SELF STUDY REPORT 2015

for

NAAC ACCREDITATION

(CYCLE-1)

INTERNAL QUALITY ASSURANCE CELL
(IQAC)

K. K. DAS COLLEGE

GRH-17, Baisnabghata- Patuli, P.O. – Garia, Kolkata – 84
West Bengal, India – 700084.

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BANGALORE

☎ : (033) 2462-5999
Mob : 8902384436

K. K. DAS COLLEGE

[Affiliated to the University of Calcutta]
GRH-17, Baishnabghata-Patuli Township
P.O. - Garia, Kolkata - 700 084
http://www.kkdascollege.ac.in ❖ E-mail : kkdascollege@yahoo.com

Ref. No. ....

Date ....18..12.... 2015

To
The Director,
National Assessment and Accreditation Council,
P.O.Box No. 1075, Nagarbhavi,
Bangalore – 560072,
Karnataka.

Sub: *Submission of five hard copies and one soft copy of the Self Study Report for Assessment and Accreditation (Cycle I) of the College by NAAC.*

Track ID: **WBCOGN25586**

Sir,

We are honoured for accepting our LOI. We have earned IEQA status on 10.12.2015.

It is now our time to submit five hard-copies and one soft-copy of the Self Study Report for NAAC Accreditation (Cycle I).

The documents require for DCF on AISHE portal are attached as annexure for your ready reference.

May I request your kind self to take the necessary action.

Thanking you in anticipation

Yours truly,

18/12/15

Dr. Ramkrishna Prasad Chakraborty
Principal
K.K.Das College
Principal
K.K. DAS COLLEGE
GRH-17 B.P. Township, Gana
Kolkata-700 084

Preface

Some believe that assessment by the National Assessment and Accreditation Council is necessary for getting an accreditation.

We, however, believe that although accreditation is a necessary step, the real benefit lies elsewhere. It comes from the benefit reaped by an institution in preparing for the visit and in developing further following the feedback provided by the NAAC peer team.

The first benefit is obtained at the time of preparing for accreditation. The very process of preparing for the NAAC Peer Team visit, helps a college in identifying its strengths and weakness and move towards institutional self development.

The second benefit – which we consider to be of higher order – would come when we really get into the process of institutional self development at the stage of reaccreditation, through the effective functioning of IQAC – assuring, enhancing and sustaining quality – within our limited means.

Thus the process of preparing the Self Study Report and getting it validated by Peer visit is a step towards the greater development of the college. Until the first step is taken, we cannot extract the benefit of the 2nd stage. However, all great journeys start with a single step, and our college here begins its journey with much hope, a journey that will help us develop our college into one of the premier institutions of the country. It is with this conviction that we invite NAAC to assess our institution and help us in our journey to quality.

List of Principals/Teacher-in-Charges of the College

Sl. No.	Name	Designation	Tenure
1.	Dr. Sasanka Bhusan Dutta	*Acting Principal*	**04-07-1964** *to* **19-11-1972**
2.	Sri Prakiti Ranjan Nath	*Principal*	**20-11-1972** *to* **31-05-1994**
3.	Sri Amalendu Pal	*Teacher-in-Charge*	**01-06-1994** *to* **31-08-1995**
4.	Sri Sanjib Chanrda Basu	*Principal*	**01-09-1995** *to* **30-04-2008**
5.	Dr. Joydeb Sasmal	*Teacher-in-Charge*	**01-05-2008** *to* **02-03-2009**
6.	Dr. Tarak Chandra Sarkar	*Principal*	**03-03-2009** *to* **31-03-2014**
7.	Ms. Soma Mukherjee	*Teacher-in-Charge*	**01-04-2014** *to* **02-07-2015**
8.	Dr. Ramkrishna Prasad Chakraborty	*Principal*	**03.07.2015** *to Till Date*

Members of the Governing Body

1.	**Bappaditya Dasgupta**	President, Governing Body.
2.	**Dr. Ramkrishna Prasad Chakraborty**	Principal, Secretary, Governing Body
3.	**Dr. Jaydeb Sasmal**	C.U. Nominee
4.	**Prof. Partha Sarathi Mallik**	C.U. Nominee
5.	**Ms. Ananya Banerjee**	D.P.I. Nominee
6.	**Mr. Sourav Ghosh**	D.P.I. Nominee
7.	**Prof. Soma Mukherjee**	Teacher Member
8.	**Prof. Rinku Saha**	Teacher Member
9.	**Dr. Anjana Brahma**	Teacher Member
10.	**Dr. Rajyasri Neogy**	Teacher Member
11.	**Shri Swapan Kr. Mandal**	Non Teaching Member
12.	**Shri Santanu Roy**	Non Teaching Member
13.	**Mr. Tarak Sarkar**	Student Member

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Ref. No. ....

Date .09 : .11....... 2015

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that K.K.Das College, Kolkata – 700084, West Bengal , 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 undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Dr. Ramkrishna Prasad Chakraborty

Date: 09.11.15

Place: Kolkata-84

Principal/Head of the Institute

(Name and Signature with official seal)

Principal
K.K. DAS COLLEGE
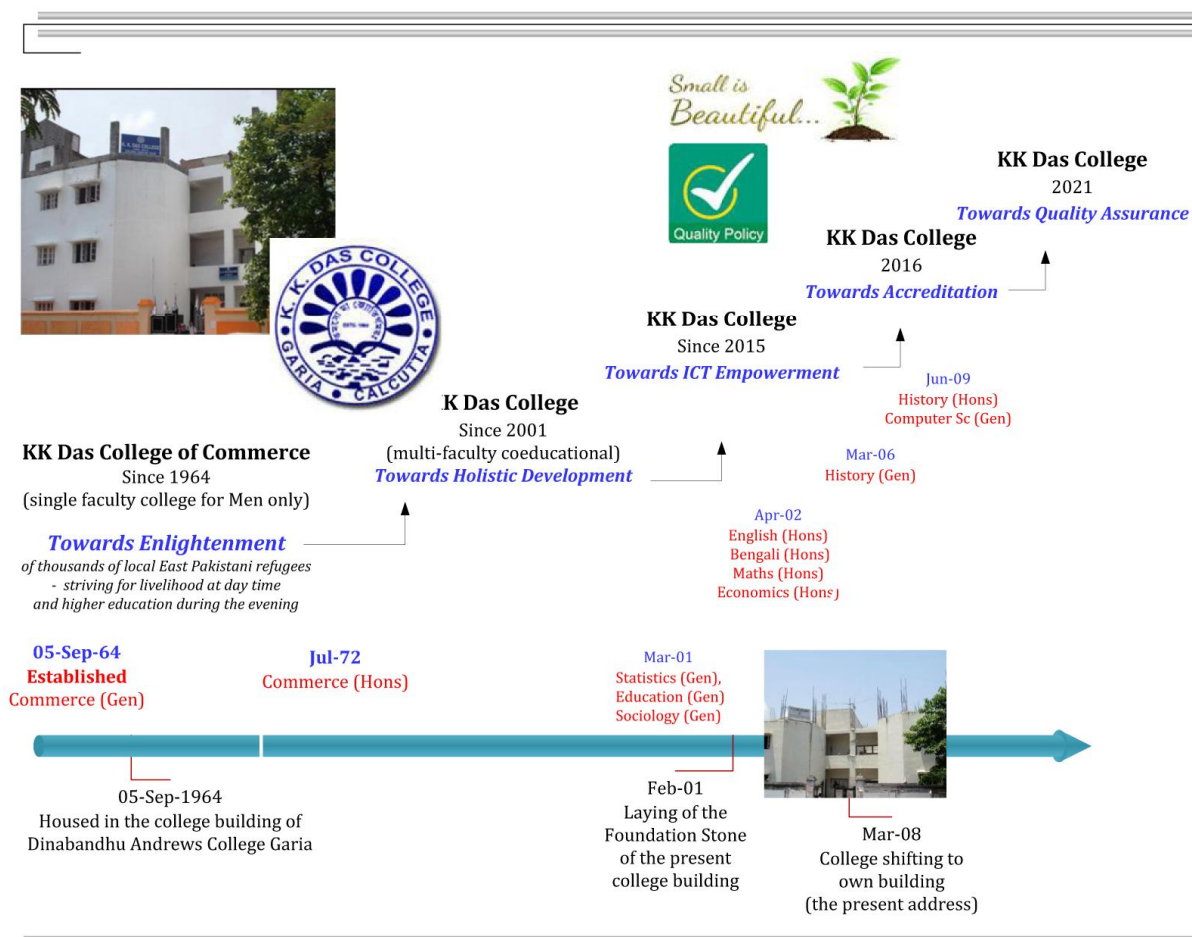GRH-17 Baishnabghata Patuli
Kolkata-700 064

Contents

Abbreviations

AC	Academic Council
AQAR	Annual Quality Assurance Report
AS	Academic System
BA	Bachelor of Arts
BCOM	Bachelor of Commerce
BSC	Bachelor of Science
CAS	Carrier Advancement Scheme
CCTV	Close Circuit Television
CMA	Cost and Manage Accountant
COSA	Computerization of Salary Account
CR	Class Representative
CS	Company Secretary
CU	Calcutta University
CWTT	College Whole Time Teacher
DEPT	Department
GB	Governing Body
GEN	General
HOD	Head of the Department
ICT	Information Communication Technology
IQAC	Internal Quality Assurance Cell
ISI	Indian Statistical Institute
ISO	International Organization for Standardization
ISR	Institutional Social Responsibility
IT	Information Technology
LCD	Liquid Cristal Display
MCOM	Master of Commerce
MA	Master of Arts
MBA	Master of Business Administration
MCQ	Multiple Choice Question
MHRD	Ministry of Human Resource and Development
MLALAD	Member of Legislative Assembly Local Area Development
MNCS	Multinational Corporation

MOU	Memorandum of Understanding
MP	Member of Parliament
MSME	Micro Small Medium Enterprises
NA	North Available
NCTE	National Council for Teacher Education
NME-ICT	National Mission on Education through Information and Technology
NPTEL	National Programme on Technology Enhanced Learning
NSS	National Service Scheme
OBC	Other Back Ward Class
OP	Orientation Programme
PG	Post Graduate
PPT	Power Point Presentation
PSC	Public Service Commission
PTT	Part Time Teacher
RC	Refresher Course
RTI	Right to Information
SC	Schedule Cast
SMS	Short Message Service
SSC	School Service Commission
ST	Schedule Tribe
SWOC	Strengths, Weakness, Opportunities and Challenges
UG	Under Graduate
UGC	University Grants commission
VC	Vice - Chancellor
WBCS	West Bengal Civil Services

Time Line of the College

KK Das College
2021
Towards Quality Assurance

KK Das College
2016
Towards Accreditation

KK Das College
Since 2015
Towards ICT Empowerment

Jun-09
History (Hons)
Computer Sc (Gen)

K Das College
Since 2001
(multi-faculty coeducational)
Towards Holistic Development

Mar-06
History (Gen)

Apr-02
English (Hons)
Bengali (Hons)
Maths (Hons)
Economics (Hons)

KK Das College of Commerce
Since 1964
(single faculty college for Men only)

Towards Enlightenment
of thousands of local East Pakistani refugees
- striving for livelihood at day time
and higher education during the evening

05-Sep-64
Established
Commerce (Gen)

Jul-72
Commerce (Hons)

Mar-01
Statistics (Gen),
Education (Gen)
Sociology (Gen)

05-Sep-1964
Housed in the college building of
Dinabandhu Andrews College Garia

Feb-01
Laying of the
Foundation Stone
of the present
college building

Mar-08
College shifting to
own building
(the present address)

Executive   Summary

The College was established in 1964, with the vision of enlightening the under-privileged students of this predominant refugee inhabited hinterland despite several odds and constraints.

The college had a modest beginning, a difficult adolescence and youth, but has a promising future, as stakeholders in this institution possess the desire to change and the capacity to actualize the desire. Along the last decade or so, the college has been showing vitality and planned consolidation on the basis of the strengths acquired in the past. We hope to gradually move towards growth and maturity.

Criteria-wise Summary

1.1 Curriculum Planning and Implementation

1. *Well defined goals and objectives are in place*
2. *The college curriculum has undergone revisioning from time to time in conformity with temporal and spatial needs*
3. *Well defined Academic Calendar and Academic Plans are in place for effective delivery of the curriculum*
4. *Being an affiliated college the scope for designing and developing the curriculum is very limited*
5. *The college however appreciates the necessity of re[de]fining its vision to meet the temporal and spatial needs and has adopted a vision of Empowering the Community and with a goal to reach the outreach*

1.2 Academic Flexibility

1. *Presently the college offers six Honours courses and ten general courses in B.A, B.Sc. and B.Com.*

2. *The college being affiliate by the university has very limited scope to provide flexibility to learners*

3. *The college does not have any proper self-financing academic programme or any add-on programme in that way but presently in collaboration with an external service provider four certificate courses are provided to the students against a very nominal fee.*

1.3 Enrichment Curriculum

1. *Teachers upload enriching study materials in their Google drop box for the students to share.*

2. *The setting up of a computer training centre/laboratory – not only for the students who have the necessity for computer literacy in their curriculum but also with the objective of providing basic computer literacy and internet facility to all students.*

3. *Providing reference materials and exam oriented notes, synopsis and write-ups.*

1.4 Feedback on Curriculum

1. *The college makes use of ICT to obtain feedback on curriculum from various stakeholders.*

2. *Students' feedback on the teachers.*

3. *Students' feedback on the institution.*

2.1 Students Enrolment and Profile

1. *The process of admission is guided by university rules and admission takes place strictly on the basis of merit.*

2. *The college follows online admission to ensure transparency.*

3. *Students belonging to reserved category, and physically challenged students comprise roughly one fourth of the total student strength, 13% are enrolled from minority communities and overall 39% are girl students.*

4. *In the current academic session 10 students have been enrolled from other states.*

2.2   Catering to Diverse Needs

1. *The college makes use of ICT for conducting profile mapping of students - to identify their relative strengths and weaknesses*

2. *Teachers remain involved in the mentoring and counseling of poor learners.*

3. *Students at risk of being drop outs are provided with financial and other possible support*

2.3   Teaching-learning Process

1. *Classes are regularly held, as scheduled in the class routine.*

2. *The teaching-learning process is predominantly lecture based [making use of the conventional chalk and talk method] although some teachers make use of PPTs and other technologically empowered teaching practices to provide effective learning experience to the students*

3. *Some teachers are infusing innovative student centric learning processes - like quiz and debate, workshop, survey.*

4. *The Principal takes keen interest in providing academic leadership to improve the teaching-learning process by constantly encouraging the teachers to take the*

classes regularly, to counsel the students in their personal and academic issues or problems, to complete the syllabus well before the examination, to provide additional guidance to the poor learners etc.

2.4   Teacher Quality

1. *The teachers serving in full time substantive posts whose appointment in the college are subject to the fulfillment of UGC qualification, and successful performance during the rigorous interview convened by the West Bengal College Service Commission. The entire process is geared towards ensuring that the Full Time teachers are qualified and competent*

2. *Adequate measures are adopted to ensure that the teachers appointed as contractual whole timer and part time teachers are also qualified.*

3. *The teachers, however, accept the limitation that they have in the context of making use of ICT in teaching-learning and evaluation processes but have shown openness and determination in retraining them to acquire these competencies.*

2.5   Evaluation Process and Reforms

1. *The students are generally assessed as per the schedule of the university and the progress of the students are monitored accordingly*

2. *The normal practices are term-end examinations [as scheduled by the university] where summative assessments are made as per the format of the university examinations*

3. *The college, however, believes that innovations in evaluation beyond the normal practice are necessary*

4. *The college aims at making assessment with tests that consists of short answer-type and objective type questions avoiding questions that require long essay type answers as far as practicable. The principal objective being to encourage the students to move away from stereotypical note based learning / memorizing*

5. *Some departments have introduced the practice of home assignments, group quiz, multiple choice questions*

6. *The college has also introduced the practice of online assessment of the students with teachers preparing MCQ in their respective subjects*

2.5 Learning outcome

1. *Percentage of successful students passing their examinations is quite high.*

2. *Efforts are being taken to enhance their employability.*

3. *Continuous efforts are being taken to reduce drop out.*

3.1 Promotion of Research

1. *The research work of teachers at their personal level is encouraged by the Principal along with the IQAC and self-monitored by the concerned teachers.*

2. *There are many teachers engaged in research work and pursuing their M.Phil. and Ph.D. degrees.*

3. *There is a research committee comprising of Principal and faculty members of the college.*

4. *The college has organized four UGC sponsored seminar in the last academic session and five faculties out of eleven full time faculties applied for research grant to UGC under the minor research project scheme*

3.2   Resource Mobilization for Research

1. *The Principal encourages teachers to mobilize research grant from the UGC*

3.3   Research Facilities and Publication Output

1. *The college provides a Wi-Fi campus and facilities of N-List to the Teachers and students for online access to journals.*

2. *The college provides necessary support to its faculty to take active research initiatives.*

3. *Five books edited by faculty members of the college are published by the college.*

3.4   Research Publication and Awards

The research outputs of the teachers are as follows:

- *33% of full time full time substantive faculties are Ph.D. awarded.*

- *58% of full time substantive faculties are awarded with M.Phil.*

- *Teachers have published their research papers in journal, edited books, seminar proceedings etc.*

3.5   Consultancy

1. *The college is yet to introduce consultancy activities.*

3.6 Extension Activities and Institutional Social Responsibilities

1. *The college is organizing many extension activities by its NSS unit and the Students union such as blood donation campaign, blood donation camp, environmental awareness programme, health awareness programme etc.*

2. *By organizing NSS special camps preferably in backward villages and slum areas in the neighbouring areas students are encouraged to work for marginaslised section of the society.*

3. *Creating linkages with Local NGOs, the college is serving for the persons in need belonging primarily to the poorer sections of the society (by sharing its infrastructure and students volunteer for free eye operation camp, thalassemia detection camp, breast cancer awareness programme for the girl students etc.)*

4. *The college is organizing gender sensitizing programme.*

3.7 Collaboration

1. *The college is making collaboration with an external service provider (ESSR INFOSYS) to provide skill development programmes to the students.*

2. *To organize UGC sponsored seminars the college is making collaboration with neighboring colleges, research institutes and professional bodies.*

4.1 Physical Facilities

1. *The college has obtained its new and own address in 2008. Since then the college is continuously trying to develop its infrastructure.*

2. *However the college is still facing space constraint as there are not enough class rooms for splitting the classes with large number of students into smaller sections.*

3. *The introduction of new subjects or add-on curriculum might be severely constrained by the lack of space for expansion.*

4. *Efforts are being taken by the college to enhance its infrastructure to widen its coverage of the curriculum.*

4.2   Library as Learning Resources

1. *Presently the college is having 13063 books in its library*

2. *During the last four years the incremental growth in the number of books has been @ 661 books per year*

3. *There is a library sub-committee to look after the development of the library but in the absence of any separate budgetary support and permanent staff the growth and development of the library is inadequate and slow*

4.3.   IT Infrastructure

1. *The college is having a central computer lab/centre where students are provided with their curriculum as well as basic computer literacy, facility for netsurfing for study materials.*

2. *Teachers are provided with computer facility with internet connection.*

3. *All office staff is provided with computers with internet facility.*

4. *There are four computers with net connectivity for the students and staff.*

4.4   Maintenance of Resources

1. *The infrastructure and resources of the college are managed and maintained by the Principal with the assistance of different sub-committees, a committee comprising of the Principal along with the teaching and non-teaching staff of the college take active role in maintaining the existing resources. The committee works with such an enthusiasm that the need to outsource the function to any agency is not yet felt.*

2. *There is yet to make separate budgetary provision for maintenance of infrastructure*

3. *The college is going to install 24 hours CCTV surveillance shortly*

5.1   Student Progression

1. *58% of the students coming to this college are from economically challenged families having monthly per capita income of Rs 5000/- only (as per declaration of guardians in the admission application form).*

2. *The result of the attempt to reduce student dropout rates undertaken by the college so far has been encouraging. The college is successful in trying to.*

3. *The college, however, does not have a detailed record of students moving to gainful employment and higher education.*

4. *The inter-personal relationship between the teachers and the passed out students in few cases trace out the fact that most of the students for whom information are available are either doing teaching jobs in schools and colleges or various govt. services.*

5.2   Student Support

1. *The college provides primary support within the class room by delivering the lessons to the students according to plan*

2. *The college has an online platform for training and practice for competitive examination*

3. *The teachers provides support to the students in the form of "mentoring" and provides counseling in academic as well personal matters preventing them from discontinuing their studies before completion, encouraging them towards basic studies as well as moving towards further higher studies*

4. *The college further provides financial support to economically challenged students by providing fee concessions, free-ships and stipends*

5.3   Student Activities

1. *Students actively participate in different sports activities conducted by the college.*

2. *They are also encouraged to participate in different extracurricular activities organized by the college such as cultural programmes and competitions.*

3. *They are also encouraged to take active interest to take part in different extension activities.*

6.1   Institutional Vision

1. *From the inception of the college it has had a vision of holistic development.*

2. *The College regularly publishes its prospectus.*

3. *The College maintains its website regularly.*

6.2   Strategy Development and Deployment

1. *The college as an organization is governed by*

- *Rules and Regulations of the UGC*

- *Orders and Instructions of the Govt. of West Bengal*

- *Statutory provisions of the University of Calcutta*

- *Management of the Governing Body*

2. *The college maintains feedback based planning mechanism involving all the stakeholders*

3. *The college maintains a work audit calendar*

4. *The college makes use of the college website as an organ for information sharing and dissemination*

5. *The college makes use of a SMS gateway for fast communication with the students and the staff*

6.3   Human Resources Management

1. *Teachers are encouraged to attain faculty development programme organized by Universities and other higher education and research institutes (such as refresher course, orientation programme, summer school etc)*

2. *The college is providing necessary support and training to its staff both teaching and non-teaching to match the requirements of time.*

3. *College is encouraging participatory management by entrusting different responsibilities to both teachers and non-teaching staff.*

6.4 Financial Resources

1. *The college does have a modest resource base with stable corpus fund*

2. *The college therefore depends to a very large extent on funds allocated by the UGC under the schemes available in different plan periods and occasional benevolence of the MP and MLA LAD fund.*

3. *Statutory audit is up-to-date.*

6.5 Internal Quality Assurance System

1. *The college has Internal Quality Assurance Cell. The cell is constantly making attempts to ensure qualitative improvement of the college.*

2. *In the preparation of the NAAC assessment the college appreciates the role that IQAC has been playing in the qualitative development of the college.*

3. *Various initiatives are taken by IQAC to ensure quality assurance.*

7.1 Environment consciousness

1. *The college is spreading environment consciousness by its different activities e.g. Using green generator, announcing plastic free zone, no smoking zone, keep clean campus, waste bin maintenance, 'Briksa Ropan' etc.*

2. *Since the college does not have any science department with laboratories having the potential of environmental pollution, there is a need of Green Audit.*

7.2   Innovations

The college is introducing many innovations which may have created a positive impact on the functioning of the college such as:

- ✓ *SMS-gateway*
- ✓ *Creating online platform for assessment of MCQ type tests*
- ✓ *Online assessment for competitive examination*
- ✓ *Online admission*
- ✓ *Online feedback.*

7.3   Best Practices

1. *Among various practices the two best practices are constant efforts towards* **Holistic development** *and* **Work audit Calendar***.*

2. *The college has commendable fellow feeling amongst students.*

3. *Harmonious relationship among the students is an asset for further improvement of the academic atmosphere of the college.*

4. *For office works more or less a deadline is maintained by the office.*

1. Profile of the Affiliated / Constituent College

1.1.   Name and Address of the College:

Name :	*K.K.DAS COLLEGE*				
Address :	*GRH-17, BAISHNABGHATA-PATULI, P.O.- GARIA*				
City :	*Kolkata*	Pin :	*700084*	State :	*West Bengal*
Website :	*www.kkdascollege.ac.in*				

1.2.   For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	*Dr. Ramkrishna Prasad Chakraborty*	*O:033-24625999* *R:*	*9143028586*	*033 - 24625975*	*ramda2004@rediffmail.com*
Vice Principal	*NA*	*O:* *R:*			*kkdascollege@gmail.com*
Steering Committee Co-ordinator	*Dr. Rajyasri Neogy*	*O:033-24625999* *R: 033 – 24865648*	*9830658544*		*rajaneogy@gmail.com*

1.3.   Status of the Institution:

Affiliated College

Permanent, Affiliated by University of Calcutta, Kolkata

Constituent College

Any other (specify)

1.4.   Type of Institution:
   a) **By Gender**

   i.   For Men
   ii.   For Women
   iii.   Co-education   ✓

b) **By Shift**

i.	**Regular**		
ii.	**Day**	✔	
iii.	**Evening**		

1.5. **It is a recognized minority institution?**

Yes	
No	✔

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

1.6. **Sources of funding:**

Government	
Grant-in-aid	✔
Self-financing	
Any other	

1.7.

a) **Date of establishment of the college:** *05/09/1964* (dd/mm/yyyy)

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

c) **Details of UGC recognition:**

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
2 (f)	*31/03/1998*	
12 (B)	*31/03/1998*	

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

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

1.8. **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* ☐

1.9. **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 …………….....................................…….............

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

1.10. **Location of the campus and area in sq.mts:**

Location *	*Semi-urban*
Campus area in sq. mts.	*1375 Sq Mt*
Built up area in sq. mts.	*2778 Sq Mt*

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

1.11.   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**   ×

   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)** | *1* |
- **Cafeteria** | ✓ |
- **Health centre** | × |

First aid	Inpatient	Outpatient	Emergency care facility	Ambulance
✓	×	×	×	×

o **Health centre staff –**

- **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 of electricity and voltage** | ✓ |

- **Solid waste management facility** √
- **Waste water management** ×
- **Water harvesting** ×

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

SI. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
1.		B.A (Hons)	3 Years	10+2	Bengali, English	210	196
2.		B.Sc (Hons)	3 Years	10+2	Bengali, English	40	38
3.		B.Com (Hons)	3 Years	10+2	Bengali, English	188	155
4.	Under-Graduate	B.A (Gen)	3 Years	10+2	Bengali, English	197	182
5.		B.Sc (Gen)	3 Years	10+2	Bengali, English	40	2
6.		B.Com (Gen)	3 Years	10+2	Bengali, English	130	88
	Certificate Courses						

1.13. **Does the college offer self-financed Programmes?**

Yes* [ ]   No* [✔]

If yes, how many?

[ ]

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

Yes* ✔   No* ☐   Number   *2*

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

Faculty	Departments (eg. Physics, Botany, History	UG	PG	Research
Science	*Mathematics, Economics, Computer Science, Statistics*	*UG*	-	-
Arts	*Bengali, English, Economics, Education, History, Sociology*	*UG*	-	-
Commerce	*Accounting & Finance Group*	*UG*	-	-
Any Other (Specify)	-	-	-	

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

a)   **Annual system**   *06*

b)   **Semester system**   -

a)   **Trimester system**   -

1.17. **Number of Programmes with**

a)   **Choice Based Credit System**   *NA*

b)   **Inter/Multidisciplinary Approach**   *NA*

c)   **Any other (specify and provide details)**   *NA*

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

Yes* ☐   No* ☑

If yes,

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

b) **NCTE recognition details (if applicable)**

Notification No.: ……………………………

Date: …………… (dd/mm/yyyy)   Validity: ………………………..

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

Yes* ☐   No* ☑

1.19. **Number of teaching and non-teaching positions in the Institution**

Positions	Teaching faculty						Non-teaching Staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government										
Recruited	01	-	-	03	03	05	07	01	-	-
Yet to recruit	-	-	-	-	05		08		-	-
Sanctioned by the Management / society or other authorized bodies										
Contractual Whole Time (State Govt. Approved)										
Recruited	-	-	-	-	1	3	-	-	-	-
Yet to recruit	-	-	-	-	-	-	-	-	-	-

Positions	Teaching faculty						Non-teaching Staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Permanent Part Time (State Govt. Approved)										
Recruited	-	-	-	-	3	3	-	-	-	-
Yet to recruit	-	-	-	-	-	-	-	-	-	-
College Appointed Full Time (College Approved)										
Recruited					3	1	7	0	-	-
Yet to recruit	-	-	-	-	-	-	-	-	-	-
Temporary Part Time (College Approved)										
Recruited	-	-	-	-	3	3	-	-	-	-
Yet to recruit	-	-	-	-	-	-	-	-	-	-

*M-Male   *F-Female

1.20. Qualifications of the teaching staff:

| Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
UGC Approved Teachers							
D.Sc./D.Litt.	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Ph.D.	01	N.A.	Nil	01	Nil	02	04
M.Phil.	Nil	Nil	Nil	Nil	02	01	04
PG	Nil	Nil	Nil	02	01	02	04
State Govt. Approved Contractual Whole Time & Part Time Teachers							
Ph.D.	Nil	Nil	Nil	Nil	Nil	02	02
M.Phil.	Nil	Nil	Nil	Nil	02	01	03
PG	Nil	Nil	Nil	Nil	01	04	05
College Approved Full Time & Part Time Teachers							
Ph.D.	Nil	Nil	Nil	Nil	01	Nil	01
M.Phil.	Nil	Nil	Nil	Nil	01	02	03
PG	Nil	Nil	Nil	Nil	03	03	06

1.21. **Number of Visiting Faculty /Guest Faculty engaged with the College.**

| 01 |

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

Categories	Year 1(2011-12)		Year 2(12-13)		Year 3(13-14)		Year 4(14-15)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	151	110	114	109	131	136	146	133
ST	1	2	4	5	3	6	2	5
OBC	16	14	11	14	27	18	26	21
General	706	503	740	514	673	448	607	490
Others								

Graphical Representation -
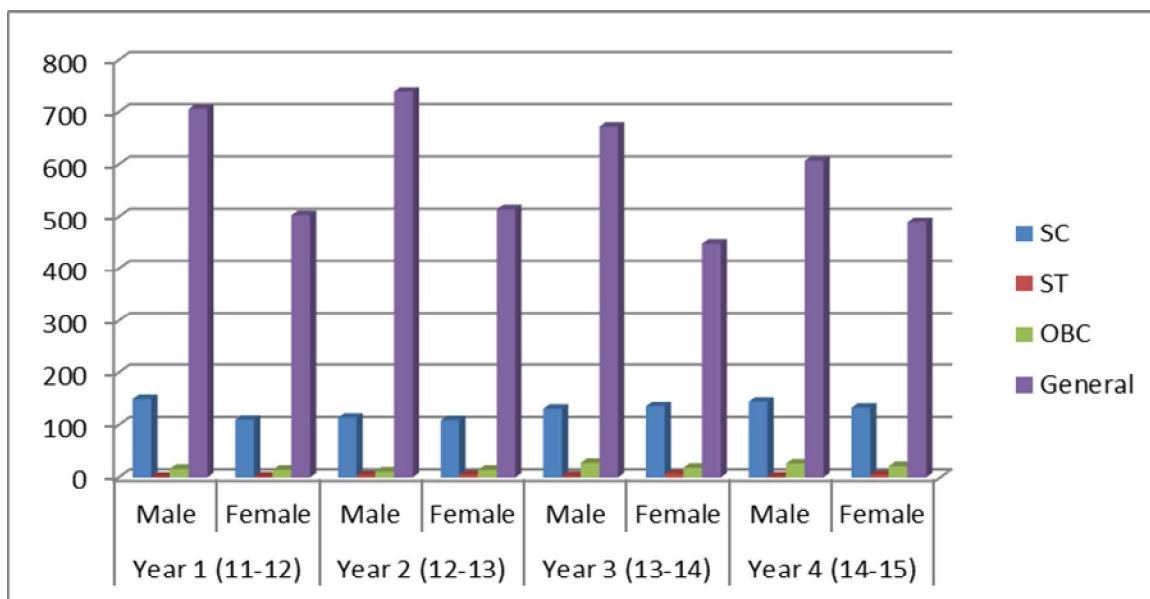
1.23. **Details on students enrolment in the college during the current academic year:**

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	651	NA	NA	NA	651
Students from other states of India	10	NA	NA	NA	10
Type of students	UG	PG	M. Phil.	Ph.D.	Total
NRI students	Nil	Nil	Nil	Nil	Nil
Foreign students	Nil	Nil	Nil	Nil	Nil
Total	661	Nil	Nil	Nil	661

1.24. **Economic Background of Students Enrolled in the current Academic Session:**

Annual Family Income	No. of Students	Percentage (%)
Below Rs. 60000	387	58.55
Rs. 60001-Rs. 100000	109	16.49
Above Rs. 100000	165	24.96

Graphical Representation -
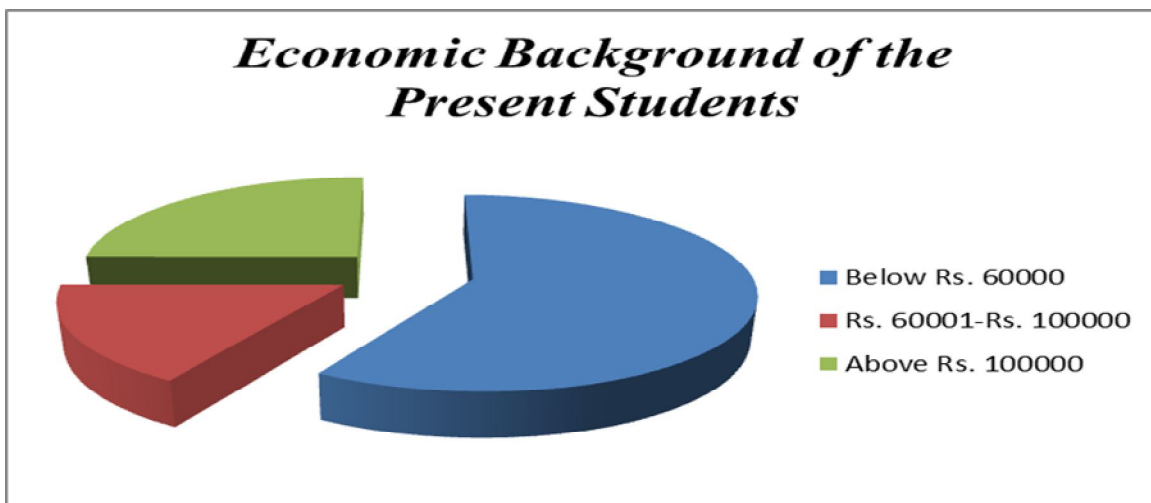
1.25. **Dropout rate in UG and PG (average of the last two batches)**

UG 9%   PG N.A.

