

SELF STUDY REPORT-2015 **VIVEKANANDA COLLEGE**



FOR 1ST CYCLE

VIVEKANANDA COLLEGE
EAST UDAYRAJPUR, MADHYAMGRAM
KOLKATA-700129

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Submitted to

National Assessment and Accreditation Council (NAAC)
An Autonomous Institution of the University Grant Commission
P.O Box No. 1075
Nagarbhavi
Bangalore- 560072
India

LETTER

**Vivekananda College****(W. B. Govt. Aided College)****East Udayrajpur, Madhyamgram, North 24 Parganas, Kolkata-700129**

Phone : (033) 2538 - 7392; Fax : (033) 2538 - 7392

website : <http://www.vivekanandacollegemmg.org>E-mail : vivekanandacolg@gmail.comvivekanandacollegemmg@gmail.comRef. No. VC/110/2015Date. 30.12.2015

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

Sub: Uploading "SELF STUDY REPORT" 2015 of VIVEKANANDA COLLEGE, East Udayrajpur, Madhyamgram, District North 24 Parganas, Kolkata-700129 for First Cycle Accreditation, 2015 in our official Website www.vivekanandacollegemmg.in

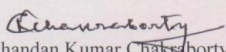
Sir,

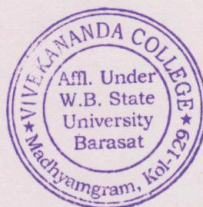
In compliance with the revised requirements, we are glad to upload our "SELF STUDY REPORT", 2015 in our official website www.vivekanandacollegemmg.in for First Cycle Accreditation.


We keenly look forward to hear from you on your decision.

Thanking you,

Yours Faithfully,


[Dr. Chandan Kumar Chakraborty]
Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata - 129





Vivekananda College

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East Udayrajpur, Madhyamgram, North 24 Parganas, Kolkata-700129
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Ref. No. ve/110A/2015 Date 30.12.2015

Certificate of Compliance
(Affiliated /Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that Vivekananda College (Name of the institutions) fulfils all norms.

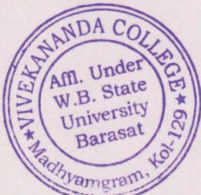
1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc] and
3. The affiliation and recognition [if applicable] is valid as on date.

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: Madhyamgram
North 24 Parganas
West Bengal

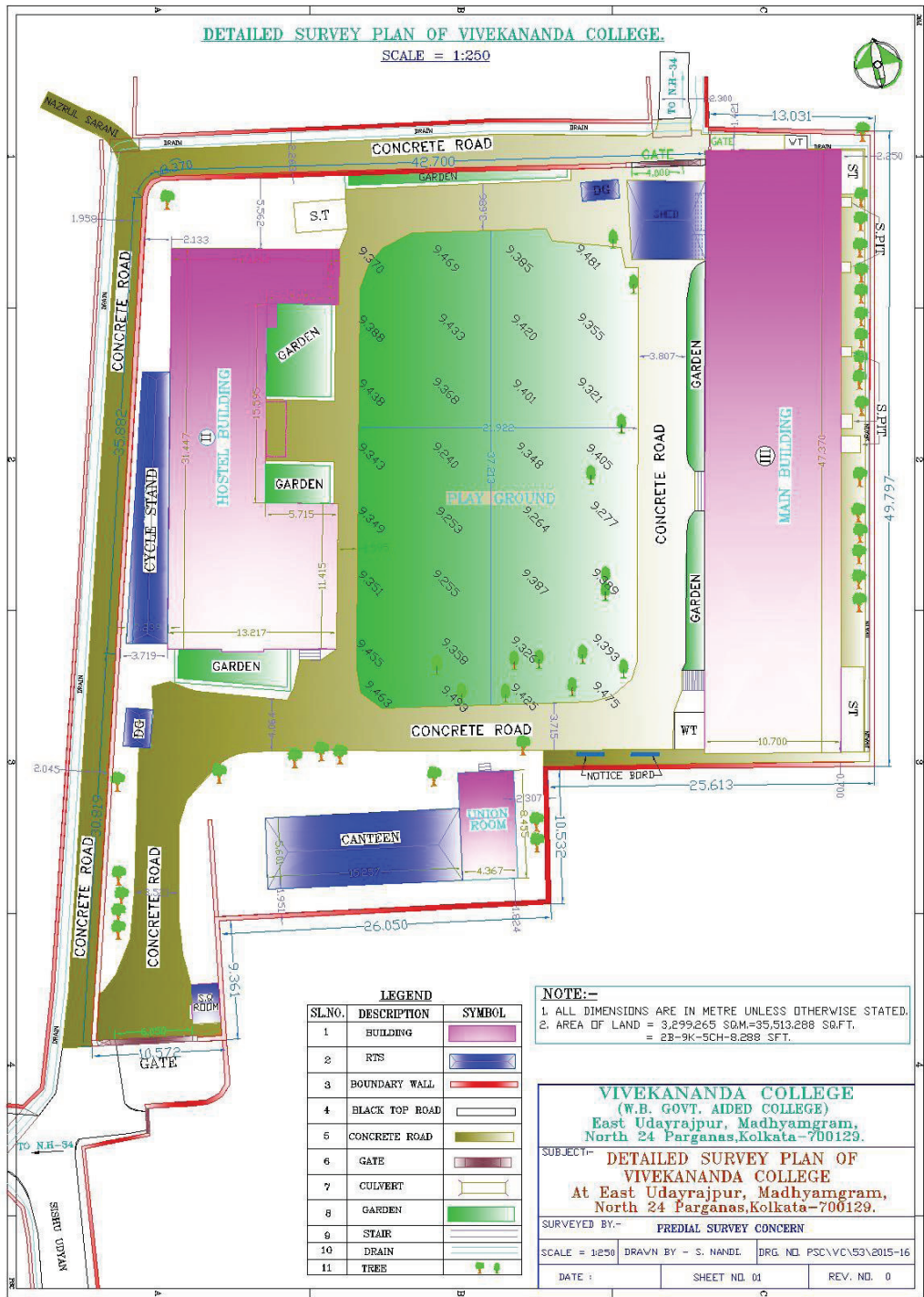


Principality
Principal Head of the Institution
(Name and Signature with Office seal)
Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata - 129

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Campus Map



PART-A PREFACE

PREFACE

Vivekananda College is going through the course of the First Cycle of Accreditation by the National Assessment and Accreditation Council (NAAC) and this is our Self Study Report (SSR) which has been prepared according to the guidelines of NAAC with honesty to the best of our knowledge. We encourage individual growth by promoting a free exchange of ideas in a setting that values diversity, trust and equality.

Vivekananda College MADHYAMGRAM is a thirty year old institution of higher learning formerly affiliated to the University of Calcutta since inception in 1986 and then subsequently to the West Bengal State University from 2008 .The aim of the college is to impart quality education taking into consideration the social ,economic ,political and administrative challenges .The story of the progress of the college is characterized by ruthless striving and sleepless determination to overcome all obstacles that reared their ugly hideous heads on its journey to excellence. The road was rough; the terrain tough but there was no dearth of zeal and enthusiasm. Everyone had a dream which was to make the college reach the heights of excellence, inclusiveness and sincerity in its service to the community.



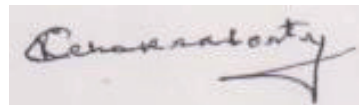
PRINCIPAL'S DESK

Only students who were enrolled for the BA pass course .The college ,being adjacent to the Jessore Road and not far from the Madhyamgram Municipality seemed to be a boon for the inhabitants of the area as there was no college in the vicinity and gaining admission in elite colleges was indeed tough for students hailing from semi urban and rural background .The simple people of our locality needed an institution where they could send their wards to seek

true education without the trammels of opulence weighing them down ,a college where teaching was honest and above all bereft of the ostentation of arrogant arid scholarship .These men were poor but they had abundant reserves of determination ,strength of mind and shared a singleness of purpose , qualities without which the foundations of such an enduring edifice might not have been possible.

In 2002, Dr. Chandan Kumar Chakraborty joined the college as principal and the narrative of the college after this period is one of hope, ambition and development .Within months of his assumption of office honours courses in Bengali, Education, Geography, History and English etc, were introduced. Since 2002 the college has been definitely growing in stature. The layout of the present building with augmented space in the library ,canteen ,hostel for women ,new classrooms boundary wall, Seminar cum conference room , cycle garage, deep tube well, three Generators, Smart Class rooms, fire extinguisher, CCTV, increasing books at Library, Gymnasium for Ladies, Opening P.G courses from DDE, Vidyasagar University and Rabindra Bharati University, 35 Computers, 4 Laptops, 22 A.C. Machines, three Projectors, one Total station, five cold water Machines, Women's Hostel, Purchase 3bighas of Land for 2nd Campus, 4-storied new construction started, Solar Light system, Rain water Harvesting, Medicinal Plantation, Concrete Path way, Beautiful small play ground, are all parts of the success story . The college under his stewardship is one of the few colleges with a large proportion of minority community students .The college boasts of 54% minority female students most of whom have produced wonderful results at the undergraduate level and have also in some instances excelled in university examinations at the post graduate level .The active intervention of the college administration has ensured that minority students receive financial assistance from the UGC ,Govt of West Bengal and also at the college level . Steps were taken towards the beautification of the campus, provisions for enabling students to reap the benefits of the digital era were made and new classrooms were constructed. As a direct corollary there was a marked increase in student strength and there are SC/ ST and OBC A and B and Minority students on its rolls. Special classes are held and tutorial level guidance is provided for the academically deficient .There is also the provision of arranging stipends for all students irrespective of their backgrounds .There is the scheme of Remedial Coaching Classes and the Entry - in -Service Scheme has instilled confidence in students to explore the job market .

In conclusion, it should be mentioned that the teaching faculties, non teaching Staff and also students are actively involved to prepare the Self Study Report. Our institution undergoes the accreditation process for the first time that is Cycle-1 and we are ready for the NAAC assessment. We heartily invite the honourable NAAC Peer Team and eagerly look forward to their visit.



Principal

NAAC Steering Committee

Vivekananda College, Madhyamgram, Kolkata-129

PART-B (1)

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

Criteria –I: CURRICULAR ASPECTS

1. The vision and mission of the institution reflect to raise the institution to a very high standard in respect of teaching, learning, result, administration and academic atmosphere in the college.
2. Beginning of the academic session, the College publishes a master routine so that it enables a teacher to complete the curriculum prescribed by the University within a stipulated period.
3. The massive renovation of the College infrastructure as well as the up gradation of the Library, Geography equipments and well furnished A.C. Lab facilities, A.C. smart class rooms, Education Lab facilities are introduced.
4. Several faculty members have made significant contributions in the present and past for the development of the college.
5. Ensuring quality of performance at Tutorials, Remedial Coaching and UGC Entry-in-Service. Encouraging the students for research purposes and to do the social work.
6. The College offers three years B.A. Honours courses in 4 subjects viz, Bengali, English, History and Education. Three year General courses are taught in the subjects like English, Bengali, History, Education, Geography, Political-Science and Philosophy. The college also offers three years B.Sc Hons course in Geography
7. For the undergraduate programme the institution follows the curriculum set by the affiliating University i.e. West Bengal State University.
8. Excursion and field survey are the essential parts of the curriculum of the departments like Geography and Education. Most of all the departments arranged such excursions and field survey with active support from the College.
9. The use of ICT for the teaching learning process encouraged by the college.
10. Further, the College authority signed a **MOU** with Orion Edutech Private Ltd. on 11th day of March 2015 for introducing the skill development courses viz, i) **B-VOC in Apparel Manufacturing & Designing**, ii) **B-VOC in Cloud & Mobile Software Engineering** & iii) **Diploma in Hardware & Networking Courses**.
11. Feedback forms are collected. Parent and Teacher meetings are held and the discussion making body keeps itself abreast of all resolutions.

Criteria –II: TEACHING LEARNING AND EVALUATION

1. The website of the college which caters exclusively to the admission process is fully functional. The college website provides all information regarding admission.
2. In strict adherence to West Bengal Government rules, all the admission process is conducted online. Applications were made online and candidates deposited college fees through challan generated by the Bank.
3. The college follows the reservation policy of the State Government and adheres to the directives of the University in this regard.
4. There are 54% minority female students and this reflects our commitment to make education inclusive and all encompassing. Concession and financial benefits are provided to minority students. Courses under the auspices of the UGC have been introduced in this regard.
5. The office work of Remedial Coaching at Vivekananda College, Madhyamgram , North 24 Parganas, Kolkata-700129 for admission to attend the Remedial Coaching was arranged on and from 1st August, 2010 to 30th September, 2012. The classes are organized on and from 4th September, 2010 to 30th September 2012 and from 1st October 2013 to 30th September 2014. The total no of students i.e. 409 (four hundred nine) were benefited through this above said coaching classes.
6. The office work of Coaching for Entry-in-Services in Colleges at Vivekananda College, Madhyamgram, North 24 Parganas, Kolkata – 700129 for admission to attend the Entry in service in Colleges was arranged on and from 1st August, 2010. The classes were organized on and from 23.09.2010 to 21.11.2010 and 1.06.2013 to 30.06.2014. The total no of students i.e. 22(Twenty two) were benefited through this above said coaching classes.
7. The College admits visually challenged and physically able students in certain Departments. These students are given extra care and attention by the course teachers to enable them to learn and perform better.
8. The College has constituted the Internal Complaints Committee (ICC) in compliance with the Prevention of Sexual Harassment Act of 2013. The task of raising awareness in this regard is cast upon this very competent committee.
9. It is an institutional policy to impart quality education, even to the less privileged sections of society. The location of the College, the courses offered and the overall atmosphere serve to attract large number of students from the minority (Muslim)

community, many of whom are first generation learners. The growing number of students from the minority community indicates the positive approach and efforts made by the institution towards inclusion.

10. To maintain the parity with the national commitment for inclusion of the socially weaker section of the society, along with the advantage of reservation, stipends and scholarships sponsored by the State Government and UGC are awarded to the students of SC/ST and OBC categories.
11. Kanyashree Scholarships offered by the State Government to the deserving girl students have been introduced from the last academic year.
12. Academic calendar-2013-14, 2014-15 and 2015-16 .after publication of Academic Calendar by the affiliating University, the college prepares its academic calendar following the broad outline of the University. Special care is taken to ensure that the academic calendar of the college contains details of every aspect of the college especially tentative dates of commencement of classes, class test dates, schedules of selection test etc.
13. Despite the fact that the IQAC is a post accreditation body, the achieve initiative by the Principal of the college and enthusiasm generated by his actions in this regard, on the recommendation of the Governing Body of the college, the IQAC of the college was formed on 26.07.2013.
14. The library of the college to which students have ready accepted 10,435 books and journals. Apart from this the library is centrally air conditioned with a reading room under CCTV coverage. Students are encouraged to make regular visit to the library.
15. Students are encouraged to contribute their articles in various journals; the college magazine etc. students of same Departments also bring out wall magazines. The college magazine “college scope” contains articles mainly by our leavers in which their creative and critical articles are evident.
16. The faculty uses computers, multimedia projectors for power point presentation. Computer software packages are used in certain subjects like Geography
17. Several departments hold class tests regularly for proper assessment of the students. Beside class test, the College authority organized annual test examination.
18. Skill development is a major aspect of the holistic education college imparts to students. In line with this vision, computer literacy, increasing competency levels in spoken and written English are emphasized. Assignments and presentation of their

work in an interactive manner by incorporating pictures, images, slides, audio and video materials in presentations is encouraged.

Criteria –III: RESEARCH CONSULTANCY AND EXTENSION

1. The college provides ample space, infrastructural support, experimental garden, 24hours uninterrupted water supply, books, journals from the library and 24 hours power back up.
2. As soon as the research grant is received by the college from the UGC or any other funding agencies, it is immediately released by the authority, as per norms.
3. The students have ample opportunities to consult with the faculty members regarding research oriented work. In practical based subjects (Geography & Education) have scope to do project work based on field work. The students of 3rd year Honours Students have to prepare the project reports in several subjects.
4. The several departments organize seminars, lectures, competitions with or without collaborations with various organizations.
5. Departmental seminars are organized severally. A special lecture was delivered by eminent person on “Population Studies” in the Department of Geography. Another special lecture was delivered by the resource person “Graphical representation of data: A brief discussion” in the Department of Education.
6. Department of Geography and Education organized regular basis excursion tours in rural and urban areas to stimulation research interest among the students. 14 computers with two licensed software and one open source software in the laboratory with full Wi-Fi connections are preserved for project purposes.
7. Various programmes are organized by the NSS Unit such as Blood donation camp, Health check up camp, Youth day, Women’s day, Yoga camp etc.

Criteria –IV: INFRASTRUCTURE AND LEARNING RESOURCES

1. Classrooms, technology enabled learning spaces, Seminar cum-conference hall along with smart class, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipments for teaching, learning and research etc.
2. Almost all the departments of the College are having spacious classrooms and seminar rooms with regular access of the students.

3. Other than the Seminar rooms at departments, there is an audio-visually well-equipped Seminar room with the seating capacity of more than 175. The room known as **‘Vivekananda Hall’ for Seminar Cum-conference and smart class room**. Contains permanent audio-visual facilities and is air-conditioned.
4. There is one medicinal plant garden named, **‘Ramakrishna Shasthya Niramoy Udyan’** and a small botanical garden with rare species of plants maintained by the College.
5. For effective teaching, learning the Geography and Education departments are provided LCD Projector. In addition to the same there are two smart class rooms which are made available to the teachers as and when necessary.
6. The College has build up a Women’s Hostel under financial assistance of UGC. The Hostel is completed in 2015.
7. The College provides safe drinking water facilities for the students and the staff by installing water purifiers in several places. We have five Blue Star water cooler machines for the students.
8. College is providing the Students access to N-LIST where student can access the full text of 1lakh + e- books and 6000 + e-journals free of cost. To facilitate and motivate the students for using the E-LIBRARY facility. Library has an exclusive E-LIBRARY browsing centre comprising 4-computers with high speed Internet facility.
9. Number of computers with configuration (provide actual number with exact configuration of each available system): 39 (1 8GB RAM, 10 with 2GH/processor, 1GB RAM.. 10 with 2GH/Processor 1GB RAM, 18 with 2GH/Processor).

Criteria –V: STUDENT SUPPORT AND PROGRESSION

1. The College authority arranged various scholarships/free-ships/stipend for the SC/ST/OBC/Minorities/Bidi labour stipend/Chief Minister Welfare fund/Mohasin fund and financially week students.
2. From the financial year 2015-2016, the financial assistance from the West Bengal Govt. to the students (e.g. Minority stipend and merit scholarship) directly goes to the student’s individual bank account.
3. The college also has a students’ Aid Fund in order to extend financial help to the economically backward students.

4. The college has constructed ramps at the entry point of college main building for physically challenged persons.
5. The teachers of the college take special care by attending remedial classes for the improvement of the slow learners.
6. Organize Annual sports and inter class tournaments (Football, Cricket, Badminton, Volleyball, Chess, Carom etc) followed by a colourful prize distribution ceremony.
7. Women's Cell takes care for the female students of the College and tries to settle any trivial problem faced by them. The Cell also takes initiative to augment the awareness of the girls' students.
8. Soumyadeep Roy, a student of our College, a famous Table Tennis player who represented India at International level in several time.
9. Beside, the college has Anti Raging Cell, Grievance Redressal Cell and Women's Cell.

Criteria –VI: GOVERNANCE. LEADERSHIP AND MANAGEMENT

1. The College has a Governing Body, a Teachers council, an Academic Sub-committee, an IQAC team, a Finance Committee, Women's Cell, Purchase committee, Building Committee, Library Committee etc. All these bodies are actively supportive about the functioning well of the College.
2. The Governing Body (G.B.) of the College is the supreme decision making body and the Principal as the Secretary of the G.B., implements the decisions. The Principal as per statutory power executes all the rules and regulations of the College as per Statute of the West Bengal State University.
3. Teachers are invited as Guest Faculty of West Bengal State University and the college authority gives the permission to that particular faculties.
4. The major sources of institutional funding are from the students fees, grants from West Bengal Govt., UGC grants etc. The College also receives occasional grants from MPLAD fund, Zilla Parishad fund etc.

Criteria –VI: INNOVATION AND BEST PRACTICES

1. The College has an Environmental Society. The environmental society and NSS always involved to clean our College campus as well as regular plantation programme is going on.
2. The College organized Seminars on Environmental aspect to grow up the awareness of the students. The College prepared the Environmental Green Audit.
3. A new two storied building with 10 numbers of rooms was built for Women's Hostel and ready for accommodation through advertisement on Daily news paper. The total area of this building is 326.585 Sq. meter and the capacity of accommodation is 38.
4. Nabin Chandra High School, Kirtipur has donated three Bighas of land for constructing the second campus of our college. The registration of land has completed where the plan and estimate is prepared by PW (Dte), Government of West Bengal.
5. The College aims to improve efficiency of the administrative staff by introducing administrative empowerment.

PART-B (2)

SWOC ANALYSIS

(SWOC Analysis):**STRENGTH:**

1. An unique work culture. All lectures/tutorials/labs are arranged. Work commences and ends in time. Students are very much attentive, based on need and willingness to be helped.
2. Commitment on total transparency in admissions, appointments and also income and expenditure to build up the transparent New India.
3. An inspired sense of discipline, self-respect, sacrifice, devotion and love of Nation.
4. Overall effort to inculcate progressive ideas with Human values.
5. Our College is clean and attractive with a beautiful playground inside the College; it is just like a heart of the College.
6. Highly committed academic staffs.
7. Excellent A.C. digital Library, A.C. Smart Class room with A.C. Lab facilities and OPEC system and INFLIBNET library resource
8. Courteous conduct, sympathetic behavior especially to teachers, students and Non-teaching staffs in general.
9. Efficient and helpful administrative staffs.
10. Dynamic and student friendly management,
11. Airy and well ventilated class rooms,
12. Spacious well furnished reading room under the control of CCTV and resourceful library,
13. Very well equipped A.C. Geography Department and Laboratories,
14. Ample scope of sports and games with a ladies' gymnasium as well as '**Yoga Centre**'.
15. Excellent student-teacher-staff relationship. The availability of teachers outside class room and working hours to guide and to Counsel.
16. An attitude of respect towards the environment. We keep our environment pure and clean. Sufficient plantation within the College campus. Students respect the inviolability of the campus.
17. A broad outlook of life based on equality and free from discrimination of any kind.

18. Cultural activities of both students and staff with active co-operation of cultural platform.
19. Hygienic and spacious canteen for both students and the staffs.
20. Spacious ladies' common room,
21. Separate ladies' toilet, lady professors' toilet.
22. Active job training through Entry-in-Service (financial assistance by UGC),
23. Conducting Remedial coaching (financial assistance by UGC),
24. A well organized NSS unit,
25. Some MOU are signed for opening job oriented vocational courses, Computer centre from the Prime Minister's KOUSHAL Project, Different NGO, Canteen, Webel etc.
26. Overall internet access facilities under Wi-Fi zone.
27. Adequate supply of purified and cold drinking water for students and staff. (five BLUSTAR WATER COOLER & five Aqua Guard water filter)
28. Ramps for physically challenged person's in-front of the College building.
29. Whole College is covered by 23 (twenty three) CCTV's for security & smoothly run the administrative work.
30. The College installed 22 (twenty two) A.C. machines viz, two for Principal's room, four for teachers room, two for office room, two for Geography department, one for Geography lab and smart class room, seven for Seminar and conference room, two for library room, one for IQAC & Meeting room and one for NSS & Alumni Association room.
31. Installed three Generators viz, one 35 KV, one 25 KV and another is 6 KV.
32. Teachers' exchange programme is regularly going on.
33. Published the College Magazine and Prospectus.
34. Women's' Hostel is completed by the UGCs' financial assistance.
35. Renovating the entire College building including ladies' toilet and Gents' toilets.
36. Installed 18 Fire Extinguishers to protect the College from fire issues (accidents).
37. Deposited amounting to Rs. 75 lac for constructing the new 4-storied building at PWD office, Barasat, North 24 Parganas, the PWD is arranging the soil testing in the college campus.
38. Going to register 3 (three) Bighas of land for second campus at Kirtipur, North 24 Parganas.

WEAKNESS:

1. We are very much aware of our weakness, which are many. In true sense, weakness is the main instrument to inspire us for avoiding the problematic situation and overcome it for re-building of our College excellent in future through honest approach and sacrifice.
2. We are, financially, a poor institution; we have required more class rooms, gymnasium room, and big play ground, lack of permanent teaching and non-teaching staffs and permanent librarian. We cannot fulfill our aim for the lack of assistance of money from various sources and we are not able to create the new teaching and non-teaching posts and permanent librarian post though we applied to the Higher Education Department. Beside that the five substantive teaching posts are lying vacant and three permanent Non-teaching posts are also lying vacant. It is very painful to us for not being able to fill-up the above said vacant teaching, Non-teaching posts. We applied for creating teaching, non-teaching and librarian posts for the academic interest of the students to the Higher Education Department, West Bengal, unfortunately we do not get the approval against any new post.
3. We need additional facilities z, Class rooms, Store room, beautiful cafeteria, ladies' common room, student's common room, computerized office, and staffs with computer knowledge, auditorium, and second campus for scarcity of land etc.
4. To open the general Science Stream but it is not possible for financial crisis; we want to open regular course of M.Sc in Geography, Journalism and Mass communication in UG level.

OPPORTUNITIES:

1. Being only College in the locality under the jurisdiction of Madhyamgram Municipality, it can avail itself of the opportunity of having a huge number of girls' minority students, SC/ST, OBC-A & OBC-B bright students.
2. Availability of a large number of subjects including unconventional and emerging subjects.
3. Location of the College in a place with convenient connectivity.

4. The College has the opportunity scope of further extension in the 2nd campus,
5. Very effective and co-operative Students' Union.
6. Location of Police Station, Post office, Bank, Railway station, Municipality office and Fire Brigade office in close proximity of the College.

CHALLENGES:

1. To maintain the academic standard of the College,
2. To introduce professional courses, Vocational courses for ensuring the job of graduate students through campus interview.
3. To maintain online admission process for academic tranquility during the admission process in face of huge rush of the new entrants.
4. To ensure security by CCTV and maintain cleanliness of the campus by the students.
5. The College supplies competent students for Higher Studies and Research work.
6. To enhance ICT facilities for all
7. The College will try to arrange a big play ground, purchase of land for 2nd campus, auditorium, NCC unit, gymnasium for all, solar light system, water harvesting, store room, beautiful cafeteria, well furnished girls' common room, well furnished Student Union room, different Honours. Departmental Seminar rooms, opening the B.Ed course and D. Ed course at 2nd campus Kirtipur, North 24 Parganas.

FUTURE PLAN:

1. To extend more and advanced ICT facilities to the students,
2. Encouragement of teachers exchange programme from various College and University.
3. Improvement of infrastructure for Games & Sports,
4. Introduction of Web based student evaluation system,
5. Conducting various seminar and conference either state level, national level or international level,
6. Introduction of inter-disciplinary study and research centre,
7. Fully computerized administrative system along with data-based management system,
8. To arrange campus placement,
9. To open NCC Unit for Girls' & Boys' student,
10. To introduce vocational courses and job oriented professional courses,
11. Inviting application from the Girls' students to stay in our Women Hostel,

12. Introduction of general science subjects viz. Physics, Chemistry, Mathematics, Botany, Zoology and Computer Science.
13. Introduction of regular Post Graduate subjects i.e. M.Sc in Geography and introduction of Journalism and Mass Communication in UG level.
14. Introduction of B.Ed and D.Ed courses,
15. To make the College ambience more eco-friendly,
16. Improvement of entire existing digital library system,
17. Try to Complete the construction work of new 4-storied building within the College campus,
18. To construct the second campus at Kirtipur, North 24 Parganas as early as possible.
19. To stress on Social Work with the help of NGO.
20. To stress on Games & Sports for the students.
21. To maintain the student-teacher ratio in future.

Updated reports regarding college affairs:

SI No.	Items	1986 – 2002	2002-2015
1	Total U.G. Courses	07	07
2.	Number of Honours Courses	Nil	05
3.	Number of Class rooms	07	17
4.	Number of Office rooms	01	03
5.	Number of Laboratory	01	03
6	Number of Smart class	0	02
7	Number of Computers	01	35+laptop=4
8	Number of Internet connectivity	0	25
9	Number of Books in Library	4194	10435
10	Number of Journals and periodicals	0	03
11	Total Number of students	335	2119
12	% of Girls' students admitted		54%
13	% of Minority students		54%
14	% of SC/ST students		13%
15	% of OBC-A & OBC-B students		15%
16	% of dropout students		10.24%
17	Number of sanctioned Permanent teachers	08	14
18	Number of existing teachers	06	09
19	Number of sanctioned NTS	13	13
20	Number of existing NTS	12	10
21	Number of Teacher with Ph.D.	04	04
22	Number of Teacher Ph. D thesis submitted		02
23	Number of Teacher with M.Phil.	0	04
24	Well furnished Library reading room	0	01
25	Opening Books shop	0	01
26	Library room	0	01
27	Seminar cum-conference room	0	01
28	IQAC & Meeting room	0	01
29	Geography department	01	01
30	Geography Laboratory	01	02
31	Draining system backside of the College with casting slab	0	Yes
32	Ladies' toilet		05
33	Gents' toilet	01	04
34	Women's Hostel	0	01
35	NSS and Alumni room	0	01
36	Canteen room	01	01
37	Student Union room	0	01
38	Durwan room	0	01
39	Cycle Garage	0	01
40	Number of Generators	0	03

41	Number of CCTV		29
42	Number of Laptop		04
43	Number of Televisions		06
44	Number of water cooler machine		05
45	Number of Aqua Guard		04
46	Number of Fire Extinguishers		18
47	Number of Fridge		04
48	Number of AC machine		22
49	Number of Camera		05
50	Number of Total station		01
51	Number of Photocopier machine		04
52	Number of Wooden Benches	143	337
53	Number of Wooden Tables	22	40
54	Number of Wooden chairs	30	107
55	Number of Steel Almirah	18	49
56	Number of Godrej Iron chest	0	01
57	Boundary wall with gate, parapet wall of 2 nd floor roof.	0	Yes
58	Plantation	0	Yes
59	College inside road	0	Yes
60	Deep Tube-well	01	05
61	Fixed Deposit	150000/-	11823388/-
62	Distance Education fund	0	1293960/-
63	Result Pass % (2014-15)		92%
64	College Prospectus		01
65	College Magazine		01
66	Accountant chamber	0	01
67	Bursar's chamber	0	01
68	Separate Honours Department	0	05
69	Introduce NSS unit	0	01
70	Gymnasium Hall for girl's students	0	01
71	Installation of Solar light	0	08
72	Rainwater Harvesting	0	01
73	Medicine Plant garden/ garden	0	01/ 04
74	Statue of Vivekananda	0	01
75	Six Office counter with shed	0	01
76	Principal's anti chamber room	0	01
77	Railway concession		yes
78	LCD projector	0	03
79	Remedial coaching	0	Yes
80	Entry in service		Yes

A TIME LINE:

1986-1990

Vivekananda College was established under the Jurisdiction of Calcutta University in 1986 vide Calcutta University affiliation letter No. C/1057/252 Affl. Dated 20.10.1986. Sri Saral Deb, Founder President of the Governing Body and also the Minister-in-Charge, Co-operative Department, Govt. of West Bengal was taken an initiative to establish the Vivekananda College, Village + P.O.– East Udayrajpur, Madhyamgram, North 24 Parganas. At the early stage, the Higher Education Department, Govt. of West Bengal sanctioned five subjects viz., Bengali, English, History, Political Science and Philosophy for Pass Level. Beside that the Higher Education Department also sanctioned one Principal Post, five substantive teaching posts and ten Non-teaching Posts vide Order No. 1697-Edn(cs) dated 06.10.1986.

Sri Subhas Krishna Thakur joined as Lecturer in Political Science on 21.01.1987. He also took the chair as Teacher-in-Charge on 21.01.1987 to 07.12.1987. Dr. Ganga Sankar Chatterjee joined as Principal on and from 08.12.1987. After that four Lecturers joined in different subjects. The Student strength was only 45 (forty five) in Pass level. No Honours course was introduced at that time. Only 22 (twenty two) students appeared in B.A. (Pass) final examination and only 6 (six) students were passed. No concrete building was constructed at that time. There were four rooms which were made with tin shed and ‘Darma’ (bamboo). The financial position was very poor. The construction of Class rooms No. 5, 6, 7 and 8 was started before 1990. DRDA sanctioned amounting to Rs. 2 lac for building construction and Higher Education Department, Government of West Bengal sanctioned Rs. 3 lac for constructing building.

1991 – 1995:

The Class rooms No. 5, 6, 7 and 8 were completed in this period. Further, the stair cases of first floor and class rooms No. 9 and 10 were constructed in this period but the flooring work was incomplete. At that time the student’s strength was very poor and the result was not remarkable. The Library position was not good. The total furniture and number of benches were not up to the mark. At that time the 2(f) registration from UGC was approved vide letter No. F No.8-1/95 (CPP-I) dated 21st March 1995. At that time, the Higher Education Department, Govt. of West Bengal sanctioned amounting to Rs. 10,000/- (Rupees ten

thousand) only for purchasing Books for Library. The Higher Education Department was sanctioned a full time teaching post in Education.

