Netaji Nagar Day College

Self Study Report
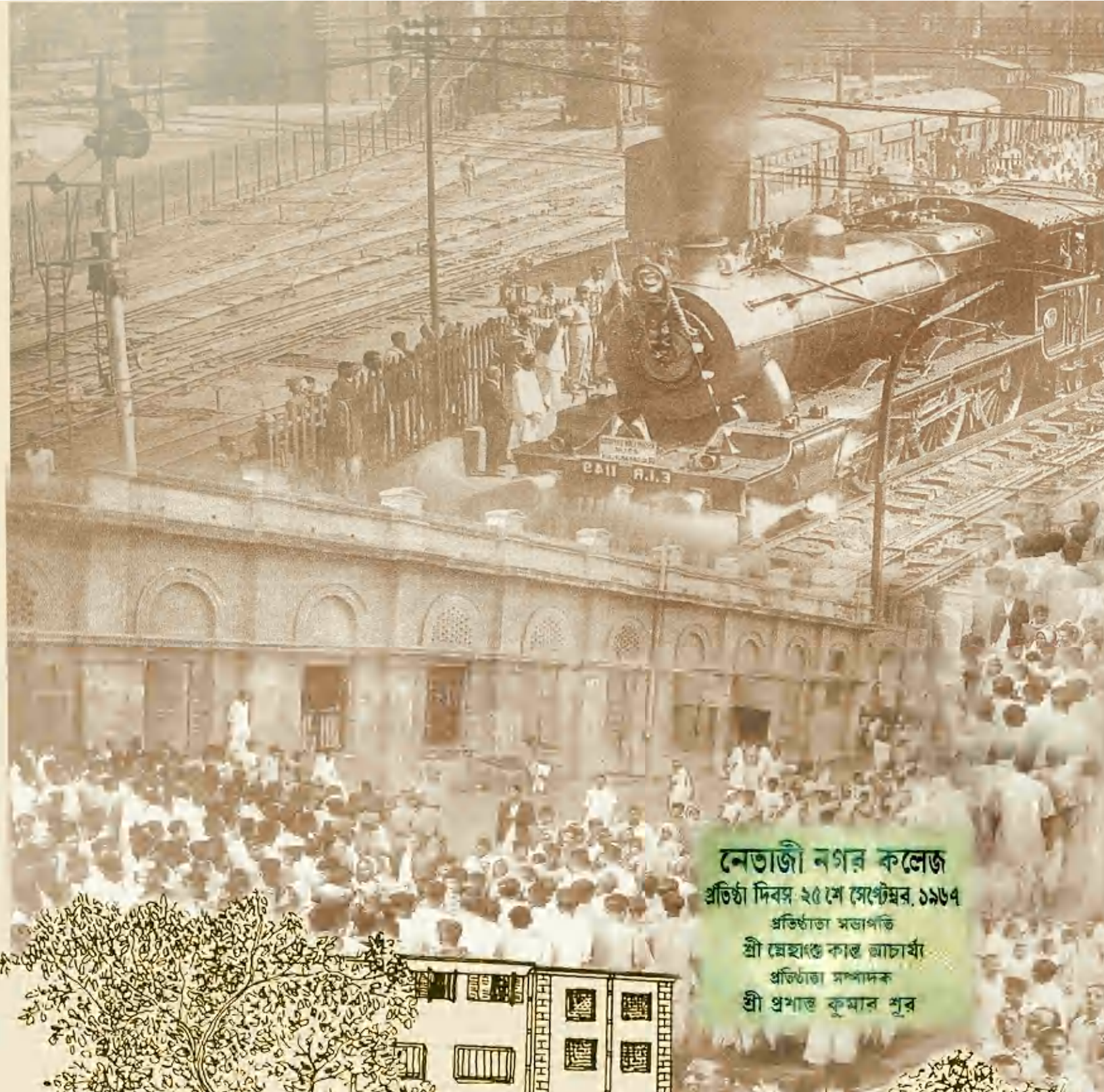
Submitted to
National Assessment and Accreditation Council
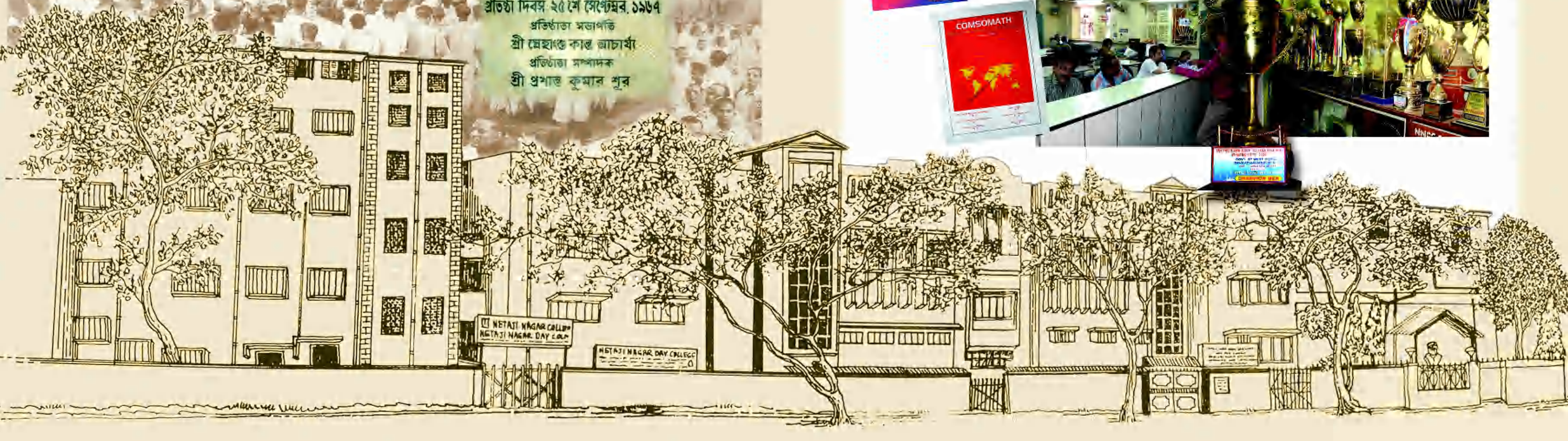
নেতাজীনগর ডে কলেজ