1.26. **Unit Cost of Education**

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)
   a) including the salary component   Rs. 13542.93

   b) excluding the salary component   Rs. 2734.94

1.27. **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.**

Not Applicable

c) **Number of programmes offered**

Nil

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

Yes ☐   No ☑

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

Course	1st Year	2nd Year	3rd Year	Average
B.Com (Hons)	1:23.67	1:21.50	1:10.67	1:18.61
B.Com (Gen)	1:21.83	1:10.17	1:9.00	1:13.67
B.Sc. (Hons)	1:2.71	1:0.71	1:0.14	1:1.19
B.Sc. (Gen)	1:8.91	1:2.00	1:1.09	1:4.00
B.A (Hons)	1:13.69	1:4.31	1:5.00	1:7.67
B.A (Gen)	1:58.13	1:30.75	1:25.13	1:38.00

1.29. Is the college applying for

Accreditation : Cycle 1 ✓ Cycle 2 ☐ Cycle 3 ☐ Cycle 4 ☐

Re-Assessment: ☐

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

1.30. **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.*

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

255

1.32. Number of teaching days during the last academic year

175

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

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

IQAC *01-07-2010* (dd/mm/yyyy)

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

Not Applicable

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

Nil

2. Criteria - wise Inputs

CRITERION I: CURRICULAR ASPECTS

_____

1.1   Curriculum Planning and Implementation

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

The institution has clear vision and mission in place.

- **VISION**

  Building sensitive and self reliant citizens - confident and competent - and help them to develop as complete human beings.

- **MISSION AND OBJECTIVE**

  1. *To create an academic environment in the college and to ensure quality in teaching and learning.*
  2. *To impart the kind of education which promotes knowledge as well as skill.*
  3. *To promote holistic development of students with special emphasis on girl students.*
  4. *To provide cultural enrichment and lifelong learning.*
  5. *To develop their inherent qualities.*

  It is communicated to stakeholders by i) prospectus, ii) website, iii) college notice board and iv) placard.

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

- *Each teacher prepares an annual academic plan and delivers the plan towards effective implementation of the curriculum.*
- *Before commencement of the new academic session a master routine is provided to the students.*
- *Meetings of academic sub-committee are held to decide about the effective implementation of the curriculum.*
- *Entire process is monitored by the Principal.*

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

- *The university does not have any such support system for the undergraduate colleges.*
- *The IQAC of the college is going to organize a workshop on "Innovative Teaching Methods" shortly.*

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

- *For effective delivery of curriculum the initiatives of the institution are –*
    1) *Following the class routine and giving effect to the academic plan.*

2) *Preparing Question Banks and taking frequent monthly tests - as an effort to facilitate formative assessment.*

3) *Encourages faculty to adopt ICT based teaching method.*

4) *Recently faculties are provided with web application platform where they can upload MCQ type question bank on their respective subjects encouraging students for CIA.*

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

- *There is very little scope of networking with the industry and / or the university for the purpose of effective operationalisation of the curriculum. But the departments of Economics and Commerce interact with their respective departments of affiliating University to get the latest guidelines for project work as and when required.*

1.1. 6. What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?

- *Teachers of the college are yet to be included in the Under Graduate Board of Studies of the university and thus the institution is left with little scope to design and develop the curriculum. But when the workshops related to development of curriculum are organized by the affiliating university, faculty members actively participate and express their suggestions and views for the betterment of the existing curriculum.*

1.1. 7. Does the institution develop curriculum for any of the courses offered other than those under the purview of the affiliating university by it? If yes give details of the process.

- *As mentioned above, the institution is yet to be involved actively in the process of curriculum development. But a small syllabus is developed by the department of Computer Science for delivering basic Computer Literacy to those students who do not have any subject related to Computer as a part of their curriculum.*

- *Besides this, the College has introduced in collaboration with an external agency (ESSR Infosys) the following certificate courses in :*
    1) *Teachers' Training*
    2) *Multimedia and Animation*
    3) *Financial Accounting*
    4) *Communicative English*

A good number of students have shown interest in getting enrolled in these courses. These courses are conducted in the college premises according to the teaching schedule and conveniences keeping the regular class routine undisturbed.

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

1) *By ensuring regular classes*

2) *By ensuring timely completion of syllabus*

3) *By ensuring regular assessment of students' learning*

1.2 Academic Flexibility

1.2.1. **Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.**

- *K. K. Das College, originally known as K. K. Das College of Commerce was established in 1964. Since its inception it used to function from the premises of Dinabandhu Andrews College, Garia. Since 2008, the college has been functioning from its present address in its new building.*
- *The college has been diversifying at present and offering multifarious courses along with Commerce*
- *It has become a multi-faculty co-education college from the academic session 2001-02.*
- *The college now offers Honours courses in Accountancy, Economics, Mathematics, Bengali, English & History and general courses in Commerce, Economics, Mathematics, Bengali, English, History, Sociology, Education, Statistics and Computer Science.*

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

- *No such programme facilitating dual degree is offered by the institution.*

1.2.3. **Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development,**

academic mobility, progression to higher studies and improved potential for Employability.

- *Being an affiliate of the university, the institution has very little provision with reference to providing academic flexibility.*

  The college has extended online mock test facility for different competitive examinations. The teachers are taking active initiative to include MCQ type questions relevant to their respective subjects in this web based platform leading to its further enrichment.

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

- *No self financed programmes are offered by the institution.*

1.2.5. Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

> *Refer 1.1.7*

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

- *University does not provide any flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses / combination of their choice.*

_____

1.3 Curriculum Enrichment

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

- *The goal of the institution is to emphasize on building sensitive and self reliant citizen and to develop them as complete human beings.*
- *This necessitates the college to introduce value-added courses that will help in enrichment and ensure holistic development of students.*
- *To achieve this, the college has introduced a number of certificate courses aiming at the all round development of the students along with the computer literacy programme for all the students to supplement the University's curriculum.*

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

1) *College offers basic computer training to the students.*
2) *College organizes frequent counseling sessions for the students which enhance the experience of the students to get appraised with the needs of the dynamic employment market.*
3) *College has been providing a web platform for preparing different competitive examinations.*

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

- *College organizes several programmes on cross cutting issues to enrich the students on inter-spatial and inter temporal issues. Such as*
    1) *UGC sponsored national seminar on Women Empowerment, globalization and social exclusion, Bengali drama as a platform of protest*
    2) *NSS Unit organizes various programmes on Environmental awareness.*
    3) *The College has recently formed an ECO club.*
    4) *IQAC has been organizing expert lectures on different cross cutting issues.*

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

- *The college has introduced a number of certificate courses aiming at the all round development of the students.*
- *Computer literacy programme for all the students.*
- *Refer 3.6*

1.3.5. Cite a few examples to enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum

- *The college has developed a web-based system of obtaining feedback from different stakeholders for enriching the curriculum*

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

- *The Principal, Faculties along with the guardians are actively involved in the supervision of the enrichment programmes organized by the college.*

_____

1.4   Feedback Mechanism

1.4.1.   What are the contributions of the institution in the design and development of the curriculum prepared by the University?

- *Being an affiliated college, the institution has little scope of contributing to the design and development of the curriculum prepared by the University.*
- *Furthermore no teacher of the institution is included in the Board of Studies of the university and thus the institution is left with no scope of design and development of the curriculum prepared by the university.*

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

- *Presently the IQAC has evolved an innovative way of obtaining online feedback from the stakeholders -*
  System 01: Students Feedback on Existing Curriculum
  System 02: Students Feedback on Introduction of new subjects in the Curriculum.

  System 03: Students' Feedback on teaching of teachers

  System 04: Students' feedback about institutional provision

  System 05: Feedback from parents

  System 06: Feedback from alumni

System 06: Feedback from industry/university

System 07: Teachers' feedback on the institution

System 08: Feedback from all the stakeholders about college development, any grievance and sexual harassment

The college Governing Body takes very serious note about these and adopt measures accordingly.

1.4.3. How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

No new programmes/courses were introduced by the institution during the last four years

CRITERION II:

TEACHING, LEARNING AND EVALUATION

2.1. *Student Enrolment and Profile*

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

- *The college is located in a geographically advantageous location, and thus the admission process does not require much publicity. Publicity in the admission process is done by college Web-site, college Prospectus and Social Network.*
- *The college follows the admission criteria set by the university and also conforms to the reservation policy of the government which ensures equity.*
- *The Governing Body forms an admission committee comprising of teaching and non teaching staff. This committee looks after the entire admission process and remains responsible for maintaining transparency in the admission process.*
- *In recent times the college has conducted online admission - which ensures further transparency.*

2.1.2. Explain in detail the criteria adopted and process of admission to various programmes of the Institution

- *The College strictly follows the university criteria for admission*
- *Procedure followed in the college during 2015–16 :*
  From this session for the first time the college has introduced on-line admission which is a very remarkable step towards transparency.

  Step I : *Admission procedure, Eligibility criteria, Fees structure, Intake capacity, Courses offered along with application form are uploaded in the college website just after the publication of 10+2 results.*

  Step II : *Merit panel is prepared according to the criteria by the service provider in conformity with university rules and reservation policy of the*

GOWB and uploaded in the college website. For any problem applicants are informed by sending SMS.

Step III : *After physical verification of the documents in the College office students deposit their fees in the designated bank through a challan generated against their application no..*

Step IV : *Presenting their paid challan receipt to the college office Cash Counter students obtain their Roll Nos.*

2.1.3. Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college. Provide a comparison with other colleges of the affiliating university within the city/district?

- *The College follows the minimum marks criteria of the university*
- *There is no data available for other colleges*
- *The minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college are as follows -*

As per Merit List 2015	Maximum	Minimum	Average
Bengali (Hons.)	*75%*	*45%*	*60%*
English (Hons.)	*80.5%*	*50%*	*65.25%*
History (Hons.)	*77.5%*	*46%*	*61.75%*
Mathematics (Hons.)	*67.5%*	*51.7%*	*59.6%*
Economics (Hons.)	*70%*	*51%*	*59.62%*
Accountancy (Hons.)	*82.5%*	*50%*	*66.25%*
B.A. (Gen.)	*50%*	*30%*	*40%*
B.Sc. (Gen.)	*52%*	*50%*	*51%*
B.Com. (Gen.)	*50.1%*	*30%*	*40%*

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

- *The college collects feedback from teachers and students about admission process and reviews the process accordingly.*
- *The admission committee of the College with IQAC is trying to bring changes for improvement in the admission process towards –*
  - *Simplification in the admission procedure*
  - *Transparency of the admission procedure*
  - *An increase in the coverage of the student base area.*
- *The most important outcome is the introduction of the on-line admission procedure from this session.*

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

- *The college follows the reservation policy of the government and maintains the number of seats for students under the reserved category.*
- *The college has observed that the seats reserved for the admission of SC, ST, OBC candidates remain un-utilized if students of reserved category are not available.*
- *Admission of students from other states has also increased.*

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

Demand and Utilization Ratio during Last Four years –

2015 – 2016		**No. of Intake**	**No. of Applicant**	**No. of Admitted**	**Demand Ratio**	**Utilisation Ratio**
1.	Bangali (Hons.)	95	413	91	1:4.35	1:0.96
2.	English (Hons.)	76	273	67	1:3.59	1:0.88
3.	History (Hons.)	39	90	38	1:2.31	1:0.97
4.	Mathematics (Hons.)	26	90	28	1:3.46	1:1.08
5.	Economics (Hons.)	14	22	10	1:1.57	1:0.71
6.	Accountancy (Hons.)	188	638	155	1:3.39	1:0.82
7.	B.A. (Gen.)	197	811	182	1:4.12	1:0.92
8.	B.Sc. (Gen.)	40	30	2	1:0.75	1:0.05
9.	B.Com. (Gen.)	130	287	88	1:2.21	1:0.68

2014 – 2015		**No. of Intake**	**No. of Applicant**	**No. of Admitted**	**Demand Ratio**	**Utilisation Ratio**
1.	Bangali (Hons.)	95	217	82	1:2.28	1:0.86
2.	English (Hons.)	76	119	70	1:1.57	1:0.92
3.	History (Hons.)	39	104	26	1:2.67	1:0.67
4.	Mathematics (Hons.)	26	30	16	1:1.15	1:0.62
5.	Economics (Hons.)	14	7	3	1:0.5	1:0.21
6.	Accountancy (Hons.)	188	429	142	1:2.28	1:0.76
7.	B.A. (Gen.)	197	612	206	1:3.11	1:1.05
8.	B.Sc. (Gen.)	40	19	6	1:0.48	1:0.15
9.	B.Com. (Gen.)	130	407	131	1:3.13	1:1.01

2013 – 2014		No. of Intake	No. of Applicant	No. of Admitted	Demand Ratio	Utilisation Ratio
1.	Bangali (Hons.)	92	148	81	1:1.61	1:0.88
2.	English (Hons.)	73	104	58	1:1.42	1:0.79
3.	History (Hons.)	37	41	13	1:1.1	1:0.35
4.	Mathematics (Hons.)	25	18	8	1:0.72	1:0.32
5.	Economics (Hons.)	13	11	2	1:0.85	1:0.15
6.	Accountancy (Hons.)	182	248	133	1:1.36	1:0.73
7.	B.A. (Gen.)	182	660	167	1:3.63	1:0.92
8.	B.Sc. (Gen.)	25	19	2	1:0.76	1:0.08
9.	B.Com. (Gen.)	121	292	114	1:2.41	1:0.94

2012 – 2013		No. of Intake	No. of Applicant	No. of Admitted	Demand Ratio	Utilisation Ratio
1.	Bangali (Hons.)	92	141	79	1:1.53	1:0.85
2.	English (Hons.)	73	111	69	1:1.52	1:0.95
3.	History (Hons.)	37	94	27	1:2.54	1:0.73
4.	Mathematics (Hons.)	25	15	7	1:0.60	1:0.28
5.	Economics (Hons.)	13	6	5	1:0.46	1:0.38
6.	Accountancy (Hons.)	182	361	158	1:1.98	1:0.87
7.	B.A. (Gen.)	182	637	195	1:3.50	1:1.07
8.	B.Sc. (Gen.)	25	24	9	1:0.96	1:0.36
9.	B.Com. (Gen.)	121	236	119	1:1.95	1:0.98

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

- *The college does not have many students who are physically challenged.*

2.2. Catering to Diverse Needs of Students

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

- *The college does not have much students who are physically challenged.*

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

- *Towards assessing the students' needs in terms of knowledge and skills, generally the college follows the practice as mentioned below -*

  1. *The Principal along with teachers and members of the staff meet the students during the orientation meeting on the first day of the commencement of the new academic session and try to gauge the responsiveness of students in general.*
  2. *Teachers meet their students in their respective departments and from their preliminary interactions try to appreciate the relative strengths and weaknesses of the students.*
  3. *In recent times IQAC of the college is trying to make use of a uniquely designed web application which enables the college to engage in profile mapping of the students in terms of their knowledge and skills.*

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses)

- *Towards bridging up the knowledge gap of the students college follows the practice as mentioned below*

1. *Teachers make them available as and when the students in need wish to meet the teachers to clear their difficulties and doubts in preparing their studies.*

2. *Expert lectures are delivered by reputed faculties of different universities and other institutes in some of the departments.*

3. *In recent times the college has introduced the system of mentoring session - wherein each teacher is provided some reasonable time daily to act as mentor and counsel their respective mentees.*

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

- *Towards sensitizing the staff and the students on issues such as gender inclusion, environment etc. the college follows the practice as mentioned below -*

    1. *UGC Seminar is organised on gender related issues*

    2. *Child in Need Institute conducts seminar on gender issues*

    3. *Health Awareness programmes for women are also organised*

    4. *The college has an Eco club and NSS unit whose activities include*

        a) *Setting up of Plastic free zone*

        b) *Observing Briksha Ropan (Tree plantation) ceremonies*

        c) *Conforming to no smoking zone*

        d) *The cleaning programme of the college and its surrounding areas.*

        e) *Making use of Green generator*

    5. *Different departments conduct educational tour for the students*

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

1. *The teachers encourage the advanced learners to have access to web resources*
2. *The advanced learners are also encouraged to prepare and deliver "students talk" in the class room in front of other students and the teachers.*
3. *Expert lectures.*
4. *Organising Seminars.*

2.2.6   How does the institute collect, analyze and use the data and information on the academic performance of the students at risk of drop out?

- *The institution does not have any system to collect and analyze information about the students at the risk of being drops out*

1. *However the college in recent times has started the practice of mentoring and parents' teachers meet to discuss the matters related to irregularity in students' class attendance etc.*
2. *Financial assistance is provided to financially weak students from the Students' Aid Fund*
3. *In recent times the college has introduced the system of communicating with the parents through SMS gateway and informs them about long absence of their wards in the college.*

2.3.   Teaching learning process

2.3.1. How does the college plan and organize the teaching, learning and evaluation schedules?

- *Towards organizing the teaching, learning and evaluation schedule the college has the following practice -*
    1. *The Principal convenes an annual Academic Plan Meeting with the Teachers/ Departments/ Head of the Departments before the commencement of the academic session and issues instructions -*
        a) *to the teachers to make review of the university syllabus*
        b) *to the Head of the Departments to make allocation of the courses amongst the teachers*
        c) *to the teachers to make monthly lesson plans and evaluation schedule*
        d) *to the teachers to prepare objective type question bank for formative assessment*
        e) *Instructional note sheets for each lesson with learning outcomes.*

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

- *IQAC has decided to introduce continuous internal assessment for the students with an eye to make the students regular to their classes and not to practice rote learning.*
- *IQAC is encouraging the teachers to involve in learner centered teaching practices with an eye to develop thinking aptitude amongst the students.*

- *IQAC is also encouraging the teachers to make use of PowerPoint presentations for enriched learning experiences of the learners.*

- *IQAC is further encouraging the teachers to make use of ICT.*

- *Increasing **access to the use of computer by the General Students.***

- *Some department offering Book Bank facility to students.*

- *Exploring the scope for improvement in Library.*

- *Introducing MCQ type question bank.*

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

- *College authority is encouraging the teachers to involve in learner centered teaching practices with an eye to develop thinking aptitude amongst the students. Some of the important practices are -*

    1) *Students seminar*
    2) *Students quiz*
    3) *Students talk*
    4) *Students debate*

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

- *College authority is encouraging the teachers to nurture thinking aptitude, scientific temper and creativity amongst the students by way of making them participate in -*

1) *Students seminar*

2) *Field work*

3) *Students talk*

4) *Writing in college magazine*

5) *Educational tour*

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

- *The college does not have any Virtual laboratories, e-learning - (NME-ICT), open educational resources, mobile education facility. However, the college is a registered member of the NLIST programme through which the teachers can make use of several journals and e- books.*

2.3.6. How are the students and faculty exposed to advanced level of knowledge and skills?

- *The college organizes seminars / experts seminar / sponsored seminars where students are exposed to some advanced level of knowledge.*

- *Access to the internet installed in the library and the computer laboratory.*

- *Participating in seminar, conferences, workshop, Orientation Programme, Refresher courses etc.*

2.3.7. Detail (process and the number of students /benefited) on the academic, personal and psycho-social support and guidance services provided to students?

- *Faculties of the college always are on toes to provide all sorts of counselling to the students to best of their capacity both within and outside classroom.*

- *Psycho-social supports being a continuous process, the teachers are constantly engaged in interaction with the students to provide it regularly.*

- *College organizes expert lecture to boost them morally, to create confidence among them.*

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

- *The college encourages the faculty to complement the chalk and talk system of teaching learning with several students centered learning processes.*
- *Computer Aided Learning (Internet, Power Point Presentations) is provided for further learning.*
- *Group Discussions and Seminars are also in practice*
- *Field trips & Educational trips are also in practice*
- *Workshops and survey.*

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

- *The library caters to the needs of the teachers and students by providing access to books and journals.*
- *The library contains a moderate number of text books of various courses and some Reference Books.*
- *The books from central library are issued to the students and faculty members while the book banks facilitate reading in free periods.*
- *The library facility was extended on account of the verbal student feedback and it functions from 10:00 am to 5:00 pm.*
- *The books in general library are categorized subject wise..*
- *There is Book Bank facility to cater exclusively to the needs of the underprivileged students and are issued for one year as per their need. Books for Competitive Examinations are issued to the students.*

- *The departments provide requisitions for books, magazines and journals' to the Librarian in each and every session, which is then approved by the Finance Committee subject the availability of funds. The purchase is made through the purchase committee.*

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

- *The institution has built-in mechanisms to ensure curriculum completion within the planned time frame.*

- *Constant monitoring by the concerned authority and Academic Sub Committee to ensure effective implementation of the work plans.*

- *However, at times the institution faces a few challenges in completing the curriculum within planned time frame and calendar in extra-ordinary circumstances.*

- *The most common challenge faced is unexpected closure to reason beyond the control of the institution. Faculty members take extra classes for the completion of the courses. The demand for intensive teaching for conceptual clarity for certain batches of students, especially first year undergraduate students is me with; extra classes are taken for the completion of the course content.*

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

- *Towards monitoring and evaluating the quality of teaching learning the institution emphasizes on*
  - o *Regularity in attendance of teachers during teaching weeks*
  - o *Students attendance in class*
  - o *Regularity in class tests*
  - o *Students' Performances in examinations*

2.4.   Teacher Quality

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

- *The college authority does not have any discretion with regard to recruitment, appointment and retention of teachers, as the same is decided by the different bodies of the Govt. such as West Bengal College Service Commission and DPI.*

- *However temporary and guest faculty are appointed by the college on need basis maintaining required qualifications.*

2.4.2. How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas of study being introduced?

- *Does not have any such programme.*

2.4.3. Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

- *The college always encourages its faculty and staff to attain staff development programme organized by the university.*

- *Also encourages teachers to organize and participate in seminars, workshops, etc.*

- *Encourages pursuing M.Phil. and Ph.D. work.*

- *The College is going to organize a training programme for the teachers and staff on ICT.*

2.4.4. **What policies/systems are in place to recharge teachers?**

- *Teachers are encouraged to participate in*

    1) *Orientation Programmes*

    2) *Refresher Courses*

    3) *Retraining Programme*

    4) *Short Term Courses*

- *Teachers are also encouraged to participate in International / National / State level seminars - which help them to enhance their professional development*

- *Encourages to apply for Minor/Major Research Project and organize seminar.*

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

- *No such record*

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

- *Recently the college has introduced a web-based feedback system where the students can give their feedback about their teachers.*

- *The Institution has evolved a mechanism of finding out a self appraisal score of the teacher based on structured questionnaire.*

- *Also IQAC is thinking of taking an initiative of evaluating of teachers by external peer.*

2.5. Evaluation Process and Reforms

2.5.1. How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- *The college has a well designed Academic Calendar in place.*

- *The calendar - amongst other things - contains information about monthly test schedules, test examinations as well as university examinations thereby enabling the student and faculty to remain fully aware about the evaluation process*

2.5.2 What are the major evaluation reforms of the University that the institution has adopted and what are the reforms initiated by the institution on its own?

- *The major evaluation reform of the University is to switch over from 2+1 system to 1+1+1 system.*

- *Introduction of project paper of 100 marks for 3rd year B.Com and Economics Honours students.*

- *Institution introduced regular class test and Online MCQ test as formative evaluation along with university stipulated summative test.*

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

- *The evaluation reforms of the University and those initiated by the college are implemented by the Examination Sub Committee and Academic Sub Committee.*

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

- *The college takes regular class tests/unit tests which form the basis of formative evaluation.*

- *Class attendance of the students has improved for this*

- *The college also takes a mid-term test and the test examination which forms the basis of summative evaluation*

2.5.5 **Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc).**

- *Affiliated colleges do not have the opportunity to assign weightages to the internal assessments except a few subjects.*

2.5.6 **What are the graduate attributes specified by the College/affiliating University? How does the College ensure the attainment of these by the students?**

- *According to the affiliating University to obtain graduate degree in Honours in a subject a student has to secure 40% marks and to obtain graduate degree in general course a student has to secure 30% marks. The whole process of teaching and learning is emphasising this aspect.*

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

- *Students can record their grievance with regard to the evaluation of answer scripts and the university remains liable to review the answer scripts in all such cases.*

- *Students are also free to record their grievances to the University RTI officer and call for any record of information that falls within the purview of the RTI Act.*

- *The college has developed an online feedback web application mechanism where students can record their grievance about the evaluation process of the college.*

2.6. *Student performance and Learning Outcomes*

2.6.1. Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

- *The college wishes to see its students as not only academically accomplished but socially conscious individuals and meaningfully employed in productive work after completion of studies. Dynamic interaction among the students, staff and parents are made to make them aware of this mission of the college to impart holistic education.*

2.6.2. Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

- *Students' performances at regular periodical tests, mid-term tests and annual examinations are carefully analyzed.*

- *During the parent teachers meeting, parents are informed about students' performance.*

- *Students of Honours courses, failing to come up to required standard after repeated warnings and specialized attention and assistance are advised to shift to General courses from Honours courses so that they don't have to face failure in the university examination.*

- *The college keeps a close watch on academic progress of each student and promptly takes appropriate corrective measures as and when necessary.*

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

- *The Principal meets and interacts with the faculties to sensitise them on the intended learning outcomes.*

- *The faculties on the other hand decide on their respective strategies of teaching-learning evaluation so that the students attain the intended learning outcomes.*

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

- *The college has very little scope of taking any initiative or making any contribution to the process of enhancing the social and economic relevance of the courses offered as design and development of the courses is the prerogative of the affiliating university.*

- *However, the college strives to develop an industry – college network through different agencies, career fairs are organized to enhance the social and economic relevance of the courses offered.*

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

- *The performance of the students in the formative examinations are seriously analysed by the faculties to adopt appropriate measures for further improvement of the students.*

- *The college makes use of a web application which enables the college to make profile mapping of the students in terms of their knowledge and skills*

- *Students lagging in knowledge and skills are taken special care of so that they feel encouraged to work hard and overcome the barriers of learning. Remedial/tutorial classes are held to assist them.*

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

- *After each term, the respective teacher prepares a complete report of all the activities of students, i.e. marks in the university examination, class tests, progress made by the students in the class, absentees etc.*

- *Parents of irregular students are informed from time to time through the SMS Gateway*

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

- *The University has introduced the concept of internal evaluation for certain course/subjects - Commerce, Economics, Mathematics, Computer Science, Statistics - where the evaluation made by the teachers carry 50 percentage weightages*

- *Classroom performance is being judged regularly.*

CRITERION III:

RESEARCH,

CONSULTANCY

AND EXTENSION

_____

3.1   Promotion of Research

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

The institution does not have any such provision.

