled “Sandhya sangeet Gaichhe Brikhalata”, Prativash Publication, Kolkata, 2015, Published by Prativash, Kolkata, 2015, ISBN-978-93-84265-54-0

Dr. Manabendra Nath Moitra, Department of Zoology:

1. Banerjee (Moitra) S, **Moitra MN** and Sanyal AK, 2010, A study on the ecology of soil mites in a solid waste disposal site at Kolkata, India. *Environment and Ecology*, **28** (1A): 347-351. (ISSN: 0970-0420) (NAAS rating 4.09)
2. **Moitra MN** and Banerjee S. 2012. Diversity of soil oribatid mites (Acari, Oribatida) at two different habitats in the foothills of Darjeeling Himalayas, West Bengal, India. In: *Resource Utilization, Land Use in Relation to Environment Impact in India*. Editors. S. Sarkar, R. Sanyal. pp. 36-44. (ISBN: 978-81-86860-68-7) (National)
3. **Moitra MN**, Sanyal AK and Chakrabarti S, Banerjee S. 2012, A study on application of group diversity to investigate and compare diversity of soil oribatid (Acari, Oribatida) communities at different sites. In: *Biodiversity Conservation: Fundamentals and Application*. Editors. H. Saha, M. L. Ghosh, G. Gangopadhyay, D. Saha, P. K. Singh, S. Sarkar, S. C. Das. Pp. 148-152. (ISBN: 978-9380663-57-9)(National).
4. **Moitra MN**, Sanyal AK and Chakrabarti S. 2012. On diversity and abundance of soil acarines with special reference to oribatid mites (Acari, Oribatida) at different altitudes in the Eastern Himalaya, India. In: *Biodiversitat und Naturlausstattung im Himalaya IV*. Editors. M. Hartmann and J. Weipert. pp. 107-119. (ISBN: 978-3-00-038976-4)
5. **Moitra MN**, Banerjee S, Sanyal AK. 2013. Observations on indicator species analysis of oribatid mites in three differently polluted sites and a forest floor in and around Kolkata, West Bengal, India. *Indian Journal of Social and Natural Sciences*, **2** (1): 44-50. (ISSN 2277-6117).
6. **Moitra MN**, 2013. On variation of diversity of soil oribatids (Acari: Oribatida) in three differently used soil habitats, a wasteland, a natural forest and a tea garden at northern plains of Bengal, India. *International Journal of Scientific and Research Publications*. **3(11)**: 1-12. (ISSN: 2250-3153) (Impact factor: 2.07)

7. **Moitra MN**. 2013. Biomedical ethics in human cloning – an overview in Indian context. *Indian Journal of Social and Natural Sciences*, **2(2)**: 172-177. (ISSN 2277-6117).
8. **Moitra MN**, Banerjee S, Sanyal AK. 2013. A study on group diversity as an assessment of biodiversity in soil microarthropod communities at four different habitats in and around Kolkata, West Bengal, India. In: *Biotechnology for people*, Ed. S. Mukherjee. pp. 30-38. (ISBN: 978-93-80663-86-9) (National).
9. Routh R, Chowdhury A, **Moitra MN**, 2013, A glimpse of diversity of butterfly fauna (Lepidoptera) in Jayanti forests and adjoining areas located at middle Duars region, West Bengal, India. in *Biotechnology for people*, Ed. S. Mukherjee. pp. 39-43. (ISBN: 978-93-80663-86-9)(National)
10. Sarkar SK, Chakraborty K, **Moitra MN**, 2014. Observation on abundance and group diversity of soil microarthropods with special reference to acarines at four differently used soil habitats. *International Journal of Scientific and Research Publications*. 4(11): 1-8. (ISSN: 2250-3153) (**Impact factor: 2.07**)
11. Sarkar SK, **Moitra MN**, Chakraborty K, 2015. A comparative study on population of soil microarthropods at two different habitats at Uttar Dinajpur, West Bengal, India. In: *Modern Trend in Social and Basic Sciences*, Eds. S. Debnath, B. Bagchi, S. Mishra, pp. 158-163. (ISBN: 978-93-82623-51-9) (National).
12. Sarkar SK, Chakraborty K, **Moitra MN**, 2015. A Study on Variation of Relative Abundances and Group Diversities of Major Soil Microarthropod Taxa at Four Different Sites in Uttar Dinajpur, West Bengal, India. *World Journal of Environmental Biosciences*, 4(1): 7-15. (ISSN: 2277-8047)
13. Rath PC, Chakraborty K, Nandi P, **Moitra MN**, 2015. Field efficacy of some new insecticides against rice stem borer and gundhi bug in irrigated rice ecology. *International Journal of Plant, Animal and Environmental Sciences*, **5 (2)**: 94-96. (ISSN: 2231-4490) (**Impact factor: 1.0280**)
14. Roy GC, Chakraborty K, Nandi P, **Moitra MN**, 2015. Pros and Cons of Curcumin as Bioactive Phyto-Compound for Effective Management of Insect Pests. *American Scientific Research Journal for Engineering, Technology, and Sciences*, **7(1)**: 31-43. (ISSN: 2313-4410) (**Impact factor: 0.167**)
15. Sarkar SK, Chakraborty K, **Moitra MN**, 2015. On regional variability of major soil microarthropod groups at four different edaphic systems in the

northern alluvial plains of Bengal, India. *Asian Journal of Biological and Life Sciences*, 4(1): 65-70. (ISSN: 2278-747X).

Books:

1. Diversity of soil oribatids in relation to altitude and edaphic factor. 2015. (ISBN: 978-3-659-71543-3), Manabendra Nath Moitra, Asok Kanti Sanyal, Samiran Chakrabarti. Lambert Academic publishing, OmniScriptum GmbH & Co. KG, Heinrich-Böcking-Str. 6-8, 66121, Saarbrücken, Germany.

Namita Sarkar, Department of Sanskrit:

1. 'Uttarbanger Loukik Aitijhya: Prasango Ghambira o Charak Mela, Chaturthobarta, Vol III, No. 1, 34-36, January 2013, National, ISSN: 2319-1325.

Dr. Nanda Banerjee, Department of Bengali:

Chapters in books:

1. *Swami Vivekananda- Prachya o Paschatya* in Relevance of Swami Vivekananda in 21st Century, pp. 203-214, 2014, National, ISBN: 978-93-83368-92-15.

2. *Kobitay ponchas o sather chinho* in Swadhinata Paroborti Bangla Kabita, pp. 116-125, 2015, ISBN – 978-93-830183-8

Pampa Roychoudhury, Department of Philosophy:

1. *Ahimsa and Anekanta in Jaina ethics and their relevance in 21st century*, Proceedings of the Indian Journal of Social and Natural Sciences(GBRF), pp. 178-183, 2013, ISSN No. 2277-6117, peer-reviewed.

2. *Swami Vivekanander Boijanik Samajchetana o Manabdharma*, Changing Society of Twentieth Century Bengal, pp. 417-422, 2013, ISBN No.978-81-8064-254-8

3. *Swamijir Dharmanirapekshata o tar Prasangikata*, Relevance of Swami Vivekananda in 21st Century, pp. 194-202, ISBN No. 978-93-83368-92-1.

4. *Paribesh Rakshai Dharma*, SURYODOY, pp. 1-12, Reg no-S/IL87999.

Dr. Prity Dolai, Department of Mathematics:

1. Prity Dolai, Internal wave scattering by a thin vertical barrier in a stratified fluid, *Int. J. Appl. Mech. Engg.*, **20**, no. 3, 471-485, 2015, **Impact Factor 1.35**, International, ISSN: 1425-1655.
2. Prity Dolai, Wave generation in two fluid medium in the presence of running stream and inertial upper surface, *Bull. Cal. Math. Soc.*, **107**, no. 1, 49-66, 2015, National, ISSN: 0008-0659.
3. Prity Dolai, Scattering of internal waves by a vertical barrier in a channel of stratified fluid, *Indian Journal of Theoretical Physics*, **62**, no. 2, 35-52, 2014, National, ISSN:0019-5693
4. Prity Dolai and D.P. Dolai, Internal wave diffraction by a strip of elastic plate on the surface of a stratified fluid, *Int. J. Appl. Mech. Engg.*, **18**, no. 1, 5-26, 2013, **Impact Factor 1.35**, International, ISSN: 1425-1655.
5. D.P. Dolai and Prity Dolai, Interface wave diffraction by bottom undulations in the presence of thin vertical barrier in lower fluid, *Journal of Technology*, **42**, 1-25, 2011, National, ISSN: 1211-1111.
6. Prity Dolai, Diffraction of internal waves by a strip on the surface of a stratified fluid, *Journal of Technology*, **42**, 27-47, 2011, National, ISSN: 1211-1111.
7. D.P. Dolai and Prity Dolai, Interface wave diffraction by bottom undulations in the presence of a thin plate submerged in lower fluid, *Int. J. Appl. Mech. Engg.*, **15**, no. 4, 1017-1036., 2010, International, ISSN: 1425-1655.

Dr. Ranjan Sharma, Department of Physics:

1. *Gravitational collapse in spatially isotropic coordinates*, M. Govender, R. Bogadi, **R. Sharma** and S. Das, to appear in *Astrophys. Space Sci.* (2015), **Impact Factor: 2.263**, arXiv: 1312/2906v1 [gr-qc].
2. *Gravitational collapse of a circularly symmetric star in an anti-de Sitter space-time*, **Ranjan Sharma**, Shyam Das, Farook Rahaman and Gopal Chandra Shit, *Astrophys. Space Sci.*, **359**:40 (9 pages), 2015; DOI: 10.1007/s10509-015-2486-1, **Impact Factor: 2.263**.
3. *Non-commutative geometry inspired 3-dimensional charged black hole solution in an anti-de-Sitter background spacetime*, Farook Rahaman, Piyali Bhar, **Ranjan Sharma** and Rishi Kumar Tiwari, *Eur. Phys. J. C*, **75**: 107, (11

pages), 2015, **Impact Factor: 5.084.**

4. *A class of conformally flat solutions for systems undergoing radiative gravitational collapse*, **Ranjan Sharma**, Shyam Das and Ramesh Tikekar, *Gen. Relativ. Grav.*, **47**: 25, (14 pages), 2015, **Impact Factor: 1.771.**

5. *Modified Finch and Skea stellar model compatible with observational data*, D. M. Pandya, V. O. Thomas and **R. Sharma**, *Astrophys. Space Sci.*, **356**, 285-292 (8 pages), 2014, **Impact Factor: 2.263.**

6. *Exact solutions in $(2 + 1)$ -dimensional anti-de Sitter space-time admitting a linear or nonlinear equation of state*, Ayan Banerjee, Farook Rahaman, Kanti Jotania, **Ranjan Sharma** and Mosiur Rahaman, *Astrophys. Space Sci.*, **355**, 353-359 (7 pages), 2014, **Impact Factor: 2.263.**

7. *Relativistic stellar model admitting a quadratic equation of state*, **R. Sharma** and B. S. Ratanpal, *Int. J. Mod. Phys. D*, **22**: 1350074, (15 pages), 2013, **Impact Factor: 1.741.**

8. *Collapse of a relativistic self-gravitating star with radial heat flux: Impact of anisotropic stresses*, **R. Sharma** and S. Das, *Journal of Gravity*, **2013**, Article ID: 659605 (8 pages), 2013.

9. *Relativistic model for strange quark star*, M. Kalam, A. A. Usmani, F. Rahaman, Sk. M. Hossein, I. Karar and **R. Sharma**, *Int. J. Theor. Phys.*, **52**, 3319-3328 (10 pages), 2013, **Impact Factor: 1.184.**

10. *Finch-Skea star in $(2+1)$ dimensions*, A. Banerjee, F. Rahaman, K. Jotania, **R. Sharma** and I. Karar, *Gen. Relativ. Grav.*, **45**, 717-726 (10 pages), 2013, **Impact Factor: 1.771.**

11. *Strange stars in Krori-Barua space-time*, F. Rahaman, **R. Sharma**, S. Ray, R. Maulick and I. Karar, *Eur. Phys. J. C*, **72**, 2071 (9 pages), 2012, **Impact Factor: 5.084.**

12. *Space-time inhomogeneity, anisotropy and gravitational collapse*, **R. Sharma** and R. Tikekar, *Gen. Relativ. Grav.*, **44**, 2503 – 2520 (18 pages), 2012, **Impact Factor: 1.771.**

13. *Non-adiabatic radiative collapse of a relativistic star under different initial conditions*, **R. Sharma** and R. Tikekar, *Pramana-j. of phys.*, **79**, 501-509 (9 pages), 2012, **Impact Factor: 0.649.**

14. *Singularity free dark energy star*, F. Rahaman, R. Maulick, A. K. Yadav, S. Ray and **R. Sharma**, *Gen. Relativ. Grav.*, **44**, 107- 124 (18 pages), 2012, **Impact Factor: 1.771**.

15. *A class of interior solutions corresponding to a (2+1) dimensional asymptotically anti-de Sitter space-time*, R. Sharma, **F. Rahaman** and I. Karar, *Phys. Lett. B*, **704**, 1-4 (4 pages), 2011, **Impact Factor: 6.131**.

16. *Geometry, equation of state and the collapse of a star*, R. Tikekar and **R. Sharma**, *Mathematics Today*, **26**, 105-111, 2011.

17. *A class of solutions for anisotropic stars admitting conformal motion*, F. Rahaman, M. Jamil, **R. Sharma** and K. Chakraborty, *Astrophys. Space Sci.*, **330**, 249-256 (8 pages), 2010, **Impact Factor: 2.263**.

Publications in conference proceedings:

18. *Spacetime inhomogeneities and gravitational collapse*, **R. Sharma**, Proceedings of the 7th International Conference on Gravitation and Cosmology (ICGC 2011), IOP Publishing, Journal of Physics: Conference Series, **484**, 012023, 2014.

19. *Dissipative inhomogeneous collapse of an anisotropic star*, **R. Sharma**, Lambert Academic Publishing, Germany, 36-43, 2011, ISBN No. 978-3-8443-9165-7; Proceedings of the Conference on Astrophysics and Astroparticle Physics held at the University of North Bengal during 27-28 January 2011.

Rupan Sarkar, Department of History:

Chapters in books:

1. Colonial Urbanization in North Bengal: A Case Study of Englishbazar Town. In: *Changing Society of Twentieth Century Bengal* (Ed. S. Sarkar); Progressive Publishers, Kolkata: ISBN: 978-81-8064-254-8, May 2014.

2. Inglezabad theke English Bazar: Nagarayaner Itihasi. In: *Banglar Sahar* (Eds. S. Bhowmick and A. Chakraborty)

Dr. Sanatan Bhowal, Department of English:

1. Sanatan Bhowal, "Lawrence and the Question of Dender in Our Times", *Etudes Lawrenciennes-45-*, pp. 141-160, 2014, ISBN: 978-2-84016-217-9, ISSN: 0994-5490

Books:

1. Sanatan Bhowal, Lawrence and the Contemporary Thinkers: A Study in Correspondence; Lambert Academic Publishing, August 2015; ISBN: 978-3-659-77539-0.

Dr. Sekhar Chatterjee, Department of Economics:

1. Rural Banking Services: Inadequate for the Target Groups, Vol no. 4(1),24-32, International, ISSN:2141-420

2. Rural Banking Services:An Illusive Reality, Vol. 21, No3, 92-104, Dec.2012, National, ISSN:0972-1185.

Books:

1. Dr. Sekhar Chatterjee and Dr.Anil Bhuimali, Banking at the Grassroots, Abhijeet Publications, New Delhi, 2011, ISBN:978-93-81136-47-8.

Dr. Saswati Chakraborty, Department of Philosophy:

1. Saswati Chakraborty,Creation of *Rasa* or Aesthetic Experience: The Aim of Indian Art, Philosophical Papers, pp.110 – 120, 2014, ISSN: 0976 4496.

Dr. Shanti Chhetry, Department of Economics:

Books:

1. *Progress at Whose Cost? Development Induced Displacement in West Bengal (1947-2000)*, Walter Fernandes, **Shanti Chhetry and Satyen Lama**, Published by North Eastern Social Research Centre, Guwahati 2012, ISBN-13: 978-81-922-3496-0

Dr. Sheela Datta Ghatak, Department of Zoology:

1. Datta Ghatak S., 2012,'Dreadful Detriment: River Karala and its Fish Diversity; Biodiversity: Threats and Conservation Through Traditional and Biotechnological Approaches', pp.209-214. ISBN: 978-93-80663-59-9.

2. Datta Ghatak S.,2013,' The unhygienic life style of slum-dwellers in Jalpaiguri: a heaven for *Dermatophagoides* sp.' Indian J. Soc. Nat. Sci. ,2(1), pp.37-43. ISSN: 2277-6117.

3. Datta Ghatak S.,2013,' Climate Change in Squalid Urban-Slums: A Heaven for Dreadful Pathogens Cause Health Hazards': Environment and its Impact on Society, pp. 53-57. ISBN: 978-93-5126-892-

Chapters in Books:

1. Datta Ghatak S, 2015: Swarnapate “Kiratbhumi”, pg. 179, ISSN: 2393-9214

Dr. Shriparna Mukherjee, Department of Botany:

1. Chakraborty R., Kumar A., Saha Bhowal S., Mandal A K., Tiwary B K., and Mukherjee S., **Diverse gene cassettes in class 1 integrons of facultative oligotrophic bacteria of river mahananda, west bengal, India.** *PLoS ONE*, 8, e71753 (2013). Impact factor: 3.53.

2. **Mukherjee S.**, Kumar D., Nanda A K., and Chakraborty R. 16S rRNA gene sequence analyses of the metagenome derived from waters of river Mahananda at Siliguri: An approach to understand bacterial diversity. *Indian J Biotechnol.*12, 80-87 (2013).Impact factor: 0.51

3. Kumar, A., Mukherjee, S., and R. Chakraborty. Characterization of a novel trimethoprim resistance gene, *dfr A28*, in class 1 integron of an oligotrophic *Acinetobacter johnsonii* strain, MB 52, isolated from river Mahananda, India. *Microb Drug Resist.* 16(1), 29-37 (2010). **Impact factor: 2.52**

Chapters in books:

1. Mukherjee, S., and R, Chakraborty. Trimethoprim stress resistance by class I integron borne altered dihydrofolate reductase gene cassette of an *E. coli* isolate **of Torsa River**. In U. Chakraborty and B. N. Chakraborty (eds.), *Stress Biology*, Narosa Publishing House, New Delhi, India, 2015, pp 128-134. ISBN 81-7319-665-6.

2. Chakraborty R., Kumar A., **Mukherjee S.**, Saha Bhowal S., Mandal A K., and Tiwary B K. Oligotrophic bacteria of river Mahananda: Spanning reservoir of integron – borne gene cassettes coding for diverse proteins including antibiotic – **resistance**. In S. Mukherjee (ed.), *Biotechnology for People*, Levant Books, Kolkata, India, 2013, pp 50 – 59. ISBN 978-93-80663-86-9.

Shyam Das, Department of Physics:

1. *Gravitational collapse in spatially isotropic coordinates*, M. Govender, R. Bogadi, R. Sharma and **S. Das**, to appear in *Astrophys. Space Sci.* (2015), **Impact Factor: 2.263**, arXiv:1312/2906v1 [gr-qc].

2. *Gravitational collapse of a circularly symmetric star in an anti-de Sitter*

space-time, Ranjan Sharma, **Shyam Das**, Farook Rahaman and Gopal Chandra Shit, *Astrophys. Space Sci.*, **359**:40 (9 pages), 2015; DOI: 10.1007/s10509-015-2486-1, **Impact Factor: 2.263**.

3. *A class of conformally flat solutions for systems undergoing radiative gravitational collapse*, Ranjan Sharma, **Shyam Das** and Ramesh Tikekar, *Gen. Relativ. Grav.*, **47**: 25, (14 pages), 2015, **Impact Factor: 1.771**.

4. Collapse of a relativistic self-gravitating star with radial heat flux: Impact of anisotropic stresses, R. Sharma and **S. Das**, *Journal of Gravity*, **2013**, Article ID: 659605 (8 pages), 2013.

5. *Observation of Meyer-Neldel(MN) rule in the low frequency conductivity study of Palladium(Pd) and Palladium-Silver(Pd-Ag) bimetallic compound*, **Shyam Das**, Arkaprabha Bhattacharjee, Moumita Das and Ankur SenSharma, *Indian Journal of Multidisciplinary Academic Research*, Vol-1, No-2, 2014, (ISSN -23479884),(National).

Dr. Shyamal Chandra Sarkar, Department of History:

1. Sarkar, S.C., "A Historical Case Study on Jalpaiguri District (1901-1971): Growth of Population & Its Effects on Society", *Twentieth Century Bengal Seminar Volume*, Md. Mahbubar Rahman, Institute of Bangladesh Studies, Rajshahi University, Rajshahi: ISBN: 978-984-33-1492-5, March 2010, pp. 915-927

2. Sarkar, S.C., "Democratic Movement in Berubari of Jalpaiguri District to Preserve the Identity", *Deccan Review*, An International Multidisciplinary Journal of Humanities and Social Science, Referred Journal, (ISSN 2278-506X) Volume II, July-August 2012, pp. 1-12

3. Sarkar, S.C., "Effects of Globalization on Education in India", *Journal Academe*, UGC-Academic Staff College, H.P. University, Shimla: ISSN: 2229-6581, January 2013, pp. 47- 51

4. Sarkar, S.C., "Role of Leftists in Workers Movement in Jalpaiguri District in Post Colonial India (1947-1953)", *BARNALIPI*, ISSN 2249-2666, an Interdisciplinary Online International journal and is an Open Access Peer Reviewed (Refereed) Journal (Indexed / listed on Websites of Reputed Universities / Organizations Worldwide), Volume II, Issue-VI, Howrah-Kolkata: April 2013, pp. 108-118

5. Sarkar, S.C., "Growth and Development of Trade Union Movement in Jalpaiguri District in Colonial India", *International Journal of Human Resources Management and Labor Studies*, American Research Institute for

Policy Development, Volume 1, ISSN XXXX-XXXX, Madison, WI 53714, United States: June 2013, pp. 46-53 (fully double blind referred international journal and is under the monitoring of world's reputed indexing organizations like ISI, Scopus and PubMed)

6. Sarkar, S.C., "Nature of the Workers Movement in Jalpaiguri District in Colonial India", *Research Revolution*, An Online International Research Journal, open access research journal, ISSN: 2319-300X, Volume – I, Issue-11, Indore Nagar, M.P.: August 2013, pp. 19-21

7. Sarkar, S.C., "The Condition of Tea Garden Workers of Jalpaiguri District in Colonial India", *International Journal of Advance Research*, IJOAR, Org, Open Access Peer Review, Volume 1, Issue 8, August 2013, Online: ISSN 2320-9151, pp. 14-25

8. Sarkar, S.C., "Role of Swami Vivekananda to build the 'National Integration'- an alternative thinking to the dominant European Paradigm", Prasango: Vivekananda (Selected Essays on Swami Vivekananda), Edited by Dr. Arindam Sinha, *Book Centre*, Santiniketan: December 2013, pp. 214-224

9. Sarkar, S.C., "The Role of Women in Tebhaga Movement in Jalpaiguri District and to preserve their Identity", *African Journal of History and Culture*, a peer reviewed open access International journal Volume 6, Number 9, November 2014, ISSN 2141-6672, p.p. 175-182

10. Sarkar, S.C., "La cambiante sociedad bengali en el siglo XXI (desde perspectivas historicas) con especial referencia a Bengala del Norte", *Historia, voces y memoria*, Ciudad Autonoma de Buenos Aires - Republica Argentina, 8 October 2015, ISSN 1852-5369 (impresa), ISSN 2346-9471 (en linea), pp. 148-149

Books published:

1. Sarkar, S.C. (Edited), 'Changing Society of Twentieth Century Bengal', Progressive Publishers, Kolkata: ISBN: 978-81-8064-254-8, May 2014

Sisodhara Syangbo, Department of English:

Conference Proceedings:

1. Sisodhara Syangbo, Empowering Women- A Reading of Chitra Banerjee Divakaruni's *The Palace of Illusions* , International Conference on the Modern trends in Social and Basic Sciences, Modern trends in Social and Basic Sciences , Pages 1025-1031 , 2015 , ISBN 978-93-82623-51-9

Dr. Somdatta Bhattacharyya, Department of Philosophy:

1. Somdatta Bhattacharyya, "Impartiality: a moral issue in Psychotherapy", *Philosophical Papers, Journal of Department of philosophy, University of North Bengal*, volume no.VII, p 115-123, 2010, National, ISSN 0976-4496.
2. Somdatta Bhattacharyya, "Construction and de-construction of 'mad' woman", News Letter, Center for Women's studies, P.D.Women's College, Jalpaiguri, vol. no 2, 2011.

Conference Proceedings:

1. Somdatta Bhattacharyya, "Women's Right: A Myth", *Indian Journal of Natural Sciences*, Self as Associate guest editor along with Chief editor: Dr.Prithwiraj Jha, Gour Banga Research Forum, Volume 2, Issue 2, this issue contains selected papers presented in the UGC sponsored national seminar on "Ethics in Practice" held on 22nd& 23rd December, 2011, p 201-208, 2013, ISSN 2277- 6117.

Books:

1. Somdatta Bhattacharyya, Confidentiality and Neutrality in Psychotherapy: A Philosophical Review, Papyrus, 2014, ISBN 971-81-90360-5-0.

Chapters in books:

1. Somdatta Bhattacharyya, "Phenomenology- meaning- psychotherapy", *Phenomenological Meaning*, ed by Dr.Debika Saha & Dr.Laxmikant Padhi, p 137-148, Northern Book Center, New Delhi, 2014, ISBN 81-7211-334.
2. Somdatta Bhattacharyya, "Pagolini Katha", *Pagol othoba Soulname*, p36-40, Oihik, Kolkata, 2014, ISSN 2319-5460.

Sriparna Sarkar, Department of Geography:

Books/ Monographs:

1. Effect of Recurring Flood Hazard on the Vulnerable Groups in Jalpaiguri District of West Bengal, in **Mapping Hazard and Disaster**; N.B.U. SAP Monograph, No.-3 (ed. S. Sarkar); pp. 145-150. ISBN- 978-81-921692-3- 1, 2012

Conference Proceedings:

1. Edited volume:- Resource Utilization, Land Use in Relation to Environmental Impact in India (Ed.) Sriparna Sarkar and Rubi Sanyal

(2012); N. L. Publishers, Siliguri, West Bengal, India. ISBN: 978-81-86860-68-7.

Dr. Sukanta Das, Department of English:

1. Das, Sukanta. "Morichjhapi Revisited: Fictionalizing History in Amitav Ghosh's *The Hungry Tide*". *The Criterion*, Vol-III, issue-III, September 2012.

Conference Proceedings:

1. Sukanta Das. "Crossing the Fence: Exploring Identity in Amitav Ghosh's *The Hungry Tide*" Ed. Dr Abu Siddik, "Representation of the Marginalized in Indian Writings in English", ISBN: 978-93-84671-13-6

Chapters in books:

1. Sukanta Das: "Understanding Female Subject in Amitav Ghosh's *The Shadow Lines*" pp. 205-220, Ed: Adamu pangmeshi and Blossom N. Fondo, "Rewriting Her Story: Critical Essays on the Female Subject in the Colonial and Postcolonial World" Kenscholars Publishing, USA, 2015, ISBN: 978-0692549452.

2. Sukanta Das: Beyond the Patriarchy (?): A Study of Amitav Ghosh's *The Shadow Lines*" pp. 265-276 Ed. Ketaki Dutta, "*New Literatures in English: Fresh Perspectives*" The Book World: Kolkata, 2011. ISBN: 978-81909991-6-8

Sumana Mukherjee, Department of Economics:

1. A Note on Population Growth and Environmental Pollution, Sumana Mukherjee, MS ACADEMIC, Vol. 4, 62-70, 2014, ISSN No. 2229-6484, International.

2. Role of Micro Finance Programmes in Women Empowerment, Sumana Mukherjee, Bihar Economic Journal, Vol. 3, 33-39, 2014, ISSN no. 2230-8970, National.

3. Transformation of Agriculture in West Bengal under the New Economic Policy Regime: A District Level Analysis (1980-81 to 2006-07), Sumana Mukherjee, MS ACADEMIC, Vol. 4, 120-134, 2014, ISSN No. 2229-6484, International.

4. A Study of Crop Dynamics and Diversification in West Bengal over 1980-81 to 2004-05, Sumana Mukherjee, The IUP Journal of Agricultural Economics, Vol. VII, 51-74, 2010, ISSN No. 0973-2276, National.

Conference proceedings:

5. *Primary Education in West Bengal: An Analytic Perspective*, Sumana Mukherjee, Two-Day National Seminar on 'Contribution of Education in employment and earnings: A comparative analysis' organized by the Department of Economics, Mahatma Gandhi College, Lalpur, Purulia, in collaboration with the Department of Economics, Sidho-Kanho-Birsha University, Purulia on 7-8th November, 2014, 2015, National.
6. *Socio-Economic Impact of Women Empowerment with special emphasis on Micro-finance Programmes*, Sumana Mukherjee, UGC sponsored National Seminar on 'Women's Empowerment in India: Different facets', organized by the Centre for Women's Studies, P.D.Women's College in collaboration with Centre for the Development of Human Initiatives (CDHI), Jalpaiguri on 27-28 March, 2012, pp. 49-60, 2013, National.

Dr. Swaswati Das, Department of History:

Books:

1. Dr. Swaswati Das, *Prachin O Adi Madhya Juger Bharat*, Mitram, Kolkata, 2013, ISBN 978-93-80036-45-8,

Edited Conference Proceedings:

1. Proceedings of the National Seminar in Women's Empowerment in India Different Facets. Edited by: R. Kar/Sheela Dutta Ghatak/Dr. Swaswati Das.

Swadhin Jha, Department of History:

Conference Proceedings:

1. Jha, Swadhin (2011)- '*Swadhinotar Kale Jalpaiguri Jelar Udbastu Somosya*; Itihas Anusandhan -25, Paschimbanga Itihas Samsad, Kolkata. ISBN-978-81-910874-1-3; pp 554-560.
2. Jha, Swadhin (2012) - '*Abibhakta Uttor Banglar Abhibasi Samaj o Artho-Samajik Bibarton (1900-1931)*'; Itihas Anusandhan -26, Paschimbanga Itihas Samsad, Kolkata. ISBN- 978-81-910874-2-0; pp 397-398.
3. Jha, Swadhin (2013)- '*Swadhinottor Kale Uttarbonger Terai o Samotoler Prathom Nri-gosthi Andoloner Bikah O Biloy : Uttar Khanda Andolan*' Paschimbanga Itihas Samsad, Kolkata. ISBN-978-81-910874-3-7; pp 537-548.
4. Jha, Swadhin (2014)- '*Bharatiya Jati-Rashtra Nirman o JAti Sattar*

Andolan: Bharatiya Sanskritik Mithaskriya Na Ki Bharatiya Sanskritik Bhinnata; Itihas Anusandhan -28, Paschimbanga Itihas Samsad, Kolkata. ISBN- 978-81- 910874-4-4; pp 505-513.

Other (Non-refereed) Publications:

1. Dr. Swaswati Das, News Letter Vol. II, No. II, Year 2011. Simone de Beauvoir, 9th January, 1908 to 4th April, 1986), Published by Centre for Womens' Studies, ISBN/ISSN No.: NIL
2. Indrani Sengupta, Title: FEMINIST ETHICS; WOMEN'S VOICES, News Letter, Volume II, No. 2, Center For Women's Studies, P.D. Women's College, Jalpaiguri
3. Dr. Swaswati Das, Department of History, " Surrogacy-Problem and Prospect of Motherhood", Women's empowerment in India: Different Facets, pp. 75-80, 2012
Debjani Sengupta, Heparment of History, book titled "Binsha Shataker Tebhaga Andolon-e (undivided) Jalpaigurir Nari-ra".
4. Debjani Sengupta, Department of History, book titled "Lothal theke Mukutmanipur", Mandakranta Publicatopn, Kolkata-700009.
5. Sumana Mukherjee, Primary Education in West Bengal: An Analytic Perspective, Proceedings of a two-Day National Seminar on 'Contribution of Education in employment and earnings: A comparative analysis' organized by the Department of Economics, Mahatma Gandhi College, Lalpur, Purulia, in collaboration with the Department of Economics, Sidho-Kanho-Birsha University, Purulia on 7-8th November, 2014, 2015.
6. Sumana Mukherjee, Socio-Economic Impact of Women Empowerment with special emphasis on Micro-finance Programmes, Proceedings of theUGC sponsored National Seminar on 'Women's Empowerment in India: Different facets', organized by the Centre for Women's Studies, P.D.Women's College in collaboration with Centre for the development of Human Initiatives (CDHI), Jalpaiguri on 27-28 March, 2012, pp. 49-60, 2013
7. Dr. Sheela Datta Ghatak: Prakriti Pujar Swaralipi, pp 1-96, A. G. Publications, Jalpaiguri, 2014.

Annexure: 3.2

Ongoing and completed projects (2010-2015):

Amrita Das:

1. Investigation of some Physico – Chemical Properties of Water to determine the Pollution Status in Jalpaiguri District, West Bengal, Minor Research Project (on going), sanction date: 12.4.14, sanctioned amount Rs. 500000

Dr. Bula Dutta:

1. Novel polymer electrolyte nanocomposites with homogeneously dispersed inorganic nanoparticles- Synthesis, characterization and electrical study, UGC (Minor project), December 2011 to December 2013 (Two Years), sanctioned amount: 1,85,000.00.

2. Synthesis, Characterizations, Optical and Electrical Properties of Functionalized Liquid-Like Nanoscale Hybrid Ionic Materials, Sanctioned amount: 14, 28000.00. Duration: August 2015 to August 2018, DST(Start-up Research Grant for Young Scientists).

Dr. Debabrata Basu:

1. MRP: UGC reference no. F.PHW-148/09-10 (ERO), Title of Research Project: Participatory Democracy at the turn of the century in rural West Bengal: A study of Development, Poverty and Governance issues in the District of Jalpaiguri, Grant approved and expenditure incurred during the period of the report: Total amount approved Rs. 134000.00.

Brief objective of the project: To observe and analyze the factors that stand in the way of effective participation in the rural panchayats of Bengal and what impact it may have on the incidence of poverty, governance issues and overall empowerment process.

Koyel Datta:

Ongoing MRP, UGC, March-2014, 1,40,000.00. The Title of the Project – Bangla Kathasahitye Tebhagar Pratibadi Swarswati Das: MRP titled “Religious Shrines of Jalpaiguri Sadar Sub-Division, completed on 2012. Grant received Rs. 1, 02,000.00.

Overall goals of the project:

Jalpaiguri is a very big District consisting of Thirteen Blocks. Four Blocks, i.e., Jalpaiguri Sadar Block, Maynaguri, Rajganj and Dhupguri Blocks

have been chosen for studying the religious Shrines. The Architectural beauty of the Temples and the Images engraved on the body of the Temples attract not only the Students of History but also Tourists at large. Different Churches and Mosques of this area have been studied as well. A very interesting fact is that there in an intermingling of Culture everywhere. In all Festivals mostly it is found that the people from different Religious Order participate here and thus develop a strong bond among themselves. Thus we find Tribal Cultures have an opportunity to be one with the Culture of the Upper Caste Hindus.

Pampa Roychoudhury:

1. MRP: Role of Self-Help Groups; A Case study of Kalchini Blocked in the District of Jalpaiguri (Published in 2010). Secularism in Jaina and Buddhist Philosophy and their relevance in 21st Century-March 2014. Grant received: Rs. 45000.00.

Dr. Prity Dolai:

1. Ongoing Minor Research Project: A study of some scattering problems in stratified fluid. Duration of the MRP: June 2014 to June 2016. Grant received: Rs. 1,35,000.

Goals of the project:

The main issues of this project have some following significant effect in the literature.

- The scattering of surface waves or interface waves by barriers are generally used as simple models of break water to protect sheltered area (viz. harbor, sea port, sea beach etc.) by reflecting back the incident waves into the rough sea.
- It is well known that in the mouths of some of the Norwegian fjords there exists of fresh water over salt water. Such fjords consist of a layer of fresh water above a deep expanse of salt water. To build submerged tunnels across these fjords and as such study of interactions of interface waves with long obstacles becomes important.
- Also it may be mentioned that the problems of scattering internal wave have some significance in the design of long floating airports on the surface of a stratified ocean.

Dr. Sanatan Bhowal:

1. Completed one UGC-Sponsored Minor Research Project titled Speaking the Subaltern: A Study of Mahasweta Devi's The Right of the Forests and Chotti Munda and His Arrow.

The total amount granted by UGC for the Project is Rs. 1, 22,000.

Overall goal of the project:

A probe into the question of the subaltern in contemporary critical discussions, contextualizing it in the text of Mahasweta's two great novels on subaltern life.

Dr. Saswati Chakraborty:

MRP: Completed UGC Minor research project entitled "Aesthetic Experience in Indian Tradition: An Inter-art Dialogue" on 08.09.2014. Grants Received: Rs.1, 50,000.00 (Rs. One lakh and fifty thousand only)

Goal of the Project:

Volumes of work have already been done till date on aesthetic experience on different isolate forms of art. The Goal of this project was to establish 'Aesthetic Experience' as an 'Inter-Art Dialogue' by showing that aesthetic experience is possible from all forms of art.

Dr. Sekhar Chatterjee:

1. Accessibility of RRBs to the Marginalized People- A Case Study: Completed UGC sanctioned MRP in 2012.

Goals of the project:

The access of the banks is out of reach to the poor people in the rural villages. The rural areas thus are being neglected and the really needy small and marginal farmers will be left high and dry without any benefit from huge amounts flowing into the agricultural sector. In this context this project aims at exploring the access of RRBs to the weaker section of the society. This is the overall goals of the project.

Dr. Sheela Datta Ghatak:

1. Received support from UGC, Sanction letter No. and date: FPSW-121/09-10(ERO) dated 08-10-2009, amount approved and utilized: Rs. 1,09,500.00.

Title of the project: Study of Genotoxicity in rivers of Jalpaiguri Tea Belt using Comet Assay and Micronucleus Test on Fish.

Dr. Shriparna Mukherjee:

1. Funding Agency: UGC Title of the project: Screening eubacterial

(especially members of *Enterobacteriaceae*) isolates from a city- waste polluted river Karala, Jalpaiguri, for NDM-1 genes and search for NDM-1 sequence divergence Amount sanctioned: Rs. 4, 95, 000.00. Duration: 2yrs

Goals of the project:

This project aims towards a better understanding of the role of a city-waste polluted river like Karala as a reservoir of NDM-1 producers, intended for the role of river water as a medium of dissemination of resistant genes and also for the quick estimation of the carrier state of NDM-1 producers to predict its genetic spread.