নেতাজী নগর কলেজ

প্রতিষ্ঠা দিবস ২৫শে সেপ্টেম্বর, ১৯৬৭

প্রতিষ্ঠাতা সভাপতি
শ্রী মোহাঙ্গে কান্ত আচার্য্য

প্রতিষ্ঠাতা সম্পাদক
শ্রী প্রশান্ত কুমার শূর

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Preface

I have the honour to present the Self Study Report of Netaji Nagar Day College in one volume for Accreditation (2nd Cycle) by the National Assessment and Accreditation Council (NAAC). Due to some unavoidable circumstances, there has been delay in seeking re-accreditation after the first cycle accreditation. Nevertheless, the College has endeavoured to move along the path of Quality assurance, enhancement and sustenance as delineated by the NAAC, throughout the post-accreditation period. The strength of this institution lies in the overall cohesive spirit among the primary stakeholders, the commitment and determination of the staff and students, and the dedicated involvement of the leadership and management. The College has been striving to build upon its strength and to overcome the several challenges being faced in its journey towards fulfilling the vision of emerging as a leading educational institution imparting value based "Quality" education to young learners in such a way as to create an environment "where the mind is without fear, the head is held high and knowledge is free".

We hope that this Self Study Report of Netaji Nagar Day College will be self explanatory in respect of the institutional parameters and activities stated under the seven criteria specified by the NAAC. The College extends a hearty welcome to the NAAC Peer Team.

25th May, 2016

Principal
Netaji Nagar Day College,
Kolkata

Executive Summary

Curricular Aspects

Netaji Nagar Day College offers undergraduate programmes in Science, Humanities and Commerce and postgraduate programme in Commerce. The curricula in all these programmes are those framed by the University of Calcutta to which the College is affiliated. The College does not have the autonomy to modify the curricula. The College endeavours to achieve effective delivery and transaction of the University stipulated curricula in all courses offered by the institution.

The College offers a wide range of subjects, both in the Honours and General stream, in Science and Humanities. The Honours courses offered in Science are Physics, Chemistry, Botany, Mathematics, Computer Science , Geography and Economics. The Honours courses offered in Humanities are Bengali, English, History, Political Science. The College offers the B.Sc. General course of study with three elective subjects from Physics, Mathematics, Chemistry / Computer Science/Electronics. Another option is to pursue the B.Sc. (Bio) General course with three elective subjects from Physiology, Zoology, Botany / Chemistry.