1996 – 2001:

In 1996 the Higher Education Department sanctioned one teaching post i.e., Geography and also sanctioned one Lab attendant post for Geography. Further, the Higher Education Department was sanctioned Rs. 5 (five) lac for constructing building. Further, the College authority started two class rooms No. 11 & 12 of 1st floor and some works were incomplete. Further, the Higher Education Department sanctioned Rs. 25 (twenty five) thousand for Library books and Rs. 10 (ten) thousand for Games & sports. The first grant from UGC was received in the year 1996-97 amounting to Rs. 1 (one) lac for equipments, one lac for building, 1.7 lac for Library and Rs. 40,402/- (Rupees forty thousand four hundred two) only for teachers scholarship. In 2001 only 40 students were appeared in B.A. (two year) Pass final examination and 15 students obtained 2nd Class and 11 students passed. In 2001-2002, the new course B.Com at pass level was introduced but admission was started 2002.

2002 – 2006:

In 2002, the total students strength was 335 and 16 students appeared in final examination in which 6 students obtained 2nd class and 7 students passed. At that time the College fund as per Audit Report viz, Closing balance Rs. 4, 71,800/- and fixed deposit Rs. 1.5 lac. The total number of books at Library was 4194. B.Com (Pass Level) admission started with 16 students for the session 2002-2003. No teaching staffs were sanctioned by the Government for conducting the B.Com course. We have no sufficient money to continue the B.Com course. So the Governing Body stopped the admission for B.Com in the year 2004. After 2002, two new teaching post was sanctioned by the Higher Education Department, Govt. of West Bengal. In that time, five full time teachers joined. We have introduced four Honours subjects viz, History, Geography, Bengali and Education. Further, the College authority started new construction viz. teacher's room, Principal's room, Office room, toilet, water line, boundary wall, and water reservoir and supply line. In this period, the college received Rs. 5 lac from M.P.L.A.D fund, Rs. 5 lac from Zella Parishad, Rs. 8.33 lac from M.P.L.A.D for boundary wall. We received from UGC 2.25 lac for building construction, Rs. 60,000/- for books and Rs. 45,000/- for equipments. We have introduced Computer training centre for general students for Computer training. After few years they could not be continued due to internal and external political disturbances.

2007 – 2011:

The Higher Education Department, Govt. of West Bengal sanctioned five new teaching posts viz. English, History, Geography, Education and Bengali in which two full time teachers joined. In this period we have started the construction of Students' Union room, Canteen room, Cycle Garage, Deep tube well, two Notice Board and Women's Hostel. Further, the UGC sanctioned amounting to Rs. 63,88,316/- for different heads viz. Building, Women's Hostel, Remedial Coaching, Entry-in-service, Books, Equipments, Students stipend etc. In this period Higher Education Department sanctioned Rs. One lac for Books and furniture. The college also received Rs. 10 lac. from MPLAD fund for constructing two class rooms. The college started the Women's Hostel under the financial assistance of UGC. We introduced Distance Education Post Graduate courses viz. Bengali, English, History, Political Science, Sanskrit in M.A. and M.Sc in Geography from DDE, Vidyasagar University.

2012 – 2015:

The college started new construction i.e., Second floor and stair cases. Further, the college authority started the conference room cum Seminar Hall & smart class, IQAC and meeting room, Modern Library room, well decorated reading room, NSS and Alumni Association room. All are under the CCTV control. Six office counters along with shed, all drainage system including slab -structure, Rs.75 lac deposited to the PWD office for constructing new four storied building and the college authority is going to purchase three bighas of land for second campus. We arranged Rain water Harvesting, Gymnasium for Girl's students, Medicinal Plantation, adopted village for social work, animal nursing, signed MOU with Orion for opening Vocational courses from UGC for fashion designing, Mobile networking and Computer Hardware. At present, the total number of Library books are 10435, Total 35 Computers, 4 - Laptops, 5 Water cooler machines, two smart class room, 22 A.C. machines (split & window), well furnished Geography department, Geography Lab along with Smart class room and 18 fire extinguishers. All are under CCTV (23 numbers) control and Air conditioned. Wi-Fi zone, large number of furniture, beautiful play ground, concrete pathway, three Generators (35 KV, 25 KV and 6 KV), Solar light system, Animal care MOU with NGO, Question Bank, Digital Library, Kanyasree Prakalpa, Minority stipend, SC/ST/ OBC stipend, Railway Concession etc. In this period, the UGC sanctioned amounting to Rs. 74, 26,024/- for above said development. Beside that the Higher Education Department also sanctioned Rs.66, 10,000/- for above development. In this period, two full - time teachers joined the post of Assistant Professors. Five full time Assistant Professor posts are lying

vacant. We already submitted all the requisite papers to the West Bengal College Service Commission to fill up the five vacant assistant professor posts. At present, as per our Audit report for the year 2014-2015 the closing balance is Rs.1,23,99,338.02 and fixed deposit is Rs.1,18,23,388/-. We are proud of collecting minimum fees from the students, our result is remarkably sound. The college have 54% Minority students, 55% girls' students, 19% SC&ST students and 22% OBC students (approx). In this pathway, we are going to reach our goal. In this year (2015), the college authority opened the DDE Centre from Rabindra Bharati University and course offered viz. M.A. in Bengali, History, Education and Geography. We will assist them and consultancy fees will be received from them with proper processing.

After the change of West Bengal State Government in 2011, rapid progress has been achieved with the guidance of the Principal and Sri Rathin Ghosh, President of the Governing Body and the assistance of the teaching and Non-teaching staffs. Earlier this progress was resisted due to internal and external Political problems. At present, the total students strength for the session 2014-2015 is 2119 and library. Books are 10435 and all are internet connected computer facilities.

FACULTY AND STAFF:**DEPARTMENT OF BENGALI**

Dr. Haradhon Das
[M.A, Ph.D.] Asstt. Professor

Sri Animesh Golder
[M.A, M.Phil] Asstt. Professor

Smt. Koushyee Banerjee
[M.A] Part-Time Teacher

DEPARTMENT OF ENGLISH

Sri Satyakam Ojha
[M.A] Asstt. Professor

Sri Biplab Das
[M.A] Asstt. Professor

Sri Debasish Biswas
[M.A] Guest Teacher

DEPARTMENT OF HISTORY

Smt. Paramita Bhadra (Sur Roy)
[M.A] Asstt. Professor

(2nd Post Vacant)

Sri Sandipan Siddhanta
[M.A, M.phil] Part-Time Teacher

Mrs. Pimasree Roy
[M.A] Part-Time Teacher

Dr. Sumana Barui
[M.A, Ph.D.] Guest Teacher

DEPARTMENT OF GEOGRAPHY

Dr. Rimi Roy
[M.SC,B.E.d Ph.D.] Asstt. Professor

Ms. Farhana Khatoon
[M.SC, B.E.d,M.Phil] Asstt. Professor

3rd Post Vacant

Sri Arijit Dhara
[M.SC.] Part-Time Teacher

Mrs. Shilpi Debnath
[M.A] Guest Teacher

Sri Ashis Sardar
[M.SC] Guest Teacher

DEPARTMENT OF EDUCATION

1st Post Vacant

2nd Post Vacant

Mrs. Anindita Banerjee
[M.A, M.Phil] Part-Time Teacher

Mrs. Boni Ghosh
[M.A, B.Ed] Part-Time Teacher

Sri Debasish Majumder
[M.A] Guest-Teacher

Jamshed Ali Molla
[M.A] Guest Teacher

DEPARTMENT OF PHILOSOPHY

Dr. Chandan Kumar Chakraborty
[M.A, Ph.D] Principal

Mrs. Karobi Mondal
[M.A] Guest Teacher

DEPARTMENT OF POLITICAL SCIENCE

Mrs. Jhila Poptani
[M.A] Asstt. Professor

Mr. Joydev Sarkar
[M.A] Guest Teacher

OFFICE STAFF

Sri Prabhas Chakraborty
[M.Com, Head Clerk]

Sri Anjan Kumar Nandy
[B.Com, B.A (Special), Accountant]

Sri Bimal Krishna Das
Pre University, Clerk

Sri Goutam Bhattacharjee
B.A, Clerk

GROUP D STAFF

Sri Nityananda Sarkar

Sri Hemanta Kumar Sarkar

Sri Chandan Kumar Khaskel

Sri Sahidul Jaman

Sri Sankar Kar
[Madhyamik]

Sri Sanatan Roy
[Madhyamik]

CONTRACTUAL STAFF

Smt. Shankari Chakraborty
[M.Lib, Library Staff]

Sri Krishanu Banerjee
[B.Com (Hons.)]

Sri Pritam Ghosh
[M.C.A]

Sri Abhijit Nandy
[B.A]

Sri Amitava Ghosh
[Higher Secondary]

Sri Gorak Bahadur Magar
[Night Guard]

Sri Kartik Kandi
[Mali]

Sri Anamul Hok
[Class-VIII]

Smt. Swapna Banerjee
[Lady-attendant]

PART-C

PROFILE OF THE COLLEGE

SELF-STUDY REPORT

Profile of the College

1. Name and Address of the College:

Name :	VIVEKANANDA COLLEGE	
Address :	P.O. UDAYRAJPUR, MADHYAMGRAM, N 24 PARGANAS.	
City : KOLKATA	Pin :700129	State :WEST BENGAL
Website :	www.vivekanandacollegemmg.in	

2. For Communication:

Designation	Name	Teleph one with STD	Mobile	F a x	Email
Principal	Dr. Chandan Kr Chakraborty	O:033-25387392 R:913364522834	9830278374	03325387392	Chandancha kraborty51@gmail.co
Vice Principal	Nil		n.a.	n.a.	Nil
Steering Committee Co-ordinator	Dr. Rimi Roy		9830995919	Nil	rimiroy1313@gmail.co m

3. Status of the Institution:

- a)Affiliated College ☒
- b)Constituent College ☐
- c)Any other (specify) ☐

√

4. Type of Institution:

a. By Gender

i.	For Men	<input type="checkbox"/>
ii.	For Women	<input type="checkbox"/>
iii.	Co-education	<input checked="" type="checkbox"/>

b. By Shift

i.	Regular	<input type="checkbox"/>
ii.	Day	<input checked="" type="checkbox"/>
iii.	Evening	<input type="checkbox"/>

It is a recognized minority institution?

Yes

No ☒

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

7.Sources of funding:

Government

Grant-in-aid Self-financing

Any other

<input checked="" type="checkbox"/>

7. a. Date of establishment of the college: 20.10.1986 (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college

(If it is a constituent college)

WEST BENGAL STATE UNIVERSITY

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	21.03.1995	As the college is established on 20.10.1986.So the college is automatically included under this section of UGC Act. Since 1986.
ii. 12 (B)	21.03.1995	As the college is established on 20.10.1986.So the college is automatically included under this section of UGC Act. Since 1986.

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

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

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

(Enclose the recognition/approval letter)

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

Yes ☐

No ☒

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

Yes ☐

No ☐

9. Is the college recognized?

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

Yes ☐

No ☒

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

b. for its performance by any other governmental agency?

Yes ☐

No ☒

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

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

Location *	URBAN
Campus area in sq. mts.	3299.26sq mts + 4043.378sq mts (2 nd campus)
Built up area in sq. mts.	968.585sq mts

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

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

- Auditorium/seminar (✓) complex with infrastructural facilities
- Sports facilities✓
 - * play ground✓
 - * swimming pool
 - * gymnasium✓

Hostel

- * Boys' hostel

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

* Girls' hostel✓

i. Number of hostels 1 (One)

ii. Number of inmates

iii. Facilities (mention available facilities)

* **Working women's hostel**

i. Number of inmates

ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise) **No**
- Cafeteria – **Yes**
- Health centre – **Yes**

First aid, Inpatient, Outpatient, Emergency care facility,

Ambulance..... Health centre staff – **Yes**

Qualified doctor Full time ☐ Part-time ☒

Qualified Nurse Full time ☐ Part-time

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

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

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	Bachelor of Arts	03	10+2	Bengali & English	773	798
		Bachelor of Science	03	10+2	Bengali & English	773	798
	Post-Graduate						
	Integrated Programmes PG						
	Ph.D.						
	M.Phil.						
	Ph.D						
	Certificate courses						
	UG Diploma						
	PG Diploma						
	Any Other (specify and provide details) (PG Distance mode of Education)	Master of Arts Master of Science	02	Graduate	Bengali & English	560 200	130 91

13. Does the college offer self-financed Programmes?

Yes ☐ No ☒

If yes, how many?

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

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

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

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

16. Number of Programmes offered under

(Programme means a degree course like BA, BSc, MA, M.Com...)

a. Annual system

☒

b. semester system

☐

c. trimester system

☐

17. Number of Programmes with

a. Choice Based Credit System

☐

b. Inter/Multidisciplinary Approach

☐

c. Any other (specify and provide details)

☐

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

Yes ☐

No ☒

If yes,

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

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

C. Is the institution opting for assessment and accreditation of Teacher Education Programmes early?

Yes ☐

No ☒

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

Yes ☐

No ☒

- If yes,
- a. Year of Introduction of the programme(s)..... (Dd/mm/yyyy)
and number of batches that completed the programme
- b. NCTE recognition details (if applicable)
Notification No.:.....Date:.....(dd/mm/yyyy)
Validity:.....
- c. Is the institution opting for assessment and accreditation of Physical Education Programme separate?
Yes No
No

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

Positions	Teaching faculty						<div></div>	<div></div>	<div></div>	<div></div> <div></div> <div></div> <div></div> <div></div>		Technical staff	
	Professor/ Principal		Associate Professor		Assistant Professor		Part Time Teacher (Govt. Approved)						
									Non-teaching staff				
	*M	*F	*M	*F	M	*F	*M	F	M	F	*M	*F	
Sanctioned by the UGC / University / State Government	1	0	0	0	4	4	2	4	9	0	1	0	
Yet to						05			03				
Sanctioned by the Management/ society or other authorized (Guest Teacher) bodies Recruited					5	3							
Yet to													

*M-Male *F-Female

Qualifications of the teaching staff:

Highest qualification	Professor/ Principal		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.	1	0	0	0	1	1	03
M.Phil.					1	1	02
PG					2	2	04
Temporary teachers							
Ph.D.					0	1	01
M.Phil.					0	0	00
PG					5	2	07
Part-time teachers							
Ph.D.					0	0	00
M.Phil.					1	1	02
PG					1	3	04

22. Number of Visiting Faculty /Guest Faculty engaged with the College. 08
23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 (2011-2012)		Year2 (2012-2013)		Year 3 (2013-2014)		Year 4 (2014-2015)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	97	72	91	95	120	104	136	119
ST	03	02	04	02	04	02	08	02
OBC	69	63	81	58	128	95	177	144
General	642	699	720	859	686	847	653	880
Others	00	00	00	00	00	00	00	00

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

Type of students	UG	PG	M. Phil.	Ph.D	Total
Students from the same state where the college is located	779				779
Students from other states of					
NRI students					
Foreign students					
Total	779				

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

UG =11.255% PG

26. Unit Cost of Education

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

(a) Including the salary component

Rs.5, 699/-

(b) Excluding the salary component

Rs.1, 450/-

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

Yes ☒No ☐

If yes,

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

University

Yes ☒No ☐

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

Vidyasagar University & Rabindra Bharati University

c) Number of programmes offered (02) MA, M.SC

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

Yes ☒No ☐

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

Programme/Course Offered	Teacher -Student Ratio
Bengali (H)	1:63
English(H)	1:30
Education (H)	1:38
History (H)	1:33
Geography (H)	1:31
Pol -science (G)	1:142
Philosophy (G)	1:192

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)

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

Cycle 1: (dd/mm/yyyy) Accreditation

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

Accreditation Outcome/Result..... Cycle 3:

(dd/mm/yyyy) Accreditation Outcome/Result.....

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

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

253

32. Number of teaching days during the last academic year

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

201

33. Date of establishment of Internal Quality Assurance Cell

(IQAC) IQAC...26.07.2013

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

AQAR (i)(dd/mm/yyyy)

AQAR (ii)(dd/mm/yyyy)

AQAR (iii)(dd/mm/yyyy)

AQAR (iv)(dd/mm/yyyy)

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

1. 3 Bighas of land purchased for constructing 2nd campus.
2. Rs.75 Lac deposited to the P.W.D office for constructing new 04 stored building.
3. Applied for B.Voc & Diploma courses to the U.G.C on the head of KOUSHAL.
4. Applied for opening N.C.C unit for boys & girls student.

PART-D **CRITERION-WISE EVALUATIVE REPORTS**

CRITERIA-I

CURRICULAR ASPECTS



EDUCATION FIELD TOUR



GEOGRAPHY EXCURSION

CRITERIA-I

CURRICULAR ASPECTS

1.1 CURRICULUM, PLANNING AND IMPLEMENTATION

1.1.1 VISION MISSION AND OBJECTIVES OF THE INSTITUTION

- The name of ‘Vivekananda College’ is chosen to pay our homage to Swami Vivekananda, the great patriot and social reformer and eternal embodiment of the soul of India and a great inspiring force behind the making of modern India. Swami Vivekananda – who firmly believed that education, was the manifestation of the perfection in man. Vivekananda College, Madhyamgram, borrows its inspiration from the golden thoughts of Swamijee who remains to this day the beacon light of our destiny, hopes and aspirations. We have, in keeping with the strength and conviction of such time tested truths, set audacious goals. Our objective is to raise the overall academic standard with a conscious adherence to the time tested adage that the true purpose of education is not mere erudition but bearing that helps in man making and character building. The College has the vision of raising the institution to a very high standard in respect of teaching, learning, result, administration and academic atmosphere in the College campus, so that it becomes one of the premier institutions of the Country.
- Our teachers always tried to grow up the sense of discipline, self-respect, sacrifice, devotion and love of nation among the embodied soul of the students’. We taught them always to believe in mankind and follow the statement ‘Live and let live’ in your daily practical life. We try to wake up the ‘Sense of duty’ in the students’ mind. The objectives like advancement of learning for personality and career development, cultivating qualities requisite for good and responsible citizenship and involvement in community life along with acquisition of academic knowledge and personal values.
- Our students observed 5th September as Teachers’ Day (birthday of Sarbapalli Radhakrishnan). The Principal addressed before the central gathering of the students and explain the vision and mission of our Institution.
- The College authority observed 12th January as Vivekananda’s birthday. The Principal and the President of the Governing Body addressed the students to follow the Vivekananda’s idea, vision & mission.

- Every year at the time of admission the College publishes an elaborate Prospectus, comprising vision, mission and achievements of the Institution. The Prospectus is distributed to the students, members of the Governing Body, the University, the Higher Education Department, Govt. of West Bengal, teachers and the entire Non-teaching staffs. In this way, communication is to be built-up.
- Teachers Council took the important role to discuss with the Principal regarding academic affairs and how to smoothly run the College in peaceful manner. The resolutions of the meetings highlight the future course of action as far as teaching and learning are concerned.
- The routine of the entire subjects is displayed in the Notice Boards, Teachers' Notice board and sent to the class room for photocopying to the students'.

1.1.2 ACTION PLAN FOR EFFECTIVE IMPLEMENTATION OF THE CURRICULUM

Vivekananda College, being an affiliated College, does not have the freedom to develop the prescribed University's curriculum. Even so, efforts are made, within the limitations of the prescribed frame work, to complement the curriculum wherever felt to be necessary. This task is left to the initiative of departments.

Beginning of the academic session, the College publishes a master routine, which indicates allotment of classes of each department. The master routine is walled up in the Notice Board in the teachers' room, all departments etc. Departmental heads allot the classes to his/her departmental colleagues. The routine is prepared in such a manner so that it enables a teacher to complete the curriculum prescribed by the University within a stipulated period. Then the Principal publishes the final routine to the College notice board, teachers' notice board, all departments' and also send the classrooms for photocopying of the students.

If any discrepancy arises in the routine for taking classes or subject combinations, then it would be solved by the Principal, IQAC co-ordinator and head of the departments.

Some teachers mainly Geography and Education departments take extra classes in addition their regular classes and some other Departments also take an initiative in this regard for completion of syllabus in time.

1.1.3 SUPPORT FROM THE UNIVERSITY/ INSTITUTION

The West Bengal State University provides a syllabus of under graduate courses, which is available in the website of the University. The departmental heads and all the teachers supply the subject wise syllabus to the departmental students' in the class room. The College library preserves all the syllabus, questions paper, and last five years question bank for the students. The University publishes academic calendar containing the probable date's annual Test examinations of each year and also final examinations. Departmental heads organized the class test in different subjects frequently.

The massive renovation of the College infrastructure as well as the up gradation of the Library, Geography equipments and well furnished A.C. Lab facilities, A.C. smart class rooms, Education Lab facilities in the recent years is a case in point. The research interests of teachers are encouraged and their achievements are specially applauded. The initiatives of teachers are encouraged.

The Principal convenes a meeting of the academic sub-committee and IQAC in the beginning of each session. In that meeting, the Heads of the departments placed their suggestions before the Principal regarding effective measures on curriculum for improving the teaching practices. The College authority takes the appropriate action on the suggestions of the Heads of the departments for improving the teaching and learning process and practices.

1.1.4 THE CONTRIBUTION OF THE COLLEGE FOR CURRICULUM DELIVERY

Efforts are made to ensure that the curriculum is implemented efficiently and innovatively. This includes a wide variety of things from the recruitment of faculty, work culture, institutional vision, super vision and review through departmental meetings – Students'-Faculty-Committee meetings as well as the Principal's meeting with the departments- the efficient functioning of the Tutorial systems, Remedial coaching and Entry-in-service. Apart from class room teaching, other programmes like Seminars and work-shops are held for the benefit of the students. Teachers also attend Orientation and Refresher courses and thus the teachers after completion of such courses try to motivate the students' for better results. Two smart class rooms are well equipped with LCD projectors and Computers to enhance the use of ICT in teaching methodology.

1.1.5 INSTITUTION NETWORKS

The College encourages the teachers of all departments to interact with external agencies for the more effective implementation of the curriculum.

- Excursion and field survey are the essential parts of the curriculum of the departments like Geography and Education. Most of all the departments arranged such excursions and field survey with active support from the College.
- Many Arts departments also conduct study tours in important places relevant to their respective subjects.

1.1.6 CONTRIBUTIONS OF THE INSTITUTION AND STAFF MEMBERS

Several faculty members have made significant contributions in the present and past.

- Dr. Somdatta Mondal, Reader in English, joined the College on 26.08.1987. She wrote various articles and papers in various Journals. She attended the conference ‘Sola de Graus, Universitat de Barcelona for delivering Couple Lectures on ‘India Fifty Years after Independence – Politics, Sociology and Media’ on and from 28th September 1997 to 30th September 1997. She was also awarded OIR Junior (Literature) prize from ‘Indian Association for American Studies’. She left the College on 19th March 2002 for joining the Post of Reader in Department of English and other Modern European Languages, **Visva-Bharati University**, Shantiniketan, Birbhum. She obtained Ph D. degree on 18.04.2001 from Jadavpur University, South 24 Parganas. Dr. Somdatta Mondal, department of English and Dr. Sukla Hazra, department of Geography organized a UGC National Seminar on and from 27th February 2002 to 28th February 2002. The Title of the Seminar was ‘**Bango-Bibhag Samajic, Sanskriti – O - Rajnaitik Pratifalan**’. The college authority published the Book ‘**Bangobibhag**’ edited by Dr. Somdatta Mondal & Dr. Sukla Hazra on September 2002.
- Dr. Anowar Hossain Dafadar, Reader in History, joined the College on 31.01.1987 and left the College on 01.07.2003 to join as **Principal** to Shayeed Nurul Islam Mahavidyalaya, Tentulia, North 24 Parganas. He wrote a Book on Muslim History.
- Dr. Dilip Kumar Bhattacharjee, Reader in Bengali joined the College on 10.07.1998 and left the College on 01.07.2003 to join as **Principal** to **Banipur Mahila Mahavidyalaya**, Banipur, Habra, North 24 Parganas.

- Dr. Sukla Hazra, Reader in Geography, joined the College on 14.01.2000 and left the College on 18.01.2005 to join as **Principal** to East Calcutta Girls' College, Lake Town, North 24 Parganas. She wrote many papers on Geography in various journals.
- Sri Tarini Halder, Lecturer in Education, joined the College on 27.05.2003 and left the College on 24.12.2008 to join as **Lecturer in Education** to **Kalyani University**, Kalyani, Nadia.
- Sri Arindm Basak, Lecturer in Geography, joined the College on 06.01.2007 and left the College on 27.08.2009 to join as **Lecturer in Geography** to **North Bengal University**, Darjeeling.
- Dr. Chandan Kumar Chakraborty, present Principal, joined the College on 11.04.2002. He was the member of West Bengal Regional School Service Commission, South Eastern Region from 2004 to 2011. He was the Governing Body member as Govt. Nominee to Bramnanda Keshob Chandra College on and from 05.06.1997 to 13.01.2006. Further, he was the Governing Body member of Barasat College as Calcutta University nominee on and from 18.01.2002 to 17.01.2006, engaged as observer for IGNOU Term-End Examination, June 2007, Chancellor nominated as member of the West Bengal State University Council from 2012, Member of University's various committees viz. i) **Statute Committee**, ii) **Finance Committee**, iii) **Academic Sub-committee**, iv) **Examination Monitoring Committee**, v) **Building Sub-committee** vi) **B.Ed Admission 2012 committee**, vii) **Review alleged irregularities at West Bengal State University Committee**. **General Secretary, All Bengal Principal's Council from 2012, Executive Committee member 2009 to 2011, WBCUTA.** **Solar City Stakeholder Committee, Madhyamgram Municipality.** **Vice President, Netaji Subhas Foundation (NGO), Attend UGC sponsored Principal's workshop 28.03.2014, Academic Staff College. He obtained Ph.d degree in 1991.**
- Sri Biplab Mukherjee, Associate Professor in Philosophy (retired on 01.09.14) was a member of Board of Studies of Philosophy, West Bengal State University.
- Sri Satyakam Ojha, Assistant Professor in English is a member of Board of Studies of English of West Bengal State University. . He is a moderator of English certain question papers and also maintain a key role to prepare the under graduate curriculum of English subject.

- Dr. Rimi Roy, Assistant Professor in Geography is a member of the Board of Studies in Geography of West Bengal State University, Barasat, North 24 Parganas. She played a significant role in time of introducing syllabus. She is a Guest Lecturer of Post-Graduate Geography Department, West Bengal State University. She also played an important role for preparing of External and Internal examiners selection meeting. She is a moderator of Geography certain question papers and also maintain a key role to prepare the under graduate curriculum of Geography subject. She obtained Ph D. in Geography on 2015 and she published 8 papers in National and International level Journal. She also holds the Post of Director/Co-ordinator of IQAC and also the Co-ordinator of NAAC committee. She holds the Post of course Co-ordinator of P.G. courses of Distance Education under DDE, Vidyasagar University and Rabindra Bharati University.

1.1.7 ADD ON COURSES BY THE COLLEGE

As affiliating College, we have no scope to do so.

1.1.8 MEASURES TAKEN BY THE COLLEGE TO ACHIEVE THE OBJECTIVES

- By monitoring regularity in attendance of students, teaching staff and non-teaching staff.
- Regular monitoring the CCTV footage for security of the College.
- Discussion in Class rooms performance at the meeting of Departments and Teachers' Council for betterment of the academic standard.
- Sensitive observation by teachers.
- Ensuring quality of performance at Tutorials, Remedial Coaching and Entry-in-Service.
- Encouraging students to Research, Write up and to do the social work for our society.
- Review of Examinations results.
- The College conducts Annual Test Examinations, all Heads of Department conduct class short Test Examination.

1.2 ACADEMIC FLEXIBILITY

1.2.1 SPECIFYING GOALS AND OBJECTIVES

The College offered a Computer Training Certificate course i.e., PC- Application Courses for two years. In this regard, the College signed a MOU with Weblel Informatics Limited (A

Govt. of West Bengal Undertaking) of 225F, A.J.C. Bose Road, (4th Floor) Kolkata – 700 020 on 1st July 2004 for the academic session 2004-2005. The expired time of MOU was on August 2008. This Course helped the students to develop their Computer basic knowledge. The authority of Webel Informatics Limited pressurized us to arrange all students to get admission in this course. A large number of students are not interested to get the admission. So they demonstrated before the Governing Body against mandatory admission in Computer training centre. So the Governing Body requested the authority of the Computer Centre to continue admission only among the interested students. But the authority of Webel Informatics Limited was not agreed with our proposal. So they stopped the Computer Training Centre on and from 1st September 2006. The authority of Weble Informatics Limited issued the Certificates who passed the Computer basic training courses examination.

Further, the College authority signed a **MOU** with Orion Edutech Private Ltd. on 11th day of March 2015 for introducing the skill development courses viz, i) **B-VOC in Apparel Manufacturing & Designing**, ii) **B-VOC in Cloud & Mobile Software Engineering & iii) Diploma in Hardware & Networking Courses**. In this regard, we demonstrated on 2nd July 2015 before the Expert Committee of University Grants Commission, New Delhi – 110002 for sanctioning grant. The above Vocational Courses are very much helpful to our Graduate students and running students.

1.2.2 PROGRAMMES THAT FACILITATED DUAL DEGREE

The College does not offer any such programme as it is an affiliated Institution. However, Webel Informatics Private Limited issued certificates on 2006, those students who passed Computer basic Training courses within 2006. Already we explained in column No. 1.2.1.

1.2.3 INSTITUTIONAL PROVISIONS TO ENSURE ACADEMIC FLEXIBILITY

The College offers three year B.A. Honours courses in 4 subjects viz, Bengali, English, History and Education. Three year General courses are taught in the subjects like English, Bengali, History, Education, Geography, Political-Science and Philosophy.

The College also offers three year B.Sc Honours course in Geography subject.

All the above courses enjoy permanent affiliation of the West Bengal State University.

Choice Based Credit System & Range of Subjects options: N.A.

Courses offered in modular form: The curriculum of all the subjects is published in modular form by the West Bengal State University.

Credit transfer and accumulation facility: N.A.

Lateral and Vertical mobility within an across programmes and courses.

Subjects like English, Bengali are clubbed as Language Group. Subjects like History, Political-Science and Education are also interrelated. Literature has also close link with History and Philosophy. The Subject Geography is also interrelated with Philosophy, History, Political-Science and Education. Teacher of one department speaks in the class of other related subjects. Such lecturer enriches the students leading to lateral mobility of the curriculum. The College encourages interdisciplinary lectures to increase the lateral mobility of the curriculum.

1.2.4 SELF FINANCE PROGRAMMES

We have no Self-financed Programmes at present.

1.2.5 ADDITIONAL SKILL ORIENTED PROGRAMMES

The College authority already submitted the Proposals for XII Plan Guideline for Deen Dayal Upadhyay Centres for Knowledge Acquisition and Up gradation of Skilled Human abilities and livelihood (KAUSHAL) Project scheme to the University Grants Commission office for introducing Vocational Courses viz, Apparel Manufacturing & Designing (B-VOC), Cloud and Mobile Software Engineering (B-VOC) and Diploma in Hardware and Networking. Already the College authority demonstrated the details project report before the Expert committee of UGC at New Delhi for sanctioning the grant to introduce the above said courses.

1.2.6 COMBINING CONVENTIONAL AND DISTANCE MODE OF EDUCATION

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 for their choice? If 'yes' how does the Institutions take advantage of such provision for the benefit of students? N.A.

Post graduate course: UNDER VIDYASAGAR UNIVERSITY

The college provides Post Graduate Courses in Bengali, English, History, Political Science,

Sanskrit and Geography under the Directorate of Distance Education of Vidyasagar University, West Midnapur, West Bengal. The approval of P.G. Study Centre of DDE, Vidyasagar University was achieved long back on 3rd September, 2010 (Ref. No. VU / DDE / 3969 / 2010). The Centre Code for this study centre is V.U.-022. Further, the college also provides PG courses viz. Bengali, History, Education and Geography under DDE of Rabin Bharti University, Kolkata vide letter no.DDE/RBU/DR/0238(B)/15 dated.06/03/2015.

*** A copy of the Affiliation letter is attached herewith.**

Vivekananda College was comparable to a primary school till the year 2002. In that year Dr. Chandan Kr. Chakraborty took the chair of the principal and the college started spreading wings on the path of advancement. The results of this college started getting better with the help of the principal, the teaching staffs along with the non-teaching staffs and none but the hard-working students. More students from renowned schools rushed in for getting admitted in this college. The principal gave a thought for letting the students of this college to get opportunity for getting into P.G. Course in this college only. Most of the students of this college are from backward families and they can be denoted as first generation learners, being so it was next to impossible for them to get into regular course of P.G. courses and that is the reason the Governing body along with the Principal wanted to initiate P.G. course (Distance) immediately. Thus, Vivekananda College applied for being a study centre of DDE, Vidyasagar University. In a short while the college achieved the affiliation of not being only a study centre but also DDE Centre, and at present a Consultancy and we assist in various matters to smoothly run the DDE Centre.

The college is happy being able to provide P.G. Education to a large number of students who are willing to do M.A. This college is presently having near about 54% minority students, 18% of which are S.C. and S.T. candidates, approximately 54% of the total students are girls and one thing shouldn't be left unsaid that the results of this college presently are remarkable.