Dr. Shyamal Ch. Sarkar:

1. UGC Sponsored Minor Research Project Completed, Sarkar, S.C., 'Workers Movement in Jalpaiguri District (1934-1947)', 20 July 2013, UGC Grant- Rs. 1,17,500.00.

Goals of the project:

The insights derived from this research project will help in formulating new policy for the streamlining of various programmes initiated in the tea garden. Moreover the social relevance of the study can be located in the way it offers important points upon which to draw relevant policy decisions. The purpose of this Research Project work is to inform action. It is my hope that this work may help the students a methodical system for questioning their established way of thinking and doing things. This study should seek to contextualize its findings within the larger body of research. The society is devoted to the involvement of social workers, other social work faculty, and social work students in research and to promotion of human welfare through research and research applications. Publishing of this work may be one initial step to make this research known to the global community. Other proactive measures can be taken to encourage the uptake of evidence-based interventions.

2. Ongoing UGC Sponsored Minor Research Project: Sarkar, S.C., "A Historical Case Study on Berubari-Bangladesh Boundary Problem and Identity Crisis and Its Impact on Chhitmahal Dwellers (1947-1977)", UGC Grant- Rs. 1,60,000

Goals of the project:

A major goal of this work is reflects hegemonic attitude of a big neighbor to its small counterpart. It seems that India is trying to stretch its hegemony over Bangladesh like Bhutan or Nepal. We have the experiences of US-Mexico and Israel-Palestine which is enough to signal a threat to

Bangladesh which can only worsen stability in this region. The work will try to posit the Beriberi-Bangladesh Border problem and Identity crisis and its impact on Chhitmahal (enclave) dwellers and effective border management and maintenance of peace and tranquility.

Sriparna Sarkar:

1. MRP awarded on 01.03.2015. UGC Grant Rs. 300,000.00. Title of ongoing UGC-MRP “Effects of Environmental Degradation in Fluvial Dynamics in the Jaldhaka- Duduya Watersheds, Jalpaiguri District, West Bengal.”

Goals of the Project:

The Jaldhaka- Duduya Watershed faces different problems which are generated by interaction of various physical and anthropogenic factors, caused by certain processes related to rapid urbanization and developmental work. Activities related to rapid urbanization and developmental processes in upper catchments aggravate already existing problems of soil erosion, landslides and floods in the study area. Problems take serious turn due to prolonged monsoon rains in the area and geologically unstable structure. The study aims at studying and analyzing the problems of soil erosion and floods and correlating different parameters of deteriorating fluvial environment and suggesting effective remedial measures.

Dr. Somdatta Bhattacharya:

1. UGC granted MRP on “Man-woman relationship: A Philosophical Review with special reference to Tagore”. Sanctioned amount: Rs. 2,80,000.00.

Goal of the project:

The central issue of this project has enormous significant relevance in the present society. It is noteworthy that in spite of the unrest mentioned above, we cannot but to admit that it is a natural instinct and common psyche of human (both man and woman) to become involved with the opposite sex, to have expectation for both mental and physical support from one's partner and last but not the least, enjoying a heavenly moment with each other without which one feels absolutely unhappy, desolated and lonely life sometime leading to a state of deep depression. So it is a very significant question to address that which factors are important that are pulling man and woman towards attraction and repulsion?

In this journey the PI would like to take the recourse of great Indian poet Kobiguru Rabindranath Tagore who believes that a poet who wishes to see beauty everywhere must love the earth. In his vast literary works, Tagore very significantly discusses, analyzes and discovers many facets of human

relationship. In his writings we may observe the tendency of going beyond the current, orthodox trend of his days. Again we may find a little conservative thinking and opinion regarding women education which is taken as a very important factor in case of man-woman relationship. There is no doubt in holding that looking at the human psyche we may admit that love is the most significant binding factor which attracts and keep together a man and a woman.

Dr. Sukanta Das:

1. Completed one UGC-sponsored Minor Research project (MRP) on the topic "Towards an Alternative Historiography: A Study of Amitav Ghosh's Novels". The UGC allocated Rs. 90000/- for the said project (No. F.PHW-079/07-08 (ERO), dated 21. 02.2008.)

Goals of the project:

The said project made a critical survey of Amitav Ghosh's novels to trace and explore how the novelist offers an alternative historiography. In so doing the project highlights on the new critical idiom and vocabulary to interrogate the conventional historiography that seeks to stereotype the popular discourse. The project endeavoured to offer new insights into the exploration of colonial and postcolonial version of history.

2. Currently working on a UGC-sponsored Minor Research Project (MRP) on the topic "A Study on the Interface between Sexual Violence against Women and Popular Culture". The amount sanctioned by UGC: Rs. 250000.00 (UGC sanction letter no: F.PHW-182/13-14, Date: 18.03.2014)

Goals of the project:

The aim of this Project is to launch an incisive study into the interface between sexual violence perpetrated against women and popular culture. The rampant rise of violence on women may not be explained unidimensionally, and it may be analysed and understood through multi-dimensional approach. The excessive sexualaization of culture makes women victim of sexual atrocity, and the project seeks to undertake critical study of the interrelationship between the prevalent culture and sexual attack upon women.

Sumana Mukherjee:

1. Title of the MRP: Factors Influencing Crop Diversification in West Bengal: A District level Analysis. Received a Grant of Rs. 1,24,000.00 from UGC.

Goals of the project:

To identify the factors determining crop diversification both at the state and at the district level in West Bengal.

Dr. Uday Sankar Agarwalla:

1. UGC sponsored MPR titled "Transition Metal Complex Catalyzed Oxygenation Reactions" completed during the period from 16.11.2009 to 15.05.2011. Amount granted: Rs.1,41,000.00.

Goals of the project:

Selective transformation of 'inert' C-H bonds to other functional groups has far-reaching practical implications, ranging from fine chemical synthesis to the replacement of current petrochemical feedstocks by less expensive and more readily available alkanes. Over the last few decades, extensive efforts have been made in this direction. Many examples of C-H bond activation at transition-metal centres, often under remarkably mild conditions and with high selectivity have been reported. Although selective and efficient catalytic systems have been developed, in most of the cases, the 'green' aspects of these systems are questioned. For examples, majority of these catalytic systems utilize hazardous terminal oxidants such as peracids, iodosylarenes, periodates etc. Thus, development of profitable practical and green applications is the need of the hour.

The project work has successfully dealt with the issues compiled above. Herein, oxidation of hydrocarbons has been achieved with 'mild' and environmentally benign hydrogen peroxide (H_2O_2). Moreover, the catalyst ($LDH-WO_4$) emerges as an useful solid-supported catalyst for selective epoxidation of alkenes. Oxidation of alcohols, another important industrial process, has also been achieved by $LDH-WO_4/H_2O_2$ system. This highlights the potential of solid-supported catalytic systems for useful C-H bond activation strategies that will ultimately allow us to exploit Earth's alkane resources more efficiently and cleanly.

Annexure 3.3

Year-wise list of MRPs:

Sl. No	Duration	Title of the project	Name of the faculty and subject	Funding Agency	Total grant (Rs.)
1.	2009-11	Speaking the subaltern: A study of Mahasweta Devi's 'The Right of the Forest' and 'Chotti Munda and His Arrow'.	Dr. Sanatan Bhowal (English)	UGC	122000
2.	2009-11	Transition metal complex catalyzed oxygenation analysis	Dr. Uday Sankar Agarwalla (Chemistry)	UGC	141000
3.	2009-12	Accessibility of the regional rural bank to the marginalized people: a case study	Dr. Shekhar Chatterjee (Economics)	UGC	97000
4.	2009-11	Religious shrines of Jalpaiguri sadar sub-division	Dr. Saswati Das (History)	UGC	102000
5.	2009-11	Participatory Democracy at the turn of the century in rural West Bengal: A study of Development, Poverty and Governance issues in the District of Jalpaiguri	Dr. Debabrata Basu (Political Science)	UGC	134000
6.	2009-11	Utilization of health care	Dr. Sharmistha Mukherjee	UGC	102000

		facilities in Jalpaiguri	(Geography)		
7.	2009-11	Biomonitoring of genotoxicity in rivers of Jalpaiguri tea belt using fish	Dr. Sheela Datta Ghatak (Zoology)	UGC	109500
8.	2011-13	Novel polymer electrolyte nanocomposite with homogeneously dispersed inorganic nanoparticles-synthesis, characterization and electrical study.	Dr. Bula Dutta (Chemistry)	UGC	185000
9.	2011-13	Sustaining the ecosystem from below: a study of community activism and forest governance in the district of jalpaiguri.	Dr. Sourish Jha (Political Science)	UGC	72000
10.	2011-13	Workers' movement in Jalpaiguri district (1934-1947)	Dr. Shyamal Chandra Sarkar (History)	UGC	117500
11.	2012-14	Aesthetic experience in Indian tradition: an inter-art dialogue	Dr. Saswati Chakraborty (Philosophy)	UGC	150000
12.	2012-14	Factors influencing crop diversification in West Bengal: A district level analysis	Smt. Sumana Mukherjee (Economics)	UGC	124000
13.	2013-15	Investigation of some physicochemical properties of water	Smt. Amrita Das (Chemistry)	UGC	402500

		to determine the pollution status in Jalpaiguri district			
14.	2013-15	A study of some scattering problems in a specified fluid	Dr. Prity Dolai (Mathematics)	UGC	135000
15.	2013-15	Secularism in Jaina and Buddhist Philosophy and their relevance in 21 st century	Smt. Pampa Roychowdhury (Philosophy)	UGC	130000
16.	2013-15	Man-woman relationship: a philosophical review with special reference to Tegore	Dr. Somdatta Bhattyacharyya (Philosophy)	UGC	240000
17.	2013-15	'Banglar kotha sahitye tebhagar protibadi swar	Smt. Koyel Datta (Bengali)	UGC	140000
18.	2013-15	A study on the interface between sexual violence against women and popular culture	Dr. Sukanta Das (English)	UGC	205000
19.	2014-16	Screening eubacterial (especially members of Enterbacteriaceae) isolates from a city-waste polluted river Korola, Jalpaiguri NDM-1 genes and search for NDM-1 sequence divergence	Dr. Shriparna Mukherjee (Botany)	UGC	445000
20.	2014-16	Effects of environmental degradation in fluvial dynamics in the Jaldhaka-Duduya	Smt. Sriparna Sarkar (Geography)	UGC	250000 (150000)

		watersheds, Jalpaiguri district, West Bengal			
21.	2014-16	A historical case study on Berubari-Bangladesh boundary problem and identity crisis and its impact on Chhit-mahal dwellers (1947-1997)	Dr. Shyamal Chandra Sarkar (History)	UGC	160000
	Major Research Project		Major Research Project		
	Duration	Title	Name of the faculty and subject	Funding agency	Amount granted
1.	2015-2018	Synthesis, Characterizations, Optical and Electrical Properties of Functionalized Liquid-Like Nanoscale Hybrid Ionic Materials	Dr. Bula Dutta (Chemistry)	DST	1428000

**CRITERION IV:
INFRASTRUCTURE AND
LEARNING RESOURCES**

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 College, since its foundation, has played a pioneering role in the adaptation of policies which help to create and enhance infrastructure to facilitate effective teaching-learning processes. Keeping in mind the demands of the stakeholders, the Principal and the Governing Body decide upon introduction of new courses and subjects. Renovation and construction of structure are done after consultations with the Building Committee, in accordance with guidelines of the State Govt. and directives of UGC.

4.1.2 Detail the facilities available for:

a) Curricular and Co-curricular Activities- Classrooms, technology enabled learning spaces, conference room, tutorial spaces, seminar libraries, laboratories, Animal house, specialized facilities and equipment for teaching, learning and research etc.

- **Classrooms:** There are altogether 36 classrooms, apart from departmental rooms, science laboratories and the laboratory of the Computer Science Department. The classrooms can accommodate 65-70 students on an average. The bigger classrooms can accommodate 160-180 students each. All the classrooms are well-ventilated, allowing sufficient sunlight, ideal for crowded classrooms. Four classrooms have audio facilities.
- **Technology-enabled Learning Spaces:**
- **The Library:** The College Library utilizes a total space of 833.16 sq.metres, with a fairly spacious Reading Room for students and a separate reading space for teachers. The library was renovated and refurbished to provide for more storage space and extend reading room for students and teachers. The College library has about 31000 old and new text books and reference books. A number of peer-reviewed national and international journals are also available at the library. The College Library functions as a 'Knowledge Centre' for accessibility and has developed on modern lines as a vital resource of learning for students and teachers. The library uses Numeric Decimal System based on the 19th Dewey System for cataloguing of books and journals. Local Area Network (LAN) using specially designed software has been procured for the library. The Online Public Access Library (OPAC) has been available to the faculty and internet facility is available to all users. Digitized library cards are issued to students, which is used as

students' identification. The Library, in order to help students in preparing for university exams, provides photocopies for syllabi and question papers at nominal cost.

- **Local Area Network (LAN):** The College has installed LAN with High Configuration Server. This enables fast flow of data across computers installed with internet connection in all laboratory-based departments, the two staffrooms, the Library and the Office. Internet connection in computers of all lab-based departments, staffrooms and library help the faculty to browse and download study materials and to remain informed of research activities, seminars, symposia and workshops elsewhere. The Science departments and the Department of Geography have been provided with laptops and LCD projectors for developing and using power point presentations and multimedia in classes.
- **Seminar Halls:** Separate seminar hall has not yet been available. The Student's Common Room and two of the large classrooms are used as seminar halls, whenever required.
- **Tutorial Spaces:** Student's Reading Space in the Library.
- **Laboratories:** All Science departments (Departments of Botany, Chemistry, Computer Science, Mathematics, Physics and Zoology) have their separate laboratories; the Department of Geography also has its laboratories. All laboratories have sufficient number of scientific equipments and apparatuses.
- **Animal House:** Nil.
- **Specialized facilities and Equipment for Teaching, Learning and research, etc.:** Teachers who are carrying on research work with MRP funding use the college library. They also browse internet from the computers provided in the staffrooms for study materials or research articles. Teachers of science subjects use laboratories in their respective departments.

b) Extra-Curricular Activities- Sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public Speaking, communication skills development, yoga, health and hygiene, etc.

- **Sports, Outdoor and Indoor games:** The College started teaching Physical Education as a General Course subject from 2009 onwards and from its initiation students coming from rural areas have taken keen interest in athletics and certain outdoor games. The College has a lawn of its own which is used for practice sessions, for outdoor games like basketball, badminton, kho-kho and kabadi. Facilities for indoor games are not available at present.
- **Gymnasium and Auditorium:** Nil.

- **NSS and NCC:** The College has 4 units of NSS and one unit of NCC at present. The NSS and NCC have their individual places in one of the staffrooms for storing their papers and equipment. From this place they carry on their extension activities.
- **Public Speaking System:** Four large classrooms are installed with public speaking systems.
- **Communication Skills Development:** Not available
- **Yoga:** Not available.
- **Health and Hygiene:** There is no separate Health and Hygiene unit in the College. First aid boxes are available with the NSS and the College hostel. The Jalpaiguri Welfare Organization located adjacent to the college and physicians offering voluntary service to the Organization have always extended their helping hand in offering medical help to students. Certain cases are referred to Jalpaiguri Sadar Hospital and private nursing homes.

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 amounts spent during the last four years (enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned extensions, if any)

The limited space of the College caters to the growing needs of students and teachers, as far as practicable. The College functions from 10:15 am to 5 pm. All the rooms are occupied throughout the college hours. Increase in the intake capacity of different departments under instructions of U.G.C. necessitates regular improvement and development of the existing infrastructure. The Development Committee, Building Committee and Purchase Committee of the college plan purchase of items/equipments/extension and repair of existing structure in a way to suit needs of the students.

The facilities augmented during the last 5 years are:

- a) All six laboratories (Botany, Chemistry, Computer Science, Geography, Physics and Zoology) have been upgraded with advanced laboratory equipments and have been given adequate space to function effectively.
- b) A small meteorological station has been constructed for Department of Geography, with essential meteorological equipments.
- c) Two new classrooms and separate staffrooms for Departments of Physics, Chemistry and Mathematics.
- d) Repair of the roof of Chemistry laboratories and refurbishment of fire-safety measures of the Chemistry laboratories.
- e) Re-construction and repair of laboratories of Departments of Botany and Zoology.

- f) Areal extension of the college library with roof trussing.
- g) Repair work of the oldest block of the College hostel.
- h) Extension of the Malancha Building of the college hostel complete with a separate dining hall.
- i) Repair work of the kitchen and drains of the college hostel. Fire safety measures of the kitchen have been improved.
- j) Construction of a separate wing of toilets for students and repair of the existing student's toilets.
- k) Repair of floors of the Principal's Chamber, College office and staff rooms. Repair of floors of the Main Building under BADP in 2011.
- l) Repair of toilets of staffrooms and the toilet used by non-teaching staff.
- m) Repair of the college boundary wall.
- n) Construction of slides along the stairs of the Main Building and Geography Department.
- o) CCTV covering different parts of the campus has been installed at the College.

The College Authority ensures that the existing infrastructure is optimally utilized by the faculty and students. Feedbacks are sought from the faculty and stakeholders from time to time and efforts are made to augment the existing facilities and infrastructure as far as practicable.

Master Plan of the College is enclosed in Annexure 9 (e)

Specific examples of the facilities developed/augmented and the amount spent during the last four years:

Years	Sl.	Facilities developed/augmented	Amount spent (Rs.)
2010-11	a.	Repair work of the Main Building	982989.00
	b.	Repair of the roof of a building of the college hostel	180000.00
	c.	Purchase of superior quality benches and desks, audio system and podium for large classrooms	355000.00
	d.	Purchase of equipments for all science departments.	330000.00
2011-12	a.	Installation of CCTV	110000.00
	b.	Installation of a small meteorological centre at the Department of Geography	75000.00
	c.	Extension of the Malancha Building of hostel	1639360.00
	d.	Fencing of College garden	182768.00

	e.	Improvement of fire safety measures at the College and Hostel	120000.00
	f.	Repair and renovation of the Student's canteen	110000.00
	g.	Purchase of laboratory equipment	2001790.00
2012-13	a.	Extension and repair work at Departments of Chemistry and Botany	1215741.00
	b.	Repair of the college boundary wall	340089.00
	c.	Purchase of equipments for all science departments	1516334.00
	d.	Repair work of the Student's Union Room	60000.00
	e.	Purchase of desk and benches	108000.00
2013-14	a.	Purchase of equipments for Physical Education classes	28440.00
	b.	Construction of new laboratory and staffroom for Physics Department	377904.00
	c.	Purchase of laboratory equipment	488450.00
2014-15	a.	Purchase of furniture for the new classrooms	100698.00
	b.	Construction of a new lab. in Chemistry Department	122135.00
	c.	Construction of slides along staircases of Main Building and Department of Geography	90350.00
	d.	Purchase of laboratory equipment	951512.00

4.1.4 How does the college ensure that the infrastructure facilities meet the requirement of students with physical disabilities?

Ramps have been constructed along staircases of the Main Building and Department of Geography. There are plans to add editions of certain text and reference books to help visually impaired students from the coming academic session.

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

- **Hostel Facility:** Accommodation available in the three blocks of the hostel with tight security with one Superintendent-in-Charge and one Matron. Wholesome meals are provided at nominal expenses. Clean and green environment surrounds the campus. Of the three blocks of the hostel, one wing is used exclusively by the first year students. There is very amiable relation between the inmates. Group activities like Freshers' Welcome, Farewell to outgoing third year students,

annual picnic, Saraswati Puja take place every year. All the inmates take part in these activities with great enthusiasm.

- **Recreation Facilities: gymnasium, yoga centre, etc.**-Not available.
- **Hostel Administration:** The Principal of the College is the ex-officio in-charge of the college hostel. The College Hostel has a Out-house Superintendent-in-Charge and an in-house Asst. Superintendent supported by a matron. The last Out-house Superintendent-in-Charge has retired recently; the college will do the needful to fill this post within a short time.
- **Computer facility, including access to internet in hostel-** Computers and internet facility are not available in the College Hostel.
- **Facilities for Medical Emergency-**The College has ensured service of a registered medical practitioner of the town as its Part Time Medical Officer, who is contacted whenever required. Emergency cases are referred to Jalpaiguri Sadar Hospital and private nursing homes of the town.
- **Library facilities in the College Hostel-** Not available.
- **Internet and Wi-fi facility-** Not available.
- **Recreational Facility- Common room with audio-visual equipments** –Common Room facility with a TV and newspapers available.
- **Available Residential facility for the staff and occupancy-** Residential facility is available for teaching and non-teaching staff. The Principal has a quarter allotted to her/him at the 1st floor of the Main Building. There are two blocks of apartments within the campus for accommodation of teachers, which can house ten families; at present seven of them are occupied. Apart from these, there are two quarters for non-teaching staff alongside the two blocks of apartments.
- **Security-**A security guard hired from a security agency has been deployed at the main gate of the College. There are also night guards at the gates and at the College Hostels, ensuring round-the-clock security. CCTV has been installed at the Principal's Chamber for maintaining safety and security within the campus.

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?

The College has ensured the service of a registered medical practitioner as its Medical Officer, whose services are available in emergencies. There is a sick room in the college which is used temporarily for students who fall sick during exams. First aid equipments are available in the college and the College Hostel. The four NSS units organize annual health camps for physical check-up of students and staff, which include pressure,

height weight and general check up and blood group test of all students and staff.

4.1.7 Give details of the Common Facilities available on the campus—spaces for special units like IQAC, Grievance Redressal Unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.:

- **IQAC:** After the first assessment of NAAC in September, 2004, the NAAC Steering Committee was established with a view to assure the effective functioning of the College as per the recommendations suggested by the NAAC Peer Team. The IQAC was established on 24.11.2012; since its inception, it has been acting with full vigor and enthusiasm. The IQAC has been provided adequate technological support and space to carry out its work.
- **Grievance Redressal Unit:** The College has a Grievance Redressal Cell to take note of grievances and complaints of the students and their parents/wards, or members of different sections of the society. The students approach members of the Cell with their complaints and grievances regarding academic matters, college fees, awards and scholarships, library and similar matters. The members of the IQAC listen to the students' complaints and proposals and try to sort out the problems within a short time in a judicious manner. The Cell tries its best to maintain good coordination between teachers, students and Office and Library staff.
- **Women's Cell:** The Centre for Women's Studies was inaugurated in 2007. The aim of the CWS is to study and assess issues pertaining to gender disparities, sexual harassment and empowerment of women in and around the district. A well furnished room has been allotted to the CWS in the one storey building adjacent to the Principal's Chamber. The Centre is equipped with a desktop computer, telephonene, Almirah and book racks. The Centre has in its collection more than 200 books on women's issues.
- **Counselling and Career Guidance: Career and Counselling Cell of the College:** The Career and Counselling Cell of the College has been conducting workshops on regular basis on
 - i) Psychological counselling of students;
 - ii) Counselling for stress management;A separate room (no. 5) in the ground floor of the main building has been allotted to the Career and Counselling Cell. Employment

journals in English and Bengali are available in the allotted room for consultation. A desktop computer with internet connection has been made available to the Cell.

- **Placement Unit:** Not available.
- **Health Centre:** The College has ensured the service of a registered medical practitioner as its Medical Officer; whose services are available in emergencies. There is a sick room in the college which is used temporarily for students who fall sick during exams. First aid equipments are available in the college and the College Hostel. The four NSS units organize annual health camps for physical check-up of students and staff, which include pressure, height weight and general check up and blood group test of all students and staff.
- **Canteen:** There is a Student's Canteen within the campus supplying tea and snacks/tiffin to students at nominal rates. The canteen has been provided with electricity and water connection free of cost. The furniture is also supplied by the College. Both students and teachers eat at the canteen.
- **Recreational spaces for staff and students:** Not available
- **Safe drinking water facility:** Aqua-guards have been installed at different parts of the Main Building, including the two staffrooms, office, library and at the top floor. A heavy duty aqua-guard has been installed at the ground floor for supplying safe drinking water especially to students. Aqua-guards have also been installed at the college hostel.
- **Auditorium:** Not available.

1.2. Library as a Learning Source:

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

Yes. The college has a Library Committee, consisting of the Librarian, senior teachers, Secretary of the Teachers' Council, H.O.D.-s and one of the office staff. The Library Committee considers development proposals of the library, budget allocations to various departments and policy decisions. It also provides directions for a structured and balanced growth of the library and to

provide improved facilities and innovative services. Allocation and utilization of funds and introduction of developmental programs and requirements of the users are addressed and approved by the Library Committee.

- Significant initiatives have been taken by the Library Committee to enhance the collection of books and journals in the Library and to render it student/user-friendly.
- Areal extension of the Library to accommodate more books and to increase the space of Students' Reading Room.
- Cataloguing of all the collections according to the Numeric Decimal System based on the 19th Dewey System.
- Local Area Network (LAN) using specially designed software has been procured for the library.
- The Online Public Access Library (OPAC) has been available to the faculty and internet facility is available to all users.
- Individual password and user id have been distributed to faculty for the access of online journals and e-journals through N-List programme of INFLIBNET.
- Digitized library cards are issued to students, which may be used as by them as identity cards.
- There are 6 computers for public access. Internet access for students is available from 10 am to 5 pm.
- Reprographic facilities for students (for scanned/downloaded material only) have also been made available to the library users.
- Both loaning and reference facilities available for students and staff/faculty.

4.2.2 Provide details of the following:

- **Total area of the Library (in sq. metres):** 388.16 sq.metres
- **Total seating capacity:** 60
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation):**10am-5pm. Library remains closed during vacations and holidays.
- **Layout of the Library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources):** Individual reading carrels are available for teachers only. Reading room facility is available for students. IT zone is available for all users.

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:

The Library Committee meets on a regular basis and decides on the purchase/acquisition of new books and journals. Allotment of grants is made according to need of respective departments. The books/journals purchase is done by utilizing U.G.C. Grants/College funds. The books are purchased either by individual departments or centrally by the Librarian of the College. Considering the non-availability of important text and reference books with the book suppliers and the unnecessary delay on their part in supplying library books, the library committee has decided to purchase a certain percentage of books from online sellers.

Addition made in Library holdings	2010-11		2011-12		2012-13		2013-14		2014-15	
	Nu mbe r	Tot al cost	Nu mbe r	Tot al cost	Nu mbe r	Tot al cost	Nu mbe r	Tot al cost	Nu mber	Total cost
Text books	295	75031	391	100254	112	66428	498	129560	415	101843
Reference books	70	30735	70	20526	66	14092	92	19635	113	17972
Journals/P eriodicals	25	9541	25	10002	-	6538	8	6235	11	7584
e-resources	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Any other (specify)	Nil	Nil	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:** Yes
- **Electronic Resource Management package for e-journals:** No
- **Federated searching tools to search articles in multiple databases:** No
- **Library Website:** Nil
- **In-house/remote access to e-publications:** No
- **Library automation:** Yes
- **Total number of computers for public access:** 6
- **Total numbers of printers for public access:** 1

- **Internet band width/ speed:**

2mbps 10 mbps 1 gb

- **Institutional Repository:** Yes
- **Content management system for e-learning:** No
- **Participation in Resource sharing networks/consortia (like Infflibnet):** No

4.2.5 Provide details on the following items:

- **Average number of walk-ins:** 400
- **Average number of books issued/returned:** 300
- **Ratio of library books to students enrolled:** 9: 1
- **Average number of books added during last three years:** 438
- **Average number of login to opac (OPAC):** 150
- **Average number of login to e-resources:** N.A.
- **Average number of e-resources downloaded/printed:** 40
- **Number of information literacy trainings organized:** Nil
- **Details of “weeding out” of books and other materials:** Not done on regular basis

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts:** Nil
- **Reference:** Yes
- **Reprography:** Yes
- **ILL (Inter Library Loan Service):** Not available
- **Information deployment and notification (Information Deployment and Notification):** Nil
- **Download:** Yes
- **Printing:** Yes
- **Reading list/ Bibliography compilation:** No
- **In-house/remote access to e-resources:** Yes
- **User Orientation and awareness:** Yes
- **Assistance in searching Databases:** Yes
- **INFLIBNET/IUC facilities:** No

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

The Librarian and other library staff assist students and teachers of the college in the following ways:

- i) Computers, internet and reprographic facility.

- ii) Library staff helps the readers to trace books according to their respective catalogue number through specially designed software, according to subject code.
- iii) Reading room for students and separate reading space for teachers.
- iv) The practice of 'demand slip' ensures the reader about the issue and availability of the book required.
- v) Issuing of digitized library cards to students helps in tracking defaulters. Defaulters are not allowed to fill up forms for university exams, unless they produce clearance certificate from the Librarian.
- vi) 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.

There are no special facilities offered by the library to the visually/physically challenged persons at present.

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?)

Feedback from students and faculty is generally obtained verbally. Sometimes students inform of their grievances and suggestions through the Grievance Redressal Cell, or through the teachers of their respective departments. The faculty offers their suggestions, if required, verbally at the TC Meetings. The Library Committee takes note of the complaints and suggestions and takes necessary steps to make the College Library more 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) - 58** (details given below).
- **Computer-student ratio- 1: 60**
- **Total number of computers in teaching departments – 41**

- **Stand alone facility- 12**
- **LAN facility-** The College has installed LAN with high configuration server. Installation of server based local area network (LAN) facility provides fast flow of data across computers. Internet connection has

been given to all science and lab-based departments to browse and download study materials, research papers and seminar/workshop/symposia notifications/ university admission notifications/ employment news, etc.

- **Wifi facility** – Nil
- **Licensed software** – 07
- **Number of nodes/computers with internet facility** – 58
- **Any other** – Nil

The College has a total number of 58 computers (including laptops which have been given to all science and lab-based departments). All computers, including those given to the office are interconnected through LAN support. The College has procured a number of licensed software for processing data by the office as well as for protection of data. Internet facility is provided through high speed Broadband connections.

Available Hardware:

A: Teaching Departments:

1. Computers

Sl no.	Department	Node Name	Configuration	Brand	Monitor
1.	Botany	PC-1	DUAL CORE/2GB/500GB	DELL	LED
2.	Chemistry	PC-1	AMD Sem/2GB/500GB	ASM	LED
		PC-2	DUAL CORE/1GB/80GB	COMP AQ	CRT
		PC-3	P-4/1GB/40GB	COMP AQ	CRT
3.	Mathematics	PC-1	DUAL CORE/512MB/80GB	COMP AQ	CRT
		PC-2	DUAL CORE/2GB/500GB	HP	LED
		PC-3	AMD Sem/2GB/500GB	ASM	CRT
4.	Physics	PC-1	DUAL CORE/2GB/500GB	HP	LED
		PC-2	DUAL CORE/2GB/500GB	HP	LED
5.	Geography	PC-1	DUAL CORE/2GB/500GB	HP	LED
6.	Zoology	PC-1	DUAL	HP	CRT

			CORE/1GB/16/GB		
7.	C O M P U T E R S C I E N C E	PC-1	DUAL CORE/1GB/160GB	HP	CRT
		PC-2	DUAL CORE/1GB/160GB	HP	CRT
		PC-3	DUAL CORE/1GB/160GB	HP	CRT
		PC-4	P-4/1GB/40GB	COMP AQ	CRT
		PC-5	DUAL CORE/1GB/160GB	HP	CRT
		PC-6	DUAL CORE/1GB/160GB	HP	CRT
		PC-7	DUAL CORE/1GB/160GB	HP	CRT
		PC-8	DUAL CORE/1GB/160GB	HP	CRT
		PC-9	DUAL CORE/2GB/160GB	HP	CRT
		PC-10	DUAL CORE/2GB/500GB	COMP AQ	LED
		PC-11	CORE i3/2GB/500GB	DELL	LED
		PC-12	DUAL CORE/1GB/160GB	COMP AQ	CRT

2. Laptops:

Sl.no.	Department	MAKE	MODEL	Ram	HDD
1.	Chemistry	Toshiba	Dual Core	4 GB	HDD 500 GB
2	Geography	HP-630	I 3	4GB/DDR3	320GB SATA
3.	Physics	Lenovo	I 3	4 GB	HDD 500GB
4	Zoology -1	Lenovo	I 3	4 GB	HDD- 500GB
5.	Zoology-2	HP-630	TC-73	4GB/DDR3	320GB SATA

3. Printers

Sl. No.	Department	Model	Brand	Seial no.
1.	Botany Printer-2	LBP2900B	CANON	S/N- NHPA603687

2.	Chemistry Printer-1	HP L1020	HP	S/N- CNC2103819
3(a).	Computer Science: Printer-1	HP P1505n	HP	S/N- VNC4B00937
3(b).	Computer Science	HP G2410	HP	S/N- CN88WS3231
3.	Mathematics: Printer-1	LBP2900B	CANON	S/N- MBGA632899
4.	Physics: Printer-1	LBP2900B	CANON	S/N- MHPA231198
5.	Zoology: Printer-1	HP L1020	HP	S/N- CNCH545823

4. Projectors:

Sl.no.	Department	Model	Quantity
1	Botany	OPTOMA Ex-550	1
2	Chemistry	OPTOMA Ex-550	1
3	Physics	OPTOMA Ex-550	1
4	Zoology	OPTOMA Ex-550	1
5	Geography	OPTOMA Ex-550	1

B. Non-Teaching Departments:

1. Desk top Computers & Laptops

Sl. No.	Location	Node Name	Configuration	Brand	Monitor
1.	Principal's Chamber	PC-1	i3/2GB/500GB	HP	LED
		PC-2	i3/2GB/160GB	COM PAQ	CRT
2.	Office	PC-1	CORE i3/2GB/500GB	HP	LED
		PC-2	AMD Sem/2GB/500GB	HCL	LED
		PC-3	AMD Sem/2GB/500GB	ASM	LED
		PC-4	DUALCORE/1GB/160GB	ASM	LED
3.	Staff Room-1	PC-1	CORE 2DUO/1GB/160GB	HP	CRT
		PC-2	DUAL CORE/2GB/500GB	HP	CRT
	Staff Room-2	PC-1	DUAL CORE/1GB/160GB	HP	LED
		PC-2	DUAL CORE/1GB/160GB	HP	CRT
4.	Bursar	PC-1	DUAL CORE/2GB/500GB	HP	CRT
5.	IQAC	PC-1	DUAL CORE/2GB/500GB	HP	CRT
6.	Principal's Office	Laptop	HP I3 4GB/500GB	HP	LED

2. Details of Printers in Non-teaching Departments:

Sl.no	Department	Model	Brand	Sl. No.	
1.	Principal's Chamber	Printer -1	HP Pro MFP M128fn	HP	S/N- CNB7GBV37P
2.	Office	Printer -1	LBP2900 B	CANON	S/N- CNC2103819
		Printer -2	HP L1022	HP	S/N- VNRJ6B70JB
4.	Bursar	Printer -1	LBP2900 B	CANON	S/N- MBGA632899
5.	IQAC	Printer -1	LBP2900 B	CANON	S/N- MHPA231198

3. Hardware in Library:

Department	Node	Configuration	Brand	Monitor	Printer
L	PC-1	DUAL CORE/2GB/500GB	HP	LED	TVS
	PC-2	COREi3/2GB/500GB	HCL	LED	EPTION
I	PC-3	DUAL CORE 2GB/500GB	COMPAQ	LCD	CANON
	PC-4	P-4 1GB/80GB	COMPAQ	CRT	
B	PC-5	DUAL CORE/2GB/500GB	HP	LED	HP1020
R	PC-6	CORE i3/2GB/500GB	HCL	LED	
	PC-7	DUAL CORE/2GB/500GB	ACER	CRT	
A	PC-8	DUAL CORE/2GB/160GB	COMPAQ	CRT	
	PC-9	P-4/512MB/40GB	COMPAQ	CRT	
R	PC-10	DUAL CORE/2GB/500GB	HP	LED	
Y	PC-11	AMD Sam/2GB/500GB	ASM	LED	

5. Scanners and Photocopiers:

Sl.no.	Location	Type	Make	Model	Quantity
1.	Principal's Chamber	Scanjet (Digital)	CANON	Paper feeder	1
2.	Do	Photocopier	CANON	iR 2525	1
3.	Library	Photocopier	CANON	iR 2518	1
4.	Comp. Sc. Department	HP Scanner	HP		1

6. Licensed Software:

Sl.no.	Items	Quantity
1.	COSA Software for Office	1
2.	ALMS for Library	1
3.	Greenstone Digital Library Management Software	1
4.	MS Office 2007	1
5.	Quick Heal Antivirus	1
6.	Chemistry Book reader	1
7.	MapInfo Software for Dept. of Geography	1

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

Any student can avail computer and internet facility at the central library. Additionally, students of lab-based subjects can access computer and internet facility through their departments. Every such Department and library has independent VPN over Broadband connection provided by BSNL. In addition, there is an Ethernet LAN going to every section of the college. A high speed broadband internet connection is shared over this LAN. Faculty, students and staff can use this LAN through connected computers.

Some services can also be availed by faculty and students off campus. Students can avail archived documents and notifications from the website. In addition, faculties can access INFLIBNET for books and journals.

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

Every year more students are taking admission into the college than the previous year. Every year new technologies are emerging, that can facilitate more efficient use of ICT. The IT infrastructure of college needs to be upgraded at every level of implementation:

- a) **Teaching-Learning Material:** Teachers need to develop and distribute these materials more extensively and systematically. A committee will facilitate and coordinate this primary job. The college website will be upgraded to facilitate this collaboration and distribution.
- b) **ICT Enabled Classroom:** Number of ICT enabled classrooms will be increased. The range of facilities available in existing classrooms also needs to be increased.
- c) **Wi-Fi Campus:** Any institution can have difficulty to provide access to ICT resources to huge number of students through dedicated hardware provided by the institution. Provision of sufficient number of Wi-Fi access points to be installed by Reliance in campus is being seriously thought about. This will enable the students to use their own device to access the internet facilities
- d) **Mobile Friendly Services:** With smart phones becoming common among students every network based service in future needs to be orientated around them. Websites, portals need to be mobile friendly. We have used the SMS service for intimating the applicants about the online admission process and admission notification etc. this year.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

- The college aims to prepare and make use of Information and Communication Technology (ICT) optimally. Conscious effort is also being made to invest in hardware, and to orient the faculty suitably whenever is required.
- The college has no fixed budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution. College has been adding new computers with latest configuration for the last 5 years due to manifold increase in requirements by different departments and also for administrative work. The number of computers has increased 58 at present. More additions are forthcoming.