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

Yes, the college has a research committee comprising of the Principal, IQAC coordinator and three faculty members

Recommendations implemented –

1. *Send proposal to the U.G.C. to organise National/ State Level Seminars.*
2. *Send proposal to the U.G.C. to conduct Minor Research Projects.*
3. *Provide information and research guidance to teaching staff about the various funding agencies*

Impacts –

1. *Conducted One National Level and Three State Level Seminar in the academic year 2014 – 15.*
2. *Five out of eleven faculty members of the College applied for the funding of Minor Research Projects to the UGC.*

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

§ **autonomy to the principal investigator**
  ➢ *The faculty is given full autonomy in the implementation of their research project.*

§ **timely availability or release of resources**
  ➢ *Presently there is no such UGC or other agency funded research project.*

§ **adequate infrastructure and human resources**
  ➢ *The college provides all the facilities available in the present set up.*

§ **time-off, reduced teaching load, special leave etc. to teachers**
  ➢ *The faculty members are provided with duty leave for paper presentations in seminars/conferences.*

§ **support in terms of technology and information needs**
  ➢ *The students and faculty members are allowed to use the following facilities for their research work –*
    a) *Well maintained Library.*
    b) *Research Journals.*
    c) *Internet Connectivity.*
    d) *Web based resources of the NLIST programme*
    e) *Computers.*

§ **measures taken by the institution to facilitate timely auditing and submission of utilization certificate to the funding authorities**
  ➢ *Timely auditing systems more or less are in place. Utilization certificates are submitted in due time to the funding authorities.*

§ **any other**

> ➢ *Planning is on the way to organize inter – faculty interaction focusing on their respective research areas at a regular interval.*

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

To develop a scientific temperament and aptitude, the College organizes Educational Tours for Final year students of all departments. Various departments of the College also organise National, State level UGC sponsored seminars to create curiosity among the students as well as to get a chance to meet and interact with the distinguished persons in the related area. Expert talks are also held to enhance the level of academic achievement of the students.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Details of faculty involvement in active research are as follows –

1. Registered or Awarded – M.Phil., Ph.D. etc

1.1. Department of Bengali –

Awarded ➡ *1. Year 1998 – **Dr. Anjana Brahma**, Assistant Professor -**Awarded Ph.D.** from Visva-Bharati University. Title of the thesis **"Sharadindur Oitihasik Kahini : Jibondristhi O Silparup".***

Awarded → *2. Year 2003 – Dr. Putul Chakraborty – Govt Approved CWTT - Awarded Ph.D. from Rabindra Bharati University. Title of the thesis "Kalkuter Dristite Manush O Jiban".*
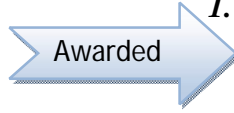
Awarded → *3. Year 1999 – Prof. Sripati Pramanik – Govt Approved PTT - Awarded M.Phil. from Rabindra Bharati University for his dissertation on "Manik Bandopadhyayer Katha Shahitye Lokosanskritir Probhab".*
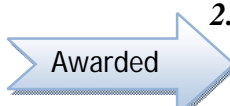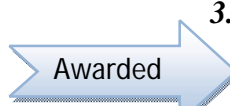
1.2. Department of Commerce –

Awarded → *1. Year 2000 – Prof. Sukumar Sadhukhan – Assistant Professor - Awarded M.Phil. from Burdwan University for his dissertation on "Economic profile of brick field unit in Hoogly district – A Case Study with the thrust on cost of production analysis".*

Awarded → *2. Year 2013 – Dr. Madhumita Chaktraborti – PTT - Awarded Ph.D. from Calcutta University. Title of the thesis "A Study of the Effectiveness of ISO 14001 implementation with special reference to the Indian Corporate Sector."*
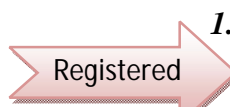
1.3. Department of Economics –

Awarded → *1. Year 1992 – Dr. Rajyasri Neogi – Associate Professor - Awarded M.Phil. from Calcutta University for her dissertation on " Role of MNCs in India".*

Awarded ➤ *2. Year 2001 – **Dr. Rajyasri Neogi** – Associate Professor - **Awarded Ph.D.** from Jadavpur University. Title of the thesis **"Economics of Marine Fishing in India With special Reference to West Bengal".***
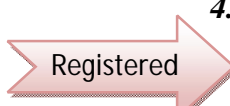
Awarded ➤ *3. Year 2006 – **Prof. Shumonika Ganguly** – Guest Lecturer - **Awarded M.Phil.** from Jawaharlal Neharu University for her dissertation on **"Deforestation and Poverty in India :1983 – 2000"***

1.4. Department of English –

Registered ➤ *1. Year 2012 – **Prof. Soumana Biswas** – Assistant Professor - **Registered for Ph.D.** from Jawaharlal Nehru University. Title of her proposed thesis "**Workings of Postmemory : Reading Recent Partition Fiction**"*

Awarded ➤ *2. Year 2013 – **Prof. Kaustav Chanda** –Temporary Lecturer - **Awarded M.Phil.** from Calcutta University for his dissertation on **"Beyond the Veil: Desire, Sexuality, and the Question of Identity in J.K. Rowling's Harry Potter Series".***

Awarded ➤ *3. Year 2014 – **Prof. Oindrila Bhattacharya** – Guest Lecturer - **Awarded M.Phil.** from Calcutta University for her dissertation on **"Hybridization: A Strategy Towards Survival of the Fittest as in The Trilogy of Chinua Achebe".***

Registered ➤ *4. Year 2015 – **Prof. Oindrila Bhattacharya** – Guest Lecturer - **Registered for Ph.D.** in Vidyasagar University. Title of her proposed thesis **"Aboriginal Literature of Africa and Australia".***

Registered → 5. *Year 2015* – **Prof. Kaustav Chanda** – *Guest Lecturer* - **Registered for Ph.D.** *in Vidyasagar University. Title of his proposed thesis* **"Call of the Wild: Representations of Nature in Game-Narratives Set in India".**

1.5. *Department of History* –

Awarded → 1. *Year 2008* – **Prof. Sreyashi Sarkar** – *Assistant Professor* - **Awarded M.Phil.** *from Jadavpur University for her dissertation* "**Margins of Respectability; History of Prostitution and Women Entertainers in 19th Century Bengal**"

Registered → 2. *Year 2013* – **Prof. Sreyashi Sarkar** – *Assistant Professor* - **Registered for Ph.D.** *in Calcutta University. Title of her proposed thesis is* – **"State Society and Public Health: Prostitutes of Bengal (1864-1986)".**

Awarded → 3. *Year 2001* – **Prof. Aparajita Mukherjee** – *CWTT* - **Awarded M.Phil.** *from Jadavpur University for her dissertation on* **"Adhunik Bharate Gramin Sayatta Shasaner Kramobibortton (Bengal 1920 – 1957)".**

1.6. *Department of Mathematics* –

Awarded → 1. *Year 1983* – **Dr. Rabin Kanti Pal** – *Guest Lecturer* **Awarded Ph.D.** *from Jadavpur University. Title of the thesis* **"Studies in Non-Linear effects in the problems of wave propagation in semiconductors with plasma stream".**

Awarded → 2. *Year 1988* – **Dr. Ramkrishna Prasad Chakraborty** – *Principal* - **Awarded M. Phil.** *from Calcutta University for his dissertation* **"A Minimal and Maximal Topologies".**
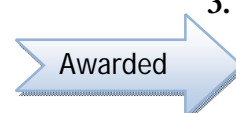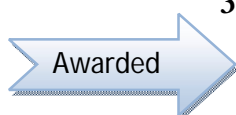
Awarded → 3. *Year 2001 – **Nasima Munshi** – Assistant Professor - **Awarded M.Phil** . from Calcutta University for her dissertation **"Effects on torsion in elastic half-space".***
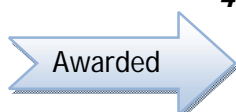
Awarded → 4. *Year 2002 – **Dr. Ramkrishna Prasad Chakraborty** – Principal - **Awarded Ph. D.** from Calcutta University, Title of the thesis **"On Some Problems Associated with Fuzzy Topology".***

Awarded → 5. *Year 2009 – **Dr. Nasima Munshi** – Assistant Professor **Awarded Ph.D.** from Calcutta University. Title of the thesis **"Dynamic fracture in solids".***

1.7. *Department of Sociology* –

Awarded → 1. *Year 2008 – **Prof. Bidya Ratan Tikader** – Assistant Professor - **Awarded M.Phil.** from Jadavpur University for his dissertation on **"The Roll of Information & Communication Technology in Rural Development : A Comparative Sociological Study of Two Villages".***
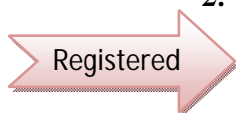
Registered → 2. *Year 2010 – **Prof. Bidya Ratan Tikader** – Assistant Professor - **Registered for Ph.D.** from Kalyani University. Title of his proposed thesis is – **"The new Information and Communication Technologies and Farmers: A Case Study of Hanskhali Block in Nadia District".***

2. *Minor Research Projects*

    2.1. ***Department of Bengali** –*
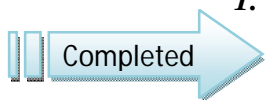
Completed

1. *Year 2009 – 2010 : **Dr. Anjana Brahma,** Associate Professor, **successfully carried out and completed** the UGC sponsored M.R.P. entitled **" Rabindra Gane Bhasha Prayoger Bichitra : Kichu Namuna"** and got financial assistance of Rs. 70.000/- from UGC.*

Applied

2. *Year 2015 : **Dr. Anjana Brahma,** Associate Professor **Submitted a proposal** to UGC for obtaining financial assistance under Minor Research Project. Title of the project is **"Bangalir Probas Jeebon Chhobi: Prabhat Mukhopadhyayer Rochonay".***

    2.2. ***Department of Commerce** –*

Applied
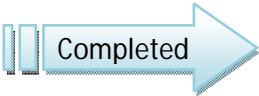
1. *Year 2015 : **Prof. Soma Mukherjee,** Associate Professor **submitted a proposal** to UGC for obtaining financial assistance under Minor Research Project. Title of the project is **"Between Profit and Persecution : The Business of Geriatric Care Management in Kolkata – A Micro Study".***

Applied
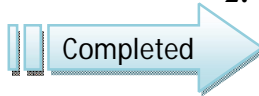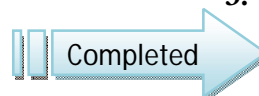
2. *Year 2015: **Prof. Sukumar Sadhukhan,** Assistant Professor **submitted a proposal** to UGC for obtaining financial assistance under Minor Research Project. Title of the project is **"Costs – Benefits Analysis and Environmental Accountability of Small Scale Industries – A Study of Brick Making Units in West Bengal".***

2.3. Department of Economics –

1. *Year 2009 – 2010 : Dr. Rajyasri Niogy, Associate Professor, successfully carried out and completed the UGC sponsored MRP entitled "Problems and Prospects of Marine Fish Marketing in West Bengal – A Micro Study" and got financial assistance of Rs. 70,000/- from UGC.*

   `Completed`

2. *Year 2015: Dr. Rajyasri Niogy, Associate Professor Submitted a proposal to UGC for obtaining financial assistance under Minor Research Project. Title of the project is "Impact of Higher Education on Women Empowerment".*

   `Applied`

2.4. Department of Mathematics –

1. *2014 – 2015: Dr. R. P. Chakraborty, Principal, successfully carried out and completed the UGC sponsored MRP entitled "Fuzzy Soft Sets: Some Ramifications and applications" and got financial assistance of Rs. 2,70,000 /- from UGC.*

   `Completed`

2. *2009 – 2010: Dr. R. P. Chakraborty, Principal, successfully carried out and completed the UGC sponsored MRP entitled "Study of some Typical Aspects of Fuzzy Topology" and got financial assistance of Rs. 1,06,500/- from UGC.*

   `Completed`

3. *2005 – 2007: Dr. R. P. Chakraborty, Principal, successfully carried out and completed the UGC sponsored MRP entitled "Investigations of some Topological Problems concerning Fuzzy Topological Spaces" and got financial assistance of Rs.70,000/- from UGC.*

   `Completed`

Completed

4. *1999 – 2001 : Dr. R. P. Chakraborty, Principal,* **successfully carried out and completed** *the UGC sponsored MRP entitled* **"Studies of some Fuzzy Topological Problems"** *and got financial assistance of Rs. 35,000/- from UGC .*

2.5.   *Department of Sociology –*

Applied

1. *Year 2015 – 2016 : Bidya Ratan Tikader,* **Assistant Professor,** **submitted a proposal** *to UGC for obtaining financial assistance under Minor Research Project. Title of the project is* **"Potential Needs of Information and Communication Technology for Rural Development : A Study of Hanskhali Block in Nadia District".**

3. *Institutional research with a view to develop institutional expertise for consultancy and/or training*

3.1.   *Department of Mathematics –*

1. *Dr. R. P. Chakraborty,* **Principal,** **a***cted as Supervisor of one Research Scholar, registered at Vidyasagar University (Reg. No. – 0064/Ph.D. (Science)). Title of the thesis "Investigation of some typical problems associated with Fuzzy Topological and fuzzy soft topological Spaces". Awarded Ph.D. degree on 15.05.2015.*

2. *Dr. R. P. Chakraborty,* **Principal,** **acting as supervisor of another scholar** *whose registration in Calcutta University is awaited.*

3.1.6 Give details of workshops / training programmes / sensitization programmes conducted / organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Various departments of the college are organizing UGC sponsored National and State level seminar on a regular interval where many eminent research personalities and academicians are invited as resource person with whom teachers are interacting. In these seminars, faculties of other institutions are also invited to share their research activity.

Refer 3.7.4

Students of B.Com (Hons) and Economics are getting advantage of research exposure while doing term paper.

Other seminars -

Sl. No	Date	Topic	Department	Speaker
1	12th Feb 2010	Perspective on Diasporic Literature	Dept. of English	Prof. Himadri Lahiri, Associate Professor, Dept. of English, University of Burdwan
2	8th March 2010	Contemporary Issues on Small Business Management	Dept. of Commerce	Dr. Sarmishtha Banerjee, reader, Dept. of Business management, Calcutta University
3	12th March 2010	Bangla Path, Pathodan and Pathikriya	Dept. of Bengali	Prof. Biswanath Roy, Dept. of Bengali, University of Calcutta

4	15ᵗʰ Oct. 2015	Invited Talk	Dept. of Commerce	Pema Lama, Assistant Professor, Dept. of Commerce
5	6ᵗʰ Oct.2015	Special lecture On 'Khalji Dynasty'	Dept. of History	Raktim Sur, Associate Professor, Dept. of History, Heromba Chandra College
6.	14ᵗʰ Jan 2010	The Poet and Reformer of 19ᵗʰ Century, Henry Luois Vivion Derozio	Dept. of History	Prof. Pallab Sengupta, Honourable Former Vidyasagar Professor, Rabindra Bharati University.
6	26ᵗʰ Sept. 2015	Abbriti Karmoshala	Dept. of Bengali	Sumantra Sengupta, Bachik Shilpi
7	24ᵗʰ Sept. 2015	Props as Visual Metaphor : A Study of Elizabethan props	Dept. of English	Piyas Chakraborty, Associate Professor, Dept. of English

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

As stated earlier we do not have any research centre but our faculty members are involved in the research at individual/collaborative level. Following is the detail along with research areas and expertise of the different faculty members.

Subject	Specialisation	Name of the Faculty
Mathematics	Fuzzy Topology	Dr. Ramkrishna Prasad Chakraborty
Economics	Sustainable Development and Education	Dr. Rajyasri Niogy
Bengali	Katha Sahitya (Prose Literature)	Dr. Anjana Brahma
Mathematics	Dynamic Fracture in Solids	Dr. Nasima Munshi

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

Different departments of the College conduct Seminars/Lectures from time to time. For this the researchers of eminence are invited and interact with the teachers and students.

Refer 3.1.6

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

Nil

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

The research cell of the college has published and edited books and seminar proceedings in the form of edited books by faculty with ISBN no. incorporating contribution of the faculty and encourages them to take active part in research.

Sl. No.	Name	ISBN No.
1.	Quest	978-93-83360-14-7
2.	Bangla Natak : Pratibader Mancha	978-81-928276-9-8
3.	Cost-competitiveness in MSME in India	978-93-83360-23-9
4.	Empowerment of Women: Some Issues, Issues, Challenges and Debates; 20th & 21st Century	978-93-83360-18-5
5.	Present Day Mathematics and Its Application	978-93-83360-22-2

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3.1 Resource Mobilization for Research

3.2.1 **What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

The college receives grant from UGC exclusively for research, seminars and workshops. Over and above the grant expenditure is borne by the college from its own resources.

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

No, there is no provision to provide seed money to the faculty for research.

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

As per University syllabus, the students of B.Com (Honours), Economics (Honours) and Environmental Studies have to prepare projects, but for this no fund has been allocated in the college budget.

The Research committee is deciding to submit a proposal recommending for giving financial assistance to prepare the students for his/her project reports.

3.2.4 **How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

The College has been conducting basic degree program and in these degree programs there is no provision for research work. However for the inclusion of research aptitude in

the students, college takes several initiatives like interdisciplinary seminars, lectures on the current, relative and burning issues.

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

Library facilities and its conducive environment for academic pursuits encourage/ motivate the staff and students to take forward steps to pursue research in their relevant field. The college has a well stocked library which includes text books in accordance with the latest syllabi as well as reference books of all relevant subjects and disciplines and the college is always eager to purchase new editions of books every year.

Internet connectivity has also been provided to help the teachers carry out their research activities.

3.2.6 **Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

College not yet received such grant other than UGC grants for book and computer.

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

The college provides necessary help to the interested faculty members to apply for research grants from different sponsoring agencies and also guide wherever required to carry out a research project.

Refer 3.1.5

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3.3 Research Facilities

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

As indicated earlier we are an under graduate college and curriculum of the courses available in the college does not carry any research component, hence no research scholar is enrolled. But, in spite of this, the following research facilities are available for active research work within the college campus –

- *Internet connectivity*
- *N-list and basic library facility*
- *Procurement of Research Oriented Journals.*
- *Funding for Publications of Edited Books with Research Papers of the faculties and to organize Research Oriented Seminars.*

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The College has set up Research sub-committee to check for institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of the researchers. It has stipulated the following strategies –

- *Keeping track of the various research projects funded by UGC.*
- *Updating the teachers regarding the various fellowships and facilitate in applying for the same.*
- *Monitor the infrastructure facilities provided in the college premises to carry out minor research projects.*

- *Recommend for leave to present research papers in seminars, conferences and workshops.*
- *The committee plans to procure more Research Oriented Journals.*

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

No special grants have been received for the development of research facility in the college.

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

This is an under graduate college. Hence, the students do not visit places outside the campus to avail research facilities.

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

The following facilities are available specifically for the researchers –

- *Internet facility*
- *Procurement of Research Journals*
- *General Library*
- *College is well equipped with LCD, Printers and Scanners.*

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

There is no such initiative presently.

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3.4   Research Publications and Awards

3.**4.1** **Highlight the major research achievements of the staff and students in terms of**

- ❖ **Patents obtained and filed (process and product)**
- ❖ **Original research contributing to product improvement**
- ❖ **Research studies or surveys benefiting the community or improving the services**
- ❖ **Research inputs contributing to new initiatives and social development**

None.

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

There is a Research Cell / Committee which takes initiative to publish books. Efforts are being initiated to publish a journal.

3.4.3 **Give details of publications by the faculty and students:**

- a) **Publication per faculty**
- b) **Number of papers published in peer reviewed journals (b1.national/b2.international) by faculty and students**
- c) **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**

d) **Monographs**

e) **Chapter in Books**

f) **Books Edited**

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

h) **Citation Index**

i) **SNIP**

j) **SJR**

k) **Impact factor**

l) **h-index**

1.1   *Department of Bengali*

1.1.1   *Dr Anjana Brahma (Assistant Professor)*

i. *"Rabindragan-er Bhasaprayoger Baichitra", Vivekananda Book Centre, Kolkata- 73(2012) ,*   ***ISBN: 13-978-03-80973-12-8***

ii. *"Computer O Bangla Sahitya", Ganamadhyam O Bangla Sahitya, Academic Staff College, C.U. (2004). pp. 227-230.*

iii. *Oitihasik kahinite Nimnabargiyer Sthan : Saradindu : ekti naam, Bangla Kathasahitye Nimnabarger Chitra, Dept. Of Bengali, Kabi Sukanta Mahabidyalaya, Bhadreswar, Hooghly (2009). pp. 90-95.*

iv. *"Rabindra ganer bhasa : Ruptatwa O Dhwanitatwa", Rabindranath : Rayecha Nayane Nayane, (2012) pp. 299-316* ***ISBN : 978-81-921697-2-9***

v. *"Badabaner Chhabi : The Hungry Tide Upanyase", Sahitya Bichare Paribeshkendrik Dristibhangi , Edited by Dola Debnath, K.Mitra,*

Granthamitra, Kolkata- 700009, (2013)
ISBN : 978-81-88171-93-4. pp. 93-101.

vi. *"Agnijuger Nari". Quest., K.K. Das College , (2014)* *ISBN:978-93-83360-14-7. pp. 61-65.*

vii. *"Bangla Natak : Pratibader Mancha" (Edited Book) Sreebharati Press, Kolkata : 700047. (2015)* *ISBN : 978-81-928276-9-8*

viii. *"Sahitye Itihaser Prayog : Soundarjer Bishes Matr", M.S. Academic (Article in Refereed Journal) Vol. -1, No.-2 (2011)* *ISSN : 2229-6484. Pp. 160-162.*

1.1.2 Dr. Putul Chakraborty (Govt. approved C.W.T.T.)

i. *"Kalkuter Dristite Manus O Jibon: Publisher: Sahityasri (2005)*

ii. *"Bangla Kathasahitya: Nirbachito Prabandho"(Edited Book) Publisher: Kalikalam, (Mahalaya, 1417)*

iii. *"Pathakritir Nana Vuban: Bislesane, Ashwadane", Article: "Manmatha Rayer Karagar: Akti Parjalochana" (Page 161), Pragga Bikas (Payla Boishakh, 1417)*

iv. *"Sekaler Ovinetri Sukumari Dutta" (Edited Book) (P-149), "Medha – Sanmasik Sahityo Patrika, Pratham Sankha, (2005)*

1.1.3 Sripati Pramanik (Govt. approved P.T.T.)

i. *Chho-Chhou-Chhow, Lok Samaskriti Gobesona*

ii. *Padma Nadir Majhi- Lokayata Darpon, Bama Publisher's*

iii. *Gajan O Lok-Natak, Pustak Bipani/ Mel Bandhan*

1.1.4 *Anamika Roy (Govt. approved P.T.T.)*

   i.   *1418 Bongabdo Gitanjali O Gora: Eksho Periye.* **Journal:** *Ebong Eisomoy (2011-2012)*

1.2 *Department of Commerce*

1.2.1 *Soma Mukherjee (Associate Professor)*

   i.   *"Women in India : A Quest for Identity", An article in a Edited Book Titled "Empowerment of Women : Some Issues, Challenges and Debates; 20th & 21st Century", K. K. Das College, Kolkata – 84 (2015), ISBN:978-93-83360-18-5*

   ii.   *Edited Book titled "Quest", K. K. Das College, Kolkata – 84 (2014) ISBN NO. 978-93-83360-14-7.*

1.2.2 *Rinku Saha (Assistant Professor)*

   i.   *"Medical Tourism in India- Scope and its future Prospects", Quest, Research Cell, K.K.Das College, (2014), PP26 -34 ISBN: 978-93-83360-14-7*

   ii.   *"Usefulness of Cost Reduction and Cost Control", "Contemporary Issues on Accounting and Finance" New Central Book Agency (P) Ltd(2014)., ISBN:978-81-7381-9421*

   iii.   *"Empowerment of Women through Development of Micro, Small and Medium Enterprises" (MSMEs in India) Empowerment of Women: Some Issues, Challenges and Debates; 20th & 21st Century , K.K.Das College (2015), ISBN:978-93-83360-18-5*

iv. *"MSMEs and Industrial Sickness- An Analysis of Causes and Identification of revival Strategies" Cost-Competitiveness in Micro, Small and Medium Enterprises in India , K. K. Das College (2015), ISBN:978-93-83360-23-9*

1.2.3 Sukumar Sadhukhan (Assistant Professor)

i. *"Economic profile of brick field unit in Hooghly district: a case study on cost of production analysis" Prakash Chandra Adhikary (ed.), Dissertation papers pp. 133-154 (2005), Siliguri College of Commerce, ISBN: 81-902236-0-7*

ii. *"Post-1991 Scenario in Indian External Trade Sector: An Overview." Economic Affairs, Vol. 50, Qr. 4 .pp-199-207(2005), ISSN: 0424-2513*

iii. *Economic Profile of Brick Field Unit in Hooghly District: A Case Study on Cost of Production Analysis, Contemporary Issues on Accounting and Finance, New Central Book Agency (P) Ltd. pp – 236-244. (2014)., ISBN:978-81-7381-9421*

iv. *"Sustainable Development and Environmental Degradation of Brick Industries in West Bengal – A Case Study with reference to Cost Structure Analysis", Population, urbanization and changing state of environment, Nuruzzaman Kasemi and Tarun Das, N.S.P.S., Birpara College, WB, pp-316-325 (2014), ISBN:978-93-84671-04-4*

v. *"Prospects and Perspective of brick industries in West Bengal - A Case Study with the thrust on Cost of Production Analysis", Quest, Research Cell, K. K. Das College, (2014), PP16-25 ISBN: 978-93-83360-14-7*

vi. *"Women Empowerment in India – A Conceptual Study", Empowerment of Women : Some Issues, Challenges and Debates; 20th & 21st Century,*

K. K. Das College, Kolkata – 84, pp-40-44 (2015), ISBN:978-93-83360-18-5

1.2.4 Dr. Madhumita Chakrabarty (Govt. approved P.T.T.)

i. CSR- An Emerging Issue of Corporate Ethics (2014)

ii. Empowerment of women; some issues, challenges and debates, 20th & 21st century Women Empowerment in the Perspective of Swami Vivekananda(2015), ISBN : 978-93-83360-18-15

iii. Cost Competitiveness of MSME in India Role of Environment Management System in chancing Competitiveness of MSMEs, ISBN : 978-93-83360-23-9

iv. Present Day Mathematics and its Application An Integration of Linear Programming with Environment Management System for solving problems in manufacturing industries(2015) ISBN : 978-93-83360-22-2

1.3 Department of Economics

1.3.1 Dr. Rajyasri Neogy (Associate Professor)

i.   "Sustainability of Marine Fishing: A Case Study of West Bengal" Applied Economics Letter, 7, 707-710,(2007) , ISSN NO. 1350-4851

ii. "Export Performance of Marine Fisheries Sector in India-An Appraisal", Advances in Management, Vol. 3 (12), ISSN NO. 0974-2611.

iii. "Facility Indicators in Primary and upper Primary Schools: A State Specific Analysis of DISE DATA", PANCHAKOTesSAYS, Vol-1, No.3(2010) ISSN NO. 0976-4968.

iv. *"How far we have achieved : Sarva Siksha Abhiyan in West Bengal", MS ACADEMIC, VOL-1, NO.3, May 2011, ISSN NO. 2229-6484.*

v. *"Universal Primary Education for Girls in India: A State Specific Analysis Based on DISE DATA", Journal of Business and Economic Issues , Vol-2, No.1(2010), ISSN NO. 0974-9144.*

vi. *"Impact Of Natural Disaster On Marine Fishing-A Case Study" International Symposium On Interdisciplinary Studies And Promotion Research On Natural Disaster organized by : Microdis - Jadavpur University, (2011) ISBN NO. 81-87500-55-7.*

vii. *"MDG 3: Gender Equality and Women Empowerment", Empowerment of Women: Some Issues, Challenges And Debates In 20th And 21st Century, K.K. Das College ISBN NO. 978-93-83360-18-15.*

viii. *"MSME And Innovation: The Implication of Competitiveness", National Level Seminar on Competitiveness of MSME Sector in India, K.K. Das College and ICWA,(2014) ISBN NO. 978-93-83360-23-9.*

ix. *Edited Book titled "Empowerment of Women: Some Issues, Challenges And Debates In 20th And 21st Century", K. K. Das College ISBN NO. 978-93-83360-18-15.*

x. *Higher Education in India- Implication of Globalization. Article in Edited book by K. K. Das College ISBN NO.978-93-83360-14-7*

1.3.2 Saptarshi Mitra (College Recruited P.T.T)

i. *Present Day Mathematics & its Application: An Enquiry into the ideas of Srimad Bhagvad Gita*

ii. *Liberation and its Impact on MSMEs in India*

1.4 *Department of English*

1.4.1 *Soumana Biswas (Assistant Professor)*

i. *"The Voices of Silence: Plight of Women during India's Partition in Bapsi Sidhwa's Ice Candy Man and Jyotirmoyee Devi's The River Churning"* , Edited by : Ralla Guha Niyogi, Published in : Women's Words, ISBN:978-81-7617-076-3

1.4.2 *Oindrila Bhattacharya (College Recruited P.T.T)*

i. *"Hybridization as a Survival Strategy as in Achebe's No Longer At Ease"* International Conference on Postcolonial Literature, pp 31-32.

ii. *"Reading English in Kolkata: Past, Present and Future"*, Bangabasi Academic Journal, pp 37-40., ISSN: 2249-0655

iii. *"The Dalit Literature"*, Atmabikash, (2014) ISSN: 22786171

iv. *"Life-Training"*, Atmabikash, p 151(2013), ISSN: 22786171

v. *"Hugli-r Buk-e Anindya Oitihya"* , Bangla Mirror, pp 10-11 (2013)

vi. *"Jeeban Shangraam-e Bijoyee- Ora Igbo"*, Bangla Mirror, p-24 (2013)

vii. *"Hightech City- Hyderabad-e Kichhudin"*, Bangla Mirror, pp 19-20 (2013)

viii. *"Thriller-er Adaal-e Rurha Baastab- Shamaalochanaa: A Political Murder"* , bangle Mirror,p 39(2013).

ix. *"Piu Kahaan"* Atmabikash(2013) ISSN 2278-6171

x. *"Hathaat Stroke…, Angina Theke-o Byathaa"*, Health Mirror10-13(2013)

xi. *"The Subaltern Now Speaks"*, Atmabikash (2015) ISSN 2278-6171

xii. *"The Rape of the Lock: The Rape Of Art Via The Rape Of TheArtist's Ego", Atmabikash (2015) ISSN 2278-6171.*

xiii. *"Bismritapraay Banganatee: Pratibaader Pratimurtee Banglaa Naatak", Pratibaader Mancha: Chapter 19 (2015)*

1.4.3 Kaustav Chanda (College Recruited P.T.T)

i. *"Environment in Literature: An Eco critical Reading of Kenneth Anderson's Jungle-Lore", Middle Flight- National peer reviewed journal. ISSN : 23lg – 7684*

ii. *"The Question of Female Sensuality in J.K. Rowling's Harry Potter series" New Academia , vol . III , – An International referred journal. ISSN : 2277 – 3967*

iii. *" John Taylor's Maneaters and Marauders : An Eco critical / past – colonial Evaluation of a coloniser's perspective of African Wilderness" , International Journal of English Language , Literature and Humanities , vol : III, issue – II,) An international referred journal(2015), ISSN : 2321 – 7065*

iv. *" Urbanity and the city of Calcutta seen through the eyes of Satyajit Ray in Mahanagar , Jana Aranya , & Agantak ", New Academia, vol : III, Issue . IV– An international referred journal publicants (cont…)(2014), ISSN : 2277 – 3967)*

v. *"What lies deep in the Unconcious : A psychoanalytical scrutiny of Harry Potter in J.K. Rowling's Harry Potter series" International Journal of Multidisciplinary Approach and studies, An international referred journal (online open access journal vol : VI, Issue . I(2014), ISSN : 2348 – 537x)*

vi. *" Muggles and Commoners : Mapping the Boundaries in the Magical Worlds of J.K. Rowling's and JonaTHAN Strud" ,Quest , chapter in a book. ISBN : 978 – 93 – 83360 – 14 – 7*

vii. *"An Eco critical Reading of the Representation of Nature in the Literature of Assam" The Land of Early Nightfall : Glimpses of the Literature of Northeast India) Essay in an Anthology . ISBN : 978 – 81 – 8435-464-5*

viii. *"The Craze of the Colonizer : Colonizing Nature in Kenneth Anderson's Jungle – Narratives ", Subalterns peak : An International Journal of post- colonial Studies , vol . III , issue . IV, – An international referred journal. ISSN . 2277 – 3959*

1.5 *Department of History*

1.5.1 *Sreyashi Sarkar (Assistant Professor)*

i. *"Empowerment With A Difference: Actresses In Bengali Theatre", Empowerment Of Women, Some Issues, Challenges And Debates,20th And 21st Century, ISBN NO 978-93-83360-18-5,page 60-67 (Article in a book)*

ii. *"Addresing The Diseased Body,A Study In The Perspective Of The Prevention Of Contagious Diseases Act" Quest, Research Cell, K.K Das College, (2014) ISBN NO 978-93-83360-14-7 page 42-48(Article in a book)*

iii. *"Whose Health? Whose Body? Prostitutes And Public Health In Colonial Bengal In Gender Senstisation, Women Empowerment And Distance Education: History, Society And Culture, Edited By: Prof. Kajal De, Dr. Chandan Basu, Srideep Mukherjee,(2013), The Netaji*

Subhas Open University   ISBN,978-93-82112-12-9,page56-68(Article in a book)

iv.   *"Bangali Bhardralok Samaj O Ganka: Prosongo Unish Satak", Pashchimbanga Itihas Sangsad, Vol 24(2010)page,895-899 (conference proceedings)*

v.   *"Emergence Of The Female Actresses In Bengali Theatre", In Keka Dutta   Roy, Chittaranjan Misra Edited, Reflections In History, Raktakarabee (2009) 978-81- 905134-7-0page 600-621(Article in a book)*

vi.   *"The Nineteenth Century Bhadraloks And Colonial Attitutedes Towards Prostitution And Women Entertainers",, Institute Of Historical Studies, Kolkata,(2009), ISSN-0033-5800 page,108-128(journal)*

vii. *"Paap Theke Aparadh-Bharatiyo Ganikabrittir Paribartaner Dhara", Pashimbanga Itihas Sangsad,Vol 23 (2009), page 406-412(conference proceedings)*

viii. *"Prostitution In Ancient And Medieval India", In Utkal Historical Research Journal (2008)page 153-178 (journal)*

ix.   *Edited Book titled "Empowerment of Women: Some Issues, Challenges And Debates In 20th And 21st Century", K.K. Das College ISBN NO. 978-93-83360-18-15.*

1.5.2 Sumitra Chakraborty (Govt. Approved C.W.T.T)

i.   *"Gandhibadi Jatiya Andolone Narimuktir Dharma, in Empowerment of Women: Some issues, challenges and Debates; 20th -21 st century" K. K. Das College(2014).*

ii. *"Deshbhager Rajnaitik Prekshapate Oupanibishik Banglar Dalit Andolon: Ekti Atmaparichoy nirmaner Itihas" , Quest, K.K.Das College(2014)*

iii. *"Gandhigiri Rajyer Sandhane" Dakhine Janala (2012).*

iv. *"Rammohaner Rajnaitik Matadarsher Samajik Bhithi" Katha Bazar(2011).*

v. *Prasanga: Ajodhya Ray, Katha Baza(2010).*

1.6   Department of Mathematics

1.6.1   Dr. Ramkrishna Prasad Chakraborty (Principal)

i. *"On Some decomposition of fuzzy soft continuity" (With Prakash Mukherjee and P.K.Gain) Journal of New Theory, 4(2015), 39-52. ISSN*

ii. *"Fuzzy soft $\theta-$ closureoperator in fuzzy soft topological spaces" (With Prakash Mukherjee and C. Park), Electronic Journal of Mathematical Analysis and Applications, 3(2015), 227 – 236 ISSN 2090-729X*

iii. *"On generalised fuzzy soft topological space" (With Prakash Mukherjee) , African Journal of Mathematics and Computer Science Research,8(2015) , 1- 11. ISSN 2006-9731*

iv. *"A note on fuzzy soft semi open sets and fuzzy soft semi continuous functions" (with Prakash Mukherjee and P.K.Gain), The Journal of Fuzzy Math 22(2014), 973-989. ISSN: 1066-8950*

v.   *"Fuzzy Rule- based decision making to minimize wear rate of dumper tire"s (with Bishan Das, and Subhash Ch. Panja), Science Direct, Procedia Materials Science 6 (2014), 752-761. ISSN: 2211-8128*

vi.   *On Generalization of S- closedness for fuzzy topological spaces through fuzzy Ideals,(with P.K. Gain and M. Pal) , Int. J Math Archive,(2014) 159-165.   ISSN: 2229-5046*

vii.   *On Fuzzy I_β - Compact Spaces and Fuzzy I_β - Closed Spaces (with P.K. Gain and M. Pal), J. Fuzzy Math 22 (1) (2014), 185 – 196. ISSN: 1066-8950*

viii.   *"On compact and semi compact fuzzy soft topological spaces" (with P.K. Gain and M. Pal), J.Math.comput.sci.4(2) (2014), 425 – 445. ISSN: 1927-5307*

ix.   *"On some structural properties of fuzzy soft topological spaces"(with P.K. Gain, Prakash Mukherjee and M. Pal) ,Int. J. Fuzzy Math Archive 1(2013),1 – 15, ISSN: 2320-3242*

x.   *"On some Decompositions of fuzzy continuity through fuzzy topological Ideal", (with P.K. Gain and M. Pal), Int. J. Math. Res. Sci 1 (3)(2013), 21 – 30. ISSN: 2347-3975*

xi.   *"A new approach towards characterization of semi compactness of fuzzy topological space and its cri subsets" (with P.K. Gain and M. Pal), Journal of fuzzy set valued Analysis, (2013)1 – 6, ISSN: 2193-4169*

xii.   *"On Characterization of some Fuzzy Subsets of Fuzzy Ideal Topological Spaces and Decomposition of Fuzzy Continuity" (with P.K. Gain and M.*

Pal) *CiiT International Journal of Fuzzy Systems, 4(2012), 115 – 120. ISSN: 0974-9721*

xiii. *Characterization of some Fuzzy Subsets of Fuzzy Ideal Topological Spaces and Decomposition of Fuzzy Continuity (with P.K. Gain and M. Pal), International Journal of Fuzzy Mathematics and Systems, 2(2012), 149 – 161.   ISSN: 2248-9940*

xiv. *A note on α-compact fuzzy topological spaces (with A. Bhattacharyya and M. N. Mukherjee), Scint. study and Rs., Series Math and Informatives.22(1)(2012) 65- 70.   ISSN: 1224-2519*

xv. *Semi compactness in fuzzy topological spaces (with A. Bhattacharyya and M. N. Mukherjee), Bull.Malays.Sci.Soc.28 (2) (2005), 205-213. ISSN 0126-6705*

xvi. *Unification of some functions between fuzzy topological spaces (with M. N. Mukherjee), J. Fuzzy Math.10 (2002) 601 – 614. ISSN: 1066-8950*

xvii. *Fuzzy connectedness: a unified approach (with M. N. Mukherjee), Indian J. Pure Appl. Math. 32(4) (2001), 581 – 587. ISSN: 0019-5588*

xviii. *On fuzzy almost compact spaces (with M. N. Mukherjee), Fuzzy Sets and System. 98 (1998) 207 – 210. ISSN: 0165-0114*

xix. *On irresolute fuzzy multifunctions (with A. Bhattacharyya), J. Pure Math.14 (1997), 26 – 34.   ISSN: 2277-355X*

xx. *New characterizations of fuzzy almost compact spaces (with S. Malakar), J. Fuzzy   Math. 3(2) (1995), 327 – 330. ISSN: 1066-8950.*

xxi. *On s-closedness and θ* - rigidity of fuzzy sets (with S. Malakar and S. P. Sinha), J. Fuzzy Math. 2(1) (1994), 105 – 115. ISSN: 1066-8950*

1.6.2 Dr. Nasima Munshi (Assistant Professor)

i.   "Diffraction of Shear Waves by a Griffith Crack in an Infinitely Long Elasitc Strip", Present Day Mathematics and its Application (95 – 101), K.K. Das College, Kolkata-84 (2015)   ISBN- 978-93-83360-22-2.

ii. "A Brief History of pi" Quest (1-9) , K.K.Das College, Kolkata-84 ISBN- 978-93-83360-14-7

iii. "Elastodynamic Response of an Orthotropic Strip with two Coplanar Cracks", Multidiscipline Modeling inn Mat. and Str.4, 59-74(2008) .

iv. High frequency scattering of p-wave by finite crack due to a pair of time harmonic point forces Nasima Munshi and S.C. Mandal, Proc. Nat. Sci. India Sect. A, Vol. 78, Pt. IV, 341-348,(2008).

v.   "Diffraction of P-Waves by Edge Crack in an Infinitely Long Elastic Strip Series A, Vol. 49, No.1 JSM International Journal, 116-122(2008).