The College ensures strict adherence to the academic calendar of the University of Calcutta by holding classes as scheduled, conducting the internal examinations within the stipulated time, completing the internal evaluation process before students fill up forms for appearing at University examinations (Part I, Part II and Part III under the 1+1+1 annual system).

The faculty maintains close contact with the Board of Studies in various disciplines for updated knowledge regarding changes in the curricula, if any, and also for communicating their feedback on the curricula. Two members of the faculty from the departments of Commerce and Electronics are members of the Board of Studies in their respective disciplines and participate in all deliberations regarding curricular aspects.

Sincere efforts are made by the College for inculcating the much needed values in students through effective delivery of the curriculum in various subjects. The cherished values are inherent in the curricula framed by the University of Calcutta, a NAAC accredited institution. The courses offered by the institution emphasize the social, economic, cultural and economic realities at the local, national and international levels and thereby contribute towards fulfilling the institution's vision of providing a well resourced, strongly academic, holistic education to young learners in such a way that it will create an environment "where the mind is without fear and the head is held high and knowledge is free."

Teaching- Learning and Evaluation

The process of admission to all undergraduate programmes and the postgraduate programme in Commerce offered by the College is transparent as wide publicity is given to the process. Admission notices are published on the College website and Notice Board. The College ensures strict adherence to the University stipulated admission criteria for all courses. The Merit lists are displayed on the College website as well as on the Notice Board. In conformity to the guidelines prescribed by the University of Calcutta and the Higher Education Department, Govt. of West Bengal for the 2015-16 academic session onwards, the College has adopted the Online system of application for admission and preparation of Merit lists for admission. Reservation of seats for the disadvantaged sections in accordance with Government rule, is ensured.

The College endeavours to make the teaching-learning process student-centric. Though the chalk-and-talk method of teaching is mainly followed, efforts are made to supplement the traditional method with power point presentations, practical demonstrations, field trips, excursions, seminars/workshops/invited lectures by experts, etc. There is a special provision for slow learners who can attend the Remedial coaching held beyond College hours. The process of internal evaluation through class test, Mid-Term test and College (selection) test before students are allowed to fill up forms for appearing at University examinations, is planned and executed in conformity to the academic calendar drawn up by the affiliating University.

The College has adequate faculty in all courses of study offered by the College. Vacant faculty positions (government sanctioned) are filled up by appointment of well qualified faculty on the basis of recommendations of the West Bengal College Service Commission. Till such permanent vacancy is filled up, the College appoints temporary Guest faculty having UGC prescribed qualification through the process of advertisement in leading newspaper followed by interview by a Selection Committee duly constituted by the Governing Body, and comprising of subject experts, Governing Body member and the Principal. The faculty is encouraged to participate in faculty upgradation programmes, seminars/workshops/conferences at regular intervals, and also to undertake research activity. As a result, a significant section of the faculty have achieved doctoral degree, undertaken postdoctoral research, UGC funded Minor Research Projects, served as resource person in seminars/workshops organized by other institutions, etc. Student evaluation of teachers is in practice in this institution.

Research, Consultancy and Extension

The College has been making efforts for developing research culture among the faculty and students within the constraints faced due to limited space and other resources. The faculty is encouraged to undertake research activity, for doctoral/postdoctoral achievements, for research projects funded by the UGC and other bodies, or for publications. The Research Committee reviews the project proposals to be submitted by faculty for financial assistance from the UGC.

In the post-accreditation period, 10 (ten) faculty members have received doctoral degree, 03 (three) faculty members have received M. Phil degree, one faculty member has submitted PhD thesis at Jadavpur University in August 2015, 04 (four) faculty members have registered for doctoral research, and 07 (seven) UGC funded Minor Research Projects have been undertaken.

The faculty extends consultancy services in its areas of expertise to other institutions, primarily educational, on honorary basis. The areas include tax consultancy, postgraduate teaching in various disciplines, paper-setting, moderation, evaluation in connection with examinations of other Universities, membership of selection committee for recruitment in Government agencies, advisory services relating to research in Rabindrasangeet and in multimedia designing, school education, etc. Such consultancy has not generated any revenue for the institution so far.