Year	Amount spent in Rs.	
	On Procurement and Upgradation of computers & their accessories	Deployment and Maintenance of computers and their accessories
2011-12	130728.00	38925.00
2012-13	338680.00	16359.00
2013-14	55385.00	8100.00
2014-15	321775.00	40896.00

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

- Departments of all laboratory based subjects have been provided with laptop computer and LCD projector. Teachers of these departments develop their own material for delivery in classroom. College has few laptops, projectors and projection screens for general use. Humanities teachers can use them in any classroom if required.
- The College has installed LAN with High Configuration Server. This facility provides fast flow of data across computers. Internet connection in all Science and laboratory based departments has enabled teachers to browse internet and download research papers, study materials and remain informed about seminars, workshops, conferences and symposia. Study materials are circulated among students and use of power point presentations in classroom teaching makes studies more interesting and attractive than conventional lecture methods.
- Integration of LAN with office and library.
- Generation of barcoded library cards for students has been helpful to trace books and track defaulters.
- Barcoding of all the books and journals in the library and computerized circulation system in the library.
- Cataloging of books with a customized software and development of database in the Library for swift access to library database and for effective use of students and staff. Book searching through OPAC

has been of great help to faculty, especially to those who are carrying out research.

- Maintenance of digitized student's database through issuing of digitized students' identity cards and library cards.
- Development of ICT in the College has enabled a completely hassle-free online admission system in the college in the current year. Software used for online admission of students was designed and developed by one of the teachers.
- Calculation and maintenance of salary records and details through use of the COSA software by the Office.

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.

- The traditional technique of teaching that is, the lecture method, has become less motivating to most students, especially to those, studying science subjects and laboratory-based subjects. The College has, therefore, taken significant steps to introduce contemporary skills in teaching of these subjects, through sanctioning LED projectors and laptops, providing internet connection and computers to such departments, to enable teachers to use power point presentations and multimedia in everyday classroom teaching.
- The College Library has scanned syllabi of all Honors and General subjects as well as, question papers of all under graduate exams conducted by University of North Bengal, to which the college is affiliated. The students can obtain photocopies of scanned question papers and syllabi they require at nominal rates.
- The Office Staff try their level best to make use of Information and Communication Technology (ICT). Conscious effort is made by the College to orient the Office and Library Staff to make use of 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)?

The major sources of Institutional grants-in-aid are UGC Grants and state govt. grant for payment of salaries to faculty and staff. After receiving the sanction letters the Principal along with the Heads of Departments, Bursar, Secretary of Teacher's Council, Bursar, Librarian (in case of book grants) and the Accountant decides democratically about the disbursement of sanctioned sum of money among all claimants according to need of all concerned. The Principal/s Office for Development grants arrange for external audit done by reputed Chartered Accountants of the town. Utilization Certificates along with audited reports are then sent to the concerned sanctioning authority.

Budget Allocation (Actual amount spent) for maintenance and upkeep

		Expenditure in Rs.			
		2011-12	2012-13	2013-14	2014-15
a	Building				
b	Furniture	290458	342426	325999	184750
c	Equipment				
d	Computers	20225	17604	53997	115513
e	Vehicles	-	-	-	-
f	Any Other:				
	Generator	10000	30000	20000	20000
	AMC (Photocopiers, Water purifiers etc.)	54900	34187	15303	125969

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

- The Building Committee of the College is responsible for new construction and the maintenance of physical infrastructure through tender/contract system, as per existing construction norms of Government of West Bengal. The Purchase Committee of the College is responsible for deciding on purchase of furniture, electrical appliances and equipments required by different

departments of the College. All proposals and recommendations of the above committees are subject to approval of the College Governing Body.

- The Library Committee decides on purchase of books and subscription to different research journals.
- There is a full time campus caretaker-cum-electrician to attend to the minor faults on a regular basis.
- The College has its own generator system for power back up.
- The maintenance of computers and equipments is done either by manufacturers/suppliers or by agencies under annual maintenance contract.

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 of by the College in a systematic manner. Daily maintenance is carried on by staff appointed for cleaning and maintenance of the building. The laboratory equipments are maintained by trained laboratory assistants on a regular basis. For some specific items like Generator, Photocopiers and fire extinguishers the college has AMC contract with the service providers.

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 major steps taken by the College for location, upkeep and maintenance equipment are listed below:-

- The College electrician-cum-caretaker is responsible for upkeep and maintenance of electrical equipments.
- Voltage stabilizers and transformers for equipments have been installed to control voltage fluctuations.
- Trained laboratory staffs keep strict and constant vigilance regarding the maintenance and upkeep of scientific equipments, chemicals and specimens. Repair of equipments/apparatuses and/or replacement of specimens is fully taken under their supervision.

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

The evaluative observations made under Infrastructure and Learning Resources in the previous NAAC assessment report and the way they have been acted upon:

Observation made by the Peer Team:

- *Top priority must be given to computerization of the College Library as soon as practicable.*
- *Computer facility must be extended to all departments and the Office.*
- *Technological aids like overhead projectors must be installed at classrooms.*

Measures Undertaken by the College:

Computerization of the College Library:

- Library has independent VPN over Broadband connection provided by BSNL. Local Area Network (LAN) using LIBSYS software has been procured for the library.
- The Online Public Access Library (OPAC) has been available to the faculty and internet facility is available to all users.
- Individual password and user id have been distributed to faculty for the access of online journals and e-journals through N-List programme of INFLIBNET.
- Digitized library cards are issued to students, which may be used as by them as identity cards.
- Barcoding of all books and journals available in the library has been accomplished and barcoded students' library cards-cum-identity cards have been issued.
- There are 6 computers for public access. Internet access for students is available from 10 am to 5 pm.
- Internet band width has been increased from 2 MBps to 10 MBps.
- The College Library has scanned syllabi of all Honors and General subjects as well as, question papers of all under graduate exams conducted by University of North Bengal, under which the college is affiliated. The students can obtain photocopies of scanned question papers and syllabi they require at nominal rates.
- Reprographic facility for downloaded and scanned documents is available to students, faculty and staff.

Extension of computer facility to all departments and the College Office:

- The college aims to prepare and make use of Information and Communication Technology (ICT) optimally. Conscious effort is also being made to invest in hardware, and to orient the faculty suitably whenever is required.
- The College has installed LAN with High Configuration Server.

- Maintenance of digitized student's database through issuing of digitized students' identity cards and library cards.
- Development of ICT in the College has enabled a completely hassle-free online admission system in the college in the current year. Software used for online admission of students was designed and developed by one of the teachers.
- Extension of computer facility to Arts Departments, has however, not been possible as these departments do not have separate cubicles/rooms of their own. The College has made efforts to overcome the lacuna by installing four computers with high speed internet connection in the staffrooms.
- Altogether four computers and two printers, excluding two PC-s installed in the Principal's Chamber, have been installed in the College Office. All PC-s are connected to the internet; reprographic facility is also available.
- Calculation and maintenance of salary records and details through use of the COSA software by the Office.

Technological aids like overhead projectors:

- All Science and laboratory based departments have been given laptops and LED projectors for classroom teaching.
- Audio systems have been installed in three large classrooms used by Arts departments.
- The maintenance of computers is done by agencies under annual maintenance contract.

Others:

University and Competitive Exams: The College is used for holding examinations of Rabindra Bharati University (DDE), UPSC Exams, TET and SSC Exams, held by Govt. of West Bengal and some other competitive examinations.

**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?

Yes, the institution publishes its updated Prospectus annually. Prospectus gives detailed information on:

- Composition of the Governing Body
- Brief history of the College
- Admission Procedure and Eligibility Criteria
- Courses offered, intake capacity and permissible subject combination
- The fee-structure for various programmes
- Instruction for examinations
- Withdrawal and Transfer rules
- Tutorial class/Remedial coaching class
- College rules and regulations
- Library facilities and rules
- Financial aid and student-support services
- Co-curricular activities
- Centre for women's studies
- Health care unit
- Anti-ragging cell/Grievance Redressal cell/Career and counselling cell/ IQAC
- Alumni association
- Hostel facilities and rules
- College staff (Faculty and non-teaching staff)

The same information, which is published in the college prospectus, is also updated on the college website www.pdwomenscollege.org. Besides the above mentioned information, the College publishes an Academic Calendar consisting of detailed information regarding the annual Academic plan of the college. It also provides a list of holidays of the college during the year round. In the orientation program on the opening day of each academic session, informing 1st year students about different aspects and rules and regulations of the college, a speech is delivered by the Principal.

Commitments made in the Prospectus are kept in mind while taking any decision by the Teachers' Council, different sub-committees and the Governing Body of the college.

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 gives free-ships to students on the basis of students' previous academic performance and economic condition. Such free-ships are limited to tuition fees only and they are of two types, like full free-ship and half free-ship. A Student Aid Fund has also been built in the college. Economically weaker students are given some assistance from the Fund. The financial aid distributed in last four academic years is mentioned below:

Year	Type: Full free -ship	B.A.		B.Sc.	
		Hons.	Gen.	Hons.	Gen.
2010-2011	No. of Students	129	103	20	20
	Amount (Rs.)	116100.00	61800.00	26400.00	20400.00
2011-2012	No. of Students	121	117	19	17
	Amount (Rs.)	108900.00	70200.00	25080.00	17340.00
2012-2013	No. of Students	162	149	17	14
	Amount (Rs.)	145800.00	89400.00	22440.00	14280.00
2013-2014	No. of Students	167	141	16	7
	Amount (Rs.)	150300.00	84600.00	21120.00	7140.00
Year	Type: Half free-ship	B.A.		B.Sc.	
		Hons.	Gen.	Hons.	Gen.
2010-2011	No. of Students	51	52	10	31
	Amount (Rs.)	22950.00	15600.00	6600.00	15810.00
2011-2012	No. of Students	119	145	16	28
	Amount (Rs.)	53550.00	43500.00	10560.00	14280.00
2012-2013	No. of Students	25	40	21	19
	Amount (Rs.)	11250.00	12000.00	13860.00	9690.00
2013-2014	No. of Students	99	91	11	9
	Amount (Rs.)	44550.00	27300.00	7260.00	4590.00
Year	Type: Student Aid Fund	B.A.		B.Sc.	
		Hons.	Gen.	Hons.	Gen.
2010-	No. of	60	76	14	16

2011	Students				
	Amount (Rs.)	54000	45600	12600	9600
2011-2012	No. of Students	NIL	16	NIL	NIL
	Amount (Rs.)	NIL	9600	NIL	NIL
2012-2013	No. of Students	09	25	02	10
	Amount (Rs.)	8100	15000	1800	6000
2013-2014	No. of Students	48	60	07	16
	Amount (Rs.)	43200	36000	6300	9600

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

Year	Number of SC/ST/OBC Students received stipend from the State Government under different schemes		
	Part I	Part II	Part III
2011-2012	686 (63.9%)	548 (51.5%)	385 (43.6%)
2012-2013	782 (55.6%)	482(45.9%)	327 (48.8%)
2013-2014	876 (60.8%)	654 (56.3%)	443 (59.9%)
2014-2015	842 (54.3%)	701 (61.5%)	522 (55.6%)

Stipends are received at the following rates by SC/ST, OBC and Minority students:

1. SC, ST and OBC students residing at College Hotel: @ Rs. 9300 p.a.
2. SC, ST and OBC students residing outside the College Hostel: @Rs. 7000 p.a
3. Minority students: @ Rs. 8000 p.a.

It is to be noted that relevant applications received from the students are processed at the college and forwarded to the Office of the Backward Classes Welfare Department for necessary action and the stipend amount is directly credited to the bank accounts of individual students.

In addition to this, a total number of 270 students have so far received stipend under KANYASHREE PRAKALPA of the Government of West Bengal in the year 2014-2015.

5.1.4 What are the specific support services/facilities available for

- **Students from SC/ST, OBC and economically weaker sections**

The reservation policy according to the rule laid down by the Government is followed at the time of admission. Preference is also given to the above mentioned students during admission in the college hostel. The students from SC/ST, OBC and economically weaker sections are given scholarships as per State Government regulations. Financial assistance in the form of concession in admission fee is also provided to the above mentioned sections. Free-ship and half free-ship for tuition fees are provided on merit and need basis. Economically weaker students are provided with financial assistance from Students' Aid Fund of the institution. For SC, ST and OBC students, separate section in the office has been set up to deal with their cases. The college has also organized UGC sponsored Remedial classes for the empowerment of SC/ST/OBC and other backward castes.

- **Students with Physical Disabilities**

The college provides all kinds of support to students with physical disabilities. Applicants with physical disability are given reservation in the admission in various courses. The institution is committed to accommodate them on the ground-floor for their classes. Ramp facility is provided to the students with physical disabilities. The students are given extra attention during the college terminal examinations as well as the final examinations.

- **Overseas Students**

Two students from Bangladesh were admitted in the College in 2010.

- **Students to participate in various competitions: National and International**

Along with academics, students are encouraged to participate and involve in co-curricular activities/competitions, like games and sports, cultural, NSS and NCC. Various committees like cultural committee, magazine committee, sports committee etc. are formed to encourage and guide the students to participate at regional competitions. They are supported by providing them with mentorship by staff, academic support such as additional tutorials, and transport facilities.

- **Medical assistance to students: health centre, health insurance etc.**

In case of any health related minor events the first aid is provided in the college. For emergencies there is a doctor available on call. Dr. P. N. Saha, medical officer, has been appointed by the college authority for this purpose. For more emergencies, students are taken to the Sadar hospital, nearly a kilometer away from the campus. The NSS unit of the college arranges health

check-up for students every year. The NSS unit also organizes blood donation camp in collaboration with the Welfare Organization, Jalpaiguri.

- **Organizing coaching classes for competitive exams**

The college does not have formal coaching centre to provide students the necessary support for competitive examinations. However, the faculties do provide valuable suggestions and guidance to students to achieve success in different types of competitive examinations. Besides, different career oriented newspapers, magazines, books etc. have been made available in the Career Counselling Cell.

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

In 2010, house-wives of the local community attended a two day workshop on computer applications organized by the Centre for Womens' Studies of the college in the Department of Computer Science.

- **Support for slow learners**

Remedial classes and Tutorials are organized for such slow learners. Simplified versions of books are recommended to them. In addition, special care is taken by the teachers for such students.

- **Exposures of students to other institutions of higher learning/corporate/business houses etc.**

The scope of exposures of students to other institutes of higher learning is limited. Within its limited capacity the students of Botany Honours are taken to the Uttarbanga Krishi Biswavidyalay for a visit to their plant pathology Department and collection of specimens from therein. Students are required to appear at the practical examinations in the away centres and sometimes also in the laboratories of University departments. These are the occasions when students can have the introduction and the exposure to other institutions of higher learning.

- **Publication of student magazines**

The College publishes its annual magazine 'Suryakana' with substantial contribution from the students. Apart from the College magazine, a number of wall magazines are also displayed periodically by the students of various departments. The Bengali Department of the college puts up a wall-magazine on the Foundation day of the college.

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

- Centre for Women's Studies of the college in collaboration with "AMRITA" from Hydarpara, Siliguri- a Fabric and Handicraft Teaching Centre had conducted an entrepreneurial development program on glasswork and fabric painting for the members of NSS in the year 2010-2011 and 2011-2012.
- As a part of the entrepreneurial development scheme, Centre for Women's Studies of the college had organized a five-day computer and internet awareness programmes for the home makers in 2010.
- The NSS units of the college have also conducted training sessions on the handicrafts for students in 2014.

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

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

The institution is committed to attract students for participating in various extra-curricular and co-curricular activities by ensuring consistent encouragement and motivation. The policies and strategies of the institution regarding additional academic support, flexibility in examinations, special dietary requirements, sports uniform and materials can be elucidated in the manner given below:

- The concerned departments take additional care to complete the syllabus for them.
- They are given attendance percentage.
- The college arranges for special meals during their practice and performance in competitions.
- Students of Physical Education Department are given special dresses for their practice session.
- The college also bears the travel expenses of students for their participation in various activities outside the College campus.
- Various incentives and concessions such as free-ships, scholarships and special leaves are granted by the college authority to enable the students to participate in various competitions.

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/TOEFL/GMAT/ Central /State services, Defense, Civil Services, etc.

The college does not have any formal arrangement for guiding students for the above mentioned competitive examinations.

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

- The Admission Committee extends academic counselling during the time of admission with regard to choice of subject combinations in different disciplines.
- The faculty members render academic counselling during and after class hours.
- Career opportunities, personal and related issues are handled by the Career Counselling Cell. The cell organizes seminars, workshops, etc. on a regular basis throughout the year and makes special arrangements so that the students can have interaction with various entrepreneurs and professionals from different fields.

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).

Though the Career and Counselling Cell provides career guidance, the college does not have any structured mechanism for placement of its students. However, a couple of students from the Travel and Tourism Management Department have been employed through campus interview.

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

Yes, the college has a grievance redressal cell. A Grievance Redressal Box is placed in the ground floor of the college in which students may place their grievances in writing. A dedicated team under the guidance of the Principal of the college looks into the matters relating to individual issues of the students and tries to resolve them with utmost care. A few complaints with regard to facilities available in the Library and complaints on insufficient

number of toilets have been received so far. The issues have been taken up at the appropriate forum of the institution.

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

Anti-Sexual Harassment Committee headed by the Principal and consisting of the members from amongst the Teachers' plus an external member from the locality has been formed following the Visakha guidelines in 2012. This committee deals with the cases of sexual harassment whenever such a case is reported.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The College has an Anti-ragging Committee headed by the Principal. During the time of admission in the college, as per the Regulation of UGC, the student and the Parent/Guardian are required to affirm the affidavit regarding anti-ragging as given in the prescribed format. However, no report regarding ragging has been received so far.

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

The following welfare schemes are made available to the students:

- Scholarships for SC, ST, OBC students from the state government.
- Tuition fee concession (full-free and half-free) to needy students.
- UGC sponsored Remedial Classes for slow learners/SC/ST Students.
- Common Room for the students.
- Cycle stand.
- Ramp for physically disabled students.
- Safe drinking water.
- Clean toilets in each floor.
- Health unit.
- Financial assistance is given from Students' Aid Fund to economically weak students who do not get any scholarship/stipend/other financial aid.

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 Alumni Association of the college plays an active role in observing Independence Day, Republic Day and the College Foundation Day. Alumnae of the institution have returned as members of teaching staff in different departments as well as members of the College Governing Body. In addition, many Alumni work as faculty 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.

The college does not have any mechanism to track academic progression of the students who pass out from the college. However, information collected so far from the Alumni are given in the Department Evaluative Report.

Student progression	%
UG to PG	45%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Employed - Campus selection - Other than campus selection	Data not available

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.

The programme-wise pass percentage of the students for the last four years is shown below:

Year	2011			2012			2013			2014		
	Students appeared	Total passed	% pass	Students appeared	Total passed	% pass	Students appeared	Total passed	% pass	Students appeared	Total passed	% pass
B.A. Honours Course												
Bengali	66	66	100	57	56	98.2	67	64	95.5	72	67	93.1

Economics	-	-	-	-	-	-	-	-	-	03	03	100
Education	-	-	-	16	16	16	17	17	100	21	20	95.2
English	51	39	54.6	46	42	91.3	51	48	94.1	77	59	76.6
Geography	22	22	100	24	23	95.8	17	17	100	18	18	100
History	38	33	86.8	67	44	65.7	67	46	68.7	67	55	82.1
Philosophy	27	20	74.1	48	40	83.3	22	22	100	42	34	80.9
Pol. Science	40	36	90.0	38	31	81.6	32	21	65.6	45	34	75.6
Sanskrit	59	56	94.9	67	59	88.1	52	44	84.6	77	68	88.8
B.Sc. Honours Course												
Botany	-	-	-	03	03	100	03	02	66.7	11	10	90.9
Chemistry	05	05	100	12	09	75	10	09	90	06	03	50
Mathematics	07	07	100	15	09	60	20	16	80	22	21	95.4
Physics	10	09	90.0	07	07	100	13	11	84.6	16	14	87.5
Zoology	07	06	85.7	04	04	100	14	12	85.7	09	04	44.4
General Course												
B.A. (Gen.)	349	326	93.4	439	249	56.7	381	267	70.1	396	257	64.9
B.Sc. (Gen.)	02	01	50.0	02	02	100	16	15	93.7	16	14	87.5

During the academic session of 2012, the college bagged **06 First Class with 2nd and 3rd positions in merit list in Education (Hon) and 2nd Position in B.Sc. (Gen.)** in the B.A. and B.Sc. Examinations conducted by the University of North Bengal. In respective years 2013 and 2014, students of our college secured **1st Class first in Botany (H), 1st Class 2nd in Mathematics (H) and 1st Class 3rd in Education (Hon)** with total **19 and 37 First Classes in respective subjects.**

An objective analysis of the results of various departments indicates that the performance of students of various Arts and Humanities, Science departments are more or less satisfactory. It may be mentioned here that lack of availability of comprehensive data of results from the neighbouring colleges incapacitates us in making a comparative analysis of the performance of this college with that of other institutions. However on the basis of the partial data available from the neighbouring colleges, it is detected that science departments have been lagging behind others. But it may be mentioned here that some of the science departments are of recent establishment and all the science departments are hamstrung by lack of adequate permanent faculties.

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

Career and Counselling cell assists the students regarding their progression to higher education. However, so far as employment is concerned, no direct assistance or guidance is provided.

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

The following measures are taken by the College for students who are at risk of failure and drop out:

- Students are given financial assistances in the form of free studentship or half-free studentship, who are at the risk of drop out due to financial problems. They are also encouraged to apply for the available scholarships.
- Remedial coaching classes for SC/ST/OBC and Minorities (UGC Funded) are conducted by each Department.
- Tutorial classes are taken by the teachers to assist and guide those students who are at risk of failure.
- Students with personal or psychological problems are given support through counselling by the Career Counselling Cell.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and programme calendar.

The college organizes many activities on games and sports, cultural and other extra-curricular activities for the students in the college. The different committees of the college also give training/guidance to the students for participating in these activities. Popular Programmes organized by the college annually are the following:

Games and Sports: Every year Students' Union of the college arranges Annual Sports. Students participate in annual sports (100m, 200m and 400m sprint; long jump and high jump; shot put; javelin throw; discuss throw; musical chair etc.). Students also participate in various inter-collegiate tournaments at state level.

Cultural programme: Students participate in various cultural programmes in this institution during Fresher's Welcome, Annual Social Function. Fresher's Welcome is held generally in October of each year and Annual Social Function is usually held in December of each year. The college celebrates Saraswati Puja, Independence Day, Republic Day, College foundation day and Birth/Death anniversaries of different eminent personalities with the active participation of the Students' Union. They also participate in various cultural activities at state level.

Extra-curricular activities: Our students have also taken part in various extra-curricular competitions such as Youth Parliament competition.

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

Sl. No.	Tournament	Activity	Name of the Participant	Position
1	Inter-college Athletics Meet (2010)	Shot put	Sanchita Roy	Third
		Javelin throw	Sanchita Roy	Second
2	Inter-college Athletics Meet (2011)	Shot put	Sanchita Roy	Second
		Javelin throw	Sanchita Roy	Third
		Discus	Sujata Barman	Third
3	Inter-college Athletics Meet (2012)	Shot put	Sujata Barman	Second
4	Inter-college	200 m run	Lalita Roy	Third

	Athletics Meet (2013)	1500 m run	Suthul Debnath	Third
		Long jump	Lalita Roy	Second
		Shot put	Sujata Barman	Second
5	Government of West Bengal State Meet (2013)	Long jump	Lalita Roy	Fourth
		Shot put	Sujata Barman	Fourth
6	Government of West Bengal District Meet (2014)	Badminton Women	Pratima Oraon, Rita Rajak, Laxmi Oraon, Rinki Roy	Runners up
7	Inter-college Athletics Meet (2014)	1500 m run	Juthika Roy	Third
		Shot put	Pratima Oraon	Fourth
8	Youth Parliament (2014)	Extempore Speech	Debanwee Ghosh	Third

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 college seeks feedback from its outgoing third year students. The outgoing students (who secure more than 50% class attendance) are asked to fill-in a detailed feedback form designed particularly for this purpose. The appraisals are used to review the overall academic and infrastructural facilities available in the college and also to evaluate performances of each and every Department. Employers' do get opportunity to place their grievances and suggestions at different forums such as Teachers' Council of the college. The Head of the institution is also easily accessible to all the stakeholders of the college.

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 students' union annually publishes magazines 'Surya Kana'. Besides, some departments publish wall magazines. College provides necessary funds and incentive to publish wall magazine by the students.

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 democratically elected Students' Union. It is constituted by University Rules and Regulations. Elected Class

Representatives from each Department constitute the Students' Union consisting of Vice Chairman, General Secretary and secretaries of different student bodies. By virtue of posts, The Principle of the institute acts as Chairman of the Students' Union.

The major activities of the Union include organizing various cultural and other events to enrich the students as follows:

- Conducting freshers' welcome
- Organizing Annual Sports Meet
- Conducting Annual social function
- Organizing Saraswati Puja
- Publication of College Magazine
- Participation in various programmes undertaken by the college
- The Secretary of the Students Council also acts as a member of the Governing Body of the College.

The only source of funding of the Students' Union is the annual subscription received at the time of admission which is spent for its day-to-day activities.

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

Student representation and participation has been an integral part of academics as also of the various activities of the college. The General Secretary of the Students' Union is a member of the highest administrative body, i.e. the Governing Body of the institution. We have also student representatives in most of the committees like Admission Committee, Sports Committee, Anti-ragging Cell, Student Welfare Committee, Magazine Committee, Social and Cultural Committee.

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

The institution has an Alumni Association. The Alumni Association plays an active role in observing Independence Day, Republic Day and the College Foundation Day etc. A number of Alumni of the institution have also joined the college as members of teaching and non-teaching staff in different departments as well as members of the college Governing Body.

Any other relevant information regarding Student Support and Progression which the college would like to include.

Since the students are the major stakeholders in higher education, systematic tracking of the students' progression has been one of the primary concerns of the college. The college seeks to cater to the demands of the

students by providing necessary infrastructure and other resources to the students. However due to the paucity of fund and lack of physical space, the college finds it difficult to provide separate and dedicated room for IT-resources. The college would strive to offer coaching to the interested students for prepartation for different competitive examinations. It has been felt that the comprehensive record of the students and their progression may be preserved and monitored by instituting specialized software for the purpose.

**CRITERION VI:
GOVERNANCE,
LEADERSHIP AND
MANAGEMENT**

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

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

Vision:

To strive for excellence in higher education, empowerment of women through education, holistic development of learners through integration of conventional academic programmes with value-based education.

Mission:

- To monitor, evaluate, and devise various strategies adopted for enhancing and sustaining academic environment conducive for the attainment of excellence in academic activity.
- To prepare the learners for facing global challenges by equipping them with necessary skills and by introducing need-based add-on courses.
- Empowerment of women through enlightenment.
- To prepare the learners to become responsible citizens through the introduction of a systematic inculcation of moral values and democratic ideas, sensitization of learners towards pertinent social and environmental issues etc.
- To foster the spirit of service to the nation

The vision statement distinctly states that the college is meant exclusively for the empowerment of women and the importance of academic as well as the value based education that our society needs at this moment has also been incorporated in it.

The mission statements, on the other hand, corroborate the means through which the college is geared to empower the women keeping in mind the role the future citizens are to play in society with a view to serving the nation as whole.

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

- The Governing Body of the college is at the top of the management and it formulates the policy on the basis of the Govt. orders and feedback

received from the stake-holders viz. the Teaching and Non-teaching staff, students and the guardians.

- Principal being the Secretary of the Governing body in consultation with the various sub-committees of the Teachers' Council of the college is responsible for execution and implementation of the decisions taken by the GB. He is also responsible to liaison between the top of the management and the stakeholders in general and the staff and students, in particular. So far as the designing of the quality policy and plans Principal encourages suggestions from the staff and the society as a whole and recommends the feasible parts of the same to the GB as well as to the govt.

- Faculty of a college constitutes to be the most important part of an educational institution and they participate directly in devising the plans as well as in implementing the same. Every member of the faculty of this college is a member of at least two sub-committees of the teachers' council and the sub-committees do play a pivotal role in helping out the Principal to carry out the plans and programmes.

6.1.3 What is the involvement of the leadership in ensuring:

The policy statements and action plans for fulfillment of the stated mission:

The Principal involves himself in almost all policy decisions. He presides over the meeting of all the sub-committees of the Teachers' Council and gives his valuable opinion and suggestion so that a policy decision best suitable to the college is adopted. So far as the policy statements and actions plans are concerned, Principal takes the advice from the members of the IQAC and Teachers' Council. In every meeting of the IQAC and the Teachers' Council issues are discussed openly and decisions are taken in a democratic manner.

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

Once the policies are formulated after the meetings with IQAC and Teachers' Council, they are brought before the Governing Body by the Principal who is the ex-officio Secretary of the GB. And once the Governing Body gives approval to the same they become parts of the strategic plan ready for implementation by the executive committees formed by the Governing Body from among the members of the GB, teaching staff and non-teaching staff of the College.

Interaction with stake holders:

The Principal always interacts with the members of the staff (both teaching and non-teaching) with regard to policy formulations. He often visits the Departments and meets students for interaction. In most of the cases

interaction with the students are done through the elected office bearers of the Students' Union. Meeting with the parents are also organised occasionally.

Formulation and implementation of policy and planning through discussion and interaction:

Policies and planning are formulated after series of discussion and interaction. It is the interaction of the Principal with the HODs that has helped him to know about the difficulties of the slow learners to cope with the syllabus. Accordingly some changes have been brought into the policy and decisions of arranging tutorial classes for the slow learners have been introduced in the college. Interactions of the Principal with the students and teachers led him to apply to the UGC for the remedial coaching schemes for SC and ST students during the XI Plan.

Reinforcing the culture of excellence:

The Principal as a leader always tries to maintain the culture of excellence in the college and has evoked the same through workshops, seminars, conferences on a regular basis. With the same objective in mind teachers are encouraged to undertake Research Projects and consultancy programmes without compromising with their basic duties of teaching.

Championing organizational change:

- The Principal gives adequate importance to the cause of championing organizational change in running the institution. In order to ensure championing of organizational change in the structure of the departments the Principal has introduced rotational headship in all the departments in 2014. The members of various sub-committees are shuffled every year at the time of the formation at the beginning of the new academic session.

- The posts of bursar, the secretary of the teachers' council, the coordinator of IQAC, the secretary of the employees' cooperative of the college, the director of Centre for Women's Study, the teacher members of the governing body, the coordinators of the NSS units, the NCC coordinator are also rotational.

- The recruited teachers are also given opportunity to work as members of various sub-committees together with their senior colleagues.

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?

College has developed a monitoring system in which Principal is actively engaged. There is a live consultation between the Principal and IQAC, the HODs, Secretary (Teachers' Council), Conveners of the sub-committees of the Teachers' Council, Bursar. Hostel being an integral part of the college, the Superintendent of the hostel and the members of the hostel sub-committee are also consulted whenever required.

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

The top management promotes academic leadership among the faculty by getting them involved in carrying out the activities as Programme Officers and co-ordinators of different cells viz. NCC, NSS, Career and Counselling Cell, Centre for Women's Studies, Science Club etc.

6.1.6 How does the college groom leadership at various levels?

- The Office bearers of the Students' Union of the college are given the opportunity to conduct activities like Annual Cultural Programmes, Annual Social, Annual Sports and publication of the College Magazine and these automatically help to groom in the student leadership as a whole in the College.

- Faculty members are entrusted with the responsibilities of supervising these activities of students union and guide them in the best possible manner. The College ensures that the responsibilities of co-ordinating the activities of the teacher sub-committees and supervision of student activities do not remain in the hands of a few but are rotated among all so that the potentials of leadership is exploited to the optimum level.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The college has its own mechanism of delegating authority and providing autonomy to the departments to achieve the target of decentralized governance system. The Principal of the College keeps himself in constant touch with all the departmental heads in all academic matters but takes care not to impose his own decisions on them. The departments enjoy freedom in making the class routine in the distribution of the items of curriculum among their faculties. In times of making purchase, the departments are given the freedom of making their own choice. As regards the purchase of books, the departments enjoy the full freedom within the limit of fund allotted to them. Likewise the non-teaching staffs of the college enjoy freedom within permissible limit. Their suggestions are welcome and incorporated into the plan of work in matters of

preparation of exam halls, polling booths in times of students' union election and also on occasions of various cultural programmes and ceremonious observance of events like Independence Day, Republic Day, Gandhi Jayanti and Rabindra Jayanti.

Students are not only encouraged to drop their letters of grievance into the specified box about academic as well as personal matters, they are also given opportunity of participating in the decision making process; the general secretary of the students' union is an ex-officio member of the college governing body. The interest of the students is thus safeguarded.

In all financial matters, the Principal of the college has discussion with the bursar and the head clerk of the college. The purchase committee, comprising members of both the teaching and the non-teaching staff and the bursar, takes decisions on all purchases. The Building Committee of the college is represented by members from the teaching staff and from the non-teaching staff as well. The development committee also has representations from the teachers and the non-teaching staff. The Principal presides over all the meetings convened for different purposes.

In his discharge of duty the Principal is assisted by various sub-committees. Such committees are - Leave Committee, Service Book Committee, Examination Committee, Admission Committee, Routine Committee, Tabulation Committee, Canteen Committee, Magazine Committee, Cultural Committee, Election Committee, Students' Aid Fund Committee, Development Committee, Sports Committee etc.

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

Yes, the college prioritizes the promotion of the culture of participative management. The decisions of various sub-committees in most cases are finalized for implementation. The teachers, the members of the non-teaching staff and the students are invited to participate in the overall management of the college; the teachers work through various sub-committees of which the non-teaching staff is also a part. The highest decision making body of the college, the apex body of management, has members from the teaching and the non-teaching community and from the students as well. The GB has four teacher members, two non-teaching members and one student member (G.S.) in it.

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?

Yes, the college has a formally stated quality policy mentioned in the vision and mission statements of the College. The IQAC of the college in consultation with the Principal designs the course of actions to fulfil the quality policies. Principal in consultation with the sub-committees of the Teachers' Council places the suggestions before the IQAC and the quality policies are accordingly developed. The Governing Body reviews the policies in its meeting and approves for deployment.

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

Yes, the College has a perspective plan for academic and infrastructure development. It was prepared almost a decade ago. The aspects considered for inclusion in the plan are as follows:

Academic Expansion

- Introduction of new courses as per the need of the learners
- Creation of teaching and non-teaching posts
- Recruitment of faculty in the vacant posts and other support staff
- Building of a weather station in the Department of Geography
- Publishing of departmental journals by the leading departments such as English, Bengali, Physics, Zoology, Botany, Chemistry and Geography
- Introduction of systems for providing external services like soil analysis, copying of DNA fragments, analysis of water quality etc.

Infrastructure Development

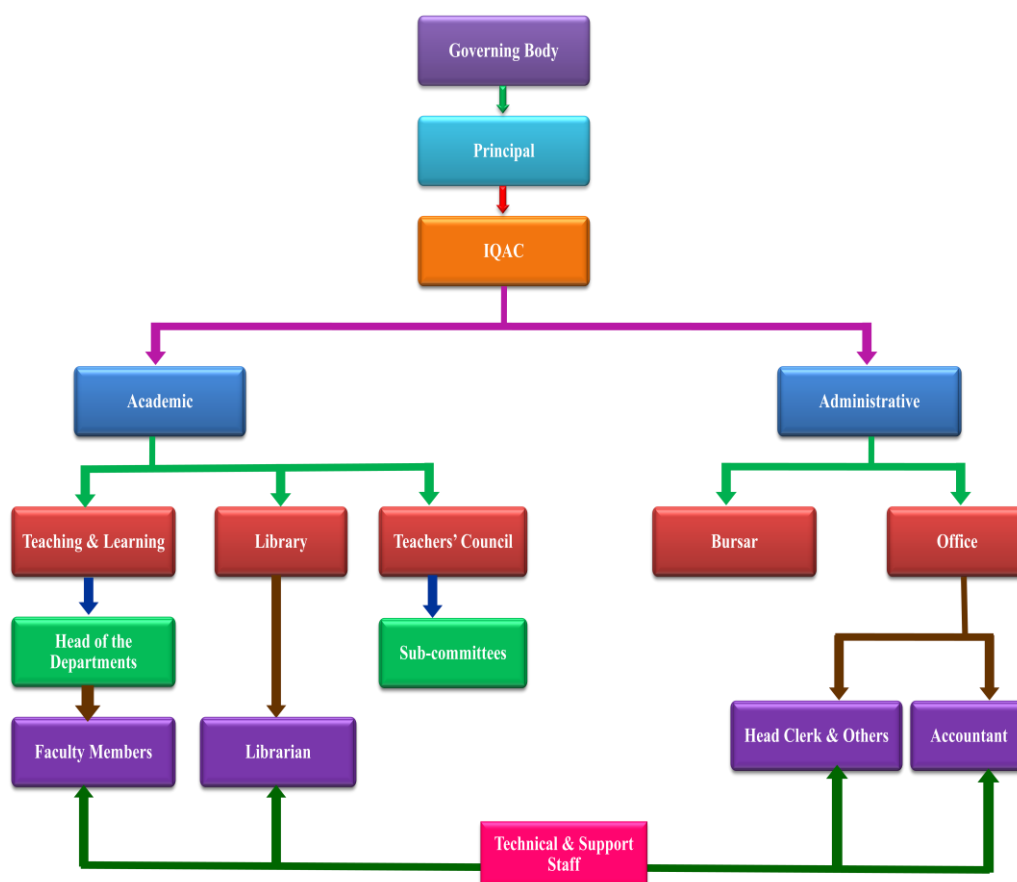
- Construction of additional class rooms
- Construction of additional laboratories
- Procurement of a Generator Set
- Construction of a seminar hall
- Construction of separate departmental set-ups for all departments
- Construction of a gymnasium for the use of staff and students
- Developing of a system for rain water harvesting
- Introducing a system for e-waste management and disposal of organic and inorganic wastes

6.2.3 Describe the internal organizational structure and decision making processes.

Internal Organizational Structure

The Principal acts as the Administrative Head of the college under the direction of the Governing Body that is constituted of the Government nominees, University Nominees, the representatives from the Faculties, non-teaching Staff, and Genral Secretary of the Students' Union. The academic activities of the college are administered through various sub-committees formed by the Teachers' Council, and the HoDs look after the departmental activities in consultation with the departmental colleagues. A senior faculty of the College discharges the duty of Bursar. The administrative and financial aspects are looked after by the office under the charge of the Head Clerk. The library being an integral part of the academic activities of the college is managed by the full time librarian. All these academic and administrative activities are supervised by the Principal. The College also has an elected students' union which plays an important role in various institutional activities.

Flow chart of the Internal Organization:



Decision making process

All major decisions like annual budget allocation, recruitment of the teaching and non-teaching staff, development of physical infrastructure, student support and welfare schemes, disciplinary proceedings etc. are taken by the Governing Body of the College having Govt. Nominees, University Nominees, Teacher Representatives, Non-teaching Staff Representative and Student Representative in it. It is the final decision making authority. While taking a decision due importance is given by it to the suggestions and recommendations of the Teachers' Council, Non-teaching employees and Students' Union.