1.6.3 Dr. Rabin Kanti Pal (College Recruited FTT)

i.   "Parametric Interaction of ultrasonic waves in dissipative piezo semiconductors"(with M.Gupta), Journal of Indian Academy of Mathematics, vol-3,no-1,pp-27-36,1981, Indore ,India.

ii. "Annotated Bibliography", (with G.K.Sen, M.Gupta & D.K.Sinha),'Basic of Solitons' edited by D.K.Sinha, South Asian Publications, pp-65-72,1981, New Delhi, India.

iii. "On an aspects of nonlinear Parametric Interaction in Piezo electric semiconductors with plasma drift" (with M.Gupta & D.K.Sinha), Proceedings of Indian National science Academy , Vol-48A, No-2 PP-150-161,1982, New Delhi,India.

iv. "Parametric Interaction of Ultrasonic waves in piezoelectric semiconductors"(with M.Gupta & D.K.Sinha), Proceedings of International conference on ultrasonics, New delhi, pp-258-

263,1980.*Journal of Pure and Applied Ultrasonics, vol- V.No 3 pp-67-69,1983, New Delhi,India.*

v. *"Harmonic Generation of Waves in Piezoelectric semiconductors" (with M.Gupta & D.K.Sinha), Journal of Acta Ciencia India, vol-8,No-1 pp-72-78 1983, Meerut, India.*

vi. *On an aspects of nonlinear Parametric Interaction in Piezo semiconductors with plasma drift-   (with M.Gupta & D.K.Sinha), Journal of Applied Physics- Vol-54, no-10 1983, New York.*

vii. *"Parametric Interaction of acoustic waves in Thermo Piezo semiconducting medium" (with M.Gupta & D.K.Sinha), Proceeding of Ultrasonic International 1983, UK.*

1.7   *Department of Sociology*

1.7.1 Bidya Ratan Tikader (Assistant Professor)

i. *"Sociology in The 21st Century: The First Decade", Published by: Barrackpore Rastraguru Surendranath College and SAWB ,146-149 (2010) ISBN: 978-81-921808-1-6*

ii. *"Changing Society of Twentieth Century Bengal (From Historical Perspectives)", Prasanna Deb Women's College, 390 - 400),(2013) ISBN: 978-81- 8064-254-8*

3.4.4   Provide details (if any) of

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

Nil

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3.5 Consultancy

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

There is no such system so far.

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

In this regard there is no policy.

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

Not applicable.

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

Not applicable.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

Not applicable.

3.6   Extension Activities and Institutional Social Responsibility (ISR)

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

The college has understood the increasing access of students of the vicinity to higher education. They come from various sections of the society. By providing reservations, financial aids, scholarships and relaxation in qualifications for socially backward classes students' participation in higher education. The college is an 'equal opportunity' institution to provide knowledge and higher education to all sections of the society.

The college has initiated a number of community development activities. These include:

- *Organizing blood donation awareness campaign in the immediate vicinity of the campus.*

- *Organizing regular blood donation camp.*

- *Organizing NSS Camp in the neighbouring villages (within 3 km from the college)*

- *College and its surroundings are cleaned on a regular basis by NSS volunteers and students.*

- *One of the most important steps towards its extension activity and institutional responsibility is sharing its infrastructure with a benevolent NGO to conduct their eye operation camp for very poor people of rural area.*

- *Distribution of educational accessories to the poor children of locality.*

List of different activities organized by NSS unit, Students Union and the college:

Programme Name & Agenda	Place	Date	No. of Students
1.Opening Ceremony of N. S. S. Unit 2.Tree Plantation 3.Health Awareness	K. K. Das College Room- 205	30/03/2010	50
1.Common Wealth Games Programme	K. K. Das College Room- 106	28/09/2010 - 30/09/2010	250
1.Blood Donation Awareness Campaign	K. K. Das College Room- 205	24/12/2010	70
1. Walk for Blood Donation Camp	Local Area	04/01/2011	100
1. Air Force NCC, Jadavpur University Campus Counseling for Recruit Some Trainees for Pilot Training	K. K. Das College Room- 205	30/03/2011	150
One Gold Medal from Governor with Photo, College Profile File			
1.N. S. S. Special Camp Opening Ceremony 2.Social Education 3. Area Cleaning 4. Sit & Draw Competition 5. Discipline in Social Life 6. Yogashon (Yoga Practice) 7. Necessity of Sports, Environment Awareness 8. General Health Awareness 9. Water Resource Problems & Solutions 10. Closing Ceremony	K. K. Das College & South Sreepur, Boral	12/09/2011 - 19/09/2011	50 members every day

1.Awareness for Thalassemia, HIV/AIDS, Blood Donation	K. K. Das College Room- 205	23/04/2012	150
1. 152th Tagore's Birth Anniversary	K. K. Das College Room-205	09/05/2012	150
1.College Campus Cleaning	K. K. Das College	30/09/2012	30
1.Blood Donation Camp	K. K. Das College's Common Room	01/10/2012	42
1.N. S. S. Day Programme	University of Calcutta	24/09/2012	20
1.World AIDS Day	Sisir Manch	01/12/2012	20
1.International Mother Language Day	K. K. Das College Room-205	21/02/2013	50
1.N. S. S. Special Camp Opening Ceremony 2.Social Education 3.Locality Cleaning 3. Tree Plantation 4.Drawing Competition 5.Consumer Awareness 6.Create a Group 7.General Health Awareness 8. Closing Ceremony	K. K. Das College & Harinavi	22/02/2013 - 01/03/2013	50
1.College Cleaning	K. K. Das College	11/03/2013	50
1.College Cleaning	K. K. Das College	23/08/2013	10
1.College Campus Cleaning	K. K. Das College	27/08/2013	7
1.N. S. S. Foundation Day	University of Calcutta	24/09/2013	19
1.Free Eye Operation Camp for Poor in Associate with "Garia Sohomormi Society" & "N. S. S. Unit K. K. Das College"	K. K. Das College Room-205 & 106	25/12/2013 - 01/01/2014	Everyday 10 N. S. S. Members
1.Swami Vivekanada's Birthday Observation	K. K. Das College	11/01/2014	150
1.Yuva Divas Celebration	University of Calcutta	12/01/2014	13
1.College Campus Cleaning	K. K. Das College	18/02/2014	16
1.Blood Donation Camp	K. K. Das College	21/02/2014	80

1.College Campus Cleaning	K. K. Das College	27/03/2014	15
1. 154th Tagore's Birthday Celebration	K. K. Das College Room- 205	09/05/2014	All N. S. S. member & General Students
1.West Bengal State N. S. S. Awards Function	Ramkrishna Mission, Golpark	26/08/2014	19
1.N. S. S. Foundation Day	K. K. Das College Room- 205	24/09/2014	All N. S. S. member & General Students
1.College Campus Cleaning	K. K. Das College	17/12/2014	30
1.Free Eye Operation Camp for Poor in Associate with "Garia Sohomormi Society" & "N. S. S. Unit K. K. Das College"	K. K. Das College Room-205 & 106	25/12/2014 - 01/01/2015	Everyday 10 N. S. S. Members
1.Yuva Divas Celebration	University of Calcutta	12/01/2015	30
1.Volunteers at Seva Utsav for attending V. C. & Pro V. C. of University of Calcutta	Kendua Ground	31/01/2015	23
1.Sokol Bharat Yuva Yuva Divas	University of Calcutta	10/02/2015	10
1.International Mother Language Day	K. K. Das College Room-205	21/02/2015	All N. S. S. members & General Students
1.College Campus Cleaning	K. K. Das College	16/05/2015	13
1.Nirmal K. K. Das College Ovijan	K. K. Das College	11/09/2015	All N. S. S. members
1.N. S. S. Foundation Day	K. K. Das College Room- 205	24/09/2015	All N. S. S. members & General Students

1.College Campus Cleaning	*K. K. Das College*	*30/09/2015*	*All N. S. S. members*
1.Blood Donation & Thalassemia Cause & Prevention Awareness Camp	*K. K. Das College Room- 205*	*01/10/2015*	*All N. S. S. members & General Students*
1.Blood Donation Camp	*K. K. Das College's Common Room*	*01/10/2015*	*All N. S. S. members & General Students*

Grant received by the NSS Unit from CU

Session	Programmes		
	Regular Activities	*Special Camps*	*Blood Donation Camps*
2011-12	*13500*	*15000*	*Nil*
2012-13	*13500*	*15000*	*4900*
	9000	*7500*	
2013-14	*13500*	*15000*	*4000*
2014-15	*13500*	*15000*	*3500*

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

The following bodies are responsible for tracking student's involvement in various social movements / activities which promote citizenship roles –

- *NSS*
- *Students' Union*
- *Eco Club*
- *And faculty*

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

We value the opinion and needs of students. The college has elected Students' Union consisting of CR from each class. Students have the freedom to approach the Principal during the working hours without prior appointment.

Parents of any student are free to interact with Principal, any teacher at any time either directly or over the phone.

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

The College organized a number of outreach activities which relate to academic, social, cultural and community services by involving NSS, Students Union and faculty Though there is no budgetary provision but expenditure has been done in this regard without prejudice as far as possible within the capacity of the college.

Refer 3.6.1

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

During the orientation programme before the commencement of the new academic session the Principal of the college makes them aware about the extension activities including NSS. In different times faculties are also informing and encouraging them to

take part in these activities. Besides, the prospectus of the college also contains information about these activities.

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

Refer 3.6.1

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

Extension activities always enrich academic learning experience, value and skill not only in students but the faculty too. These activities refresh the environment of the college as well. The major strength of this college is its ability to ensure holistic development of students to make them enlightened citizens. The students who have been a part of this process have been spreading awareness in the institution and motivating other students to take part in these Programs. Academic lessons, be it in Humanities group or Science group through the topics taught often introduce students to lofty and noble values that should be practiced in everyday life. Extension activities through their practical applications corroborate and confirm these views and help the students to become more socially conscious human beings.

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

NSS special camps were organized in nearby villages where residents of that area actively participated. NSS volunteers ensure involvement of local people in their programmes. In most of the activities local people are invited to participate.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- *The blood donation camp is organized with the help of 'Red Ribbon Club'.*
- *The eye check up camp is organized with the help of a renowned eye clinic 'Optical palace'.*
- *The NSS co-ordinates all its activities under the norms of the University with the help of local administrative body (i.e., Police, Panchayet, Municipality, etc.).*

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

- ***Seva Shikkha Sree Award 2013 (to an institution)*** *– Presented by Dakshin Kalikata Krira-O-Sanskriti Parishad, Kolkata – 84.*

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3.7   Collaboration

3.7.1   How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The college does not have any such arrangement. But college organizes its State/National Level Seminars by collaborating with other institutions such as – other nearby colleges, research institutions (Centre for Studies in Social Sciences, Kolkata), Bangiya Sahitya Parishad and Commercial Bodies (The Inst. of Cost-Accountants of India).

3.7.2   Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

A MOU has been signed between an external organization (ESSR INFOSYS) and college to provide skill development programme.

3.7.3   Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories/library/new technology/placement services etc.

There is no such interaction.

3.7.4 Highlighting the names of eminent scientists / participants, who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

The details of National/State Level Seminars organized by the College and the name of the invited speakers –

1. *Date*   : *Jan 30, 2015*
    Organised By   : *Department of Mathematics*
    Subject   : *"Present Day Mathematics and its Application"*
    Level   : *UGC State Level*
    Speakers   : *Inauguration :*
    Prof Pradip Niyogy, IIT Kharagpur
    Key Note :
    Subenoy Chakraborty, Jadavpur University
    Speakers :
    Prof. B. N. Mondal, ISI, Calcutta
    Prof. Tapan Kr. Dutta, CU
    Prof. Joydev Chattopadhyay, ISI, Calcutta

2. *Date*   : *Dec 19, 2014*
    Organised By   : *Department of Commerce*
    Subject   : *"Cost Competitiveness in Micro, Small and Medium Enterprises in India"*
    Level   : *UGC National Level*
    Collaborator   : *The Inst. of Cost-Accountants of India*
    Speakers   : *Inauguration :*
    Dr. Ajitava Roy Chowdhury, Dept. of Economics,

Jadavpur University

Key Note :

CMA (Dr.) Debaprasanna Nandy, Director, The Inst. of Cost Accountants of India

Speakers :

Prof. Samar Kumar Dutta, former Prof. of IIM - Ahmedabad

Dr. Sarmistha Banerjee, University of Calcutta

3.	*Date*	:	*Nov 11, 2014*
	Organised By	:	**Department of Economics & History**
	Subject	:	*"Empowerment of Women : Some Issues, Challenges and Debates 20th and 21st Century"*
	Level	:	*UGC State Level*
	Collaborator	:	**Dept. of Economics & History, Susil Kar College**
	Speakers	:	*Inauguration :*

Dr. Samita Sen, JU

Key Note :

Dr. Ishita Mukherjee, CU

Speakers :

Ms. Usha Ganguly, Eminent Theatre Personality

Prof. Suparna Guptoo, Dept. of Commerce, CU

Dr. Achin Chakraborty, Inst. of development Studies, Kolkata

4. **Date** : *Sep 12, 2014*

   Organised By : **Department of Bengali**

   Subject : *"Bengali Drama : The Platform of Protest"*

   Level : *UGC State Level*

   Collaborator : **Sivanath Shastri College**

   Speakers : **Inauguration :**

   Prof Pabitra Sarkar, Chairman, G.B., K. K. Das College

   Key Note :

   Prof. Rabindranath Bondopadhyay, Ex-Dean, Kalyani University

   Speakers :

   Prof. Sekhar Samaddar, Jadavpur University

   Prof. Soumitra Basu, Rabindra Bhjarati University

   Mr. Subhasis Gangopadhyay, Eminent Theatre Personality

5. **Date** : *Mar 10 & 11, 2011*

   Organised By : **Departments of Bengali, English, History and Sociology**

   Subject : *Rabindranath : In The Light of the Present*

   Level : *UGC National Level*

   Collaborator : **Bangiya Sahitya Parisad**

   Speakers : **Inauguration :**

   Prof. Pabitra Sarkar, Ex- Vice- Chancellor, Rabindra

Bharati University, (President ,Governing Body)

Prof. Subimal Mishra,

Key Note :

Prof. Mohit Roy, Retd. Prof., Dept. of Eng., Burdwan University

Speakers :

Prof. Gopa Dutta Bhowmik, VC, Gour Banga Universitry

Prof. Somendranath Bandyopadhyay, Retd. Prof., Dept. of Bengali, Viswa Bharati.

Prof. Usha Ranjan Bhattacharija,

6.	*Date*	:	*Feb 4, 2011*
	Organised By	:	***Departments of Economics & Commerce***
	Subject	:	*"Economic Growth Sectoral imbalance and inflation – The Contemporary Indian Perspective"*
	Level	:	*UGC National Level*
	Collaborator	:	***Centre for Studies in Social Sciences, Calcutta***
	Speakers	:	***Inauguration :***

Prof Amitava Bose, Prof. of Economics and Former Director, IIM - Kolkata

Key Note :

Prof. Partha Sen, Director, Delhi School of Economics

Speakers :

Prof. Malayendra Saha, Dept. of Commerce, CU

Prof. Bharat Ramaswami, Planning Unit, ISI, Delhi

Prof. Pradip Maity, ISI, Calcutta

Prof. Ratan Khasnobis, Dept. of Business Mgt, CU

7.	**Date**	:	**Sep 19, 2008**
	Organised By	:	**Departments of Economics & Commerce**
	Subject	:	**"Globalisation, Economic Growth and Exclusion : The Indian Experience"**
	Level	:	*UGC National Level*
	Collaborator	:	*Centre for Studies in Social Sciences, Kolkata*
	Speakers	:	**Inauguration :**

Prof. Asis Kr. Banerjee, Former VC, CU

Key Note :

Prof. Sugata Marjit, Director, Centre for Studies in Social Sciences, Kolkata

Speakers :

Prof. Ratan Khasnobis, Dept. Of Business Mgt., CU

Prof. Avirup Sarkar, ISI, Calcutta

Prof. Anjan Chakraborty, Dept. Of Economics, CU

Prof. Sachinandan Sau, Dept. Of Economics, VU

Prof. Rajat Acharya, Dept. Of Economics, JU

Prof. Hiron Banerjee, Former Pro VC, CU

Prof. Rabindranath Bhattacharya, Dept. Economics, CU

Prof. Biswajit Chatterjee, Dean of Arts, Dept. Economics, JU

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

a) **Curriculum development/enrichment**
   - *A MOU has been signed by an external service provider for skill development programme.*

b) **Internship/ On-the-job training**
   - *Attempt was made once for training to the students for 21 days and was successful at that time. Now the college planning for job training for the students of second and third year B.Com(Hons) and Comp Sc (Gen).*

c) **Summer placement**
   - *Not in Place.*

d) **Faculty exchange and professional development**
   - *A linkage has been established with the department of Economics of a nearby college for faculty exchange programme.*

e) **Research**
   - *To organize UGC sponsored seminar, the college has to make linkage with other educational institutions or professional bodies.*

f) **Consultancy**
   - *Nil*

g) **Extension**
   - *A linkage has been established by a local benevolent NGO to serve for the poor.*

h) **Publication**
   - *To publish books with ISBN No. the college makes collaboration with a Publishing House.*

i) **Student Placement**

> ➤ *In this year the college made a linkage with a nearby management institute for job training*

j) Twinning programmes

> ➤ *Nil*

k) Introduction of new courses

> ➤ *Nil*

l) Student exchange

> ➤ *Nil.*

m) Any other

> ➤ *Nil*

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

- *Social linkage:* (i) *"Sahamarmi" is a Non Govt. organization, organiges free eye (Cataract) operation Camp from 26.12 to 31.12 every year in the College, the N.S.S. member of the college actively participated in this programme.*

  (ii) *College in collaboration with "Panacea Biotec" arranges seminar on "Cancer awareness". Thorough this Programme awareness of cancer spread over the larger society.*

- *Industry linkage: Through the certificate courses organised by the College in Collaboration with ESSR INFOSYS expected to establish a linkage with the industry.*

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

CRITERION IV:

INFRASTRUCTURE AND

LEARNING RESOURCES

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4.1   Physical Facilities

4.1.1   What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

From its inception, the college was running as an evening college sharing the building with Dinabandhu Andrews College. Over the years the college started feeling the need for a separate building so that the intake capacity could be increased. For this reason, they also felt the necessity to introduce new courses and shift the college hours from evening to day. After a long and arduous struggle by the Governing Body, the then president and principal, faculty members, staff members, students, people of the locality and also with the help of the Government, the college achieved its new and own address, and shifted in 2008.

From then on, the main objective of the college has been to develop its infrastructure to support its students. But due to various obstacles and shortage of funds, it is taking time to complete the construction of the building. Till now, the college has been able to complete its second floor. The college is trying to avail funds from MPLAD, MLALAD etc. to complete the construction of the third floor of the building.

4.1.2 Detail the facilities available for

a) **Curricular and co-curricular activities - classrooms, technology enabled learning spaces.**

- *Classrooms: There are **15 classrooms** apart from the library and computer laboratory. The big classrooms are well ventilated, with lots of sunlight, ideal for a crowded classroom. Three classrooms have audio facilities.*

- *Technology enabled learning spaces: 2*

- *Computer Laboratory: There is a well-designed modern computer laboratory. LCD projector, laptop and 26 computers with internet connections are available. There is a Staff to maintain the systems and to provide technical assistance to the faculty members and students. The computers/ laptops are also interfaced with LCDs to develop Power Point Presentations for teaching purposes.*

- *Specialized facilities and equipment for teaching, learning and research etc. are available. Some classrooms are well-equipped with audio facilities and some are equipped with visual teaching aids.*
  These facilities are also available for the teachers who are engaged in research activities.

- *Conference Room: The college does not have any separate conference room but a big classroom (Room 205) is converted into a conference room (when necessary) with advanced audio-visual multi-media facilities like LCD projector, laptop and computer with high configuration of the latest generation with internet connection to organize seminars, lectures and other academic activities and administrative meetings.*

DESCRIPTION OF ROOMS

Ground Floor	Length (in mt)	Breadth (in mt)	Area (in sq.mt)
Room No. – 101 Principal's Room	8.05	4.85	39.0425
Toilet	3.076	1.435	4.41406
Room No. – 102 Office	4.325	4.075	17.624375
Room No. –105 (Comp. Lab 1)	8.4	4.35	36.54
Room No. – 105A (Comp Lab 2)	5.675	6.5	36.8875
Room No. – 104 (Office)	4.425	8.425	37.280625
Room No. – 103 (Class Room)	6.4	6.3	40.32
Room No. – 106 (Class Room)	9.175	4.85	44.49875
Toilet 1 (Boys')	3.97	2.358	9.36126
Toilet 2 (Girls')	3.97	2.358	9.36126
1st Floor Room No. – 201 (Class Room)	9.675	4.85	46.92375
Room No. – 202 (Class Room)	9.175	4.85	44.49875
Room No. – 203 (Class Room)	4.425	8.425	37.280625
Room No. – 204 (Class Room)	5.675	6.5	36.8875
Room No. – 205 (Class Room)	9.225	6.3	58.1175
Room No. – 205A (Class Room)	9.225	6.3	58.1175
Room No. – 206 (Library)	8.4	8.425	70.77
Toilet 3 (Staff)	4.846	1.461	7.080006
Toilet 4 (Boys)	3.97	2.358	9.36126
Toilet 5 (Girls)	3.97	2.358	9.36126
2nd Floor Room No. – 301(Class Room)	9.675	4.85	46.92375
Room No. – 302 (Class Room)	9.175	4.85	44.49875
Room No. – 303 (Teachers' Room)	12.12	4.425	53.631
Room No. – 304 (Class Room)	5.675	3.325	18.869375
Room No. – 305 (Class Room)	15.85	6.3	99.855
Room No. – 306 (Class Room)	8.4	4.25	35.7
Room No. – 307 (Class Room)	5.675	3.05	17.30875
Room No. – 308 (IQAC Room)	2.4	6.3	15.12
Ladies Common Room	8.4	4.05	34.02
Toilet 6 (Ladies)	3.97	2.358	9.36126
Toilet 7 (Teaching Staff)	3.97	2.358	9.36126
			1038.377626

Total Area (Approx.)   *1375 sq. mts.*
Built up Area   *925.97 X 3= 2778 sq. mts.*

CLASS ROOM *(seating capacity)*

Sl. No.	Room no	No of bench	No of table	No of chair	Daises	Seating capacity
1	103	17	01	01	01	68
2	106	28	01	01	01	112
3	105	5	01	01	01	20
4	201	12	01	01	01	48
5	202	16	01	01	01	64
6	203	17	01	01	01	68
7	204	15	01	01	01	60
8	205	39	01	01	01	156
9	205A	17	01	01	01	68
10	301	19	01	01	01	76
11	302	19	01	01	01	76
12	304	2	01	01	01	8
13	305	40	01	01	01	160
14	306	16	01	01	01	64
15	307	5	01	01	01	28
16	IQAC	4	01	01	Nil	20
		Total	16	16	15	16
						1112

b) **Extra -curricular activities - sports, outdoor and indoor games, NSS, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

Sports, outdoor and indoor games:

- *Students take part in inter-college, district level competitions in different events. The college does not have its own playground but has a written permission from a club to use their ground as playground for our students.*

- *The Boys' common space is equipped with indoor games like Table Tennis and Carom.*

- *Girls' common room is equipped with indoor games like carom.*

- *NSS unit has individual space in one room to reserve their documents and equipments and they carry out their extension activities from this space.*

- *Eco-Club of the college functions to enhance environmental consciousness among the students of the college. Due to space constraints, no separate space has yet been allotted to the Eco Club and the activities of the Club are organized by the members with support from the faculty members and students of the college.*

- *Literary Society of the college nurtures the creative side of the students. It attempts to provide the right exposure to students in the form of workshops with external experts, debate, creative writing competitions. It aims to enhance the speaking and writing skill of students.*

- *Cultural Society of the college is in charge of organizing various cultural activities like recitation competition, Teachers' Day Celebration etc.*

- *Health and Hygiene: The College does not have a health unit as such but first aid equipments and a stretcher are available for use in emergency*

situations. An on-call doctor is available and the college is also situated in close proximity to a government hospital.

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

- *All classrooms in the college premises are properly and optimally utilized during the academic sessions.*
- *Classrooms are also utilized for the purpose of University examinations.*
- *Big rooms are also used for organizing seminars, cultural activities and other miscellaneous programmes.*

AMOUNT SPENT IN LAST FOUR YEARS (Rs.)

Sl.	particulars	2011-12	2012-13	2013-14	2014-15
1	Building	1385266	842557	1697717	783621
2	Furniture+ Equipment	6350	193810	639939	289100
3	Computer	0	40530	115660	132771
4	Others-				
	Generator	550254	151198	0	26502
	Photo copier	106224	0	0	0
	Water purifier	0	59490	11850	74695

Physical Facilities

Sl.	Room/space for	Quantity	2011-12	2012-13	2013-14	2014-15
1	Classes	15	09	09	12	15
2	Principal	01	1	1	1	1
3	Office	02	1	1	02	02
4	Library	01	1	1	1	1
5	Teaching staff	01	1 (< 20 seats)	1 (< 20 seats)	1 (> 20 seats)	1 (> 20 seats)
6	Computer lab	02	01	01	01	02
7	NSS	01	1	1	1	1
8	Student union	01	1	1	1	1
9	Night Watchman	01	1	1	1	1
10	Generator	01		1	1	1
11	Cycle stand	01	1	1	1	1
12	Canteen	01	1	1	1	1
13	Girls Common	01	0	0	1	1
14	Boys Common	01	1	1	1	1
15	IQAC	01	0	0	1	1
16	Wash room for					
	Girls	03	02	02	02	03
	Boys	02	1	1	1	1
	Office Staff	01	1	1	1	1
	Teaching Staff	02	02	02	02	03
	Library Staff	01	02	02	02	02
	Drinking Water	04	03	03	03	04

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

- *A small ramp has been built with the staircases and a wheelchair is kept ready for the use of physically disabled students. The college is negotiating with the local government to obtain funds for installation of elevator.*

- *At present, no separate audio materials are available for visually challenged students as the institution has no known record about visually challenged students. But the college is willing to provide audio materials, if such a case is reported.*

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

- *The night watchman is provided with residential facilities.*

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

- *The college occasionally organizes health check up camps.*
- *On-call doctor is available.*

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

- ***IQAC****: A separate room is allotted for IQAC equipped with computer with internet connection, printer, table, chair, almirah etc. This room is also used as class room during busy hours.*

- ***Grievance Redressal Cell, Women's Cell*** *is functional in the college but there is no separate space for them. The Principal, faculties operate these cells either from the staff room or from Principal's Room due to huge shortage of classrooms.*

- *Career Counselling Cell has a separate room constructed from the UGC fund (XI Plan) but this room is also used as classroom during the busy hours for the same reason mentioned above.*

- *Canteen: There is a subsidized canteen in the ground floor. Quality food, tea and snacks are served from there at a subsidized rate.*

- *Recreational Spaces for staff and students: There is a girls' common room equipped with a colour television, and carom board with attached toilet.*

At the ground floor there is a space for boys where they are provided with table tennis board, carom board etc.

There is a spacious staff room for teachers equipped with refrigerator, microwave oven, computers with internet connection.