The College has a tradition of reaching out to the community at large, especially to the less privileged in the neighbourhood who aspire for higher education. Extension activity is undertaken through the two NSS units of the College. The outreach programmes range from annual Blood Donation camp, planting of trees, health awareness campaigns, etc. to Special NSS camp in the adopted slum in the neighbourhood. The institution is proud of its NSS Programme Officers and student volunteers who have received awards for best performance in different years from the University of Calcutta.

Infrastructure and Learning Resources

The College has to cope up with space constraint as the premises are shared with Netaji Nagar College which runs in the evening shift. There are two three –storied buildings shared by Netaji Nagar Day College and Netaji Nagar College in the day and evening shifts respectively. An almost adjacent playground is also shared by the Colleges. Maximum possible utilization of the available space and other resources is ensured. The College has a central Library which also houses the UGC Network Resource Centre and is well endowed with books, journals and periodicals. Partial automation of library services has already been achieved. The College subscribes to the N-List programme of INFLIBNET, thereby enabling its faculty and students to access e-resources. The College ensures collection

development of library resources in every academic session by utilizing funds received from the UGC and the state government when available, otherwise from internal budgetary resources.

The Science departments are equipped with laboratories which are upgraded with necessary equipments and facilities at regular intervals. There is a common IT lab equipped with ten computers having internet facility for use by all the departments in addition to a separate IT lab for the Department of Commerce as well as computer labs for the Departments of Computer Science, Electronics and Physics.

Student Support and Progression

The student profile shows a significant proportion of women as well as disadvantaged sections. This indicates the commitment to the institutional vision and mission of ensuring maximum access to students from diverse socio-economic background so that the opportunity of receiving higher education is not denied to the economically less privileged and to the first generation learners. For this purpose, the College has been providing student support services in the form of tuition fee concessions, remedial coaching free of cost, Govt. service entry level coaching without/with nominal fee, career guidance etc.

The performance of students of this College in University examinations, especially in Honours courses, over the last five years, is good compared to the overall pass percentage of the University. The performance of students in University examinations in General courses needs improvement. The postgraduate course in Commerce offered by this College has recorded a very high pass percentage every year since its introduction in 2007-08. A significant number of students of this College secure 1st class marks in all Honours courses and in the postgraduate course every year.

The progression of students to post graduate courses of study is not very high. A significant section of students are forced to take up jobs after graduation and some of them even during their undergraduate courses due to financial compulsions in their family. The students of the postgraduate course in Commerce are able to secure good jobs in business and industry.

An interesting feature of this institution is the spontaneous participation of students in sports and games at the intra and inter-College levels. Several prizes and awards are won by them every year. The College Football, Cricket and Rowing teams have emerged as winners/runners almost every year in various inter-college tournaments. The players are allowed tuition fee concession and also provided sportswear and sports shoes by the College.

Students also participate in cultural programmes organized on the occasion of College Foundation Day, "Rabindrajayanti," "Dol-utsav", and College Fest. The dates of national importance such as Netaji's Birthday, Republic Day, Independence Day and Calcutta University Foundation Day are also observed with due honour and respect by the College.

Governance, Leadership and Management

The College is governed according to Statute 93 of the University of Calcutta First Statutes 1979 by a Governing body comprising of representatives from the University, the state government, the local body, teaching and non-teaching staff and students. Its meetings are convened by the Principal who is the Secretary of the Governing Body and chaired by the President who is elected by the members. Democratic and decentralized governance is followed. The various activities (academic, co-curricular, extra-curricular and extension) are entrusted to the sub-committees constituted by the Governing Body or by the Teachers' Council. The Principal as the academic and administrative head of the institution, supervises and co-ordinates the working of different sub-committees. Participatory management is encouraged.

Financial decisions are taken by the Finance Committee and subsequently approved by the Governing Body. The accounts are audited regularly by the Government appointed auditor. Accounting norms are adhered to and strict financial discipline is maintained. As a result, the institutional budget has no deficit till date. Audited utilization certificate is submitted within due date to the UGC and the state government for the infrastructural grants received by the College.