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

Strategies of the College to improve the quality of Teaching & Learning Process:

- Ensures absolute transparency in the admission process by means of preparation of merit lists and publication of the same in the in the college notice board as well as in the college website;
- Considers merit as the only criterion for admission into the college;
- Arranges for orientation lectures in the beginning of new session to make the newly admitted students aware of the system of teaching learning that the college follows;
- Follows the academic calendar;
- Provides modern teaching learning facilities like computers, LCD projectors, and smart boards;
- Provides well equipped laboratories, well stocked fully automated library with reading room, internet connections in all departments, library and staff common rooms;
- Provides remedial coaching to the socially disadvantaged and economically backward groups of students;
- Encourages faculty members to enrich themselves by participating in Seminars, Conferences, Workshops, Refresher Courses and Orientation Programmes;
- Organizes seminars on regular basis in which students can also participate.

Strategies to improve the quality in Research and Development:

- Encouragement to teachers for presenting papers at the national and international seminars and workshops by granting on duty leave for the said purpose;
- Encouragement to teachers to submit research proposals to various funding agencies; to publish quality research papers in refereed journals;
- Encouragement to academic departments and teachers for organizing

national level seminars, conferences and workshops in the college;

- Provision of computers with internet facilities at the Departments and staff common rooms;
- Arrangement of special lectures by eminent personalities for the staff and students.

Strategies to improve the quality in community engagement:

- The college aims at improving the quality in community engagement by organizing NSS camps in rural areas. Students in large number from various departments led by a group of teachers join these camps.
- The four NSS units of the college also arrange for adopting a particular village for their activities like digging tube-wells, spreading awareness of various diseases, health consciousness, awareness of the need for total literacy etc.
- The NSS units also arrange for annual blood donation camp in the college campus.
- Educational tours conducted by many departments.
- Seminars and workshops are organized almost at regular intervals.

Human resource management

No human resource management initiatives have been taken up till date.

Industry interaction

The college has now of late been attentive to forge alliance with the industry. The meaningful and regular interaction between the industry and the students would not only help the students to get prepared for the challenges, but also would create greater employable opportunities for the learners.

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 as the head of the institution is responsible to ensure that adequate information is available for the top management and the stakeholders for the purpose of reviewing the activities of the institution. Keeping this objective in mind the Principal in consultation with the Teachers' Council tries to ensure that information on academic and other related issues are published in the prospectus and the college website.

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 management encourages and supports the involvement of the staff as a whole in improving the effectiveness and efficiency of the institutional processes. The teachers and the non-teaching staff are liberally granted on-duty leave to participate in workshops so that they can improve the effectiveness and efficiency of their work for the college.

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

The corresponding resolutions are attached as an annexure in Annexure 3.2.

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

No, the affiliating university till date does not have any provision for according the status of autonomy to the affiliated institutions. Any institution willing to get an autonomous status can apply to the UGC through the University.

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 grievances /complaints generally come from the students and the staff (both teaching and non-teaching). The complaints from the individual students or group of students or complaints lodged through the students' union are immediately attended to if not policies need to be changed for resolving the same. A Grievance letter box is kept in front of the stairs leading to the 1st floor of the main building to receive the complaints/ grievances from the students. The common and individual complaints from the teaching staff are discussed in the meeting of the teachers' council and solved in a very health manner. Similarly, complaints received from the non-teaching staff are promptly attended by the Principal. It has happened in the past that the Principal alone has taken necessary action. In some cases, redressal decisions have been taken jointly by the Principal and concerned committee members.

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?

Yes, a case in Kolkata High Court was filed against the College by a former teacher (Case no. FMA 820 of 2006 and CAN 7504 of 2011).

On account of the prolonged absence from duty without intimation, Smt. Basabi Ghosh was made to retire compulsorily by the Governing Body of the College w.e.f. 5.9.1997. The punitive action was taken following the procedures as laid down in the West Bengal Services Act (1971) and the same was ratified by the Executive Council of the University of North Bengal. Smt. Ghosh filed a case in the learned Division Bench of Calcutta High Court against the disciplinary proceedings which was dismissed on November 15, 2006. Smt. Ghosh appealed for restoration of the said case in August 04, 2011 which was again dismissed by the Court vide its order dt. 22.3.2012. While dismissing the appeal for restoration, the learned court stated that the order of dismissal would, however, not preclude the authorities from extending the retirement benefits to the extent admissible in law.

The Principal and Governing Body considered the matter very sympathetically and decided to do the needful in this regard. Her service book and DCRB papers were prepared on an urgent basis and submitted to the Govt. with the request to release the retirement benefits, if admissible to her. As she had opted for contributory provident fund, she was not entitled to get the pension except the gratuity of Rs.1 lakh only.

6.3 Faculty Empowerment Strategies

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

Teaching Staff

Members of the teaching staff are encouraged to take part in seminars, conferences and workshops. On duty leave is granted for the participation of teachers in such academic seminar and conferences. Alternative arrangements of classes are generally done for releasing the teachers to attend the Refresher Courses and Orientation Programmes. Teachers have been granted leave on duty in order to enable them to attend international conferences abroad. The T.A./D.A., whenever admissible, is disbursed to the Teachers' for attending the seminars within the country from the UGC fund.

Non-Teaching staff

Members of the non-teaching staff are also encouraged to attend professional development courses.

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 strategies adopted by the college for faculty empowerment are as follow:

- By expediting the process of granting their leave for the purpose.
- By providing them with information of various training programmes.
- By motivating them for research works in their field of choice, publish articles in international journals and books with ISBN numbers, organizing UGC sponsored national seminars and applying for MRPs.
- By creating a research-friendly atmosphere in the college.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The performance appraisal system of the staff centers round the Career Advancement Scheme (CAS) of the teachers. The appropriately collected information on multiple activities of the teachers is evaluated and considered for better appraisal. In the format prescribed by the Department of Higher Education, Government of West Bengal, the teachers have to give detailed information about their discharge of academic duties, give detailed report on their publication and research work, their presentation of paper in seminar and conferences, their organizing seminars, their participation in Orientation Programme and Refresher Course, their performance in various sub-committees. This information is thereafter used for better appraisal in future.

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

The self appraisal reports of the teachers are reviewed by the IQAC of the college. After minute review and scrutiny of the reports, the committee suggests necessary changes and sends them to the Governing Body of the college for further review. In case the academic score of a teacher falls short of the qualifying score, the concerned teacher is asked to go for reassessment on attainment of the requisite score.

The committee communicates to the teachers the necessary information about the current status of their applications from time to time.

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 offers many welfare schemes to its teaching and non-teaching staff such as:

- Employees co-operative have been established from which the members (both the teaching and non-teaching staff) can avail loan at a very liberal rate without any hazard
- Staff quarters are made available at a subsidized rent
- Festival advance without interest is offered to the teachers from the college fund with the facility of repaying it in eight to ten equal installments
- The bonus for the non-teaching staff from the government of West Bengal is initially paid by the college from its own fund. The college recovers it on receiving the amount from the government
- Festival advance and Ex-gratia to the casual employees are sanctioned every year from the college fund
- Loan facility without interest for the group-D staff from the Miscellaneous Fund of the college together with the facility of repaying it in 24 equal installments.
- Provision for woolen garments to the night-guard and sweepers at an interval of every four years.

Around Eighty percent of the permanent members of the staff (both teaching and Non-teaching) are the members of the Employees Co-operative. Around 95% of the staff have availed the benefits of the welfare schemes of the college during last 04 years.

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

The Principal on behalf of the Governing body has over the years personally contacted the best probable candidate in the panel of WBCSC and persuaded then to join the faculty. But there is no financial or any other measure possible to be adopted for the purpose.

The measures taken by the institution to retain the recruited eminent faculty are as follows:

- The institution provides such faculty with the best possible facility for their research work
- Their applications for UGC Minor/ Major Research Projects, for organizing UGC-sponsored national seminar, for Duty Leave for attending National/ international seminar, for participating in UGC-sponsored OP and RC are all forwarded/processed on urgent basis
- The institution has provision for T.A., D.A. from its PTAC fund for teachers who are to present their papers in national seminars.

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?

To monitor the use of financial resources the college has developed a twin audit mechanism – inter and external. Accountant of the College maintains the Cash Book and the ledger regularly & very systematically and at the end of each financial year the accounts are made ready for the purpose of audit by the external auditor appointed by the Education Department, Govt. of West Bengal.

For the efficient use of available financial resources the purchase and the internal construction committees constituted as per the guidelines of the Governing body evaluate each and every proposal before the execution of the same.

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

The institutional mechanisms for internal and external audit are already explained in 6.4.1 above.

The last audit is done in the month of September, 2015. The said audit was for the F.Y. 2014-15 [Annexure 9(f)].

There is no major audit objection and hence no question of compliance arises.

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

Major sources of the institutional receipts/funding:

- Grants- in-aid form the State Govt.
- UGC Grants
- Tuition and other fees collected from the students
- Rent earned by letting out the college rooms for various examination purpose
- Overhead receipt of the college form the allocation of UGC sponsored MRPs.
- Funding from MP and BADP projects (occasional)

The deficit in fund for running the in-campus students' hostel of the college is met up with the required amount drawn from the college fund

(Audited income and expenditure statements for the last 04 year enclosed in **Annexure 9 (g)**)

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 college makes all possible efforts to pump in funds from various sources like state government, UGC, LAD fund of the local MP and MLA.
- For this purpose the Principal is always on the look-out for various government and UGC schemes to tap funds from. He keeps himself in touch with the local MP and MLA for making a smooth approach to them for funds.
- The college always welcomes various departments of the government to hold their exams in the college to ensure a steady income of the college by way of letting out its building for such exam purpose.
- Teachers are encouraged to apply for UGC/DST/DBT funded major and minor projects to augment the income of the college from overhead receipts.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? .6 If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

In accordance with the XII Plan guidelines prescribed by UGC the institution established an Internal Quality Assurance Cell (IQAC) to build, ensure and monitor quality culture at the institutional level.

After the first assessment and accreditation of the institution by NAAC in 2004, the college places utmost emphasis upon the need for maintaining quality in all possible aspects, and the institution adopts a number of policies with regard to ensuring quality in the college:

- i) Quality is the benchmark of higher education and maintenance of quality culture is an ongoing process.
- ii) Commitment and dedication from all concerned
- iii) Approval of quality-related proposals on an urgent basis

The institution looks upon IQAC not just a structural body offering advices, but as a vibrant and important agency of bringing the required changes in the overall academic quality of the institution. The establishment and smooth functioning of the Cell helps to streamline and integrate

different quality mechanism adopted by individual teachers or Departments by focusing on the importance of collective and collaborative venture. The Cell functions to monitor, guide and sharpen quality-ensuring measures through its regular and consistent works.

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

The majority of the decisions adopted by the IQAC have been approved by the Governing Body of the college, which is proactive in approving the recommendations of IQAC on an urgent basis.

Most of the approved projects recommended by the IQAC have been implemented, and the recommendations regarding the need for establishment of separate rooms for the Departments and the Departmental library could not be undertaken because of the fund crunch and lack of space.

c. Does the IQAC have external members on its committee?

If so, mention any significant contribution made by them.

Father (Dr) George T, an eminent academician and the Principal of Salesian College is the external member of the IQAC. He made valuable suggestions not just on how to prepare the SSR, but also how to monitor and sustain academic culture based on quality. He recommended the introduction of Students' feedback on the different aspects of teaching, learning and evaluation process including the quality of teaching, and the support services available for them. Moreover he sensitized the IQAC towards the importance for building academy-industry linkage or partnership and for the introduction of many career-oriented courses for the students.

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

The students are not directly involved in the day to day functioning of the IQAC. But the institution believes that the maintenance of quality cannot be ensured without the active participation and involvement of students in the process. The students are made aware of the different measures adopted by the IQAC for enhancing academic quality in the college, and seek to obtain their feedback and constructive suggestions on different steps initiated by the Cell. However it may be mentioned here that all these are informal in nature, and the college appreciates the urgency of introducing systematic mechanism to get students involved in the process.

The college lauds the contributory role played by a vibrant alumni in

ensuring the holistic growth and flourish of an institution. The alumni is informed about various steps and measures taken or recommended by the IQAC for the development of the institution, and the opinion, suggestion and constructive criticism are sought from the members in different interface meeting organized for the purpose. However the college is open to the idea of co-opting the member of the alumni in the structure of the IQAC.

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

The structure of the IQAC facilitates in the communication of ideas, decisions taken by IQAC and it works through the consultation with faculties, non-teaching staff, students, alumni both formally and informally. The plans and programmes are executed by getting the staffs involved in the activity at different levels.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes, the institution has an integrated framework for quality assurance of the academic and administrative activities of the college. The institution believes in the holistic approach in the domain of quality assurance in the academic and administrative activities, and thus the decentralized academic and administrative structure of the management facilitates in the assurance of quality in various sectors. The policy-related decisions, taken at the top management level are in many cases prompted by the effective contribution from the various quarters at different levels. The interest and opinions of the student community is adequately placed before the highest body through the representation made by the Students' Representative to G.B. Similarly the Teacher Representatives and Representatives from the Non-teaching staff participate in the decision-making body of the college, and thus are actively engaged in promoting as well as monitoring the quality assurance measures adopted by the college.

The academic quality is assured through a process of delegation of duties and responsibilities as well as through the simultaneous commitment made by the faculty. The regular departmental meetings not only deal with the possible steps to be taken in ensuring effective and quality teaching, but also review the entire academic activities teachers have been entrusted with. While the faculties are engaged in discussing and chalking out the plans for improvement of teaching learning process and the maintenance of quality, the more systematic and formal process of reviewing the academic activities take place in different meetings between the HoDs and the Principal as well as between the Principal and the faculty in general.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The institution has not yet provided any training to its staff for effective implementation of Quality assurance procedures. However the faculty members are encouraged to participate in different workshops, seminars organized for this purpose. The college realizes the importance of providing training to its staff for orienting and preparing them for tackling the challenges of the higher education in terms of maintaining quality.

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?

There is no such systematic Academic Audit or external review.

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

The internal quality assurance mechanisms devised by the IQAC are primarily modelled on the recommendations made by NAAC. Thus the Criterion-wise inputs are emphasized by the IQAC, and attention is paid to ensure the conformity with these guidelines. The review of the academic progress of the Department in various meetings among the faculties as well as between the HoDs and the Principal, active functioning of Research Committee (Expert Committee) looking after research activity, performance of various wings/clubs of the college offering support services to students like NCC, NSS, Career and Counselling Cell etc. help in the maintenance of quality in the institution.

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?

The teaching learning process which constitutes the most important segment of education at UG College undergoes continuous review, analysis through various modes. Ordinarily the following structure is in operation to review this process:

a) The teaching learning process is periodically reviewed in the Departmental meetings, and further analyzed at the Teachers' Council the

meeting of which is presided over by the Principal.

b) The periodic meeting between the HoDs and the Principal exclusively meant for academic review with special reference to teaching learning process reviews the whole scenario and suggests appropriate measures for the improvement of the quality.

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

The institution places utmost importance upon the contributory role played by the stakeholders-internal as well as external. Therefore the quality assurance policies, mechanisms as well as possible outcomes are communicated at the earliest possible time to the stakeholders through various modes:

- **Website of the college:** It acts as a guide to the institutional goals and policies for quality enrichment
- **Meetings:** Different meetings and interactions- both formal and informal- among between the college (through Principal and/or faculty) and the students, parents, alumni help to disseminate ideas and policies taken by the college with regard to the quality enhancement.
- Realizing the importance for exploiting social media for the dissemination of ideas, some Departments started Departmental Facebook pages to keep the students update with the latest activities undertaken by the Department and also for seeking suggestions regarding various quality measures adopted by it.

6.5.8 Any other relevant information regarding Governance Leadership and Management which the college would like to include.

The college management aims at introducing and strengthening the governance mechanism by creating a data bank of different aspects of management so as to ensure transparency; time-bound, objective delivery of services to its stakeholders. The college seeks to achieve its target by sensitizing its staff to adopt professionalism and accountability in their approach to the duties and responsibilities assigned to them. The college tries to systematize the minimum use of papers in its day to day activities by encouraging its staff to make best use of technology.

**CRITERION VII:
INNOVATIONS AND BEST
PRACTICES**

CRITERION VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

On account of many constraints, the college could not conduct Green Audit in the last few years. However, the IQAC Coordinator of the college has already taken initiatives and hopefully the Green audit of the campus will be conducted in near future. An initial step has already been taken up by the college by identifying trees and plants present in the campus. The aspect of use of energy by the college will be taken up very soon.

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

- **Energy conservation:** The IQAC Coordinator of the college has already implemented the program for awareness of energy conservation in the campus with the spontaneous cooperation from both the teaching and non-teaching staff and the students of the college. Many a general awareness program has been taken up to generate consciousness among students and members of college staff. Within a couple of months the target of minimizing the misuse of electricity has been achieved. As part of this programme the old CRT monitors have been replaced by the LCD ones because of the latter's relatively lower consumption of electricity. Likewise, CFL lights have been installed in class rooms and college corridor in place of old electric bulbs in a bid to conserve energy.

- **Use of renewable energy:** At present there is no such arrangement; but the college has plans to install solar cells in the campus in near future.

- **Water harvesting:** Plans in this regard are afoot.

- **Check dam construction:** Given the limitation of college infrastructure, it is at present beyond our scope.

- **Efforts for Carbon-neutrality:** Ours is a lush green campus. The whole campus of the college is a no-smoking zone; smoke-emitting vehicles are not generally allowed to enter the campus. Plenty of trees have also been planted inside the campus. Bio-degradable waste is mostly buried under the soil instead of burning them in the open air. To eradicate weeds, chemicals are used, no burning is done.

- **Plantation:** 'Bono-mahotsob' (Afforestation Programme) and 'Aranya Saptaha' (Forest Week) are observed in the college every year and they are celebrated with the plantation of new saplings in the sprawling campus of the

college. Students, teachers and the non-teaching staff of the college actively participate in the yearly programmes.

- **Hazardous waste management:** We have our mechanism of waste management: the whole floor-area of the college building is swept clean before the commencement of class every working day; lab-waste, paper-waste, etc. are also disposed of regularly. Sufficient exhausters have been set in chemistry lab where odorous gases may form during experiments.

- **E-waste management:** Various computer-related wastes are deposited in a specified container to be finally removed from the campus by a hired agency.

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 is the detailed account of the innovations introduced during the last four years which have created a positive impact on the functioning of the college:

- i. The college had chalked out a plan of getting the whole process of students admission computerized in 2010. Accordingly, it started the admission process in the first year by way of entering all the details of the applicant and getting the merit list generated by computers using specific software developed for the purpose. In the second and the third year of the plan the college introduced automated counselling system with the help of computers. The relevant software and the automated counselling system have been developed by Mr. Sudipta Dey, a teacher of the Zoology Deptt. of the college. The college was thus prepared for adoption of the centrally online admission system as per university guidelines in the year 2015.

- ii. The system of computerized access to the list of books or to find out a specific book as per requirement in the library was introduced in 2012. It simplified the process of book searching both for students and teachers. The number of library users increased significantly along with the efficiency of the library attendants in issuance of books.

- iii. Software was introduced for preparation of results after Test exam. Due to shortage of time after test exam, the quick publication of result was troublesome. The use of the software for the purpose significantly reduced the time and man-power requirement.

- iv. Sound systems were installed in the rooms where a large number of students could sit together. Poor audibility of the voice of the speaker or the

teacher earlier created problems in those rooms during classes; but use of microphone and sound-systems have changed the conditions completely.

v. Different parts of the college premises were brought under CCTV surveillance. It helped in maintaining discipline and keeping watch on surroundings.

7.3 Best Practices

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

Best Practice-1

1. Title of the Practice

The title should capture the keywords that describe the Practice.

‘Access to the library resource through computer and introduction of fully computerized book issue and maintenance’

2. Goal

Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words.

Main objective of the introduction of the software-based system of computerized usage and maintenance of the library was to deal with the challenge of increasing number of students, library resources and paucity in the number of staff.

Besides simplification of the entire system of book search and issuance of books in considerably reduced time, the goal of the practice was to provide library-related services in a hassle-free manner. The goal was to make the entire process more user-friendly.

Further, the problem of human error was also expected to be minimized considerably.

3. The Context

Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.

The college library has a huge storage of more than 31,000 books and journals and the number is on the rise. Against the backdrop of the problem of

arranging such a huge number of books, the introduction of the computerized system was conceptualized. With the inadequate number of library staff, earlier it was a big challenge for the college to fix bar-code and put all the information like the name of the book, author's name, subject/topics for every book with.

Even the initiation of the work was not easy. Thousands of books which were issued to the students were out of the reach of the library. Besides, hundreds of books were in possession of the teachers which were issued to them for their regular and research-related studies, all these books were needed to be returned temporarily for the implementation of the project. It was really a huge task.

4. The Practice

Describe the Practice and its implementation in about 400 words. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any.

The practice and its implementation:

The first step for the implementation of the plan was to select suitable and affordable software. But no software was available during the time of its implementation which could meet all the requirements of the functional plan. A tailor-made software, developed by Mr. Sudipta Dey met all our requirements and the college readily accepted it. The work began.

Getting back all the books in possession was the next hurdle. The formidable task was accomplished with time-wise and planned notifications and due cooperation from library users.

The next task was the entry of data of books and fixing bar-codes on them. It was done with the help of all the library staff, Sri Sudipta Dey and workers hired from external service providers. The entire work continued for around two years.

A few new computers were placed inside the library. They were interconnected with LAN. The systematic arrangement of books was also done.

The following step was the testing of the function of the system. A number of teachers were asked to search their necessary books using the system. A few corrections were made after receiving feedbacks from the users.

Finally, the book searching by online public access catalogue (OPAC) and computerized circulation and maintenance system were made open for the students and the teachers.

By online public access catalogue (OPAC), any user can look for a particular book, a list of books on a subject, may search by author's name and collect specific information about the book. The staff of the library, using the information provided by the user or searching themselves in computers could find out the books from their particular places in the rack. The availability status of a book is also given in the OPAC. After getting the book, the library staff uses the bar-code of the book for keeping necessary information and issues the book. From the year 2012 onwards, library cards with bar-codes were distributed among students that further facilitated the entire process.

Constraints or limitations:

In spite of the impressive success of the system there are some limitations:

- i. New books are being purchased every year in hundreds/thousands but due to shortage of staff in the library, the difficulty in updating new entries still persists.
- ii. Due to fund crunch, the number of computers in the library could not be increased as per requirement.

Evidence of Success

Earlier, before the introduction of the system, it was comparatively difficult and time-consuming task for students to get the exact book they looked for. Consequently, the number of users and their frequency of visiting the library were low. After the implementation of the plan, the number of users and their frequency of attending the library have considerably increased.

Book issue was quite a time-taking process earlier. Lack of sufficient number of library staff lengthened the process more. The staff had to manually search for the book specified by the user. Manual entry process was also time-consuming. Efficiency of the library was limited due to all these factors which hardly could become a match for the growing student number year by year. Limited number of issuance of books in a given day was a problem for the library to meet the ever-increasing demand. The new system enhanced the efficiency of the library significantly. Number of books issued per day increased rapidly.

The result clearly indicates that the system has really become successful both for the library staff and the users. Further it has been observed that the simplification of the process has made the visit to the library regular and productive.

5. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.

There were a few hurdles some of which were overcome and some remained as persistent problem to deal with:

i. Financial constraints were a major problem for implementation of the plan. Most of the software was available in the market with high efficiency cost high. Besides, all the needs of as per the plan of the college could not be fulfilled with one software.

ii. A huge man power initially was necessary for rapid implementation of the plan because, the preparatory phase would no doubt hamper the normal functioning of the library. External service was hired but high cost of the service did not permit the college to engage more workers for a quick completion of the process.

iii. Another initial problem was to make the users accustomed to the new system. It took a few months for smooth running of the system with appropriate response from the students.

iv. Lack of staff in library has still remained a problem and the updating of the system with newly purchased books every year is still time-consuming.

7. Notes (Optional)

Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution (about 150 words).

NIL

Best Practice-2

1. Title of the Practice

The title should capture the keywords that describe the Practice.

'Regular psychological counselling of students to improve their mental health and to enable them to deal in a better way with the problems they face in their lives'

2. Goal

Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words.

The major aims of the psychological counselling were to improve the mental health of students, to provide support to the students who were mentally shattered, to help them regain their normal lives. Mental health resembles physical health in various aspects. Mind has its own ups and downs in relation to several internal and external factors including nutrition, environment, socio-economic conditions etc. The process of counselling also aimed at giving students a space to open up and get free from their mental loads.

3. The Context

Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.

The physical entities of mind are brain and nerves and the mental state is the manifestation or the combined function of complex bio-chemical activities happenings in the cells. Most people however fail to understand the fact; they take a mental issue otherwise and often remain reluctant to trace the root of the distress. Students who are at the growing phase of their lives, upon which their future lives largely depend, often feel helpless for the above-said reason. The major challenge of the plan was to convince them, to make them feel easy to open up. Besides, the cell formed for the work had to build up faith among students. They assure the students that their privacy will be maintained and it finally works. After commencement, when the process got a massive response from students, there appeared another problem to provide the service to a large number of students. Planned yearly schedule was therefore prepared to meet the growing demand as much as possible.

4. The Practice

Describe the Practice and its implementation in about 400 words. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any.

A Career and Counselling Cell was set up in the college to look after the matters regarding career building and mental health. Need of psychological counselling of students was felt very soon and the committee laid much emphasis on it.

The counselling process was planned to conduct in different ways. Personal one to one counselling was left open throughout the year. In this process a student having sudden or persistent problem could contact the Cell any time of the year and receive supportive advice or suggestion mostly by college faculties. A few cases however, were handed over to expert psychologists or psychiatrists depending upon the condition of the students.

Another way was periodically organizing programmes on psychological counselling or maintenance of mental health. A general notice was issued to inform students about the sessions and they were asked to enlist their name for participation. In general, leaving a few exceptions, students enter a college at an age when they are either at the finishing phase of their major physical and mental growth period or adolescences or just have completed that stage. At this time when they are gaining maturity, myriads of new thoughts, ideas, expectations and apprehension infest their minds; they face such new problems they never had faced earlier. Society however, in most cases misinterprets the facts and the students have to go on suppressing their troubles from others and suffer the ill-effects of bearing the mental load alone. Such condition may lead to disaster in their lives. The primary phase of the process therefore was planned to provide a free ambience where the student in trouble may confess or say everything about her problem.

Before this stage however a few talks over general awareness about mental health were arranged. This arrangement was for basic orientation of students and to make them conscious that, there is a happy and normal life for everyone and what they were facing was just a deviation, it is conveniently reversible.

The lectures organized for the purpose were given by invited expert psychologists, philosophers and psychiatrists who portrayed various types of social and psychological problems of human beings to make the students feel that their problems neither were unique or unknown ones, nor they were unsolvable. These lectures were open for everyone of the college. A few students were sorted out depending upon the severity of their problems who could participate in the counselling sessions with the expert psychologists. The counselling process was not kept confined within college schedule. Repeated counselling sessions were arranged as per necessity and the process was carried on for months even beyond the scheduled programme.

5. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.

In the initial years, number of participants in the programme was low, but, as the awareness grew among the students during the successive years the frequency of visiting the cell by students went up significantly. As utmost secrecy is maintained for the sensitive cases, all the observations cannot be made public. There were however a number of cases where the student experienced a complete mental break down and after a few sessions of counselling they could gradually come back to their normal lives. A number of students reported a loss of concentration in studies. After one to one interviews varieties of root causes were discovered and they were duly

advised. The considerable increase in number of participants within 2-3 years clearly indicated the success of the plan. Students who were benefited by this process shared their experience with others and encouraged them to approach the cell for their problems.

The over-all observation indicates that a large number of students are suffering from mental disturbances which they either have been suppressing from their family members or remaining unnoticed by reluctant parents or relatives. Many of the students suffer silently; they even shrink to identify the problem and hesitate to go ahead for the recovery process. If they are approached properly, get assured about privacy, almost every one of them can overcome the bad phase they are experiencing.

6. Problems Encountered and Resources Required

Please identify the problems encountered and resources (Financial, Human and other) required to implement the practice in about 150 words.

The first problem encountered to implement the plan was the lack of awareness among people about the mental health. An initial difficulty was experienced for the general wrong concepts prevailing in the society about the mental illness that made students think twice before approaching for psychological counselling.

Gaining confidence of the students was another hurdle. Many of the students want to hide their problems from others and they would not open up unless they get assured with complete secrecy. The cell however, could win the confidence of students maintaining extreme honesty throughout the process.

The college faced problems in inviting experts and organizing more sessions due to lack of sufficient funds.

Besides, in an academic year in graduation level, there is shortage of time. Not many programmes can be organized within a year. Availability of specialists on time is also a problem. That is why the growing demand of the students is not met completely.

7. Notes (Optional)

Any other information that may be relevant and important to the reader for adopting/implementing the Best Practice in their institution (about 150 words).

Winning confidence of the students and maintaining complete privacy are to key factors for the success of the process.

8. Contact Details

Name of the Principal: Dr. Shanti Chhetry

Name of the Institution: P. D. Women's College

City: Jalpaiguri

Pin Code: 735101

Accredited Status: B⁺

Work Phone: 03561- 230 146 Fax: 03561-221362

Website: www.pdwomenscollege.org

E-mail: pdwomenscollege@gmail.com

Mobile: 9434234023

**EVALUATIVE
REPORTS OF THE
DEPARTMENTS**

EVALUATIVE REPORT OF THE DEPARTMENT OF BENGALI

1. Name of the Department : **Department of Bengali**
2. Year of Establishment : **1950**
3. Names of Programmes / Courses Offered : **UG (B.A. Honours and General)**
(UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.)
4. Names of Interdisciplinary Courses : **Environmental Studies**
and the Departments/Units involved
5. Annual/ Semester/Choice Based Credit System : **Annual**
(Programmewise)
6. Participation of the Department : **NIL**
in the courses offered by other departments
7. Courses in collaboration with other : **NIL**
Universities, Industries, Foreign Institutions, etc.
8. Details of courses/programmes discontinued : **NIL**
(if any) with reasons
9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	01	01
Assistant Professors		03

10. Faculty Profile with Name, Qualification, Designation, Specialization :
(D.Sc./D.Lit./Ph.D./ M.Phil. etc)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Smt. Koela Ganguly	M.A.	Associate Professor	Novel and Short Stories	26 years	NIL
Smt. Koyel Datta	M.A.	Assistant Professor	Comparative Literature	14 years	NIL
Dr. Nanda Banerjee	M.A., Ph.D.	Assistant Professor	Unish Sataker Deshkal – Sahitya	12 years	NIL
Sri Sisir Sing	M.A.	Assistant Professor	Madhya Yug	9 months	NIL

11. List of Senior Visiting Faculty : **NIL**
12. Percentage of Lectures Delivered and Practical Classes handled by Temporary Faculty : **NIL**
13. Student-Teacher Ratio (Programme wise) :
a) Honours Course : 62 : 1 b) General Course 303 : 1
14. Number of Academic Support Staff (Technical) and Administrative Staff sanctioned and filled : **NIL**
15. Qualifications of Teaching Faculty with D.Sc./ D.Lit/ Ph.D./ M.Phil./ P.G. :

Name	Designation	Qualification
Smt. Koela Ganguly	Associate Professor	M.A.
Smt. Koyel Dutta	Assistant Professor	M.A.
Dr. Nanda Banerjee	Assistant Professor	M.A., Ph.D.
Sri Sisir Sing	Assistant Professor	M.A.

16. Number of Faculty with Ongoing Projects from - a) National b) International Funding Agencies and Grants received.
- Number of Faculties with ongoing projects from National Funding Agencies : **01**
 - Amount of Grants Received : **Rs. 1.40 Lakhs**
 - Number of Faculties with ongoing projects from International Funding Agencies : **NIL**
 - Amount of Grants Received : **NIL**
17. Departmental Projects funded by DST-FIST, UGC, DBT, ICSSR etc. and Total Grants received :

SL No.	Name	Designation	Duration	Funding Agency	Allocated	Received	Status
--------	------	-------------	----------	----------------	-----------	----------	--------

18. Research Centre /facility recognized by the University : **N.A.**
19. Publications : **July 2010 - June 2015**
- a) Publication per Faculty :
- b) Number of Papers published by Faculty and Students in peer reviewed journals :

- b1) National :** **b2) International :**
- c) Number of Publications listed in International Database
(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	b1	b2	c	d	e	f	g	h	i	j	k	l
Koela Ganguly	1	-	-	-	-	1	-	-	-	-	-	-	-
Koyel Datta	3	-	-	-	-	3	-	-	-	-	-	-	-
Nanda Banerjee	2	-	-	-	-	2	-	-	-	-	-	-	-
Sisir Sing													

20. Areas of Consultancy and Income Generated : **NIL**

21. Faculty as Members in :
- National Committees : **NIL**
 - International Committees : **NIL**
 - Editorial Boards : **NIL**

22. Student Projects

- a) Percentage of students who have done in-house projects including
inter Department/ Programme: **NIL**
- b) Percentage of students placed for projects in organizations outside
the institution i.e. in Research Laboratories/Industry/Other
Agencies: **NIL**

23. Awards/ Recognitions received by faculty and students –

- a) Faculty : **NIL**
- b) Students : **NIL**

24. List of Eminent Academicians and Scientists/Visitors to the Department :

SL No.	Name	Institute
1	Prof. Amitra Sudan Bhattacharya	Ex Rabindra Adhyapak – Viswa Bharati, Santiniketan
2	Prof. Ankush Bhatta	Retired Professor - North Bengal University, Dt. Darjeeling
3	Dr. Manjula Bera	Associate Professor - North Bengal University, Dt. Darjeeling
4	Dr. Jahar Sen Majumdar	Associate Professor - Memary College, Memary, Bardhaman
5	Dr. Tarun Kanti Roy	Associate Professor - Hooghly Mahasin College, Hooghly
6	Sri Bhagirath Mishra	Bengali Writer – Recipient of Rabindra Puraskar
7	Mr. Sad Kamali	International Writer, Canada, USA

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

a) National

SL	Title of the Seminar/ Conference/ Workshop	Date	Source of Funding
1	Rabindra Nath O Biswa Manab	24-25 February 2012	UGC

b) International : **NIL**

26. Student Profile (Programme/Coursewise) :

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
B.A. Honours	963	998	1534	284	302	618	88	87	100
B.A. General	-	-	-	-	-	-	347	380	434

Pass Percentage (approx)	2012	2013	2014
B.A. Honours	98.24%	95.52%	93.06%
B.A. General	85%	78%	82%

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%	NIL	NIL
B.A. General	100%	NIL	NIL

28. How many students have cleared National and State Competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

SL No.	Year	Examination Cleared	Number of Students
1	2012	UGC-NET	02
2	2014	UGC-NET and SLET	01

29. Student Progression

Student Progression	Against % Enrolled
UG to PG	70%
PG to M.Phil	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed - Campus selection - Other than Campus recruitment	NIL
Entrepreneurship/ Self-employment	N.A.

30. Details of Infrastructural Facilities -

- Library : NO
- Internet facilities for Staff and Students: Teachers can avail the internet facility in the staff common rooms.
- Classrooms with ICT Facilities : N.A.
- Laboratories : N.A.

I.T. Infrastructure : NIL

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

Number of Students receiving Financial Assistance from			
College	University	Government	Other agencies
18	NIL	130	NIL

32. Details on Student Enrichment Programmes (Special Lectures/Workshops/Seminars) with external experts: **NIL**

33. Teaching methods adopted to improve student learning - **NIL**

- Communicative method
- Regular tutorial classes

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

Many students of the department are members of NSS and their participation in ISR and extension activities is taken care of by the NSS.

35. SWOC Analysis of the Department and Future Plans :

SWOC analysis of the Department

Strength

- i. Good collection of text and reference books in the library
- ii. Large number of students
- iii. Good coordination between the teachers and students

Weakness

- Insufficient number of faculty in comparison to the number of students

Opportunities

- Students may be encouraged and trained for taking up journalism course in future.
- Students may be made aware of their potential to become writer and enrich Bengali literature

Challenges

- i. To orient the students for regular attendance
- ii. To arouse interest of the students in literary writings.

Future plan:

- i. Building up separate departmental set up
- ii. Developing departmental library
- iii. Organizing more national and international seminars

EVALUATIVE REPORT OF THE DEPARTMENT OF BOTANY

1. Name of the department : **Department of Botany**
2. Year of Establishment : **1983**
- Names of Programmes/Courses offered : **UG (B.Sc. Hons. and Gen.)**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
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: **NIL**
industries, foreign institutions, etc.
8. Details of courses/programmes discontinued : **NIL**
(if any) with reasons
9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	Two	One
Approved Part time teacher	One	One

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Shriparna Mukherjee	Ph.D.	Assistant Professor	Microbiology	7 years	NIL
Dr. Ruma Das (Basu)	Ph.D.	Part time teacher	Microbiology	7 years	NIL
Sri Tirthankar Roy	M.Sc.	Guest Lecturer	Genetics	5 years	NIL
Sri Subhankar Dey	M.Sc.	Guest Lecturer	Taxonomy	4 years	NIL
Dr. Bikram Saha	Ph.D.	Guest Lecturer	Genetics	2 years	NIL
Smt. Sayantini Mukherjee	M.Sc.	Guest Lecturer	Cytogenetics	6 months	NIL
Sri Anup Das	M.Sc.	Guest Lecturer	Molecular Plant Pathology and Fungal Biotechnology	6 months	NIL

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

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

	Theory	Practical
B.Sc. Honours	30.76%	40.0%
B.Sc. General	55.5%	83.3%

13. Student -Teacher Ratio (programme-wise):

B.Sc. Honours	4:1
B.Sc. General	12:1

14. Number of academic support staff (technical) and administrative staff

	Sanctioned	Filled
Support staff	1	1
Administrative staff	NIL	NIL

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

Name	Designation	Qualification
Dr. Shriparna Mukherjee	Assistant Professor	Ph.D.
Dr. Ruma Das (Basu)	Part time teacher	Ph.D.
Tirthankar Roy	Guest Lecturer	M.Sc.
Subhankar Dey	Guest Lecturer	M.Sc.
Dr. Bikram Saha	Guest Lecturer	Ph.D.
Sayantini Mukherjee	Guest Lecturer	M.Sc.
Anup Das	Guest Lecturer	M.Sc.