Subjects offered for P.G. course of studies. :

1. Geography

2. Bengali

3.English

4.Political Science

5.Sanskrit**6. History****Distance Education Committee:**

1. Dr. Chandan Kumar Chakraborty (Co-ordinator of Distance Education)
2. Dr.Rimi Roy (Course Co-ordinator of Distance Education)
3. Sri PrabhashChakraborty (Head Clark)
4. Sri.Anjan Kumar Nandi (Accountant)
5. Sri SubrataBasu (Govt. Nominee of G.B.)
6. Sri Bhakti Pada Banerjee (Govt. Nominee of G.B.)

DDE VIDYASAGAR UNIVERSITY**STUDY CENTRE CODE: 022****YEAR 2010-2011****RESULT 2012**

SUBJECT	ADMITTED	INTECH	PART II APPEARED	1 ST CLASS	2 ND	PASS	PERCENTAGE
GEOGRAPHY MA / MSC	50	60	41	1	40	NIL	100%
HISTORY MA	25	100	21	NIL	20	NIL	96%
BENGALI MA	11	100	6	NIL	5	NIL	84%
ENGLISH MA	8	100	3	NIL	2	NIL	67%
POL SC MA	NA	NA	NA	NA	NA	NA	NA
SANSKRIT	NA	NA	NA	NA	NA	NA	NA

TOTAL STDENT STRENGTH = 94

YEAR 2011-2012**RESULT 2013**

SUBJECT	ADMITTED	INTEC H	PART II APPEAR ED	1 ST CLASS	2 ND	PASS	PERCENTAGE
GEOGRAPHY MA / MSC	80	60	51	1	49	NIL	98%
HISTORY MA	61	100	26	NIL	22	NIL	85%
BENGALI MA	47	100	24	NIL	24	NIL	100%
ENGLISH MA	21	100	1	NIL	1	NIL	100%
POL SC MA	19	100	13	NIL	11	NIL	85%
SANSKRIT	8	100	3	1	2	NIL	100%

TOTAL STDENT STRENGTH = 236

YEAR 2012-2013**RESULT 2014**

SUBJECT	ADMITTED	INTECH	PART II APPEARED	1 ST CLASS	2 ND	PASS	PERCENTAGE
GEOGRAPHY MA / MSC	82	60	65	9	55	NIL	99%
HISTORY MA	26	100	14	NIL	7	NIL	50%
BENGALI MA	15	100	6	NIL	6	NIL	100%
ENGLISH MA	10	100	5	NIL	5	NIL	100%
POL SC MA	15	100	5	NIL	4	NIL	80%
SANSKRIT	9	100	8	2	6	NIL	100%

TOTAL STDENT STRENGTH = 157

YEAR 2013-2014**RESULT 2015**

SUBJECT	ADMITTED	INTECH	PART II APPEARED	1 ST CLASS	2 ND	PASS	PERCENTAGE
GEOGRAPHY MA / MSC	76	60	Result is not yet published				
HISTORY MA	23	100					
BENGALI MA	16	100					
ENGLISH MA	6	100					
POL SC MA	6	100					
SANSKRIT	6	100					

TOTAL STDENT STRENGTH = 133

1.3 CURRICULUM ENRICHMENT**1.3.1 SUPPLEMENTING THE UNIVERSITY CURRICULUM**

Our college is affiliated to the West Bengal State University the curricula for different courses are framed by the Under Graduate Board of Studies of different subjects. Therefore there is no scope for flexibility in the matter of devising or designing the syllabus or curricula. The college has to abide by the curricula framed by the University. The college is inspired by the vision of Swami Vivekananda and aims at providing man making and character building education. The college is aware of the importance of preparing students in the competitive ambience of modern times.

- The Governing Body opened its NSS unit in one under the leadership of programme officer, Professor Animesh Golder. The programmes organized by the NSS provide

students ample scope to interact with the world outside their academically defined boundaries.

- Educational tours are regularly conducted by the Department of Geography and Education.
- The college organizes its Annual Sports meet in the second week of February.
- The college magazine is published.
- Cultural activities like special music programmes on the Birth Anniversary of Tagore, Song competition debates quiz contest are held so that the mission of the college and academic activities are well integrated.
- Special Lectures on current affairs are organized so that students keep themselves abreast of contemporary issues.
- Blood donation camps and Aids Awareness programmes are conducted.
- Project based work is offered by the Department of Geography and Department of Education.
- ICT based teaching aids (like- overhead projector, LCD and Laptop) are used for the overall welfare of students.
- Faculty exchange programmes are organized to provide a viable platform for the dissemination of ideas and sharing of academic advancement.

1.3.2 ENRICHING EMPLOYMENT MARKET

N.A

1.3.3 CROSS CUTTING ISSUES

Programmes have been organized by the college to address issues which are socially relevant: eminent scholars have been invited to deliver lectures on human rights, taxes, sanitation, and environment global warming, linking to river plantation etc. A seminar on “investment” was organized in November 2014 by Securities and Exchange Board (SEBI); a talk on the importance of: “Hand Wash” was conducted recently to educate teachers and students on the importance of cleanliness and sanitation.

In being with the healthy habit of providing equal opportunity to all students a special committee mandated by the Governing Body of the college recommends concession and financial grants to poor students irrespective of the Caste Category to which they belong. This is in addition to the grants sanctioned by the UGC and the State Government.



SEBI

The Governing Body of the college has also formed a cell to look into the grievances of students and teachers. The women cell deals with problems faced by women in the work place. The VISHAKHA guidelines are strictly adhered to.

- The Environment examination is compulsory for students of BA 1st year class.
- Seminars, workshop and field trips are organized regularly
- As the institution inspired by the ideals of Swami Vivekananda the college organizes special programme on 12th January (National Youth Day)
- Blood donation camps are organized and these camps are variables preceded by lectures on the importance of Blood donation.

1.3.4 VALUE ADDED COURSES

The NSS unit of the college was opened in 2007. Since inception the NSS unit of the college has organized programmes with clear focus on service to the poor. This is all the more significance as the college is situated in rural areas and the inhabitants are monthly farmers, day labours, small business owners, shop keepers etc. The financial situation of these poor residents is precarious and the NSS volunteers of our college visit these poor households to teach their children and acquaint them with the basis of education. The college authority ensures that moral and ethical values are inculcated in the students through lectures and through stress on social work. A lecture on Swami Vivekananda's concept of education was delivered by Swami Divyanandajce in 2010.

Students regularly participate in socially and culturally relevant activities like:

- Organizing rallies on the importance of sanitation.
- Visit the old and ailing people in the vicinity and making arrangements for medicine etc.
- Organizing compassing to ensure a plastic free campus.

1.3.5 USE OF FEED BACK SYATEM

Feedback forms are collected. Parent and Teacher meetings are held and the discussion making body keeps itself abreast of all resolutions. On the basis of the suggestions offered by the parents the following steps have been taken:

- Introduction the post graduate degree course in Distance mode
- Opening the new campus to introduce Science stream.

1.3.6 MONITORING ENRICHMENT PREGREMMES

The IQAC of the college established in 2013 monitors and evaluates the quality of teaching and learning; it also sets ambitions standards.

- The Grievance Redressal Cell established by the Governing Body of the college looks into all problems and complains adopted in such meetings.
- Reviewers are made of college tests and University exam results small units of students are farmed and module tests are conducted.
- Class tests are regularly conducted
- The resolutions adopted in Teachers council meetings, parent teacher meetings and results of test examinations are submitted for consideration by the Governing Body of the college to take related measures and adopt corrective steps for improvement of results.

1.4 FEEDBACK SYSTEM

1.4.1 CONTRIBUTIONS OF THE INSTITUTION IN DESIGN OF THE UNIVERSITY CURRICULUM

Being an affiliate of the West Bengal State University, there is no scope for amendment on revision of syllabus and curriculum. The only link between the University and the college is the Undergraduate Board of Studies of which few our Teachers play a significant role in formulating the curriculum.

1.4.2 FORMAL MECHANISM TO OBTAINED FEED BACK

No such activities. But to an extent indirectly faculty of the college attend seminars on academic issues and discuss curriculum enrichment with their peers. Workshop also enables faculty members to acquaint themselves with the latest development in their field. All information that is shared and gathered in this way is imparted to students and communicated to the respective University Departments.

1.4.3 NEW PROGRAMMES BY THE INSTITUTION

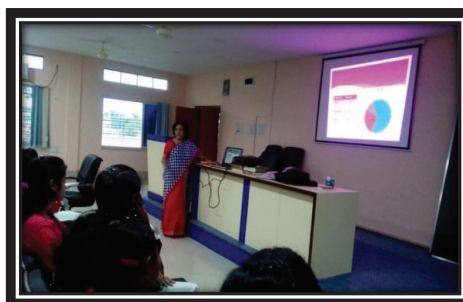
A programme on the advantages of Yoga was organized by the NSS Unit of the college. Careers oriented job courses to prepare our students for various competitive exams have been started.



ONE DAY YOGA AND MEDITATION CAMP

CRITERIA-II

TEACHING, LEARNING AND EVALUATION



DEPARTMENTAL SEMINAR, DEPARTMENT OF EDUCATION



DEPARTMENTAL SEMINAR, DEPARTMENT OF GEOGRAPHY



SURVEY, DEPARTMENT OF GEOGRAPHY

CRITERIA-II

TEACHING, LEARNING AND EVALUATION

2.1 STUDENTS ENROLMENT AND PROFILE

2.1.1 PUBLICITY AND TRANSPARENCY IN ADMISSION PROCESS

The admissions to all courses are entirely merit based and are conducted online from 2015. This has ensured transparency and reduced hassles for students all of whom are new entrants to the area of higher learning.

After the publication of Higher Secondary results, the college invites applications for admission to various courses on offer and provides a considerable window of time to allow students to cogitate on the choice of subjects and the viability of electing to pursue such courses. The prospectus of the college helps students to select subjects.

The admission committee of the college meets at regular intervals to make assessments and the process being conducted online. There are no allegations of repotion on corruption at any level. This is followed by a system of personal interviews and counseling.

The website of the college which caters exclusively to the admissions process is fully functional. The college website provides all information regarding admission.

In addition to the prospectus of the college, the college website keeps prospective students regularly updated regarding cut off marks, conditions and criteria of eligibility, the intake capacity of the college and important dated (e.g. distribution and price of admission forms, last date of submission etc).

The merit list of the college is displayed on the college notice board as well as the college website. Counseling of both Honours and General candidates takes place after the publication of the first merit list and after admission of successful and willing candidates to different courses; the second merit list is published. This process continues till a skiable number of students have been admitted and classes most often begin by the second week of July taking into consideration often factors like University examination etc.

2.1.2 ADMISSION PROCESS

Admission of students to various courses is strictly merit based. After publication of Higher Secondary results and submission of admission forms, the teachers of the various Departments of the college adopt the standard to be accepted for admission.

2.1.3 ADMISSION CUT-OFF**HIGHEST AND LOWEST PERCENTAGE OF MARKS (AS PER BEST OF4)**

2011-2012	BNGA	78%	51%
	ENGA	80%	56%
	HISA	77%	51%
	GEOA	79%	68%
	EDCA	73%	57%
	GEN	73%	31%
2012-2013	BNGA	72%	52%
	ENGA	76%	55%
	HISA	76%	46%
	GEOA	76%	66%
	EDCA	70%	42%
	GEN	75%	31%
2013-2014	BNGA	78%	35%
	ENGA	77%	64%
	HISA	76%	46%
	GEOA	79%	60%
	EDCA	72%	43%
	GEN	76%	30%
2014-2015	BNGA	74%	47%
	ENGA	78%	48%
	HISA	76%	44%
	GEOA	86%	51%
	EDCA	73%	48%
	GEN	72%	30%
2015-2016	BNGA	84%	47%
	ENGA	86%	57%
	HISA	76%	51%
	GEOA	87%	60%
	EDCA	87%	49%
	GEN	71%	30%

2.1.3 REVIEW OF ADMISSION PROCESS

A few months prior to the commencement of the academic session, the Governing Body of the college forms the admission committee. The college Principal and the admission committee review the admission process. The cut of marks for the year are finalized and other related matters like determination of prospectus fees Rs. 60/- of admission forms etc are deliberated upon and discussed. In strict adherence to West Bengal Government rules, all the admission process is conducted online. Applications were made online and candidates deposited college fees through challan generated by the Bank.

INTAKE CAPACITY YEAR WISE

Name of the Course/ Subjects	Number of Students				
	2010-11	2011-12	2012-13	2013-14	2014-15
Bengali(HONS)	60	66	66	77	85
English (HONS)	40	44	44	51	56
Education(HONS)	50	55	55	64	71
Geography(HONS)	45	50	50	59	65
History(HONS)	60	66	66	73	85
Geography General		48	48		
B.A General Course	250	369	369	432	475

2.1.4 RESERVATION CATEGORIES

The college follows the reservation policy of the State Government and adheres to the directives of the University in this regard. The express instructions of the affiliating University in this regards as follows:

CLASS WISE STUDENT STRENGTH (2011-2012)

Year	ADMITTED	SC	ST	OBC	GEN	PH	TOTAL	GEN COURSE &
BA/ BSC								HONS COURSE
1 ST YEAR	735	61	1	45	627	1	735	GEN 416
								HONS 319
2ND YEAR	529	65	4	58	402	0	529	GEN 304
								HONS 225
3RD YEAR	383	43	0	29	311	0	383	GEN 225
								HONS 158
TOTAL	1647	169	5	132	1340	1	1647	

CLASS WISE STUDENT STRENGTH (2012-2013)

Year	ADMITTED	SC	ST	OBC	GEN	PH	TOTAL	GEN COURSE &
BA/ BSC								HONS COURSE
1 ST YEAR	838	75	2	95	664	2	838	GEN 482
								HONS 356
2ND YEAR	586	55	2	31	497	1	586	GEN 342
								HONS 244
3RD YEAR	486	56	2	13	415	0	486	GEN 293
								HONS 193
TOTAL	1910	186	6	139	1576	03	1910	

CLASS WISE STUDENT STRENGTH (2013-2014)

Year	ADMITTED	SC	ST	OBC	GEN	PH	TOTAL	GEN COURSE &
BA/ BSC								HONS COURSE
1 ST YEAR	847	118	4	126	599	0	847	GEN 529
								HONS 318
2ND YEAR	675	60	1	76	536	2	675	GEN 403
								HONS 272
3RD YEAR	464	46	1	21	395	1	464	GEN 279
								HONS 185
TOTAL	1986	224	6	223	1530	3	1986	

CLASS WISE STUDENT STRENGTH (2014-2015)

Year	ADMITTED	SC	ST	OBC	GEN	PH	TOTAL	GEN COURSE &
BA/ BSC								HONS COURSE
1 ST YEAR	869	115	5	132	617	0	869	GEN 514
								HONS 355
2ND YEAR	694	84	4	111	493	02	694	GEN 460
								HONS 234
3RD YEAR	556	56	1	78	421	0	556	GEN 331
								HONS 225
TOTAL	2119	255	10	321	1531	02	2119	

CLASS WISE STUDENT STRENGTH (2015-2016)

Year	ADMITTED	SC	ST	OBC	GEN	PH	TOTAL	GEN COURSE &
BA/ BSC								HONS COURSE
1 ST YEAR	779	90	5	171	552	0	513	

There are 54% monthly female students and this reflects our commitment to make education inclusive and all encompassing. Conisation and financial benefits are provided to minority students. Courses under the auspices of the UGC have been introduced in this regard.

Remedial Coaching:**REPORT OF THE CO-ORDINATOR (20.05.2013)**

The office work of Remedial Coaching at Vivekananda College, Madhyamgram , North 24 Parganas, Kolkata-700129 for admission to attend the Remedial Coaching was arranged on and from 1st August, 2010 to 30th September, 2012. The classes are organized on and from 4th September, 2010 to 30th September 2012. The total no of students i.e. 409 (four hundred nine) were benefited through this above said coaching classes. The total no of teachers 15 (fifteen) were involved to teach them. Students are more benefited to attend the Remedial Classes for appearing before the final examination during the session 2011-2012.

We could not able to fully utilize the recurring and non- recurring grant due to non-functioning of the Governing Body of the College during the period 2010, 2011 and middle of the year 2012. So we are refunding the rest of the amount along with the 10% interest per annum to UGC office. We hope that in future, we must utilize the sanctioned money.

REPORT OF THE CO-ORDINATOR (15.12.2014)

The office work of Remedial Coaching at Vivekananda College, Madhyamgram, North 24 Parganas, Kolkata-700129 for admission to attend the Remedial Coaching was arranged on and from 1st October, 2013 to 30th June 2014. The classes are organized on and from 16th November, 2013 to 30th September 2014. The total no of students i.e. 62 (Sixty two) were benefited through this above said coaching classes. The total no of teachers 3 (Three) were

involved to teach them. Students are more benefited to attend the Remedial Coaching Classes for appearing before the final Examination during the session 2013-2014.

Entry in Service

REPORT OF THE CO-ORDINATOR (5.09.2011)

The office work of Coaching for Entry-in-Services in Colleges at Vivekananda College, Madhyamgram, North 24 Parganas, Kolkata – 700129 for admission to attend the Entry in service in Colleges was arranged on and from 1st August, 2010. The classes were organized on and from 23.09.2010 to 21.11.2010. The total no of students i.e. 22(Twenty two) were benefited through this above said coaching classes. The total no of teachers 03 (Three) were involved to teach them. Students are more benefited to attend the Entry-in- Service Classes for facing the Competitive examination of SSC, Bank, Rail, Police etc. We could not able to utilize the re-curing grant due to non-functioning of the Governing Body at present. We are expecting to utilize the rest of the amount which is in our hand be spent within December, 2011 after forming the newly constituted Governing Body.

REPORT OF THE CO-ORDINATOR (15.12.2014)

The office work of Coaching for Entry-in-Service at Vivekananda College, Madhyamgram, North 24 Parganas, Kolkata- 700129 for admission to attend the Entry-in-Service in College was arranged on and from 01.06.2013. The Classes were organized on and from 01.06.2013 to 30.06.2014. The total no of students i.e. 50 (fifty) were benefitted through this above said Coaching Classes. The total no of teachers are 02(two) were involved to teach them. Students are more benefited to attend the Entry-in-Service classes for facing the Competitive Examination of SSC, Bank, Rail, Police etc. One student has gotten Service in Primary Teacher. Some students have gotten their services in various departments.

2.1.5 PROGRAMME OFFERD AND TREND

Year	Demand Ratio	Drop out	Average Dropped out
2013-2014	4:1	104 (12.27%)	
2014-2015	3:1	89 (10.24%)	
2013-2015			11.255%

2.2 CATERING OF STUDENT DIVERSITY

2.2.1 DIFFERENTLY ABLED STUDENTS

- The College has always shown a favourable attitude to differently-abled students. The Institution strictly follows all Government rules and regulations regarding admission of the differently-abled students. The College admits visually challenged and physically able students in certain Departments. These students are given extra care and attention by the course teachers to enable them to learn and perform better.
- They are given special guidance and counseling by the teachers of the respective departments. This personalized attention often brings about a dramatic transformation both in terms of academic results and self confidence levels.
- Reservation is strictly followed to provide admission to the differently-abled students. The differently-abled (visually challenged and physically challenged) students are given special attention by providing them learning aids.
- College constructed ramps at in front of the main College building to ensure comfortable movement for the differently-abled students as per government policy. In case of (any special) need for any differently-abled student, classes are shifted to the ground floor accordingly. The same is done during examination process. For example, additional time is given as per the rule.
- The college has shown sensitivity in making the differently-abled students a part of the college mainstream and giving them a sense of independence and achievement. The generous financial help provided to such students in the form of fee waivers and scholarships.

2.2.2 KNOWLEDGE AND SKILLS

Most of the students admitted here from rural areas and have completed their school education in the regional language (Bengali Medium). Senior professors and tutors-in charge address the students to acquaint them with academic and non-academic programmes in College. Students enter college with varying skills and levels of knowledge. It is important to identify students who need extra guidance so that they can be brought on par with their peer group. Before the start of the programme, a Department Orientation and interaction is organised. Skill development is a major aspect of the holistic education college imparts to students. In line with this vision, computer literacy, increasing competency levels in spoken and written English are emphasized. Assignments and presentation of their work in an interactive manner by incorporating pictures, images, slides, audio and video materials in

presentations is encouraged. Immediately after the commencement of class basic knowledge and shortcomings of students are judged by the teachers through one to one interaction. The teachers usually spend a few classes for recapitulation of the previous subject matters to bridge the gap, if any.

2.2.3 STRATEGIES TO BRIDGE KNOWLEDGE GAP AND PROGRAMMES

To bridge the knowledge gap of the enrolled students and to enable them to cope with the programme of their choice special as well as tutorial classes are arranged. Teachers make personal contact sessions for advancement of the slow learners. Personalized interaction with the teachers helps the students to eliminate their weak points. The teachers guide them to prepare model answers by providing books, reading materials and advice. ‘Parents-teachers’ meetings are organized, where the parents may freely express their views on student related matters and the teachers may communicate their observations on the progress of their wards. Students also interact regularly with teachers outside the classroom either individually or in groups to address their course related or other general problems. Remedial classes are conducted for SC, ST and BC students under UGC allotted funds.

2.2.4 SENSITIZATION ON GENDER, INCLUSION AND ENVIRONMENT

Students and staff of the College are sensitized on different issues in various manners.

- The College has constituted the Internal Complaints Committee (ICC) in compliance with the Prevention of Sexual Harassment Act of 2013. The task of raising awareness in this regard is cast upon this very competent committee.
- International Women’s Day celebrated every year to spread awareness among the staff, students and teachers of the College about women’s’ issues.
- Various activities are organized by the NSS unit of the College throughout the year like cleaning of the College campus, awareness programme in slum areas in which students and teachers actively participate. Hand Wash Day is observed in college campus.
- The College has established a Gender Sensitization and Awareness against Sexual Harassment Cell which organizes lecture series at regular intervals for sensitizing the students and staff on gender issues.
- It is an institutional policy to impart quality education, even to the less privileged sections of society. The location of the College, the courses offered and the overall atmosphere serve to attract large number of students from the minority (Muslim)

community, many of whom are first generation learners. The growing number of students from the minority community indicates the positive approach and efforts made by the institution towards inclusion.

2.2.5 ADDRESSING SPECIAL LEARNING NEEDS

Remedial coaching was introduced for this purpose.

2.2.6 COLLECTION AND USE OF DATA ON ACADEMIC PERFORMANCE

All relevant information of admitted students is preserved in the College office. Results of College and University examinations are preserved in the College office as well as in the respective departments. Slow learners are identified and given remedial education. They are encouraged to keep individual contact with the teachers. Taking into the strength and weakness, the slow learners are given additional support whenever possible. The teachers take individual care to remove their difficulties in understanding the subject matters. A number of ways are adopted for their support both financially and socially.

- To maintain the parity with the national commitment for inclusion of the socially weaker section of the society, along with the advantage of reservation, stipends and scholarships sponsored by the State Government and UGC are awarded to the students of SC/ST and OBC categories.
- Students from the Minority community avail stipends sponsored by Minority Affairs Department of the Govt. of West Bengal.
- Kanyashree Scholarships offered by the State Government to the deserving girl students have been introduced from the last academic year.



KANYASREE PRAKALPA

- Free studentship (full/half) is extended by the Government of West Bengal to deserving candidates on the recommendation of the Principal.
- The College extends financial assistance for books and study materials to the economically weaker students from its Students “Aid Fund” created by the College itself.

2.3 TECHING LEARNING PROCESS

2.3.1 PLANNING AND EXECUTION

Academic calendar-2013-14, 2014-15 and 2015-16 .after publication of Academic Calendar by the affiliating University, the college prepares its academic calendar following the broad outline of the University. Special care is taken to ensure that the academic calendar of the college contains details of every aspect of the college especially tentative dates of commencement of classes, class test dates, schedules of selection test etc.

The detail layout of the teaching plan is offered in the academic calendar which is based on the syllabus provided by the affiliating University. The college follows the process of continuous evaluation which includes class test, assignments (in Geography and Education) project work etc. The record of all examinations is scrupulously maintained by the Departments.

2.3.2 HOW DOES THE IQAC CONTRIBUTE TO IMPROVE THE TEACHIN LEARNING PROCESS

Despite the fact that the IQAC is a post accreditation body, the achieve initiative by the Principal of the college and enthusiasm generated by his actions in this regard, on the recommendation of the Governing Body of the college, the IQAC of the college was formed in 2013. Since then the IQAC has worked as a determined agent to being about positive reform in the affairs of the college by continuous improvement of innovation in curricular co-curricular and extracurricular activities.

- The meetings of the IQAC are held every four months.
- The IQAC takes active interest in processing the papers for the promotion of teachers.
- The IQAC in the last few years has taken steps to organize extension lectures, organizing seminars workshop etc.

2.3.3 STUDENT CENTRIC LEARNING

The students of our college are from a semi-urban and usual background with limited resources at their disposal. One of the challenges of the teachers of our college is to make the teaching learning process compatible with the average attitude of students.

- Students are encouraged to attend seminars and are inspired to average students seminars, class room seminars and Departmental projects.
- Tutorial formed an integral part of the college time table and have to a great extent, remedial academic deficiencies of the students
- Participatory learning activities like quiz competition, Departmental wall magazine, college magazine are some of the student centric activities of the college.
- Student benefit from ICT mode of learning: a gradual shift from the lecture method to the power point presentation method of teaching is discernible in the college which has benefited students directly.
- The Department of Geography has well equipped laboratory with all modern amenities
- The library of the college to which students have ready access has 10,435 books and journals. Apart from this the library is centrally air conditioned with a reading room. Students are encouraged to make regular visit to the library
- In order to make learning more interactive, all the Departments have been provided computers
- There is 100% Wi-Fi connectivity in the campus to enable students to access internet facilities uninterrupted

2.3.4 NURTURING CRITICAL THINKING, CREATIVITY AND SCIENTIFIC TEMPER

The college takes the efforts to nurture critical thinking and creativity by adopting the following strategies:

- Students are encouraged to contribute their articles in various journals; the college magazine etc. students of same Departments also bring out wall magazines. The college magazine “college scope” contains articles mainly by our leavers in which their creative and critical articles are evident.
- Teachers and staff members encourage students to use the college library which has 10,435 books, news papers and periodical journals.
- Students are encouraged to present papers in seminars conducted in the college. Students participate in debates and quiz competition.

- Educational tours to academic institutions and historical places are regular feature of the teaching learning process. This is academically imperative for the Departments of Geography and Education. Other Departments of the college also encourage such participatory activities by students.
- Extracurricular activities like cultural events and extension activities like social work through NSS are organized regularly and students actively engage in all such work as and when mandated by the college.

2.3.5 TECHNOLOGY AND FACILITIES AVAILABLE

Students and teachers find themselves in a comfortable academic ambience due to the introduction of several technological facilities:

- Modern use of teaching aids and instruments like LCD projector, ICT enable class rooms student access (through a centralized Wi-Fi connection)
- The faculty uses computers, multimedia projectors for power point presentation. Computer software packages are used in certain subjects like Geography
- Provisions are made to provide basic computer literacy to students
- Film shows are organized for the students of English Department and it is hoped that students immensely benefit from such exercises and are enabled to perceive prescribed text in new dimensions.
- 11 Class rooms
- 2 smart class rooms
- Introduces INFLIBNET, OPAC System are to be introduced.

2.3.6 ADVANCED LEARNING

- The college provides internet facilities to all students and teachers for academic purposes
- Field based project learning and field trips organized by the Department of Geography and Department of Education.
- Teachers of the college are encouraged to attend Orientation Programme and Refresher courses for the fulfillment of their promotional requirements and to update themselves.

2.3.7 DETAILS ON THE ACADEMIC, PERSONAL AND PSYCHO-SOCIAL SUPPORT AND GUIDANCE

The college has a student's Welfare Cell as also an Employee Beneficial Committee. There is regular interaction between students and teachers.

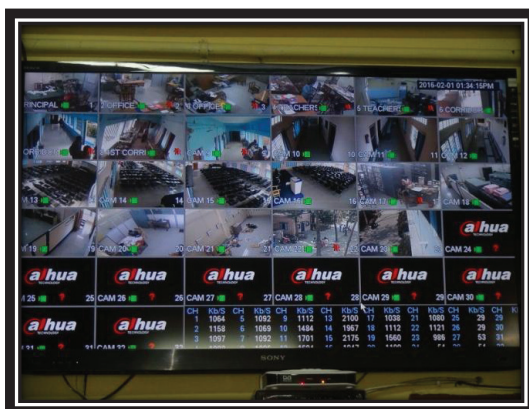
- There is no formal mechanism of providing Psycho-social support to students of our college
- Students are provided financial help in the form of concessions stipends, kanyasree scholarship etc.
- Academic support in the form of opportunities given to students to make use of available similes like the well equipped library internet etc.
- Tutorial classes and remedial classes for students who need coaching outside class homes are analyzed.
- Overall academic counseling is done by the Principal of the college

2.3.8 INNOVATIVE TEACHING METHODS AND APPROACHES

- Teachers and students are encouraged to use computers, internet and library resources to keep themselves thoroughly updated.
- Regular use of computers internet connection and Wi-Fi connectivity have provided wide exposure to faculty and students
- The college has two smart class rooms and a seminar hall
- There is a mechanism for evaluation of faculty. Students answer a questionnaire which consists of objective criteria. The enables in the teaching learning process

2.3.9 LIBRARY RESOURCE

The physical infrastructure has been remarkably improved. At present the library enjoys a space of 92.86 Sq. mts. Along with 36.19 Sq. metres reading room. Total automation of library service has been initiated. Internet service has been made available to the library users. The library and reading room are under the CCTV control.



CCTV

Library room and reading room have modified and shifted to the second floor of the main building. A digital TV Notice Board is set up for details information and updates of library affairs. Apart from these several Departments maintain Departmental libraries consisting mainly test books along with some reference books.

2.3.10 CHALLENGES REGARDING THE ACADEMIC CALENDAR

ACADEMIC CALENDAR (2013-2014)

MONTH	EVENTS
JULY	Admission and commencement of classes
AUGUST	Admission process completed
SEPTEMBER	WBSU registration along with continuation of classes (Part-I)
OCTOBER	Vacation / Local or long field Excursion
NOVEMBER	Mid-Term or half yearly exam (1 ST /2 ND /3 RD Years)
DECEMBER	Publication of Mid-Term result
JANUARY	College Test 1 st week of January (Part-III) and publication of college test results (Last week of January, Part-III)
FEBRUARY	College Test 2 nd week of February (Part-II)
MARCH	Publication of college test results (Part-II) and College test of Part-I
APRIL	Publication of college test results (Part-I) and Final Exam of Part-III
MAY	Preparatory Classes and Mock test
JUNE	Final Exam of Part-I and Part-II

ACADEMIC CALENDAR (2014-2015)

MONTH	EVENTS
JULY	Admission and commencement of classes
AUGUST	Admission process completed
SEPTEMBER	WBSU registration along with continuation of classes (Part-I)
OCTOBER	Vacation / Local or long field Excursion
NOVEMBER	Mid-Term or half yearly exam (1 ST /2 ND /3 RD Years)
DECEMBER	Publication of Mid-Term result

JANUARY	College Test 1 st week of January (Part-III) and publication of college test results (Last week of January, Part-III)
FEBRUARY	College Test 2 nd week of February (Part-II)
MARCH	1) Publication of college test results (Part-II) and College test of Part-I 2) Final Practical Exam of Part-III
APRIL	Publication of college test results (Part-I) and Final Exam of Part-III
MAY	Preparatory Classes and Mock test
JUNE	Final Exam (Theory and Practical) of Part-I and Part-II

2.3.11 MONITORING THE QUALITY OF TEACHING LEARNING

- IQAC plays active role in Administration procedure in under graduate courses
- 75% attendance of each student is monitored to each Department through IQAC along with Academic Sub Committee.
- Regular classes and also tutorial classes are observed by IQAC. IQAC prepares the time table schedule for test examination and collect the annual report from each Department.
- IQAC also suggest each Department to organize seminar workshop educational tour and excursion.

2.4 TEACHER QUALITY

2.4.1 STRATEGIES IN RECRUTMENT OF TEACHERS

Provide the following details and elaborate on the strategies 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	Permanent Teachers						Permanent		Total
	Professor/ Principal		Associate Professor		Asstt. Professor		Part-time teacher		
	M	F	M	F	M	F	M	F	
D.Sc./D.Litt.	-	-	-	-	-	-	-	-	00
Ph.D.	1	0	0	0	1	1	0	0	03
M.Phil.	0	0	0	0	1	1	1	1	04
P.G.	0	0	0	0	2	2	1	3	08

The College has no power to recruit full time teachers. When the normal vacancy either occurred or created new post then the College authority at first authenticated the 100-Point Teaching Appointment Roster from the Backward Class Welfare Department, Govt. of West Bengal for categorizing. Then the College authority sent requisitions to the West Bengal College Service Commission along with all necessary papers for recommending candidates of different respective subject posts to fill-up the vacancy. The West Bengal College Service Commission recommended candidates names to fill-up the vacancy. After that the Governing Body appoints them. However, the College is to meet the problem of scarcity of teachers by appointing Guest Lecturers. There is a Selection Committee formed by the Governing Body and the Guest Teachers are selected by the Selection Committee. Sometimes the College requests retired teachers to take some classes for the benefit of the students.

2.4.2 NEW PROGRAMMES AND CHALLENGES

Newly introduced subjects and thus try to meet the growing demand of the students.

- In time of introducing the Honours course like, Bengali, History, Geography, Education and English use to take classes by the Guest teachers along with full-time teachers.
- Retired teachers of Political Science are taken the classes of general students. As an outcome of the above measures, the Institution benefited a lot, which was reflected in the satisfactory University results.