- *Safe drinking water facility: Safe drinking water facility is provided for all staff and students. Aqua guard with RO purifiers are installed in different floors.*

- *Auditorium/ Conference Room: The college does not have any separate conference room but a big classroom (Room 205) is converted into a conference room (when necessary) with advanced audio-visual multi-media facilities like LCD projector, laptop and computer with high configuration of the latest generation with internet connection to organize seminars, lectures and other academic activities, administrative meetings along with various cultural and co-curricular activities.*

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4.2   Library as a Learning Resource

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

- o *There is a library sub-committee. This committee comprises of the librarian (till 2014), HODs and the Principal. This committee addresses routine issues such as distribution of UGC fund for purchasing of books, purchasing and requisitioning of journals from college fund, purchasing of software packages etc.*
- o *Digitization of the library is in progress. The college is a member of Inflibnet and has subscribed to N-List for the access of e-resources. Initiative is being taken to orient the students about library usage by displaying various details about books and resources available in the library.*

4.2.2   Provide details of the following:

- *Total area of the library (in Sq. Mts.)*
- ➢ *78 sq mt*
- *Total seating capacity:*
- ➢ *12*
- *Working hours (on working days, on holidays, before examination days, during examination days, during vacation):*
- o *In working days –*
  - ➢ *Monday to Friday - from 10 a.m. to 5 p.m.*
  - ➢ *Saturday - from 10 a.m. to 2 p.m.*

o *During holidays, the library remains closed.*

- *Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)*

➢ *There is no such individual reading carrels facility in the library due to shortage of space. An optimum use of space and infrastructures is our target in the present set-up. The Library provides access to e-resource through N-List for both the students and teachers.*

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

o *Subject to the availability of funds and on the basis of the demand of the teachers and students, the Library sub - committee takes decision of purchasing books in the following manners:*

➢ *Team of teachers directly purchase from local book market.*

➢ *Team of teachers directly purchase from book fair.*

➢ *Supplied by vendors subject to admissible lowest quotation basis.*

	Existing		*Newly Added*		*Total*	
	No.	*Value*	*No.*	*Value*	*No.*	*Value*
2011 – 12						
Text Books	*10315*		*1590*		*11905*	
Reference Books	*102*	*642040*	*53*	*176228.5*	*155*	*736442*
Journals/Periodicals	*10*		*0*		*10*	

	Existing		Newly Added		Total	
	No.	*Value*	*No.*	*Value*	*No.*	*Value*
2012 – 13						
Text Books	*11905*		*2*		*11907*	
Reference Books	*155*	*736442*	*0*	*1997*	*155*	*664595*
Journals/Periodicals	*10*		*0*		*10*	
2013 – 14						
Text Books	*11907*		*665*		*12572*	
Reference Books	*155*	*664595*	*62*	*142233*	*217*	*726145*
Journals/Periodicals	*10*		*0*		*10*	
2014 – 15						
Text Books	*12572*		*245*		*12817*	
Reference Books	*217*	*726145*	*27*	*64856*	*244*	*711910*
Journals/Periodicals	*10*		*0*		*10*	

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

✡ **OPAC**
   ➢ *This facility has just been introduced.*
✡ **Electronic Resource Management package for e-journals**
   ➢ *N-list*
✡ **Federated searching tools to search articles in multiple databases**
   ➢ *No such tool has been deployed*
✡ **Library Website**
   ➢ *There isn't any separate Library Website.*

✡ **In-house/remote access to e-publications**
  ➤ *nil*

✡ **Library automation**
  ➤ *Library automation is in progress.*

✡ **Total number of computers for public access**
  ➤ *2*

✡ **Total number of printers for public access**
  ➤ *nil*

✡ **Internet band width/speed 2mbps (unlimited)**
  ➤ *Recently Cable net has been introduced with 3 mbps speed and unlimited downloading and uploading option.*

✡ **Institutional Repository**
  ➤ *Relevant study materials are uploaded by individual teachers which constitute the institutional repository and these materials can be accessed by the students through the college website.*

✡ **Content management system for e-learning**
  ➤ *No such tool has been deployed*

✡ **Participation in Resource sharing networks/consortia (like Inflibnet)**
  ➤ *College provides access to e-resources through N-List facility.*

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

- **Average number of walk-ins:**
  ➤ *80 to 100 daily*

- **Average number of books issued/returned**
  ➤ *About 200/month*

- **Ratio of library books to students enrolled**
  - ➤ *9:1*

- **Average number of books added during last three years**
  - ➤ *661*

- **Average number of login to opac (OPAC)**
  - ➤ *Providing of OPAC facility is in process and partial access through this facility has been initiated.*

- **Average number of login to e-resources**
  - ➤ *All the teachers and students have access to e-resources through N-List. But no separate data is maintained about the number of login to e-resources on daily basis.*

- **Average number of e-resources downloaded/printed**
  - ➤ *Students and teachers access and download e-resources. But no such separate data is available.*

- **Number of information literacy trainings organized**
  - ➤ *Till now, no such training programmes have been organized. But the institution is keen to organize such training programmes in the future.*

- **Details of "weeding out" of books and other materials**
  - ➤ *Books and other materials which are no longer in use are stored properly.*

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts**
  - ➤ *The college does not provide this service.*

- **Reference**
  - ➤ *Reference materials are available for every department in the library but no such separate reference section is maintained.*

- **Reprography**
  - ➤ *The college does not provide this service. But it has future plans for providing such service.*

- **ILL (Inter Library Loan Service)**
  - ➤ *The college does not provide this service.*

- **Information deployment and notification (Information Deployment and Notification)**
  - ➤ *Information about relevant books and e-resources is provided by the library staff and the details of library usage are displayed for the benefit of the students.*

- **Download**
  - ➤ *Students are provided download facility from Inflibnet facility, online repository of materials available on the college website and also from various other relevant websites.*

- **Printing**
  - ➤ *Students are provided printing facility on urgent basis but open access to printing is not available.*

- **Reading list/ Bibliography compilation**
  - ➤ *Formally, reading lists and bibliography are not kept in the library but teachers, during their lectures, inform the students about books and other resources which would enrich their knowledge about their course of study.*

- **In-house/remote access to e-resources**
  - ➤ *The teachers have remote access to e-resources through N-List. The students have in-house access to e-resources through N-List and the*

online repository of materials available on the official website of the college.

- **User Orientation and awareness**
  - ➤ *There is no formal user orientation of the library but the teachers orient their students about the various books and resources available in the library in the course of the academic session.*

- **Assistance in searching Databases**
  - ➤ *The library staff is always willing to assist students to search various databases relevant to the course of study.*

- **INFLIBNET/IUC facilities**
  - ➤ *The college provides INFLIBNET service which helps students and teachers to access various relevant e-resources.*

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

- o *The support provided by the Library staff to the students and teachers of the college is in the form of:*
  - *Computers, Internet.*
  - *Library staff to help the readers to trace the book.*
  - *Display of new arrivals are arranged to encourage readers to use existing and new arrivals.*
  - *The new additions to the library are informed to the Departments.*
  - *Faculties are informed about the latest additions relating to their projects/thrust areas of research.*
  - *Maintaining peaceful and academic environment*

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

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

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

o *Recently IQAC is introducing a web based feedback system. Also feedback on structured questionnaire has been obtained from students and initiatives are taken by the Library Sub-committee and the Principal and approved by the Finance sub-committee.*

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4.3   IT Infrastructure

4.3.1   Give details on the computing facility available (hardware and software) at the institution.

- *Number of computers with Configuration (provide actual number with exact configuration of each available system)*

    o *Details of Computers with Configurations -*

Sl. No.	Type/Brand	Specification	No. of Items
1.	*HP Pavilion P6000 Series*	*Pentium® Dual Core 3.20GHz*	2
2.	*HP Pavilion*	*Pentium® Dual Core 2.20GHz*	18
3.	*HP Pavilion P6*	*Pentium® G630 Dual Core 2.70GHz*	3
4.	*COMPAQ PRESARIO*	*Pentium® G630 Dual Core 2.70GHz*	3
5.	*HCL Desktop Series*	*INTEL Pentium i3*	2
6.	*HP110 PC Series*	*Intel Pentium CPU J2900@2.41Ghz*	5
7.	*Assembled*	*Pentium ® 4 2.4 GHz*	11

    o *Details of Printers with Configurations -*

Sl. No.	COMPANY MODEL	No. of Items
45	*HP LASERJET 1108*	*2*
46	*HOTSPOT M1218nfs MFP*	*2*

o *Total ICT used in the college as -*

		Administrative Purpose		Academic Purpose		Teaching Staff		Total
		Office	Principal's Room	Library	Computer Lab	Teacher's Room	IQAC	
Computer	Desktop	7	2	4	28	2	1	44
	Laptop	1	1	-	-	-	-	2
Copier cum Printer		1	1	-	-	-	1	3
Multi-Function Printer		-	1	-	-	-	-	1
Printer		3	-	-	-	-	-	3
Scanner		2	-	-	-	-	-	2
Projector		-	2	-	-	-	-	2
Total		14	6	2	-	2	2	57
% use of Computer		11/44*100 = 25%		32/44*100 = 72.72%		3/44*100 = 6.81%		

- **Student-Computer ratio**
  - ➤ *50 : 1*
- **Stand alone facility**
  - ➤ *0*
- **LAN facility**
  - ➤ *Yes*
- **Wi-Fi facility**
  - ➤ *At present, Wi-Fi facility is provided to students partially but the institution has plans to make a Wi-Fi campus.*

- **Licensed software**
  - ➤ *Few licensed software are available in the college like MS Windows, MS Office, Visual Studio, Tally, Sole 2 (for library) etc.*

- **Number of nodes/ computers with Internet facility**
  - ➤ *36*

- **Any other**
  - ➤ *Nil*

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

- o *Students can avail internet facility in the central computer laboratory which is equipped with 28 computers with the latest configuration and also from 2 computers available in the library.*

- o *The faculty members of the can access internet facility from computers available in the staff room, IQAC room and library.*

- o *No facility is set up yet for off-campus usage.*

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

- o *The college deploys and upgrades its IT infrastructure and associated facilities every year to fulfill the needs of the students either due to increase in strength or change in the syllabi and to resolve the compatibility issues because there are rapid changes in the IT sector within a short period of time.*

- o *All the computers of the college are connected through either LAN or Wi-Fi facility.*

- o *Projectors and laptops have been made available to the teachers for including ICT enabled teaching-learning process.*
- o *Use of online web application for:*
  - a) *Admission*
  - b) *Feedback*
  - c) *Profile mapping*
  - d) *Online mock-test for different competitive examinations*
  - e) *Creation of online repository of materials*
  - f) *SMS gateway for notice management*
  - g) *Salary management*
  - h) *Value education through web portal*

4.3.4 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)

- o *The college aims to prepare and make use of Information and Communication Technology (ICT) optimally. Conscious effort is also being made to invest in hardware, and to orient the faculty suitably whenever it is required.*
- o *The college has no fixed budget for Procurement, Upgradation, Deployment and Maintenance of the computers and their accessories in the institution. The College has been adding new computers with latest configuration for the last 4 years due to manifold increase in requirements by different departments and also for administrative work.*
- o *The college always prefers to purchase branded computers and*

accessories. Maintenance of such branded equipment is done by the company during the warranty period which is generally of 2-3 years. When the warranty period is over, the college engages hardware or software professionals for the maintenance of the ICT equipments.

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

- o *The Institution facilitates use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff.*
- o *Online repository of materials is available through the college website.*
- o *Teachers and students have access to e-resources through N-List for further study and research.*

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- o *Yes, Institute provides 3 Audio Visual Class Rooms.*

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

- o *No*

4.4 Maintenance of Campus Facilities

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

- *The college did not maintain any formal budget during previous years, but the expenditure was done on the basis of need and was strictly monitored by the Bursar, Principal, Purchase Committee, and Finance Committee. In the current year, initiative has been taken to prepare a budget.*

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

- *The Principal along with the members of various sub-committees like Finance Committee, Building Committee, Purchase Committee plan for the maintenance and upkeep of the infrastructure, facilities and equipment of the college.*

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

- *Not Applicable.*

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

- *Maintenance of fixed asset register.*
- *Installation of Green Generator for uninterrupted supply of electricity.*
- *Submersible pump for uninterrupted supply of water.*
- *Installation of water purifier for safe drinking water.*
- *Employment of a night watch-man.*

CRITERION V : STUDENT SUPPORT AND PROGRESSION

5.1   Student Mentoring and Support

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

- *The institution regularly publishes its prospectus*

- *The prospectus serves as a useful document for the admission aspirants and their guardians since it provides the Vision and Mission of the college and information on courses offered by the college, faculty members, the subject combinations, the admission procedure, the fees structure, different activities of the college, different facilities provided to the students and the university academic calendar.*

5.1.2. Specify the type, number and amount of institutional scholarships/ freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

- *The major sources of financial support for students are*

  - *Merit scholarship (State Govt)*
  - *SC / ST / OBC stipend (State Govt)*
  - *Private stipend (Private)*
  - *Minority scholarship (State Govt)*
  - *Kanyashree Prakalpa (State Govt)*

SC/ST Scholarship

Year	No. of Students			Amount (Rs.)
	Male	*Female*	*Total*	
2011 – 12	82	92	174	783600
2012 – 13	111	125	236	1237180
2013 – 14	92	85	177	-
2014 - 15	91	90	181	-

Data of Amount of scholarship for the year 13-14 and 14-15 is not available as the amount is directly credited to their account.

Minority Scholarship

Year	No. of Students			Amount (Rs.)
	Male	*Female*	*Total*	
2011 – 12	7	16	23	114000
2012 – 13	20	20	40	197700
2013 – 14	37	29	66	364000
2014 - 15	43	26	69	341100

Kanyasree Prakalpa Scholarship

Year	No. of Students			Amount (Rs.)
	Male	Female	Total	
2013 – 14	NA	37	37	925000
2014 - 15	NA	36	36	900000

- *The college offers tuition fee waive to the economically backward students*
- *The college has a fund called Students' Aid Fund generated out of the contributions made by the students of the college.*
- *Fund available in the Students Aid Fund is spent for the students who are*
    - *At the risk of drop out*
    - *Facing financial hardship to take admission*
    - *Payment of fees during form fill up for final examination*

Student Aid Fund support from College

Year	No. of Students			Amount (Rs.)
	Male	Female	Total	
2011 – 12	80	39	119	52705
2012 – 13	26	27	53	33915
2013 – 14	99	81	180	61245
2014 - 15	51	63	114	51485

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

- *The College does not have a significant number of SC / ST or minority students*

● *Percentage of students who receive financial assistance from State Government:*

Year	Percentage of students
2011-12	*13.11*
2012-13	*18.27*
2013-14	*19.18*
2014-15	*20.00*

5.1.4. *What are the specific support services/facilities available with regard to the following*

- **Students from SC/ST,OBC and economically weaker sections**
  - *Stipends are provided, reservation as per government rule during admission process.*

- **Students with physical disabilities**
  - *Fees concessions are provided, reservation as per government rule during admission process.*

- **Overseas students**
  - *College does not have any such student.*

- **Medical assistance to students: health centre, health insurance**
  - *Students are provided with Health Home facility, many health awareness programmes are organized, emergency first aid.*

- **Students to participate in various competitive examinations**
  - *IQAC has provided online assessment platform for competitive examinations.*
  - *Relevant books and magazines are provided in the library for the preparation of competitive examinations.*
  - *Information on various employment opportunities are provided to students.*

- **Organizing coaching classes for competitive examinations**
  - *No such programme is available currently*

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

  - *The college is running a basic computer literacy programme.*

  - *College has introduced in collaboration with an external organization for certificate courses in :*

    1) *Teachers' Training*
    2) *Multimedia Animation*
    3) *Financial Accounting.*
    4) *Communicative English*

  - *A number of students showed interest in getting enrolled in these courses. These courses will be conducted in the college premises according to the teaching schedule and conveniences keeping in mind the regular class routine of the students.*

  - *Support for slow learners*
    - *The teachers of all departments are always willing to help slow learners outside regular class hours. Some departments like English, Mathematics have arranged for remedial classes for slow learners.*
    - *College is planning to introduce remedial coaching classes for students who are slow learners*

  - *Exposure of students to other institutions of higher learning/corporate/Business houses, etc.*

    Career oriented workshop with corporate business house, expert lecture, arrangement for job training etc:

SL. NO	DATE	TOPIC	ORGANISER	INSTITUTE//SPEAKER
1	9TH NOV 2009	APTITUDE TEST	K .K. DAS COLLEGE	BRAINWARE
2	23RD MARCH 2011	PROSPECT IN AIR FORCE	K .K. DAS COLLEGE	WG.CDR. S. BHATTACHARJEE, COMMANDING OFFICER, 2 (WB) AIR SQN NCC JU CAMPUS
3	5TH DEC 2009	ICT	K..K DAS COLLEGE	THE INSTITUTE OF COMPUTER ACCOUTANTS
4	8TH MARCH 2010	CONTEMPORARY ISSUES ON SMALL BUSINESS MANAGEMENT	DEPARTMENT OF COMMERCE	DR. SARMISHTHA BANERJEE, READER, DEPARTMENT OF BUSINESS MANAGEMENT, CALCUTTA UNIVERSITY
5	29TH NOVEMBER, 2012	CAREER COUNSELING AND PLACEMENT INFORMATION	K..K DAS COLLEGE	MR. TAPAS KUMAR SARKAR, WBCS OFFICER
6	21ST SEPT 2010	COMMUNICATIVE ENGLISH WITH COMPUTER EDUCATION	K .K. DAS COLLEGE	ESSR INFOSYS
7	29TH SEPT 2010	ENTRANCE EXAM OF MBA	K..K DAS COLLEGE	ERUDITE
8	6TH SEPT 2011	CLOUD SCHOLARSHIP	K .K. DAS COLLEGE	NIIT
9	16TH DECEMBER 2011	CAREER COUNSELING AND PLACEMENT INFORMATION	K..K DAS COLLEGE	DR.PHALGUNI MUKHERJEE,PLACEMENT OFFICER, ASUTOSH COLLEGE.
10	8TH OCT 2012	QUIZ CONTEST	K .K. DAS COLLEGE	ABP
11	17TH DEC 2012	MBA ADMISSION	K.K. DAS COLLEGE	THE HERITAGE INSTITUTE OF TECHNOLOGY
12	3RD SEPT. 2015	WORKSHOP & PROFESSIONAL TRAINING	K. K. DAS COLLEGE IN	ESSR-INFOSYS

SL. NO	DATE	TOPIC	ORGANISER	INSTITUTE//SPEAKER
13	9TH SEPT. 2015	ENTREPRENEURAL VISION	K .K. DAS COLLEGE	INTERNATIONAL CENTRE FOR CULTURE & EDUCATION
14	14TH SEPT. 2015	COMPETITIVE EXAM. TRAINING	K.K. DAS COLLEGE	ILEAP
15	8TH OCT. 2015	INVESTMENT AWARENESS AND CAREER OPPORTUNITY GUIDANCE PROGRAMME	K .K. DAS COLLEGE	CALCUTTA STOCK EXCHANGE & CALCUTTA UNIVERSITY?
16	9TH OCT. 2015	SCOPE AND OPPORTUNITIES OF HIGHER STUDIES	K. .K DAS COLLEGE	HERITAGE BUSINESS SCHOOL

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

- *The following programmes were organized by the institution towards facilitating entrepreneurial skills among the students*
    - o *Expert lecture by faculties of Department of Business management, Calcutta University.*
    - o *UGC sponsored workshop to appraise the students on MSME*
    - o *Entrepreneur Vision – organized by K.K. Das College in collaboration with International Centre for Culture & Education*

5.1.6. Enumerate the policies and strategies of the institution which promote participation of students in extracurricular activities such as sports, games, quiz competitions, debates and discussions, cultural activities etc.

- o *The college has a Sports Committee, a Cultural Society, a Literary Society, Eco-*

Club and a NSS unit. All extracurricular and co- curricular activities such as sports, games, quiz, debate and cultural activities are organized by these committees, NSS unit and Students Union.

- *The participants are encouraged by providing*
  o *Cost of travelling/ conveyance, Dietary support*
  o *Reward to the achievers (proposed)*
    - *Students are sent by the college for selection to participate in the Republic Day parade in New Delhi.*

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

The following support and guidance are provided to the students:
- *Certificate course for skill development*
- *Online web platform*
- *To provide on-line assessment for competitive examinations*

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

- *At the time of admission in 1ˢᵗ year, counselling is provided to the new students to help them for selecting the appropriate stream/subject.*
- *Informally personal counselling services to the students are provided by the Principal, teachers and staff of the college as and when required.*
- *The college provides career counselling services to the students by organizing seminars, workshops and career fairs.*

5.1.9. *Does the institution have a structured mechanism for career guidance and the placement of its students? If 'yes', detail on the services provided to help the students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes.*

- *Though there is no structured mechanism for career guidance but there is a career counselling cell.*
- *This cell organizes many career guidance expert lectures, workshops by different management and IT institutes.*
- *Career fair.*
- *Arrangement for job training.*
- *Refer 5.1.4*

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

- *There is a grievance redressal cell. The Students' Union and general students address their grievances to the principal and teachers. Then the necessary action is taken after the issues are discussed in the concerned cell. Grievances redressed during last four years are*
- *Set up of suggestion box*
- *Better and improved canteen facility*
- *Bicycle stand*
- *Girls' common room.*

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

- *The college has a **Women/Equal Opportunity Cell** which may resolve the issues regarding sexual harassments as and when required. No instance of sexual harassment has taken place in the institution due to the warm and cordial relationship among the students, teaching and non-teaching staff of the college. As a result no such complaint has been reported.*

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

- *There is an **Anti-ragging Committee**. But no instance has been reported in the last four years. This may be because of continuous nurturing of the students by the Principal and teachers. The Supreme Court ruling and UGC guidelines regarding this issue are communicated to the students through the College Notice Board.*

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

- *The following welfare schemes are made available to the students –*
    - a) ***Stipend and other financial aid** to the students belonging to the various reserved category and financially weaker sections.*
    - b) ***Students' Health Home** and other health services.*
    - c) ***Bank Service** – students are helped to open their bank A/c where grants/scholarships are deposited.*
    - d) ***Subsidised Canteen** facility.*

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

- *The college does not have any registered Alumni Association But initiatives are taken to form an alumni association.*

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5.2. Student Progression

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

- *The college does not maintain any data of students' progress*
- *But, it has been observed that there is a substantial number of passed out / qualified students who have progressed for PG Degree or other Professional courses like CA, CMA, CS, MBA, etc. and many of them appeared in different competitive examinations like SSC, PSC, Audit & Accounts, WBCS, Banking Service, Railways and have succeeded.*

5.2.2. Provide details of the programme wise pass percentage and completion rate for the last four years (course wise/batch wise as stipulated by the university).

Sl. No.	Programme		09-10	10-11	11-12	12-13	13-14
1.	B.A. (Hons.)	III	100	98	100	100	100
		II	100	100	100	100	99.67
		I	93.62	99.30	89.75	94.30	89.86
2.	B.A. (Gen.)	III	98.39	91.14	86.72	83.59	99.28
		II	98.48	85.19	81.29	78.43	71.86
		I	91.01	89.52	89.24	71.19	53.80
3.	B.Sc. (Hons.)	III	100	50	100	100	100
		II	100	100	100	100	50
		I	75	42.86	69.23	22.22	33.33

Sl. No.	Programme		09-10	10-11	11-12	12-13	13-14
4.	B.Sc. (Gen.)	III	NA	33.33	100	80	100
		II	62.50	100	85.71	80	98.39
		I	50	66.67	60	28.57	92.52
5.	B.Com. (Hons.)	III	97.56	98.18	95.96	100	98.15
		II	98.75	98.96	93.65	95.80	98.39
		I	99.25	97.18	99.25	82.60	92.52
6.	B.Com. (Gen.)	III	87.10	63.83	84.21	73.26	98.15
		II	89.29	94.87	100	59.52	43.90
		I	81.48	55.07	86.02	33.33	45.14

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

- *The Institute arranges lectures of different management and cost and accounting Institute for encouraging the students for Job oriented further studies.*

- *Teachers' in their respective departments encourage the students to proceed for higher education.*

- *Horizontal progression by way of enthusing/encouraging them to prepare for competitive examinations.*

- *IQAC is trying to provide online support for preparing students for competitive examinations*

- *Vertical progression by way of counselling them with the options of higher studies and/or the paths to be pursued for availing such opportunities*

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

- *The students at risk of getting dropped out from their studies are provided with personal counselling by the teachers*

- *They are also provided with financial aid from students' aid fund*

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5.3.   Student Participation and Activities

5.3.1.   List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- **Sports**

    a) **Annual Sports:** Students' Union of the College organises the Annual Sports with the Sports Committee of the College.

    b) Students Participate in the Inter-College Competition in games like Football and Cricket etc .

    c) **Indoor Games:** Games like Table Tennis, Chess, Carom, etc. are available in both Girls' and Boys' Common Room.

- **Cultural Activities**

    a) Independence Day Celebration

    b) International Mother Language Day celebration

    c) Saraswati Puja

    d) Annual Social function

    e) Freshers' Welcome

    f) Raksha Bandhan

    g) Independence Day Celebration

    h) Id-ul-fiter Celebration

    i) Yuba Dibas

    j) Rabindra Jayanti

- **Extra-Curricular Activities**

  a) *Debate*

  b) *Quiz Competition*

  c) *Creative writing competition*

- *Programme Calendar*

Independence Day	-	*August*
Freshers' Welcome	-	*August*
Blood Donation Day	-	*October*
Celebrating Annual social	-	*December*
International Mother Tongue's Day	-	*February*
College Sports	-	*February*
Saraswati Puja	-	*February*
Republic Day	-	*January*
Raksha bandhan	-	*July*
Briksha Ropan	-	*March*
Environment Day	-	*March*
College Tour	-	*November*
Publication of College Magazine	-	*November*
Rabindra Jayanti	-	*April*

5.3.2. *Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different* (**Uuniversity, State, Zonal, National, International**) *levels:*

List of Students' Achievements during Last Four Years –

Sl. No.	*Year*	*Name*	*Event*	*Level*
1.	*2015*	*Simi Nandy*	*Karate*	*National*
2.	*2014*	*Simi Nandy*	*Karate*	*State*
3.	*2014*	*Uttam Jana*	*Athletics*	*State*
4.	*2014*	*Arindam Adhikari*	*Football*	*State*
5.	*2014*	*Sumanta Saha*	*Woodball*	*National*
6.	*2014*	*Sumanta Saha*	*Shootingball*	*National*
7.	*2013*	*Sumanta Saha*	*Korfball*	*National*
8.	*2014*	*Sumanta Saha*	*Korfball*	*National*
9.	*2013*	*Sumanta Saha*	*Korfball*	*State*
10.	*2015*	*Sumanta Saha*	*Netball*	*National*
11.	*2015*	*Mousami das*	*Martial Art*	*National*
12.	*2013*	*Mayank Dalmia*	*Creative Dance*	*State*
13.	*2012*	*Santu Bose*	*Football*	*State*

- ***Anurag Mahato*** *– attended as* **NSS volunteer** *in 19ᵗʰ Commonwealth Games, New Delhi on 29ᵗʰ Nov, 2010.*
- ***Anurag Mahato*** *– joined a* **special Mega Camp** *organised by the Ministry of Youth Affair and Sports, Govt. of India as one of the representative of West Bengal in 2011.*

- *Anurag Mahato* – attended **Adventure Camp** organised by Atal Bihari Vajpayee Institute of Mountaineering & Allied Sports, Govt. of Himachal Pradesh in 2011.

- *Pijush Kanti Dey* – joined **17th National Youth Festival Camp** for participating National youth Convention on "Celebrating Diversity in Unity" organised by the Ministry of Youth Affair and Sports, Govt. Of India in 2012.

- *Ms. Parna Mukherjee, Ms. Rojina Mondal, Kundan Sharma* and **Mir Al Imran** – attended Pre **Pre-Republic Day Parade Camp** organised by the Ministry of Youth Affair and Sports, Govt. of India in 2012.

- *Ms. Rojina Mondal* – attended **Pre-Republic Day Parade Camp** organised by the Ministry of Youth Affair and Sports, Govt. of India in 2013.

- *Ms. Debjani Manna and Babai Das* – attended Pre **Pre-Republic Day Parade Camp** organised by the Ministry of Youth Affair and Sports, Govt. of India in 2015.

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

- *In recent times the college has introduced an online feedback system to collect feedback from the students and other stakeholders on the performance and quality of Institutional provisions*

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

- *The Students Union publishes an annual college magazine where students are*

encouraged to enhance their creative writing skills and abilities by publishing prose, poems, essays and various other forms of writings.

- *Some of the departments publish wall magazines –*

  - ➤ ***Ankur*** *– a wall magazine by the Dept. of Bengali.*

  - ➤ ***Anusandhan*** *– a wall magazine by the Dept. of History*

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

- *The college has a students' union which is a council of class representatives who are either elected (by way of Students' Election) or selected (in case the number of nomination filed is less than the number of seats).*

- *The body so formed is headed by the general secretary and other secretaries serving different portfolios who work in accordance with the aim towards the betterment of the students in particular and the college interests in general.*

- *The activities of the Students' Union includes*

  - o *Annual Sports*

  - o *Other Games Competitions*

  - o *Saraswati Puja*

  - o *Annual Social*

  - o *Freshers' Welcome*

  - o *Raksha Bandhan*

  - o *Independence Day Celebration*

  - o *Id-ul-fitre Celebration*

- *Students are not allowed to make expenses beyond the funds allocated*

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

- *Students representatives are present in the College Governing Body*

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

- *The college does not have any Alumni association.*

- *IQAC acknowledges that efforts should be made to set up an alumni association*

- *Former faculties of the college are invited in various cultural programs, Golden Jubilee celebration and seminars.*

CRITERIA VI:

GOVERNANCE AND

LEADERSHIP

6.1. Institutional Vision and Leadership

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

The college was established in 1964, with the vision of enlightening under privileged students of refugee prone locality despite several odds and constraints. The college had a modest beginning, a difficult adolescence and youth, but a promising future as stakeholders in this institution possess the desire to change and the capacity to actualize the desire. In the last decade or so, the college is showing vitality and planned consolidations on the strengths acquired in the past, and hope to lead towards growth and maturity.

- *The institution has clear vision, mission in place*

    VISION

    Building sensitive and self reliant citizens- confident and competent and help them to develop as complete human beings.

    MISSION AND OBJECTIVES

    1. *To create an academic environment of the college and to ensure quality in teaching and learning.*

    2. *To impart the education which promotes knowledge as well as skill.*

    3. *To promote holistic development of students with special emphasis on girl students.*

4. *To provide cultural enrichment and lifelong learning.*

5. *To develop their inherent qualities.*

6.1.2. What is the role of top management, principal and faculty in design and implementation of its quality policy and plans?

- *The governance of the institution is reflective of a coordinated leadership of the Governing Body, Head of the Institution and the IQAC*

- *There are several sub committees approved by the GB of the college for overall management and quality assurance of the college.*

- *In course of the preparation for assessment of the college by the NAAC, the members of the governing body, the Principal and the faculties have identified that they have important roles to play in the design and implementation of quality policies and plans of the institution.*

  1) To take action *for making preparation for assessment by NAAC*
  2) *To remain involved in serious introspection of the strengths and weaknesses*
  3) *To qualify and obtain eligibility for Quality Assurance.*
  4) *Quality Policy was so far embedded in the vision of the college.*
  5) *To decide a perspective plan for Quality Assurance*
  6) *To initiate and sustain quality initiatives*

- *Governing Body has resolved to appoint and engage external experts on quality assurance to obtain advice and suggestions on quality aspects of development of the college.*

- *Governing Body has identified that they have important roles in designing and implementing the quality policies and plans of the institution such as:*

1. *Quality in teaching and learning.*
2. *Education of enlightenment and empowerment.*
3. *Holistic development of students.*
4. *Empowering girl students.*
5. *Encouraging lifelong learning.*

6.1.3. **What is the involvement of the leadership in ensuring the policy statements and action plans for fulfillment of the stated mission, formulation of action plans for all operations and incorporations of the same into the institutional strategic plan, interaction with stakeholders, proper support for policy and planning through need analysis, research inputs and consultations with the stake holders, reinforcing the culture of excellence and champion organizational change.**

- *The Principal and IQAC decide in favour of preparing the college for NAAC assessment.*

- *The Principal and IQAC in collaboration with the different sub committees (academic and administrative) have remained pathfinder in formulation of action plan and strategic plan and involved in executing the quality policy and action plan.*

- *The college ensures involvement of all stakeholders (student, faculty, non teaching staff, parents and local community) for effective implementation of quality policy of the institution.*

- *The students and staff are made aware of their journey of fifty years and constant effort to move towards achieving excellence and encouraged to follow such tradition in words and deeds.*

- *The Principal remains involved in executing the Quality Policy and Plans and remains responsible for initiating the quality journey in the institution.*

- *New measures for dealing with various difficulties are adopted in search of effective academic, administrative and organizational operations.*

- *The Principal and IQAC also have encouraged every member of the institution to believe and act beyond the narrow domain of quantity and explore into quality initiatives.*

- *IQAC meets at least once in every 30 days and explores roadmaps for Quality Assurance.*

- *Whatever initiatives are planned by the IQAC gets submitted to the Head of the Institution.*

- *The Principal discusses the matter with the members of the Governing Body and obtains approval of the Governing Body for effective implementation of the plan submitted by the IQAC.*

6.1.4 **What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

- *In each meeting of the Governing Body the Head of the Institution reports to the Members about the actions taken on the resolutions adopted by the Governing Body in the previous meeting.*

- *This enables the Head of the Institute to make effective implementation and improvement of the policies and plans and also to review the same if necessary.*

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

- *Top Management's academic leadership provided to the faculty*
  - o *Decision to introduce continuous internal assessments of the students*
  - o *Decision to ensure regular attendance of students*

o *Decision to make the students learn the lessons and not practice rote learning*

o *Decision to encourage the teachers to involve in learner centered teaching*

o *Decision to encourage the teachers to make use of PowerPoint presentations*

o *Decision to encourage the teachers to get involve in research by way of receiving research proposals from all teachers for approval and submission to the UGC*

6.1.6 How does the top management groom leadership at various levels?

- *Top Management tries to groom leadership by way of rendering responsibility to teachers and staff and then encouraging them for delivering the responsibility.*

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

- *The institution practices decentralization and participative management with active cooperation of the Teachers' Council and Non teaching staff members.*

- *Departmental autonomy is given top most priority as far as academic matters are concerned.*

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

- *The college has devised a mechanism to obtain suggestions and opinions from teachers, staff and students on important issues of governance. In this way participative management is encouraged.*

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?