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

- Number of faculties with ongoing projects from National funding agencies: **01**
- Amount of grants received : **Total sanctioned amount: Rs. 4,95,000.00**
Grant received in first financial year: Rs. 3,95,000.00
- Number of faculties with ongoing projects from International funding agencies: **NIL**
- Amount of 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: **July 2010-June 2015**

- a. Publication per faculty:
- b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: 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: CitationRange:
- i. SNIPRange:
- j. SJRRange:
- k. ImpactFactorRange:
- l. h-index:

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr.Shriparna Mukherjee	4	2	2	-	-	-	1	-	-	-	-	>2	-

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

21. Faculty as members in:

- National Committees: **NIL**
- International Committees: **NIL**
- Editorial Boards: **NIL**

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **NIL**

23. Awards / Recognitions received by faculty and students

Faculty: **NIL**

Students: **Roshni Biswas secured first position and awarded Gold medal in B.Sc Hons. in 2014**

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

i. Dr. Madhab K Chattopadhyay, Scientist, CCMB, Hyderabad

ii. Dr. Hemanta Koley, Scientist, NICED, Kolkata

iii. Dr. B. L. Sarkar, Scientist, NICED, Kolkata

iv. Dr. Anup Palit, Scientist, NICED, Kolkata

v. Dr. Kunal Mukhopdhyay, BIT, Mesra, Raanchi

vi. Dr. Ranadhir Chakraborty, Department of Biotechnology, University of North Bengal

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

a) National

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding
1	Biotechnology for People: Applications and Awareness	4 – 5th December, 2012	UGC, DBT

b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	214	266	194	48	56	73	09	11	12
General	-	-	-	-	-	-	22	23	23

Pass percentage	2012	2013	2014
Honours	100%	67%	100%
General	100%	100%	87.5%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Honours	100%	NIL	NIL
General	100%	NIL	NIL

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

Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	75%
PG to M.Phil.	N.A.

PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed - Campus selection - Other than campus recruitment	N.A.
Entrepreneurship/Self- employment	N.A.

30. Details of Infrastructural facilities:

- Library: **One departmental library**
- Internet facilities for Staff and Students: **Yes**
- Classrooms with ICT facilities: **One class room**
- Laboratories: **Two well equipped laboratories**

IT Infrastructure:

- Number of computers with configuration (provide actual number with exact configuration of each available system):

Sl No.	NODE NAME	CONFIGURATION	BRA ND	MONIT OR	PRINT ER	UPS	LA N
1	BOTANY PC- 1	DUAL CORE/2GB/500GB	DELL	LED	CANO N	CYB ER POW	OK
2	BOTANY PRINTER- 1	LBP2900B	CAN ON	S/N- NHPA603687			

- Computer-student ratio: **1:30**
- Stand alone facility: **None**
- LAN Facility: **Yes**
- Wi-Fi facility: **No**
- Number of nodal computers with Internet facility: **One**

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
02	-	10	-

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

33. Teaching methods adopted to improve student learning:

- **Audio-visual mode of teaching and ICT based learning**

- Extra classes for revision of important chapters
- Class tests on regular intervals particularly for Honours students
- Providing study materials and notes on selected topics
- Use of internet for receiving the latest progresses and research papers on different topics covered by the present syllabus
- Regular tutorial classes
- Remedial coaching courses for students belonging to SC/ST/OBC/ Minority communities

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

- Participation in Science Fair
- Participation in different cultural activities
- Participation in National Seminar
- Attendance in workshops

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strengths:

- Good coordination between Teaching and Non-teaching Staff
- Healthy student–teacher relationship

Weaknesses:

- Fewer number of teachers in substantive post
- Poor student-teacher ratio
- Inadequate number of classrooms
- Insufficient laboratory facilities

Opportunities:

- To build up future human resource
- To seek for research funds from different organizations that will help in turn for infrastructural development of the department

Challenges:

- To make the students regular in attending the classes
- To keep the standard of result and also to encourage the students for further betterment of the result
- To inculcate the norms of discipline and healthy competition among the students

Future Plans of the Department:

- Gaining more expertise on hands on training of the subject
- Setting up of well equipped Biochemistry and Microbiology laboratories

EVALUATIVE REPORT OF THE DEPARTMENT OF CHEMISTRY

1. Name of the department: **Chemistry**
2. Year of Establishment: **1970**
3. Names of Programmes / Courses offered: **UG(B. Sc Hons and Gen.)**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
4. Names of Interdisciplinary courses and the departments/units involved:
NIL
5. Annual/ semester/choice based credit system (programme wise):
Annual
6. Participation of the department in the courses offered by other departments:
NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc.:
NIL
8. Details of courses/programmes discontinued (if any) with reasons:
NIL
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	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
Dr. Bula Dutta	M.Sc., Ph.D	Assistant Professor	Inorganic Chemistry	9 years	NIL
Smt. Amrita Das	M.Sc.	Assistant Professor	Inorganic Chemistry	9 years	NIL
Dr. Uday Sankar Agarwalla	M.Sc., Ph.D	Assistant Professor	Inorganic Chemistry	7 years	NIL

Smt. Neha Chowdhury	M.Sc.	Guest Lecturer	Organic Chemistry	6 months	NIL
Sri Koushik Baul	M.Sc.	Guest Lecturer	Organic Chemistry	6 months	NIL
Sri Dinabandhu Das	M.Sc.	Guest Lecturer	Organic Chemistry	6 months	NIL

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

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

Lectures Delivered (%)		Practical Classes Handled (%)	
Honours	General	Honours	General
24	20	NIL	16.6

13. Student -Teacher Ratio (programme wise):

Programme(Course)	Student-Teacher Ratio
B. Sc (Honours)	10:1
B. Sc (General)	57:1

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

	Sanctioned	Filled
Support Staff	02	02+01(GB Sanctioned)
Administrative Staff	NIL	Nil

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

Name	Designation	Qualification
Dr. Bula Dutta	Assistant Professor	M.Sc., Ph.D.
Smt. Amrita Das	Assistant Professor	M.Sc.
Dr. Uday Sankar Agarwalla	Assistant Professor	M.Sc. Ph.D.
Smt. Neha Chowdhury	Guest Lecturer	M.Sc.
Sri Koushik Baul	Guest Lecturer	M.Sc.
Sri Dinabandhu Das	Guest Lecturer	M.Sc.

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

- Number of faculties with ongoing projects from National funding agencies: **02**

- Amount of grants received:**Listed in the table below**
- Number of faculties with ongoing projects from International funding agencies:**Nil**
- Amount of grants received: **NIL**

Sl. No.	PI	Duration	Funding agency	Allocated	Received	Status
1	Smt. Amrita Das	2014-2016	UGC, India	Rs. 5,00000/-	Rs. 402500/-	Ongoing
2	Dr. Bula Dutta	2015-2018	DST, India	Rs. 14,28000/-	Rs. 500000/-	Ongoing

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

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

19. Publications:

- a) Publication per faculty:
- b) Number of papers published in peer reviewed journals (b1: national, b2: international):
- c) Number of publications listed in International Database (For eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.):
- d) Monographs:
- e) Chapter in Books:
- f) Books Edited:
- g) Books with ISBN/ISSN numbers with details of publishers:
- h) Citation Index:
- i) SNIP:
- j) SJR:
- k) Impact factor :
- l) h- index:

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr. Bula Dutta	05	-	05	05	-	-	-	-	-	-	-	>2(05)	05
Smt. Amrita Das	04	-	04	01	-	-	-	-	-	-	-	>2(01)	-

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

21. Faculty as members in:

Dr. Uday Sankar Agarwalla

- National Committees: **Raiganj Gour Banga Research Forum**
- International Committees: **Nil**

- 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:

Students: Debanwee Ghosh (Part-III Honours) received :

(i) 3rd Prize in Extempore Speech in Inter college District Level Youth Parliament Competition organized by Ministry of Parliament, West Bengal Government in 2014.

(ii) Best Opposition Leader, Best Parliamentary and Best Lady Parliamentary Awards in Youth Parliament Inter college District Level Youth Parliament Competition organized by Ministry of Parliament, West Bengal Government in 2015.

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

NIL

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

- a) National b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	151	182	160	57	62	78	19	23	20
General	-	-	-	-	-	-	104	109	125

Pass percentage	2012	2013	2014
Honours	66.87%	60.25%	51.88%
General	100%	100%	87.5%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from Abroad
B. Sc. (Honours)	100%	0%	0%
B.Sc. (General)	100%	0%	0%

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

Sl. No.	Year	Examination Cleared	Number of students
1.	2009	NET	01

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities:

- Library: **One Departmental Library**
- Internet facilities for Staff and Students: **Yes**
- Classrooms with ICT facilities: **No**
- Laboratories: **Three well equipped laboratories.**

IT Infrastructure:

- Number of computers with configuration (provide actual number with exact configuration of each available system): **Desktop-03 (Details in table below) and Laptop-01**

Sl. No.	Node Name	Configuration	Brand	Monitor	Printer	UPS	LAN
1	Chemistry PC-1	AMD Sem/2GB/500GB	ASM	LED	HP-1020	APC	OK
2	Chemistry PC-2	DUAL CORE/1GB/80GB	COMPAQ	CRT		BITEC	OK
3	Chemistry PC-3	P-4/1GB/40GB	COMPAQ	CRT			OK

- Computer-student ratio:**1:15**
- Stand alone facility:**Nil**
- LAN Facility:**Available in three desktops**
- Wi-Fi facility:**Nil**
- Number of nodal computers with Internet facility: **02**

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
06	-	17	-

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

33. Teaching methods adopted to improve student learning:

- Interactive and instructional techniques, like audio-visual mode of teaching and ICT based learning.
- Use of internet for receiving the latest progresses and research papers on different topics covered by the present syllabus.
- Regular tutorial classes.
- Class tests on regular intervals particularly for Honours students.
- Providing study materials and notes on selected topics.
- Remedial coaching courses for students belonging to SC/ST/OBC/ Minority communities.

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

- Students participate in different co-curricular activities, different festivals, and celebration of different important days, sports and games organized by the college.
- Students participate in science fair with model and different science seminar etc.
- Inter college District Level Youth Parliament Competition organized by Ministry of Parliament, West Bengal Government.

35. SWOC analysis of the department and Future plans:

Strengths:

- Qualified and experienced faculty members.
- Good coordination between the teachers.
- Good relations among the students and the teachers.
- Experienced and cooperative technical staff.
- Computer and internet facility.
- Provision of e-book facility

Weaknesses:

- Inadequate number of regular teaching faculties.
- The entire three regular teaching faculties are from same specialization.
- Irregularity in attendance of the general course students.
- As the number of students is gradually increasing each year, difficulty may arise in near future to accommodate them in the classrooms.

Opportunities:

- As the teachers are engaged in research works funded by different central organizations such as SERB-DST, UGC etc., students are getting opportunities to get insight to the advanced techniques of synthesis and analysis.
- Students can avail computer and internet facilities to access different eBooks and journals from the UGC-infonet dlc-INFLIBNET Centre by the help of the faculty members of the department.
- Special attention has been given to the less meritorious students through the tutorial classes apart from the regular classes.

Challenges:

- To make the department more innovative and technologyfriendly.
- Regularity in attendance of the general course students.

- Motivate and teach the student for different all India based competitive examinations such as JAM, IIT, IISER, IISC etc. for M.Sc. or integrated M.Sc., Ph.D.

Future Plans of the Department:

- To organize student enrichment programmes by external experts.
- To arrange departmental workshops and seminars.
- To enrich the departmental library.

**EVALUATIVE REPORT OF THE DEPARTMENT OF
COMPUTER SCIENCE**

1. Name of the Department: **Computer Science**
2. Year of Establishment: **1998**
3. Names of Programmes / Courses offered (UG, PG, M. Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.):
UG (General Course), Certificate course, Diploma, Advance Diploma
4. Names of Interdisciplinary courses and the departments/units involved
Advanced Diploma, Diploma, Certificate courses in Computer Applications (Career Oriented Programme): **NIL**
5. Annual/semester/choice based credit system (programme-wise): **Annual**
6. Participation of the department in the courses offered by other departments:
NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	NIL	NIL
Contractual Whole Time Teacher (CWTT)	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
Smt. Duna Saha	MCA	CWTT	N.A.	6 years	N.A.

11. List of senior visiting faculty: **NIL**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **0**
13. Student -Teacher Ratio (programme wise): 7:1 (B.Sc. General)

14. Number of academic support staff (technical) and administrative staff:

	Sanctioned	Filled
Support staff	01	01
Administrative staff	NIL	NIL

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

Name	Designation	Qualification
Smt. Duna Saha	Contractual Whole Time Teacher (CWTT)	MCA

16. Number of faculty with ongoing projects from

a) National: **NIL**

b) International funding: **NIL**

c) 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: **July 2011-June 2015**

a) Publication per faculty:

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

b1: National b2: International

c) Number of publications listed in International Database (For e.g.: Web of Science, Scopus,

Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO

Host, etc):

d) Monographs:

e) Chapter in Books:

f) Books Edited:

g) Books with ISBN/ISSN numbers with details of publishers

h) Citation Index

i) SNIP

j) SJR

k) Impact factor

l) h- index

Faculty	a	b1	b2	c	d	E	f	g	h	i	j	k	l
DUNA SAHA	-	-	-	-	-	-	-	-	-	-	-	-	-

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

21. Faculty as members in

a) National committees: **NIL**

b) International Committees: **NIL**

c) Editorial Boards: **NIL**

22. Student projects

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

Including inter departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations

Outside the institution i.e.in Research laboratories/Industry/Other agencies:**NIL**

23. Awards / Recognitions received by faculty and students

Faculty: **NIL**

Student: **NIL**

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

NIL

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

a) National: **NIL** b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
B. Sc. (Gen)	10	17	4	9	15	2	9	12	2
Certificate (COP)	1	5	--	1	5	--	1	5	--

Pass percentage	2012	2013	2014
B.Sc. General	67.7%	88.89%	100%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. General	100%	NIL	NIL

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

29. Student progression

Student progression	Against % enrolled
UG to PG	67.7% (20014-15)
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed Campus selection:	NIL
Other than campus recruitment: 02	
Entrepreneurship/Self-employment	Unknown

30. Details of Infrastructural facilities

- a) Library: NIL
- b) Internet facilities for Staff & Students: YES
- c) Class rooms with ICT facility: YES
- d) Laboratories: YES

IT Infrastructure

a) Number of computers with Configuration (provide actual Number with exact configuration of each available system): 12

Sl No.	NODE NAME	CONFIGURATION	BRAN D	MONIT OR	PRINT ER	UPS	LA N
--------	-----------	---------------	--------	----------	----------	-----	------

COMPUTER SET

1	COM. SCIENCE PC-1	DUAL CORE/1GB/160GB	HP	CRT		S POWER	OK
2	COM. SCIENCE PC-2	DUAL CORE/1GB/160GB	HP	CRT			OK
3	COM. SCIENCE PC-3	DUAL CORE/1GB/160GB	HP	CRT			OK
4	COM. SCIENCE PC-4	P-4/1GB/40GB	COMP AQ	CRT		APC	OK
5	COM. SCIENCE PC-5	DUAL CORE/1GB/160GB	HP	CRT		S POWER	OK
6	COM. SCIENCE PC-6	DUAL CORE/1GB/160GB	HP	CRT			OK
7	COM. SCIENCE PC-7	DUAL CORE/1GB/160GB	HP	CRT		LUMINO US	OK
8	COM. SCIENCE PC-8	DUAL CORE/1GB/160GB	HP	CRT		S POWER	OK
9	COM. SCIENCE PC-9	DUAL CORE/2GB/160GB	HP	CRT		APC	OK
10	COM. SCIENCE	DUAL	DELL	LED		APC	OK

	PC-10	CORE/2GB/500GB					
11	COM. SCIENCE PC-11	CORE i3/2GB/500GB	COMP AQ	LED	HP P1505n , HP SCANJ ET G2410	APC	OK
12	COM. SCIENCE PC-12	DUAL CORE/1GB/160GB	HP	CRT		APC	OK
13	COM. SCIENCE PC-13	DUAL CORE/1GB/80GB	COMP AQ	CRT		S POWER	OK
PRINTER'S							
14	COM. PRINTER- 1	HP P1505n	HP	S/N- VNC4B00937			
15	COM. PRINTER- 2	HP SCANJET G2410	HP	S/N- CN88WS3231			

LAN/NET

1. TP-LINK 24 PORT SWITCH (OLD)
2. TP-LINK ADSL MODEM (NEW) / OFF LINE

- b) Computer-student ratio: 1: 1
- c) Standalone facility: YES
- d) LAN facility: YES
- e) Wi-Fi facility: NO
- f) Number of nodes/ computers with Internet facility: 12

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

32. Details on student enrichment programmes (special lectures / workshops /Seminar)

With external experts: NIL

33. Teaching methods adopted to improve student learning:

- 1) Interactive sessions and discussions
- 2) Green-glass board and dust free chalk for board work
- 3) Regular tutorial classes
- 4) Power Point presentations (Audio-Visual and ICT based learning)
- 5) Lecture in both English (subject language) and Bengali (Mother-tongue of most of the Students)
- 6) Extra classes for revision, consultation and special guidance
- 7) Providing class notes, study materials and text book suggestions as per requirement.
- 8) Using Internet for study of topics related to the syllabus
- 9) Special attention to weaker students

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

35. SWOC analysis of the department and Future plans

Strength:

- a) Teacher-Student cordial relationship makes up the educational environment
- b) Students' involvement in discussion about emerging technologies together with study materials
- c) Dust free air conditioned laboratory room
- d) 1:1 student - computer ratio in laboratory during practical sessions
- e) Internet connection with each computer
- f) Teacher-Student ratio being 1:7, teacher can concentrate upon individual students to check their progress.
- g) ICT enabled teaching process help lectures being attractive and helpful for the students
- h) The computers are connected via LAN for sharing data and information.
- i) Provision of e-book facility

Weakness:

- Poor number of students
- No Wi-Fi facility in the laboratory
- No simultaneous classes are possible as there is only one single faculty member in the department
- No departmental library

Opportunities:

- Creating a departmental library containing books both related to syllabus and recent computer technological inventions, ideas etc.
- The department is also looking for bringing Wi-Fi network in the laboratory or Li-Fi network in far future.

Challenges:

- Additional faculty member is required in the department
- Departmental decision making, sharing of thoughts between the faculties.
- Drawing the students towards the theory classes along with the practical classes.

Future Plans:

- Opening Honours course
- Departmental Library
- Increasing number of updated computers
- Up gradation of existing software / programs
- Centralized UPS system for all the computers
- Wi-Fi service in the department

EVALUATIVE REPORT OF THE DEPARTMENT OF ECONOMICS

1. Name of the Department: **Economics**
2. Year of Establishment: **1950**
3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG B.A Honours and General**
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: **In the Department of Education, Statistics is taught by our Departmental Staff.**
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	1	1
Assistant Professors	2	2
Govt. Approved PTT	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. Shanti Chhetry (Principal)	M.A., Ph.D.	Associate Professor	International Economics	33 years	02
Dr. Sekhar Chatterjee	M.A, M.Phil, Ph.D	Associate Professor	Econometrics, Demography and Resources Economics	16 years	Nil
Dr. Anil Kr. Biswas	M.A, M.Phil., Ph.D.	Assistant Professor	International Trade and Agriculture	11 years	Nil

Smt. Sumana Mukherjee	M.A., M.Phil.	Assistant Professor	Statistics and Econometrics, Agricultural Economics	5years	Nil
Smt. Priyanki Sengupta	M.A.	Part Time Teacher	Demography and Resources Economics, International Trade	7 years	Nil

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: 54:1 Honours: 1:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Not applicable

	Sanctioned	Filled
Support staff	Nil	Nil
Administrative staff	Nil	Nil

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

Name	Designation	Qualification
Dr. Shanti Chhetry	Principal	M.A., Ph.D.
Dr. Sekhar Chatterjee	Associate Professor	M.A., M.Phil, Ph.D
Dr. Anil Kr. Biswas	Assistant Professor	M.A., M.Phil, Ph.D
Smt. Sumana Mukherjee	Assistant Professor	M.A., M.Phil,
Smt. Priyanki Sen Dasgupta	PTT	M.A.

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

- Number of faculties with ongoing projects from National funding agencies:
- Amount of grants received:

- Number of faculties with ongoing projects from International funding agencies: **NIL**
- Amount of grants received: **NIL**

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

Sl. No.	PI	Duration	Funding agency	Allocated	Received	Status

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

19. Publications: **July 2010-June 2015**

- a. Publication per faculty:
- b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: 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	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr.Sekhar Chatterjee	2	1	1	0	0	0	0	0	0	0	0	0	0
Dr.Anil Kr. Biswas	3	2	1	0	0	0	1	0	0	0	0	0	0
Smt. Sumana Mukherjee	3	2	1	0	0	0	0	0	0	0	0	0	0

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

21. Faculty as members in:

- National Committees: **NIL**
- International Committees: **NIL**
- Editorial Boards: **NIL**

22. Student projects

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

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

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

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

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

a) National: **NIL**

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding

b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	13	13	7	4	3	0	4	3	0
General	-	-	-	-	-	-	104	98	86

Pass percentage	2012	2013	2014
Honours	N.A.	N.A.	100%
General	80%	68%	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%	NIL	NIL
B.A. General	100%	NIL	NIL

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

Sl. No.	Year	Examination Cleared	Number of students

29. Student progression:

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	
- Campus selection	Nil
- Other than campus recruitment	
Entrepreneurship/Self-employment	Nil

30. Details of Infrastructural facilities:

- Library: NIL
- Internet facilities for Staff and Students: Staff only
- Classrooms with ICT facilities: Nil
- Laboratories: Not Applicable

IT Infrastructure: NIL

- Number of computers with configuration (provide actual number with exact configuration of each available system):
- Computer-student ratio:
- Stand alone facility:
- LAN Facility:
- Wi-Fi facility:
- Number of nodal computers with Internet facility:

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
03	-	01	-

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

33. Teaching methods adopted to improve student learning:

- Learner-centric educational approach
- Use of internet for latest information and data on the subject
- Group discussion
- Regular tutorial classes.

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

35. SWOC analysis of the department and Future plans:
SWOC analysis of the Department:

Strengths:

- Teacher-student relation is bold in our department
- The cooperation and coordination of the teachers are also highly satisfactory.

Weakness:

- Students willing to study Economics Hons. must study Mathematics as a General subject; they are, thus, required to secure pass marks in Mathematics in H.S. Exam. Unfortunately, most of the candidates willing to study Economics do not have Mathematics in their subject combination.
- Only students who had had Science combination in the H.S. level fulfil condition required to study Economics Hons. They are, generally, unwilling to study Economics Hons., instead of Pure Science subjects which happen to be their first choice.

Opportunities:

- Students in Economics (Honours) can get the priority in administrative services.

Challenges:

- We shall have to increase the number of students in our department by motivating them to take up Economics Hons. at the time of admission.

Future Plans of the Department:

- To set up a departmental library in future.

EVALUATIVE REPORT OF THE DEPARTMENT OF EDUCATION

1. Name of the Department: **Education**
2. Year of Establishment: **2008**
3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters Integrated Ph.D., etc.): **UG (Honours and General)**
4. Names of Interdisciplinary courses and the departments/units involved: **NIL**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions etc.: **NIL**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	01	00
Govt. Approved PTT	02	02

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Smt. Keya Das	M. A.	PTT	Psychology	6 years	NIL
Sri Pradip Kr. Singha	M. A.	PTT	Teacher Education	5 years	NIL
Smt. Bhaswati Bhattacharya	M. A.	Guest Lecturer	Teacher Education	3 years	NIL
Smt. Payel Dey	M. A.	Guest Lecturer	Evaluation and Management	2 years	NIL
Sri Nilu Saha	M. A.	Guest Lecturer	Teacher Education	1 year	NIL

11. List of senior visiting faculty: NIL

12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty: More than 50% of the theory classes both in Honours and in General courses are handled by guest faculties.

13. Student-Teacher Ratio (programme-wise):
Honours: 14:1 General: 256:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Not applicable

	Sanctioned	Filled
Support staff	NIL	NIL
Administrative staff	NIL	NIL

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

Name	Designation	Qualification
Smt. Keya Das	PTT	M.A.
Sri Pradip Kr. Singha	PTT	M.A.
Smt. Bhaswati Bhattacharya	Guest Lecturer	M.A.
Smt. Payel Dey	Guest Lecturer	M.A.
Sri Nilu Saha	Guest Lecturer	M.A.

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

- Number of faculties with ongoing projects from National funding agencies:
- Amount of grants received:
- Number of faculties with ongoing projects from International funding agencies:
- Amount of grants received:

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 (b1: national / b2: 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	b1	b2	c	d	e	F	g	h	i	j	k	l

20. Areas of consultancy and income generated: NIL

21. Faculty as members in:

- National Committees: NIL
- International Committees: NIL
- Editorial Boards: NIL

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: NIL
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: NIL

23. Awards / Recognitions received by faculty and studentsFaculty: NIL

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

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

a) National: NIL

b) International: NIL

26. Student profile programme/course-wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	275	234	302	38	36	48	26	28	31
General	-	-	-	-	-	-	520	691	684

Pass percentage	2012	2013	2014
Honours	100%	100%	95.24%
General	62%	81%	68%

27. Diversity of Students: NIL

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Honours	100%	NIL	NIL
General	100%	NIL	NIL

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

Sl. No.	Year	Examination Cleared	Number of students

29. Student progression:

Student progression	Against % enrolled
UG to PG	70%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	
- Campus selection	NIL
- Other than campus recruitment	04
Entrepreneurship/Self- employment	NIL

30. Details of Infrastructural facilities:

- Library: NIL
- Internet facilities for Staff and Students: Staff only

- Classrooms with ICT facilities: NIL
- Laboratories: N.A.

IT Infrastructure: NIL

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
08	-	48	-

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

33. Teaching methods adopted to improve student learning:

- Field based study for one honours paper
- Use of internet for the latest informations.
- Regular tutorial classes

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

Honours students are required to submit a project report on the basis of field surveys done in the locality. Students are mostly sent to collect the information in the primary and montesory schools of the locality. In the process they get an opportunity to be acquainted with the problems faced by these schools. The interaction thereafter with the teachers of the department makes them socially responsible and get motivated to extend helping hand in teaching the students of primary level.

35. SWOC analysis of the department and Future plans:
SWOC analysis of the Department:

Strength:

- Determination and sincerity of teachers and students

Weakness:

- Insufficient number of teachers
- No separate departmental set up

Opportunities:

- Scope for applying for teaching jobs.

Challenges:

- To imbibe the qualities among the students in order to make them the agents of social change.

Future plans of the department:

- Developing a complete separate set up for the department
- Organizing symposia / conferences on education.
- To set up a departmental library in future.

EVALUATIVE REPORT OF THE DEPARTMENT OF ENGLISH

1. Name of the Department: **English**
2. Year of Establishment: **1950**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.Integrated Masters; Integrated Ph.D., etc.): **UG (B.A. Hons and Gen.)**
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	00	00
Associate Professors	01	01
Assistant Professors	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
Dr. Sanatan Bhowal	M. A., Ph. D.	Associate Professor	American Literature	26 years	NIL
Dr. Sukanta Das	M. A., Ph. D.	Assistant Professor	Indian English Literature	11 years	NIL
Smt. Sisodhara Syangbo	M.A.	Assistant Professor	American literature	5 years	NIL
Smt. Abhinanda Roy	M. A.	Assistant Professor	Indian English Literature	1 year	NIL

11. List of senior visiting faculty: Nil

Name	Institute

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil
13. Student -Teacher Ratio (programme wise):
Honours: 50:1
General- 16: 1.

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

	Sanctioned	Filled
Support staff	NIL	NIL
Administrative staff	NIL	NIL

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

Name	Designation	Qualification
Dr. Sanatan Bhowal	Associate Professor	Ph. D.
Dr. Sukanta Das	Assistant Professor	Ph. D.
Smt.Sisodhara Syangbo	Assistant Professor	M.A.
Smt. Abhinanda Roy	Assistant Professor	M.A.

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

- Number of faculties with ongoing projects from National funding agencies: 01
- Amount of grants received: 2,50,000/-
- Number of faculties with ongoing projects from International funding agencies: Nil
- Amount of grants received: Nil

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

Sl. No.	PI	Duration	Funding agency	Allocated	Received	Status

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 (b1: national / b2: 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	b1	b2	c	d	e	f	G	h	i	j	k	l
Dr.Sanatan Bhowal	2	0	1	0	0	0	0	1*	0	0	0	0	0
Dr. Sukanta Das	2	0	0	0	0	2	0	0	0	0	0	0	0
Smt.Sisodhara Syangbo	1	0	1	0	0	0	0	0	0	0	0	0	0

* D. H. Lawrence and the Contemporary Thinkers: A Study in Correspondence, Lambert Academic Publishing, ISBN 9783659775390.

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

21. Faculty as members in:

- National Committees: **NIL**
- International Committees: **NIL**
- Editorial Boards: **NIL**

22. Student projects: **NIL**

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

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

23. Awards / Recognitions received by faculty and students

Faculty: **NIL**

Students: **NIL**

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

Prof. G.N. Roy, University of North Bengal
 Prof. G.J. V. Prasad, Jawaharlal Nehru University, New Delhi
 Dr. Tara Prakash Tripathy, Arizona State University
 Dr. Sukriti Ghosal, Principal, MUC College, MUC College, Burdwan
 Dr. Ranjan Ghosh, University of North Bengal
 Prof. Soumyajit Samanta, University of North Bengal
 Prof. Mohit Kumar Roy, Burdwan University
 Prof. Amrit Sen, Viswa Bharati
 Dr. Hiamdri Lahiri Viswa Bharati

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

a) National

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding
1	Border, Globalization and Identity	27 th and 28 th November, 2015	University Grants Commission

b) International: Nil

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications Received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	602	609	829	305	321	336	87	92	100
General	-	-	-	-	-	-	11	30	23

Pass percentage	2012	2013	2014
Honours	91.3%	56.13%	76.62%
General	60%	58%	48%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Honours	99%	01%	00%
General	100%	00%	00%

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

Sl. No.	Year	Examination Cleared	Number of students

29. Student progression

Student progression	Against % enrolled
UG to PG	55%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.

Employed - Campus selection - Other than campus recruitment	Campus selection- Nil Other than campus recruitment- 25% (approx.)
Entrepreneurship/Self- employment	Data not available

30. Details of Infrastructural facilities:

- **Library:**
- The Department does not have any library of its own. However, the central library of the college has a good collection of departmental books.
- **Internet facilities for Staff and Students:**
The staffs of the department have internet facilities only in the staff common room where they have to share the desktops with the colleagues of other Departments; the students likewise have access to internet only in the central library of the college.
- **Classrooms with ICT facilities:**
We have no classrooms with ICT facilities.
The Department does not have any exclusive room for its classes.
- **Laboratories:**
Not applicable.

IT Infrastructure:

- **Number of computers with configuration (provide actual number with exact configuration of each available system): NIL**
- **Computer-student ratio:**
- **Stand alone facility:**
- **LAN Facility:**
- **Wi-fi facility:**
- **Number of nodal computers with Internet facility:**

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
07	--	130	--

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

33. Teaching methods adopted to improve student learning:

- Learner-centric education approach through appropriate Academic Calendar, interactive and instructional techniques, like audio-visual mode of teaching and ICT based learning.
- The teachers of the Department encourage the students to update their knowledge in topics covered by the syllabus by way accessing Internet.

- Regular tutorial classes.
- Film shows on text based matters.

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

The students of the Department participate in Institutional Social Responsibility and Extension activities: In times of crisis, they come forward and offer help. They joined the camps organized by the NSS Units of the college.

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strengths:

- Teacher-student relationship
- Coordination among teachers
- Adequate number of permanent teachers
- Rich collection of books in central library

Weakness:

- Lack of separate unit for the department
- Lack of departmental library
- Lack of computers for the department

Opportunities

- Opening of P.G. unit
- Launching of departmental journal

Challenges:

- To motivate the students for consultation of the central library

Future Plans of the Department:

- A separate unit in the college building for its own use. This proposal has already been discussed several times in meetings with the Principal and the Coordinator of IQAC of the College.
- A departmental library with computers providing students with internet facilities.
- A Departmental annual journal.

EVALUATIVE REPORT OF THE DEPARTMENT OF GEOGRAPHY

1. Name of the Department: **Geography**
2. Year of Establishment: **1980**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):
UG (B.A. Hons and Gen.)
4. Names of Interdisciplinary courses and the departments/units involved:
Environmental Studies
5. Annual/ semester/choice based credit system (programme wise): **Annual.**
6. Participation of the department in the courses offered by other departments:
NIL
7. Courses in collaboration with other universities, industries, foreign institutions etc.: **NIL**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	03	03
Assistant Professors	NIL	NIL

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Smt. Sriparna Sarkar	M.Sc.	Associate Professor	Fluvial Geomorphology	24 years	NIL
Smt. Rubi Sanyal	M.A.	Associate Professor	Cartography	24 years	NIL
Dr. Sharmistha Mukherjee	M.A., M.Phil, Ph. D.	Associate Professor	Social Geography	16 years	NIL
Smt. Sreyashi Ganguly	M.A.	Guest Lecturer	Population Geography	02 years	NIL

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by Temporary faculty:
Hons. Theory classes 3%

Hons. Practical classes: 8.3 %
 General Theory classes: 21.05%
 General Practical classes: 33 %

13. Student -Teacher Ratio (programme wise): Honsours: 20:1; General 24:1

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

	Sanctioned	Filled
Support staff	02	02
Administrative staff	Nil	Nil

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

Name	Designation	Qualification
Smt. Sriparna Sarkar	Associate Professor	M.Sc.
Smt. Rubi Sanyal	Associate Professor	M.A.
Dr. Sharmistha Mukherjee	Associate Professor	M.A., M.Phil, Ph.D
Smt. Sreyashi Ganguly	Guest Teacher	M.A.

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

- Number of faculties with ongoing projects from National funding agencies: 01
- Amount of grants received: Total grant: Rs. 2.5 lakhs; Grant received: 1.5 lakhs
- Number of faculties with ongoing projects from International funding agencies: Nil
- Amount of grants received:

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 (b1: national / b2: 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: NA
 i. SNIP Range: j. SJR Range: k. Impact Factor Range: NA
 l. h-index:

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Sriparna Sarkar	2	-	-	-	1	-	1		-	-	-	-	-
Rubi Sanyal	1	-	-	-	-	-	1		-	-	-	-	-
Dr.Sharmistha Mukherjee	1	-	1	1	-	-	-	-	-	-	-	-	-

20. Areas of consultancy and income generated: Nil

21. Faculty as members in:

- National Committees: Nil
- International Committees: Nil
- Editorial Boards: Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Compulsory paper only for 1st year students on Environmental Studies: 35%
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies: Nil

23. Awards / Recognitions received by faculty and students

Faculty: Nil

Students: Anindita Sarkar and Jhumur Dutta won 2nd prize in district level quiz contest organized by Bangiya Bhoogol Mancha in 2013. In 2015 Payel Kar and Krishna Oraon again won 2nd prize in the district level quiz contest organized by Bangiya Bhoogol Mancha. In 2015 Brati Roy, Mira Roy and Dolly Roy won 2nd prize (group) in the Inter- College Youth Parliament.

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

Sl.No.	Name	Institute
1.	Prof. Ali Mohammad	Eminent Professor. former Head of Dept. of Geography, Aligarh Muslim University, Aligarh, U.P.
2.	Prof. R. Saikia	Retired Prof. and Head, Dept. of Geography, Cotton College, Guwahati, Assam

3.	Prof. R. Mishra	Retired Prof. Dept. of Geography, Patna University and Director, CDHI, Jalpaiguri
4.	Prof. J. Sankrityayan	Dean, Faculty of Arts, Commerce and Law, University of North Bengal
5.	Prof. S. Sarkar	Dept. of Geography and Applied Geography, University of North Bengal
6.	Prof. D. K. Nayak	Prof. and Head, Dept. of Geography, NEHU, Shillong, Meghalaya
7.	Dr. S. K. Dey	Associate Professor, Dept. of Geography, Tripura University, Agartala, Tripura
8.	Dr. D. K. Mandal	Head, Dept. of Geography and Applied Geography, University of North Bengal

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

a) National

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding
1.	Resource Utilization, Land Use vis-à-vis Environmental Impact in India, with special reference to Himalayan Foothills	26.11-27.11.2011	UGC

b) International: Nil

26. Student profile programme/course wise:

sName of the Course/ Programme)	Applications received			Candidates selected			Candidates enrolled (females)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	617	693	384	46	48	51	30	30	31
General	-	-	-	-	-	-	47	38	21

Pass percentage	2012	2013	2014
Honours	95.83%	100%	100%
General	100%	93%	100%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Honours	100%	-	-
General	100%	-	-

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

Sl. No.	Year	Examination Cleared	Number of students
1.	2012	UGC-NET	02
2.	2014	UGC-NET and SLET	01
3.	2015	UGC-NET	01

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	N.A.
PG to Ph.D.	3 students enrolled for Ph.D. in NBU
Ph.D. to Post-Doctoral	Nil
Employed	
- Campus selection	Nil
- Other than campus recruitment	
Entrepreneurship/Self-employment	N.A.

30. Details of Infrastructural facilities:

- Library: Yes
- Internet facilities for Staff and Students: Yes
- Classrooms with ICT facilities: Yes (2)
- Laboratories: (2)

IT Infrastructure:

Number of computers with configuration (provide actual number with exact configuration of each available system):

- Computer-student ratio: 1: 93
- Stand alone facility: Nil.
- LAN Facility: 01

- Wi-Fi facility: Nil
- Number of nodal computers with Internet facility: 01

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
18	Nil	76	NA

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

- Extra classes for revision of important chapters;
- Class tests on regular intervals particularly for Honours students;
- Providing study materials on selected topics;

Remedial coaching courses for students belonging to SC/ST/OBC/Minority communities:

- Special attention to weaker sections of students.

33. Teaching methods adopted to improve student learning:

- Learner-centric education approach through appropriate like Academic Calendar, interactive and instructional techniques, like audio-visual mode of teaching and ICT based learning.
- Use of internet for receiving the latest progresses and research papers on different topics covered by the present syllabus;
- Regular tutorial classes.
- Outdoor field surveys apart from field work approved of in the prescribed syllabus to learn surveying and rock identification.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Participation in NSS activities by teachers and students of the department.

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strength

- Hard-working and tenacious students willing to pursue higher education and become well-settled in future.
- Willing and hard-working teachers, ready to help students, whenever required.
- Counseling by teachers to final year students on preparation of competitive exams or conseling on research work to alumnae.
- Well- stacked departmental library and laboratory.

Weaknesses

- Discontinuation of studies for attending more career-oriented courses like nursing, by a section of students.