2.4.3 DETAILS OF STAFF DEVELOPMENT PROGRAMMES

Nomination to staff development programmes

Academic Staff Development Programmes	Number of faculty nominated			
	2011-12	2012-13	2013-14	2014-15
Refresher Courses		03	02	
Orientation Programmes	01	01		
HRD Programmes				
Staff training conducted by the University				
Staff training conducted by other Institutions	03			
Summer / Winter Schools, workshops etc.				02

The Institution, in general, has no scope to organize any programme for faculty training as it has a band of qualified, well equipped and highly skilled teachers. However, the Institution provides all kinds of facilities to the faculty members, so that they can improve their quality of teaching.

- The head of the departments of the College arrange departmental meeting to distribute the syllabi and fixing the time frame for each module of the syllabus, at the beginning of each session.
- The College encourages the faculties to use the modern teaching learning methods along with the traditional chalk and talk method.
- All departments are provided with internet facilities to enable the faculties and the students to remain acquainted with modern developments in their respective subjects.
- The College has two smart classes equipped with overhead LCD Projectors and Computers and subject related movies are shown with the help of projector machines.
- The teachers of departments of Geography and History use maps in the class rooms for giving the students a clear cut idea about the Geographical locations of different places.
- Several departments organize Seminars by inviting eminent scholars of the Universities and other institutions for benefit of students.
- Environmental Seminar and plantation programme are regularly organized for grow-up the awareness of our environment.
- Several departments hold class tests regularly for proper assessment of the students. Beside class test, the College authority organized annual test examination.

Percentage of faculty

- Invited as resources persons in Workshops/seminars and conferences organized by the external professional agencies 5%
- Participated in external Workshops/Seminars/Conferences recognized by the National /International professional bodies 60%.
- Presented papers in Workshops/Seminars/Conferences conducted or organized by professional agencies 30%.

CRITERIA-III

RESEARCH CONSULTANCY AND EXTENSION



WORKSHOP ON QGIS, DEPARTMENT OF GEOGRAPHY

Inaugurated by Vice Chancellor of WBSU

CRITERIA –III**RESEARCH CONSULTANCY AND EXTENSION****3.1 PROMOTION OF RESEARCH**

Vivekananda College is primarily an undergraduate institution affiliated to West Bengal State University, Barasat. Although the college has facilities like Research archive, Library and seminar library to promote research, the University has not yet given its assent to open affiliated research centre in this college. However, the college has always promoted research among under graduate students. The practical based subjects like Geography and Education have their dissertation which is known as research oriented works.

3.1.2 Does the institution have research committee to monitor and address the issue of research?

In the year 2015 a research co-ordination committee was formed headed by the Principal of the college and consisted of co-ordinator of IQAC and members of teaching faculties who have already completed their PhD Degree. The committee promotes monitors and assess the Research activities within the institution. Representative from various departments activity involved in the field of Research.

3.2.3 Measures taken by the institution to facilitate smooth progress and implemental of research projects.

- Principal investigator must be a full time faculty member.
- As soon as the research grant is received by the college from the UGC or any other funding agencies, it is immediately released by the authority, as per norms.
- The college provides ample space, infrastructural support, experimental garden, 24hours uninterrupted water supply, books, journals from the library and 24 hours power back up.
- All the non teaching laboratory staff members in laboratory and also library support and co-operation to successful run the research projects.
- The members of teaching staff are allowed to attend seminar, workshop, and field work during the working hours, if possible.
- In 2015 two faculty members applied for MRP and the acceptance report is due still now.
- The college provides the technical and informal facilities to its faculty members.
- Departments of several subjects organize seminar lectures and the Departments invite eminent scholars and resource persons to deliver lectures in different topics.

- The mission of our college is to prepare future generations with good academic excellence.
- A good numbers of faculty members have published papers in different national and international journals.

3.2.4 Effort made by the institution in developing research culture among students.

The students have ample opportunities to consult with the faculty members regarding research oriented work. In practical based subjects (Geography & Education) have scope to do project work based on field work. The students of 3rd year Honours Students have to prepare the project reports in several subjects.

The project report has placed to the concerned Universities for evaluation. During these assignments, students are exposed and come contact with the teacher for research methodologies in general.

Besides, the 1st year and 2nd year Geography Honours students are always encouraged to prepare project reports in environment related topics through data collection, data analysis and mapping. The students prepare the maps with the departmental help of GIS (Geographical Information System) software (21st Century). Finally, they submit the reports to the concern Departments.

3.2.5 Faculty Involvement in active research.

It is mentioned that as under graduate affiliated college, we have no scope to take any decision regarding research as West Bengal State University do that. So the main goal is to prepare and encourage the students to do research oriented activities. No faculty members are directly achieved the Honour of research guide.

3.2.6 Give details of workshop/ training programmes organized by the institution.

- The several departments organize seminars, lectures, competitions with or without collaborations with various organizations.
- Departmental seminars are organized severally. A special lecture was delivered by eminent person on “Population Studies” in the Department of Geography. Another special lecture was delivered by the resource person “Graphical representation of data: A brief discussion” in the department of Education.
- The students of Geography Departments visited “Geological survey of India” for details study on rocks and minerals with concerned teachers. They also visited NATMO (National Atlas and Thematic Mapping Organization) for advanced knowledge regarding plate maps and topographical maps. Besides, the Honours.

Students severally visited “Census of India” for collecting census data, thematic maps and charts.

- Seven days workshop and training programme is organized by the department of Geography in collaboration with West Bengal State University on ‘QGIS’ (Open Source Software) on and from 03.10.2015 to 09.10.2015. Honorable Vice-Chancellor and Registrar inaugurated the workshop in presence of co-ordinator of Department of Geography, West Bengal State University. ‘OPSIS’ company Pvt. Limited gave the training to the faculties of different 20 colleges to introduce this open source in the under graduate curriculum.
- Department of Bengali arranged a National Seminar (UGC Sponsored) on “Bangla Natok Protibad”, in collaboration with Syamaprasad College on 8th and 9th March, 2013.
- Department of Bengali also arranged another National Seminar (UGC sponsor on “Bangla Uponaaser Protibadi Nari Charitra on 11th and 12th March, 2013 with collaboration of Mahadevananda College, Barrackpur, North 24 Parganas.
- Department of Geography organized regular basis excursion tours in rural and urban areas to stimulation research interest among the students.
- Education tour has introduced in undergraduate curriculum to the Department of Education and Department of Education arranged a field tour at Santiniketan in 2015.

3.2.7 Details of initiatives taken up by the Institution in transfer of relative findings of research of the institution

The research co-ordination committee organized poster competition in the college campus by the students on their project works. The institution constantly encourages the faculty members to remain engaged in research work in respective fields. Encouragement by the institution has enabled many teachers to publish papers in journals of National and International repute with ISSN.

3.2 RESOURCE MOBILISATION FOR RESEARCH

3.2.1 Inter disciplinary Research

- A general research environment has been set up by the institution in different subjects. Department of Geography and Department of Education have encouraged the students to prepare project report on environmental issues. Both the Departments collaborate participated in statistical data collection from different organizations. These projects on research oriented works were aimed at improving their skills for doing a literature

review practical support (Statistical data modeling) from the Department of Geography has similarly helped on research/ project works to the Department of Education.

- Besides Department of Bengali and Department of English have organized film show to create research oriented motivations among the students.

3.2.2 Optimal use of various equipments and research facilities of the institution by its staff and students.

- The valuable instruments are preserved in a separate laboratory room and available to all the staffs and students. Instruments issue registrar has maintained for both the faculty members and students after duly informing the Head of the Department and the Principal of the college.
- The weather station is set up to collect daily of weather phenomenon (temperature/ rainfall/ wind speed) and the collected data is maintained in a log-book by the students.
- Rain van is used in rainy season to collect the rain water and the amount is recorded by the students' month wise.
- Total station is utilized for details plotting of whole campus area, built up area, playground etc.
- Soil testing kit and water testing kit is used to examine water/ soil samples which are collected from field in different project works.

3.3 RESEARCH FACILITIES

- The college has well equipped laboratory which are provided with modern instruments such as dumpy level (Auto Dumpy), Theodolite, GPS (Global Positioning System), total station, weather station, rain van, licensed software(21st Century and TNT Mips basic) on GIS and Remote sensing, soil kit, water testing kit and SLR digital camera. The department of Geography has well maintained of these equipments for research purposes.
- 14 computers with two licensed software and one open source software in the laboratory in Department of Geography with full Wi-Fi connections are preserved for project purposes.
- The all departments also provided seminar library consisting different reference books and journals for research purpose.

3.4 INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR)

1. WORLD HEALTH DAY 07/04/2011

A discussion-session is organized involving the college students as well as the inhabitants of Sarada-pally on 'Good Health'. Dry food is given to small children.

2. WORLD ENVIRONMENT DAY 5/6/2011

The students campaigns on the dangerous situation of our planet due to pollution from various sources. They spread this campaign in the locality with posters and slogans.

3. INDEPENDENCE DAY 15/8/2011

A discussion is held on the duties of every citizen towards their country and the importance of independence day. A cultural programme is held with the children of the surroundings.

4. WORLD PEACE DAY 15/9/2011

The students organize a discussion on how can peace be established among humankind. They take an oath on spreading peace and integrity.

5. WORLD AID PROGRAMME DAY 24/9/2011

A discussion is held on the history of world aid programme day and the self-proclaimed helpers are reminded of their duty.

6. WORLD BLOODS DONATION DAY 1/10/2011

The students are reminded of blood-scarcity problem which is eminent and they are encouraged to donate blood in order to save lives. Decision has been taken to organize a blood donation camp in the college very recently.



BLOOD DONATION CAMP

7. WORLD AIDS DAY 1/12/2011

A discussion is held in Saradapally to make people cautious about the modern problem “AIDS”.

8. WORLD YOUTH DAY, 12/1/2012

The birthday of Swami Vivekananda is celebrated with utter respect. The principal reminds students of the ideals of Vivekananda. The local children are taken into a sports competition organized by the college.

9. WORLD HEALTH DAY 7/4/2012

What type of fooding should be provided to the children for their mental and physical development, is suggested. A discussion on the nutrition of cheap foods is held.

10. DRAWING COMPETITION 15/4/2012

Many backward family born children are asked to join and they joins for a drawing competition. They are rewarded after the programme.

11. HEALTH-CAMP 16/4/12

With the help of the Health department of Madhyamgram Municipality, a health camp is organized in the college. The inhabitants of Saradapally are helped in this manner with free checkups.

12. CLEANING PROGRAMME, 17/4/12

unimportant bushes and garbage's are cleaned from college premises and its surroundings and bleaching powder is spread.

13. WORLD ENVIROMENT DAY 5/6/12

The students campaigns on the dangerous situation of our planet due to pollution from various sources. They spread this campaign in the locality with posters and slogans.

14. INDEPENEDENCE DAY 15/8/2012

A discussion is held on the duties of every citizen towards their country and the importance of independence day. A cultural programme is held with the children of the surroundings.

15. WORLD AID PROGRAMME DAY 24/9/2012

A discussion is held on the history of world aid programme day and the self-proclaimed helpers are reminded of their duty.

16. WORLD YOUTH DAY 12/1/2013

The birthday of Swami Vivekananda is celebrated with utter respect. The principal reminds students of the ideals of Vivekananda. The local children are taken into a sports competition organized by the college.



150TH BIRTH ANNIVERSARY OF SWAMI VIVEKANANDA

17. BLOOD DONATION CAMP 26/3/2013

A Blood-donation camp is organized keeping in mind the duty towards the society.

18. WORLD TOBACCO QUITTING DAY, 31/5/13

A Message is spread to make people cautious about the danger of smoking.

19. WORLD ENVIROMENT DAY 5/6/13

The students campaigns on the dangerous situation of our planet due to pollution from various sources. They spread this campaign in the locality with posters and slogans.

20. WORLD LITERACY DAY, 15/8/2013

a poster-competition is held to spread the message of loving environment.

21. NSS DAY, 12/11/14

The students are given advices on their future development and education and their duties towards nature and their friends along with their families and distressed persons.

22. WORLD YOUTH DAY 12/1/2014

The birthday of Swami Vivekananda is celebrated with utter respect. The principal reminds students of the ideals of Vivekananda. The local children are taken into a sports competition organized by the college.

23. REPUBLIC DAY, 26/1/14

A sports competition is organsied on the eve of the republic day

24. WORLD WOMEN'S DAY, 8/3/14

Women-right, Women-empowerment is the topics of discussion and the local women are given advices on various women empowerment programmes.

25. ANTI-TERRORISM DAY, 21/5/14

Terrorism is a recurrent problem of our planet and people are made cautious of this increasing terrorism. The students organized a campaign in the surroundings on this matter.

26. WORLD ENVIROMENT DAY 5/6/14

The students campaigns on the dangerous situation of our planet due to pollution from various sources. They spread this campaign in the locality with posters and slogans. Plants are shown on the eve of this important day. A cleaning of the premises and the surroundings is done by the students.

27. WORLD LITERACY DAY, 15/8/2014

A pledge is taken to make every illiterate person literate by every other student. Campaign on literacy is done.

28. NSS DAY, 12/11/14

The students are given advices on their future development and education and their duties towards nature and their friends along with their families and distressed persons. People are shown the path to carry on this society with good and proper manners.



RED RIBBON CLUB

29.WORLD YOUTH WEEK, 12/1/15 – 19/1/15

Cleaning process, cultural programme, health camp are organized by the students and a sports competition acts like a berry on the cake at the end of this week.

30. WORLD WOMEN’S DAY, 8/3/15

Women-right, Women-empowerment are the topics of discussion and the local women are given advices on various women empowerment programmes. People are made cautious of opposing female-foetus killing and girl-child-illiteracy. Pledge is taken to save women for the future world to be better.



HAND WASH PROGRAMME



SOCIAL WORK AT SIMULIA



TRAFIC WEEK

CRITERIA-IV

INFRASTRUCTURE AND LEARNING RESOURCES



COMPUTER LABORATORY

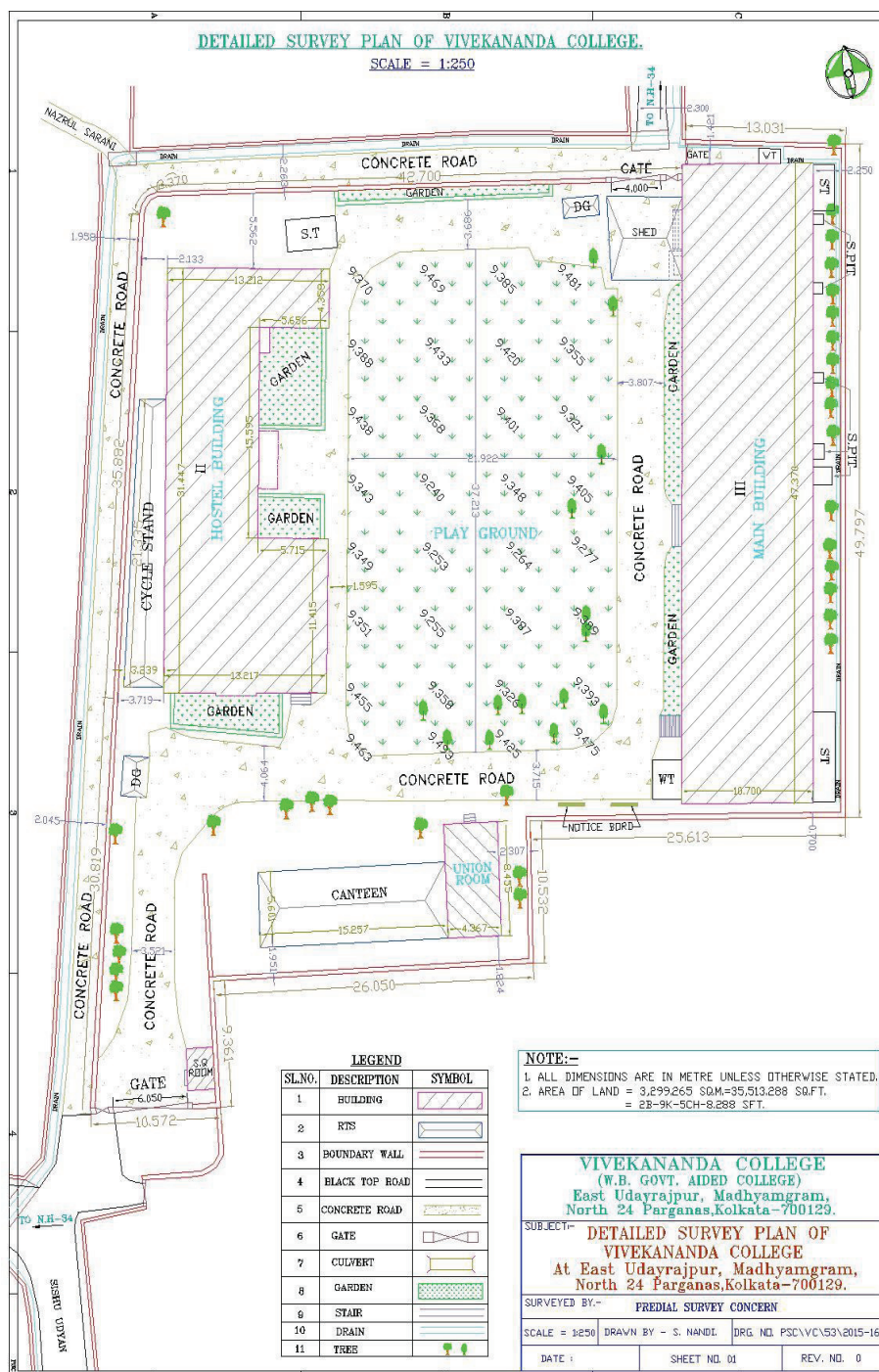


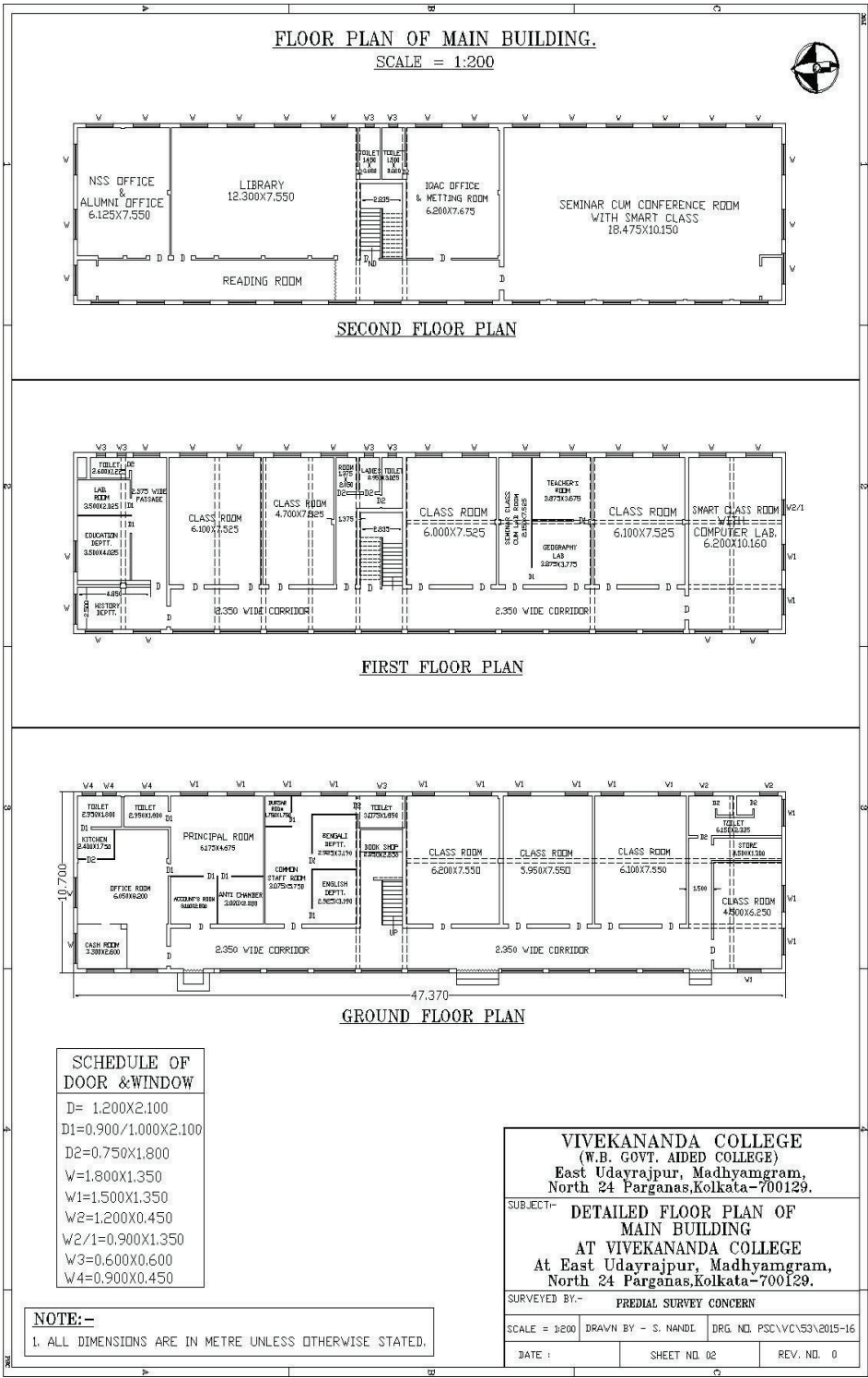
SEMINAR CUM CONFERENCE HALL

CRITERIA-IV

INFRASTRUCTURE AND LEARNING RESOURCE

a. 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 Institution believes in growth and comes collectively and hence always tries to maintain a pace in infrastructural development and facilities effective teaching and learning. Any affordable facility that helps in enhancing the efficiency of teaching learning is always available.

4.1.2 Detail and facilities available for

Curricular and Co-curricular activities – Classrooms, technology enabled learning spaces, Seminar cum-conference hall along with smart class, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipments for teaching, learning and research etc.

As mentioned in its policy, the institute remains updated with the advanced teaching and learning equipment in all of its classrooms and laboratories. Some of such facilities are listed below:

- Almost all the departments of the College are having spacious classrooms and seminar rooms with regular access of the students.
- Each of the laboratories is well equipped to cater the requirements of the syllabus. Instruments are regularly serviced and monitored for accuracy.
- Other than the Seminar rooms at departments, there is an audio-visually well-equipped Seminar room with the seating capacity of more than 175. The room known as '**Vivekananda Hall**' for Seminar Cum-conference and smart class room. Contains permanent audio-visual facilities and is air-conditioned. It is always made available to all the departments to host any seminars of any scale.
- There is one medicinal plant garden named, '**Ramakrishna Shasthya Niramoy Udyan**' and a small botanical garden with rare species of plants maintained by the College.
- For effective teaching, learning the Geography and Education departments are provided LCD Projector. In addition to the same there are two smart class rooms which are made available to the teachers as and when necessary.
- The authority promotes research activities for both the faculty members and the student's space is made available always whenever any faculty member gets a project. However, there is policy of interdepartmental instrument sharing for better research activities.

- The **Research Guidance Cell** takes care of the student research project and the authority give them necessary financial and laboratory supports.

Extra-curricular activities- sports, outdoor and indoor games, Gymnasium, conference hall, NSS, Cultural activities, public speaking, communication skills development, Yoga, health & hygiene etc.

The institution believes in the principle of harmonious development of body, mind and soul. Keeping this in view, the institution always encourages the students to take part in extra-curricular activities, cultural activities and sports.

- The College has an NSS unit, which actively works throughout the year. The unit concentrates in several programmes related to the awareness building and environmental issues. The volunteers of NSS unit regularly participate in campus cleaning drive, garden maintenance and removal of the plastic from the College campus.
- NSS unit frequently organizes awareness programmes on blood related disease like, AIDS and other STDs, Thalassemia etc.
- It is also organizes health camps, blood donation camps, water fair, plantation programmes etc.
- Every year, the volunteers of NSS participate in a special camp at a nearby village, called Saradapally, Krishnapally, at present, the NSS unit is doing their job at Simulia at Kirtipur, North 24 Parganas. During the time of camp the students participates in awareness building, house hold survey, interact with local people and clean the region as a part of their social commitments.
- The College is going to apply the NCC office of Barrackpur to open two units in this College for Boys' & Girls' students.
- Our students frequently assist local Police in mob controlling, during the Durga puja & Kali Puja.
- The College authority in association with its students union, organize cultural activities regularly. Celebrated performers in different cultural fields are invited. At the same time, the College students also perform in these cultural programmes.
- The institute also encourages the students to participate in different competitions and events organized by other institutions/organizations.
- Some students also participated in various serials of respective TV Channels.

- The College has a separate competence Building Cell, which helps in identification, screening and guidance of students for participation in different events and competitions as well.
- During last few years the College is involved in organizing a Seminar lecture competition mainly Geography departmental students. This has been introduced with a view to enable our students to become stage free and also to gather efficiency in public speaking. As the consequence of such initiatives our students came out in flying colours in several competitions. They made commendable performance in poster competitions, science model competitions, quiz competition, extempore and or essay competitions.
- The NSS unit basically takes care of the health programmes in College, which includes health check-up camps, maintenance of First Aid facilities and training.
- In regard to the maintenance of hygiene, the College has set up treated drinking water sources at all the floors. The food served in the canteen is also healthy and the authority keeps a regular vigil on the same.
- All the toilets of the institute are cleaned regularly to maintain a healthy ambience of the College.

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

The institute is having an array of different committees to look after infrastructural facilities available centrally. However, periodic academic committee meetings and review of activities by IQAC the use of departmental facilities are in lying with the requirement. The specific areas those are being used to monitor the use and abuse of resources in the concerned department are as follows:

- All the laboratory based Departments are having stock keeping records separately for equipments. The records are duly signed by the Head of the Department and counter signed by the Principal at certain intervals. Hence, authority can keep close eyes on whether all the instruments are being used or not.
- There is a system of procuring students feedback time to time. These feedbacks indicate if there are any pitfalls in the access and use of instruments available for the students at departmental level.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of the students with physical disabilities? In particular case of physically challenge students, the feedback system turns to be very effective in ensuring that all the facilities could be provided to them as far as practicable.

In 2011-2012, the Election Commission has built-up ramps in front of the College gate of main building to facilitate the movement of the physically challenged students.

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

Hostel Facility: Accommodation available:

The College has build up a Women's Hostel under financial assistance of UGC. The Hostel is completed in 2015. We invited applications from the girls' students to stay our girls Hostel through College website, Prospectus and The Statesman Patrika. Unfortunately we do not get any application in the session 2015-2016. Hope, we will get application from the girls' students in future.

➤ **Recreational facilities, Gymnasium, Yoga center etc.**

- There is a Student Union cum common room comprising huge sports materials including cricket materials, football materials, Chess materials, Carom boards, Badminton materials, Ludo etc. There are similar facilities in the girls' common room as well.

The College is planning to introduce a gymnasium in the College premises for girls' students. The College organized a Yoga Camp along with NSS at College campus with the help of Gurukul, Madhyamgram. The Gurukul ensured to arrange training for yoga in the College campus to times in a month. Our yoga centre will perform very well in this purpose.

4.1.6 What are the provisions made available to the students and staff in terms of health care on the campus and off the campus?

The College does not have any particular health care unit for the staff and students. But, the first aid are made available for them in campus and in case of serious injury or health issue immediate hospitalizations are done at nearest health care units, two of such types are situated within ½ Kilometres viz. Madhyamgram Primary Health Centre and Municipal Hospital. The facilities available are as follows:

- There are First Aid boxes available in campus, equipped with simple medicines, disinfectants, gauge, bandage materials, equipments like scissors, forceps etc. The maintenance of the boxes are done by NSS unit and Non-teaching staff of the College.

- There are stretchers available for proper handling of ill students and staff members to the ambulance of any vehicle.
- Some of the students got First Aid training by NSS authority. Our three non-teaching staff was getting training from St. Jones Ambulance on First Aid.
- The NSS unit organizes health check up camps, intermittently, which includes Health Camps for general check up, ECG, blood Glucose testing, Eye testing etc.

4.1.7 Give details of the common Facilities available on the Campus spaces for special units like IQAC, Grievance Redressal Unit, Women's Cell, Counselling and Career Guidance , Placement unit, Health Centre, Canteen, Recreational spaces for staff and students, safe drinking water facility, Auditorium etc.

- The College has an IQAC, which is actively engaged in several development works and quality improvement of the institution. The IQAC along with the academic sub-committee endeavors for academic improvement of the institution. The cell also helps the authority by offering suggestions regarding building development and other facilities for the stakeholders.
- The College has an active women's Cell, which looks after the problems of female staff and girls students, if any such problem crops up. The Cell also organizes awareness programmes in collaboration with other organizations.
- There is no regular Health Center in the College, but the NSS unit of the College occasionally organizes health check up programme for the students.
- There is a spacious canteen within the College campus. There are two separate places for staff and the students. The canteen provides food at a subsidized rate.
- There are two spacious common rooms for male and female students. In both the rooms recreational facilities are available, which includes Carom Boards, Television, Chess boards etc. The College has a plan to open a gymnasium for male students.
- The College provides safe drinking water facilities for the students and the staff by installing water purifiers in several places. We have five Blue Star water cooler machine for the students.
- The College is going to construct a new four-storied building in which following facilities should be ensured to the students viz, one modern common room for girls' students, one cafeteria, one student common room (ground floor), one store room and one Gymnasium hall for Boy's students (first floor), two four hundred students capacity class rooms (second floor) and four Seminar cum class rooms for English Honours, Bengali Honours, History Honours and Education Honours (third floor).

The College already deposited Rs. 75 lac to the PW (Dte.) North 24 Parganas division, Govt. of West Bengal for starting the construction work. The soil testing work is going on.

4.2 LIBRARY AS A LEARNING RESOURCE

4.2.1 LIBRARY ADVISORY COMMITTEE

- There exist a Library Committee, which comprises the Principal, Bursar, Librarian and some other Teacher and Non-teaching members. The activity of this committee varies from recommendation of the Purchase of books proposed by different departments during the beginning of the session or the change in curriculum of the University. It was at the initiative of these committee, the College will be enlisted itself to NLIST. Another suggestion of this committee was to implement the OPAC system. Students have been given facility to an Open Access Reading Room with 5000 books (Approx).
- The College has a well-designed web based portal through which students can search the availability of books in the Library.
- In addition to that, College is providing the Students access to N-LIST where student can access the full text of 1 lakh + e- books and 6000 e- journals free of cost. To facilitate and motivate the students for using the E-LIBRARY facility. Library has an exclusive E-LIBRARY browsing centre comprising 4-computers with high speed Internet facility.

4.2.2 PROVIDE DETAILS OF THE FOLLOWING.

- Total area of the Library (in Square meters) 92.86 Sq. meter + 36.9 Sq. meter = 129.76 Sw. meter.
- Total seating capacity 30 students. We have five departmental Seminar Library in which the seating capacity of the students not less than 40 (forty).
- Working Hours (on working days, on holidays, before examination days, during examination days, during vacation) 10 a.m. to 5 p.m. on working days. During the summer recess the Library remains open from 10 a.m. to 5 p.m.
- There is a well furnished reading room under the control of CCTV with about 30 sitting capacity. The Library has an exclusive E-Library browsing centre comprising 6 Computers with high speed Internet facilities.

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 year.

Purchase of new books, journals etc:

Library Items	2011-2012		2012-2013		2013-2014		2014-2015	
	Number added	Total costs (Rs)	Number added	Total costs (Rs)	Number added	Total costs (Rs)	Number added	Total costs (Rs)
Text Books	1,778	3,29,593/-	62	9,954/-	1,107	2,28,748/-	428	10,016/-
Reference Books								
Journals/ Periodicals								
e-journals							NLIST	
Any others (specify)								

4.2.3 PROVIDE DETAILS ON THE ICT TOOLS DEPLOYED TO PROVIDE MAXIMUM ACCESS TO THE LIBRARY COLLECTION.

* OPAC-Yes

* Electronic Resource Management package for e-journals NLIST.

Federated searching tools to search articles in multiple databases:

College has a well-designed web-based portal through which students can search availability of books in the library.

Library website: The College website is linked with Library.

In-house/remote access to e-publications through NLIST the students can access the full text of 1 lakh + e- books and 6000 e- journals free of cost.

* Total number of Computers: 04 (four)

* Total number of Printer for public access: 01 (one)

* Internet band width/speed: 100Mbps.

* All books have Barcode

* Entire library is under the control of CCTV

* Entire library is Air Conditioned.

- * Fire extinguishers is available.
- * 53 inch TV notice board
- * One Blue Star water cooler machine
- * Library attached with Toilet & Bathroom.
- * Library is under Wi-Fi Zone.

4.2.4 PROVIDE OTHER DETAILS ON THE FOLLOWING ITEMS

- * Average number of walk-ins 250 days in full session.
- * Average number of books issues and returned per day: 30 and 15
- * Ratio library books to the students enrolled: 5: 1
- * Average number of books added in last three years: 533
- * Number of information literacy trainings organized: 01

Details of 'weeding out: of books and other materials. The College used to run Bachelor of Commerce up to 2003. In that particular year the Governing Body stopped the B. Com course due to lack of students and teachers. The College has to discontinue the B.Com course. The College library had a large number of books for B.Com course. Furthermore, the College has set aside a large number of damaged books, which do not fit the requirements of the current students. The system of weeding out of books is a continuing process. In time of changing of curriculum, the Librarian in consultation with the teachers of concerned departments weed-out the non-required books and other materials.