Innovations and Best Practices

The College has an active Science and Nature Club which organizes exhibitions and awareness programmes for creating environment consciousness among the students and staff. The West Bengal Renewable Agency Development Agency (WBREDA) has been approached for installation of renewable energy devices at subsidized rate in the College, and also for organizing awareness programmes on use of renewable energy. Efforts are made to establish a plastic-free campus. Tobacco is strictly prohibited in the campus.

The two best practices of this institution are:

(i) Widening the access to higher education for economically weaker section of the society.

(ii) Noteworthy participation of students in sports and games and in extension activity.

In order to fulfill the vision and mission of the founders who desired to establish a seat of higher learning within the reach of the hapless people displaced from their roots in erstwhile East Pakistan, the College has been following a policy of offering maximum

access so that students belonging to disadvantaged section of the society can also get the opportunity of higher education. The College strictly adheres to the reservation policy of the Government for admission of students to different courses of study offered. Remedial coaching for slow learners from SC/ST/OBC/Minority community is provided free of cost, by utilizing UGC grant. Govt. service Entry Level Coaching is also provided free of cost to final year and passed out students belonging to SC/ST/OBC/Minority community under the UGC funded scheme. Tuition fee and lab charge concession is provided to a significant number of students from economically weaker section of the society in every academic session. The fee collected from all students under Students' Relief Fund is also promptly disbursed to those students who face severe financial crisis. The large number of students belonging to disadvantaged groups taking admission in various courses offered by this institution bears evidence of the success of the policy and practice of this institution to widen the access to higher education.

Students, many of whom are from disadvantaged section of the society, have various inherent potential and capability in the field of performing arts, sports and games etc. Under active institutional encouragement, such potential can be groomed to maturity and may well become professional pursuits in course of time. Besides, the importance of sports and games for a healthy body and healthy mind cannot be denied especially for the youth. Students' participation in sports and games is actively encouraged by the institution. Outstanding sportsmen are given preference for admission to the courses offered by the College. Tuition fee and lab charge concession is made available to the students who excel in sports and games. Sportswear and sports shoes are provided to the players of the college team. Emerging as champions in Inter-College football tournaments has been a tradition for the College. The cricket team has also emerged as semi- finalist or quarter-finalist in most years. The Rowing team is recently doing very well and emerged as runners at the BRC Inter-College Rowing Championship in 2015. Athletes from the College have also won medals at the State and District level competitions.

The College is aware of the Institutional Social Responsibility and seeks to ensure students' awareness and commitment to the needs of the less privileged in the neighbourhood. Extension activities are undertaken through the NSS units of the College. Such activities are varied in nature ranging from spreading awareness against 'Drug Abuse' , 'Illicit Trafficking' 'Voters' Awareness campaign to planting trees, special camp in adopted slum neighbouring Khanpur area, Blood Donation camp etc. The wide range of extension activities successfully undertaken over the years by the College through the NSS units is ample evidence of success of such institutional endeavour. The NSS volunteers from the College have been awarded Best Male Volunteer and Best Female Volunteer in 2010-11 and 2011-12 and as Best Female Volunteer in 2012-13. The Programme Officers of NSS units of the College have also won the awards of Best Programme Officer in 2009-10 and again in 2012-13.

SWOC Analysis

Strengths:

The College originated from the intense desire of the hapless people displaced from their ancestral roots in erstwhile East Pakistan, to establish a seat of higher learning within the reach of the less privileged. The real strength of this institution is its humble beginning in terms of building and other resources. From there it expanded to such a magnitude that trifurcation became inevitable in 1986 and Netaji Nagar Day College was born. This institution has always been preferred by the students from the neighbouring areas which have been primarily colonies of settlers from the then East Pakistan. The mission of the College has been to widen the access to higher education. Simplicity in every respect without compromising on quality education has enabled the institution to maintain tuition fee and other charges at a minimum level till date. Hence maximum access to students from various socio-economic and educational backgrounds is ensured. The overall atmosphere is congenial for imparting higher education to young men and women in a progressive enlightened ambience. Students are especially enthusiastic about sports and games and participate successfully in inter-college events. The College has well-qualified and motivated faculty, efficient and honest non-teaching staff and talented students. Though primarily an undergraduate institution, the College has been offering, very successfully, the postgraduate course in Commerce since 2007-08 despite several constraints in infrastructure.