- Hardship on part of economically backward students to purchase high-priced drawing equipments for practical classes. Difficulty on part of needy students to pay money required for fieldwork which is compulsory.
- Shortage of space and permanent teaching staff affects holding of more than two theory and practical classes at the same time.
- Preservation of practical equipments and maps is difficult due to the damp weather.

Opportunities

- The Department has a well-equipped lab, internet connection and ICT infrastructure, which enables both teachers and students to prepare, download and circulate study materials.
- The internet connection is used to obtain information on career-oriented programs for students or for mailing study materials to students, if required.
- Many ex-students have secured jobs as teachers in schools throughout West Bengal.

Challenges

- i) Increased intake capacity, as per UGC regulations further reduces space allotted to each student and creates shortage of equipments needed for practical classes.
- ii) Outdated syllabus which is more exam-oriented than project-oriented.

Future Plans of the Department:

- Opening P.G. course in the department
- Increase in the number of permanent faculty from three to five.
- Extension of the department to accommodate GIS laboratory and laboratory for soil and rock analysis.
- At least three smart classrooms and two classrooms with audio system.
- Increasing computer-student ratio.
- Full-fledged seminar library with book-loan facilities for all Honors and General course students.
- Short courses on disaster management through GIS and Remote Sensing techniques and use of GPS for students.

EVALUATIVE REPORT OF THE DEPARTMENT OF HISTORY

1. Name of the Department: **History**
2. Year of Establishment: **1950**
3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **U.G. Hons and Gen.**
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: **N.A.**
7. Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A.**
8. Details of courses/programmes discontinued (if any) with reasons: **N.A.**

9. Number of Teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	1	1
Assistant Professors	2	2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. Swaswati Das	M.A, Ph.D.	Associate Professor	Ancient India	30 years	Nil
Sri Rupan Sarkar	M.A.	Assistant Professor	Mughal Indian History	12 years	Nil
Dr. Shyamal Ch. Sarkar	M.A, Ph.D.	Assistant Professor	Modern History	10 years	Nil
Debjani Sengupta	M.A.	PTT	South East Asia	21 years	Nil

11. List of senior visiting faculty: Nil

Name	Institute

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

13. Student -Teacher Ratio (programme wise): **Honours 56:1, General 351:1**

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

	Sanctioned	Filled
Support staff	N.A	N.A
Administrative staff	N.A	N.A

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

Name	Designation	Qualification
Dr. Swaswati Das	Associate Professor	M.A, Ph.D.
Sri Rupan Sarkar	Assistant Professor	M.A
Dr. Shyamal Ch. Sarkar	Assistant Professor	M.A, Ph.D.
Debjani Sengupta	PTT	M.A

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

a) **One, National**

- Number of faculties with ongoing projects from National funding agencies: One
- Amount of grants received: Rs. 1,60,000
- Number of faculties with ongoing projects from International funding agencies: NIL
- Amount of grants received: NIL

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

Sl. No.	PI	Duration	Funding agency	Allocated	Received	Status

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

19. Publications: **July 2010-June 2015**

- a. Publication per faculty:
- b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: international)
- c. Number of publications listed in International Database (for e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- d. Monographs:
- e. Chapter in Books:
- f. Books edited:
- g. Books with ISBN/ISSN numbers with details of publishers:
- h. Citation Index: Citation Range:
- i. SNIP Range:
- j. SJR Range:
- k. Impact Factor Range:
- l. h-index:

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	L
Dr. Swaswati Das							1	1					
Sri Rupan Sarkar						2							
Dr. Shyamal Chandra Sarkar	10	4	6				1						
Smt. Debjani Sengupta	1												

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

21. Faculty as members in:

- National Committees: NIL
- International Committees: NIL
- Editorial Boards: NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : NIL

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

23. Awards / Recognitions received by faculty and students

Faculty:

Students: **Youth Parliament – 2015 (Group) – 2nd position.**

Quiz Contest Youth Parliament (General Hist) – 3rd position

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

Dr. Suchibrata Sen - Retired Professor Department of History Viswa Bharati
 Dr. Sumantra Neogi - Retired Professor Department of History, Patna University
 Dr. Ananda Gopal Ghosh - Retired Professor Department of History, N.B.U.
 Dr. Nirban Basu- Department of History Calcutta
 Dr. Md.Hasibul Alam – Rajshahi University, Bangladesh.
 Dr. Susnata Das - Department of History, Rabindra Bharati University
 Dr. Anita Bagchi- Department of History, N.B.U
 Dr. Bijay Kumar Sarkar - Department of History, N.B.U
 Dr. Bipasa Raha - Department of History, Vishwa Bharati
 Dr. Suvayu Chattapadhyaya- Department of History, Viswa Bharati.

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

a) National

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding
	Changing Society of Twentieth Century Bengal	26 th – 28 th Sep, 2013	U.G.C.

b) International NIL

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	350	375	428	350	375	386	91	91	100
General	-	-	-	-	-	-	592	739	782

Pass percentage	2012	2013	2014
Honours	65.67%	68.66%	82.09%
General	70.5%	60%	80%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from Abroad
Honours	100%	Nil	Nil
General	100%	Nil	Nil

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

Sl. No.	Year	Examination Cleared	Number of students

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
P.G. to M.Phil.	N.A.
P.G. to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	N.A.
- Campus selection	
- Other than campus recruitment	
Entrepreneurship/Self- employment	

30. Details of Infrastructural facilities:

- Library: There is no departmental library; the students use the general library.
- Internet facilities for Staff and Students: There are no separate computers for the department. However, teachers of the department use computers in the staff rooms.
- Classrooms with ICT facilities: NIL
- Laboratories: N.A.

IT Infrastructure:

- Number of computers with configuration (provide actual number with exact configuration of each available system): NIL
- Computer-student ratio: NIL
- Stand alone facility: NIL
- LAN Facility: NIL
- Wifi facility: NIL
- Number of nodal computers with Internet facility: NIL

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
10%	Nil	66%	Nil

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

UGC Sponsored Seminar on “Changing Society of Twentieth Century Bengal (from Historical Perspectives) with Special Reference to North Bengal ” at P. D. Women’s College in collaboration with Maynaguri College, Jalpaiguri, on 26 – 28 September, 2013.

33. Teaching methods adopted to improve student learning:

- Learner-centric education approach through appropriate academic calendar;
- Regular tutorial classes;
- Extra classes for revision of important chapters;
- Providing study materials on selected topics;
- Remedial coaching courses for students belonging to SC/ST/OBC/ Minority communities;

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

Students of the department generally participate in the extension activities conducted by NSS and Centre for Women Studies.

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strengths:

- Excellent coordination between students and teachers.
- Willingness to continue higher studies on the part of students of backward communities, especially those coming from rural areas.

Weaknesses:

- Financial constraints on the part of students, especially those belonging to minority communities and rural sector.
- Lack of adequate number of teachers.

Opportunities:

- Scope to pursue P.G. studies in Archaeology and Museology.
- Scope to appear in competitive exams for administrative jobs.
- Scope to secure teaching jobs.

Future Plans of the Department:

- 1) To include project works in academic curriculum.
- 2) Departmental computer is necessary.
- 3) Separate room for teaching staff of the department along with a departmental library.
- 4) Special lectures/workshops /seminars with the help of external resource persons

**EVALUATIVE REPORT OF THE DEPARTMENT OF
MATHEMATICS**

1. Name of the Department: Mathematics
2. Year of Establishment: 1950
3. Name of Programmes/Courses offered
(UG,PG,M.Phil,Ph.D.,Integrated Masters,
Integrated Ph.D.,etc.): U.G.(B.Sc. Honours and General)
4. Names of Interdisciplinary courses and
the departments/units involved: N.A.
5. Annual/Semester/choice based credit
System (Programme wise): UG-Annual
6. Participation of the department in the
courses offered by other departments: NIL
7. Courses in collaboration with other universities,
Industries, foreign industries, etc.: NIL
8. Details of courses/programmes
discontinued (if any) with reasons: Nil
9. Name of Teaching posts:

Posts	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	3	1

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

Name	Qualification	Designation	Area of Interest/ Specialization	No. of years of Experience	No. of Ph.D. students guided for last 4 years
Dr. Prity Dolai	M.Sc., Ph.D.	Assistant Professor	Elasticity	11Years	Nil
Sri Manoj Kr. Saha	M.Sc.	CWTT	Fluid Dynamics	6 Years	Nil
Sri Prasanjit Mandal	M.Sc.	Guest Lecturer	Real Analysis	3 Years	Nil

Name/	Qualification	Designation	Area of Interest/ Specialization	No. of years of Experience	No. of Ph.D. students guided for last 4 years
Sri Asit Singha	M.Sc.	Guest Lecturer	Real Analysis	2 Years	Nil
Sri Mainak Sikhar Samajdar	M.Sc.	Guest Lecturer	Higher Algebra	7 Years	Nil
Sri Dipanjan Ghosal	M.Sc.	Guest Lecturer	Functional Analysis	1 Year	Nil

11. List of senior visiting faculty: Nil

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

Lectures delivered (in %)	Practical classes handled (in %)
12.5	0

13. Student-Teacher Ratio (Programme wise):

Programme (Course)	Student-Teacher Ratio
B.Sc. (Hons)	13:1
B.Sc. (Pass)	29:1

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

Technical- Nil

Administrative-Common

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

Name	Designation	Qualification
Prity Dolai	Asst. Professor	M.Sc., Ph.D
Manoj Kr. Saha	CWTT	M.Sc.
Mainak Sikhar	Guest Lecturer	M.Sc.

Samajdar		
Prasanjit Mandal	Guest Lecturer	M.Sc.
Asit Singha	Guest Lecturer	M.Sc.
Dipanjan Ghosal	Guest Lecturer	M.Sc.

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

- Number of faculties with ongoing projects from National funding agencies: One
- Amount of grants received: Rs. 1,35,000.00

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

18. Research Centre/faculty recognized by the University: Nil

19. Publications : **2010 – 2015**

a. Publication per faculty:

b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: 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	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr. Prity Dolai	7	4	3	-	-	-	-	-	-	-	-	1<k<2	-

20. Areas of consultancy and income generated: Nil

21. Faculty as member in

- National Committees
- International Committees c) Editorial Boards: Nil

22. Student projects: Nil.

23. Awards/Recognitions received by faculty and students:

One student got award from NBU for her 2nd position in Math. Hons. 2014.

24. List of eminent academicians and scientists/visitors to the department:
Dr. Prasanta Choudhuri was a Reader in Mathematics Department of North Bengal University. He came two times in winter recess to complete some portion of 3rd year syllabus in Mathematics Department of P. D. Womens College.

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

- National :Nil
- International: Nil

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013 -14	2014 -15	2015 -16	2013 -14	2014 -15	2015 -16	2013 -14	2014 -15	2015 -16
B.A./B.Sc.(H)	113	131	205	56	41	48	24	28	32
B.A./B. Sc. (Gen)	125	135	139	125	135	139	56	60	61

Pass percentage	2012	2013	2014
B.Sc. (Hons)	60%	80%	95.75%
B.Sc. (Gen)	60%	60%	65%

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
B.Sc.(General)	100	Nil	Nil
B.Sc.(Honours)	100	Nil	Nil

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

Sl. No.	Year	Examination Cleared	Number of students
1.	2014	NET	1
2.	2014	JAM	1

3.	2014	MMC	1
----	------	-----	---

29. Student progression (UG to PG to M.Phil. to Ph.D. to Post Doctoral, Campus selection/ Entrepreneurship/Self-employment):

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	Nil
PG to Ph.D.	One
Ph.D. to Post-Doctoral	Nil
Employed - Campus selection - Other than campus recruitment	Nil
Entrepreneurship/Self- employment	

30. Details of infrastructural facilities:

- a) Library: Yes
- b) Internet facilities are available for staff and students in the department
- c) Class rooms with ICT facility: Nil
- d) Laboratories: Nil

IT Infrastructure:

- Number of computers with configuration (provide actual number with exact configuration of each available system):

SI No.	NODE NAME	CONFIGURATION	BRAN D	MONIT OR	PRINT ER	UP S	LA N
COMPUTER SET							
1	MATHEMATICS PC-1	DUAL CORE/512MB/80GB	COMP AQ	CRT		AP C	OK
2	MATHEMATICS PC-2	DUAL CORE/2GB/500GB	HP	LED	CANON	AP C	OK
3	MATHEMATICS PC-3	AMD Sem/2GB/500GB	ASM	CRT		AP C	OK
PRINTER'S							
4	MATH PRINTER-1	LBP2900B	CANO N	S/N- MBGA632899			

- Computer-student ratio: 1 : 20
- Stand alone facility: Nil.
- LAN Facility: Yes
- Wifi facility: Nil.
- Number of nodal computers with Internet facility: 1 (One).

31. Number of students receiving financial assistance from college, University, Govt. or other agencies:

Number of students receiving financial assistance from			
College	University	Government	Other agencies
12	Nil	35	Nil

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

33. Teaching methods adopted to improve student learning:

- Provide Xerox copies of selected portions from reference books collected from ISI Kolkata Library.
- Discussion for solutions of question papers of different universities.
- We provide downloaded question papers of JAM, MMC and discussion for solutions.
- Arrangements of Monthly class test.

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

Students are encouraged to participate in the workshops organized by Career and counseling Cell and seminars conducted by different Department of the College.

35. SWOC analysis of the department and future plans:

Strengths:

- Students are obedient, sincere, intelligent and willing to learn.
- Very good attendance of students.
- Good co-ordination between teachers and students.

Weakness:

- Poor teacher-student ratio.
- Shortage of space, in relation to number of students.
- Insufficient number of pc-s compared to the number of students.
- No computer lab for practical classes.

Opportunities:

- Good results in university exams by Hons. students of the department since 2010 are helping more students to pursue higher studies after graduation.
- Good results in the university exams are fetching more applications from meritorious students every year. This helps to maintain the quality of teaching-learning in the department.

Challenges:

- A large number of students coming from rural areas belong to socially disadvantaged/ backward communities. The challenge of the department is to motivate such students to develop interest in the subject and to keep the quest of knowledge alive.
- To explore opportunities for further higher studies in various fields after successful completion of graduation in the subject.
- To enrich the department with modern tools and equipments.

36. Future Plans:

The department has a plan

- To hold National and International seminars to encourage students for research work.
- To arrange for Special lectures by external experts on a regular basis.
- To impart special coaching classes for the students, to train them for various competitive / entrance examinations related to the subject.

EVALUATIVE REPORT OF THE DEPARTMENT OF PHILOSOPHY

1. Name of the Department: Philosophy
2. Year of Establishment: 1950
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): U.G.
4. Names of Interdisciplinary courses and the departments/units involved: N.A.
5. Annual/ semester/choice based credit system (programme wise): Annual
6. Participation of the department in the courses offered by other departments: **Environmental Studies.**
7. Courses in collaboration with other universities, industries, foreign institutions etc.: NIL
8. Details of courses/programmes discontinued (if any) with reasons: NIL
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	2	2
Assistant Professors	2	2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Smt. Indrani Sengupta	M. A	Associate Professor	Applied Ethics	28 years	Nil
Dr. Saswati Chakraborty	M .A Ph.D	Associate Professor	Philosophy of Language	30 years	Nil
Smt. Pampa Roy Chowdhury	M.A M.Phil	Assistant Professor	Psychology	13 years	Nil
Dr. Somdatta Bhattacharyya	M.A., Ph.D	Assistant Professor	Logic	9 years	Nil

11. List of senior visiting faculty

Name	Institute
Nil	Nil

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

13. Student -Teacher Ratio (programme wise): 41:1(Honours).
273:1 (General)

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

	Sanctioned	Filled
Support staff	Nil	Nil
Administrative staff	Nil	Nil

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

Name	Designation	Qualification
Smt. Indrani Sengupta	Associate Professor	M.A.
Dr. Saswati Chakraborty	Associate Professor	M.A., Ph.D
Smt. Pampa Roy Chowdhury	Assistant Professor	M.A., M. Phil
Dr. Somdatta Bhattacharyya	Assistant Professor	M.A., Ph.D.

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

Number of ongoing Projects- 2 (2014-2016)

Source-National Funding Agencies (MRP)

- 1) Man- Woman Relationship with reference Tagore by Dr. Somdatta Bhattacharyya
 - 2) Secularism in Jaina and Buddist Philosophy and their relevance in 21st century by Pampa Roychowdhury
- Amount of Grants received for (1) Rs. 2,40,000; for (2) Rs. 1,30,000

- Number of faculties with ongoing projects from International funding agencies: NIL
- Amount of grants received: NA

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

Sl. No.	PI	Duration	Funding agency	Allocated	Received	Status

18. Research Centre /facility recognized by the University: NIL

19. Publications: **July 2010-June 2015**

- a. Publication per faculty:
- b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: 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	b1	b2	c	d	e	f	g	h	i	j	k	L
Smt.Indrani Sengupta								1					
Dr. Saswati Chakraborty	1	1											
Dr.Somdatta Bhattacharya	3	2	1			1		1					
Smt. Pampa Roy Chowdhury	4	4											

20. Areas of consultancy and income generated: NIL

21. Faculty as members in:

- National Committees: NIL
- International Committees: NIL
- Editorial Boards: NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: NIL

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

23. Awards / Recognitions received by faculty and students

Faculty: Nil

Students: Nil

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

- 1) Prof. Raghunath Ghosh, NBU
- 2) Dr Jyotish Basak, NBU
- 3) Dr Laxmikant Padhi, NBU
- 4) Dr Debasish Chatterjee- Psychiatrist
- 5) Mohit Ranadeep – Psychological Social Worker
- 6) Father (Dr.) George Thadathill, Salesean College, Principal
- 7) Dr. Soumitra Basu, JU
- 8) Dr. Jhuma Chakraborty, JU
- 9) Swamiji Isatmananda Maharaj- 2014

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

a) National

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding
	Ethics in Practice	2011, 22 nd and 23 rd December	UGC

b) International

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	236	262	418	236	262	380	69	58	92
General	-	-	-	-	-	-	517	582	723

Pass percentage	2012	2013	2014
Honours	83.33%	100%	80.95%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from Abroad
Honours	100	Nil	Nil
General	100	Nil	Nil

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

Sl. No.	Year	Examination Cleared	Number of students
1.			
2.			

29. Student progression

Student progression	Against % enrolled
UG to PG	45%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	
- Campus selection	Data Not Available
- Other than campus recruitment	Data Not Available
Entrepreneurship/Self- employment	Data Not Available

30. Details of Infrastructural facilities:

- Library: Nil
- Internet facilities for Staff and Students: Nil; However, teachers may use computers with internet facilities in the staff room.
- Classrooms with ICT facilities: Nil
- Laboratories: N.A.

IT Infrastructure:

- Number of computers with configuration (provide actual number with exact configuration of each available system): Nil
- Computer-student ratio: N.A.
- Stand alone facility: Nil
- LAN Facility: Nil
- Wifi facility: Nil
- Number of nodal computers with Internet facility: Nil

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
12	-	92	-

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

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

Student participation is ensured in all kinds of programmes including seminars etc. organised by the department.

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strengths:

- Teacher- student co-ordination is excellent.
- Sufficient number of full time teachers.

Weakness:

- Declining attendance of the students (in general course particularly)
- Dependence of the students on private tuitions.
- No separate departmental room.
- Limited scope for the use of ICT in teaching and learning.

Opportunities:

- Philosophy is not an obsolete subject; it has nice application in our society. Good learners can do research work and there is ample scope of advance studies in the subject.
- Plenty of scope for the employment in professions like teaching, psychological counselling etc.

Challenges:

- As most of the students in department of Philosophy come from rural background, the challenge lies in motivating these students.
- To attract the students for classroom teaching against the backdrop of increasing dependence on private tuitions.

Future Plans of the Department:

- To grow as a vibrant research oriented department.
- To explore the possibility of introducing PG courses.
- To organise students-centric workshops and seminars on regular basis.

EVALUATIVE REPORT OF THE DEPARTMENT OF PHYSICAL EDUCATION

1. Name of the department: **Physical Education**
2. Year of Establishment: **2009**
3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG (B.A. General).**
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise): 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		
Govt. Approved PTT	1	1

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
Sri Nairit Roy	M.P.Ed., M.Phil.	PTT	History of Physical Education	5 Years	NIL

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): 71:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Not applicable

	Sanctioned	Filled
Support staff	Nil	Nil
Administrative staff	Nil	Nil

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

Name	Designation	Qualification
Nairit Roy	PTT	M.P.Ed., M.Phil.

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

- Number of faculties with ongoing projects from National funding agencies:
- Amount of grants received:
- Number of faculties with ongoing projects from International funding agencies:
- Amount of grants received:

17. Departmental projects funded by DST-FIST; UGC,DBT, ICSSR etc. and total grants received: Not applicable

Sl. No.	PI	Duration	Funding agency	Allocated	Received	Status

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

19. Publications: **July 2010--June 2015**

- a. Publication per faculty:
- b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: 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	b1	b2	c	d	e	F	g	h	i	j	K	l
Nairit Roy	5	4	1	0	0	0	0	0	0	0	0	0	0

20. Areas of consultancy and income generated: Nil

21. Faculty as members in:

- National Committees: Nil
- International Committees: Nil
- Editorial Boards: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: 100%

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

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

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

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

a) National: Nil

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding

b) International: Nil

26. Student profile programme/course-wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
General	-	-	-	33	36	36	33	36	36

Pass percentage	2012	2013	2014
General	50%	50%	61%

27. Diversity of Students: Nil

Name of the Course	% of students from the same state	% of students from other States	% of students from Abroad
B.A. General	100%	NIL	NIL

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

Sl. No.	Year	Examination Cleared	Number of students

29. Student progression:

Student progression	Against % enrolled
UG to PG	80% (B.P.Ed. and M.P.Ed.)
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	
- Campus selection	Nil
- Other than campus recruitment	
Entrepreneurship/Self-employment	Nil

30. Details of Infrastructural facilities:

- Library: NIL
- Internet facilities for Staff and Students: Staff only
- Classrooms with ICT facilities: Nil
- Laboratories: Not Applicable

IT Infrastructure: Nil

- Number of computers with configuration (provide actual number with exact configuration of each available system):
- Computer-student ratio:
- Stand alone facility:
- LAN Facility:
- Wi-Fi facility:
- Number of nodal computers with Internet facility:

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
2	-	71	-

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

33. Teaching methods adopted to improve student learning:

- Extensive field training
- Charts and Posters are used to teach certain papers

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

Students of this department are encouraged to take part in all inter-college sports and games competition organised by the Sports Board, University of North Bengal and the DPI, Govt. of West Bengal.

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strength:

- Good relation between Teacher and Students
- Individual attention is given to each and every students
- Adequate number of equipment meant for the subject

Weakness:

- Insufficient number of Teaching Staff
- No playground for the Students

Opportunities:

- Preparing students physically and mentally to appear at various competitive examinations for joining Defence/Police Services.

Challenges:

- To motivate the students coming from the urban areas to pursue the study of Physical Education.

Future plans of the department:

- Further development of sports equipment
- Building up a gymnasium and Yoga centre.
- To set up a departmental library in future

EVALUATIVE REPORT OF THE DEPARTMENT OF PHYSICS

1. Name of the department: **Physics**
2. Year of Establishment: **1970**
3. Names of Programmes/Courses offered: **UG (Honours and General)**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)
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.:
8. Details of courses/programmes discontinued (if any) with reasons:
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	01	01
Assistant Professor	02	02

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Jagabandhu Mandal	M.Sc, Ph.D	Associate Professor	Solid State Physics	17 Years	Nil
Dr. Ranjan Sharma	M.Sc, Ph.D	Assistant Professor	Electronics; Numerical Methods and	13 Years	01

			Computer Programming; Relativity and Relativistic Astrophysics		
Shyam Das	M.Sc	Assistant Professor	Atomic and Molecular Physics	9 Years	Nil
Jayeeta Roy	M.Sc.	Guest Lecturer	Material Physics	2 Years	Nil
Swagata Barma	M.Sc.	Guest Lecturer	Nuclear Physics	2 Years	Nil
Pritam Chakraborty	M.Sc.	Guest Lecturer	Nuclear Physics	6 Months	Nil

11. List of senior visiting faculty: Nil

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

Theory (%)	Practical (%)
48	7.6

13. Student -Teacher Ratio (programme wise):

Programme(Course)	Student-Teacher Ratio
B. Sc (Honours)	6:1
B. Sc (General)	23:1

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

	Sanctioned	Filled
Support Staff	02	02
Administrative Staff	Nil	Nil

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

Name	Designation	Qualification
Dr. Jagabandhu Mandal	Associate Professor	M.Sc., Ph.D
Dr. Ranjan Sharma	Assistant Professor	M.Sc., Ph.D
Shyam Das	Assistant Professor	M.Sc.
Jayeeta Roy	Guest Lecturer	M.Sc.

Swagata Barma	Guest Lecturer	M.Sc.
Pritam Chakraborty	Guest Lecturer	M.Sc.

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

- Number of faculties with ongoing projects from National funding agencies: Nil
- Amount of grants received: N.A.
- Number of faculties with ongoing projects from International funding agencies: Nil
- Amount of grants received: N.A.

17. Departmental projects funded by DST - FIST;

UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University: N.A

19. Publications: July 2010 to June 2015

a) Publication per faculty:

b) Number of papers published in peer reviewed journals (b1: national, b2: international):

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

d) Monographs:

e) Chapter in Books:

f) Books Edited:

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

h) Citation Index:

i) SNIP:

j) SJR:

k) Impact factor :

l) h- index:

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr. Jagabandhu Mandal	-	-	-		-	-	-	-	-	-	-	-	-
Dr. Ranjan Sharma	19	1	18		-	-	-	-	-	-	-	0.649 to 6.131	-
Shyam Das	3	1	2		-	-	-	-	-	-	-	1.771 to 2.263	-

20. Areas of consultancy and income generated: Nil

21. Faculty as members in:

- National Committees:
 - (i) Dr. Ranjan Sharma, life member of Indian Association for General Relativity and Gravitation (I.A.G.R.G.).
- International Committees:
 - (i) Dr. Ranjan Sharma, Member of the South African Mathematical Society (SAM).
- Editorial Boards: Nil

22. Student projects:

a) Percentage of students who have done in-house projects: Nil including inter departmental/programme:

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

23. Awards / Recognitions received by faculty and students:

Faculty: Nil

Students: Nil

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

Dr. Kanak Saha, Assistant Professor, IUCAA, Pune.

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

a) National b) International: Nil

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	180	95	179	31	40	48	16	18	18
General	-	-	-	-	-	-	59	66	71

Pass percentage	2012	2013	2014
Honours	90%	84.62%	87.5%
General	100%	63%	80%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. Sc (Hons)	100	0	0
B.Sc (General)	100	0	0

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

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed • Campus selection • Other than campus recruitment	Data not available
Entrepreneurship/Self-employment	NA

30. Details of Infrastructural facilities:

- Library: Some reference books are available in the department.
- Internet facilities for Staff and Students: Yes
- Classrooms with ICT facilities: One LCD projector.
- Laboratories: Four laboratories(Electronics-01, Optics-01, Others-02)

IT Infrastructure:

- Number of computers with configuration (provide actual number with exact configuration of each available system): Desktop-02 (Details in table below)

Sl. N	Node Name	Configuration	Brand	Monitor	Printer	UPS	LAN
-------	-----------	---------------	-------	---------	---------	-----	-----

o.							
1	PHYSICS PC-1	DUALCORE/2GB/500GB	HP	LED	CANON	NUMERIC	OK
2	PHYSICS PC-2	DUALCORE/2GB/500GB	HP	LED		NITEC	OK

Laptop-01

- Computer-student ratio: 1 : 44
- Stand alone facility: Nil
- LAN Facility: Available in two computers, BSNL ADSM Modem/Running
- Wi-Fi facility: Nil
- Number of nodal computers with Internet facility: 02

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
4	-	18	-

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

Special lecture (Dr. Kanak Saha from IUCAA).

33. Teaching methods adopted to improve student learning:

- Interactive and instructional techniques, like audio-visual mode of teaching and ICT based learning.
- Class tests on regular intervals particularly for Honours students.
- Remedial coaching courses for students belonging to SC/ST/OBC/Minority communities.

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

- Students participate in different co-curricular activities like debate, different festivals, celebration of different important days, sports & games organised by the college.
- Students participate in science fair and science seminar with model

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strengths:

- Committed and experienced faculty members.
- Excellent rapport between faculty members and students.
- Sufficient number of computers with internet facilities.
- All the faculty members are actively engaged in national and international collaborative research works.

Weaknesses:

- Inadequate number of permanent teaching faculty.
- Inadequate number of class rooms/practical rooms.
- Irregularity in attendance of the general course students.
- Classrooms are not big enough to accommodate large numbers of general course students.

Opportunities:

- Student can avail of computer and internet facilities available in the department.
- Students can interact with the teachers for their individual needs and problems.

Challenges:

- To ensure regularity in attendance of the general course students.
- To prepare the students for higher studies.
- Motivate students in Research.
- To attract good quality student and also to bring out the best of all the students.

Future Plans of the Department:

- To arrange seminars/workshop on a regular basis to motivate the students in research.
- To arrange Career Counseling Programmes frequently.
- To build departmental library with sufficient number of books.

EVALUATIVE REPORT OF THE DEPARTMENT OF POLITICAL SCIENCE

1. Name of the Department: **Political Science**
2. Year of Establishment: **1971**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **U.G.(B.A. Hons and Gen.)**
4. Names of Interdisciplinary courses and the departments/units involved: **N.A**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **N.A**
7. Courses in collaboration with other universities, industries, foreign institutions etc.: **N.A**
8. Details of courses/programmes discontinued (if any) with reasons: **N.A**
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	NA
Associate Professors	1	1
Assistant Professors	2	0
Govt. Approved PTT	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. Debabrata Basu	MA, M. Phil, Ph. D	Associate Professor	Public Administration and International Relations	16 years	Nil
Soumita Basu	MA	PTT	Indian State and Society	15 years	Nil
Manali Dey	MA	Guest Faculty	International Relations	3½ years	Nil
Soumen Chanda	MA	Guest Faculty	Political Thought and Theory	3½ years	Nil
Avijit Sutradhar	MA	Guest Faculty	Political Thought and Theory	1 year	Nil

11. List of senior visiting faculty

Name	Institute
Nil	NA

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 70-75%

13. Student -Teacher Ratio (programme wise): Honours 16:1
General 192:1

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

	Sanctioned	Filled
Support staff	Nil	Nil
Administrative staff	Nil	Nil

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

Name	Designation	Qualification
Dr. Debabrata Basu	Associate Professor	MA, M. Phil, Ph. D
Soumita Basu	PTT	MA
Manali Dey	Guest Lecturer	MA
Soumen Chanda	Guest Lecturer	MA
Avijit Sutradhar	Guest Lecturer	MA

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

- Number of faculties with ongoing projects from National funding agencies: Nil
- Amount of grants received: NA
- Number of faculties with ongoing projects from International funding agencies: Nil
- Amount of grants received: NA

17. Departmental projects funded by DST-FIST; UGC, DB, ICSSR etc. and total grants received: NIL

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

19. Publications: **July 2010-June 2015**

- a. Publication per faculty:
- b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: international): Nil
- c. Number of publications listed in International Database (for eg. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil

- d. Monographs:
- e. Chapter in Books:
- f. Books edited: Nil
- g. Books with ISBN/ISSN numbers with details of publishers: Nil
- h. Citation Index: Citation Range:
- i. SNIP Range: Nil
- j. SJR Range: Nil
- k. Impact Factor Range:
- l. h-index:

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr. Debabrata Basu								1					
Avijit Sutradhar	5				1	1							

20. Areas of consultancy and income generated: Nil

21. Faculty as members in:

- National Committees: Nil
- International Committees: Nil
- Editorial Boards: Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: 10%
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies: 4%

23. Awards / Recognitions received by faculty and students

Faculty: Dr. Debabrata Basu received Ph.D.

Students: Received award in District level Youth Parliament Competition

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

Nil

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

a) National

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding
	Nil	Nil	Nil

b) International

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	141	68	319	141	68	290	41	20	91
General	-	-	-	-	-	-	295	470	539

Pass percentage	2012	2013	2014
Honours	83.33	65.63%	75.56%

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	NIL	NIL
B.A (General)	100	NIL	NIL

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

Sl. No.	Year	Examination Cleared	Number of students
1.			
2.			

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	N.A.
- Campus selection	
- Other than campus recruitment	
Entrepreneurship/Self- employment	N.A.

30. Details of Infrastructural facilities:

- Library: Nil
- Internet facilities for Staff and Students: For Staff only
- Classrooms with ICT facilities: Nil
- Laboratories: NA

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
8	-	55	-

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

33. Teaching methods adopted to improve student learning:

- Learner-centric education approaches through appropriate like Academic Calendar, interactive and instructional techniques.
- Use of internet for receiving the latest progresses and research papers on different topics covered by the present syllabus
- Regular tutorial classes

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

Students of the department undertake extension activities as members of the NSS of the college.

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strengths:

- Cooperation among the faculty members.
- Healthy teacher-students relationship.
- Class lectures are delivered in all the major prevalent languages, e.g. Bengali, English and Hindi to suit needs of all students.

Weaknesses:

- Shortage of teaching staff, leading to unbalanced teacher-student ratio.
- Shortage of study materials in English at the college library.
- Most of the students take Political Science as Honours subject when the students do not get the chance in studying other preferred subjects, this is major threat which the department is witnessing.

Opportunities:

- Sanctioned Posts may be filled up shortly.
- If Political Science is introduced as a compulsory subject at the school level, this might expand opportunities for employability and accordingly attract quality students to at Honours level.
- Students who have studied Political Science as their Hons subject have scope of applying in civil service exams/UPSC exams.

Challenges:

- Most of the students are first-generation higher education learners.
- Poor English base and rampant private tuition are the twin factors that defy any student friendly initiative.

Future Plans of the Department:

It is expected to organize a national level seminar sponsored either by UGC or ICSSR. We are very keen on providing technical support in raising up man power development of people's representatives at the three tier panchayat raj system as well as government functionaries working closely with rural development administration and panchayats etc. If the sanctioned posts are filled by the government shortly, we can also think of making prayer to the appropriate authority for allowing us to run P.G. Courses. We are emboldened and encouraged to make such plea as we have already a highly committed and efficient army of guest faculty members around.

EVALUATIVE REPORT OF THE DEPARTMENT OF SANSKRIT

1. Name of the Department: **Sanskrit**
2. Year of Establishment: **1950**
3. Name of Programmes/Courses offered
(UG,PG,M.Phil,Ph.D.,Integrated Masters, Integrated Ph.D.,etc.): **UG
(B.A. Hons. & Gen.)**
4. Names of Interdisciplinary courses and
the departments/units involved: **NA**
Annual/Semester/choice based credit
System (Programme wise): **UG-Annual**
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
industries, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**
9. Name of Teaching posts:

Posts	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	3	1
PTT	4	4

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

Name/ Designation	Qualification	Area of Interest/ Specialization	No. of years of Experience	No. of Ph.D. students guided for last 4 years
Smt. Namita Sarkar	M.A.	Kavya	2 Years	Nil
Smt. Manidipa Sarkar	M.A	Vedanta	14 Years	Nil
Smt. Soumyasree Lahiri	M.A	Veda	5 Years	Nil
Mousomi Roy	M.A	Kavya	5 Years	Nil
Smt Kasturi Majumder	M.A	Nyaya	14 Years	Nil

11. List of senior visiting faculty: Nil

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

Lectures delivered (in %)	Practical classes handled (in %)
13.5	NA

13. Student-Teacher Ratio (Programme wise):

Programme (Course)	Student-Teacher Ratio
B.A (Hons)	61:1
B.A. (Pass)	250:1

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

Technical- Nil
Administrative- Nil

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

Name	Designation	Qualification
Smt.Namita Sarkar	Asst. Professor	M.A
Smt. Manidipa Sarkar	Govt. Approved PTT	M.A.
Smt.Soumyasree Lahiri	Govt. Approved PTT	M.A
Smt. Kasturi Majumder	Govt. Approved PTT	M.A
Smt. Mousumi Roy	Govt. Approved PTT	M.A

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

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

18. Research Centre/faculty recognized by the University: Nil

19. Publication:

a. Publication per faculty:

- b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: 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	b1	b2	c	d	e	f	g	h	i	J	k	l
Namita Sarkar	1	1	0	0	0	0	0	0	0	0	0	0	0

20. Areas of consultancy and income generated: Nil

21. Faculty as member in

- National Committees: Nil
- International Committees: Nil
- Editorial Boards: Nil

22. Student projects: Nil

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

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

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

- National :Nil
- International: Nil

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications Received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Honours	549	535	1001	300	352	644	88	90	100
General	-	-	-	-	-	-	478	540	601

Pass percentage	2012	2013	2014
B.A. (Hons)	88.05%	88.31%	87%

27. Diversity of students:

Name of the Course	% of students from the same state	% of students from the other state	% of students from abroad
Honours	100	Nil	Nil
General	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as

NET, SLET, GATE, Civil Services, Defense services, etc.? NIL

29. Student progression (UG to PG to M.Phil. to Ph.D. to Post Doctoral, Campus selection/
Entrepreneurship/Self-employment):

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed - Campus selection - Other than campus recruitment	Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of infrastructural facilities:

a) Library: No

b) Internet facilities for staff & students: available only for teachers.

c) Class rooms with ICT facility: Nil

d) Laboratories: NA

31. Number of students receiving financial assistance from college, University, Govt. or other agencies:

Number of students receiving financial assistance from			
College	University	Government	Other agencies
15	Nil	160	Nil

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

37. Teaching methods adopted to improve student learning:

- Learner-centric education approach through appropriate Academic Calendar, interactive and instructional techniques.
- Use of internet for receiving the latest progresses and research papers on different topics covered by the present syllabus;
- Regular tutorial classes.

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

Students participate in various social welfare programmes taken up by NSS units of the college.

39. SWOC analysis of the department and future plans:

Strengths:

- One of the very old departments of the college that gives scope to know the age old unique culture of the country as Sanskrit is the mother of all branches of knowledge.
- Good communications and sharing the ideas between the teachers.
- Increasing inflow of students.
- Good relation between teachers and students.

Weaknesses:

- Full time teaching posts have remained vacant for a long time.
- No departmental library and internet facility.
- No separate departmental set up.

Opportunities:

- Students trained with sound knowledge of Sanskrit can work in any ideological study centre throughout the country.
- Plenty of opportunities for going into the teaching profession.

Challenges:

- To orient the students for their regular attendance in the classes.
- To make the subject popular among all classes/castes of people.

Future plans of the department:

- To organize national/ international seminar to encourage students for research.
- To develop a departmental library in the near future.