- *The college has a formally stated quality policy.*

- *The formally stated* **Quality Policy** *of the institution is* **Small is Beautiful.**

- *The policy as enshrined in the website is to explore avenues of quality initiatives to achieve the beautiful through small initiatives.*

- *The college due to several constraints - time, money and manpower - cannot afford to think and do big to achieve larger goals of quality.*

- *The college therefore strives to achieve the goals of quality assurance through small initiatives.*

- *The excellence striven for is a holistic one accommodating academic, cultural, social work and other dimensions.*

- *This policy is developed through the cumulative efforts of all the stakeholders.*

- *The Governing Body plays a crucial role in this regard by approving noteworthy proposals.*

- *The IQAC is another body which seeks to implement the core sterling values of the institution*

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

- *Perspective plan is in place.*

As a part of such plan -

a) *K. K. Das College, originally known as K. K. Das College of Commerce was established in 1964. Since its inception it had been functioning from the premises of Dinabandhu Andrews College, Garia but has now shifted to its own building in 2008.*

b) *The college started planning for its development since the early 1990's.*

c) *It kept both short run and long run perspective plan in mind.*

d) *While functioning from a shared building as a commerce college in the evening shift - and that too only for boys -the college has recently diversified in terms of curriculum and from a college of Commerce it has become a multi-faculty co-education college from the academic session 2001-02. The college now offers Honours courses in Accounting, Economics, Mathematics, Bengali, English and History and therefore has shifted to an address of its own.*

e) *The college appreciates the importance of accreditation and subsequent receipt of funding from RUSA or otherwise to gear the college up for further development.*

f) *IQAC appreciates that perspective plan document should include quality assurance plan as an important component of the institution's strategy development and deployment process and thus urges upon the Governing Body to consider the given leadership of appreciating qualitative development of the college during the post accreditation phase.*

6.2.3   Describe the internal organizational structure and decision making process.

Governing body is the supreme decision making authority in the organizational

structure of the college. The Principal is empowered to implement the plans and policies adopted in the apex body. The Principal in turn is assisted by different subcommittees formed by GB. The teachers' council secretary acts in the link between the teachers and the principal. Similarly the head clerk of the office and the Bursar look into the matter of office.

6.2.4 **Give a broad description of the quality improvement strategies of the institution for each of the following teaching and learning, research and development community engagement, human resource management and industry interaction.**

- *The institution has a well defined organizational structure with effective processes developed for all its major activities as is evident from the **Work Audit Calendar***
- *Quality improvement in teaching and learning various measures are taken such as the use of modern teaching aids, encouraging students to take active part in quiz, debate, seminar etc, providing online web platform for MCQ type test for continuous evaluation.*
- *For research promotion IQAC and Research cell encourages the teachers to organize seminars and for applying to UGC for research grant.*
- *For extension activities the strategy of the college is to encourage the NSS unit and students union and definitely involve teachers.*

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

- *The institution has introduced online feedback system involving all the stakeholders.*

- *All decisions of the institution are governed by the management of facts, information and objectives.*

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

- *The Head of the Institution keeps personal touch with all the teachers and the staff and encourages them to remain involved in improving the effectiveness and efficiency of the institutional process.*

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

- *The major resolution made by the governing body and implemented are*

    o *Introduction of online admission*
    o *Completion of the second floor of the building*
    o *Organization of educational tours and extension activities*
    o *Preparation going on for accreditation.*

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

- *No such initiative is being taken for obtaining autonomy*

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

- *The college has a unique and innovative way of obtaining and recording the grievances / complaints through the online feedback web applications.*

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

- *No court cases*

6.2.11 **Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort Re: Curriculum, Teaching, Learning Resources**

- *The college in recent times has developed a unique and innovative mechanism to obtain feedback on institutional performances through the online feedback web applications.*

6.3. Faculty Empowerment Strategy

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

- *The college believes that professional development of teachers depends on enhancement of two aspects one of which is Research and other is New age teaching competencies*

- *The college therefore has initiated need assessment of the teachers finding out the requirement for the training of teachers and in the situations of observed dormancy, a teacher is encouraged to involve himself / herself in academic, research related works that are expected to enhance his/her professional skills.*

- *The institution supports the professional development of the faculty in a number of ways.*

  - *Teachers are deputed to Orientation Programmes and Refresher Courses to keep abreast of the latest theories and practices in their disciplines.*

  - *Encouraged to attend seminars, conferences and workshops related to both teaching and research.*

- *The non-teaching staffs receive training from the software provider to make use of online admission software and COSA software.*

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

- *Teachers are provided training and re-training for effectively performing their functions.*

- *Staff members were provided training in the use of accounting packages.*

6.3.3. Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- *Staff members were provided training in the use of e-governance software - COSA, e-Pradhan, Online Admission so that they can perform the multiple challenges they are faced with.*

- *Furthermore the Principal encourages the staff to follow the Administrative Calendar - which serves as a ready reference to their performance on a day to day basis.*

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

- *Teaching and non teaching staffs complete their work within time as far as possible.*

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

- *The members of the staff and the teachers are provided with the facility of Group Insurance.*

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

- *Not applicable.*

6.4. Financial Management and Resource Mobilization

6.4.1. What is the institutional mechanism to monitor effective and efficient use of available financial resource

- *Adequate corpus fund - the college does not face any paucity of fund for day to day operation.*
- *Expenditure discipline is ensured by the Principal, Bursar and Finance Committee.*
- *Strict fund regulatory management is maintained by the purchase committee, finance committee, and the Governing Body at the apex.*

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

- *Statutory Audit is up to date.*
- *In the year 2011-12 there was only one minor audit observation i.e. lack of internal control.*
- *Since then the college governing body and the head of the institution has observed strict financial prudence, austerity measures and adherence to standard purchase norms which has lead to a reasonably stronger financial health.*

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and

administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

- *Yes, the institution receives financial support from the Government. The college is under the Pay Packet Scheme of the Government of West Bengal.*

- *The college also receives grants from the UGC for Library, Equipment, and Seminars.*

- *Audited statement for the last four years enclosed.*

  - *Both the operating and maintenance budget of the college is adequate for its day to day expenses, learning resources and maintenance of infrastructure.*
  - *The college also maintains a steady fund to run the operational expenses as well as developmental expenditures.*

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

- *The college had its inception in 1964 but functioned only as a college of commerce and operating as an evening college within the premises of the Dinabandhu Andrews college*

- *Since 2001 it has diversified to a multi-discipline college imparting honors curriculum in six subjects including commerce*

- *With such **curriculum growth** the college felt the need for infrastructural independence*

- *Since 2006 it started building its own premises at the present address*

- *But to make such **infrastructural growth** possible the college explored all possible avenues of **financial growth***

    1. *Grants received from MP LAD etc*   *Rs 12042217*

    2. *Grants received from UGC*   *Rs 381480*

    3. *Govt of West Bengal*   *Rs 1350000*

    4. *Collection from students & donation*   *Rs 8016425*

- *Besides during the Xth and XIth Plan the college has received from UGC*

    1. *Xth Plan*   *Rs 775600*

    2. *XIth Plan*   *Rs 2709368*

- *All such funds obtained are fully utilized for the purpose for which it has been lent*

- *The audit of all such expenditure are done and the utilization certificates are furnished appropriately*

6.5. *Quality Assurance System*

6.5.1. Has the institution established an Internal Quality Assurance Cell (IQAC)?

How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented? Does the IQAC have external members on its committee? If so, mention any significant contribution made by them

How do students and alumni contribute to the effective functioning of the IQAC? How does the IQAC communicate and engage staff from different constituents of the institution?

- *IQACs are generally formed after the 1st cycle accreditation.*

- *The college therefore does not have any post accreditation internal quality assurance cell. However for the purpose of Career Advancement of teachers the college has established an IQAC which has functioned not in line with the requirements of Quality Assurance.*

   ☞ *The IQAC proposed some plan to the G.B. for discussion. G.B approve the quality related plan for the development of the college.*

   ☞ *With the approval of Governing Body the IQAC in resent past included an external member, who is working in the field of " Quality of Education" during the last ten years or so.*

   ☞ *Students and alumni are encouraged to contribute in the effective functioning of the IQAC.*

- *Towards its preparation for NAAC assessment the college however appreciated the contributory role that IQAC can play in the qualitative development of the college.*

- *The college therefore envisages a greater role of IQAC in the days to come before and after 1st cycle assessment by the NAAC.*

6.5.2. Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

- *The college maintains an **Academic cum Administrative calendar.***

- *The calendar serves as the framework to integrate the administrative activities with the academic activities on a day to day basis.*

6.5.3. Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

- *The institution appreciates that for effective implementation of the Quality Assurance procedures training to its staff is necessary.*

- *The members of the staff in recent times have received the following training.*

  1. *How to cope up with online admission procedures using online admission web applications.*

  2. *How to manage the COSA software for the payment of wages to the staff and teachers.*

3. *IQAC has* **Future Plans** *to conduct training programmes for the Head clerk, the accountant and the cashier to so as to make them learn the use of accounting packages.*

6.5.4. Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

- *The college has not yet undertaken any initiative to conduct academic audit or any external review of the academic provisions.*

- *However the IQAC has* **Future Plans** *to conduct Academic Audit during the post accreditation phase with the objective of developing a systematic process of designing, implementing, monitoring and reviewing the Academic Systems – (AS) – with the objective of mapping of the current attainment/non-attainment of the AS and recommending several corrective and preventive action processes for quality improvements through successive Audit Cycles – (AC)*

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

- *Till very recently the functioning of the IQAC was not aimed at establishing a quality assurance mechanism but to function as regulatory body to authenticate career advancement documents.*

- *In recent times - July 2015 - the college appointed a Principal and the Principal took initiative to engage persons as External Member in the IQAC - competent in*

the field of quality assurance in higher education - whose advise and suggestions have helped the institution getting identified with the requirements of sustained quality improvement of the institution.

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

- *The Principal makes regular audit of*

    1. *Whether classes are held as per the academic calendar*

    2. *Whether classes are taken as per class allotted in the class routine*

    3. *Whether students' attendance is reasonable*

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

- *Innovated a unique way of communicating with stakeholders by **SMS gateway** – thus enabling the college.*

- *IQAC to communicate its quality policies to stakeholders.*

- *The Principal communicates Value Education and words of wisdom from time to time.*

- *The college website also has a separate page for the IQAC which uploads the quality policy, plans and actions.*

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

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7.1.   Environment Consciousness

7.1.1. Does the Institute conduct a Green Audit of its facilities?

- *The college does not conduct any Green Audit of its facilities.*

- *The college does not have any science departments with laboratories and / or workshops – having the potential of endangering and polluting the environment and thus the need of Green Audit is not felt so much.*

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

- *The college has a very small campus and does not have much scope to make the campus much eco-friendly.*

- *The IQAC however has made the following plan to sensitize the students on environmental issues and encourage them to make the campus eco friendly.*

    1. *Making students and staffs aware regarding the judicious use of electricity and water.*
    2. *Use of efficient lighting arrangements, LED or CFL instead of normal lights.*
    3. *Periodic monitoring of the consumption of electricity units by the Principal.*
    4. *Exploring the possibility of the use of renewable energy for solar lights and lamps.*

- *The college has taken initiatives to plant medicinal plants to make students aware about their utilities and make use of them whenever required.*

- *e-waste management*

  1. *Identification of e-waste within the campus*
  2. *Separate wastage bin for obsolete computers, peripherals, tube lights etc.*

- *Campus cleaning*

- *Waste bin maintenance*

7.2. Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

- *As the college started its preparation for assessment by NAAC, it was felt that the college should make strides in the domain of quality assurance and make innovations that will make us more quality conscious*

1. ***e-sanjog*** *- Innovated a unique way of communicating with stakeholders by SMS gateway – thus enabling the college*

   - *to maintain coordination between the Principal, the teachers and the staff*
   - *to maintain coordination between the Departments and the students*
   - *IQAC to communicate its quality policies to the stakeholders*
   - *The Principal to communicate "words of wisdom and values" everyday*

2. ***e-obhhayas*** *- The college is small in size and coverage but has a far reaching vision to enhance the propensity to use ICT tools for teaching, learning, students' support and governance*

   - ***Teaching-learning evaluation***
     1. *Online assessment of MCQ type*
     2. *Online access to journals through N List*

3. *Online repository of study materials for the enrichment of students*

- *Students' Support*

    1. *Online mapping of relative strengths and weakness*
    2. *Online training for competitive examinations*
    3. *Software Training Programs*

- *Governance*

    1. *Online Admission*
    2. *Online Feedback*

7.3. Best Practices

7.3.1 Elaborate on any two best practices as per the annexed format

Best Practices

1. *Title of the Practice –*

   - *Towards Holistic Development*

2. *Objectives of the Practice*

   - *Sensitizing the students on the issues of temporal and spatial relevance so as to ensure their holistic development*

3. *The Context*

   - *The vision of the college is -* **Building sensitive and self reliant citizens - confident and competent - to develop as complete human beings.**

4. *The Practice*

   - *Towards realizing the above objective IQAC is providing leadership to and emphasis upon the following practices*

     1. *Value Education by the Principal on a day to day basis.*

2. *Activities of the NSS through creating awareness about the roles of a responsible citizen.*

3. *Regular seminars either with sponsorship of UGC or otherwise on cross cutting issues.*

4. *Teachers playing the role of mentors transmitting values that enhance virtues of life.*

5. **Problems Encountered and Resources Required**

   ▪ *Paucity of funds.*

   ▪ *Monetary Resource - Grants for seminars from UGC and other sources.*

6. **Evidence of success**

   ▪ *The college has a tremendous fellow feeling amongst the students.*

   ▪ *The college is never disturbed by disharmony amongst students.*

✔ Best Practices

1. **Title of the Practice –**

   - *Work Audit Calendar*

2. **Objectives of the Practice**

   - *The Principal is steering all academic and administrative work with limited human resources through meticulous planning and regular work audit.*

3. **The Context**

   - *The college is confronted with never ending emerging workload but constrained with the availability of limited human resources.*

4. **The Practice**

   - *Towards managing and delivering such workload, the Principal has evolved a practice of designing a work audit calendar – clearly distributing and indicating the administrative workload of the staff and the academic assignments of the teachers which encourage them to conform to the deadlines.*

5. **Problems Encountered and Resources Required**

   - *Problem – Initial resistance to deadlines.*

6. **Evidence of success**

   - *Work lag is getting minimized.*

Contact Details:

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Name of the Institution: K. K. Das College

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Evaluative Report of the Departments

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3.1. *Department of Bengali*
_____

3.1.1. Name of the department: *BENGALI*

3.1.2. Year of Establishment: *1964,General: 2000 & Honours: 2002*

3.1.3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : *UG*

3.1.4. Names of Interdisciplinary courses and the departments/units involved

Interdisciplinary Courses	*Departments Involved*	*Level of Study*
Compulsory Bengali	*All departments of the College*	*UG*

3.1.5. Annual/ semester/choice based credit system (programme wise):
Annual System

3.1.6. Participation of the department in the courses offered by other departments
Compulsory Bengali for B.A. / B.Sc. / B.Com. Part I students

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

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

3.1.9. Number of teaching posts

	Sanctioned	Filled
Professors	*0*	*0*
Associate	*0*	*0*
Asst. Professors	*2*	*1*

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Anjana Brahma	MA, PhD	Assistant Professor	Modern Prose	15	Nil
Dr. Putul Chakraborty	MA, PhD	CWTT Govt. Approved	Modern Literature	9	NA
Sripati Pramanik	MA, MPhil	PTT Govt. Approved	Modern and Medieval Poetry	12	NA
Anamika Roy	MA	PTT Govt. Approved	Linguistics and types of Literature	11	NA

3.1.11. List of senior visiting faculty: *Nil*

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

3.1.13. Teacher -Student Ratio (programme wise)

Level of study	Ratio		
	Part I	Part II	Part III
B.A. (Honours)	1:21	1:12	1:10
B.A. (General)	1:27	1:23	1:21

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

	Sanctioned	*Filled*
Support Staff (Technical)	*NA*	*NA*
Administrative Staff	*NA*	*NA*

3.1.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ PhD/ MPhil / PG :

Refer 3.1.10

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

Nil

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

Nil

3.1.18. Research Centre /facility recognized by the University:

Nil

3.1.19. Publications:

   a) **Publication per faculty**

   b) **Number of papers published in peer reviewed journals (b1.national/b2.international) by faculty and students**

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

   d) **Monographs**

e) **Chapter in Books**

f) **Books Edited**

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

h) **Citation Index**

i) **SNIP**

j) **SJR**

k) **Impact factor**

l) **h-index**

Faculty	a	b1	b2	c	d	e	f	g	H	I	J	k	l
Dr. Anjana Brahma	7	1	-	-	-	3	1	1	-	-	-	-	-
Dr. Putul Chakraborty	7	-	-	-	-	4	2	-	-	-	-	-	-

Other Publications

a. Publication in seminar Proceedings

b. Other Publications

Faculty	a	b	total
Dr. Anjana Brahma	1	-	1
Dr. Putul Chakraborty	1	-	1
Sripati Pramanik	-	3	3
Anamika Roy	-	1	1

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

3.1.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards…. *Nil*

3.1.22. Student projects

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

Compulsory paper for 3rd year students on Environmental studies: 100%

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

Data not available

3.1.23. Awards / Recognitions received by faculty and students:

None/Data not Available

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

Eminent academicians and visitors who visited the department during seminars:

- *Prof. Rabindranath Bandopadhyay, Dean, Kalyani University*
- *Prof. Shekhar Samaddar, Department of Bengali, Jadavpur University*
- *Prof. Soumitra Basu, Department of Bengali, Rabindra Bharati University*
- *Prof. Biswanath Roy, Department of Bengali, University of Calcutta*
- *Mr. Subhasish Gangopadhyay, Eminent theatre personality*
- *Mr. Bibhas Chakraborty, Eminent theatre personality*
- *Prof. Baridbaran Ghosh (Retd.), Dept. of Bengali, Burdwan University*
- *Prof. Pallab Sengupta, Vidyasagar Professor, Rabindra Bharati University*

- *Prof. Himabanta Bandopadhyay, Dept. of Bengali, Rabindra Bharati University*
- *Prof. Somendranath Bandopadhyay (Retd.), Dept. of Bengali, Visva Bharati University*

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

a) National

- *Rabindranath: In the Light of the Present (UGC National Level) in collaboration with the Department of English, History, Sociology and Bangiya Sahitya Parishad on March 10 and 11, 2011*
- *Bengali Drama: The Platform of Protest (UGC State Level) in collaboration with Shibnath Sastri College on September 12, 2014*

Departmental Seminar

- *Bangla Path, Pathodan and Pathokriya on March 12, 2010*

Workshop

- *Abbriti Karmoshala, by Sumantra Sengupta, Bachik Shilpi on Sept. 26, 2015*

b) International

Nil

3.1.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	Female	Part I	Part II	Part III
B. A. (Honours)	413	34	57	97.56	100	100
B. A.(General)	NA	98	80	38	62.32	91.67

3.1.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from Abroad
BA	100%	0%	0%

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

> *Data not available*

3.1.29. Student progression

> *Data not available*

3.1.30. Details of Infrastructural facilities

a) **Library:**

> *The main support system is the college library.*

b) **Internet facilities for Staff & Students:**

> *The staffroom is provided with two computers with internet facility. Internet facility is available for the students in the computer centre.*

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

ICT facility is used in the classrooms whenever required.

d) **Laboratories :**

Not applicable

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

SC/ST students receive government financial aids.

No separate data of the department is available.

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

- *Special lectures, workshops and seminars are organized with external experts.*

3.1.33. **Teaching methods adopted to improve student learning**

- *Traditional chalk and talk method.*
- *Reference of books provided to students for their independent study.*
- *Workshops arranged.*
- *Tutorial classes.*
- *Extra classes.*

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

The students and teachers of the department actively participate in activities organized by various societies, departments of the college. Dr. Anjana Brahma is the convenor of the Cultural Society of the college.

3.1.35. SWOC analysis of the department and Future plans

Strength

- *Pass percentage of pass outs is high.*
- *Dedicated teachers who help students outside the classroom.*
- *Student teacher relationship is remarkably good.*
- *Faculties encourage and motivate the students for extra-curricular activities continuously and the result is remarkable.*

Weakness

- *Inadequate UGC full time faculty.*
- *Research work and publication by faculties are very poor.*
- *Exposure to knowledge base of the students is poor as they generally come from lower middle class background.*

Opportunities

- *The demand for taking admission in the Honours course is very high because of the accessibility of the subject.*
- *Intake capacity in Honours course is remarkably high.*
- *Location wise the college is very convenient for communication.*
- *Peaceful environment of the college without any political or other interference which is suitable for academic endeavours.*

Challenges

- *To motivate the students to strengthen the knowledge base beyond syllabus.*
- *Placement of students.*

- *To cover the elaborate syllabus within inadequate time.*

- *To motivate the students to proceed for higher education.*

Future Plan

- *To build up a full-fledged departmental library.*

- *To make provision for an audio visual laboratory for linguistic section.*

- *To conduct enough number of study tours.*

- *To introduce Departmental Book Bank*

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3.2.   Department of Commerce

3.2.1.   Name of the department: *COMMERCE*

3.2.2.   Year of Establishment: *General: 1964   Honours: 1972*

3.2.3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :   *UG*

3.2.4.   Names of Interdisciplinary courses and the departments/units involved

Interdisciplinary Courses	*Departments Involved*	*Level of Study*
Business Economics B.Com (Hons.)	*Dept. of Economics*	*UG*
Business Economics B.Com (Gen.)		*UG*
Communicative English B.Com (Hons. & Gen.)	*Dept. of English*	*UG*
Compulsory Bengali B.Com (Hons. & Gen.)	*Dept. of Bengali*	*UG*
Business Mathematics B.Com (Hons. & Gen.)	*Dept. of Mathematics*	*UG*
Business Statistics (Hons. & Gen.)	*Dept. of Statistics*	*UG*

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

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

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

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

3.2.9. Number of teaching posts

	Sanctioned	Filled
Professors	0	0
Associate Professors	0	2
Asst. Professors	4	2

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

Name	Qualification	Designation	Specialization	No. Of Years of Experience	No. Of Ph.D. Students guided for the last 4 years
Soma Mukherjee	M.com CMA(Inter)	Associate Professor	Accounting Group	18	Nil
Rubi Paul	M.com CMA(Inter)	Associate Professor	Accounting Group	18	Nil
Rinku Saha	M.com CMA	Assistant Professor	Accounting Group	15	Nil
Sukumar Sadhukhan	M.com, M.Phil.	Assistant Professor	Accounting and Control	12	Nil
Dr. Madhumita Chakraborty	M.com CMA (Inter, Final III), PhD	Govt. PTT	Accounting Group	9	NA
Anupam Sengupta	M.Sc, M.Phil.	Govt. PTT		12	NA
Mridulkanti Bhaumik	BE	Temporary Lecturer	Comp. Sc.	15	NA

3.2.11. List of senior visiting faculty: *Nil*

3.2.12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: *IT Lectures: 7.19%   IT Practical 100%*

3.2.13. Teacher -Student Ratio (programme wise)

Level of Study	*Ratio*		
	Part I	*Part II*	*Part III*
B.Com. (Honours)	*1:24*	*1:22*	*1:11*
B.Com. (General)	*1:22*	*1:10*	*1:9*

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

	Sanctioned	*Filled*
Support Staff (Technical)	*NA*	*NA*
Administrative Staff	*NA*	*NA*

3.2.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ Mphil / PG. :

Refer 3.2.10

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

3.2.17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. And total grants received :   *Nil*

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

3.2.19. Publications:

   a) **Publication per faculty**

b) **Number of papers published in peer reviewed journals (b1.national/b2.international) by faculty and students**

c) **Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities, International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)**

d) **Monographs**

e) **Chapter in Books**

f) **Books Edited**

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

h) **Citation Index**

i) **SNIP**

j) **SJR**

k) **Impact factor**

l) **h-index**

Faculty	*a*	*b1*	*b2*	*c*	*d*	*e*	*f*	*g*	*h*	*i*	*j*	*k*	*L*
Sukumar Sadhukhan	7	1	-	-	-	4	1	-	-	-	-	-	-
Rinku Saha	4	-	-	-	-	2	1	-	-	-	-	-	-

Other Publications

a. Publication in seminar Proceedings

b. Other Publications

Faculty	*a*	*b*	*Total*
Soma Mukherjee	1	-	1
Rinku Saha	2	-	2
Sukumar Sadhukhan	2	-	2
Dr. Madhumita Chakraborty	4	-	4

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

3.2.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards….

- *Four faculty of the department are Member of Indian Accounting Association Research Foundation (IAARF)*
- *One faculty member (Soma Mukherjee) is the life member of Asiatic Society.*
- *One faculty member (Rinku Saha) is the life member of CMA.*

3.2.22. Student projects

- *Projects for B.Com Honours Students : 100 %*
- *Compulsory Paper for III rd Year Students on Environmental Studies:100%*

3.2.23. Awards / Recognitions received by faculty and students:

- *Dr. Madhumita Chakraborty awarded Ph.D. in 2014.*

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

Eminent academicians who visited the department during seminars:

- *Prof. Swagata Sen, Pro-VC(Academic), Dean, Department of Commerce, University of Calcutta*
- *Prof. Malayendu Saha, Department of Commerce, University of Calcutta*
- *CMA Dr. A.S. Durga Prasad, President, The Institute of Cost Accountants of India*
- *CMA Manas Kr. Thakur, Chairman, Research, Innovation & Journal Committee, The Institute of Cost Accountants of India*
- *CA Sukamal Basu, Ex-CMD, Bank of Maharashtra*
- *Prof. Samar Kr. Dutta, Entrepreneurship Development Institute of India, Gujarat, Former Professor of IIM, Ahmedabad*

- *Dr. Debaprasanna Nandy, Director (Research & Journal), The Institute of Cost Accountants of India*
- *Prof. D. R. Dandapat, Department of Commerce, University of Calcutta*
- *Prof. Sarmistha Banerjee, Department of Commerce, University of Calcutta*
- *Dr. Tapas Kr. Basu, Ex-Professor, University of Burdwan*
- *Prof. Ratan Khasnobis, Department of Business Management, University of Calcutta*

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

a) **National**

- *Globalisation, Economic Growth and Exclusion: The Indian Experience (UGC National level) in collaboration with the Department of Economics and Centre of Studies in Social Sciences, Kolkata on September 19, 2008.*
- *Economic Growth, Sectoral Imbalance and Inflation: The Contemporary Indian Perspective (UGC National level) in collaboration with the Department of Economics and Centre for Studies in Social Sciences, Kolkata on February 4, 2011.*
- *Cost Competitiveness in Micro, Small and Medium Enterprises in India (UGC National Level) in collaboration with the Institute of Cost Accountants of India on December 19, 2014.*

Departmental Seminar

- *Contemporary Issues on Small Business Management, by Dr. Sarmishtha Banerjee, reader, Department of Business management, Calcutta University on March 8, 2010*

- *Invited Talk by Pema Lama, Assistant Professor, Department of Commerce, Calcutta University on Oct. 15, 2015.*
- *Investment Awareness and career opportunity guidance Programme, by Calcutta Stock Exchange & Calcutta University on Oct. 8, 2015.*

b) International

Nil

3.2.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	*Female*	*Part I*	*Part II*	*Part III*
B. Com. (Honours)	638	122	33	97.84	95.2	100
B. Com.(General)	287	71	17	45.14	42.86	98.15

*M = Male   *F = Female

3.2.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from abroad
B.Com	97%	3%	0%

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

Data not available

3.2.29. Student progression   *Data not available*

3.2.30. Details of Infrastructural facilities

a) **Library :**

Books on the subject are available for reading and lending in the library. A book bank is also available for the use of teachers and students.

b) **Internet facilities for Staff & Students :**

The staff can use two computers in the staff room which has internet facilities. The students can use internet facilities in the computer centre.

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

ICT facility can be used in the classrooms when necessary.

d) **Laboratories :**

Computer laboratory is available in the college.

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

All the students belonging to SC/ST and minority receive scholarship from the Government and needy students get financial assistance from College. Separate Departmental data is not available.

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

- *Seminars organised by the department funded by UGC, College and other institutions.*

- *Special lectures by the faculty of other institutions.*

3.2.33. Teaching methods adopted to improve student learning

- *Lecture Method and Board work.*

- *Use of Computer and Internet.*

- *Class Tests and Tutorials.*

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

The students and the faculty members regularly participate in extension activities organized by the various societies of the college and the NSS unit.

3.2.35. SWOC analysis of the department and Future plans

- **Strength:**

  o *Healthy and good teachers' student relationship.*

  o *Dedication and co-ordination among the teachers.*

  o *Large no. of inquisitive students*

  o *High pass percentage*

- **Weakness:**

  o *Lack of learning resources.*

  o *Lack of separate departmental room.*

- **Opportunities:**

  o *High demand ratio encouraging to open a new section and opting for new honours combination.*

- o *Relevance of subject to job market.*

- **Challenges:**

  - o *Attracting good students in spite of being located within 5 Kms of many leading commerce colleges.*

- **Future Plans:**

  - o *To open a new section and opting for new Honours combination.*

  - o *Preparation to publish Departmental magazine.*

  - o *Organise national and state level seminars.*

3.3.   Department of Computer Science

3.3.1.   Name of the department: *COMPUTER SCIENCE*

3.3.2.   Year of Establishment: *General: 2009*

3.3.3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :   *UG*

3.3.4.   Names of Interdisciplinary courses and the departments/units involved

Interdisciplinary Courses	*Departments Involved*	*Level of Study*
Information Tech. and its Appl. in Business	*Commerce*	*UG*

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

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

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

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

3.3.9.   Number of teaching posts   *Nil*

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

Name	*Qualification*	*Designation*	*Specialization*	*No. of Years of Experience*	*No. of Ph.D. Students guided for the last 4 years*
Rituparna Pal	*M. Tech.*	*Govt. CWTT*	*Bio-informatics*	*6*	*NA*

3.3.11. List of senior visiting faculty: *Nil*

3.3.12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: *General –18%*

3.3.13. Teacher -Student Ratio (programme wise)

Level of Study	Ratio		
	Part I	Part II	Part III
B.Sc (General)	1:8	1:3	1:0.5

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

3.3.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil / PG. :

Refer 3.3.10

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

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

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

3.3.19. Publications: *Nil*

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

3.3.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards…. *Nil*

3.3.22. Student projects

> a) **Percentage of students who have done in-house projects including inter departmental/programme :** *100%*

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

3.3.23. Awards / Recognitions received by faculty and students: *Data not available.*

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

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

3.3.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	*Applications Received (2015-16)*	*Selected / Enrolled*		*Pass % (2013-14)*		
		Male	*Female*	*Part I*	*Part II*	*Part III*
B. Sc.(General)	*NA*	*11*	*4*	*20*	*0*	*NA*

3.3.27. Diversity of Students

Name of the Course	**% of Students from the same state**	**% of students from other States**	**% of Students from abroad**
B.Sc	*100%*	*0%*	*0%*

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

Data not available

3.3.29. Student progression   *Data not available*

3.3.30. Details of Infrastructural facilities

a. **Library:**   *Books are available in the library of the college*

b. Internet facilities for Staff & Students:

Internet facility is used by the staff in the computers available in the staff room and the students can access internet in the computer centre.

c. Class rooms with ICT facility: *Classrooms have provisions for ICT usage.*

d. Laboratories: *Computer laboratory is available.*

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

SC/ST students receive scholarship from the government. No separate data is available for the department.

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

3.3.33. Teaching methods adopted to improve student learning

- *Students are encouraged to use library and web resources.*
- *Power point presentations are used while teaching.*
- *Traditional chalk and talk method.*

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

Teachers and students of the department are always enthusiastic about participating in the activities organized by NSS, Eco-Club and other societies of the college.