4.2.5 GIVE DETAILS OF THE SPECIALIZED SERVICES PROVIDED BY THE LIBRARY

- * Manuscripts:
- * Reference: 3000 (approx.)
- * Reprography:
- * ILL (Inter Library Loan Service) : N.A.
- * Information Development and Notification: The Principal in assistance with the Librarian serves notices comprising all information about the Library.
- * Download: Yes
- * Printing: Yes
- * Reading list/ Bibliography compilation: On request/on demand
- * In-house/remote access to e-resources: NLIST

- * User Orientation and awareness: The College has published a Booklet named, know your Library.
- * Assistance in searching data-basis: The College has set up an e-library browsing centre comprising 4 computers with high speed Internet facility.
- * INFLIBNET/IUC facilities: The College has arranged for students access to N-LIST, where the students can access the full text of 1 lakh + e- books and 6000 e- journals free of cost.

4.2.6 IT INFRASTRUCTURE

Give details on the computing facility available (Hardware & Software) at the institution.

- Number of computers with configuration (provide actual number with exact configuration of each available system) : 39 (1 8GB RAM , 10 with 2GH/processor, 1GB RAM.. 10 with 2GH/Processor 1GB RAM, 18 with 2GH/Processor)
- Computer – student ratio: 1 : 30
- Stand alone facility: All the computers are having stand alone facility.
- LAN facility. The computers of the office, Accounts section, Bursar office, Library, Cash section have been connected to the Principal's computer through LAN.
- Wi-Fi facility: The College has Wi-Fi facility in the Principal's room, Bursar's room, Accountant room, Office room, all the teachers' room, Geography department, Smart class room, and Seminar-cum-conference Hall and Library room.
- Licensed Software: most of the important computers of the College use licensed Software.
- Number of nodes/Computers with Internet facility: 35

4.3 BUDGETARY DETAILS

Provide details on the provision made in the Annual Budget for procurement, up-gradation, deployment and maintenance of the Computers and their accessories in the Institution (year wise for last four years).

Year	Expenditure on Computer Procurement and Software Development (in Rs.)	Expenditure on Computer and Software Maintenance (in Rs.)
2012-2013	5,00,000/-	4,92,050/-
2013-2014	1,00,000/-	60,240/-
2014-2015	2,00,000/-	1,60,100/-
2015-2016	7,00,000/-	64,350/-

b. MAINTENANCE OF CAMPUS FACILITIES

4.3.1 BUDGET ALLOCATIONS

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)

Components	2012-13	2013-14	2014-15	2015-16
Building	12,060/-	12,370/-	46,567/-	1,00,000/-
Furniture	3,150/-	3,465/-	15,477/-	5,00,200/-
Equipment	2,590/-	4,060/-	60,240/-	3,00,100/-
Computers	14,650/-	43,521/-	54,654/-	7,00,000/-
Non-Plan outlay	1,250/-	4,736/-	14,062/-	1,00,100/-

CRITERIA-V

STUDENT SUPPORT AND PROGRESSION



FILM SHOW, DEPARTMENT OF ENGLISH



NSS Programme

CRITERIA-V**STUDENT SUPPORT AND PROGRAMMES****5.1 STUDENT MONITORING AND SUPPORT**

The Institution publishes an exhaustive elaborate Prospectus every year. It is a booklet given to each new entrant so as to make them acquainted with the Campus, Heritage, academic and extra academic amenities provided by the College.

- The picture of the College building is on the cover page of the Prospectus.
- The next page we attached the picture of Swami Vivekananda to pay our homage, the great patriot and social reformer, an eternal embodiment of the soul of India and a great inspiring force behind the making of modern India.
- The Prospectus begins with a brief historical sketch mentioning the founders of the College. It also highlights the achievements of the eminent personalities, who were associated with the College.
- In the 'History of the College' we mentioned the mission and vision of the College. It also provides information about the achievements and performance of the College in the last one year.
- It presents a detailed guideline for programmes offered as well as the admission procedure, rules and regulations, class hours etc. of the institution.
- It presents the Post Graduate courses in Bengali, English, History, Political Science, Sanskrit and Geography under the Directorate of Distance Education of Vidyasagar University, West Midnapur, West Bengal.
- In the Prospectus we mentioned that the Remedial coaching for SC/ST/OBC (Non-creamy layer) and Minorities is organized by the College through the financial assistance by the University Grants Commission. We also mentioned the coaching classes for Entry-in-services for SC/ST/BOC (Non-creamy layer) and Minorities is organized by the College through the financial assistance by the University Grants Commission.
- Explain the functions of Career and Counseling cell in the Prospectus in details.
- Women's Hostel facility for the College Girls' students is mentioned in the Prospectus.
- We explain the courses offered for the new entrant.
- We mentioned the Intake Capacity in the Prospectus for the students for the session 2015-2016.

- In Prospectus we clearly projected the course structure offered for the new entrant both in Honours and in General courses.
- We mentioned in the Prospectus the list of Governing Body, faculties along with department wise teachers name, names of the office staff.
- We mentioned in the Prospectus general information for the new entrant, migrating students, transfer system, code of conduct of the students, attendance in College, NSS service, Library and Library rules, port folios of the students Union 2014-2015, Students Health Home.
- We mentioned in the Prospectus fees structure for the session 2014-2015 both in Honours and General students and at last we mentioned the Holiday list of the College.
- We attached some picture for organizing many events, observed days, Seminar, Blood donation camp, activity of NSS and so on.

5.1.1 PROSPECTUS/ HANDBOOK

PROSPECTUS DETAILS

SUBJECT	YEAR			
	2011-2012	2012-2013	2013-2014	2014-2015
BNGA	396	310	336	334
ENGA	200	216	200	166
HISA	300	208	215	150
GEOA	499	484	446	387
EDCA	275	325	293	210
GENERAL	1499	1437	1857	1626
TOTAL	3169	2980	3347	2873

YEAR						
	TOTAL VALUE OF SALE	COST OF PER	NO OF	2ND & 3 RD	1ST YEAR	DEMAND
	PROSPECTUS	PROSPECTUS	PROSPECTUS	YEAR	APPLICANTS	RATIO
2011-2012	204050	50	4081	912	3169	4.31:1
2012-2013	202600	50	4052	1072	2980	3.55:1
2013-2014	224300	50	4486	1139	3347	3.95:1
2014-2015	206150	50	4123	1250	2873	3.30:1

5.1.2 STUDENTS SCHOLARSHIP, FINANCIAL AIDS/ AWARDS

The College authority arranged various scholarships/free-ships/stipend for the SC/ST/OBC/Minorities/Bidi labour stipend/Chief Minister Welfare fund/Mohasin fund and financially weak students. The College assists the Girls' students for getting the scope of 'Kanyasree Prakalpa'.

Year	Type	Number	Amount
2011-2012	Institution	176	41310/-
	Government	282	540845/-
2012-2013	Institution	181	34870/-
	Government	341	820080/-
2013-2014	Institution	108	39930/-
	Government	348	1764500/-
2014-2015	Institution	69	17500/-
	Government	81	388800/-

- From the financial year 2015-2016, the financial assistance from the West Bengal Govt. to the students (e.g. Minority stipend and merit scholarship) directly goes to the student's individual bank account.
- From the financial year 2011-2012, 2012-2013, 2013-2014 and 2014-2015 the financial assistance from the West Bengal Government to the students (e.g. SC/ST/OBC stipends and Merit scholarships) directly goes to the student's individual bank account.

5.1.3 FINANCIAL ASSISTANCE FROM GOVERNMENT

All eligible candidates received such financial assistance from several agencies. About of the entire students enjoy financial assistance from different agencies.

5.1.4 SPECIFIC SUPPORT SERVICE

- ✓ Students from SC/ST, OBC and
- ✓ Economically weaker sections
- ✓ Students with physical disabilities
- ✓ Overseas students
- ✓ Students to participate in various

- Competitions/ National and International
- √ Medical assistants to the students: health Centre, health home etc.
- √ Organizing coaching classes for Competitive exams
- √ Skills development (Spoken English, Computer Literacy etc).
- √ Support for “slow learners”
- √ Exposures of students to other Institution of higher learning / Corporate/ Business house etc.
- √ Publication of student’s magazines.

There are several schemes related to student support /facilities provided by the authority. The institution in time of chalking out any programmed gives the students coming from socially and economically deprived sections foremost priority.

- The assigned percentages of seat are kept reserved for SC/ST/OBC/ PH in all courses as per WB Government rules.
- The college also has a students’ Aid Fund in order to extend financial help to the economically backward students.
- The college also has distributed stipend among the SC/ST/OBC/Minorities, BPL, Job card holder and economically weaker student from the financial assistant from the UGC grant.
- The college has constructed ramps at the entry point of college main building for physically challenged persons.
- The students union organized various tournaments.
- The college has a computer classroom. The Geography & Education departments took an initiative to give computer training of their students for computer knowledge.
- The teachers of the college take special care by attending remedial classes for the improvement of the slow learners. There is a secluded place in the library, where the teachers negotiate with the slow learners.
- The college magazine COLLEGE O SCOPE is published by the students union every year under the supervision of Sri Animesh Golder, Assistant Professor in Bengali, and Sri Debasish Biswas, Guest teacher In English.

- The college provides Post Graduate (M.A, M.Sc) courses of Vidyasagar University under Distance Learning mode. The college also provides Post Graduate (M.A) courses of Rabindra Bharati University under Distance Learning mode.

5.1.5 FACILITATING ENTREPRENEURIAL SKILLS

No formal mechanism for this.

5.1.6 POLICIES AND STRATEGIES OF THE INSTITUTION TO PROMOTE SPORTS

The college authority along with the students' (statutory body) organized various activities to promote participation of the students in extracurricular and co- curricular activities.

- Organize Annual sports and inter class tournaments (Football, Cricket, Badminton, Volleyball, Chess, Carom etc) followed by a colourful prize distribution ceremony.
- Some students participate in Basket ball competition at National level.
- Observe different occasions like Children's Day, Teachers Day, Birth & Death anniversary of Kabiguru Rabindranath Tagore, Birthday of Swami Vivekananda, Netaji Subhaschandra Bose, Sardar Ballavbhai Patel, Republic Day, Independence day, Saraswati Puja , etc.
- Organize Fresher's Welcome with ceremonial function at NAZRUL SATABARSHIKI SADAN, Madhyamgram Municipality Hall.
- Organize Annual Social function at NAZRUL SATABARSHIKI SADAN, Madhyamgram Municipality Hall.
- The institution organized the Debate, Quiz, Rabindra Sangeet competition etc.
- College follows a unique practice of holding Seminar Lecturer Competition of the students. The entire programme is divided into five Honours departments. The best speakers are rewarded by the College.
- In this year the College declared prize for obtaining 1st class marks from Honours department.

5.1.7 SUPPORT AND GUIDANCE FOR UGC NET/GRE

Although many of the Alumni do qualify UGC-NET, SLET are regular basis, but our College does not provide any such support/guidance in this regard.

5.1.8 COUNCELLING SERVICES

There are different cells, which takes care of the academic, personal, career, psycho-social needs of the students.

- The Principal looks SC/ST/OBC after different welfare schemes introduced by the Government and points out any lacunae, if there, to the authority. It also gives suggestions to the students belonging to SC/ST/OBC.
- Women's Cell takes care for the female students of the College and tries to settle any trivial problem faced by them. The Cell also takes initiative to augment the awareness of the girls' students.
- Cultural Cell actively organizes cultural programmes of both teachers and students. In the auspicious occasions, a large number of students staged cultural performance under the guidance of the Cell.
- The Research guidance cell is still of interest among the students for research. The cell encourages mainly the students of Geography to develop research interest and accordingly the students submit their projects under the guidance of the Geography departmental heads Dr. Rimi Roy.

5.1.9 GRIEVANCE REDRESSAL CELL

Students Grievance Redressal Cell is very much active in our College. Students are free to lodge any complaint or grievance to this cell directly to the Principal or using a drop box. The names of the complainants are kept in strict confidence. No such grievances have been reported in the last four years.

5.1.10 COMMITTEE AGAINST SEXUAL HARASSMENT

A women's Cell is well in place, which is run by the teachers and Non-teaching employees. Moreover, there is an internal complaint cell, formed under the Visakha guidelines, prescribed by the Hon'ble Supreme Court. The members of this cell always keep a strong vigil on the various problems faced by the female teachers and students of our College.

5.1.11 ANTI RAGING COMMITTEE

The College has an anti-raging committee, the College authority does not receive any single complaint from any students or staff.

5.1.12 ALUMNI ASSOCIATION

College constituted the Alumni Association. The Association is doing their work actively. The College will take an initiative to register the Alumni Association from Society Act. Registration office.

5.2 STUDENT PROGRESS

5.2.1 ANALYSIS OF STUDENT PROGRESSIVE

More than 40% of students from each and every Honours Department got themselves admitted to the PG courses in different Universities. A large number of students of Geography and Education department are qualified Either SET Or NET. One student already obtained Ph D. in Geography. Two students are involved in Ph D. work in Geography. Some students obtained M.Phil degree and huge number of students get the job in Primary school, Madhyamick school, Higher Secondary School, College Part-time teacher, Railway Service, West Bengal Police service, Military service and Central and state Government services.

5.2.2 ANALYSIS OF RESULTS

DISTRIBUTION OF PASS PERCENTAGE (2010-2011) Calcutta University

Total no of students appear	Distinction	Division			Pass %
		1st	2nd	3 rd	
2	NIL		1	1	100%
2	NIL	NIL	2	NIL	100%
NIL	NIL	NIL	NIL	NIL	NIL
2	NIL	NIL	1	1	100%
3	NIL	NIL	2	NIL	67%
26	NIL	NIL	NIL	26	100%

DISTRIBUTION OF PASS PERCENTAGE (2010-2011) West Bengal State University (WBSU)

Total no of students appear	Distinction	Division			Pass %
		1st	2nd	3 rd	
50	NIL	NIL	40	5	90%
34	NIL	1	30	1	94%

NIL	NIL	NIL	NIL	NIL	NIL
30	NIL	1	25	1	90%
50	NIL	NIL	25	24	98%
156	NIL	NIL	6	128	86%

DISTRIBUTION OF PASS PERCENTAGE (2011-2012) (WBSU)

Total no of students appear	Distinction	Division			Pass %
		1st	2nd	3 rd	
41	NIL	NIL	41	NIL	100%
27	NIL	2	19	3	89%
16	NIL	NIL	13	2	94%
23	NIL	NIL	18	4	96%
38	NIL	NIL	32	6	100%
203	NIL	NIL	6	134	69%

DISTRIBUTION OF PASS PERCENTAGE (2012-2013) (WBSU)

Total no of students appear	Distinction	Division			Pass %
		1st	2nd	3 rd	
48	NIL	1	45	-	96%
50	NIL	NIL	44	4	96%
25	NIL	NIL	15	8	92%
29	NIL	NIL	23	5	97%
32	NIL	NIL	22	8	94%
281	NIL	NIL	9	175	66%

DISTRIBUTION OF PASS PERCENTAGE (2013-2014) (WBSU)

Total no of students appear	Distinction	Division			Pass %
		1st	2nd	3 rd	
43	NIL	NIL	35	5	93%
36	NIL	1	30	3	95%
26	NIL	NIL	16	9	96%
31	NIL	NIL	28	3	100%

38	NIL	NIL	25	10	92%
294	NIL	NIL	6	229	80%

DISTRIBUTION OF PASS PERCENTAGE (2014-2015) (WBSU)

Total no of students appear	Distinction	Division			Pass %
		1st	2nd	3 rd	
54	NIL	NIL	47	3	93%
41	NIL	2	32	4	93%
15	NIL	NIL	10	4	94%
45	NIL	NIL	40	2	94%
46	NIL	NIL	34	10	96%
309	NIL	NIL	7	245	82%

YEAR	B. A.		B.Sc	
	Gen	Hons	Gen	Hons
2011	93%	92%	-	95%
2012	69%	96%	-	96%
2013	66%	95%	-	97%
2014	80%	94%	-	100%
2015	82%	94%	-	94%

5.2.3 FACILITATING STUDENT PROGRESSION

- The Institution keeps its students constantly aware of the different programmes/schemes available at the higher level.
- The College taken an initiative to open the regular P.G. courses in Geography and Journalism and Mass communication as UG course. The College authority applied to introduce the above said courses to the authority of West Bengal State University and Higher Education Council, Govt. of West Bengal for opening the above said courses in the next session i.e., 2016-2017.
- Pamphlets and placards for Masters Level of different Institute of National/International level are attached on the departmental as well as central Notice boards.
- Students are provided with the Questions papers of the entrance test of the previous years to acquaint them with the level of preparation.

- The College authority supplied the Question Bank which is collected from the West Bengal State University to the students before the final examination.
- Students are helped by the teachers at individual level to short out the questions and so on.
- The teachers of several department supplies information to the students for scope at higher levels of studies.

5.3 SPORTS AND EXTRA CURRICULAR ACTIVITIES

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

- The College with the help of Students Union organized a range of programmes in sports, cultural and other extra-curricular activities.
- Organized Annual sports and inter-class tournaments (football, cricket, chess, badminton, carom etc.) followed by a colourful prize distribution ceremony.
- Observed different occasion like, children's day, teachers' day, Birth and Death anniversary of Kabiguru Rabindranath Tagore, Birthday of Swami Vivekananda, Netaji Chandra Bose, Sardar Ballav Bhai Patel, Republic Day, Independence Day, Saraswati Puja, etc.
- Student Union organized Fresher's Welcome at Nazrul Satabarshiki Sadan, Madhyamgram Municipality Hall,
- Organized Annual social function at Nazrul Satabarshiki Sadan, Madhyamgram Municipality Hall.
- Our Quiz Club organized quiz competition in various departments. In this year ten students are participated for recitation, debate and quiz competition at Chandraketugarh Sahidulla Smriti Mahavidyalaya, Berachampa, North 24 Parganas.

5.3.2 Furnish the details of major student's achievements in Co-curricular, extra-curricular and cultural activities at different levels for the previous years.

- Soumyadeep Roy, a student of our College, a famous Table Tennis player who represented India at International level in several time.
- Sri Bibhudi Mondal, a student of our College was selected by the NIIT through Internal College Chess Competition and invited to the 'Park Hotel' for one of the contestant to play the rapid chess with Biswanath Anand.

- Urnabati Sen, a student of English Honours, was participated ‘Chatra Yuva Ustab’ 2015-16 for reciting (Bangla Kabita Abriti) at Ashokenagar Kalyangarh Municipality level. She was stood first. She also participated in Inter Collegiate cultural programme for debate competition, organized by Fly High Academic Society. She stood first of the above said competition.
- Pinki Banerjee, a student of our College, appeared Volleyball competition at State and National level.



ANNUAL SPORTS

5.3.3 Student Union Society

- The Students Union with the help of the senior teachers publishes College Magazine. Both the students and teachers contribute to the Magazine.
- The Students Union organized Fresher's Welcome, Annual Social function, the College observed Independence Day, Netaji's Birth Day, Republic Day, Saraswati Puja, etc. with the help of Student Union.
- The Student Union always help the College for organizing Annual sports, Departmental Seminar, Debate, Cultural competition, Quiz competition, various departmental competition in games and sports.
- The Student Union always helps the cine club to see the various movies.

5.3.4 Debating Society

The College organizes debates within the Honours departments and among the all Honours departments on a competitive manner. The debating society also organized Quiz, Cultural competition among the students.

5.3.5 Photography Cell

The College has an active photography cell which exhibits photographs taken by both students and teachers. The Photography cell also organizes a photography competition of the students. The best photographers are awarded by the College.

CRITERIA-VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT



TEACHERS COUNCIL



NON TEACHING STAFF

CRITERIA-VI**GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 VISION AND LEADERSHIP****GOVERNING BODY**

PRESIDENT: Sri Rathin Ghosh
SECRETARY AND PRINCIPAL: Dr. Chandan Kumar Chakraborty
<u>MEMBERS</u>
Sri Subrata Basu (Government nominee)
Sri Bhaktipada Banerjee (Government nominee)
Sri Mohini Mohan Sardar (University nominee)
Dr. Arpita Chatterjee (University nominee)
Dr. Baidyanath Mukherjee (Donar Member)
Vacant: Teachers Representative
Mrs. Jhilam Poptani (Teachers Representative)
Dr. Rimi Roy (Teachers Representative)
Prof. Animesh Golder (Teachers Representative)
Sri Prabhas Chakraborty (NTS Representative)
Sri Goutam Bhattacharjee (NTS Representative)
Vacant (Students Representative)

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?**

- As the college is decided to the enhancement of the teachings of Swami Vivekananda, it believes “Education is the manifestation of perfection already in man”. As an educational institute the primary objectives of the College is to ensure high standard of academic achievement.
- Every year a meeting of the teacher’s council is held to decide the admission criterion for various departments.
- The College follows a unique method while preparing the admission list. The marks of the subject in which the candidate wishes to pursue honours course is added to the total of top four subjects, which then becomes the norm total. It is on this basis than the final list is prepared. Transparency is rigorously maintained in the admission process. The College one of first to extend Online Admission facility which has helped many candidates applying from afar.

- The students are given to comprehensive idea about their course of study by the teachers and informed about the provisions like Computers, Library etc, the College has, to help them in their study.
- To make an internal assessment of their academic progress, class tests and annual test examinations are held and the students are apprised of their shortcomings and the necessary steps to be taken for improvement.
- A regular review of attendance of the students is made and any delinquency is dealt with by involving the guardians of the students and working out a way to bring him/her back to the class room. This has proved to be an extremely fruitful measure and the response of the guardians has been overwhelming.

6.2.2 Describe the internal organizational structure and decision making processes.

- The College has a Governing Body, a Teachers council, an Academic Sub-committee, an IQAC team, a Finance Committee, Women's Cell, Purchase committee, Library Committee etc. All these bodies are actively supportive about the functioning well of the College.
- The Governing Body (G.B.) of the College is the supreme decision making body and the Principal as the Secretary of the G.B., implements the decisions. The Principal as per statutory power executes all the rules and regulations of the College as per Statue of the West Bengal State University.

6.3 FACULTY EMPOWERMENT STRATEGIES

- The college authority goes on motivation and encouraging the teachers for their academic and professional development. A large number of teachers are released for their Refresher courses and orientation programmes by the Academic Staff College of different Universities.
- Teachers are invited as Guest Faculty of West Bengal State University and the college authority gives the permission to that particular faculties.
- A large number of faculties published their research oriented papers in different National and International Journals with ISBN.
- Training of computer operations has been extended to some Non-teaching staff for office works.
- The college always adopts the strategy of involving all the teaching and Non-Teaching staff in its day to day functioning.

- The University examinations are conducted through joint effort of teaching and non teaching staff.
- Department of Geography conduct the practical examinations of the University in every year both 2nd year and 3rd year honours students of different colleges.

6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION

The College have no internal audit system. But the Principal always look after the transaction process. The external audit is done by the Auditors recommended by the Department of Higher Education, Govt. of West Bengal. The last audit is done for the year 2014-2015. So far, there had been no audit objections.

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

* The major sources of institutional funding are from the students fees, grants from West Bengal Govt., UGC grants etc. The College also receives occasional grants from MPLAD fund, Zilla Parishad fund etc. The College tries to meet the deficit, if any by taking several fiscal measures. The audited income from the last four years is provided below:

See Annexure- VI

6.4.2 Give details on the efforts made by the institute on in securing additional funding and the Utilization of the same (if any).

The institution has an objective to secure additional funding from its Alumni Association. Very recently, College has taken a drive to register the Alumni Association. Several organizations use the College campus as venue for examination on holidays. The College earns an amount for such examinations. Our Distance Education Centre gives Rs. 15,000/- per month to the College as rent.

6.5 IQAC (Internal Quality Assurance Cell)

6.5.1 INSTITUTIONAL POLICY WITH REGARD TO QUALITY ASSURANCE PROCESS

The IQAC try to improve the academic quality of the Institution. The committee places the proposals before the Governing Body and the GB gives priority to the proposal for elevation of academic and administrative standards of the college.

On the basis of the recommendation the Governing Body sanctioned fund for development of the college.

Significant activities made by the IQAC

- To celebrate the 150th Birth Anniversary of Swami Vivekananda.
- Initiative was taken to introduce the Vocational Course and MOU was signed with Orion Group Pvt. Ltd in this purpose.
- Red Ribbon week was celebrated by various programmes like Blood Donation Camp Poster Competition and awareness was made on Aids and Anti Smoking.
- A Workshop was organized on financial status of Teaching and Non Teaching Staff by SEBI (Securities and Exchange Board of India)
- Seven days Workshop and training programme on QGIS (Open Source) held at Department of Geography in collaboration with West Bengal State University, Barasat.
- Technology is applied in teaching and learning through smart class room
- Interdisciplinary classes are introduced in different subjects.
- Extension Lectures are introduced by invited faculties from different colleges.
- Internal test examination has been adopted individually in different subjects.

6.5.2 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes?

- IQAC plays active role in Administration procedure in under graduate courses
- 75% attendance of each student is monitored to each Department through IQAC along with Academic Sub Committee.
- Regular classes and also tutorial classes are observed by IQAC. IQAC prepares the time table schedule for test examination and collect the annual report from each Department.
- IQAC also suggest each Department to organize seminar workshop educational tour and excursion.

6.5.3 Contribution of IQAC in enhancing awareness about Student Support Services

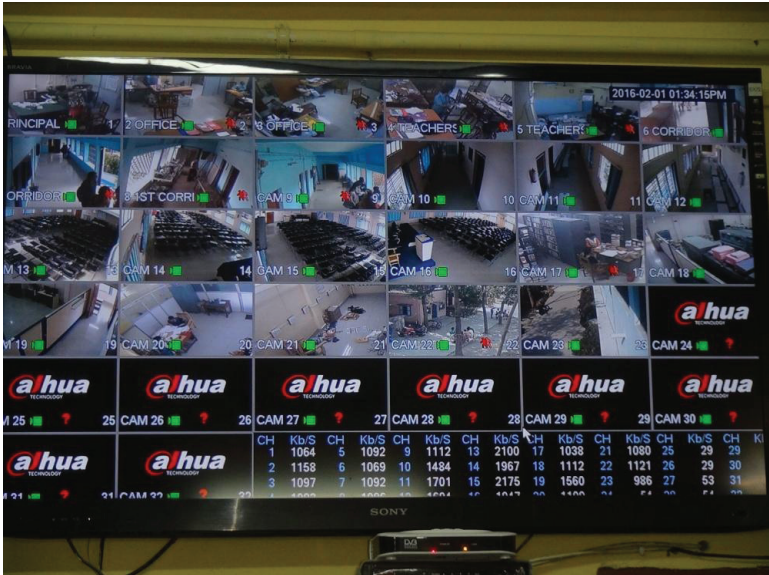
- With the support of college authority IQAC helps to maintain student's amenities in the college premise.
- A college canteen with facility of providing meals in a subsidized rate.
- A big space near the college main gate for parking of bi cycle and motor bikes.
- A full size playground for different sports.
- A student aid fund for the benefit of economically backward students.

CRITERIA-VII

INNOVATION AND BEST PRACTICE



WOMEN’S HOSTEL



CCTV DISPLAY BOARD

CRITERIA-VII
INNOVATION AND BEST PRACTICE

7.1 ENVIRONMENTAL CONSOUSNESS

Environmental Society

The College has an Environmental Society. The environmental society and NSS always involved to clean our College campus as well as regular plantation programme is going on. The medicinal plantation is to be done in the College campus. The natural resources in College campus with medicinal plants and green house are in here. The College always try to give knowledge to the students for utility of the plants for preserved good health and beside that we should try to wake up the sense of the students regarding environmental affairs. Each and every year, the College organized Seminars on Environmental aspect to grow up the awareness of the students. The College prepared the Environmental Green Audit. We adopted a Village Simulia beside our second campus. The College authorities do the needful action to safe the biodiversity environment of the village.

7.2 INNOVATION



Inaugurated of 2nd campus at Kirtipur, by Dr. Partha Chatterjee
(Education Minister, Govt. of WB)

Plan of Action	Achievements
<u>Teaching Learning and Evaluation</u> <ul style="list-style-type: none">➤ Department of Geography and Department of Education organize Departmental seminar for students benefit on their syllabus oriented topics.	Outcome faculties delivered lecturers from different colleges, completed

<ul style="list-style-type: none"> ➤ Midterm Test examination and selection test result was published. ➤ Smart class teaching provided by different Departments. <p><u>Curricular aspects</u></p> <ul style="list-style-type: none"> ➤ West Bengal State University introduces new open source software (QGIS) in under graduate practical syllabus. A seven days workshop and training programme was organized in this purpose to train the faculties from different colleges and certificates issued. <p><u>Infrastructure and learning resources</u></p> <ul style="list-style-type: none"> ➤ A new two storied building with 10 numbers of rooms was built for Women's Hostel and ready for accommodation through advertisement on Daily news paper. The total area of this building is 326.585 Sq. meter and the capacity of accommodation is 38. ➤ The construction of 2nd floor of main building was completed with 4 rooms (One seminar cum conference hall, one modern library, IQAC cum meeting room, Alumni cum NSS room). The open space was provided for students reading room. The total floor is covered under CCTV. ➤ Nabin Chandra High School, Kirtipur will donate three Bighas of land for constructing the 	<p>in process</p> <p>Workshop and training programme was organised by Department of Geography in collaboration with the West Bengal State University.</p> <p>Construction of new 2nd floor on existing College building is completed for accommodation.</p> <p>Construction of 1st Floor building was completed for Women's Hostel.</p> <p>Development of second campus is under process</p> <p>At 1st floor of the existing College building, a new departmental laboratory of Geography was completed and ready for practical purposes.</p>
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<p>second campus of our college.</p> <p>The registration of land is under process where the plan and estimate is prepared by PW(Dte)</p> <p>➤ A model Geography AC practical room was improvised with more space and technology. Smart class facility was set up (wall projector) for practical class and Departmental seminar also.</p>	
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7.3 BEST PRACTICES

1. Title – *Administrative empowerment*

Objective – The College aims to improve efficiency of the administrative staff by introducing administrative empowerment

Context – The number of students in the college as increased over time but the number of administrative staff did not increase proportionately. For effective functioning of the college it was necessary to empower the administrative staff to handle the extra workload effectively.

Practice – The College has taken a number of steps for administrative empowerment.

- Training the administrative staff to effectively use software
- Install advanced software solution for administrative automation
- Create administrative calendar at the beginning of each session
- Create verbal and non verbal training schedule for the administrative staff
- Introduce administrative benefit such as arranging food if they work for extra hours at workplace

Evidence of Success –

Today, with limited administrative resources, we are able to handle additional workload for increased number of students effectively.

Resources Required –No resources required except extra time involvement from our faculties.

Problems encountered – Preliminary Training took some time but was got over with time.

2. Title – *Timely communication*

Objective – Communicate in time to avoid problems, based on the philosophy a stitch in time saves nine.

Context – The College has observed the root cause of many administrative issues is lack of timely communication at all levels – faculties, administrative staff and students. The college has taken steps for timely communication to prevent similar issues in future.

Practice – The College has taken a number of steps for timely communication such as

- Analyze data to predict about potential problems (such as students who might fall short of required attendance) and inform them in advance
- Communicate action plans to administrative staff so that they could identify with the goals and accordingly align their personal work in line with the professional requirements

Evidence of Success –

- 1) It has been observed that many issues encountered earlier were sorted out after the process of timely communication was put in place.

Resources Required – Financial resources required.

Problem encountered-None

The College has done the following works/programmes after 31st December, 2015

- ** The registration of 3 Bighas of land for 2nd Campus was completed on 31st December, 2015 at Kirtipur, North 24 Parganas. The college received the deed of 3 Bighas of land on 2nd January, 2016. The 2nd Campus was inaugurated at Kirtipur, North 24 Parganas by Dr. Partha Chatterjee, and Minister-in- Charge of Higher Education Department on 4th & 5th January, 2016.
- ** The inspection was completed by the Higher Education Council to introduce the new subjects viz. M.Sc in Geography, B.Sc in Physics, Chemistry, mathematics and Computer Science and B.A in Journalism and Mass Communication.
- ** The college applied for creating new teaching & Non- Teaching Posts.
- ** The college introduced the INFLIBNET along with OPEC Systems for Library.
- ** The college added extra 8 Pisces the Fire extinguisher.
- ** The college opened the Gymnasium for girl's students.
- ** The college arranged the separate Departments for Honours subjects.
- ** The Arresting Lightening system was successfully implemented.
- ** Increased the total numbers of CCTV (29).
- ** Installation of 8 solar lights was completed.
- ** The Audit report of Medicinal plantation was completed.
- ** Wi-Fi systems were implemented.
- ** Observed 12th January, 2016 as Vivekananda's Birthday. On that day the plantation programme at our adopted village Simulia, Kirtipur, North 24 Parganas was successfully done. Beside, that Copy, Pen, Pencil, Eraser were distributed among the poor primary school children at Simulia Village.
- ** Annual Social function and Annual sports were completed.
- ** Two workshops & training programmes of Department of Geography and Department of Education for college teachers with the collaborations of West Bengal State University were successfully organized.
- ** The college arranged Prize given ceremony for Two Girls students who obtained 1st class marks in Education departments.
- ** The college observed Women's Day and arranged Health checking camp at Simulia village.
- ** The college observed Hand Wash Day and Road Safety Day by NSS Unit.