EVALUATIVE REPORT OF THE DEPARTMENT OF ZOOLOGY

1. Name of the Department: Zoology.
2. Year of Establishment: 1983
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., integrated Masters; Integrated Ph.D., etc.): U.G. (Hons and Gen.) Course.
4. Names of Interdisciplinary courses and the departments/units involved: Environmental Studies.
5. Annual/ semester/choice based credit system (programme wise): Annual.
6. Participation of the department in the courses offered by other departments: Nil.
7. Courses in collaboration with other universities, industries, foreign institutions etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	1	1
Assistant Professors	2	1
CWTT	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. Sheela Datta Ghatak	M.Sc., Ph.D.	Associate Professor	Environmental Physiology & Biochemistry	31 yrs.	NIL
Dr. Manabendra Nath Moitra	M.Sc., Ph.D.	Assistant Professor	Immunology & Cell Biology	7 yrs.	NIL
Sri.Sudipta Dey	M.Sc.	CWTT	Entomology	8 yrs.	NIL

11. List of senior visiting faculty: Nil.

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

	Theory (%)	Practical (%)
13. 5 (General)	33.33 (General)	
0.8 (Honours)	00 (Honours)	

14. Student -Teacher Ratio (programme-wise):

Honours: 15:1
General: 18:1

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

	Sanctioned	Filled
Support staff	1	1+1(GB Sanctioned)
Administrative staff	Nil	Nil

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

Name	Designation	Qualification
Dr. Sheela Datta Ghatak	Associate Prof.	M.Sc., Ph.D.
Dr. Manabendra Nath Moitra	Assistant Prof.	M.Sc., Ph.D.
Mr. Sudipta Dey	CWTT	M.Sc.
Sreyasi Maity	Guest Lecturer	M.Sc.

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

- Number of faculties with ongoing projects from National funding agencies:
- Amount of grants received:
- Number of faculties with ongoing projects from International funding agencies:
- Amount of grants received:

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

19. Research Centre /facility recognized by the University: Nil

20. Publications:

- a. Publication per faculty:

- b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: 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	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr. Sheela Datta Ghatak	3					3							
Dr. Manabendra Nath Moitra	16		10	11	2	5	2	1*				0-2.07	

*ISBN:978-3-659-71543-3, Pub.-Lambert Academic Publishing Saarbrucken, Germany.

21. Areas of consultancy and income generated: Nil

22. Faculty as members in:

National Committees:

Dr. Manabendra Nath Moitra

1. Zoological Society of Kolkata
2. Raiganj Gour Banga Research Forum
3. Social Environment and Biological Association, Kolkata

International Committees: Nil.

Editorial Boards: Indian Journal of Social and Natural Sciences

23. Student projects:

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies: Nil

24. Awards / Recognitions received by faculty and students:

Faculty:

Dr. Sheela Datta Ghatak has got the following awards in recognition of her research and literary works:

(A) International recognitions:

Silpa-Sahitya Award in Hiten Nag International Literature Conference, Dinahata, February, 2015.

(B) National:

1. Distinguished Scientist Award for Research Work, February, 2012.
2. Bharat Jyoti Award for Education, Culture and Social work by I.I.F.S., New Delhi, December, 2013.

(C) State:

1. Received Memento of Respect and Honour for Exemplary Humanitarian Service by Hooghly Mushroom Research Society, June, 2011.

25. Honoured with written felicitation for Literature, Culture of Song and Social Work by Mother Publishing, Kolkata, 2014

Dr. Manabendra Nath Moitra

- Best paper presentation award in International Symposium on Acarology held at BCKV, Kalyani, West Bengal.
- Students: Part III (Hons.), 2012.

Second Prize in District Youth Science Fair, Govt. of W.B.

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

Prof. Sudip Barat, Department of Zoology, NBU.

Prof. Anabda Mukhopadhyay, Department of Zoology, NBU.

Prof. A.K. Chakraborty, Department of Zoology, NBU.

Prof. Goutam Saha, Department of Zoology, C.U.

Prof. Samiran Cahakraborty, Zoology Dept. K.U., Emeritus Scientist, UGC.

Dr. A. K. Sanyal, Former Director & Scientist, ZSI, Chairman W.B. Biodiversity Board.

Prof. P. Barua, Guwahati University, Assam.

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

a) National

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding
1	Anthropogenic Toxicants, Green Chemistry, Biodiversity & Sustainable Development :An Interdisciplinary Approach	March13-14,2012	UGC-sponsored National Seminar
2	Workshop on Ornamental fishes	March 28, 2015	P. D. Women's College

b) International: Nil

28. Student profile programme/course-wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
B.A./B.Sc.(H)	278	385	311	60	63	70	18	18	19
B.A./B. Sc. (Gen)	230	320	263	85	90	110	27	29	31

Pass percentage	2013	2014	2015
Honours	85.71	44.44	92.30

29. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from Abroad
B.Sc.(Hons)	100	00	Nil
B. Sc.	100	00	Nil

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

Sl. No.	Year	Examination Cleared	Number of students
1			

31. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	
- Campus selection	N.A.
- Other than campus recruitment	
Entrepreneurship/Self- employment	Data not available

32. Details of Infrastructural facilities:

- Library: N.A.
- Internet facilities for Staff and Students: Yes
- Classrooms with ICT facilities: Yes.
- Laboratories: 4.

IT Infrastructure:

- Number of computers with configuration (provide actual number with exact configuration of each available system):

SI No	NODE NAME	CONFIGURATION	BRAND	MONITOR	PRINTER	UPS	LAN
1.	ZOOLOGY PC- 1	DUAL CORE/1GB/160 GB	HP	CRT	HP 1020	NUMERIC	OK
2.	ZOOLOGY PRINTER- 1	HP L1020	HP	S/N – CNCH545823			

- Computer-student ratio: 1:102
- LAN Facility: YES
- Wi-Fi facility: No
- Number of nodal computers with Internet facility: No

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
2	-	27	-

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

Workshop on ‘Ornamental fish farming’ organised on March 28, 2015. Key speaker, Prof. Sudip Barat, Head, Dept. of Zoology, University of North Bengal.

35. Teaching methods adopted to improve student learning:

- Learner-centric education approach through appropriate like Academic Calendar, interactive and instructional techniques
- Field study and excursion
- Use of internet for receiving the latest progresses and research papers on different topics covered by the present syllabus:
- Regular tutorial classes.

36. Participation in Institutional Social Responsibility (ISR) and Extension activities: N.A.

37. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strengths:

- Dedicated teaching and laboratory staff.
- Homely atmosphere in the department
- Well equipped laboratories

Weaknesses:

- Inadequate number of faculty members.
- Insufficient number of technical staff for smooth conduction of practical classes.

Opportunities:

- Teaching various job-oriented laboratory techniques.
- Giving students an exposures to different newly invented instruments and protocols

Challenges:

- Shortage of space compared to the increased number of students.
- Making theoretical classes more attractive with new techniques.

Future Plans of the Department:

1. Spatial expansion of the department.
2. Purchase of new instruments like UV spectrophotometer, microscope with photographic attachments etc.
3. Publication of a research journal

EVALUATIVE REPORT OF THE DEPARTMENT OF TOURISM AND TRAVEL MANAGEMENT

1. Name of the Department: **Tourism and Travel Management**
2. Year of Establishment: **1998**
3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):
COP Certificate/Diploma/Advanced Diploma in TTM
4. Names of Interdisciplinary courses and the departments/units involved:
NA
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: NA
7. Courses in collaboration with other universities, industries, foreign institutions etc.: **Industrial collaboration on a small scale exists with Tista Paryatak Abas, Jalpaiguri for the training of the learners in hospitality management which is a part of the syllabus.**
8. Details of courses/programmes discontinued (if any) with reasons: **NA**
9. Number of Teaching posts:

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	Nil	Nil
PTT	Nil	01 (GB Approved)

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
Smt. Runa Das	MA, MTA	PTT	Wild Life Tourism and Air Ticketing	10 Years	Nil

11. List of senior visiting faculty:

Name	Institute
Dr. Dipankar Bhattacharjee	Director, WBTD

Dr. D. K. Mondal	Department of Geography, NBU
Sri Sandip Singh	Salesian College, Jalpaiguri
Father Babu Joseph	Salesian College, Sonada

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 100%

13. Student -Teacher Ratio (programme wise): 12:1

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

	Sanctioned	Filled
Support staff	N.A	N.A
Administrative staff	N.A	N.A

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

Name	Designation	Qualification
Smt. Runa Das	PTT	MA, MTA

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

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

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

19. Publications: **July 2010-June 2015**

a. Publication per faculty :

b. Number of papers published by faculty and students in peer reviewed journals (b1: national / b2: international)

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

d. Monographs:

e. Chapter in Books:

f. Books edited:

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

h. Citation Index: Citation Range:

i. SNIP Range:

j. SJR Range:

k. Impact Factor Range:

l. h-index:

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Runa Das	-	-	-	-	-	-	-	-	-	-	-	-	-

20. Areas of consultancy and income generated: Nil.

21. Faculty as members in:

- National Committees: Nil
- International Committees: Nil
- Editorial Boards: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: Nil

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

23. Awards / Recognitions received by faculty and students

Faculty:

Students:

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

a) National

Sl. No.	Title of the seminar/ conference/ workshop	Date	Source of funding

c) International NIL

26. Student profile programme/course wise:

Name of the Course/ Programme (refer to question no. 4)	Applications received			Candidates selected			Candidates enrolled (Female only)		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
COP	-	-	-	-	-	-	4	4	5

Pass percentage	2012	2013	2014
COP (Advanced Diploma)	100%	80%	100%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
COP	100%	Nil	Nil

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

Sl. No.	Year	Examination Cleared	Number of students
1	2015	NET	01

29. Student progression

Student progression	Against % enrolled
UG to PG	70%
P.G. to M.Phil.	N.A.
P.G. to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	03
- Campus selection	Data not available
- Other than campus recruitment	
Entrepreneurship/Self- employment	NA

30. Details of Infrastructural facilities:

- Library: There is no departmental library; the students use the general library.
- Internet facilities for Staff and Students

IT Infrastructure:

- Number of computers with configuration (provide actual number with exact configuration of each available system): 01
- Computer-student ratio:1:12
- Stand alone facility:1
- LAN Facility:1
- Wifi facility:NIL
- Number of nodal computers with Internet facility:1

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

Number of students receiving financial assistance from			
College	University	Government	Other agencies
Nil	-	Nil	-

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

33. Teaching methods adopted to improve student learning:

- Regular tutorial classes;

- Use of internet
- Class tests on regular intervals particularly for Honours students;
- Providing study materials and notes on selected topics;

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

Nil

35. SWOC analysis of the department and Future plans:

SWOC analysis of the Department:

Strengths:

- This is a department which started teaching TTM right from the introduction of this course as a vocational course by the University of North Bengal.
- Qualified and dedicated faculty.
- Occasional recruitment through campus interview.

Weaknesses:

- Lack of adequate collaboration with external agencies.
- Declining takers of the course.

Opportunities:

- Ample job opportunities for the students on completion of the course, due to increase of tourist inflow in the Darjeeling Hills and foothill region, located in the district.

Challenges:

- To make this course more attractive and popular.
- To create an environment for attracting external employing agencies for campus interview.

Future Plans of the Department:

- Expansion of the department.
- Establishment of a departmental library.

PRASANNADEB WOMEN'S COLLEGE

(Govt. Sponsored)

*Affiliated to the University of North Bengal
& accredited to NAAC with B Grade*

Club Road
P.O. & Dist- Jalpaiguri
West Bengal, India,
Pin : 735 101



Phone : (03561) 230146
Fax : (03561) 221362
Email : pdcollege@bsnl.in
Website : www.pdwomenscollege.org

Ref. No. 578/15-16 Date: 30/12/2015

Declaration by the Head of the Institution

I am pleased to declare that the data included in this Self-Study Report (SSR) for 2nd cycle are true to the best of my knowledge and belief.

This SSR has been prepared by the institution after internal discussions with the members of Teaching and Non-teaching staff and no part thereof has been outsourced.

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

(Dr. Shanti Chhetry)

Principal / Head of the Institution

(Name and Signature with Office seal)

Date: 30/12/2015

Place: **Jalpaiguri**

Principal
P.D. Women's College
Jalpaiguri

ANNEXURES

UNIVERSITY OF NORTH BENGAL
P.O. North Bengal University, Raja Rammohunpur, Dt. Darjeeling, West Bengal, India, PIN - 734 013

Dr. S. Sanyal
Inspector of Colleges

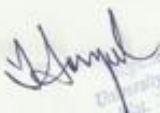
☎ : 0353-2776 372
Fax : 0353-2776 372
E-mail: icnba@yahoo.com

Ref. No.: 69/26/2mp-14 Date: 30/6/16

TO WHOM IT MAY CONCERN

This is to certify that Prasannadeb Women's College, Jalpaiguri, West Bengal is affiliated to the University of North Bengal since 1962 (the year of establishment of the University) and recognized by the University Grants Commission. The following Courses/Subjects are taught in the said college as per approval of the University.

Sl.no.	Name of the courses and Duration	Affiliation
1	Three year B.A (Honours) Course in Bengali, English, Sanskrit, Economics, Education, Geography, History, Philosophy and Political Science	Permanent
2.	Three year B.A (General) Course	Permanent
3.	Three year B.Sc.(Honours) course in Botany, Chemistry, Mathematics, Physics and Zoology	Permanent
4.	Three-year B.Sc.(General)	Permanent

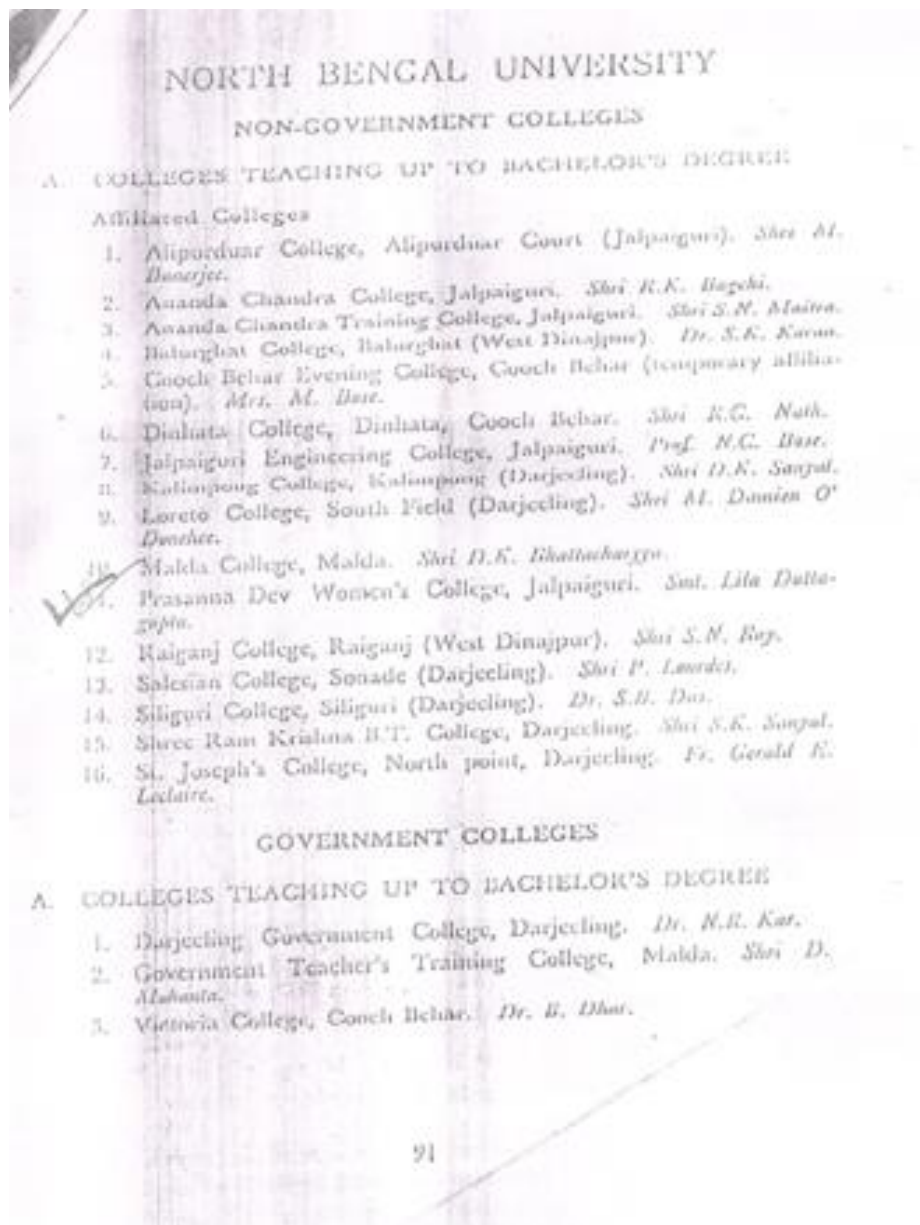

(Dr. S. Sanyal)
Inspector of Colleges
University of North Bengal

Inspector of Colleges
University of North Bengal,
Dt. Darjeeling (W.B)

LIST OF COLLEGES
UNDER SECTION 2(F) OF
THE U.G.C. ACT 1956

As on January 1, 1968

UNIVERSITY GRANTS COMMISSION
NEW DELHI
1968



North Bengal University, Darjeeling

Name and address of the college	Status	Year of Estb.	Nature of Affiliation	Teaching Upto	Govt or Non Govt	Aided or Unaided
Mathabhanda College Mathabhanga District Cooch Behar - 736 146 West Bengal	2(f) and 12(B)	1969	Permanent	Bachelor's	Non Government	
Maynaguri College P.O.-Maynaguri, District Jalpaiguri-735 224 West Bengal	2(f) and 12(B)	1999	Permanent	Bachelor's	Non Government	
Mekliganj College P.O. Mekliganj Dist. Coochbehar – 735 304 West Bengal	2(f) and 12(B)	1996	Permanent	Bachelor's	Non Government	Aided
Netaji Subash Chandra Mahavidyalaya Cooch Behar District Cooch Behar - 735 122 West Bengal	2(f) and 12(B)	1985	Permanent	Bachelor's	Non Government	
North Bengal Medical College P.O. Shushrutanagar Darjeeljing District Darjeeling West Bengal	2(f) and 12(B)	1968	Permanent	Bachelor's	Government	
North Bengal University College Rajaram Mohan Pur Darjeeling West Bengal	2(f) and 12(B)	1974	Permanent	Bachelor's	Government	
Pakuahat Degree College P.O. Pakuahat, Dist. Malda - 732 138 West Bengal	2(f) and 12(B)	1997	Permanent	Bachelor's	Government	
Parimal Mitra Smriti Mahavidyalaya Jalpaiguri District Jalpaiguri - 735 221 West Bengal	2(f) and 12(B)	1985	Permanent	Bachelor's	Non Government	
Prasannadeb Women's College Jalpaiguri District Jalpaiguri - 735 101 West Bengal	2(f) and 12(B)	1950	Permanent	Bachelor's	Non Government	
Raiganj Surendranath Mahavidyalaya Raiganj District North Dinapur - 733 134 West Bengal	2(f) and 12(B)	1986	Permanent	Bachelor's	Non Government	

Annexure 9 (c)



Annexure 9 (d)

DRAFT REPORT
ON
INSTITUTIONAL ACCREDITATION
OF

Prasannadeb Women's College
(Government Sponsored)

P. O. & Dist. Jalpaiguri, West Bengal

September 8 -9 , 2004

National Assessment and Accreditation Council
Bangalore

**REPORT OF THE PEER TEAM ON THE INSTITUTIONAL
ASSESSMENT AND ACCREDITATION OF PRASANNADEB
WOMEN'S COLLEGE, JALPAIGURI, WESTBENGAL**

SECTION -I: INTRODUCTION

Prasannadeb Women's College , a pioneering college for female education was founded in 1950 on the philanthropy of Late Prasannadeb Raikot and his wife Late Ashrumati Debi with the objective of imparting higher education to the culturally rich and educationally and economically backward women of the North Bengal. Women's empowerment through higher education being the goal, the college has come a long way since its inception in the early post-independence era. The college is situated in Jalpaiguri , a town with a rich cultural heritage in North Bengal and is spread over 5.43 acres. The college caters to the higher education needs of the large section of economically and educationally backward scheduled caste and scheduled tribe students of the region. The college is recognized by U.G.C. under 2(f) and 12(B) since 1956 and is affiliated to University of North Bengal.

The college has Arts and Science faculties as two main streams with a total number of 15 departments. It has 6 departments in science faculty and 8 departments in arts faculty and one department of Tourism and Travel Management. The college offers 4 UG courses. B.A.(Honours and General) and B.Sc. (Honours and General). Besides ,it also offers certificate course in Communicative English and Career Counseling in collaboration with NICD. The college offers B.A.(Honours and General) courses in Economics, Geography ,English, Bengali, Philosophy, History, Political Science, Sanskrit and General course in Tourism and Travel Management. It offers B.Sc. (Honours) courses in Physics and Chemistry and B.Sc.(General) courses in Botany, Zoology and Mathematics and Computer science. The faculty consists of 25 permanent teachers and 29 part-time teachers of which 7 have Ph.D and 1 has M.Phil degrees. There


7-6-04

1


are 22 administrative and technical staff members in the college. The college has had an enrolment of 1654 students during 2003-04..

The college has a Central Library, Hostels, Canteen, Grievance Redressal cell and Sports facilities. The college works under annual system as per the affiliating University's academic plans and curricula. The dropout rate of students is around 30 percent. Its success rate varies between 75 to 86 percent. The unit cost of education per student is Rs. 1230/- excluding the salary component and Rs. 6925/- including the salary component.

The college has a Governing Body which functions as per the statutes of University of North Bengal, UGC guidelines and the orders of the Government of West Bengal. The Principal of the college is the ex-officio Secretary of the Governing Body who manages the college with the help of the Bursar and various sub-committees like Development committee, Examination Committee etc.

P.D.Women's College volunteered to be assessed and accredited by the National Assessment and Accreditation Council (NAAC), Bangalore and submitted its self study report in January 2004. The NAAC constituted a Peer team consisting of Capt. V.V.Dhobale, former vice-chancellor, SRTM University Nanded, Maharashtra, as Chairperson Dr. K.P.Maheswari, Professor, School of Physics, Devi Ahilya Viswavidyalaya, Indore and Prof. Sunil Kanta Behera, Department of Mass Communication, Berhampur University, Berhampur, Orissa as Member Co-ordinator.

The Peer team after analyzing the self-study report visited the college on 8th and 9th September 2004. The team during its visit considered existing infrastructural facilities of the college and the relevant documents made available. The team also interacted with the college community consisting of students, faculty, administrative staff, alumni parents and Governing body members. Based on the above exercise and keeping in mind the seven criteria, the peer team has formulated its report as given in the following pages.


24-9-04 2

SECTION-2 CRITERION -WISE ANALYSIS

Criterion -I : Curricular Aspects.

The goals and objectives of the college have been clearly stated and the college has been successful to a larger extent in translating its goal and mission into academic practices.

The college offers UG courses in two main streams of Arts and Science. It offers Honours in 8 Arts subjects such as English Bengali, Sanskrit, Geography, Economics, Political Science, History, Philosophy and two science subjects such as Physics and Chemistry. The college also offers a vocational subject- Tourism and Travel Management as a general course which lends diversity to the subject options of the students of B.A. general course. It is notable that the college offers honours in 3 language courses such as Bengali, English and Sanskrit. The syllabi is prepared by the University of North Bengal and followed by the college. However, the teachers try to make the syllabus contemporary relevant by suggesting necessary changes in the curricula at the appropriate fora of the affiliating university. While there is no freedom in the syllabi, the college offers multiple electives and subjects combination options at both general and honours level in B.A and B.Sc.

The college also offers a certificate course in Communicative English and Career Counseling in collaboration with NICD, an autonomous institution. The college has to take initiatives to offer more job-oriented courses like information technology, computer applications, bio-technology, journalism and mass communication etc. Though the college conducts seminars occasionally, it must initiate steps to conduct seminars, workshops regularly thus bringing in academic peers to review the existing curriculum. The departments of Political science and Geography have organized National Seminars during the last 3 years and the Department of Zoology is going to organize a National Seminar during November 2004 with funds from UGC and CSIR.


9-9-04 3

Criterion- II : Teaching – Learning and Evaluation


The college follows transparent admission policy, and admissions are based on academic records. The prospectus and academic calendar are published and supplied to the students at the beginning of the session. The syllabi are unitized and taught according to the teaching plans formulated by the teachers. The college works for 273 days in a year out of which 180 are teaching days. The teaching learning process and the progress of students are monitored by the teachers at half yearly review meetings.

It is notable that in order to ensure better performance by the students, the college has recently introduced bi-monthly class tests. The college conducts weekly tutorial classes to supplement the general class room teaching. Efforts are being made by the college to arrange bridge or remedial courses for slow learners. Teachers are available for academic counseling.

Permanent teachers are recruited by the Governing Body on the basis of recommendations of the College Service Commission , West Bengal. The college has the freedom to appoint guest faculties and part-time teachers for which payments are made from the college fund. Teachers participate regularly in Seminars, Workshops ,Refresher Courses ,Orientation programmes for updation of their knowledge and academic development. However , the majority of the teachers have not utilized the faculty improvement programme facilities offered by UGC for their research as only one faculty member of Political Science is pursuing his research under FIP scheme. The college must adopt teachers performance appraisal methods as per the UGC or affiliating university guidelines. The college may even take steps to introduce the system of collecting students' feedback on teaching and the college experience in general.

Criterion –III : Research , Consultancy and Extension

The college has provision for study leave to teachers for their research. But very few teachers avail of the study leave to pursue their research. Some teachers of


9.9.04 4

Geography, English, Philosophy and Political Science are actively engaged in research. Some of the teachers have written supporting books which are used for general studies purpose. Popular write ups in the field of science was also noticed by the Peer team. Teachers should take more interest in research and publications. As the college is recognized by UGC, it can get funding for major and minor research projects from U.G.C., ICSSR and other funding agencies. The college's efforts to offer consultancy services in mushroom cultivation and taxidermy should be strengthened. The college should encourage teachers for research, consultancy and extension activities.

The college has been able to organize community development, blood donation, health awareness, medical checkup ,adult literacy campaigns and programmes. The NSS unit of the college undertakes these camps periodically. These extension activities need to be systematized and organized regularly in collaboration with NGO's and other government agencies, serving the cause of the society.

Criterion - IV: Infrastructure and Learning Resources

During the past 54 years , the college situated in a small town of Jalpaiguri has expanded its infrastructural facilities keeping pace with its expansion. The college which is spread over 5.43 acres of land, has its academic, administrative, hostel etc. buildings with a plinth area of 23694 square feet. The main building houses the office, humanities and science departments, Principal's chamber, NSS and Bursar rooms and staff rooms. The college has a canteen ,common room for students, quarters for teaching and non-teaching staff. The college also has hostel facilities for about 253 students. A separate administrative building and the 2nd floor of the main building are under construction with the help of M.P's Local Area Development fund. The college maintains its infrastructure by utilizing funds from State govt. , U.G.C, M.P/ M.L.A. funds and own resources. The college has games and sports facilities for the students.

The college has a Central Library with a collection of 24,308 books. The college also subscribes for popular and research journals . Computerization of the library is being taken up and internet facility is also available in the library and the office of the principal.


9-6-04 6

The computer facility should be available to all the departments as well as the offices. For the effective teaching in the class rooms facility of overhead projector, and slide projector be extended to the departments.

Criterion – V : Student Support and Progression

The college has reasonably adequate support services to ensure healthy growth of students. The college publishes its updated prospectus and academic calendar annually which contains information regarding the historical profile of the college, mission and goals , admission procedures and criteria, courses offered, subject combinations, brief outline of syllabi, facilities available in the college , fees structure, list of teaching and non teaching staff , scholarships and awards, governing body ,list of holidays ,the examination schedule and hostel rules etc. The college admits the students on the basis of the marks obtained in the qualifying examinations following the reservation policy. Besides scholarships and stipends from the Central and State governments ,the college also provides full and half freeships and other financial aids from the Students' Aid Fund to the economically poor students. The results of the University Examinations indicate that this college results are consistently good. An average dropout rate is 31 percent. This high percentage of dropout is an area of concern, which requires attention.

The college has recently started an employment cell with the objective of disseminating relevant employment news to the students and also to create awareness about various self-employment schemes. All the teachers offer academic and personal counseling to the students formally as well as informally. The college has recently formed an alumni association which is yet to function effectively. Students are encouraged to participate in games and sports, nature club, cultural activities and extension programmes for their physical and intellectual growth. One student named Ms Saswati Guharay has brought laurels to the College by being selected to participate in the Olympics for Deaf to be held at Melbourne, Australia. The college does not have any systematic record of the progression of the students to higher studies and employment.


4-9-04 6

Criterion – VI : Organisation and Management

The Principal is the executive head, and is guided by the Governing Body. The faculty members, bursar, staff and students assist the Principal. There are several committees like development committee, library committee, examination committee etc. which help the Principal in the smooth management of the college. The records and accounts are well maintained and audited regularly and the college funds are utilized properly on a need –based approach.


The college has a surplus budget. It has been able to raise resources through M.P LAD funds, UGC Plan allocations and special grants, matching grants from the State government and the receipts from tuition and development fees. The college has received Rs. 10.5 lakhs from UGC as development grant under 9th plan, Rs. 7 lakhs as UGC special grant and Rs. 6 lakhs from M.P. LAD fund. The UGC has allocated an amount of Rs 11.09 lakhs as development grant during the 10th plan period. The college has received about 2 lakhs as first instalment which has already been utilized.

The college has recently started a grievance redressal cell to look into the problems of all sections of the college with the intervention and help of the Principal ,teachers, staff and students and even the Governing body

Criterion- VII : Healthy Practices

The college is following some healthy practices which are noteworthy.

- Good interpersonal relationship between the Principal, teachers, staff and students helps in establishing and developing the college into a reasonably good centre of higher learning.
- Conduct of tutorial classes and bi-monthly tests help the students in assessing their strengths and weaknesses and thus improve their academic standards.
- Efforts of the college to collaborate with institutions and organizations of repute in offering certificate course in Communicative English and Career Counseling .


9-9-06 7

- The NSS & NCC units of the college respond to the societal needs and are encouraged to organize social-cultural awareness campaigns and programmes for the benefit of the socially and economically backward sections of the society .
- It is notable that the college has been able to provide hostel accommodation to 253 students at subsidized rates with reasonable facilities.
- Efforts to raise the financial resources of the college thus ensuring a surplus in the budget through proper planning and management of the funds are noteworthy.
- Organizing a Guardian's meet every year to facilitate the monitoring of overall performance of the students.

SECTION - 3 : OVERALL ANALYSIS

The Peer team studied carefully the self-study report, the self-analysis and other documents supplied by the college. During the visit to the college, it went through other relevant documents and visited all the departments- academic and administrative and support services available in the college. The Peer team also interacted with the Principal, members of the Governing Body , faculty members, administrative staff ,students ,alumni and parents and thereby has identified some commendable features which are mentioned below.

- I. The progress made by the college since its inception in 1950 and by its ability and determination to translate its vision and goals into reality i.e enlightenment and empowerment of women through value-based career –oriented education.
- II. Good and cordial interpersonal relationship between students and teachers resulting in effective teaching- learning process.
- III. Establishment of the employment cell to cater to the employment needs of the students and also facilitate the adoption of the self –employment schemes.
- IV. Regular publication of the updated prospectus and the academic calendar every year and providing those to the students at the beginning of the academic session.


9-9-04 8

- V. Facilitating role of the college to promote students, teachers and society participation in social-cultural awareness and community development programmes.

While appreciating the efforts of the college, the following suggestions / areas of concern need to be considered by the college authorities for its growth and development.

- i. The self-appraisal and other appraisal mechanisms of teachers and non-teaching staff need to be formally instituted.
- ii. The Employment cell, the Grievance Redressal Cell and the Alumni Association which have been established recently need to be streamlined and strengthened.
- iii. Formal mechanism for collecting continuous feedback from the students on the various aspects of their learning experience at the department/college level may be instituted with specific objectives and strategies.
- iv. The college should take necessary steps for immediate filling-up of the vacant teaching and non-teaching posts and also for the creation of more teaching positions in the existing departments.
- v. The college may introduce more certificate and job-oriented short – term/diploma courses in consultation with business and industry sector. The courses may be Computer applications, Journalism and Mass communication ,Advertisement and Public relations, Bio-technology, Information technology , Home science and Nutrition ,Music and Fine Arts etc.
- vi. Modernization and computerization of the library and office with internet facilities should be given priority by the college authorities.
- vii. Faculty members should be encouraged to take the benefit of the Faculty Improvement Programme and other such programmes of the UGC and undertake research projects.


9-9-04

9


- viii. Seminars and workshops may be organized regularly by the college thus bringing in more academic peers for evaluation of the curricula and teaching- learning process.
- ix. Use of audio-visual gadgets in class-room teaching should be encouraged and provisions should be made by the college.
- x. Steps should be taken to appoint a Physical Education Teacher for providing training in games and sports to the students.
- xi. Honours courses be offered in all the subjects to attract more students.
- xii. The college should identify one permanent faculty member for nomination and training as Associate NCC officer for ensuring proper training of the NCC cadets.
- xiii. Efforts should be made to procure more text and reference books and journals for the library and provisions shall be made for a more spacious reading room with a good collection of text books.
- xiv. The science laboratories be further strengthened by providing adequate funds for equipments.
- xv. Though the Botany Department is having a small garden for medicinal plants, it needs to develop a separate botanical garden with a green house.
- xvi. The college must initiate steps for the introduction of post –graduate courses in a phased manner in the subjects of Sanskrit, Geography and English etc. as per demand.
- xvii. The college should approach UGC for establishing a Computer Centre with internet facilities for the staff and students.
- xviii. The college authorities need to provide a separate spacious canteen and a health centre.
- xix. The college authorities should approach the Ministry of Human Resource Development and Tribal Welfare for funding for the construction of additional hostel buildings with spacious dining hall. The college should also provide extra ceiling fans in the existing hostel buildings.

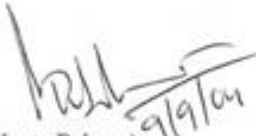


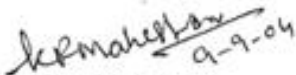
10

The Peer team thanks the members of the Governing Body, Principal, Faculty members, Staff, Students, Parents and Alumni for their co-operation in making the Peer team's work feasible.

The Peer team wishes the college success in its future academic planning and endeavors


(Capt. V.V. Dhobale)
Chairperson


(Prof. Sunil Kanta Behera)
Member Co-ordinator.


(Prof. KP. Maheshwari)
Member

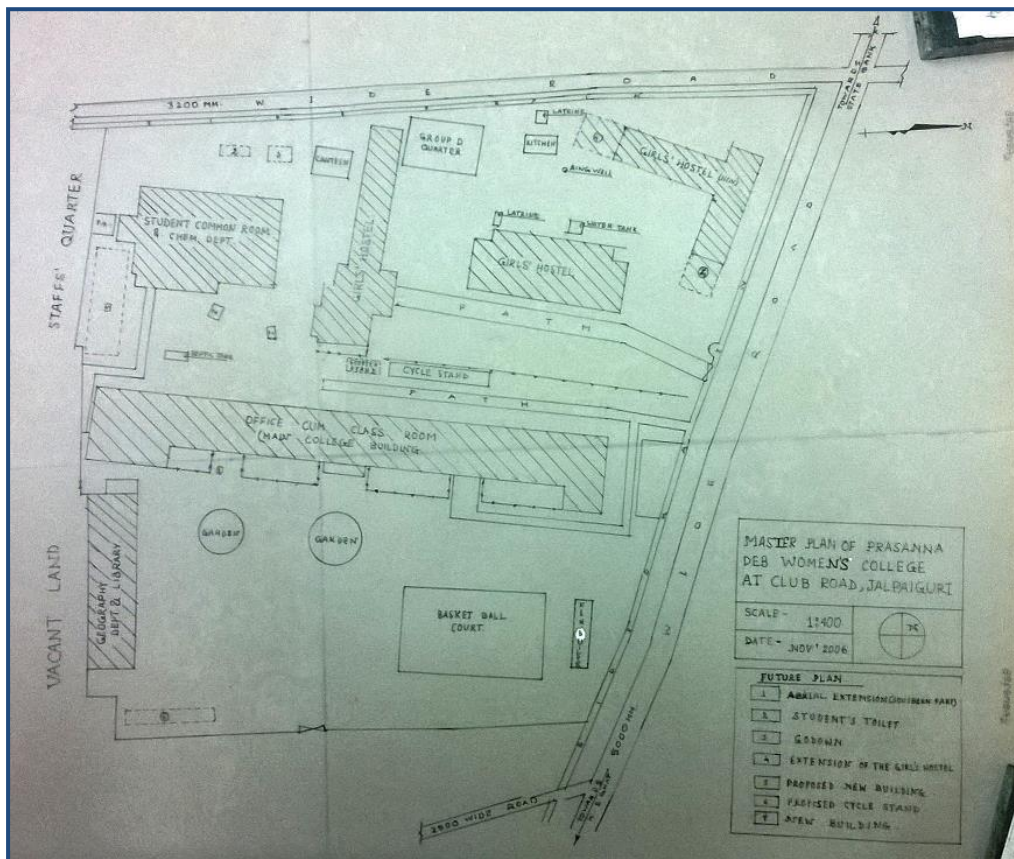
I agree with the observations and suggestions made by the Peer team in this report

Jalpaiguri
9th September 2004



S. Paul . 9.9.04
(Smt. Sudebi Paul)
Lecturer – in – charge,
P.D. Women's College,
Jalpaiguri , West Bengal.
Lecturer-in-charge
on behalf of the Principal

Annexure 9 (e)



Master Plan

Annexure 9 (f)

2011-12



VASUDEO & ASSOCIATES
Chartered Accountants

AUDITORS' REPORT

We have audited the attached Balance Sheet of PRASANNA DEB WOMEN'S COLLEGE, Jalpaiguri as at 31st March, 2012 and also annexed Income & Expenditure Account together with the Receipts & Payments Account for the year ended on that date. These financial statements are the responsibility of College Management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standard generally accepted in India. This standard required that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. Our audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. Our audit also includes assessing the accounting principle used and significant estimate made by the management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion and we report that:-

- A) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit;
- B) In our opinion, proper books of account as required by law have been kept by the College so far as appears from examination of these books.
- C) The Balance Sheet, Income and Expenditure Account together with Receipt and Payment Account dealt with in this report are in agreement with the books of account.
- D) In our opinion, to the best of our information and according to the explanations given to us, the said accounts read with the notes thereon give true and fair view in conformity with the accounting principles generally accepted in India.
 - (a) In the case of Balance Sheet of the state of affairs of the college as at 31st March, 2012, and
 - (b) In the case of Income and Expenditure Account together with Receipt and Payment Account of the surplus of the College for the year ended on that date.