3.3.35. SWOC analysis of the department and Future plans

- ***Strength***
- o *As this is a rapidly growing subject, the students studying this subject have can get better job opportunities.*
- o *Teachers and students share a warm and cordial relationship.*

- *Weakness*
  - *Lack of research on the part of the faculty.*
  - *Lack of market-oriented software training.*
- *Opportunity*
  - *As a subject, Computer science can open up large number of possibilities for students in the future.*
  - *It is possible to give individual attention to students as the number of students is less.*
- *Challenges*
  - *To provide adequate career support to students.*
  - *To make students more interested in exploring new avenues of study.*
- *Future Plans*
  - *To get engaged in more research work.*
  - *To introduce Honours and other professional courses like BCA etc.*

3.4. Department of Economics

3.4.1. Name of the department: *Economics*

3.4.2. Year of Establishment: *Honours & General: 2001*

3.4.3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : *UG*

3.4.4. Names of Interdisciplinary courses and the departments/units involved

Interdisciplinary Courses	Departments Involved	Level of Study
Business Economics B. Com Honours Course	Department of Commerce	UG
Business Economics B. Com General Course		UG

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

3.4.6. Participation of the department in the courses offered by other departments

- *The Department takes classes of Business Economics in the Department of Commerce.*

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

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

3.4.9. Number of teaching posts

	Sanctioned	Filled
Professors	0	0
Associate Professors	-	1
Asst. Professors	2	0

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Rajyasri Neogy	M.Sc., M.Phil., PhD	Associate Professor	Agricultural Economics	16	Nil
Shumonika Gangoly	M.Sc., M.Phil.	Temporary Lecturer	Econometrics	1	NA
Saptarshi Mitra	M.Sc.	Temporary Lecturer	Trade, Econometrics, Political Economy	2	NA

3.4.11. List of senior visiting faculty:

- o *Dr. Bipul Dey, Department of Economics, Netajinagar College for Women under Faculty Exchange Programme*

3.4.12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: *Honours – 41.2%   General – 61%*

3.4.13. Teacher -Student Ratio (programme wise)

Level of study	Ratio		
	Part I	Part II	Part III
B.Sc (Honours)	1:1	1:1	1:1
B.A. (General)	1:19	1:3	1:3

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

3.4.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil / PG. :

Refer 3.4.10

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

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

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

3.4.19. Publications:

a) **Publication per faculty**

b) **Number of papers published in peer reviewed journals (b1.national/b2.international) by faculty and students**

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

d) **Monographs**

e) **Chapter in Books**

f) **Books Edited**

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

h) **Citation Index**

i) **SNIP**

j) **SJR**

k) **Impact factor**

l) **h-index**

Faculty	a	b1	b2	c	d	e	F	g	h	i	J	k	l
Dr. Rajyasri Neogy	10	5	-	-	-	2	1	-	-	-	-	-	-
Saptarshi Mitra	2	-	-	-	-	-	-	-	-	-	-	-	-

Other Publications

a. **Publication in seminar Proceedings**

b. **Other Publications**

Faculty	a	b	total
Dr. Rajyasri Neogy	2		2
Saptarshi Mitra	2	-	2

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

3.4.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards….

   o *Life Member L-420 (Indian Economic Association & Bengal Economic Association)*   - *Dr. Rajyasri Neogy*

3.4.22. Student projects

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

   • *Compulsory paper for 3rd year Economics (Honours) students.*

   • *Environmental Studies paper for 3rd year students.*

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

   Nil

3.4.23. Awards / Recognitions received by faculty and students:

Nil

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

Eminent academicians who visited the department during seminars

- *Prof. Ishita Mukherjee, Professor, Dept. of Economics, University of Calcutta and Director, Women's Studies Research Center, University of Calcutta*
- *Dr. Panchanan Das, Dept. of Economics, University of Calcutta*
- *Prof. Achin Chakraborty, Director, Institute of Development Studies, Kolkata*
- *Prof. Tuhin Kumar Das, Chair Professor, Planning and Devt. Unit, Jadavpur University*
- *Prof. Partha Sen, Director, Delhi School of Economics*
- *Prof. Asis Kumar Banerjee, Former Vice-Chancellor, University of Calcutta and currently Emeritus Professor in Economics, Jadavpur University*
- *Prof. Bharat Ramaswami, Planning Unit, Indian Statistical Institute, Delhi*
- *Prof. Pradip Maity, Former Professor of Economics, Indian Statistical Institute, Calcutta (Currently Visiting Professor)*
- *Prof. Ajitava Roychowdhury, Dept. of Economics, Jadavpur University*
- *Prof. Sankar Kumar Bhowmik, Department of Economics, University of Calcutta*
- *Prof. Anjan Chakraborty, Department of Economics, University of Calcutta*

- *Prof. Ashish Kumar Banerjee, Vice-Chancellor, University of Calcutta*
- *Prof. Sugata Marjit, Director, Centre for Studies in Social Sciences*
- *Prof. Ratan Khasnabis, Department of Business Management, University of Calcutta*
- *Prof. Avirup Sarkar, ISI*
- *Prof. Sachinandan Shaw, Department of Economics, Vidyasagar University*
- *Prof. Rajat Acharya, Department of Economics, Jadavpur University*
- *Prof. Hiran Banerjee, Pro-VC, University of Calcutta*
- *Prof. Rabindranath Bhattacharya, Department of Economics, University of Calcutta*
- *Prof. Biswajit Chatterjee, Department of Economics, Jadavpur University*

3.4.25. List of seminar/conferences/workshop organized:

a) **National**

- *Globalization, Economic Growth and Exclusion: The Indian Experience (UGC National Level) in collaboration with the Department of Commerce and Centre for Social Sciences, Kolkata on September 19, 2008.*
- *Economic Growth, sectoral Imbalance and Inflation: The Contemporary Indian Perspective (UGC National Level) in collaboration with the Department of Commerce and Centre for Social Sciences, Kolkata on February 4, 2011.*
- *Empowerment of Women: Some Issues, Challenges and Debates 20th and 21st Century (UGC State Level) in collaboration with the Department of History, Department of Economics and History, Susil Kar College on November 11, 2014.*

b) **International**

Nil

3.4.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	Female	Part I	Part II	Part III
B. Sc. (Honours)	22	6	4	0	NA	100
B. Sc.(General)	NA	29	19	26.92	47.62	93.33

*M = Male   *F = Female

3.4.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from abroad
B. Sc	100%		

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

Data not available

3.4.29. Student progression   *Data not available*

3.4.30. Details of Infrastructural facilities

a) **Library:**

There are ample books in the library of the college and the book bank facility is also available for the benefit of students and teachers.

b) **Internet facilities for Staff & Students:**

Internet facility for staff and students are easily available and accessible in the staff room and Computer Centre.

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

Classrooms have the provision to use ICT facility when required.

d) **Laboratories:** *Computer laboratory is available.*

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

All the students belonging to SC/ST and minority receive scholarship from the Government and the needy students get financial assistance from College. Separate Departmental data is not available.

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

- o *Faculty exchange programme.*
- o *Seminars organised by the department funded by UGC.*

3.4.33. Teaching methods adopted to improve student learning

- o *Lecture Method and Board work*
- o *Use of Computer and Internet*
- o *Class Tests and tutorials*

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

The students and the faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the College NSS units and Eco-Club of the College.

3.4.35. SWOC analysis of the department and Future plans

- ▪ *Strength :*
  - o *Dedication and co-ordination among teachers*

- o *Very healthy and good teacher-student relation*
- o *Discipline among teachers and students.*
- ▪ *Weakness :*
  - o *Shortage of full time teachers.*
  - o *Very few students opt for the course which is a common feature in all the colleges of West Bengal.*
- ▪ *Opportunities :*
  - o *The opportunity of the department lies in the subject itself.*
  - o *The students have a bright future as there are many areas of further studies or jobs all over India and abroad.*
  - o *The syllabus is also at par to sit for competitive exam for Govt. jobs.*
- ▪ *Challenges :*
  - o *To produce good results from a handful of students most of whom come from middle class family with satisfactory merit.*
  - o *To equip students to face competition for higher education and job market.*
- ▪ *Future Plans :*
  - o *Undertake survey works with active participation of the students.*
  - o *Undertake Research work / project.*
  - o *Preparation to publish wall magazine.*
  - o *Organize National Seminars and State Level Seminars.*

3.5. Department of Education

3.5.1. Name of the department: *EDUCATION*

3.5.2. Year of Establishment: *General: 2002*

3.5.3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : *UG*

3.5.4. Names of Interdisciplinary courses and the departments/units involved

Nil

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

Annual System

3.5.6. Participation of the department in the courses offered by other departments

Nil

3.5.7. Courses in collaboration with other universities, industries, foreign institutions, etc. :

Nil

3.5.8. Details of courses/programmes discontinued (if any) with reasons:

Nil

3.5.9. Number of teaching posts

	Sanctioned	*Filled*
Professors	*0*	*0*
Associate Professors	*0*	*0*
Asst. Professors	*1*	*0*

3.5.10. **Faculty profile with name, qualification, designation, specialization, (D.Sc. /D.Litt. /Ph.D. / M. Phil. Etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mithu Das	MA	Govt. PTT	Curriculum Studies	13	NA
Piyashi Pal	MA	*Temporary* Lecturer		1	NA

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

3.5.12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** *General –* *50%*

3.5.13. **Teacher -Student Ratio (programme wise)**

Level of study	Ratio		
	Part I	*Part II*	*Part III*
B.A. (General)	*1:177*	*1:63*	*1:63*

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

3.5.15. **Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil / PG. :** *Refer 3.5.10*

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

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

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

3.5.19. **Publications:** *Nil*

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

3.5.21. **Faculty as members in a) National committees b) International Committees c) Editorial Boards….** *Nil*

3.5.22. **Student projects** *Nil*

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

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

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

3.5.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	*Female*	*Part I*	*Part II*	*Part III*
B. A.(General)	NA	158	158	53.31	51.33	66.92

*M = Male   *F = Female

3.5.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from abroad
BA	100	-	-

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

Data not available.

3.5.29. Student progression *Data not available*

3.5.30. Details of Infrastructural facilities

    a. Library:

    Lots of books are available in the library for the reference work of students.

    b. Internet facilities for Staff & Students:

    Internet facility can be used by staff in the staffroom and by the students in the computer centre.

    c. Class rooms with ICT facility:

    Classrooms have provisions of using ICT facility when required.

    d. Laboratories:

    Not applicable

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

    SC/ST students receive financial assistance from the government. No separate data for the department is available.

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

3.5.33. Teaching methods adopted to improve student learning

- *Traditional chalk and talk method.*
- *Tutorial classes arranged.*

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

Teachers and students actively participate in the extension activities organized by the college.

3.5.35. SWOC analysis of the department and Future plans

- *Strength*
    - *Interest in taking subject as a course of study very high.*
    - *Well- mannered and obedient students.*
    - *Cordial student-teacher relationship.*

- *Weakness*
    - *Lack of UGC full time faculty.*

- *Opportunities*
    - *To motivate students to pursue higher studies in the field.*

- *Challenges*
    - *To encourage students for understanding the practical applicability of the subject*
    - *To engage them in social need base courses.*

- *Future Plans*
    - *To engage in research work.*
    - *To conduct workshops and arrange expert lectures.*
    - *To engage students in project work.*

3.6.   Department of English

3.6.1. Name of the department: *ENGLISH*

3.6.2. Year of Establishment:

Compulsory English: 1964,   General: 2001, Honours: 2002

3.6.3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :   *UG*

3.6.4. Names of Interdisciplinary courses and the departments/units involved

Interdisciplinary Courses	*Departments Involved*	*Level of Study*
Compulsory English in Part I	*All arts and science dept*	*UG*
Communicative English in Part I	*Commerce Dept.*	*UG*

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

Annual System

3.6.6. Participation of the department in the courses offered by other departments

- o *The students of the department opt for any two of the following subjects as pass subjects: Economics, Bengali, Education, Sociology, History.*
- o *BA/BSc Part I students study Compulsory English, B.Com Part I students study Communicative English, Alternative English is also taught to BA/BSc/B.Com Part I students who do not opt for Compulsory Bengali.*

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

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

3.6.9. Number of teaching posts

	Sanctioned	*Filled*
Professors	*0*	*0*
Associate Professors	*0*	*0*
Asst. Professors	*2*	*1*

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

Name	*Qualification*	*Designation*	*Specialization*	*No. of Years of Experience*	*No. of Ph.D. Students guided for the last 4 years*
Soumana Biswas	*MA, PhD (Pursuing)*	*Assistant Professor*	*Partition Literature*	*3 years 8 months*	*0*
Bishakha Banerjee	*MA*	*Govt. PTT*	*Thomas Hardy's Novels*	*8 years*	*NA*
Gourab Dutta	*MA*	*Temporary Lecturer*	*Literary Modernism, Graphic Narratives*	*5 years*	*NA*
Kaustav Chanda	*MA, MPhil, PhD (Pursuing)*	*Temporary Lecturer*	*Children's literature, Ecocriticism*	*4 years*	*NA*
Oindrila Bhattacharya	*MA, MPhil, PhD (Pursuing)*	*Temporary Lecturer*	*Aboriginal Literature (Australian and African)*	*4 years*	*NA*

3.6.11. List of senior visiting faculty: *Nil*

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

Honours – 58.33%, General – 53.33 %

Compulsory & Alternative English – 100%

3.6.13. Teacher -Student Ratio (programme wise)

Level of study	*Ratio*		
	Part I	*Part II*	*Part III*
B.A. (Honours)	*1:14*	*1:1*	*1:2*
B.A. (General)	*1:1*	*1:12*	*1:7*

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

3.6.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil / PG. :

Refer 3.6.10

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

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

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

3.6.19. Publications:

a) **Publication per faculty**

b) **Number of papers published in peer reviewed journals (b1.national/b2.international) by faculty and students**

c) **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**
d) **Monographs**
e) **Chapter in Books**
f) **Books Edited**
g) **Books with ISBN/ISSN numbers with details of publishers**
h) **Citation Index**
i) **SNIP**
j) **SJR**
k) **Impact factor**
l) **h-index**

Faculty	a	b1	b2	c	d	E	f	g	h	i	J	k	l
Soumana Biswas	1	-	-	-	-	1	-	-	-	-	-	-	-
Kaustav Chanda	8	6	-	-	-	2	-	-	-	-	-	-	-
Oindrila Bhattacharya	9	6	-	-	-	-	-	-	-	-	-	-	

Other Publications
a. *Publication in seminar Proceedings*
b. *Other Publications*

Faculty	a	B	total
Kaustav Chanda	-	1	1
Oindrila Bhattacharya	3	-	3
Gourab Dutta	-	1	1

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

3.6.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards…. *Nil*

3.6.22. Student projects

a) **Percentage of students who have done in-house projects including inter departmental/programme :**
   All 3rd year students are involved in preparing projects for Environmental Studies.

b) **Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:**
   Data not available.

3.6.23. Awards / Recognitions received by faculty and students:

   Data not available.

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

   Eminent faculties who visited the department during seminars and expert lectures:

   - *Dr. Himadri Lahiri, Professor, Dept. of English, Burdwan University*
   - *Prof. Mohit Roy, Professor, Dept. of English, Burdwan University*
   - *Prof. Amrit Sen, Professor, Dept. of English, Visva Bharati University*

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

a) **National**

   - *Rabindranath: In the Light of the Present (UGC National Level) in collaboration with Bengali, History, Sociology Departments and Bangiya Sahitya Parishad on 10.03.2011 and 11.03.2011.*

   - **Departmental Seminar**
     o *Props as Visual Metaphor: A Study of Elizabethan props, by Prof. Piyas Chakraborty, Associate Professor, Department of English on Sept. 24, 2015.*

o *Perspective on Diasporic Literature, by Prof. Himadri Lahiri, Associate Professor, Department of English, University of Burdwan on Feb, 12, 2010.*

b) International

Nil

3.6.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	*Female*	*Part I*	*Part II*	*Part III*
B. A. (Honours)	273	26	41	88	88.89	100
B. A.(General)	NA	6	9	21.43	37.93	71.88

*M = Male   *F = Female

3.6.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from Abroad
BA	100%	-	-

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

Cleared NET, JRF in 2014 - Ishan Chakraborty

3.6.29. Student progression   *Data not available*

3.6.30. Details of Infrastructural facilities

a) Library:

There is a college library which has a section consisting of ample books on our subject. The teachers and students can issue books from the library.

b) Internet facilities for Staff & Students:

The staff can use internet facilities from the computers in the staff room. The students can access internet in the computer centre.

c) Class rooms with ICT facility:

The class rooms have the provision of using audio-visual aids when necessary.

d) Laboratories:

Not applicable

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

SC, ST students receive financial aid from the government. No departmental data is maintained.

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

- *Seminar*

3.6.33. Teaching methods adopted to improve student learning

- *Teaching is made student-centric. (at times bi-lingual mode is adopted)*
- *Regular revision of lectures in classroom.*
- *Audio-visual aids are used for teaching.*
- *Web resources provided to students. Resources from online journals provided to students on particular topics.*
- *Tutorial classes and extra classes are arranged.*
- *Students are engaged in group discussions.*

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

The students and the faculty members regularly participate in the activities arranged by the Literary Society, Cultural Society, Eco Club,NSS. Soumana Biswas is the convenor of the Literary Society of the college and Oindrila Bhattacharya is a co-convenor of the society. Gourab Dutta is a co-convenor of the Cultural Society.

3.6.35. SWOC analysis of the department and Future plans

- *Strength*
  - *Hard working and dedicated faculty members who are willing to help students even beyond class hours.*
  - *Students are obedient and open to accepting suggestions and advice from teachers.*
  - *Teachers always encourage students to participate in academic as well as extra-curricular activities both inside and outside college.*
  - *Students are hard working and try their best to learn the topics being taught in class.*

- *Weakness*
  - *Lesser number of UGC full time teachers.*
  - *Students with problem in English language proficiency.*
  - *Poor result in University examinations.*
  - *Shyness and reluctance of students to speak up in class.*

- *Opportunity*
  - *Large numbers of students take admission because of the potential of the subject.*

- o *Chance to motivate a large number of students to overcome fear about the subject.*
- o *As students are amiable and open to suggestions, they can be guided towards positive results.*

- *Challenges*
  - o *To ensure the attendance of students in the lectures.*
  - o *To teach English literature to students who are weak in the English language itself.*
  - o *To improve the result of students in University examination, especially in the Honours course.*
  - o *To teach English literature in a bilingual manner.*
  - o *To motivate students to read beyond the syllabus.*

- *Future Plans*
  - o *To organize student seminars to improve the speaking ability and critical thinking of the students.*
  - o *To form a Departmental library to provide more resources to the students.*
  - o *To organize continuous writing workshops for students.*
  - o *To organize national level seminars.*

3.7.   Department of History

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

3.7.2. **Year of Establishment:**   *2005 (General)   2009 (Honours)*

3.7.3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :**   *UG*

3.7.4. **Names of Interdisciplinary courses and the departments/units involved**

   Nil

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

   Annual Pattern

3.7.6. **Participation of the department in the courses offered by other departments**

   Nil

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

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

3.7.9. **Number of teaching posts**

	Sanctioned	*Filled*
Professors	-	-
Associate Professors	-	-
Asst. Professors	*1*	*1*

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sreyashi Sarkar	M.A,M.Phil.	Assistant Professor	Women's History	5	-
Aparajita Mukherjee	M.A,M.Phil.	CWTT	Economic History	10	-
Sumitra Chakraborty	M.A.	CWTT	American History	6	-

3.7.11. List of senior visiting faculty: *Nil*

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

3.7.13. Teacher -Student Ratio (programme wise)

Level of study	Ratio		
	Part I	Part II	Part III
B.A. (Honours)	1:7	1:1	1:4
B.A. (General)	1:62	1:30	1:30

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

3.7.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil / PG. :

Refer 3.7.10

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

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

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

3.7.19. Publications:

    a) Publication per faculty

    b) Number of papers published in peer reviewed journals (b1.national/b2.international) by faculty and students

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

    d) Monographs

    e) Chapter in Books

    f) Books Edited

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

    h) Citation Index

    i) SNIP

    j) SJR

    k) Impact factor

    l) h-index

Faculty	*a*	*b1*	*b2*	*c*	*d*	*E*	*F*	*G*	*h*	*i*	*j*	*k*	*l*
Sreyashi Sarkar	*8*	*1*	-	-	-	*4*	*1*	-	-	-	-	-	-
Sumitra Chakraborty	*5*	-	-	-	-	*1*	-	-	-	-	-	-	-

Other Publications

a. Publication in seminar Proceedings

b. Other Publications

Faculty	a	B	total
Sreyashi Sarkar	3	-	3
Sumitra Chakraborty	1	3	4
Aparajita Mukherjee	-	-	-

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

3.7.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards…. *Nil*

3.7.22. Student projects

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

Compulsory paper for 3rd year students on Environmental Studies

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

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

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

Eminent academicians and scientists who visited the department during seminars

- *Prof. Suranjan Das, Vice Chancellor, University of Calcutta*
- *Prof. Amit Dey, Professor, Department of History, University of Calcutta*

- *Prof. Ranjit Sen, Professor, Department of History, University of Calcutta*
- *Prof. Sandeep Basu Sarbadhikary, Department of History, Visva Bharati University*
- *Prof. Suparna Guptoo, Professor, Department of History, University of Calcutta*
- *Prof. Samita Sen, The then Vice Chancellor, Diamond Harbour Womens' University*
- *Prof Chittabrata Palit,ex Prof,Jadavpur University,Director,Institute of Historical studies*
- *Prof Sujata Mukherjee,Prof,Rabindra Bharati University*

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

a) **National**

- *Rabindranath: In the Light of the Present (UGC National Level) in collaboration with the Department of English, History, Sociology and Bangiya Sahitya Parishad on March 10 and 11, 2011.*
- *Empowerment of Women: Some Issues, Challenges and Debates 20th and 21st Century (UGC State Level) in collaboration with the Department of History, Department of Economics and History, Susil Kar College on November 11, 2014.*

b) **Departmental**

- *The Poet and Reformer of Nineteenth Century, Henry Luois Vivian Derozio by Prof. Pallab Sengupta, Honourable Former Vidyasagar Professor, Rabindra Bharati University on Jan 14, 2010.*

- *Special lecture On 'Khalji Dynasty' by Raktim Sur, Associate Professor, Department of History, Heramba Chandra College on Oct 6, 2015.*

3.7.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	Female	Part I	Part II	Part III
B. A. (Honours)	90	19	19	66.67	100	100
B. A.(General)	NA	128	104	59.64	83.48	72.97

*M = Male   *F = Female

3.7.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from abroad
B.A. (Honours)	100%		
B.A. (General)	100%		

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

3.7.29. Student progression *Nil*

3.7.30. Details of Infrastructural facilities

a) Library:

The Departmental Book Bank is annexed to the central library facility.

b) Internet facilities for Staff & Students:

Computer and Internet facility with LAN connection.

c) Class rooms with ICT facility:

Audio mode of teaching present in some class rooms.

d) Laboratories: *NA*

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

All SC/ST/OBC/Minority students receive scholarships from the State Govt.

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

The department organises Seminars and Lectures on topics related to the syllabus and Study Tours.

3.7.33. Teaching methods adopted to improve student learning

- *Traditional lecture method with blackboard and chalk*
- *Maps study*
- *Organising Seminars*
- *Special Classes*
- *Use of ICT*
- *Tutorial Classes*
- *Bilingual method of teaching*

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

- *The students and the teachers participate institutional social responsibility and extension activities organised by the college NSS Unit & Eco Club committee.*

3.7.35. SWOC analysis of the department and Future plans

- *Strength :*
  - *One of the major strength of the department is the popularity and the demand of the subject in the beginning of each session.*
  - *The department has stood up to the challenge of keeping the balance in depth study and finishing the syllabus in time.*
  - *The teacher – student ratio is balanced for honours course.*

- *Weakness :*
  - *More audio-visual mode of lecture needs to be initiated to further develop the interest of the students.*
  - *The Departmental Library requires more books.*

- *Opportunities :*
  - *The knowledge of history can equip a person to analyse any event that is taking place.*
  - *History as a subject is very important for any competitive examination for higher degree or for government jobs.*
  - *The subject has many opportunities in teaching profession especially in higher education level.*

- *Challenges :*
  - *We have to adopt modern teaching aids like audio-visual mode, field work & survey, etc. to make the subject more interesting for the students.*
  - *The subject has evolved by large in context and theory over the present decades. To make it more relevant and contemporary to students.*

- *Future Plans :*
  - *Improve the Research possibilities of the department.*
  - *Improve the departmental library.*

3.8. Department of Mathematics

3.8.1. Name of the department: *Mathematics*

3.8.2. Year of Establishment: *2002 General   2003 Honours*

3.8.3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): *U.G.*

3.8.4. Names of Interdisciplinary courses and the departments/units involved

Interdisciplinary Courses	Departments Involved	Level of Study
Business Mathematics B. Com Honours	*Department of Commerce*	*UG*
Business Mathematics B. Com General		*UG*

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

3.8.6. Participation of the department in the courses offered by other departments

- The Department takes classes of Business Mathematics in the Department of Commerce

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

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

3.8.9. Number of teaching posts

	Sanctioned	Filled
Professors	*0*	*1*
Associate Professors	*0*	*0*
Asst. Professors	*2*	*1*

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Ramkrishna Prasad Chakraborty	M.Sc., M.Phil, Ph.D	Professor/Principal	Pure Mathematics (Topology)	18	1
Dr. Nasima Munshi	M.Sc., M.Phil, Ph.D	Assistant Professor	Applied Mathematics	5	0
Dr. Rabin Kanti Pal	M.Sc., Ph.D	Temporary Lecturer	Applied Mathematics	35	0
Sarbani Sen	M.Sc., B.Ed	Temporary Lecturer	Applied Mathematics	12	0

3.8.11. List of senior visiting faculty: *Nil*

3.8.12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: *Honours – 44%*   *General – 59%*

3.8.13. Teacher -Student Ratio (programme wise)

Level of study	Ratio		
	Part I	Part II	Part III
B.Sc. (Honours)	1:4	1:1	1:0
B.A./B.sc. (General)	1:2	1:1	1:1

3.8.14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : *Sanctioned: Nil   Filled : NA*

3.8.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil / PG. :

Refer 3.8.10

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

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

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

3.8.19. Publications:

  a) **Publication per faculty**

  b) **Number of papers published in peer reviewed journals (b1.national/b2.international) by faculty and students**

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

  d) **Monographs**

  e) **Chapter in Books**

  f) **Books Edited**

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

  h) **Citation Index**

  i) **SNIP**

  j) **SJR**

  k) **Impact factor**

  l) **h-index**

Faculty	a	b1	b2	c	d	e	f	g	h	I	j	k	l
Dr. Ramkrishna Prasad Chakraborty	22	5	16										
Dr. Nasima Munshi	3	1	2	-	-	-	1	-	-	-	-	-	-
Dr. Rabin Kanti Pal	-	-	-	-	-	-	-	-	-	-	-	-	-
Sarbani Sen	-	-	-	-	-	-	-	-	-	-	-	-	-

Other Publications:

c.   Publication in seminar Proceedings

d.   Other Publications

Faculty	a	b	Total
Dr. Ramkrishna Prasad Chakraborty	1	-	1
Dr. Nasima Munshi	1	1	2

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

3.8.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards….   *Nil*

3.8.22. Student projects

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

        Compulsory paper for 3rd year students on Environmental studies: 100%

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

        Data not Available

3.8.23. Awards / Recognitions received by faculty and students:

        Data not Available

3.8.24. List of eminent acadenicians and scientists / visitors to the department

Eminent academicians who visited the department during seminars:

- *Prof. Pradip Niyogi, IIT, Kharagpur*
- *Prof. B. N. Mandal, Physics and Mathematics Unit, ISI, Kolkata*
- *Prof. Subenoy Chakraborty, Dept. of Mathematics, Jadavpur University*
- *Prof. Tapan Kr. Dutta, Dept. of Pure Mathematics, University of Calcutta*
- *Prof. Subhas Chandra Mandal, Dept. of Mathematics, Jadavpur University*
- *Prof. Joydev Chattopadhyay, Agricultural and Ecological Unit, ISI, Kolkata*
- *Prof. Alaka Das, Dept. of Mathematics, Jadavpur University*

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

a) National

- *A State Level UGC Sponsored one day seminar on 'Present Day Mathematics and its Application' on 30th January 2015.*

b) International

Nil

3.8.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	*Female*	*Part I*	*Part II*	*Part III*
B. Sc. (Honours)	90	20	8	50	50	100
B. Sc.(General)	NA	5	3	33.33	25	100

3.8.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from Abroad
B. Sc Math (H)	100		
B. Sc Math (G)			

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

Data not available

3.8.29. Student progression   *Data not available*

3.8.30. Details of Infrastructural facilities

    a) **Library:**

    General library is quite rich in old and new books for Mathematics honours and general.

    b) **Internet facilities for Staff & Students:**

    Internet facility for staff and students are easily available and accessible in the staff room and Computer Laboratory.

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

    Adequate

    d) **Laboratories :**

    01

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

All the students belonging to SC/ST and minority receiving scholarship from the Govt. and needy students get financial assistance from College. Separate Departmental data are not available.

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

- *Seminars organised by the department funded by UGC.*

3.8.33. Teaching methods adopted to improve student learning

- *Modern teaching aids like computers, ICT and internet are part of today's teaching learning process in addition to the traditional Black Board with Chalk and talk method.*

- *Apart from this procedure tutorial classes at regular intervals are also arranged.*

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

The students and the faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the College NSS units and Eco-Club and Health Unit of the College.

3.8.35. SWOC analysis of the department and Future plans

- ***Strength:*** *the Strength of the department lies in the a) dedication and co-ordination among teachers b) very healthy and good teacher-student relation c) discipline among teachers and students.*

- ***Weakness:*** *we have space constraints for arranging extra classes.*

- *Opportunities: Students passed out with good results in Mathematics from this department get opportunity for higher studies in various fields like Pure and Applied Mathematics in different Universities and institutes.*

- *Challenges: With all the limitation our faculty work hard and are always trying their best for the benefit of the students. Our challenge is to work hard with a smiling face for all the students for their bright future. We are always ready to assist the students academically to reach their goal.*

- *Future Plans :*

  1. *To set up a departmental computer laboratory.*

  2. *To orient mind set-up for further Research and handling of projects in the department.*

  3. *To Organize National Seminars.*

3.9. *Department of Sociology*

3.9.1. Name of the department: *SOCIOLOGY*

3.9.2. Year of Establishment: *General 2001*

3.9.3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : *UG*

3.9.4. Names of Interdisciplinary courses and the departments/units involved

Nil

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

3.9.6. Participation of the department in the courses offered by other departments

Nil

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

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

3.9.9. Number of teaching posts

	Sanctioned	*Filled*
Professors	*0*	*0*
Associate Professors	*0*	*0*
Asst. Professors	*1*	*1*

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

Name	*Qualification*	*Designation*	*Specialization*	*No. of Years of Experience*	*No. of Ph.D. Students guided for the last 4 years*
Bidya Ratan Tikader	*MA, MPhil*	*Assistant Professor*	*Development Studies*	*5*	*NA*

3.9.11. List of senior visiting faculty: *Nil*

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

3.9.13. Teacher -Student Ratio (programme wise)

Level of study	*Ratio*		
	Part I	*Part II*	*Part III*
B.A. (General)	*1:215*	*1:77*	*1:41*

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

3.9.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil / PG. :

Refer 3.9.10

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

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

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

3.9.19. Publications:

a) *Publication per faculty*
b) *Number of papers published in peer reviewed journals (b1.national/b2.international) by faculty and students*
c) *Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)*
d) *Monographs*
e) *Chapter in Books*
f) *Books Edited*
g) *Books with ISBN/ISSN numbers with details of publishers*
h) *Citation Index*
i) *SNIP*
j) *SJR*
k) *Impact factor*
l) *h-index*

Faculty	a	b1	b2	c	d	e	F	g	h	i	j	k	l
Bidya Ratan Tikader	2	-	-	-	-	-	-	-	-	-	-	-	-

Other Publications

a. **Publication in seminar Proceedings**

b. **Other Publications**

Faculty	A	b	Total
Bidya Ratan Tikader	2		2

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

3.9.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards….   *Nil*

3.9.22. Student projects   *Nil*

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

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

Nil

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

a) National

Rabindranath: In the Light of the Present (UGC National Level) on 10.03.2011 and 11.03.2011 in collaboration with Bengali, History, English department and Bangiya Sahitya Parishad.

b) International

Nil

3.9.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	*Female*	*Part I*	*Part II*	*Part III*
B. A.(General)	*NA*	*45*	*70*	*41.38*	*61.63*	*74.29*

3.9.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from abroad
BA General	*100%*		

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

Data not available

3.9.29. Student progression

Data not available

3.9.30. Details of Infrastructural facilities

a) Library:

The college library provides ample resources to the students.

b) Internet facilities for Staff & Students:

The staff room is equipped with two computers with internet facilities which can be used by the staff to access internet. The students can access internet facility in the computer centre.

c) Class rooms with ICT facility:

ICT facility can be arranged in the classrooms when required.

d) Laboratories: *Not applicable*

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

SC/ST students receive financial assistance from the government but no separate data for the department is available.

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

- *Seminar*

3.9.33. Teaching methods adopted to improve student learning

- *Traditional chalk and talk method*
- *Use of audio-visual aids*
- *Regular class tests*
- *Tutorial classes and extra classes arranged for students.*

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

Bidya Ratan Tikader is the NSS unit officer who plays an active role in motivating the students towards providing service to the college and the community as a whole. He is instrumental in organizing various events both inside and outside the college which helps the college to become more responsible towards society.

3.9.35. SWOC analysis of the department and Future plans

- *Strength*
  - *Dedicated teacher who is always concerned with the well-being the students.*
  - *Relationship with students is very good.*
  - *Well-mannered students who respect the teachers.*

- *Weakness*
  - *Lack of resources in Bengali leads to difficulties of students who mostly come from Bengali medium background.*
  - *Lack of faculty*

- *Opportunities*
  - *Sociology as a subject is not offered in the adjoining colleges and thus it provides this department an opportunity to cater to a large number of students.*
  - *The chance to guide students in their day to day life through the course of study.*
  - *Since Sociology is not taught in most of the schools, from which our students take admission, so it is an opportunity for them to learn a new*

subject. As a result interest among students to take Sociology as a course of study is quite high.