PART-E

EVALUATIVE REPORTS OF THE DEPARTMENTS

DEPARTMENTAL PROFILE

DEPARTMENT OF GEOGRAPHY

1. Name of the Department: **GEOGRAPHY**
2. Year of Establishment: General: **C/1095/251-Affl: dated 07.09.1995**
Honours : **C/1511/251-Affl. Dated 12/07/2002**
3. Name of Programmes offered: **Under Graduate (Honours and General)**
4. Names of interdisciplinary courses and the departments/units involved
5. Annual / Semester/ Choice based credit system (programme based):
Annual
6. Participation of the department in the courses offered by other departments: **Education, History**
Philosophy
7. Courses in collaboration with other universities, industries, foreign institutions, etc.:
 - ✚ **Census of India, Janaganana Bhaban, Salt lake**
 - ✚ **Workshop in collaboration with WBSU (QGIS software)**
8. Details of courses /Programmes discontinued (if any) with reasons: **NA**
9. Number of Teaching Posts: **05**

Designation of faculty	No of teaching posts	No of posts filled up	Year of joining
Dr. Rimi Roy (Assistant Professor)	01	01	2006
FarhanaKhatoon (Assistant Professor)	01	01	2015
Arijit Dhara (Govt approved PPT)	01	01	2009
Shilpi DebNath (Guest Faculty)		01	2015
Ashis Sardar (Guest Faculty)		01	2015

- i) Full time Sanction post- **03**
- ii) Number of Government Full time teacher at present: **02**
- iii) Number of Government Part-time teacher: **01**
- iv) Number of Full Time Government non-teaching staff: **01**

A10.Faculty profile with name, qualification, designation, specialization (D.SC/D.Lit/Ph.D/MPhil)

Name	Qualification	Designation	Specialization	No of years of experience	No. of PhD students guided for the last 4 years
Dr. Rimi Roy (Assistant Professor)	M.Sc, B.Ed, PhD	Assistant Professor	Regional planning	09years	
FarhanaKhatoon (Assistant Professor)	M.Sc, B.Ed M.Phil	Assistant Professor	Social Geography	6months	
Arijit Dhara (Govt approved PPT)	M.Sc, M.T.R.P	Lecturer (Govt approved PPT)	Town and Regional planning	09years	
Shilpi DebNath (Guest Faculty)	M.A, B.Ed	Guest Faculty)	Fluvial Geomorphology	08momths	
Ashis Sardar (Guest Faculty)	M.Sc, B.Ed	Guest Faculty)	Fluvial geomorphology	08months	

11. List of senior visiting faculty:

Dr.Panchali Majumder (Associate Professor, East Calcutta Girls College, Satabdi Biswas (Assistant Professor,Mrinalini Dutta College)

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

All the practical classes are handled by the teachers of the department.

13. Student-Teacher Ratio: 1:31

14. No. of Academic support Staff (technical) and administrative staff; sanctioned and filled

i)Number of non-teaching staff: 01

15. Qualification of teaching faculty with D.SC/D.LIT/Ph.D/MPhil/PG

Qualification of Teaching Faculty	Before Joining	After Joining	Faculty Members who are Registered for Ph. D	
			Before Joining	After Joining
D.Sc	NIL			
D.Lit	NIL			
PhD		01	01	
Mphil/MTRP			01	
P.G	05			

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

17. Departmental Projects by DIST-FIST; UGC; DBT; ICSSR; etc. and total grants received : **NIL**

18. Research centre / facility recognized by University: No

19. Publication: a) Publication per Faculty

Name of the Faculty	Number of published paper	Number of Presented paper	Number of seminars attended	Other Activities
Dr. Rimi Roy (Assistant Professor)	08	02	05	1.Convener:a seminar on “ Hazard mapping and management” 2.Convener: workshop on “QGIS” in collaboration with WBSU 3. Coordinator of IQAC 4.Coordinator of NAAC 5. Convener of Academic Subcommittee, Planning and implementation Board, Research co ordination committee, Vishakha committee and Women’s Cell 6. Guest Faculty of WBSU 7. Member of under graduate B.O.S of

				WBSU
FarhanaKhatoon (Assistant Professor)	02	02	08	Convener of Anti Raging Cell, Member of Academic Sub Committee, Member of Research Co Ordination Committee, Member of website Management Committee
Arijit Dhara (Govt approved PPT)	05	01	04	Member of Academic Sub Committee, Examination and result Sub Committee, Social Welfare Sub Committee, Research Co ordination Committee and NSS committee
Shilpi DebNath (Guest Faculty)			02	
Ashis Sardar (Guest Faculty)			03	

b) Number of papers published in reviewed journals (National/ International) by faculty and students

Name of the Faculty	Number of published paper	Number of Presented paper
Dr. Rimi Roy (Assistant Professor)	03 (National)	02
FarhanaKhatoon (Assistant Professor)	02 (National)	1-National. 1-International
Arijit Dhara (Govt approved PPT)	05 (National)	
Shilpi DebNath (Guest Faculty)		
Ashis Sardar (Guest Faculty)		

c) Number of publications listed in International Database (For Eg Web of sciences , 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**

Name of the Teacher	Topics	ISSN	Year
Arijit Dhara	Measurement of Agricultural productivity and levels of Development in South 24 Parganas District, West Bengal	2250-0057	2012
	Levels of Backwardness with special reference to Poverty in Cooch bihar District, West Bengal	2278-5345	2012
	Characterization and mapping of Inland Wetland: A case study on selected Bills on Nadia District	2250-3153	2012
	Urban infrastructural scenario of Baruipur Municipality	2249-8834	2012
	Environmental Monitoring of Estuaries: Estimating and mapping various environmental indicators in Matla Estuarine Complex, using LANDSAT TM digital data	0976-4380	2013

Dr. Rimi Roy

Title of the paper	Year of publication	Paper published in Seminar / Journals
“Impact of Industrialization on water resources in Barrackpore Sub-division, West Bengal.”	23rd September 2010	National level seminar Book entitled “Resource management and sustainable development”
“An observation on rainfall temperature variation and rice production in Sagar Island during 2002-2011”	Volume-35, December 2012 (ISSN-0971-4170)	“Indian Journal of Landscape Systems and Ecological Studies”
“Impact of urbanization on water resources in Municipal urban areas in Barrackpore Sub-division, North 24 Parganas, West Bengal.”	Volume-II, July issue, 2014 (ISSN-2321-919X)	“The International Journal of Science and Technoledge”
Water Resources in Relation to Industrial Development of Barrackpore Sub-division, North 24 Parganas, West Bengal	July issue, (ISSN 2321 – 9203) ,2015	“The International Journal of Humanities and Social Studies”

Farhana Khatoon

1. Disparities in Literacy and Levels of Educational Attainment and their Correlates among Social Groups in Uttar Pradesh, **Global Journal of Multidisciplinary Studies**, ISSN No. 2348-0459, 2015.

2. A Regional Analysis of Literacy and Educational Levels of Scheduled Caste in Uttar Pradesh, **IOSR Journal of Humanities and Social Sciences (IJHS)**, ISSN: 2279-0837, Vol. 6, PP. 08-19, 2013.
3. Presented a paper on “Educational Status and Occupational Structure of Muslims in Urban India”, in the **International Conference on ‘Population Dynamism and Sustainable Resource Development’**, hosted by the Department of Geography, Aligarh Muslim University, Aligarh, 25-27th March, 2012.
4. Presented a paper on “Literacy and Educational Attainment among Scheduled Caste in Uttar Pradesh: A Regional Analysis (1961 – 2001)”, Indian Geography Congress, **National Association of Geographers, India (NAGI)**, hosted by Department of Geography, Punjab University, Chandigarh, 19-21 November, 2010.

h)Citation Index

i)Citation Index

ii)SNIP

iii)SJR

iv)Impact factor

v)h-index

20. Area of Consultancy and income generated

21. Faculty as members in

a) National Committees, b) International Committees, c) Editorial Books

i)C)Editorial Books :

22. Student Projects

a) Percentage of students who have done in house projects including inter departmental /Programme

Year	Percentage of the Students	Topic of the Project
2013	60	River Pollution on Hooghly River
2014	70	Global warming
2015	68	Earthquakes on China

b) Percentage of students placed for projects in organizations outside the institution i.e in Research Laboratories/ Industry/ Other Agencies

Name of the Students	Name of the organization	Nature of the Project	Years involved in the project	Remarks

23. Awards/Recognitions received by faculty and students: [NIL](#)

a) Award received by [Dr. Rimi Roy awarded PhD in 2015](#)

24. List of eminent Academicians and Scientists / Visitors to the Department

Name of the eminent Academician and Scientists	Topic of the Lecture
Dr.Panchali Majumder	Population growth and development on Third world
Satabdi Biswas	River bank erosion

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

	Topic	Date	Source of funding
Seminars	1.Hazard Mapping and Management	2007	College fund
Workshop	QGIS open source software	03.10.2015-09.10.2015	College fund and UGC fund
Conferences			

26. Student Profile Programme/ Course wise

Name of the Course/ Programme	Applications invited		Enrolled	
Year	B.SC		B.SC	
	Hons	Gen	Hons	Gen
2010-2011	425	300	51	72
2011-2012	499	200	50	54
2012-2013	484	255	51	48
2013-2014	446	155	53	66
2014-2015	387	142	59	84

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
B.A(Hons)	100%	NIL	NIL
B.A(Gen)	100%	NIL	NIL

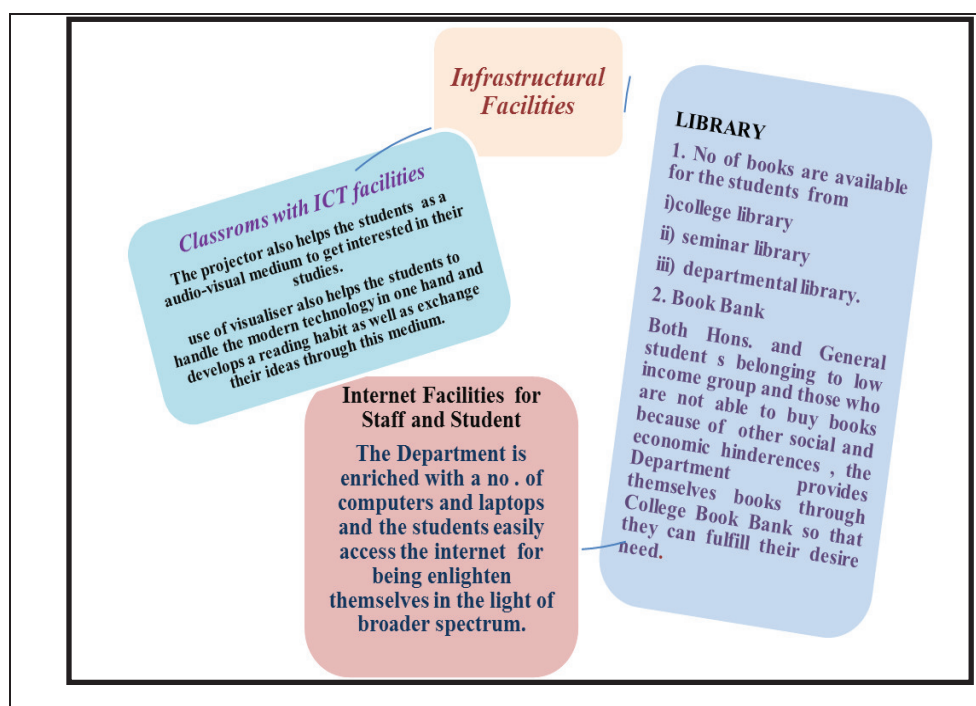
28. How many students have cleared National and State competitive examinations such as NET, SLET, GATE, CIVIL Services, Defence services etc

YEAR	NET	SLET	CIVIL services	SSC	Other
2012	02			04	
2013		02		05	
2014				02	

29 .Student Progression

Year	Against % Enrolled	Student Progression				Employed		Entrepreneurship/ Self Employment
		UG to PG	PG to M.Phil	PG to Ph.D	Ph.D to Post Doctoral	Campus Selection	Other Than Campus Recruitment	
2011		02		02				10
2012		02						08
2013		03						06
2014		02						04

30. Details of Infrastructural Facilities



31.No. of Students Receiving Financial assistance from College, university, Government or other Agencies

Year	No. of Students	College	University	Government	Other Agencies
2011-2012	23	6415	-	16000	-
2012-2013	11	3490	-	3000	-
2013-2014	6	3825	-	-	-
2014-2015	4	800	-	-	-
2015-2016	9	3660	-	-	-

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

Year	Student Enrichment Programme			
	Special Lectures	Workshops	Seminar	Poster Exhibition
2013	01			
2014	02			
2015	02		01	01

33. Teaching method adapted to improve student learning

<i>Teaching Method</i>	Using Laptop with projector in a regular basis	Using Visualizer for both theory and practical classes	Using smart board to upgrade the students
<i>Interactive method</i>	Quiz Competition to make the students more interested in different topics	Seminar presentation	Group discussion

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

Year	% of Student
2013	60
2014	56
2015	70

29. Student Progression

A. TEACHER-STUDENT RATIO:

TOTAL STUDENTS: 154 in (2014-2015)

TOTAL NUMBER OF TEACHERS: 05

TEACHER-STUDENT RATIO: 1:31

B. NUMBER OF CLASS TAKEN BY THE TEACHER PER WEEK

Name of the teacher	Designation	Classes allotted	No of days attending college
Dr. Rimi Roy	(Assistant Professor)	24	05
FarhanaKhatoon	(Assistant Professor)	24	05
Arijit Dhara	(Govt approved PPT)	12	03
Shilpi DebNath	(Guest Faculty)	11	03
Ashis Sardar	(Guest Faculty)	11	03

C. FIELD TOUR FOR HONOURS AND GENERAL STUDENTS (2008-2012)

Sl. No.	Year	Student Category	Place
1.	2006	Honrs	Ghatshila (H)
2.	2007	Hons/General	Aliporeduar (H)/ Amlani (G)
3.	2008		
4.	2009	Hons/General	Kanyakumari (H) Shantiniketan (G)
5.	2010	Hons./General	Vizag(H)/Garhchumuk (G)
6.	2011	Hons./General	Deheradun (H)/Shantiniketan (G)
7.	2012	Hons./General	Vizag (H)/ Bishnupur (G)
8.	2013	Hons./General	Mondarmoni(H)/Deulti (G)
9.	2014	Hons./General	Vizag(H)/
10	2015	Hons./General	Mondarmoni (H)

Analysis of the Department & Future Plans**Strength:**

- The department of Geography in this college started with the aim to impart education in every sphere of life in terms of physical, social, political, cultural and modern technologies.
- The strong point of the Department lies on the dedication of the teachers and the sincerity of the students.
- There is a strong teacher-student interaction, wherein the students are always able to clear any doubts related to any topic.
- The cordial relationship among student-staff helps to overcome all hindrances faced by the department.
- The Department with all its infrastructural facilities stresses that the students should be introduced to the modern systems such as use of satellite imagery and GPS.
- Assistant Professor Dr. Rimi Roy has been awarded Ph. D in 2015 from Calcutta University.
- Assistant Professor Farhana Khatoon completed her Mphil course in 2010 and is doing her research work.
- Lecturer Arijit Dhara has completed his M.T.R.P at Bengal Engineering and Science University

NAME OF THE PROGRAMME	NO. OF STUDENTS PARTICIPATED	YEAR			RECIEIVED AWARDS		
		2013	2014	2015	2011	2012	2013
POSTER COMPETITION	10			√			
MOCK PARLIAMENT							
DEBATE							
SEMINAR							
QUIZ	08		√				
Extension work (NSS)	60	√	√	√			

Weakness:

- However the department faces certain difficulties too, whereby the desired education cannot be imparted to the students.
- One of the foremost problems is the problem of space resulting in difficulties of implementation of new instruments
- Space per student has room for development.
- The teacher student ratio is also unfavourable with respect to the teachers.

Challenges:

- ★ Considering the importance of Geography modern equipments such as computers, software's of GIS, soft copies of Satellite Image are required which will help to develop the subject to a path of sustainable development.
- ★ Geography is a subject which is leading to a path of sustainable development and with the aim of development of mankind in every aspect the subject needs special attention and being a part of our young college Geography will flourish more in a glamorous way with a little more attention and assistance.

DEPARTMENT OF EDUCATION

DEPARTMENTAL PROFILE

1. Name of the Department: **EDUCATION**
2. Year of Establishment: General: **c/1560/251 Affl Dated-3/10/1994(under C.U)**
Honours: **c/4517/251 Affl Dated-01/08/2003 Edu(H) (under C.U)**
3. Name of Programmes offered: **Under Graduate (Honours and General).**
4. Names of interdisciplinary courses and the departments/units involved: **Child psychology**
5. Annual / Semester/ Choice based credit system (programme based): **Annual**
6. Participation of the department in the courses offered by other departments:
Philosophy / Geography.
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: **4**

Designation of faculty	No of teaching posts	No of posts filled up	Year of joining
Assistant Prof.(Govt.fulltime)	1	Nil	
Assistant Prof.(Govt.fulltime)	1	Nil	
Lecturer (Govt.approved P.T.T)		1	26-09-2006 after approval dated-27-10-11
Lecturer (Govt.approved P.T.T)		1	4-09-2008 after approval dated-27-10-11
Guest Faculty		1	18-08-2011
Guest Faculty		1	02-08-2011

v) Full time Sanction post- **02**

- vi) Number of Government Full time teacher at present : **Nil**
- vii) Number of Government Part-time teacher: **Two**
- viii) Number of Full Time Government non-teaching staff- **Nil**

A10.Faculty profile with name, qualification, designation, specialization (D.SC/D.Lit/Ph.D/MPhil)

Name	Qualification	Designation	Specialization	No of years of experience	No.of Ph.D students guided for the last 4 years
Anindita Banerjee	M.A,M.Phil	Lecturer (Govt.Approved)	1)Comparative Education. 2) Curriculum Studies.	9years 3months	Nil
Boni Ghosh	M.A,B.Ed	Lecturer (Govt.Approved)	1) History of Education. 2)Special Education	7years3months	Nil
Debashis Majumdar	M.A,B.Ed	Guest Teacher	1)Mental Hygiene. 2)Evaluation in Education	4years 4months	Nil
Jamsed Ali Mollah	M.A,B.Ed	Guest Teacher	1)Technology 2) Indian History	4years4months	Nil

11. List of senior visiting faculty: **Prof. Soma Nandi (East Calcutta Girls College)**

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

All the practical classes are handled by the teachers of the department.

13. Student-Teacher Ratio: **1: 38 in 2014-2015**

14. No. of Academic support Staff (technical) and administrative staff; sanctioned and filled: **Nil**

i) Number of non-teaching staff: **Nil**

15. Qualification of teaching faculty with D.SC/D.LIT/Ph.D/ MPhil/PG

Qualification of Teaching Faculty	Before Joining	After Joining	Faculty Members who are Registered for Ph. D	
			Before Joining	After Joining
D.Sc	Nil	Nil	Nil	Nil
D.LIT	Nil	Nil	Nil	Nil
Ph.D	Nil	Nil	Nil	Nil
M.Phil		1	Nil	Nil
P.G	4	Nil	Nil	Nil

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

17. Departmental Projects by DIST-FIST; UGC; DBT; ICSSR; etc. and total grants received: Nil

18. Research centre / facility recognized by University: Nil

19. Publication: a) Publication per Faculty

Name of the Faculty	Number of published paper	Number of Presented paper	Number of seminars attended	Other Activities
Anindita Banerjee	Nil	Nil	1	1)Academic Sub-committee 2)Examination and result sub-committee 3) Research coordination committee 4) Vishakha Committee. 5)Grievance redressed cell

Boni Ghosh	Nil	Nil	Nil	1)Academic Sub-committee 2)Examination and result sub-committee 3)Vishakha Committee. 5)Grievance redressed cell
Debashis Majumder	Nil	Nil	Nil	1)Social Welfare Sub-committee 2)NSS Committee
Jamsed Ali Mollah	Nil	Nil	Nil	1)Social Welfare Sub-committee 2)NSS Committee

b) Number of papers published in reviewed journals (National/ International) by faculty and students

Name of the Faculty	Number of published paper	Number of Presented paper
Anindita Banerjee	Nil	Nil
Boni Ghosh	Nil	Nil
Debashis Majumder	Nil	Nil
Jadmshed Ali Mollah	Nil	Nil

c) Number of publications listed in International Database (For Eg Web of sciences, 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) Citation Index

ii) SNIP

iii) SJR

iv) Impact factor

v) h-index

20. Area of Consultancy and income generated

21. Faculty as members in: Nil

a) National Committees, b) International Committees, c) Editorial Books :Nil

i)C) Editorial Books :Nil

22. Student Projects: Nil

a) Percentage of students who have done in house projects including inter departmental /Programme

Year	Percentage of the Students	Topic of the Project
2014	60	Population Explosion
2015	70	Drop out

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

a) Award received by: Anindita Banerjee, M.Phil, Year-2007

24. List of eminent Academicians and Scientists / Visitors to the Department: Nil

Name of the eminent Academician and Scientists	Topic of the Lecture	Year
Prof. Soma Nandi	Statistical Techniques	2015

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

	Topic	Date	Source of funding
Seminars			
Conferences			
Workshop	ICT basic and Statistical Techniques	08.02.2016	College fund

26. Student Profile Programme/ Course wise

Name of the Course/ Programme	Applications invited		Enrolled	
YEAR B.A/B.Sc	B.A(H)	B.A(G)	B.A(H)	B.A(G)
2010-2011	190	490	61	422
2011-2012	275	520	45	457
2012-2013	325	630	56	568
2013-2014	293	700	55	580
2014-2015	210	750	62	613

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
B.A(Hons)	100%	NIL	NIL
B.A(Gen)	100%	NIL	NIL

28. How many students have cleared National and State competitive examinations such as NET, SLET, GATE, CIVIL Services, Defence services etc

YEAR	NET	SET	CIVIL services	SSC	Other
2014	01		04	05	
2015	02		02	02	

29 . Student Progression

Year	Against % Enrolled	Student Progression				Employed		Entrepreneurship/ Self Employment
		UG to PG	PG to M.Phil	PG to Ph.D	Ph.D to Post Doctoral	Campus Selection	Other Than Campus Recruitment	
2012		12		02				
2013		08						
2014		14						
2015		18						

30. Details of Infrastructural Facilities

ICT facility	Internet facility for staff and students	For library
LCD projectors for departmental seminar	Yes both the staff and students	Yes both the staff and students

31. No. of Students Receiving Financial assistance from College, university, Government or other Agencies

Year	No. of Students	College	University	Government	Other Agencies
2011-2012	53	11525	-	30615	-
2012-2013	38	3975	-	24100	-
2013-2014	5	2405	-	-	-
2014-2015	NIL	NIL	-	NIL	-
2015-2016	12	3900	-	-	-

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

Year	Student Enrichment Programme			
	Special Lectures	Workshops	Seminar	Poster Exhibition
2014	01			
2015	01			01

33. Teaching method adapted to improve student learning

<i>Teaching Method</i>	Using smart board to update the students. Lectures are delivered by interaction between teachers and students. Both the theory and practical class are arranged by using visualize
<i>Interactive method</i>	Make the students more interested in different topics. Different Seminar, group discussion and presentations are organized.

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

Year	% of Student
2013	59
2014	55
2015	60

29. Student Progression

D. TEACHER-STUDENT RATIO:

TOTAL STUDENTS- 677

TOTAL NUMBER OF TEACHERS: 04

TEACHER-STUDENT RATIO: 1: 38 in 2014-2015

E. NUMBER OF CLASS TAKEN BY THE TEACHER PER WEEK

Name of the teacher	Designation	Classes allotted	No of days attending college
Anindita Banerjee	Lecturer (Govt.approvedP.T.T)	12	3
Boni Ghosh	Lecturer (Govt.approvedP.T.T)	12	3
Debashis Majumder	Guest Faculty	10	3
Jamshed Ali Molla	Guest Faculty	10	3

Analysis of the Department & Future Plans**Strength:**

- The strong point of the Department lies on the dedication of the teachers and the sincerity of the students.
- There is a strong teacher-student interaction, wherein the students are always able to clear any doubts related to any topic.
- The cordial relationship among student-staff helps to overcome all hindrances faced by the department.
- Smt Anindita Banerjee completed M.Phil degree and dedicated to her profession, Smt Boni Ghosh completed M.A with B.Ed and has immense knowledge regarding practical implementation of direct teaching methods.

NAME OF THE PROGRAMME	NO. OF STUDENTS PARTICIPATED	YEAR			RECIEIVED AWARDS		
		2013	2014	2015	2011	2012	2013
POSTER COMPETITION	10			√			
MOCK PARLIAMENT							
DEBATE							
SEMINAR							
QUIZ	12		√				

Extension work (NSS)	50	√	√	√			
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Weakness:

- 1. One of the foremost problems is the problem of space resulting in difficulties of implementation of new instruments.
- 2. The teacher student ratio is also unfavourable with respect to the teachers.
- 3. There is no full-time Faculty appointed

★ Challenges:

Education is a subject which is leading to a path of sustainable development and with the aim of development of mankind in every aspect the subject needs special attention and being a part of our young college Education will flourish more in a glamorous way with a little more attention and assistance.

DEPARTMENT OF BENGALI

DEPARTMENTAL PROFILE

1. Name of the Department: **Bengali**
2. Year of Establishment: General: **C/1057/252 Affiliated dated 20/10/1986(Under University of Calcutta)**
- Honours :**C/3786/251-Affl dated- 10/4/2003(Under University of Calcutta)**
3. Name of Programmes offered:**Bengali(Hons) Course and Bengali(General)Course**
4. Names of interdisciplinary courses and the departments/units involved: **English & philosophy**
5. Annual / Semester/ Choice based credit system (programme based): **Annual System in UG**
6. Participation of the department in the courses offered by other departments: **Yes**
7. Courses in collaboration with other universities, industries, foreign institutions,etc.:**N.A**
8. Details of courses /Programmes discontinued (if any) with reasons:
9. Number of Teaching Posts:

Designation of faculty	No of teaching posts	No of posts filled up	Year of joining
Asst Prof(Govt Full Time)	01	01	1/9/2006
Asst Prof(Govt Full Time)	01	01	4/1/2007
Lecturer(Govt Approved Part Time Teacher)		01	27.08/2009
Lecturer(Govt Approved Part Time Teacher)			
Guest Lecturer			

ix) Full time Sanction post- 02

- x) Number of Government Full time teacher at present: **02**
- xi) Number of Government Part-time teacher: **01**
- xii) Number of Full Time Government non-teaching staff:

A10.Faculty profile with name, qualification, designation, specialization (D.SC/D.Lit/Ph.D/MPhil)

Name	Qualification	Designation	Specialization	No of years of experience	No.of Ph.D students guided for the last 4 years
DrHaradhan Das	M.A,B.ED,Ph.D	AsstProf(Govt Full Time)	Drama	9 years	N.A
AnimeshGolder	M.A,M.Phil	AsstProf(Govt Full Time)	Drama	9 years	N.A
Kausheyee Banerjee	M.A,(NET Qualified)	Lecturer(Govt approved Part Time Teacher)	Drama	6 years	N.A

11. List of senior visiting faculty : **Soma Bhadra Roy & Mohini Mohan Sarder**

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

All the practical classes are handled by the teachers of the department.

13. Student-Teacher Ratio; Honours : 1:63

14. No. of Academic support Staff (technical) and administrative staff; sanctioned and filled

i)Number of non-teaching staff: **NIL**

15.Qualification of teaching faculty with D.SC/D.LIT/Ph.D/MPhil/PG

Qualification of Teaching Faculty	Before Joining	After Joining	Faculty Members who are Registered for Ph. D	
			Before Joining	After Joining
D.SC				
D.LIT				
P.hd		1		2
M.Phil	1			
P.G	3			

16. Number of faculty with ongoing projects from a) National, b) International, funding agencies and fund received:

17. Departmental Projects by DIST-FIST; UGC; DBT; ICSSR; etc. and total grants received : **UGC**

18. Research centre / facility recognized by University: **NIL**

19. Publication: a) Publication per Faculty

Name of the Faculty	Number of published paper	Number of Presented paper	Number of seminars attended	Other Activities
DrHaradhon Das	02	12	12	Member of Routine Sub Committee, Research co-ordination committee & Social Welfare Sub Committee.
AnimeshGolder	02	05	05	Member of GB, Member of NAAC committee, Bursar, IQAC, member of Academic sub committee, member of Social welfare subcommittee, programme officer NSS, ECO club, member of anti ragging cell & disciplinary subcommittee, member of VISHAKHA committee, Member of grievance redressed cell
Kausheyee Banerjee	01	02	03	Invitee member academic subcommittee, examination & result subcommittee, research co ordination committee, Women cell, grievance redressed cell

b) Number of papers published in reviewed journals (National/ International) by faculty and students

Name of the Faculty	Number of published paper	Number of Presented paper
Dr Haradhon Das	01. ISSN-09762728	Natyakar Kshrossad o Fulashajya
	02. ISSN-2348-800X	Natyakar Kshrodprasad Bidyabinoder Sristite Bhababer pratifalan
AnimeshGolder	N.A	
Kausheyee Banerjee	01,ISSN-230-6160	Salem of deen,Bangladesher Rupokar

c) Number of publications listed in International Database (ForEg Web of sciences , 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 numbers with details of publishers

1. Dr Haradhon Das:

a) Book-Bangla Natya Charcha Oitijiha Uttardhikar, Banglar Mukh, March 2012, Chapter-Sakher Jugher Soukhin Natyashala, ISBN-978-81-921186-5-9

b) Pratibader Natak, Banglar Mukh, March 2012, Bangla Pouranik Natak Protibadi Chetana ISBN-978-81921186-6-6

c) Bangla Natak Protibader Bhasha, Ekush Shatak, Feb. 2014, Kshirod Prasad Bidya Binoder Alamgir, ISBN 978-93-83521-17-3...

2) Kausheyee Banerjee

a) Selim al deen, Bangladeshsher Natak Rupokar, ISBN-978-81-295-1411-0

b) Mahila kothakarer voutik srishti, ISSN-230-6160.

3) Animesh Golder-N/A

h)Citation Index**i)Citation Index****ii)SNIP****iii)SJR****iv)Impact factor****v)h-index****20. Area of Consultancy and income generated****21. Faculty as members in****a) National Committees, b) International Committees, c) Editorial Books****i)C)Editorial Books : [NIL](#)****22. Student Projects**

[Students are encouraged to prepare different projects throughout the year.](#)

23.Awards/Recognitions received by faculty: [Haradhan Das](#)**a)Award received by: [Dr.Haradhan Das\(P.hd in Bengali From RabindraBharati University\)](#)****24.List of eminent Academicians and Scientists / Visitors to the Department**

Name of the eminent Academician and Scientists	Topic of the Lecture	YEAR
Dr Mohini MohanSarder	Madhya Jugher Nari	2011
Dr SomaBhadra Roy	Rabindra Nather Shesher Kavita	2011
Dr Mohini MohanSarder	Chandi Mongal	2012
Dr SomaBhadra Roy	Upanayasik Rabindra Nath	2012
Dr Mohini MohanSarder	Manasa Mangal Kabya	2013
Dr SomaBhadra Roy	Upanayasik Tarasankar	2013
Dr Mohini MohanSarder	Hindi sahityer Itihas	2014
Dr SomaBhadra Roy	Aranyer Adhikar	2014
DrMohini MohanSarder	Bangla Sahitya	2015
Dr SomaBhadra Roy	Putul nacher Itikatha	2015

25.Seminars/ Conferences /Workshps organized and the source of funding

	Topic	Date	Source of funding
Seminars	1.UGC sponsored national seminar on Bangla Notoke Protibad,organized by Syamaprasad college in Collaboration with Dept of Bengali Vivekananda College. 2. UGC sponsored national seminar on Bangla Uponaaser Protibadi Nari Choritra in collaboration with Dept of Bengali Vivekananda College.	1.8th & 9th March 2013 2.21th and 22th March 2013	UGC 2.UGC
Conferences			

26. Student Profile Programme/ Course wise

	Name of the Course/ Programme		Applications invited		Enrolled	
	B.A	B.SC	B.A	B.SC	B.A	B.SC
2010	Hons		220		68	
	Gen		350		254	
2011	Hons		225		62	
	Gen		433		327	
2012	Hons		250		72	
	Gen		530		431	
2013	Hons		270		64	
	Gen		610		543	
2014	Hons		310		78	
	Gen		640		573	
2015	Hons		220		84	
	Gen		647		511	

27.Diversity of Student

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
B.A(Hons)	100%	NIL	NIL
B.A(Gen)	100%	NIL	NIL

28. How many students have cleared National and State competitive examinations such as NET, SLET, GATE, CIVIL Services, Defence services etc

YEAR	NET	SLET	CIVIL SERVICES	SSC	OTHERS
2010	01		N/A		
2012	01				
2013				01	
2014		01			

29. Student Progression

Year	Against % Enrolled	Student Progression				Employed		Entrepreneurship/ Self Employment
		UG to PG	PG to M.Phil	PG to Ph.D	Ph.D to Post Doctoral	Campus Selection	Other Than Campus Recruitment	
2012-2013		08	01	02				
2013-2014		05						

30. Details of Infrastructural Facilities

ICT facility	Internet facility for staff and students	For library
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31.No. of Students Receiving Financial assistance from College, university, Government or other Agencies

Year	No. of Students	College	University	Government	Other Agencies
2011-2012	44	14250	-	16245	-
2012-2013	24	4850	-	12800	-
2013-2014	10	4875	-	-	-

2014-2015	6	1600	-	-	-
2015-2016	10	3250	-	NIL	NIL

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

Year	Student Enrichment Programme			
	Special Lectures	Workshops	Seminar	Poster Exhibition
2011-2015	Special Lectures on Bangla sahityer Nanadik by DrMohini Mohan Sarder& Dr Soma Bhadra Roy	NIL	NIL	NIL

33.Teaching method adapted to improve student learning

<i>Teaching Method</i>	Lecturer&Board working	Ouestion –ans session	Tutorial Classes
<i>Interactive method</i>	Class Test	Group discussions	

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

Year	% of Student
2014	51
2015	55

TEACHER-STUDENT RATIO-1:63

TOTAL NUMBER OF TEACHERS: 03

A. NUMBER OF CLASS TAKEN BY THE TEACHER PER WEEK

Name of the teacher	Designation	Classes allotted	No of days attending college
DrHaradhon Das	AsstProfessor	2010-24	05
		2011-22	
		2012-23	

		2013-23	
		2014-21	
		2015-25	
AnimeshGolder	Asst Professor	2010-24	05
		2011-22	
		2012-23	
		2013-22	
		2014-24	
		2015-25	
Kausheyee Banerjee	Part Time Teacher	2010-13	3
		2011-13	3
		2012-12	4
		2013-5	2
		2014-10	3
		2015-12	3

Analysis of the Department & Future Plans

Strength:

1. Democratic working atmosphere
2. Efficient and dedicated teaching staff.
3. Encouraging trends of students applying for different courses and increasing student strength over the years.
4. Positive Result of the Department.
5. The number of publications by the faculty members in the last four years becomes commendable.
- 6.. Teachers have personal contact with students rendering a Humanistic touch.
7. Lots of motivation and encouragement given to students to participate in co-curricular activities.