PLACE: KOLKATA

DATE : 6.1.2014

FOR VASUDEO & ASSOCIATES
FIRM REGISTRATION NO.319299E
CHARTERED ACCOUNTANTS

(K.G. BANSAL)
PARTNER
M.NO. 61520

Annexure 9 (f)

2012-13

JAIN SETH & CO. Chartered Accountants	12/1, Leendsay Street, Flate no:-1, 1 st Floor, Kolkata- 700 087
---	---

AUDITORS REPORT

To
The Directorate of Public Instruction
Govt. of West Bengal
Education Directorate
Bikash Bhawan, Salt Lake
Kolkata:-700091

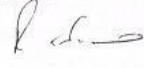
We have audited the attached Balance Sheet of PRASANNADEB WOMEN'S COLLEGE, Jalpaiguri:-735101, WEST BENGAL as at 31.03.2013 and also the Income & Expenditure A/c on that date annexed thereto. These financial statements are the responsibility of the college's management. Our responsibility is to express an opinion on these financial statements based on our audit.


We conducted our audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurances about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amount and disclosures in the financial statements. An audit includes assessing the accounting principles used and significant estimate made by the management, as well as evaluating the overall financial statement presentation. We believe that our audit provides reasonable base for our opinion. Further to our estimate in the annexure referred to the above, we report that:-

- 1) We have obtained all information and explanation which to the best of our Knowledge and believe where necessary for the purpose of our audit.
- 2) The Balance Sheet and the Income & Expenditure Account and the Receipt & Payment Account dealt by the report are in agreement with Books of Accounts.
- 3) In our opinion and to the best of our information and according to the explanations given to us, the statement together with the schedule attached and read with the according policies and notes forming part of account , give a true & fair view:-
 - (a.) In case of Balance Sheet, of the state of affairs as at 31st March 2013.
 - (b) In case of Income & Expenditure Account, of the Surplus for the year ended on that date.

Date: - 22/09/2014

For Jain Seth & Co.,
Chartered Accountants


Partner
M.No.:-056451



Annexure 9 (f)
2013-14

JAIN SETH & CO.
Chartered Accountants

12/1, Leendsay Street,
Flate no:-1, 1st Floor,
Kolkata- 700 087

AUDITORS REPORT

To
The Directorate of Public Instruction
Govt. of West Bengal
Education Directorate
Bikash Bhawan, Salt Lake
Kolkata:-700091

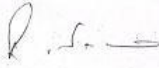
We have audited the attached Balance Sheet of PRASANNADEB WOMEN'S COLLEGE, Jaipaguri:-735101, WEST BENGAL as at 31.03.2014 and also the Income & Expenditure A/c on that date annexed thereto. These financial statements are the responsibility of the college's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurances about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amount and disclosures in the financial statements. An audit includes assessing the accounting principles used and significant estimate made by the management, as well as evaluating the overall financial statement presentation. We believe that our audit provides reasonable base for our opinion, Further to our estimate in the annexure referred to the above, we report that:-

- 1) We have obtained all information and explanation which to the best of our Knowledge and believe where necessary for the purpose of our audit.
- 2) The Balance Sheet and the Income & Expenditure Account and the Receipt & Payment Account dealt by the report are in agreement with Books of Accounts.
- 3) In our opinion and to the best of our information and according to the explanations given to us, the statement together with the schedule attached and read with the accounting policies and notes forming part of account, give a true & fair view:-
 - (a.) In case of Balance Sheet, of the state of affairs as at 31st March 2014.
 - (b) In case of Income & Expenditure Account, of the Surplus for the year ended on that date.

Date: - 22/09/2014

For Jain Seth & Co.,
Chartered Accountants


Partner
M.No.:-056451



Annexure 9 (f)

2014-15

JAIN SETH & CO.
Chartered Accountants

12/1, Leendsay Street,
Flate no:-1, 1st Floor,
Kolkata- 700 087

AUDITORS REPORT

To
The Directorate of Public Instruction
Govt. of West Bengal
Education Directorate
Bikash Bhawan, Salt Lake
Kolkata:-700091

We have audited the attached Balance Sheet of PRASANNADEB WOMEN'S COLLEGE, Jalpaiguri:-735101, WEST BENGAL as at 31.03.2015 and also the Income & Expenditure A/c on that date annexed thereto. These financial statements are the responsibility of the college's management. Our responsibility is to express an opinion on these financial statements based on our audit.


We conducted our audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurances about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amount and disclosures in the financial statements. An audit includes assessing the accounting principles used and significant estimate made by the management, as well as evaluating the overall financial statement presentation. We believe that our audit provides reasonable base for our opinion, Further to our estimate in the annexure referred to the above, we report that:-

- 1) We have obtained all information and explanation which to the best of our Knowledge and believe where necessary for the purpose of our audit.
- 2) The Balance Sheet and the Income & Expenditure Account and the Receipt & Payment Account dealt by the report are in agreement with Books of Accounts.
- 3) In our opinion and to the best of our information and according to the explanations given to us, the statement together with the schedule attached and read with the according policies and notes forming part of account, give a true & fair view:-
 - (a.) In case of Balance Sheet, of the state of affairs as at 31st March 2015.
 - (b) In case of Income & Expenditure Account, of the Surplus for the year ended on that date.

Date: - 25/08/2015

For Jain Seth & Co..
Chartered Accountants




Partner
M.No.:-056451


Annexure 9 (g) 2011 – 12


PRASANNADEB WOMEN'S COLLEGE, JALPAIGURI					
Income and Expenditure Account for the year 2011-2012					
Expenditure	AMOUNT Rs	AMOUNT Rs	Income	AMOUNT Rs	AMOUNT Rs
To Salary & Allowance			By Govt Grant received		
To Teaching Staff	22944252.00		By Pay packet (College)	27583415.00	
To Non- Teaching Staff	4678228.00		By Pay packet (Hostel)	1006578.00	
	27622480.00		By Salary Grant Part Time T.S	1952013.00	
Add Outstanding T.S. 2011-12	2024188.00		By Salary Grant Contractual T.S	918819.00	
Add Outstanding N.T.S. 2011-12	398345.00		By Puja Bonus (College)	44100.00	
	30045013.00		By Puja Bonus (Hostel)	14700.00	
Less Previous year Salary 2010-2011	2196079.00	27848934.00	By Arrear Salary T.S (Diff of Pay)	242182.00	
			By Arrear Salary N. T.S (Diff of Pay)	20843.00	
			By Leave Encashment	547494.00	32330144.00
			By Excess Payment recovery (T.S)		60467.00
To Part Time T.S	1610868.00		By Fees Collection from students		
Add outstanding 2011-2012	608436.00		By Admission fee		92390.00
	2219304.00		By Tuition Fee	2228136.00	
Less Previous year Salary 2010-2011	133650.00	2085654.00	Add received in advance 2010-2011	200000.00	
			Less Paid in advance for 2012-13	300000.00	2128136.00
To Contractual T.S	581300.00		By Other Fee		971100.00
add outstanding 2011-2012	334019.00		By Student Health Home		14310.00
	915319.00		By Identity Card		26700.00
Less Previous Year Salary 2010-2011	85600.00	829719.00	By Saraswati Puja		71550.00
			By Student Union Fee		185965.00
To Arrear Salary T.S (R.O.P.A)	2303085.00				
Less Provision for Last year 2010-11	2303085.00				
		30764307.00			35880762.00


By balance b/f		30764307.00	By balance b/f		35880762.00
To Arrear Salary N.T.S 2nd instalment	213441.00		By College Exam Fee		85860.00
Less Provision for Last year 2010-11	213441.00		By Transfer Fee		440.00
			By Sports Fee		71550.00
To Salary & Allowance Casual Staff	271313.00		By Diploma Certificate Fee		16510.00
Add outstanding 2011-2012	30000.00		By Magazine Fee		57240.00
	301313.00		By Late Fee		1200.00
Less Previous year Salary 2010-2011	24005.00	277308.00	By Casual Fee		4710.00
			By Centre Fee		323400.00
To Leave Encashment		547494.00	By Sale of College Admission Form		49349.00
To Medical Officer		12000.00	By Xerox Charge		5780.00
To Library Expenses		14880.00	By Bank Interest	339963.00	
To Guest Lecturer		248632.00	By Interest on Mis Loan	1785.00	341748.00
To Hostel Salary		1006578.00	By House Rent		151200.00
To Hostel Bonus		14700.00	By Sale Proceed		35375.00
To Puja Bonus (College)		44100.00	By Prof Tax		166552.00
To U.G.C. F.I.P. Salary	81640.00		By Practical fee from N.B.U		72870.00
Add outstanding 2011-12	34640.00	116280.00	By Scholarship / Stipend		280819.00
			By Miscellaneous Received		102702.00
To Security Guard	44999.00		By L.I.C.		529074.80
Add outstanding 2011-2012	3500.00	48499.00	By Construction of Toilet Block (Refund by P.W.D. Construction Board.)		450000.00
			By U.G.C M.R.P. Grant	314450.00	
To House rent exp		10700.00	By U.G.C F.I.P. Contingency Grant	35000.00	
To College foundation day		38500.00	By U.G.C Seminar Grant	685000.00	
To Advertisement		6214.00	By U.G.C Travel Grant	188314.00	1222764.00
To Postage		1976.00			
To T.A.		12528.00			
To Insurance		5658.00			
To To Repair & Renovation		290458.00			
To Science Recurring		105626.00			
		33566438.00			39849905.80

P. D. WOMEN'S COLLEGE


To balance b/f		33566438.00	By balance b/f		39849905.80
To Printing & Stationery		70158.00			
To Electric Bill & Expenses	106643.00				
Add Paid in advance 2010-2011	19137.00				
	125780.00				
Less Paid in advance for 2012-13	20000.00	105780.00			
To Telephone Bill	32461.00				
Add Outstanding 2011-2012	1000.00				
	33461.00				
Less Outstanding 2010-2011	660.00	32801.00			
To Student Health Home		14310.00			
To Contingency		98164.00			
To Professional & Service Charge (ETDS)		14045.00			
To Scholarship		210969.00			
To Students Union Fee		183273.00			
To Prof Tax		166042.00			
To N.B.U. Affiliation Fee		5000.00			
To Physical Education recurring exp		9520.00			
To Centre fee exp		313836.00			
To Saraswati Puja Exp	96223.00				
Less Outstanding 2010-2011	10485.00	85738.00			
To Sports		63040.00			
To College Examination Exp		58998.00			
To Miscellaneous Expenses		89440.00			
To Annually Maintenance Charge		54900.00			
To Practical Exp (N.B.U)		99445.00			
To Xerox charge		2390.00			
		35244287.00			39849905.80


 **Accountant**
 P. D. Women's College
 Jalpaiguri


 **BURSAR**
 P.D. Women's College
 Jalpaiguri

 **Principal**
 P.D. Women's College
 Jalpaiguri

To balance b/f		35244287.00	By balance b/f		39849905.80
To Audit Fee	7721.00				
Add Outstanding 2011-2012	3861.00				
	11582.00				
Less Outstanding 2010-2011	3861.00	7721.00			
To Identity Card Printing Charge		84877.00			
To L.I.C.		529123.80			
To Audit Expenses		5000.00			
To Generator Expenses		10000.00			
To U.G.C. F.I.P. Contingency		35000.00			
To U.G.C. M.R.P. Exp		208865.00			
To U.G.C. C.W.S recurring		32829.00			
To U.G.C. C.O.P. recurring		9400.00			
To U.G.C. Remedial Coaching recurring		52000.00			
To U.G.C. Field work & study tour		13000.00			
To U.G.C Stipend (S.C./S.T./O.B.C. Student)		96000.00			
To U.G.C Travel grant exp		188314.00			
To U.G.C. Seminar		1340260.00			
To Depreciation		1249576.26			
To Excess Income transfer to General Fund		743653.62			
		39849905.80			39849905.80

 **Accountant**
 P. D. Women's College
 Jalpaiguri

 **BURSAR**
 P.D. Women's College
 Jalpaiguri

 **Principal**
 P.D. Women's College
 Jalpaiguri

Annexure 9 (g) 2012 – 13

PRABHANDEB WOMEN'S COLLEGE, JALPAIGURI Club Road, Jalpaiguri, West Bengal. Pin 735101 Income & Expenditure Account for the year 2012-2013					
EXPENDITURE	Amount Rs	Amount Rs	INCOME	Amount Rs	Amount Rs
To Salary & Allowance			By Govt Grant Received		
To Teaching Staff	24379240.00		By Pay Packet (college)	29362448.00	
To Non- Teaching staff	4909468.00		By Pay Packet (hostel)	1104510.00	
	29288708.00		By Puja Bonus (college)	55000.00	
Add Outstanding T.S 2012-2013	2256709.00		By Puja Bonus (hostel)	17500.00	
Add Outstanding N. T.S 2012-2013	427690.00		By Leave encashment	158300.00	
	31973107.00		By Arrear salary T.S (1/3 of 20% ROPA)	1025971.00	
Less Previous year Salary 2011-2012	2422533.00	29550574.00	By Arrear salary NTS (1/3 of 20% ROPA)	106729.00	31830458.00
To Arrear Salary T.S. (ROPA 1/3 of 20%)	1025971.00		By Part Time Teaching Staff	1463135.00	
Add Outstanding (ROPA 1/3 of 20%)	512995.00	1538966.00	Add Outstanding Salary Grant 2012-13	364500.00	1827635.00
To Arrear Salary N.T.S (ROPA 1/3 of 20%)		106729.00			
To C.W.T.T. (Whole time Contractual T.S)	1104419.00		By C.W.T.T	770400.00	
Add outstanding 2012-2013	96600.00		Add Outstanding Salary Grant 2012-13	192600.00	963000.00
	1201019.00				
Less Previous year salary 2011-2012	334019.00	867000.00	By Fees collection from students		
To Part time T.S	2154231.00		By Admission fees		105970.00
Add outstanding 2012-2013	166500.00		By Tuition fees	2564865.00	
	2320731.00		Add received in advance 2011-2012	300000.00	
Less Previous year salary 2011-2012	608436.00	1712295.00	2864865.00		
To Hostel salary	1104510.00		Less paid in advance 2013-2014	400000.00	2464865.00
To Puja Bonus (Hostel staff)	17500.00	1122010.00	By Other fees		1290500.00
To Leave encashment		158300.00	By Students health home		15635.00
		35055874.00			
					38498063.00

Sd/-
Accountant
P.D. Women's College
Jalpaiguri

Sd/- 8/9/14
BURSAR
P.D. Women's College
Jalpaiguri



Sd/- 8/9/14
Principal
P.D. Women's College
Jalpaiguri

balance b / f		3808874.00	balance b / f		38498063.00
To Salary & Allowance from college fund			By Miscellaneous received	286122.00	
To Guest Lecturer	370840.00		Less Miscellaneous Expenses	260187.00	25955.00
To C.O.P Salary	198000.00	300440.00			
To Casual Staff (N.T.S)	271300.00		By Identity Card		31220.00
To Part time Sweeper	50345.00		By Saraswati puja		78150.00
To Other allowances	8900.00				
To Contingency (Security guard)	5600.00		By Students Union fees		203190.00
	336145.00		By College exam fees		93780.00
Add Outstanding 2012-2013	33150.00		By Magazine fees		62520.00
	369295.00		By Sports fees		78150.00
Less Previous year salary 2011-2012	30000.00	339295.00	By Diploma certificate fees		2230.00
To Puja Exgratia (for casual staff)		17364.00	By C.O.,P course fees		34200.00
To Medical Officer		12000.00	By Physical Educatin dress fees		77000.00
To Security Guard	35828.00		By Sale proceed		32670.00
Add Outstanding 2012-2013	3500.00		By Bank interest		362034.00
	39328.00		By Interest on Mis Loan		4666.00
Less Previous year salary 2011-2012	3500.00	35828.00	By Sale of college admission form		74846.00
To U.G.C. F.D.P. Salary	512130.00		By Prof Tax		152245.00
Add Outstanding 2012-2013	34860.00				
	546990.00		By House rent		146400.00
Less Previous year salary 2011-2012	34640.00	512350.00	By Centre Fees		373900.00
To Electric bill & Electric expenses	156450.00		By Casual Fees		7380.00
Add Paid in advance 2012-2013	20000.00		By Practical Exam from N.B. U		83980.00
	176450.00		By Xe-rox		6427.00
Less Paid in advance 2013-2014	58748.00	117702.00	By M.R.P. refund by S.Jha		18100.00
To Telephone bill	19569.00		By U.G.C. M R P		218506.00
Add Outstanding 2012-2013	785.00		By U.G.C. Travel grant		85092.00
	20354.00		By U.G.C. Seminar		162500.00
less Outstanding 2011-2012	1000.00	19354.00	By U.G.C. F.D.P. Salary Grant		698350.00
		36500207.00			1164448.00
					41611554.00

Sd/-
Accountant
P.D. Women's College
Jalpaiguri


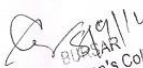
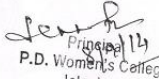
Sd/- 8/9/14
BURSAR
P.D. Women's College
Jalpaiguri



Sd/- 8/9/14
Principal
P.D. Women's College
Jalpaiguri



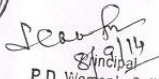
P. D. WOMEN'S COLLEGE

Balance B / F		36400107.00		41611554.00
By Centre fee Exp		200842.00		
By Puja Bonus (College)		54000.00		
By Student health home		15038.00		
By Identity card expenses		37444.00		
To Prize & ceremonials		7675.00		
To Saraswati puja expenses	20000.00			
Add Outstanding 2012-2013	60000.00		80000.00	
To Students union expenses			185956.00	
To College examination expenses			42416.00	
To Magazine expenses	54740.00			
Less outstanding 2011-2012	54740.00			
To House rent exp (staff quarter)			56191.00	
To Bank charge			1561.36	
To E.T.D.S			6347.00	
To Science recurring			177095.00	
To Contingency			86690.00	
To Sports			73075.00	
To Postage			918.00	
To Physical educatin recurring exp			21000.00	
To College foundation day			45611.00	
To Insurance			6234.00	
To Travelling allowance			18502.00	
To Repair & Renovation				
To Building repair	140411.00			
To Furniture repair	202015.00		342426.00	
To Practical expenses (N.B.U)			94832.00	
To Annual maintance charge (equipment)			34187.00	
		38188844.36		41611554.00

P. D. Women's College
 Jalpaiguri

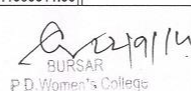
Balance B / F		38188844.36		41611554.00
To Printing & stationery		122088.00		
To Library expenses		5000.00		
To Advertisement		8555.00		
To U.C. charge		4100.00		
To Computer recurring expenses		17604.00		
To Prof Tax		145135.00		
To Audit Fees Outstanding 2012-2013		3933.00		
To Stipend refund to D.M. Office		55000.00		
To Yeoth parliament		5137.00		
To Xerox charge		8166.00		
To Gardening		9070.00		
To Excurtion		15500.00		
To Diesel purchase		30000.00		
To N.B.U. Affiliation Fees		5000.00		
To N.B.U. Affiliation Fees (Sports Board)		300.00		
To U.G.C M.R.P.	297239.00			
To U.G.C C.W.S recurring	43425.00			
To U.G.C Carrier & counselling cell	25451.00			
To U.G.C. Travel Grant	85092.00			
To U.G.C. Seminar	202450.00			
To U.G.C. Remedial Coaching	48000.00	701657.00		
To 50% Tution fees deposited to Govt. of West Bengal		794894.00		
To Depreciation		1418689.51		
Excess Income over expenditure transfer to General Fund		72881.13		
		41611554.00		41611554.00






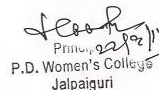
P. D. Women's College
 Jalpaiguri

Annexure 9 (g) 2013 – 14

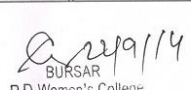
PRABANNADEBI WOMEN'S COLLEGE, JALPAIGURI					
Income and Expenditure Account for the year 2013-2014					
Expenditure	AMOUNT Rs	AMOUNT Rs	Income	AMOUNT Rs	AMOUNT Rs
To Salary & Allowance			By Govt Grant received		
To Teaching Staff	25594686.00		By Pay packet (College)	30737532.00	
To Non- Teaching Staff	5245444.00		By Arrear Salary T.S (Diff of Pay)	623796.00	31361328.00
	30830130.00				
Add Outstanding T.S. 2013-14	2601288.00		By Puja Bonus (College)		54600.00
Add Outstanding N.T.S. 2013-14	433912.00		By Puja Bonus (P.T.T))		31200.00
	33865330.00		By Puja Bonus (C.W.T.T.))		7800.00
Less Previous year Salary 2012-2013	2694399.00	31180931.00			
			By Pay packet (Hostel)	1188789.00	
			By Puja Bonus (Hostel))	18200.00	1206989.00
To Part Time T.S	1718715.00				
Add outstanding 2013-2014	143173.00		By Salary Grant Part Time T.S	2140283.00	
	1861888.00		Less Previous year 2012-2013	364500.00	1775783.00
Less Previous year Salary 2012-2013	166500.00	1695388.00			
			By Salary Grant Contractual T.S	972630.00	
To Contractual T.S.	838010.00		Less Previous year 2012-2013	192600.00	780030.00
add outstanding 2013-2014	70620.00				
	908630.00		By Arrear Salary (ROPA) T.S		7672162.00
Less Previous Year Salary 2012-2013	96600.00	812030.00	By Arrear Salary (ROPA) N. T.S		106715.00
To Arrear Salary T.S (R.O.P.A)	7643791.00				
add outstanding 2013-2014	527127.00		By Excess Payment recovery (T.S)		7120.00
	8170918.00		(R.O.P.A. 20% of Bhaswati Roy Choudhury)		
Less Previous Year 2012-2013	512995.00	7657923.00	By Excess Payment recovery (T.S)		3428.00
To ROPA 20% refund to Govt of W.B		14239.00			
		41360511.00			43007155.00


 BURSAR
 P.D. Women's College
 Jalpaiguri

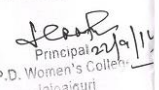


 Principal
 P.D. Women's College
 Jalpaiguri

To balance b/f		41360511.00	By balance b/f		43007155.00
To Arrear Salary N.T.B (R.O.P.A)		106715.00	By Fees Collection from students		
			By Admission fee		103455.00
To Salary & Allowance Casual Staff	368297.00		By Tuition Fee	2831600.00	
Add outstanding 2013-2014	31920.00		Add received in advance 2012-2013	400000.00	
	420217.00			3031600.00	
Less Previous year Salary 2012-2013	33150.00	387067.00	Less Paid in advance for 2014-15	415000.00	2616600.00
To Guest Lecturer		400867.00	By Other Fee		1666800.00
To Hostel Salary	1188789.00		By Student Health Home		16710.00
To Hostel Bonus	18200.00	1206989.00	By Identity Card		30880.00
To Puja Bonus (College)		54600.00	By Saraswati Puja		83550.00
To Medical Officer		12000.00	By Student Union Fee		217230.00
To U.G.C. F.D.P. Salary	192293.00				
Add outstanding 2013-14	26964.00		By Physical Education Dress fees		113500.00
	219257.00		By College Exam Fee		100260.00
Less Previous year Salary 2012-2013	34860.00	184397.00	By C.O.P. Course Fees		13200.00
To Security Guard	62770.00		By Sports Fee		83550.00
Add outstanding 2013-2014	7910.00		By Diploma Certificate Fee		10570.00
	70680.00		By Magazine Fee		66840.00
Less Previous year Salary 2012-2013	3500.00	67180.00			
			By Casual Fee		9130.00
To House rent exp		45600.00	By Centre Fee		415700.00
To College foundation day		14827.00	By Re-assessment fee		168350.00
To Postage		1846.00	By Sale of College Admission Form		69461.00
To T.A.		25543.00	By Sale Proceed		16540.00
To Insurance		7028.00	By Bank Interest		480904.00
To To Repair (Furniture , Equipment & Building)		325999.00	By Interest on Mis Loan		6767.00
To Puja Bonus (C.W.T.T.)	7800.00		By Red Ribbon grant		4000.00
To Puja Bonus (P.T.T.)	31200.00	39000.00			
50% TUITION FEES DEPOSITED		1190942.00			
		45431111.00			49200952.00

 BURSAR
 P.D. Women's College
 Jalpaiguri



 Principal
 P.D. Women's College
 Jalpaiguri

P. D. WOMEN'S COLLEGE

To balance b/f		48431111.00	By balance b/f		49200962.00
To Printing & Stationery		88586.00	By House Rent		171600.00
To Electric Bill & Expenses	189922.00		By Prof Tax		138270.00
Add Paid in advance 2012-2013	68748.00		By Practical fee from N.B.U		60820.00
Add outstanding 2013-14	10662.00	268232.00	By Scholarship / Stipend		
			By Miscellaneous Received	431515.00	
To Interest on I. Tax		3990.00	Less Expenses of Miscellaneous	408382.00	23133.00
To Telephone Bill	24835.00				
Add Outstanding 2013-2014	891.00				
	25726.00				
Less Outstanding 2012-2013	785.00	24941.00			
To Science Recurring		193657.00	By U.G.C M.R.P. Grant	138750.00	
To Student Health Home		16710.00	By U.G.C F.I.P. salary Grant	31778.00	170528.00
To Contingency		80202.00	By U.G.C P.T.A.C Grant		14368.00
To Professional & Service Charge (ETDS)		14102.00			
To Bank Charge		4500.00			
To U.C. Charge		3800.00			
To Prof Tax		146940.00			
To N.B.U. Affiliation Fee		5000.00			
To Physical Education recurring exp		28440.00			
To Centre fee exp		365651.00			
To Gardening		9495.00			
To Saraswati Puja Exp	169500.00				
Less Outstanding 2012-2013	60000.00	109500.00			
To Red Ribbon Club exp		4900.00			
To Sports		41775.00			
To College Examination Exp		45165.00			
To Maintenance of Computer		53997.00			
To Annually Maintenance Charge		15303.00			
To Practical Exp (N.B.U)		54175.00			
To Xerox charge		8475.00			
		47007647.00			49779671.00

Sd/-
Accountant
P.D. Women's College
Jalpaiguri

Sd/-
BURSAR
P.D. Women's College
Jalpaiguri



Sd/-
Principal
P.D. Women's College
Jalpaiguri

To balance b/f		47007647.00	By balance b/f		49779671.00
To Audit Fee	3933.00				
Add Outstanding 2013-2014	3933.00				
	7866.00				
Less Outstanding 2012-2013	7794.00	72.00			
To Audit Expenses	10000.00				
To Audit Expenses (Outstanding)	18067.00	28067.00			
To C.O.P. recurring		3100.00			
To Legal Expenses (Advocate fee)		8740.00			
To Identity Card Printing Charge		54202.00			
To Generator Expenses		20000.00			
To Magazine		20000.00			
To U.G.C. F.I.P. Contingency		15000.00			
To U.G.C. M.R.P. Exp		117562.00			
To U.G.C. C.W.S recurring		13252.00			
To Field work & study tour (Excurtion)		28000.00			
To Diploma certificate Fees (Deposited to N.B.U)		24420.00			
To Student's Union Election		99203.00			
To U.G.C. Seminar	150276.00				
To C.W.S Seminar (College fund)	7900.00	158176.00			
To Red Ribbon Club (outstanding)		4000.00			
To C. W. T. T. From College Fund	99638.00				
To P.T.T. From College Fund	95000.00				
To Contingence (Security Guard)	9600.00				
To Puja Exgratia (for casual staff)	18400.00	222638.00			
To Depreciation		1376330.91			
To Excess Income transfer to General Fund		583261.09			
		49779671.00			49779671.00

Sd/-
Accountant
P.D. Women's College
Jalpaiguri

Sd/-
BURSAR
P.D. Women's College
Jalpaiguri



Sd/-
Principal
P.D. Women's College
Jalpaiguri

Annexure 9 (g) 2014 – 15

PRASANNADEB WOMEN'S COLLEGE, JALPAIGURI					
Income and Expenditure Account for the year 2014-2015					
Expenditure	AMOUNT Rs	AMOUNT Rs	Income	AMOUNT Rs	AMOUNT Rs
To Salary & Allowance			By Govt Grant received		
To Teaching Staff	27420652.00		By Pay packet (College)	33236121.00	
To Non- Teaching Staff	5370012.00		By Arrear Salary T.S (Diff of Pay)	1179947.00	
To Salary T.S	78000.00		By Leave Encashment	397374.00	
	32868664.00		By Puja Bonus (College)	63000.00	
Add Outstanding T.S. 2014-15	2440993.00		By Part Time Sweeper	10000.00	34886442.00
Add Outstanding N.T.S. 2014-15	466683.00				
	35776340.00		By Pay packet (Hostel)	1273029.00	
Less Previous year Salary 2013-2014	3035200.00	32741140.00	By Puja Bonus (Hostel)	21000.00	1294029.00
To Part Time T.S & C.W.T.T	2653868.00		By Salary Grant Part Time T.S & CWTT	1876741.00	
Add outstanding 2014-2015	206462.00		By Puja bonus Part Time T.S & CWTT	45000.00	
	2860330.00			1921741.00	
Less Recovery of Advance (PTT)	36000.00		Add Outstanding (2014-2015)	619386.00	2541127.00
	2824330.00				
Less Previous year Salary 2013-2014	213793.00	2610537.00	By Arrear Salary (ROPA) T.S		4465647.00
To Arrear Salary T.S (R.O.P.A)	4999894.00		By COSA & On line admission (GOVT)	150000.00	
Less Previous year	527127.00	4472767.00	By On line admission (N.B.U Grant)	25000.00	175000.00
To Arrear Salary (Difference of Pay)		965980.00			
To Leave Encashment	105000.00		By Excess Payment recovery (T.S)		8899.00
To Puja Bonus (CWTT, PTT & NTS)	3000.00	108000.00	(R.O.P.A. 20% of Bhaswati Roy Choudhury)		
Add Outstanding (CWTT)					
To Salary & Allowances College Fund	172400.00		By Scholarship (Minority)	250300.00	
To P.T.T & C.W.T.T	7000.00	179400.00	Less Refund to (Minority Dept)	33600.00	
Add Outstanding 2014-2015		429917.00		216700.00	
To Guest Lecturer			Less Paid to Students	216700.00	
		41905115.00			43371144.00

Principal 25/8/15
P. D. Women's College
Jalpaiguri-735101

BURSAR 25/8/15
P. D. Women's College
Jalpaiguri

SHAIN SETHI & CO
CHARTERED ACCOUNTANTS
KOLKATA

Accountant
P. D. Women's College
Jalpaiguri

To balance b/f		41905115.00	By balance b/f		43371144.00
To Salary & Allowance Casual Staff	427883.00		By Fees Collection from students		
Add outstanding 2014-2015	36084.00		By Admission fee		104830.00
	463967.00		By Tuition Fee	2783700.00	
Less Previous year Salary 2013-2014	31920.00	445559.00	Add received in advance 2013-2014	415000.00	
			Less Paid in advance for 2014-15	3198700.00	
To Hostel Salary	1300379.00			400000.00	2798700.00
To Hostel Bonus	21000.00	1321379.00	By Other Fee		1030600.00
			By Student Health Home		18165.00
To Medical Officer		9000.00	By Identity Card		72640.00
To Security Guard	50229.00		By Saraswati Puja		127155.00
Add outstanding 2014-15	7526.00		By Student Union Fee		236145.00
	57755.00	49845.00	By Computer Science		19200.00
Less outstanding 2013-14	7910.00		By Physical Education Dress fees		112400.00
			By College Exam Fee		108990.00
To U.G.C. F.D.P. Salary	26964.00		By C.O.P. Course Fees		15680.00
Less Previous year Salary 2014-2015	26964.00		By Sports Fee		108990.00
		29423.00	By Diploma Certificate Fee		14130.00
To College foundation day		1703.00	By Magazine Fee		72660.00
To Postage		37185.00	By T.T.M		5400.00
To T.A.		7029.00	By Casual Fee		8550.00
To Insurance		147615.00	By Centre Fee		449900.00
To To Repair (Furniture & Building)		37135.00	By Re-assessment fee		72820.00
To Renovation Physics Department		91587.00	By Sale of College Admission Form		37271.00
To Printing & Stationery			By Sale Proceed		2500.00
To Electric Bill & Expenses	275059.00		By Bank Interest		544710.00
Add outstanding 2014-2015	17207.00		By Interest on Mis Loan		4285.00
	292266.00	281604.00	By Xerox		699.00
Less outstanding 2013-14	10662.00		By Late Fees		4500.00
			By Group Insurance		115177.00
To Interest on I. Tax		1800.00			
50% TUTION FEES DEPOSITED		1297965.00			
		45663944.00			49457241.00

Principal 25/8/15
P. D. Women's College
Jalpaiguri-735101

BURSAR 25/8/15
P. D. Women's College
Jalpaiguri

SHAIN SETHI & CO
CHARTERED ACCOUNTANTS
KOLKATA

Accountant
P. D. Women's College
Jalpaiguri

P. D. WOMEN'S COLLEGE

To balance b/f	46683944.00	By balance b/f	49487241.00
To Telephone Bill	42846.00	By House Rent	137626.00
Add Outstanding 2014-2015	1437.00		
	44283.00	By Prof Tax	135205.00
Less Outstanding 2013-2014	891.00	By Practical fee from N.B.U	56799.00
To Science Recurring	220386.00		
To Contingency	72164.00	By Miscellaneous Received	132916.31
To Professional & Service Charge (ETDS)	7999.00	By Youth Parliament	6500.00
To Bank Charge	1932.09	By Outside Exam (R.B.U)	366862.00
To Sports	54495.00		
To Prof Tax	135205.00		
To N.B.U. Affiliation Fee	5000.00	By U.G.C M.R.P. Grant	1982000.00
To Physical Education recurring exp	28750.00	By U.G.C F.I.P. salary Grant	99077.00
To Centre fee exp	426877.00	By U.G.C Travel Grant	197501.00
To Gardening	2900.00	By U.G.C Seminar Grant	149500.00
To Saraswati Puja Exp	135700.00	By U.G.C F.D.P Contingency	15000.00
To College Examination Exp	51110.00		2443078.00
To Maintance of Computer	115513.00		
To Annual Maintenance Water Equipment	10456.00		
To Practical Exp (N.B.U)	33392.00		
To Xerox charge	10153.00		
To Puja Exgratia (N.T.S)	22996.00		
Audit Fees	7866.00		
Add Outstanding 2014-15	3933.00		
	11799.00		
Less Outstanding 2014-2015	3933.00		
	7866.00		
To Audit Expenses	32134.00		
Add Outstanding 2014-2015	16067.00		
	48201.00		
Less Audit Expenses (Prev Year 13-14)	16067.00		
	32134.00		
	47082364.09		52736227.31

Principal 25/8/15
P. D. Women's College
Jaipur-735101

25/8/15
Bursar
P. D. Women's College
Jaipur

JAIN SETH & CO.
BANKERS
Chartered Accountants

Accountant
P. D. Women's College
Jaipur

To balance b/f	47082364.09	By balance b/f	62736227.31
To Identity Card Printing Charge	57103.00		
To Generator Expenses	20000.00		
To Student's Union Election	50100.00		
To Advertisement	7944.00		
To Outside Exam R.B.U	300000.00		
To Miscellaneous Exp	101605.00		
To Field work & study tour (Excurtion)	28000.00		
To Prize & Ceremonials	5813.00		
To Workshop of Zoology	7000.00		
To Other Expenses	15000.00		
To C.O.S.A & Online admission	60890.00		
To Student Union Expenses	544990.00		
To C.O.P. recurring	3400.00		
To Legal Expenses (Advocate fee)	10000.00		
To Group Insurance	115097.00		
To House rent exp	16674.00		
To U.G.C. F.I.P. Contingency	15000.00		
To U.G.C. M.R.P. Exp	1853450.00		
To U.G.C. C.W.S recurring	4163.00		
To U.G.C. I.Q.A.C	14676.00		
To U.G.C. Travel grant	197501.00		
To U.G.C. Seminar	37500.00		
To Depreciation	1390698.56		
To Excess income over expenditure transfer to General Fund	797258.66		
	52736227.31		52736227.31


Principal 25/8/15
P. D. Women's College
Jaipur-735101

25/8/15
BURSAR
P. D. Women's College
Jaipur

JAIN SETH & CO.
BANKERS
Chartered Accountants

Accountant
P. D. Women's College
Jaipur

Annexure 9(h)



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

Recd
22.05.14

No. WNS-033/12-13 (ERO) ID No. WNS-033 Date: 28-Mar-14
S.No. 222095

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

Sub : Release of Grant-in-Aid during the Current financial year (2013-14), during XIth Plan, to
Prasanna Deb Women's College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. 671802 towards the scheme XIth Plan College Development to the Principal, Prasanna Deb Women's College for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant	Approved allocation	Amount already sanctioned	Amount being sanctioned now	Total grant including the grant now being sanctioned
Undergraduate	(Rs.)	(Rs.)	(Rs.)	(Rs.)
Plan Block Grant				
Plan Block Grant-Head-31	585902	0	234360	234360
Plan Block Grant-Head-35	2343606	500000	437442	937442
Total			671802	

The College is requested to note:

- SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
- ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
- General district: General-77.5%, SC-15% and ST-7.5%
- No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

- The sanctioned amount is debit to Head 1.B-(i)b and valid for payment during the financial year 2013-14 only.
- The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:
 - Details (Name & Address) of Account Holder:
Principal,
Prasanna Deb Women's College
Club Road, Jalpaiguri
West Bengal 735101
 - Account No.: 24860200000389
 - Name & Address of Branch: Bank of Baroda, Jalpaiguri Branch
 - MICR Code of Branch: 735012002
 - IFSC Code: BARB0JALPAI
 - Type of Account: SB/Current/Cash Credit.
- The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure
- The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs,2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
- The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
- The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
- A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
- The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the Central Financial Rules of Govt. of India will be charged.

PRASANNADEB WOMEN'S COLLEGE

(Govt. Sponsored)

Affiliated to the University of North Bengal
& accredited to NAAC with B⁺ Grade

Club Road
P.O. & Dist- Jalpaiguri
West Bengal, India,
Pin : 735 101



Phone : (03561) 230146
Fax : (03561) 221362
Email : pdcollege@bsnl.in
Website : www.pdwomenscollege.org

Ref. No. 578/15-16

Date: 30.12.2015

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that Prasannadeb Women's College fulfils all norms

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

In case the affiliation / recognition is conditional, then 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.

Date: 30/12/2015

Place: **Jalpaiguri**

(Dr. Shanti Chhetry)

Principal / Head of the Institution

(Name and Signature with Office seal)

Principal
P.D. Women's College
Jalpaiguri