- ***Challenges***
  - *To make the students interested in topics beyond the syllabus.*
  - *To make sure that students attend the lectures regularly.*
  - *To make sure that the students of the department have good result in the examination.*

- ***Future Plans***
  - *To build a departmental library.*
  - *To take students on excursions.*
  - *To counsel students effectively regarding their career.*

3.10. Department of Statistics

3.10.1. Name of the department: *STATISTICS*

3.10.2. Year of Establishment: *2001*

3.10.3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : *UG*

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

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

3.10.6. Participation of the department in the courses offered by other departments

Interdisciplinary Courses	*Departments Involved*	*Level of Study*
Business Mathematics & Statistics B. Com Honours	*Department of Commerce*	*UG*
Business Mathematics & Statistics B. Com General		*UG*
Probability & Statistics	*Economics Hons.*	*UG*
Probability & Statistics	*Mathematics Hons.*	*UG*

3.10.7. Courses in collaboration with other universities, industries, foreign institutions, etc. :

Nil

3.10.8. Details of courses/programmes discontinued (if any) with reasons:

Nil

3.10.9. Number of teaching posts

	Sanctioned	*Filled*
Professors	-	-
Associate Professors	-	-
Asst. Professors	*1*	*1*

3.10.10. **Faculty profile with name, qualification, designation, specialization, (D.Sc. /D.Litt. /Ph.D. / M. Phil. Etc.)**

Name	*Qualification*	*Designation*	*Specialization*	*No. of Years of Experience*	*No. of Ph.D. Students guided for the last 4 years*
Asgar Ali	*M. Sc.*	*Asst. Professor*	*Regression Analysis*	*1*	*-*
Manas Ranjan Tola	*M. Sc.*	*Temporary Teacher*	*Operation Research*	*7*	*-*

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

3.10.12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** *Honours – NA % , General – 19%*

3.10.13. **Teacher- Student Ratio (programme wise)**

Level of study	*Ratio*		
	Part I	*Part II*	*Part III*
B.Sc. (General)	*1:9*	*1:3*	*1:1*

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

3.10.15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil / PG. :

Refer 3.10.10

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

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

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

3.10.19. Publications: *Nil*

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

3.10.21. Faculty as members in a) National committees b) International Committees c) Editorial Boards…. *Nil*

3.10.22. Student projects *Nil*

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

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

Nil

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

Nil

3.10.26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications Received (2015-16)	Selected / Enrolled		Pass % (2013-14)		
		Male	*Female*	*Part I*	*Part II*	*Part III*
B. Sc.(General)	*NA*	*15*	*6*	*0*	*16.67*	*0*

3.10.27. Diversity of Students

Name of the Course	% of Students from the same state	% of students from other States	% of Students from abroad
BSc	100%		

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

Data not available

3.10.29. **Student progression** *Data not available*

3.10.30. **Details of Infrastructural facilities**

    a. Library:

The college library has adequate number of books pertaining to the subject.

    b. Internet facilities for Staff & Students:

There are two computers with internet facility in the staff room for the usage of the staff members. The students can avail internet facilities in the computer laboratory.

    c. Class rooms with ICT facility:

Classrooms have the provision to use ICT facility when required.

    d. Laboratories:

Computer laboratory is available.

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

SC/ST students receive financial aid from the government but no separate data for the department is available.

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

3.10.33. **Teaching methods adopted to improve student learning**

- *Traditional chalk and talk method*

- *Use of computer lab*

- *Continuous assessment of students through class tests*

- *Helping students outside class hours in the form of tutorials and extra classes*
- *ICT enabled teaching method has been adopted.*

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

The students and teachers of the department actively participate in the various extension activities organized by the various societies and the NSS unit of the college.

3.10.35. **SWOC analysis of the department and Future plans**

- *Strength*

  o *Commitment of the teachers towards the teaching learning process.*

  o *Individual attention can be provided as number of students is comparatively less.*

  o *Subject has a lot of scope in various competitive examinations.*

- *Weakness*

  o *Students are not always keen to take this subject as an option.*

- o *Lack of engagement in research work on the part of the faculty.*

- **Opportunity**

  - o *The scope of the subject is very high in terms of higher studies.*

  - o

- **Challenges**

  - o *To ensure that the students attend the classes regularly.*

  - o *To get more students interested in the subject.*

- **Future Plans**

  - o *To engage in more research work.*

  - o *To introduce Honours course in the subject.*

Annexture - I

ORIGINAL

LIST OF COLLEGES
UNDER SECTION 2(f) OF THE
U.G.C. ACT

As on March 31, 1998

UNIVERSITY GRANTS COMMISSION
NEW DELHI
2000
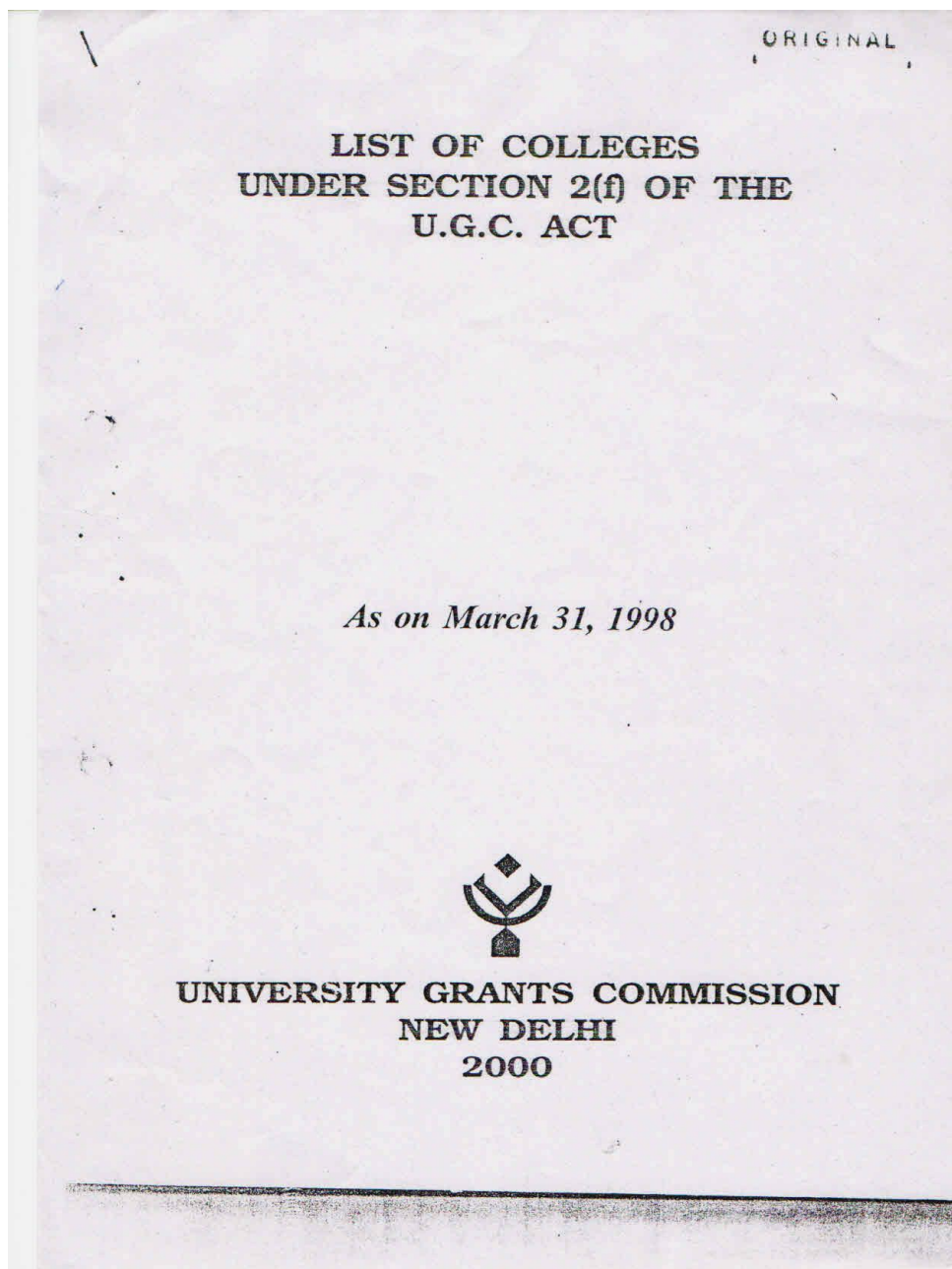
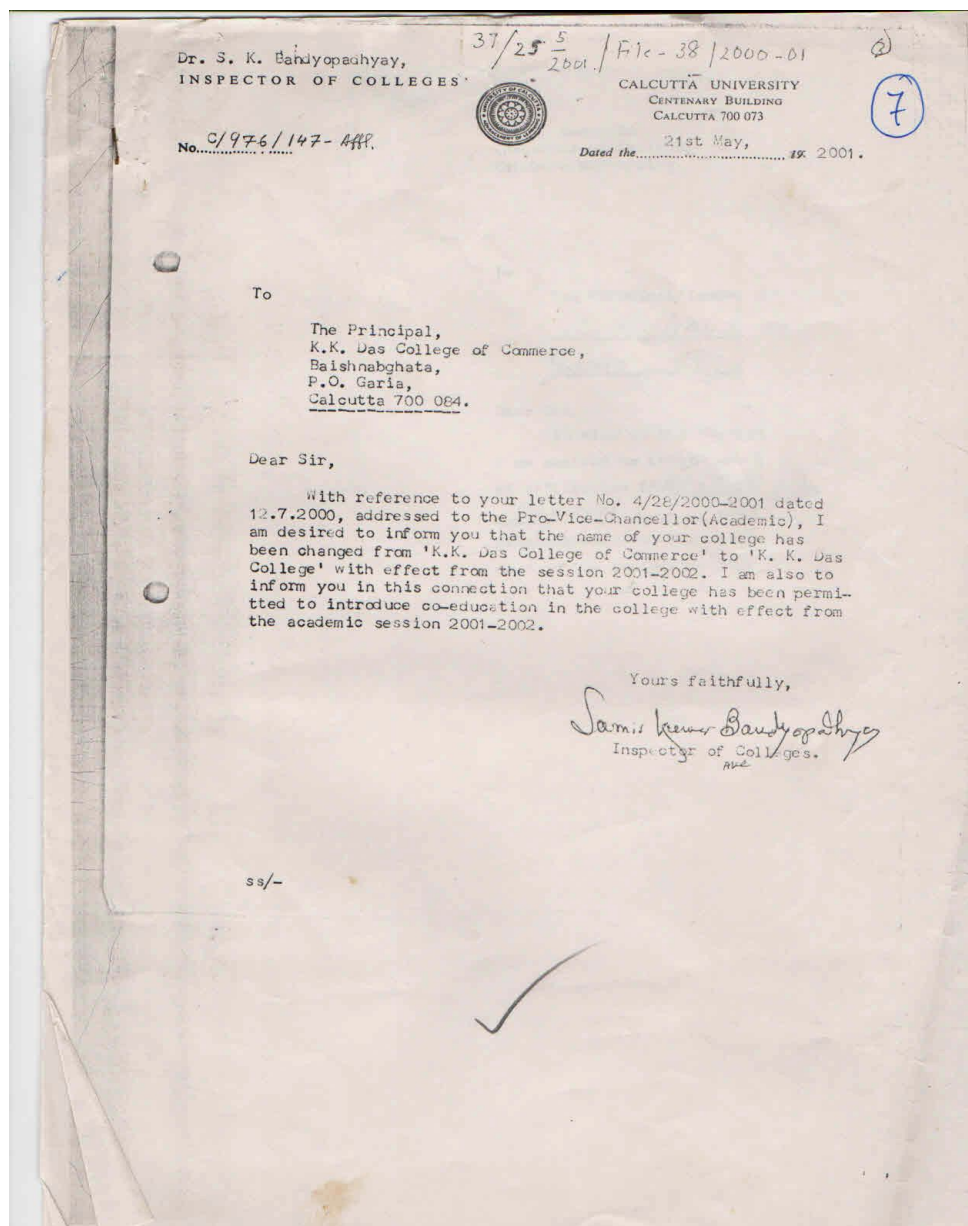| Sl. No.	Name of the College	Year of Estt.
55.	Gurudas College, Calcutta-54 Dr. B.Majumdar	1956
56.	Jatindra Rajendra Mahavidyalaya P.O. Amtala Distt. Murshidabad (W.B.) (Nur Md. Khalilullah)	1986
57.	Joypur Panchanan Roy college P.O.-Joypur Fakirdas Dr. Sukha Ranjan Mukhopadhy	1986
58.	Harimohan Ghos College J-206,208 A Pahar Pur Road, Calcutta-24 Shri K.C. Deuti	
59.	Heramba Chandra College 23/49, Gariahat Road, Calcutta-29 Shri N. Mukherjee	1961
60.	Hiralal Mazumdar Memorial College for Women, Dakshineshwar, Calcutta-35. Shri Pradip Kumar Sarkar	1959
61.	Jangipur College Jangipur.(Murshidabad) Sri Swapan Kumar Chakraborty (Lecturer-in-charge)	1950
62.	Jogamaya Devi College 92, Shyama Prasad Mukherjee Road, Calcutta-26. Dr. Subrata Gupta	1932
63.	Jogesh Chandra Chaudhary College, 30, Prince Anwar Shah Road, Calcutta-33 Dr. S.P. Sinha (I/C)	1956
64.	Kandi Raj College P.O. Kandi (Murshidabad), Shri Anagha Sanual	1950

Sl. No.	Name of the College	Year of Estt.
65.	Karimpur Pannadevi College, P.O. Karimpur Nadia, Shri S.K. Dhar (Teacher-in-Charge)	1968
66.	'Kashudiram' Bose Central College, 71/2A, Bidhan Sarani, Calcutta-6. Shri S.N. Mukherjee	1956
67.	Kalinagar Mahividyalaya Kalinagarhat, Distt.24 Parganas - 743442 Dr. Kanak De	
68.	Kidderpore College, 2, Pitambar Sarkar Lane, Calcutta-23, Shri P.B. Dey	1966
69.	Krishnagar Women's College, Krishnagar Distt (Nadia) West Bengal Smt. Gouri Phani Chakraborty	1958
70.	Krishnath College P.O. Berhampore (Murshidabad) Shri S.K. Ghosh	1853
71.	K.K. Das College of Commerce, Baishnabghata, P.O. Garia (24 Parganas)	1964
72.	Lal Baba College 117, G.T. Road, P.O. Belurmath, Dt. Howrah(W.B.) Shri S. Bhattacharya	1964
73.	Loreto College 7, Moddleton Road, Calcutta-71. Dr.(Sr.) M. Claire Macfarland St. M. Lucy Byrne	1912
74.	Maharaja Manindra Chandra College 20, Ram Kanta Bose Street, Calcutta-3.	1941

Development & Planning Officer
CALCUTTA UNIVERSITY

62

Annexture - II

UNIVERSITY OF CALCUTTA
SENATE HOUSE
87/1, College Street, Kolkata - 700 073

Prof. (Dr.) Basab Chaudhuri
Registrar

Phone : 2241-0071/4984
Fax : 91-033-2241-3222
E-mail : registrar@caluniv.ac.in
basabc@vsnl.net

অধ্যাপক (ডঃ) বাসব চৌধুরী
নিবন্ধক

TO WHOM IT MAY CONCERN

This is to certify that K K DAS COLLEGE OF COMMERCE is included under section 2(f) and 12(B) of the UGC Act, vide "UGC 2004, Directory of colleges under section 2(f) and 12(B) of UGC Act", Serial No. 73.

02.07.2013

(Basab Chaudhuri)
Registrar,
University of Calcutta.

Registrar
University of Calcutta

Annexture - III

Dr. S. K. Bandyopadhyay,
INSPECTOR OF COLLEGES

37/25 5/2001 / File - 38 / 2000-01

CALCUTTA UNIVERSITY
CENTENARY BUILDING
CALCUTTA 700 073

7

No. C/976/147- Affl.

Dated the 21st May, 1975 2001.

To

The Principal,
K.K. Das College of Commerce,
Baishnabghata,
P.O. Garia,
Calcutta 700 084.

Dear Sir,

With reference to your letter No. 4/28/2000-2001 dated 12.7.2000, addressed to the Pro-Vice-Chancellor(Academic), I am desired to inform you that the name of your college has been changed from 'K.K. Das College of Commerce' to 'K. K. Das College' with effect from the session 2001-2002. I am also to inform you in this connection that your college has been permitted to introduce co-education in the college with effect from the academic session 2001-2002.

Yours faithfully,

Samir Kumar Bandyopadhyay
Inspector of Colleges.

ss/-

Annexture - IV

Prof. A. M. Chandra.
INSPECTOR OF COLLEGES

CALCUTTA UNIVERSITY
CENTENARY BUILDING
KOLKATA – 700 073

No. C/127/147-Affl.

Dated, the 5th February, 2009.

To

The Principal,
K. K. Das College,
Kolkata.

Sir,

In view of the syndicate resolution dt. 20.1.09 (Item No. 5) I am directed to inform you that your proposal for conversion of K.K.Das College from an 'Evening College' to a 'Day College' has been approved with effect from the academic session 2008-09 subject to fulfilment of the conditions as laid down in the inspection report dated 28.4.08 (copy enclosed).

Yours faithfully,

Inspector of Colleges.

Enclo. 1.

gm

Annexture – V

● *Audit Report – 2014*

M MALLIK & ASSOCIATES

Chartered Accountants

5/1, Sreemani Para Lane,
Balaka , First Floor,
Kolkata – 700 036
Tel: 9831543839/ 03325784787
Email :manasmallik68@yahoo.in
: manaskrmallik@gmail.com

AUDITORS' REPORT

1. We have audited the attached Balance Sheet of K.K.DAS COLLEGE, Garia, Kolkata- 700084 as at 31st March 2014 and Income & Expenditure Account and also Receipt & Payment Account for the year ended on that date are annexed thereto. These financial statements are the responsibility of the College's Management. Our responsibility is to express an opinion on these financial statements based on our audit.

2. We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

   On this basis, we report as follows: -

3. As required by Education Directorate, College Audit Cell, Government of West Bengal, we enclose in the Annexure a statement on the matters specified in the instruction to the extent applicable to the College.

4. Further to our comments in the Annexure referred to in paragraph 3 above, we report as follows:

(a) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit;

(b) In our opinion, proper books of account have been kept by the College in so far as appears from our examination of those books.

(c) The said Balance Sheet and Income & Expenditure Account are in agreement with the books of account.

In our opinion and to the best of our information and according to the explanations given to us, the said Balance Sheet and Income & Expenditure Account read with notes thereon, if any, gives a true and fair view: -

1. In case of the Balance Sheet of the state of affairs of the college as at 31st March, 2014
   And
2. In case of Income & Expenditure account of the excess of Income over Expenditure for the year ended on that date.
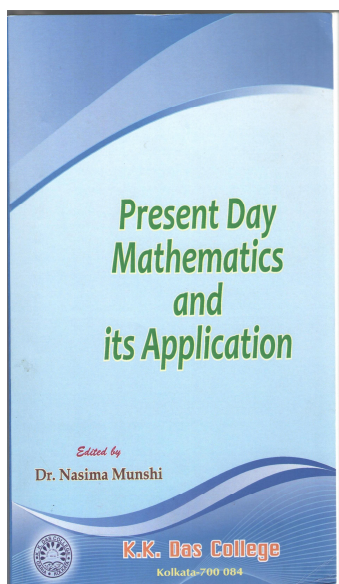
Place : Kolkata

Date : January 02, 2015

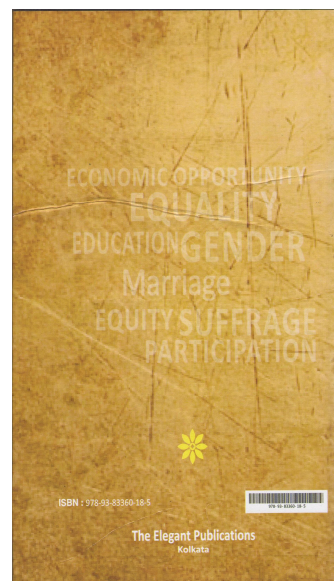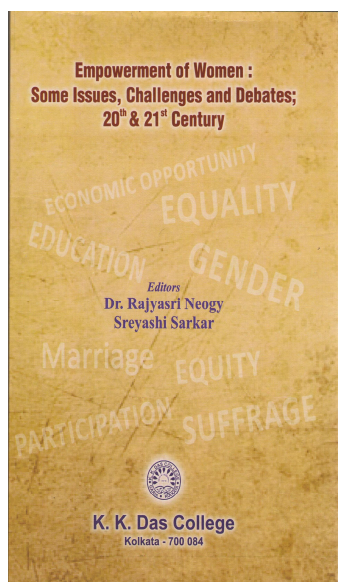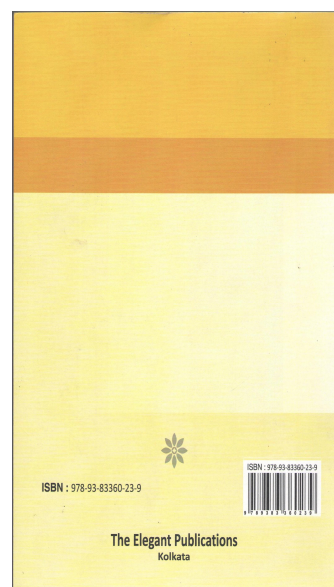For **M MALLIK & ASSOCIATES**
Chartered Accountants
Firm Regn. No: 326663E

CA. M.K.MALLIK
Proprietor
(M.No.057384)

● *Audit Report – 2013*

M MALLIK & ASSOCIATES

Chartered Accountants

CA

5/1, Sreemani Para Lane,
Balaka , First Floor,
Kolkata – 700 036
Tel: 9831543839/ 03325784787
Email :manasmallik68@yahoo.in
: manaskrmallik@gmail.com

AUDITORS' REPORT

1. We have audited the attached Balance Sheet of K.K.DAS COLLEGE, Garia, Kolkata- 700084 as at 31st March 2013 and Income & Expenditure Account and also Receipt & Payment Account for the year ended on that date are annexed thereto. These financial statements are the responsibility of the College's Management. Our responsibility is to express an opinion on these financial statements based on our audit.

2. We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

   On this basis, we report as follows: -

3. As required by Education Directorate, College Audit Cell, Government of West Bengal, we enclose in the Annexure a statement on the matters specified in the instruction to the extent applicable to the College.

4. Further to our comments in the Annexure referred to in paragraph 3 above, we report as follows:

(a) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit;

(b) In our opinion, proper books of account have been kept by the College in so far as appears from our examination of those books;

(c) The said Balance Sheet and Income & Expenditure Account are in agreement with the books of account.

In our opinion and to the best of our information and according to the explanations given to us, the said Balance Sheet and Income & Expenditure Account read with notes thereon, if any, gives a true and fair view: -

1. In case of the Balance Sheet of the state of affairs of the college as at 31st March, 2013
   And
2. In case of Income & Expenditure account of the excess of Income over Expenditure for the year ended on that date.

Place : Kolkata

Date : January 17, 2014

For **M MALLIK & ASSOCIATES**
Chartered Accountants
Firm Regn. No: 326663E

Manas Mallik
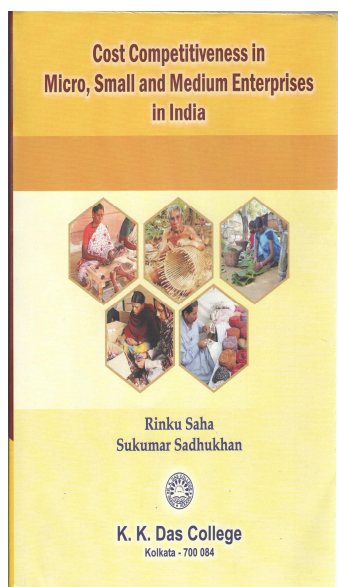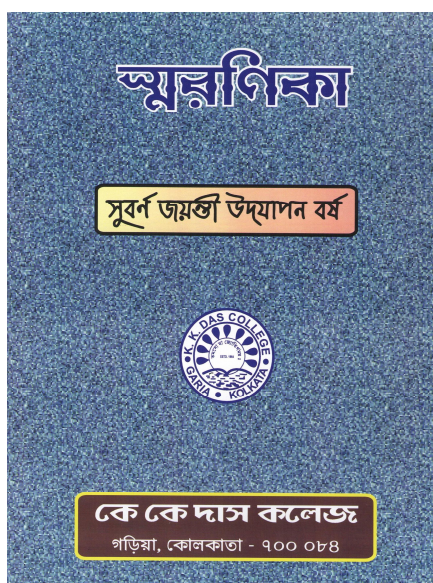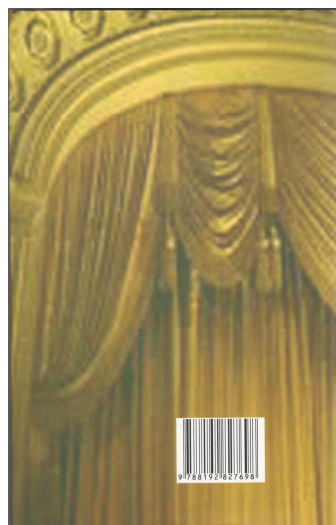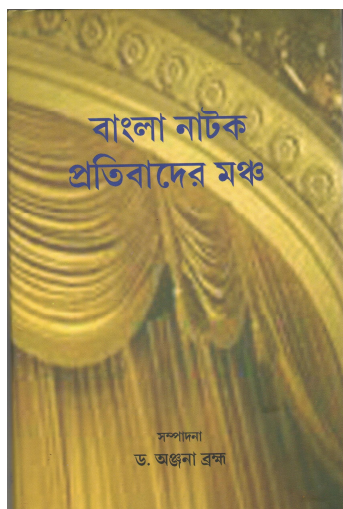CA. M.K.MALLIK
Proprietor
(M.No.057384)

Annexure – VI

Pictures of Published Books

Cost Competitiveness in
Micro, Small and Medium Enterprises
in India

Rinku Saha
Sukumar Sadhukhan

K. K. Das College
Kolkata - 700 084

ISBN : 978-93-83360-23-9

The Elegant Publications
Kolkata

Empowerment of Women :
Some Issues, Challenges and Debates;
20th & 21st Century

ECONOMIC OPPORTUNITY
EQUALITY
EDUCATION
GENDER
Marriage
EQUITY
PARTICIPATION
SUFFRAGE

Editors
Dr. Rajyasri Neogy
Sreyashi Sarkar

K. K. Das College
Kolkata - 700 084

ECONOMIC OPPORTUNITY
EQUALITY
EDUCATION GENDER
Marriage
EQUITY SUFFRAGE
PARTICIPATION

ISBN : 978-93-83360-18-5

The Elegant Publications
Kolkata

Annexture – VII

IEQA SUBMISSION DATE-10/12/2015

INSTITUTIONAL ELIGIBILITY FOR QUALITY ASSESSMENT(IEQA) QUESTIONNAIRE

1 COLLEGE DETAILS			
Name of the college	K.K.Das College	Year of establishment	1964
Location of the college	SEMI-URBAN		

2 ADDRESS			
Address	GRH-17, BAISHNABGHATA PATULI,P.O. GARIA, KOLKATA, W.B. , PIN 700084	City	Kolkata
State	West Bengal	Pin Code	700084
Website	kkdascollege.ac.in	E-Mail	kkdascollege@gmail.com
Phone STD Code	033	Phone No	24625999
Fax STD Code	033	Fax	24625975

3 HEAD OF THE INSTITUTION			
Name	Dr. RAMKRISHNA PRASAD CHAKRABORTYC	Designation	Principal
Status of appointment	PERMANENT		

4 CONTACT DETAILS OF HEAD OF THE INSTITUTION			
Phone std code	033	Phone number	24625999
Fax std code		Fax	
Mobile	+9109143028586	E-Mail	ramda2004@rediffmail.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	0.3398	2778.0
RENTED BUILDINGS	0.0	0.0

b. SATELLITE CAMPUS

	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.
OWN BUILDINGS	0.0	0.0
RENTED BUILDINGS	0.0	0.0

6 NAME OF THE UNIVERSITIES TO WHICH THE COLLEGE IS AFFILIATED OR CONSTITUENT			
University1	University of Calcutta, 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	PRIVATE

9 MANAGEMENT/TRUST DETAILS			
Name of the Management	GOVERNING BODY OF K.K.DAS COLLEGE	Recognition under Ugc Act.1956	2f & 12b

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10 MANAGEMENT/TRUST OF THE COLLEGE IS REGISTERED UNDER

Society's registration Act of 1960	no	Relevant Act of the respective state Govt.	no
Any other(please specify)			

11 NUMBER OF DEGREES OFFERED BY THE COLLEGE

UG	3	PG	0
Research	0	Others	0
Total	3		

12 DETAILS OF DEGREES OFFERED(B.A., M.A., B.Com., M.Com., B.Sc., M.Sc., M.Phil., Ph.D., etc.,)

Arts	B.A. (HONS IN BENGALI, ENGLISH AND HISTORY) AND B.A (GENERAL)	Commerce	B.COM(HONS) AND B.COM (GENERAL)
Science	B.SC(HONS IN ECONOMICS, MATHEMATICS) AND B.SC(GENERAL)	Education	
Health Science		Engineering & Technology	
Management		Others	

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	10

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	607	490	0	0	0	0	0	0
SC/ST	148	138	0	0	0	0	0	0
OBC	26	21	0	0	0	0	0	0
Total	781	649	0	0	0	0	0	0
Grand Total	1430							

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		1430						

15 NUMBER OF TEACHING,TECHNICAL AND ADMINISTRATIVE STAFF

	Permanent		Temporary		Total	
	Male	Female	Male	Female	Male	Female
Teachers with PG	4	6	3	4	7	10
Teachers with M.Phil.	4	2	1	2	5	4
Teachers with Ph.D	1	4	1	0	2	4
Teachers with NET/SLET	3	9	1	0	4	9
Technical staff	1	0	0	0	1	0
Administrative staff	4	0	1	0	5	0
Support staff	4	1	4	0	8	1
Total no. of teachers	9	12	5	6	14	18

16 SUPPORT SERVICES

Number of titles of books	6606
Number of journals	11
Number of e-resources	5500
Does the college have a registered Alumni Association?	yes
Does the college have a functional Placement Cell?	yes

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17 UNIT COST OF EDUCATION	
Unit Cost=Total annual expenditure divided by no. of students enrolled	13542.93
Unit cost calculated excluding salary component	2734.94

18 MENTION FIVE ACADEMIC MILESTONES OF THE COLLEGE

First	ESTABLISHMENT OF K.K.DAS COLLEGE OF COMMERCE IN EVENING SHIFT SHARING THE BUILDING OF OTHER COLLEGE IN THE YEAR 1964 TO CTER THE NEEDS OF PRE DOMINATED REFUGE PRON AREA
Second	CHANGE OF NAME TO K.K.DAS COLLEGE AS MULTI FACULTY CO-EDUCATION COLLEGE TO MEET THE NEEDS OF THE SOCIETY
Third	SHIFTING TO ITS OWN BUILDING WITH THE SUPPORT OF THE GREATER SOCIETY IN THE PRESENT SOCIETY
Fourth	CONVERSION FROM EVENING COLLEGE TO DAY COLLEGE AND INFRASTRUCTURAL DEVELOPMENT
Fifth	INTRODUCTION OF ICT EMPOWERMENT

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	>50%
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	>6
18. Average percentage utilization of annual allocated funds for the last four years	>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	1:30-1:60
22. Percentage of faculty benefitted from UGC and other staff development programmes (average of last four years)	>10%
23. Percentage of permanent teachers with Ph.D. qualification	20-40%
24. Percentage of classes taught by guest faculty or temporary teachers	20-50%
25. Students teacher ratio	30:1-50:1
26. Percentage of faculty positions filled against sanctioned posts	60-80%
27. Number of add-on courses conducted by the college	3-5
28. Awards received by the students in sports and cultural activities in the last four years	National or International 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)	>4
31. Number of Journals subscribed in the library National or International	>20
32. Percentage of students admitted against the reservation category as per Government of India norms	50-75%

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.

Annexture – VIII

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Mob : 8902384436

K. K. DAS COLLEGE

[Affiliated to the University of Calcutta]
GRH-17, Baishnabghata-Patuli Township
P.O. - Garia, Kolkata - 700 084
http://www.kkdascollege.ac.in ❖ E-mail : kkdascollege@yahoo.com

Ref. No. ....

Date .....11........ 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 outsourced. 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:

Place Kolkata

Date 09.11.15

Dr. Ramkrishna Prasad Chakraborty
Signature of the Head of the institution
with Seal

Principal
K.K. DAS COLLEGE
GRH-17 Baishnabghata Patuli
Kolkata-700 084