Collection of Student Feed Back

NAME OF THE PROGRAMME	NO. OF STUDENTS PARTICIPATED	YEAR			RECIEIVED AWARDS		
		2013	2014	2015	2013	2014	2015
POSTER COMPETITION	15						
MOCK PARLIAMENT							
DEBATE	10						
SEMINAR							
QUIZ							
Extension work (NSS)	45	15	15	15	n/a	n/a	n/a

WEAKNESSES

1. Shortage of Teaching staff
- 2.The socio-economic background of many of the students (some of them are first and second generation learners) admitted in the College.
- 3.Lack of insufficient reference book in departmental library.
- 4.Lack of insufficient Space in General Classes.

Challenges

- 1.To produce not only good students but also good Indian Citizen.

DEPARTMENT OF HISTORY DEPARTMENTAL PROFILE

1. Name of the Department: **History**
2. Year of Establishment: **General C/1057/252Affl Dated-20th October 1986(Under University of Calcutta).**
- Honours: **C/1511/251-Affl Dated-12th July 2002(Under University of Calcutta)**
3. Name of Programmes offered: **B.A.(Hons) and General.**
4. Names of interdisciplinary courses and the departments/units involved: **N.A**
5. Annual / Semester/ Choice based credit system (programme based): **Annual**
6. Participation of the department in the courses offered by other departments: **Dept. of Political Science**
7. Courses in collaboration with other universities, industries, foreign institutions,etc.:**N.A**
8. Details of courses /Programmes discontinued (if any) with reasons: **Nil.**
9. Number of Teaching Posts:

Designation of faculty	No of teaching posts	No of posts filled up	Year of joining
Asst Prof(Govt Full Time)	01	01	01.07.2005
Asst Prof(Govt Full Time)	01	Vacant	
Lecturer(Govt Approved Part Time Teacher)		01	01.09.2003& 27.10.11(as approved Part Time Teacher)
Lecturer(Govt Approved Part Time Teacher)		01	01.12.2007 & 27.10.11(as approved Part Time Teacher)
Guest Lecturer		01	01.09.2010

- xiii) **Full time Sanction post- 02**
- xiv) **Number of Government Full time teacher at present: 01**
- xv) **Number of Government Part-time teacher: 02**
- xvi) **Number of Full Time Government non-teaching staff: NIL**

A10.Faculty profile with name, qualification, designation, specialization (D.SC/D.Lit/Ph.D/MPhil)

Name	Qualification	Designation	Specialization	No of years of experience	No.of Ph.D students guided for the last 4 years
Paramita Bhadra(Sur Roy)	M.A	Asst.Prof(Govt Full Time)	Women's History, Modern India	10 years	N.A
Sandipan Siddhanta	M.A,M.Phil	Lecturer(Govt approved Part Time Teacher)	18 th Cent India & Gender & Development in M.Phil	12 years	N.A
Pimasree Roy	M.A	Lecturer(Govt approved Part Time Teacher)	Social,Economic & Constitutional History	8years	N.A
Sumana Barui	M.A,Phd	Guest Lecturer	Modern India Economic History	5years	N.A

11. List of senior visiting faculty: **Dr Balai Barui, Rtd Professor Kalyani University**

12. Percentage of Lectures delivered and practical classes handled (programme wise) by temporary faculty: **N.A.**

All the practical classes are handled by the teachers of the department.

13. Student-Teacher Ratio:Honours-**1:32**

14. No. of Academic support Staff (technical) and administrative staff; sanctioned and filled

i)Number of non-teaching staff: **NIL**

15. Qualification of teaching faculty with D.SC/D.LIT/Ph.D/MPhil/PG

Qualification of Teaching Faculty	Before Joining	After Joining	Faculty Members who are Registered for Ph. D	
			Before Joining	After Joining
D.SC/D.LIT	NIL	NIL		
Ph.D.	NIL	01		01
M.Phil.	NIL	01		
PG	04	NIL		

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

17. Departmental Projects by DIST-FIST; UGC; DBT; ICSSR; etc. and total grants received : **NIL**

18. Research centre / facility recognized by University: **NIL**

19. Publication: a) Publication per Faculty

Name of the Faculty	Number of published paper	Number of Presented paper	Number of seminars attended	Other Activities
Paramita Bhadra(Sur Roy)	03	03	04	Library Sub-Committee, member of Academic subcommittee.
Sandipan Siddhanta	NIL	01	01	Invitee member Academic Sub Committee, Social Welfare subcommittee, NSS Committee & Anti Raging Cell & Disciplinary Sub Committee
Pimasree Roy	02	Nil	Nil	Invitee member Academic Sub Committee, Examination and result subcommittee, Research co-ordination Committee & Vishaka Committee(Women Cell)
Sumana Barui	04	04	06	Invitee member Social Welfare Sub Committee, Research co-ordination Committee,Vishakha Committee(Women Cell)

b) Number of papers published in reviewed journals (National/ International) by faculty and students

Name of the Faculty	Number of published paper	Number of presented papers
Paramita Bhadra(Sur Roy)	03	04
Sandipan Siddhanta	NIL	01
	02	NIL

Pimasree Roy		
Sumana Barui	04(National)	04(National)

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

d) Monographs: Nil

e) Chapter in Books: Nil

f) Books Edited: Nil

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

Pimasree Roy:

1. "Early marriage of Girls in Rukanpur Village, District of Nadia, West Bengal Published in "THE IJHSS"JOURNAL.VOLUME.3.ISSUE-5.MAY.2015, ISSN NO-23219203.
2. "Health among Slum dwelling women of Baranagar Municipality, West Bengal India" Published in "THE IJHSS"JOURNAL.VOLUME.3.ISSUE-8 August.2015, ISSN NO-23219203.

Sumana Barui:

Itihas Anusandhan, Paschim Banga Itihas Samsad, vol.25, ISBN no.978-81-910874-3-7, Itihas Anusandhan, Paschim Banga Itihas Samsad, vol.26, ISBN no.978-81-910874-2-0, History, Journal, Dept. of History, vol.2, 2012, ISSN no.81-87259-62-0,

Paramita Bhadra (Sur Ray):

Published in Itihas Anusandhan-26, 2012, ISBN no.978-81-910874-2-0, Itihas Anusandhan-28, 2014, ISBN no.978-81-910874-4-4,

h)Citation Index: Nil

i)Citation Index: Nil

ii) SNIP: Nil

iii)SJR: Nil

iv)Impact factor: Nil

v)h-index: Nil

20. Area of Consultancy and income generated: N.A

21. Faculty as members in

a) National Committees, b) International Committees, c) Editorial Books: NIL

i)C)Editorial Books : **NIL**

22. Student Projects

a) **Students are encouraged to prepare project through the year.**

23.Awards/Recognitions received by faculty: **PhD awarded Sumana Barui**

a) Award received by: **NationalChildren's Science Congress 1998 awarded "Child Scientist" and Dr Sumana Barui(Ph.D. in 2014).**

24. List of eminent Academicians and Scientists / Visitors to the Department

Name of the eminent Academician and Scientists	Topic of the Lecture	Date
Dr.Balai Barui	Modern India	2016

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

	Topic	Date	Source of funding
Seminars	NIL	NIL	NIL
Conferences	NIL	NIL	NIL

26. Student Profile Programme/ Course wise

Year	Name of the Course/ Programme		Applications invited		Enrolled	
	B.A	B.SC	B.A	B.SC	B.A	B.SC
2010-2011	Hons	N.A	150	N.A	63	N.A
2011-2012	Hons	N.A	300	N.A	63	N.A
2012-2013	Hons	N.A	208	N.A	63	N.A
2013-2014	Hons	N.A	25	N.A	42	N.A
2014-2015	Hons	N.A	150	N.A	55	N.A

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
B.A(HONS)	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

YEAR	NET	SLET	CIVIL services	SSC	Other
2012-13				04	
2013-14				05	

29 .Student Progression

Year	Against % Enrolled	Student Progression				Employed		Entrepreneurship/ Self Employment
		UG to PG	PG to M.Phil	PG to Ph.D	Ph.D to Post Doctoral	Campus Selection	Other Than Campus Recruitment	
2013-2014		08						
204-2015		07						

30. Details of Infrastructural Facilities

ICT facility	Internet facility for staff and students	For library
YES	YES	The department buys books every year for the library out of college grant.

31.No. of Students Receiving Financial assistance from College, university, Government or other Agencies

Year	No. of Students	College	University	Government	Other Agencies
2011-2012	56	9600	-	42815	-
2012-2013	42	7925	-	22800	-

2013-2014	6	2825	-	-	-
2014-2015	10	2300	-	-	-
2015-2016	16	5200	-	-	-

32.Teaching method adapted to improve student learning

<i>Teaching Method</i>	Conventional		
<i>Interactive method</i>	PPT		

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

Year	% of Student
2010-11	20
2011-12	10
2012-13	30
2013-14	42
2014-15	54

29. Student Progression

F. TEACHER-STUDENT RATIO-1:33

TOTAL STUDENTS- 133(Hons & Gen)

TOTAL NUMBER OF TEACHERS: 04

TEACHER-STUDENT RATIO: 1:33(Honours)

G. NUMBER OF CLASS TAKEN BY THE TEACHER PER WEEK

Name of the teacher	Designation	Classes allotted	No of days attending college
Paramita Bhadra(Sur Roy)	Asst Prof	2010-25	05
		2011- 23	
		2012- 24	
		2013- 24	
		2014- 24	
		2015- 24	

Sandipan Siddhanta	Govt Approved Part Time Teacher	2010- 15 Classes	04
		2011-11 Classes	04
		2012-13 Classes	04
		2013-09 Classes	03
		2014- 08 Classes	03
		2015	03
Pimasree Roy	Govt Approved Part Time Teacher	2011-17 Classes	04
		2011- 08 Classes	04
		2012- 11 Classes	04
		2013- 10 Classes	03
		2014- 10 Classes	03
		2015	
Sumana Barui	Guest lecturer	2010:	
		2011- 08 Classes	03
		2012- 08 Classes	04
		2013- 08 Classes	03
		2014- 09 Classes	03
		2015:	03

Analysis of the Department & Future Plans

Strength:

1. Regular classes throughout the year.
2. Friendly relation between teachers and students.
3. Peaceful environment, comparatively free of campus violence.
4. Almost 100% success record.

NAME OF THE PROGRAMME	NO. OF STUDENTS PARTICIPATED	YEAR			RECIEIVED AWARDS		
		2013	2014	2015	2011	2012	2013
POSTER COMPETITION	10			√			
MOCK PARLIAMENT							
DEBATE							
SEMINAR							
QUIZ	12		√				
Extension work (NSS)	60	√	√	√			

Weakness:

- 4. Lack of national Level seminar.
- 2. Shortage of teaching staff.
- 3. Insufficient reference books and journals in the library.
- 4. Space crunch.

Challenges:

- 1. To ensure more employment opportunities for the students.
- 2. To improve the quality of students as well as the academic results.
- 3. To launch a departmental Journal.
- 4. To try to remove the financial constraints of the poor students as far as possible.

DEPARTMENT OF ENGLISH **DEPARTMENTAL PROFILE**

1. Name of the Department: **ENGLISH**
2. Year of Establishment: General: C/1057/252affl. Dated 20/10/1986
Hons : registrar/permission/008/2008-09 dated 30/06/2008
3. Name of Programmes offered: **Under Graduate (Honours and General)**
4. Names of interdisciplinary courses and the departments/units involved:
5. Annual / Semester/ Choice based credit system (programme based): **Annual**
6. Participation of the department in the courses offered by other departments: **Bengali/ Philosophy**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NA**
8. Details of courses /Programmes discontinued (if any) with reasons: **NA**
9. Number of Teaching Posts: **03**

Designation of faculty	No of teaching posts	No of posts filled up	Year of joining
Assistant Professor	01	01	2002
Assistant Professor	01	01	2015
Guest Faculty		01	2014

- xvii) Full time Sanction post- **02**
- xviii) Number of Government Full time teacher at present: **02**
- xix) Number of Government Part-time teacher: **Nil**
- xx) Number of Full Time Government non-teaching staff: **Nil**

A10.Faculty profile with name, qualification, designation, specialization (D.SC/D.Lit/Ph.D/MPhil)

Name	Qualification	Designation	Specialization	No of years of experience	No.of Ph.D students guided for the last 4 years
Satyakam Ojha	M.A	Assistant Professor	ANCIENT EUROPEAN CLASSICS	13	Nil

Biplab Das	M.A	Assistant Professor	POST COLONIAL LITERATURE	6months	Nil
Debasish Biswas	M.A	Guest Faculty	American Literature	01	Nil

11. List of senior visiting faculty: **Prof Dipak Sankar Chackraborty**

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

All the practical classes are handled by the teachers of the department.

13. Student-Teacher Ratio-**1:30**

14. No. of Academic support Staff (technical) and administrative staff; sanctioned and filled

i) Number of non-teaching staff: **NIL**

15. Qualification of teaching faculty with D.SC/D.LIT/Ph.D/MPhil/PG

Qualification of Teaching Faculty	Before Joining	After Joining	Faculty Members who are Registered for Ph. D	
			Before Joining	After Joining
D.Sc				
D.Lit				
PHd				
M.Phil				
PG	03			

16. Number of faculty with ongoing projects from a) National, b) International, funding agencies and fund received:

17. Departmental Projects by DIST-FIST; UGC; DBT; ICSSR; etc. and total grants receive:

18. Research centre / facility recognized by University:

19. Publication: a) Publication per Faculty

Name of the Faculty	Number of published paper	Number of Presented paper	Number of seminars attended	Other Activities
Satyakam Ojha	Nil			
Biplab Das	Nil			
Debasish Biswas	Nil			

b) Number of papers published in reviewed journals (National/ International) by faculty and students

Name of the Faculty	Number of published paper	Number of Presented paper
Satyakam Ojha	NIL	
Biplab Das	NIL	
Debasish Biswas	NIL	

c) Number of publications listed in International Database (For Eg Web of sciences , 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) Citation Index****ii) SNIP****iii) SJR****iv) Impact factor****v) h-index****20. Area of Consultancy and income generated****21. Faculty as members in****a) National Committees, b) International Committees, c) Editorial Books****i) Editorial Books :****22. Student Projects**

Students are encouraged to prepare projects on current topics

23. Awards/Recognitions received by faculty and students: NIL**a) Award received by: NIL****24. List of eminent Academicians and Scientists / Visitors to the Department**

Name of the eminent Academician and Scientists	Topic of the Lecture	Year

25.Seminars/ Conferences /Workshps organized and the source of funding

	Topic	Date	Source of funding
Seminars			
Conferences			

26. Student Profile Programme/ Course wise

Year	Name of the Course/ Programme		Applications invited		Admitted	
	B.A.	B.SC	B.A	B.SC	B.A	B.SC
2011-2012			200		37	
2012-2013			216		48	
2013-2014			200		44	
2014-2015			166		43	
2015-2016			170		52	

27.Diversity of Students

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
B.A(HONS)	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

YEAR	NET	SLET	CIVIL services	SSC	Other
2012	01			02	
2013				01	
2014	01			03	

29 .Student Progression

Year	Against % Enrolled	Student Progression				Employed		Entrepreneurship/ Self Employment
		UG to PG	PG to M.Phil	PG to Ph.D	Ph.D to Post Doctoral	Campus Selection	Other Than Campus Recruitment	
2012								05
2013								04
2014		01						02
2015								04

30. Details of Infrastructural Facilities

ICT facility	Internet facility for staff and students	For library
	Provided for Staff	Provided for library

31.No. of Students Receiving Financial assistance from College, university, Government or other Agencies

Year	No. of Students	College	University	Government	Other Agencies
2011-2012	17	3450	-	14485	-
2012-2013	3	1450	-	-	-
2013-2014	2	900	-	-	-
2014-2015	-	-	-	-	-
2015-2016	1	325	-	-	-

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

Year	Student Enrichment Programme			
	Special Lectures	Workshops	Seminar	Poster Exhibition
2015	01			01

33.Teaching method adapted to improve student learning

<i>Teaching Method</i>	Classroom Lectures followed by students interaction/ home assignments
<i>Interactive method</i>	Organizing Group Discussions and Question Answer session

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

Year	% of Student
2013	30
2014	45
2015	52

29. Student Progression

H. TEACHER-STUDENT RATIO: 1:30

Total Number of Students: 89

Total Number of Teachers: 03

TEACHER-STUDENT RATIO-1:30

I. NUMBER OF CLASS TAKEN BY THE TEACHER PER WEEK

Name of the teacher	Designation	Classes allotted	No of days attending college
Satyakam Ojha	Assistant Professor	24	05
Biplab Das	Assistant Professor	24	05
Debasish Biswas	Guest Faculty	10	04

Analysis of the Department & Future Plans

The Department of English began a small though significant initiative to provide undergraduate education to the under privileged and it prioritizes the holistic development of students. The thrust is towards inclusiveness acceptance of difference and creating a culture of emancipation from the shackles of confined and narrow learning.

Strength:

1. Increasing importance and relevance of the subject
2. Relatively high proportion of ST/ SC/OBC and minority
3. Remedial coaching for SC/ST and minority
4. Coaching class for entry in service... for SC/ST/OBC and minority
5. Increasing applicant in M.A courses

NAME OF THE PROGRAMME	NO. OF STUDENTS PARTICIPATED	YEAR			RECIEIVED AWARDS		
		2013	2014	2015	2011	2012	2013
POSTER COMPETITION	10			√			
MOCK PARLIAMENT							
DEBATE	05		√				
SEMINAR							
QUIZ	08			√			
Extension work (NSS)	20	√	√	√			

Weakness:

The department ensures that programme objectives are constantly met and learning outcomes are monitored by assessing responses and behaviour in the classrooms by conducting continuous internal test. The weaknesses of the Department are-

1. The Department is under staffed and there is a nagging dearth of teachers.
2. The students are mostly first generation learners and hence there is slowness in reception and comprehension
3. Students hail from remote areas and are therefore not very regular
4. Infrastructural deficiencies
5. Shortage of administrative staff

Challenges:

1. Increase of student intake capacity coupled with up gradation of faculty strength
2. Explore possibilities of exchange of collaboration/ projects/programme.

DEPARTMENT OF POLITICAL SCIENCE DEPARTMENTAL PROFILE

1. Name of the Department: **POLITICAL SCIENCE**
2. Year of Establishment: General **C/1057/252Affl Dated-20th October 1986**(Under University of **Calcutta**).
3. Name of Programmes offered: **B.A. General**.
4. Names of interdisciplinary courses and the departments/units involved: **N.A**
5. Annual / Semester/ Choice based credit system (programme based): **Annual**.
6. Participation of the department in the courses offered by other departments: **Department. of History**
7. Courses in collaboration with other universities, industries, foreign institutions,etc.:**N.A**
8. Details of courses /Programmes discontinued (if any) with reasons: Nil.
9. Number of Teaching Posts:

Designation of faculty	No of teaching posts	No of posts filled up	Year of joining
Asst Prof(Govt Full Time)	01	01	06.07.2005
Asst Prof(Govt Full Time)	NA		
Lecturer(Govt Approved Part Time Teacher)			
Lecturer(Govt Approved Part Time Teacher)			
Guest Lecturer			

xxi) Full time Sanction post- **01**

xxii) Number of Government Full time teacher at present: **01**

xxiii) Number of Government Part-time teacher: **NIL**

xxiv) Number of Full Time Government non-teaching staff: **NIL**

A10.Faculty profile with name, qualification, designation, specialization (D.SC/D.Lit/Ph.D/MPhil)

Name	Qualification	Designation	Specialization	No of years of experience	No.of Ph.D students guided for the last 4 years
Jhilam Poptani	M.A.in Political Science	Asst.Prof(Govt Full Time)	International Relations	10 years	N.A

11. List of senior visiting faculty: **Prof. Sougata Sen, Associate Prof. of East Calcutta Girls College**

12. Percentage of Lectures delivered and practical classes handled (programme wise) by temporary faculty: **N.A.**

All the practical classes are handled by the teachers of the department.

13. Student-Teacher Ratio: General-**1:142**

14. No. of Academic support Staff (technical) and administrative staff; sanctioned and filled

i) Number of non-teaching staff: **NIL**

15. Qualification of teaching faculty with D.SC/D.LIT/Ph.D/MPhil/PG

Qualification of Teaching Faculty	Before Joining	After Joining	Faculty Members who are Registered for Ph. D	
			Before Joining	After Joining
D.SC/D.LIT	NIL	NIL		
Ph.D.	NIL			
M.Phil.	NIL			
PG	01	NIL		

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

17. Departmental Projects by DIST-FIST; UGC; DBT; ICSSR; etc. and total grants received : **NIL**

18. Research centre / facility recognized by University: **NIL**

19. Publication: a) Publication per Faculty

Name of the Faculty	Number of published paper	Number of Presented paper	Number of seminars attended	Other Activities
Jhilam Poptani	02	07	13	Governing-Body Member, IQAC, NAAC Committee- Academic Sub-Committee, , Examination and Result Sub-Committee, , Library Advisory-Committee-, UGC Planning and Implementation Board Member, Building and Maintenance Sub-Committee –Convener, Anti-Ragging Cell and Disciplinary Sub-Committee . Vishakha Committee (Women Cell). Participation in 3 rd SRTT Curriculum Building Workshop,

				Participated in the workshop to discuss and finalize the set of model question for part-I(new syllabus) honours and general.
--	--	--	--	--

b) Number of papers published in reviewed journals (National/ International) by faculty and students

Name of the Faculty	Number of published paper	Number of Presented paper
Jhilam Poptani	02	07
	NIL	01

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

d) Monographs: Nil.

e) Chapter in Books: Nil

f) Books Edited: Nil

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

Jhilam poptani : Published in Itihas Anusandhan, Vol. 28, 2014, ISBN no.978-81-910874-4-4.

h)Citation Index: Nil

i)Citation Index: Nil

ii) SNIP: Nil

iii)SJR: Nil

iv)Impact factor: Nil

v)h-index: Nil

20. Area of Consultancy and income generated: N.A

21. Faculty as members in

a) National Committees, b) International Committees, c) Editorial Books: NIL

i)C)Editorial Books : NIL

22. Student Projects

a) Percentage of students who have done in house projects including inter departmental /Programme

Year	Percentage of the Students	Topic of the Project
2014	55	Parliament Issues on Democracy Dictatorship
2015	62	Characteristics of Indian Constitution on Ruling party and opposition party

23. Awards/Recognitions received by faculty: Nil

a) Award received by: Nil

24. List of eminent Academicians and Scientists / Visitors to the Department

Name of the eminent Academician and Scientists	Topic of the Lecture	Year

25. Student Profile Programme/ Course wise

Year	Name of the Course/ Programme		Applications invited		Enrolled	
	B.A	B.SC	B.A	B.SC	B.A	B.SC
2010-2011		N.A		N.A		N.A
	General		189		134	
2011-2012		N.A		N.A		N.A
	General		204		133	
2012-2013		N.A		N.A		N.A
	General		174		109	
2013-2014		N.A		N.A		N.A

	General		139		110	
2014-2015		N.A		N.A		N.A
	General		201		142	

26. Diversity of Students

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
B.A (H)	-	NIL	NIL
B.A(GENERAL)	100%	NIL	NIL

27. Details of Infrastructural Facilities

ICT facility	Internet facility for staff and students	For library
YES	YES	The department buys books every year for the students from the college grant.

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

Year	Student Enrichment Programme			
	Special Lectures	Workshops	Seminar	Poster Exhibition
2010-11				
2011-12				
2012-13	01			
2013-14				

2014-15	01			01
---------	----	--	--	----

29. Teaching method adapted to improve student learning

Teaching Method	Conventional		
Interactive method	PPT		

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

Year	% of Student
2010-11	25
2011-12	33
2012-13	45
2013-14	51
2014-15	48

29. Student Progression

J. TEACHER-STUDENT RATIO:

TOTAL STUDENTS- 142

TOTAL NUMBER OF TEACHERS: 01

TEACHER-STUDENT RATIO: 142:1

K. NUMBER OF CLASS TAKEN BY THE TEACHER PER WEEK

Name of the teacher	Designation	Classes allotted	No of days attending college
Jhilam poptani	Asst Prof in Political Science	2010-24	05
		2011 -24	
		2012 -24	
		2013 -24	
		2014 -24	
		2015 -24	

Analysis of the Department & Future Plans**Strength:**

1. Regular classes throughout the year.
2. Good and friendly rapport among teacher and students.
3. Peaceful environment in college campus.
4. Around 80% success record.

NAME OF THE PROGRAMME	NO. OF STUDENTS PARTICIPATED	YEAR			RECIEIVED AWARDS		
		2013	2014	2015	2011	2012	2013
POSTER COMPETITION	12			√			
MOCK PARLIAMENT	15		√				
DEBATE							
SEMINAR							
QUIZ	08		√				
Extension work (NSS)	50	√	√	√			

Weakness:

1. Lack of inter- college seminar.
2. Shortage of teaching staff.
3. Insufficient English reference books in the library.
4. Space crunch.
6. No Honours course for the subject.

Challenges:

1. To ensure job-oriented course opportunities for the students.

- 2. To help the academically less sound students to perform well in the academics.**
- 3. To launch a departmental magazine or pamphlet.**
- 4. To help students to be more participatory in different programmes in different colleges.**

DEPARTMENT OF PHILOSOPHY

DEPARTMENTAL PROFILE

1. Name of the Department: [Philosophy](#)
2. Year of Establishment: General: [C/1057/252 Affl. dated 20/10/1986](#)
Honours :
3. Name of Programmes offered: [B.A General](#)
4. Names of interdisciplinary courses and the departments/units involved: [Geography, Education](#)
5. Annual / Semester/ Choice based credit system (programme based): [Annual](#)
6. Participation of the department in the courses offered by other departments:
7. Courses in collaboration with other universities, industries, foreign institutions, etc: [N.A](#)
8. Details of courses /Programmes discontinued (if any) with reasons:
9. Number of Teaching Posts:

Designation of faculty	No of teaching posts	No of posts filled up	Year of joining
Dr. Chandan Kr. Chakraborty		01	
Biplab Mykherjee (Retired)		01	
Karobi Mondal			

xxv) Full time Sanction post- [02](#)

xxvi) Number of Government Full time teacher at present: [01](#)

xxvii) Number of Guest teacher: [01](#)

xxviii) Number of Full Time Government non-teaching staff: [NA](#)

A10.Faculty profile with name, qualification, designation, specialization (D.SC/D.Lit/Ph.D/MPhil)

Name	Qualification	Designation	Specialization	No of years of experience	No.of Ph.D students guided for the last 4 years
Dr. Chandan Kr. Chakraborty	M.A, PhD	Principal	Nyaya-Vaisesika	14	

Biplab Mykherjee (Retired)	M.A	Associate Prof.	Phychoanalysis	33	
Karobi Mondal	M.A	Guest Faculty	Social and political philosophy	1.5	

11. List of senior visiting faculty :

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

All the practical classes are handled by the teachers of the department.

13. Student-Teacher Ratio: 1:192

14. No. of Academic support Staff (technical) and administrative staff; sanctioned and filled

i) Number of non-teaching staff-

15. Qualification of teaching faculty with D.SC/D.LIT/Ph.D/MPhil/PG

Qualification of Teaching Faculty	Before Joining	After Joining	Faculty Members who are Registered for Ph. D	
			Before Joining	After Joining
Dr. Chandan Kr. Chakraborty	01			
Biplab Mykherjee (Retired)				
Karobi Mondal				

16. Number of faculty with ongoing projects from a) National, b) International, funding agencies and fund received:

17. Departmental Projects by DIST-FIST; UGC; DBT; ICSSR; etc. and total grants received :

18. Research centre / facility recognized by University:

19. Publication: a) Publication per Faculty

Name of the Faculty	Number of published paper	Number of Presented paper	Number of seminars attended	Other Activities
Dr. Chandan Kr. Chakraborty			05	
Biplab Mukherjee				

(Retired)				
Karobi Mondal				

b) Number of papers published in reviewed journals (National/ International) by faculty and students

Name of the Faculty	Number of published paper	Number of Presented paper

c) Number of publications listed in International Database (For Eg Web of sciences , 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)Citation Index

ii)SNIP

iii)SJR

iv)Impact factor

v)h-index

20. Area of Consultancy and income generated

21. Faculty as members in

a) National Committees, b) International Committees, c) Editorial Books

i)C)Editorial Books :

22. Student Projects

a) Percentage of students who have done in house projects including inter departmental /Programme

Year	Percentage of the Students	Topic of the Project
2013	21	Buddhism
2014	50	Psychology dream work
2015	35	Vedanta

b) Percentage of students placed for projects in organizations outside the institution i.e in Research Laboratories/ Industry/ Other Agencies

Name of the Students	Name of the organisation	Nature of the Project	Years involved in the project	Remarks

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

a)Award received by - **Dr Chandan Kumar Chakraborty, PhD in 1991**

24.List of eminent Academicians and Scientists / Visitors to the Department

Name of the eminent Academician and Scientists	Topic of the Lecture	Date with photographs

25. Seminars/ Conferences /Workshps organized and the source of funding

	Topic	Date	Source of funding
Seminars			
Conferences			

26. Student Profile Programme/ Course wise

Year	Name of the Course/ Programme		Applications invited		Admitted	
	B.A	B.SC	B.A	B.SC	B.A	B.SC
2011-2012	360				254	
2012-2013	350				246	
2013-2014	240				168	
2014-2015	220				157	
2015-2016	230				164	

27.Diversity of Students

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
Under graduate	100%	Nil	Nil

28. How many students have cleared National and State competitive examinations such as NET, SLET, GATE, CIVIL Services, Defence services etc

YEAR	NET	SLET	CIVIL services	SSC	Other

29 .Student Progression

Year	Against % Enrolled	Student Progression				Employed		Entrepreneurship/ Self Employment
		UG to PG	PG to M.Phil	PG to Ph.D	Ph.D to Post Doctoral	Campus Selection	Other Than Campus Recruitment	

30. Details of Infrastructural Facilities

ICT facility	Internet facility for staff and students	For library
Yes.	Facilities are available to both the Staff and students	Yes

31.No. of Students Receiving Financial assistance from College, university, Government or other Agencies

Year	No. of Students	College	University	Government	Other Agencies
2011-12	290	46100/-		69535/-	
2012-13	327	25625/-		983930/-	
2013-14	343			176450/-	
2014-15	338	12800/-		1454400/-	
2015-16	38	9750/-			

The general students get the stipend as above said table.

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

Year	Student Enrichment Programme			
	Special Lectures	Workshops	Seminar	Poster Exhibition

33.Teaching method adapted to improve student learning

Teaching Method	Lecture method, seminar method		
Interactive method	Debate, questiona answering methods		

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

Year	% of Student
2013	65
2014	47
2015	56

29. Student Progression

L. TEACHER-STUDENT RATIO:

TEACHER-STUDENT RATIO-1:75

M. NUMBER OF CLASS TAKEN BY THE TEACHER PER WEEK

Name of the teacher	Designation	Classes allotted	No of days attending college
Dr. Chandan Kumar Chackraborty	Principal	04	06
Bilpab Mukherjee	Associate Prof.	24	05
Korobi Mondal	Guest Faculty	24	05

Analysis of the Department & Future Plans**Strength:**

- Huge number of students is interested to study this Subject.
- Quality library resources

NAME OF THE PROGRAMME	NO. OF STUDENTS PARTICIPATED	YEAR			RECIEIVED AWARDS		
		2013	2014	2015	2011	2012	2013
POSTER COMPETITION	10			√			
MOCK PARLIAMENT							
DEBATE							
SEMINAR							
QUIZ	15		√				
Extension work (NSS)	50	√	√	√			

Weakness:

Shortage of Teaching Faculty

Challenges:

- To open the honours course
- Tress on moral Philosophy to build up the Humanity

PART-F
ANNEXURE-I TO V
ENCLOSURE OF VARIOUS CERTIFICATES

ANNEXURE -I: AISHE Certificate



ANNEXURE -II: Certificate for UGC Recognition of College under section 2(f) and 12(B) of UGC Act

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI - 110002.

F. No. 8-1/95(CPP-I)

21 MARCH 1995

The Development & Planning Officer,
Calcutta University,
Calcutta.

Sub: List of Colleges prepared under Section 2(f) of the UGC Act,
1956-Inclusion of New Colleges.

Sir,

I am directed to refer to your letter No.UGC/1506 & UGC/1850/L-8 dated 21.09.1994 and 08.12.1994 on the above subject and to say that the names of the following colleges have been included in the above list under Non-Government Colleges Teaching upto Bachelor's Degree :-

Name of the College	Year of Estt.	Remarks
1. Vivekananda College P.O. Udayarajpur, Madhayamgram, Dist: North 24.Parganas, Pin: 743 275 (DR. GANGUSANKAR CHATTERJEE)	1986	The College are eligible to receive central assistance in terms of the rules framed under Section 12-B of the UGC Act, 1956.
2. Bethuadahari College P.O. Bethuadahari (Dist. Nadia) Pin: 741 126. (SHRI M.L. DAS)	1986	

Yours faithfully,
Sd/-
(R.L. SONDHI)
UNDER SECRETARY.

Memo No. UGC/2806-2807/L-8 dated 03.04.1995.

1. The Principal,
Vivekananda College, Furba Udayrajpur, Madhayamgram,
North 24-Parganas, Pin: 743275.
2. The Teacher-in-Charge, Bethuadahari College,
P.O. Bethuadahari, Dist: Nadia, Pin:741126.

(M.S. Chatterjee),
Dev. and Planning Officer,
Calcutta University.

md/sp

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI.

F.No.8-1/95 (CPP-I)

March, 1995

The Development & Planning Officer,
Calcutta University,
Calcutta.

Sub:- List of Colleges prepared under Section 2(f) of the
UGC Act, 1956-Inclusion of New Colleges.

Sir,

I am directed to refer to your letter No.UGC/1506 &
UGC/1850/L-8 dated 21.9.1994 and 8.12.1994 on the above subject
and to say that the names of the following colleges have been
included in the above list under Non-Government Colleges
Teaching upto Bachelor's Degree:-

<u>Name of the College</u>	<u>Years of Estt.</u>	<u>Remarks</u>
1. Vivekananda College P.O. Udayarajpur, Medhayamgram Distt. North 24, Parganas Pin-743 275. (DR. GANGASANKAR CHATTERJEE)	1986	The College are eligible to receive central assistance in terms of the rules framed under Section 12-B of the UGC Act, 1956.
2. Bethuadahari College P.O. Bethuadhari (Distt. Nadia) Pin-741 126. (SHRI M.L. DAS)	1986	

Yours faithfully,

R.L. Sondhi


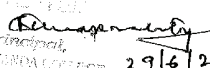
(R.L. SONDHI)
UNDER SECRETARY

Copy forwarded to:-

1. The Principal, Vivekananda College, P.O. Udayarajpur,
Medhayamgram (Distt. 24 Parganas)-743 275.
2. The Principal, Bethuadahari College, P.O. Bethuadhari (Distt.
Nadia)-741 126.
3. The Secretary, Govt. of India, Ministry of Human Resource
Development, Deptt. of Education, T-14 Section, New Delhi.
4. All Officers/Sections in the UGC Office.
5. S.O. FD-III/CD-IV Section, UGC, New Delhi.
6. Incharge Computer Cell, UGC, New Delhi.
7. Guard file.

D.D. Mehta
(D.D. MEHTA)

ANNEXURE -III: UGC Grant Certificate

 ज्ञान विज्ञान विमुक्तये	UNIVERSITY GRANTS COMMISSION EASTERN REGIONAL OFFICE LB 8 Sector III Salt Lake, Kolkata 700 098
<u>GRANT-IN-AID BILL</u>	
Name of the Section: Accounts Department.	
1. Name of the beneficiary Institution: Vivekananda College, Madhyamgram	
ID No. WBS-021	Madhyamgram 24 Parganas (N)
S. No. 222200	West Bengal 700129
(Under University)	WB State
2. Sanction number and date: F. WBS-021/12-13 Date: 28-Mar-14	
3. Amount sanctioned :	Rs. 470540
4. Purpose of the grant-in-aid : XIIth Plan College Developm Undergraduate	
Plan Block Grant	
5. Head of Account :	1.B-(i)b
6. Designation and address of Authorized Officer: Principal	
7. Payment Details:	
(a) Name of the Bank : Bank of Baroda, Barasat, Kolkata	
(b) Account No.: 27400100003214	
(c) Type of Account: (SB/Current/Cash Credit)	
(d) IFSC Code: BARBOBARASAT	
(e) MICR Code Branch: 700012054	
(f) Whether bank branch is RTGS or NEFT enable :RTGS/NEFT/Both	
(g) Name & address of Account Holder:Principal,	
Vivekananda College, Madhyamgram	
Madhyamgram 24 Parganas (N)	
West Bengal 700129	
Received a sum of Rs. 470540	
Rupees	
being the amount sanctioned vide sanction No. F. WBS-021/12-13 Dated 28-Mar-14	
(Copy enclosed) for disbursement to the Principal,	
Vivekananda College, Madhyamgram	
Certified that the conditions of the grant have been accepted by the grantee.	
Necessary entries in GIA/Budget Control Register have been made.	
You are requested to confirm the receipt of the above amount in your account by	
sending back the enclosed stamped receipt within 7 days.	
Signature with stamp of the Officer	
Accounts Officer University Grants Commission Eastern Regional Office Kolkata	
 29/6/2015	



ज्ञान विज्ञान विमुक्तये

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

No. WBS-021/12-13

(ERO) ID No. WBS-021

Date: 28-Mar-14

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S No. 222200

Sub : Release of Grant-in-Aid during the Current financial year (2013-14), during XIIth Plan, to
Vivekananda College, Madhyamgram

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **470540**
towards the scheme **XIIth Plan College Development**
to the Principal, **Vivekananda College, Madhyamgram**
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	315270	0	126108	126108
Plan Block Grant-Head-35	1261080	160000	344432	504432
Total				470540

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:

(a) Details (Name & Address) of Account Holder:
Principal,

Vivekananda College, Madhyamgram

Madhyamgram 24 Parganas (N)

West Bengal 700129

(b) Account No.: 27400100003214

(c) Name & Address of Branch: Bank of Baroda, Barasat, Kolkata

(d) MICR Code of Branch: 700012054

(e) IFSC Code : BARBOBARASAT

(f) 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 date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.

ATTESTED
Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata - 700129

ANNEXURE -IV: Certificate of Affiliation

Dr. M. S. Chatterjee, M.A., Ph.D.
Inspector of Colleges
Calcutta University.

Recd. on 29/8/94 Senate House
Calcutta-73.

No.C/1253/251-HH1.

Dated the 11th August, 1994.

To

The Principal/Teacher-in-charge,

Vivekananda College,
P.O. Udayrajpur, Madhyamgram,
Dt. 24 Parg (N).

Sir/Madam,

I am desirous to inform you that the Syndicate dated 10.5.94 while accepting the guidelines as forwarded by the Jt. Secretary, University Grants Commission in his D.O. letter No.F.8-14/92(CPP-1) dated 8/23.4.94 resolved to grant permanent affiliation to the following Colleges/Institutions which have completed at least 5 years of satisfactory performance and have fulfilled the conditions of affiliation and have attained the prescribed academic and administrative standards :

<u>Name of the colleges</u>	<u>Year of Establishment</u>
1. Azad Hind Fouz Smriti Mahavidyalaya Domjur, Howrah.	1986
2. Baruipore College Baruipur, 24-Parganas(S).	1981
3. Bidhannagar College Block-BF, Salt Lake, Calcutta-64.	1984
4. Charu Chandra College 22, Lake Road, Calcutta-29.	1948/bifur- cation 1985
5. Dr. Kanailal Bhattacharyya College Sattragachi, Howrah.	1986
6. Gangadharpur Mahavidyamandir PO.Gangadharpur, Dist.Howrah.	1988
7. Svamadas Vaidya Shastrapith 294/3/1, Acharya Prafulla Chandra Road, Calcutta-9.	1973
8. J. B. Ray State Ayurvedic Medical College & Hospital, 170-172, Raja Dindendra Street, Calcutta-4.	1977
9. Joypur Panchanan Roy College, PO.Laxmi Bakindas Amta. Dt.Howrah.	1986

-: 2 :-

- | | | |
|-------|--|------|
| 12. | Muzafar Ahmed Mahavidyalaya,
Salar, Murshidabad. | 1986 |
| 13. | Murshidabad Adarsha Mahavidyalaya
PO. Islampore, Murshidabad. | 1981 |
| 14. | Nahata Jogendra Nath Mondal Smriti
Mahavidyalaya, PO. Nahata, Dt. 24-Pgns. (N). | 1985 |
| 15. | Panihati Mahavidyalaya
Panihati, Dt. 24-Parganas (N). | 1978 |
| 16. | Serampore Girls College,
PO. Serampore, Dist. Hooghly. | 1981 |
| 17. | Sonarpore Mahavidyalaya, Sahid Biswanath
Sarani, PO. Rajpur, Dt. 24-Parganas (S). | 1985 |
| 18. | Swami Niswambalananda Girls' College,
PO. Bhadrakali, Dist. Hooghly. | 1978 |
| 19. | State Institute of Physical Education
for Women, Hastings House, Alipore, Cal-27. | 1975 |
| 20. | Govt. College of Art & Craft, 28, Jawaharlal
Nehru Road, Calcutta-16. | 1981 |
| 21. | Govt. College of Education, Banipur,
Dist. 24-Parganas (N). | 1991 |
| 22. | Bethudahari College, Bethudahari,
Nadia. | 1986 |
| ✓ 23. | Vivekananda College, Madhyamgram,
Dist. 24-Parganas (N). | 1986 |
| 24. | Rishi Bankim Chandra College,
Naihati, Dist. 24-Parganas (N). | 1947 |
| 25. | Rishi Bankim Chandra College for Women,
Naihati, Dist. 24-Parganas (N). | 1985 |
| 26. | Rishi Bankim Chandra Evening College,
Naihati, Dist. 24-Parganas (N). | 1985 |

However, the University reserves the right to withdraw or suspend the said affiliation at any time if it is deemed necessary.

Yours faithfully,



WEST BENGAL STATE UNIVERSITY

Berunanpukuria, Malikapur Barasat
24 Parganas (North), Kolkata - 700 126

Phone : (033) 2524 1975 / 1976 / 1978 / 1979 Fax : (033) 2524 1977

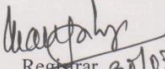
Ref. No : WBSU/Reg/NAAC/Approval/1477/14-15

Date : 30.07.2015

TO WHOM IT MAY CONCERN


This is to certify that Vivekananda College, East Udayrajpur, Madhyamgram, North 24 Parganas, Kolkata – 700129, West Bengal was affiliated to the Calcutta University since 1986 and subsequently affiliated to the West Bengal State University from 2008 and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college as per approval.

Sl. No.	Name off the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
(I)	Three year B.A. Hons. Courses in Bengali, English, History, & Education	Permanent		---
(II)	Three year B.A. General Courses in Bengali, English, History, Philosophy, Political Science & Education	Permanent		---
(III)	Three year B.Sc. Hons. Courses in Geography	Permanent		---
(IV)	Three year B.Sc. General Courses in Geography	Permanent		---


Registrar 30/07/2015
(Dr. Ramanuj Ganguly)

Dr. Ramanuj Ganguly
Registrar (Officiating)
West Bengal State University
Barasat, Kolkata-700126

ANNEXURE -V: Certificates of Affiliation of Vidhyasagar and Rabindrabharati University
(Distance Education)


VIDYASAGAR UNIVERSITY
DIRECTORATE OF DISTANCE EDUCATION
MIDNAPORE WEST : 721 102
West Bengal

Ref. No. : VU / DDE /3969/ 2010 Date : 03.09.2010

From: *Dr. Santosh Kumar Ghorai,*
Director,
Directorate of Distance Education,
Vidyasagar University,

To: **The Principal,**
Vivekananda College,
East Udayrajpur,
Madhyamgram,
Kolkata – 700129.


**Sub. : Opening of P. G. Study Centre
(vide Application Ref. No. VU/45/10 Dt. 20.08.10)**

Dear Sir,

Hon'ble Vice-Chancellor has been pleased to approve one P.G. Study Centre of DDE, Vidyasagar University for functioning in your college with effect from 2010-'11 academic session. The P.G. Study Centre Code for your Centre is V.U. – 22. Necessary instruction for continuing of the Study Centre is enclosed. Principal / Co-ordinator of the Study Centre is requested to contact the undersigned for implementing the curriculum. The Principal may act as Co-ordinator or he can appoint one Co-ordinator for the Centre.

Assuring you of our best co-operation,

Thanking you,

Yours faithfully,

DIRECTOR

N.B. : Kindly send the name of the Co-ordinator of the P.G. Study Centre, Vivekananda College, Madhyamgram.



RABINDRA BHARATI UNIVERSITY
DIRECTORATE OF DISTANCE EDUCATION
 Rabindra Bhavan, EE -9&10, SECTOR-II
 SALT LAKE CITY, KOLKATA-700 091 (NEAR KARUNAMAYEE)
 E-mail: dderbu@gmail.com * Website: www.rbudde.in

Ref. No. : DDE/RBU/DR/0238(B)/15

Date : 06.03.2015

To

The Principal

Vivekananda College

East Udayrajpur,

Madhyamgram, 24 Pgs.(N),

Kolkata – 7000129

Sub : Affiliation as Study Centre

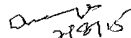
Sir,

Your application for granting of affiliation of your college as a Study Centre under the Directorate of Distance Education, Rabindra Bharati University has been considered and the affiliation is granted on a provisional basis by the University authorities with the permission to offer the following PG programme of Study in the subjects mentioned for the academic session 2015-16. Affiliation is renewable subject to fulfilment of terms and conditions to be made available to you between 10.08.2015 and 12.08.2015. You are requested to kindly visit the Directorate office or any of those days so as to start the process of admission for the session 2015-16 on and from 17.08.2015

Thanking You

Subject to be taught:

1. Bengali
2. History
3. Education
4. Geography


 Director (Acting)

DDE RBU

Prof. Jaysita Acharya
 Director (Acting)
 Directorate of Distance Education
 RABINDRA BHARATI UNIVERSITY

ANNEXURE -VI : Observations of Audit and Accounts

VIVEKANANDA COLLEGE
MADHYAMGRAM, NORTH 24 PARGANAS
KOLKATA – 700129

ANNUAL ACCOUNTS AND REPORT
FOR THE F.Y. 2014 – 15

AUDITOR
DAS SEN & ASSOCIATES
CHARTERED ACCOUNTANTS
8, N.S.ROAD
GILLANDER HOUSE, BLOCK – E
MEZZANINE FLOOR
KOLKATA – 700001

DAS SEN & ASSOCIATES

CHARTERED ACCOUNTANTS

8, N S Road, Gillander House, Block E
Mezzanine Floor, Kolkata - 700001
Phone: (033) 2230 8998
E-mail: dassenassociates@yahoo.com

AUDITORS' REPORT

To the Members of the Vivekananda College, Madhyamgram, North 24 Parganas, Kolkata - 700129

- 1.00 We have audited the accompanying financial statements of Vivekananda College, Madhyamgram, which comprise the Balance Sheet as at 31st March 2015, and the Income & Expenditure Account and Receipts & Payments Account for the year then ended, and a summary of significant accounting policies and other explanatory information.

2.00 Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position, financial performance of the Society in accordance with the generally accepted accounting practices followed in India. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

3.00 Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Society's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.


4.00 Opinion

In our opinion and to the best of our information and according to the explanations given to us, the financial statements give a true and fair view in conformity with the accounting principles generally accepted in India:

- a) in the case of the Balance Sheet, of the state of affairs of the **Vivekananda College, Madhyamgram** as at 31st March 2015 ; and
- b) in the case of the Income & Expenditure Account, of the excess of income over expenditure for the year ended on that date.

- c) in the case of the Receipts & Payments Account, of the Receipts & Payments for the year ended on that date.

For DAS SEN & ASSOCIATES
Chartered Accountants
FRN: 325750E



Partner
Mem. No – 305179

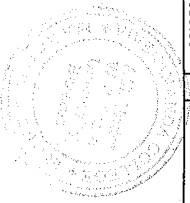
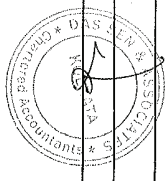


Place: Kolkata
Date: 09/12/2015

VIVEKANANDA COLLEGE
VIII & P.O: East Udayrajpur Madhyamgram
Dist 24 Pgs North Kolkata 700129
Income & Expenditure account the year ended 31 st march 2015

Expenditure	Amount	Amount		Income	Amount	Amount
By Printing & Stationery		32,697.00	To Admission Fees			1,31,175.00
By Telephone bill		14,590.00	To Tuition Fees			11,49,445.00
By Travelling & Conveyance		10,820.00	To Geog Laboratories Fees			2,94,992.00
By Bank Charges & Draft Charges		859.00	To Bank interest			5,63,477.00
By Miscellaneous		10,997.00	To Sales of admission Form with Prospectus			2,06,150.00
By Lady attendance Allowance		52,000.00	To Identity Card			19,790.00
By Generator Oil		17,906.00	To Miscellaneous			1,80,340.00
By Post Matric Minority Scholarship		4,64,700.00	To WBSU Centre fees for Exam			77,033.00
By Centre fee expense from WBSU		1,25,469.00	To Collection from sub fund			25,99,050.00
By Library Asstt. allowance		58,500.00	To WBSU Certificate			9,670.00
By Post & Telegraph		162.00	To Salary grants of T.S, N.T.S & P.T.T			88,17,703.00
By WBSU Examination form		49,525.00	To Electricity & water Charge			2,71,075.00
By Internet Charges		4,959.00	To Re-examination Charge			51,690.00
By Labour Charges		12,950.00	To Centre fees Received from WBSU			1,29,230.00
By Cleaning & sweeping		54,200.00	To Professional Tax			45,350.00
By WBSU Centre fees for Exam		74,305.00				
		9,84,639.00				1,45,46,170.00


Principal
VIVEKANANDA COLLEGE
Madhyamgram Kolkata

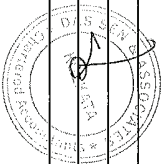
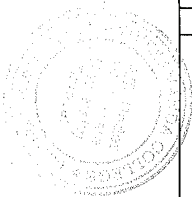


Chartered Accountant

Expenditure	Amount	Amount	Income	Amount	Amount
By Balance b/f		9,84,639.00	To Balance b/f		1,45,46,170.00
By Salary paid to TS & NTS & PTT		88,34,736.00	To Life Insurance Crop, India		78,939.00
By Geography field Survey		34,600.00	To Income Tax		5,47,315.00
By Night Guard Allowance		58,500.00	To Geography field survey		48,450.00
By Profession Charges		8,225.00	To Geography Prac.fees for Examination		26,880.00
By Gardening Expenses		2,873.00	To Post Matric Minority Scholarship		8,400.00
By Expenditure in Sub-fund/A...		12,26,388.00	To WBSU examination Form		49,655.00
By Electric bill paid		1,88,902.00	To Rent Charges (Distance Education & canteen)		1,39,000.00
By Professional Tax		45,350.00	To Sales of old News paper		1,900.00
By Life Insurance Crop of India		78,939.00	To Maintenance Charge		99,060.00
By Registration Scrutiny fees		15,560.00	To NSS		4,000.00
By Income Tax		5,47,315.00	To Geo prac Centre fee from WBSU		11,000.00
By Geography Prac. Exam fees		7,950.00	To WBSU Centre fee		15,500.00
By Exgratia Paid		9,000.00	To Leave Encashment (Tapan Chakraborty)		3,49,490.00
By Mail Allowance		54,600.00	To Leave Encashment (Biplab Mukherjee)		9,14,702.00
By Special Allowance		2,600.00	To Honorium		10,000.00
By WBSU Re-Examination fee		45,470.00	To Sales of nomination form		270.00
By Advertisement (UGC)		18,460.00	To Concession Form		650.00
By WBSU Certificate		9,360.00	To RTI		3,300.00
By Maintenance Charges College fund	175913				
By Identity Card (Printing Charges)	UGC fund	1,91,913.00			
By Carrying Charges		4,500.00			
By Newspaper & Journal		130.00			
By WBSU examination Centre fee		2,250.00			
By Cable Charges		14,850.00			
		14,325.00			
		1,24,01,435			1,68,54,681.01

VIVEKANANDA COLLEGE
1400008311000
VIVEKANANDA COLLEGE
Mandya District, Mandya, K.A.
Principal
Chairman

Expenditure	Amount	Amount	To Balance b/f	Income	Amount	Amount
By Balance b/f		1,24,01,435				1,68,54,681.00
By Geography Prac Centre fee from WBSU		7,147.00				
By Registration form		16,000.00				
By Tuition fees (50% deposited to higher edu. Dept.)		6,29,710.00				
By Admission form with Prospectus Printing Charges		65,000.00				
By WBSU Exam Scrutiny fees		36,170.00				
By Student Election		4,648.00				
By RTI		3,350.00				
By Remideal Coaching classes Exp.		9,900.00				
By Entry-in- Service Class Expenses		16,300.00				
By Guest Lecturer Allowance		1,68,300.00				
By Audit fee (provision)		3,500.00				
By Leave Encashment (Tapan Chakraborty)		3,49,490.00				
By Leave Encashment (Biplab Mukherjee)		9,14,702.00				
By Farewell Expenses		4,177.00				
By Tiffin		1,118.00				
By Sanitary Works (UGC)		27,000.00				
By Taping Pipeline (UGC)		10,000.00				
By Ladies Toilets (UGC)		35,000.00				
By COSA (WB GOVT)		1,33,500.00				
By Interior Decoration (2nd floor)		26,000.00				
By IQAC (UGC) Other		6,150.00				
		1,48,68,597.00				1,68,54,681.00

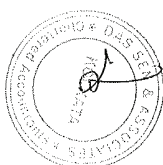
VIVEKANANDA COLLEGE



VIVEKANANDA COLLEGE
Maitighat, Kanchi, 700 080

Expenditure	Amount	Amount	To balance b/f	Income	Amount	Amount
By Balance b/f		1,48,68,597.00				1,68,54,681.00
By Depreciation						
15% Plant & Machinery	75,355.42					
60% Computer	46317.97					
10% Building	952386.15					
10% Furniture	97920.88					
100% library books	10,016.00					
15% Equipments & Sports	337481.34					
10% electrical Equipments	23,600.07					
10% Fire Extinguisher	3,742.00	15,46,819.83				
By Surplus: Excess of Income over Expenditure		4,39,264.17				
		1,68,54,681.00				1,68,54,681.00

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Principal
VIRKARAVINDA C
Madhyamgiri, Naini

ANNEXURE -VII: IEQA

Track ID-WBCOGN26105

College Name-VIVEKANANDA
COLLEGE

Page 1 of 4

IEQA SUBMISSION DATE-25/03/2016

INSTITUTIONAL ELIGIBILITY FOR QUALITY ASSESSMENT(IEQA) QUESTIONNAIRE

1 COLLEGE DETAILS			
Name of the college	VIVEKANANDA COLLEGE	Year of establishment	1986
Location of the college	URBAN		
2 ADDRESS			
Address	P.O- UDAYRAJPUR, MADHYAMGRAM, DISTRICT- NORTH 24 PARGANAS, KOLKATA - 700129 (W.B)	City	Madhyamgram
State	West Bengal	Pin Code	700129
Website	www.vivekanandacollegemmg.in	E-Mail	vivekanandacollegemmg@gmail.com
Phone STD Code	033	Phone No	25387392
Fax STD Code	033	Fax	25387392
3 HEAD OF THE INSTITUTION			
Name	Dr. CHANDAN KUMAR CHAKRABORTY	Designation	PRINCIPAL
Status of appointment	PERMANENT		
4 CONTACT DETAILS OF HEAD OF THE INSTITUTION			
Phone std code	033	Phone number	64522834
Fax std code	033	Fax	25387392
Mobile	+919830278374	E-Mail	chandanchakraborty51@gmail.com
5 DOES THE COLLEGE FUNCTION FROM			
a. MAIN CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	1.814407	968.585	
RENTED BUILDINGS	0.0	0.0	
b. SATELLITE CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	0.814407	968.585	
RENTED BUILDINGS	0.0	0.0	
6 NAME OF THE UNIVERSITIES TO WHICH THE COLLEGE IS AFFILIATED OR CONSTITUENT			
University1	West Bengal State University, Kolkata	Other	
Nature of relationship with the university	AFFILIATED	If affiliated, status of affiliation	PERMANENT
University2		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
University3		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
7 STATUTORY PROFESSIONAL REGULATORY COUNCIL(S)			
Does the college offer any programme recognized by any Statutory Professional Regulatory Council(s)?			no
Programmes offered		Name of the Regulatory Council(s)	
8 COLLEGE FUNCTIONING			
Type of college	CO-EDUCATION	Time of functioning	DAY COLLEGE
Nature of funding	GRANT-IN-AID	Management	UNIVERSITY
9 MANAGEMENT/TRUST DETAILS			

Name of the Management	GOVERNING BODY	Recognition under Ugc Act.1956	2f & 12b					
10 MANAGEMENT/TRUST OF THE COLLEGE IS REGISTERED UNDER								
Society's registration Act of 1960	yes	Relevant Act of the respective state Govt.	yes					
Any other(please specify)	N.A							
11 NUMBER OF DEGREES OFFERED BY THE COLLEGE								
UG	7	PG	0					
Research	0	Others	10					
Total	17							
12 DETAILS OF DEGREES OFFERED(B.A., M.A., B.Com., M.Com., B.Sc., M.Sc., M.Phil., Ph.D., etc.,)								
Arts	BENGALI, ENGLISH ,HISTORY, EDUCATION, POLITICAL-SCIENCE, PHILOSOPHY	Commerce	N.A					
Science	GEOGRAPHY	Education	N.A					
Health Science	N.A	Engineering & Technology	N.A					
Management	N.A	Others	BENGALI,ENGLISH,HISTORY, POLITICAL- SCIENCE,SANSKRIT AT PG LEVEL(DDE) MSC IN GEOGRAPHY(DDE) FROM VIDYASAGAR UNIVERSITY BENGALI, HISTORY, EDUCATION AND GEOGRAPHY UNDER RABINDRA BHARATI UNIVERSITY(DDE CENTRE)					
Is the college opting for Assesment & Accreditation of Teacher Education department separately?			no					
Is the college opting for Assesment & Accreditation of Physical Education department separately?			no					
Number of departments			7					
13 TOTAL NUMBER OF STUDENTS(EXCLUDING THOSE IN SELF-FINANCING PROGRAMMES)								
	UG		PG		M.Phil/Ph.D		Value Added Courses(Certificate/Diploma)	
	Male	Female	Male	Female	Male	Female	Male	Female
General	651	882	0	0	0	0	0	0
SC/ST	144	121	0	0	0	0	0	0
OBC	177	144	0	0	0	0	0	0
Total	972	1147	0	0	0	0	0	0
Grand Total	2119							
14 TOTAL NUMBER OF STUDENTS IN SELF-FINANCING PROGRAMMES								
	UG		PG		M.Phil/Ph.D		Value Added Courses(Certificate/Diploma)	
	Male	Female	Male	Female	Male	Female	Male	Female
General	0	0	0	0	0	0	0	0
SC/ST	0	0	0	0	0	0	0	0
OBC	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0
Grand Total	0							
Total number of students in the college			2119					
15 NUMBER OF TEACHING,TECHNICAL AND ADMINISTRATIVE STAFF								
	Permanent		Temporary		Total			
	Male	Female	Male	Female	Male	Female		
Teachers with PG	7	8	5	3	12	11		
Teachers with M.Phil.	2	2	0	1	2	3		
Teachers with Ph.D	2	2	0	1	2	3		
Teachers with NET/SLET	6	4	1	1	7	5		
Technical staff	1	0	1	0	2	0		
Administrative staff	4	0	3	1	7	1		
Support staff	5	0	3	1	8	1		
Total no. of teachers	11	12	5	5	16	17		
16 SUPPORT SERVICES								

Number of titles of books	2350
Number of journals	10
Number of e-resources	106000
Does the college have a registered Alumni Association?	no
Does the college have a functional Placement Cell?	no
17 UNIT COST OF EDUCATION	
Unit Cost=Total annual expenditure divided by no. of students enrolled	5699.0
Unit cost calculated excluding salary component	1450.0
18 MENTION FIVE ACADEMIC MILESTONES OF THE COLLEGE	
First	2010-2011 (OPENED DDE CENTRE FOR INTRODUCING P.G COURSES VIZ. M.A IN BENGALI, ENGLISH, HISTORY AND MSC IN GEOGRAPHY UNDER VIDYASAGAR UNIVERSITY, MIDNAPORE WEST BENGAL
Second	2011-2012 (OPENED DDE PG SUBJECTS VIZ. POLITICAL SCIENCE AND SANSKRIT FROM V.U MIDNAPORE WEST BENGAL
Third	2012-2013
Fourth	2013-2014
Fifth	2014-2015 (GETTING THE AFFILIATION FROM RABINDRA BHARATI UNIVERSITY KOLKATA TO OPEN THE DDE CENTRE TO INTRODUCE P.G SUBJECTS VIZ BENGALI, HISTORY, EDUCATION AND GEOGRAPHY
Section 2: Institutional Data Questionnaire	
1. The college has in place a structured internal quality assurance system for ensuring continuous quality monitoring or improvement	YES
2. Library has reading room facilities for students and faculty separately	YES
3. The college uses the students feedback for analysis and improvement purposes	YES
4. Basic computer literacy is ensured for all students in a structured way such as add on courses	YES
5. The college provides financial aid to at least 10% of the general category students	YES
6. The college has a mechanism for counselling students	YES
7. An annual in-house academic calendar is prepared and implemented by the college	YES
8. The college has a mechanism for addressing grievances of students and staff	YES
9. The college promotes scholarly activities of the faculty beyond the syllabus	YES
10. Internet facility is available in the college for faculty and students	YES
11. The college campus is differently-abled friendly	YES
12. The college has a formal mechanism to promote research activities of its students and faculty.	YES
13. The college has adequate sports facility	YES
14. The college has developed a short term and a long term plan for its development and growth	YES
15. Percentage of classrooms equipped with LCD projector	<25%
16. Percentage of teachers using audio-visual aids including computer-aided teaching	20-40%
17. The average number of extension activities organised by the college during the last four years	3-6
18. Average percentage utilization of annual allocated funds for the last four years	50-75%
19. Maintenance expenditure on infrastructure as percentage of the total annual budget	>4%
20. Average pass percentage of graduating students	>70%
21. Computer students ratio	<1:30
22. Percentage of faculty benefitted from UGC and other staff development programmes (average of last four years)	<5%
23. Percentage of permanent teachers with Ph.D. qualification	20-40%
24. Percentage of classes taught by guest faculty or temporary teachers	<20%
25. Students teacher ratio	<30:1
26. Percentage of faculty positions filled against sanctioned posts	<60%
27. Number of add-on courses conducted by the college	<3
28. Awards received by the students in sports and cultural activities in the last four years	State or University Level
29. Percentage of teachers having on-going or completed research projects in the last four years	<10%
30. Number of academic seminars or conferences or workshops that the college has organized (average of last four years)	2-4
31. Number of Journals subscribed in the library National or International	<10
32. Percentage of students admitted against the reservation category as per Government of India norms	<50%
Certificate	

This is to certify that the information given in the IEQA application is true to the best of my knowledge and ability and if the same is found to be false or misleading, I authorize NAAC to initiate any action which it deems fit including withholding the outcome of the Peer Team Visit.

PART-G

DECLARATION OF THE HEAD OF THE INSTITUTION



Vivekananda College

(W. B. Govt. Aided College)

East Udayrajpur, Madhyamgram, North 24 Parganas, Kolkata-700129

Phone : (033) 2538 - 7392; Fax : (033) 2538 - 7392

website : <http://www.vivekanandacollegemmg.org>

E-mail : vivekanandacolg@gmail.com

vivekanandacollegemmg@gmail.com

Ref. No. VC/110B/2015

Date. 30.12.2015

DECLARATION BY THE HEAD OF THE INSTITUTION

I certify that the data included in this SELF STUDY REPORT (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions and no part thereof has been out of sourced.

I am aware that the Peer Team will validate the information provided in this SSR during the Peer Team visit.

Signature of the Head of the Institution with Seal

Principal,
VIVEKANANDA COLLEGE
Madhyamgram, Kolkata - 129

Place: Madhyamgram, North 24 Parganas, West Bengal

Date: 30.12.2015