Weaknesses:

The premises are shared with Netaji Nagar College which runs in the evening shift from 2.30 pm. During the overlapping hours, the College faces the problem of inadequate space. The space constraint has been inhibiting the growth of the institution. Proper maintenance of the buildings and renovation works are difficult to implement as prior consensus of the decision making bodies of both Colleges is required for the same.

Opportunities:

The College has been exploring the possibility of constructing a second campus on the plot of land owned jointly with Netaji Nagar College. This would solve the problem of space inadequacy to a considerable extent.

If the space constraint can be overcome, the College would be able to introduce certificate course in computer education with the help of the Computer Science department, and also a certificate course in communicative English with the help of the Department of English.

Besides, other certificate courses and postgraduate course in some subjects now offered only as undergraduate courses, could also be introduced.

Challenges:

The College has been facing the challenge of ensuring maximum number of teaching days due to the long drawn out examination schedule of the affiliating University. The premises are shared by two Colleges, both of which are allotted examination centres of the University of Calcutta alternatively.

Students lack communicative skill in English. Under the 1+1+1 annual system of University examination, the time available is not enough for additional grooming of students over and above the University stipulated curricula in various disciplines.

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	NETAJI NAGAR DAY COLLEGE	
Address :	170 / 436, N.S.C. BOSE ROAD	
City : KOLKATA	Pin : 700092	State : WEST BENGAL
Website :	nndaycollege.com	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	FAX	Email
Principal	Dr. Sonali Banerjee Jash	O: 033-24218862 R: 033-24837303	9433073789 8961072139	-	sonalijash67@gmail.com
Vice Principal	N.A.	N.A.	N.A.	-	
Steering Committee Joint Co-ordinators	Smt. Shaswati Ghosh	O: 033-24218862 R: 033-24138306	9831042858	-	ghoshshaswati@gmail.com
	Smt. Malabi Chakraborty	O: 033-24218862 R: 033-23771393	9051929882	-	

3. Status of the
    Institution: Affiliated
    College Constituent
    College
       Any other
       (specify)

✓

4. Type of Institution:
    a. By Gender
        i. For Men
        ii. For Women
        iii Co-Education ✓

    b. By Shift
        i.   Regular
        ii.   Day   ✓
        iii.   Evening

5. It is a recognized minority institution?

Yes

No ✓

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

6. Sources of funding:
Government ✓

Grant-in-aid ✓

Self-financing

Any other

7. a. Date of establishment of the college: 01.04.1986 (dd/mm/yyyy)
   Note: College estd. after trifurcation of Netaji Nagar College (estd. 25.09.1967)

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

   c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	April, 1986 by L.No..F8-29/86 (CPP) dated 09.03.1991	
ii. 12 (B)	April, 1986 by L.No..F8-29/86 (CPP) dated 09.03.1991	

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

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

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

(Enclose the recognition/approval letter)

(10)

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

    Yes [✓]   No [ ]

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

    Yes [ ]   No [✓]

9. Is the college recognized

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

    Yes [ ]   No [✓]

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

    b. for its performance by any other governmental agency?

    Yes [ ]   No [✓]

If yes, Name of the agency …………N.A.………… and

Date of recognition: ………N.A.…………… (dd/mm/yyyy)

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

Location *	Urban
Campus area in sq. mts.	4411.9 sq. mts. (including playground)
Built up area in sq. mts.	4098 sq. mts

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

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

    • Auditorium/seminar complex with infrastructural facilities   [✓]
    • 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)
- Cafeteria —
- Health centre –

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance……. Health

centre staff –

Qualified doctor   Full time ☐ Part-time ☐

Qualified Nurse   Full time ☐ Part-time ☐

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

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

SI. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
		Bengali (Hons)	3 years	Higher Secondary or Equivalent	Bengali	87	58
		English (Hons)	3 years	Higher Secondary or Equivalent	English	87	66
		Political Science (Hons)	3 years	Higher Secondary or Equivalent	Bengali	87	17
		History	3 years	Higher Secondary or Equivalent	Bengali	87	14
		B.A. (Gen.)	3 years	Higher Secondary or Equivalent	Bengali	293	276
	Under-Graduate	Accountancy & Finance (Hons.)	3 years	Higher Secondary or Equivalent	Bengali, English	150	135
		Marketing (Hons.)	3 years	Higher Secondary or Equivalent	Bengali, English	25	05
		B.Com (Gen.)	3 years	Higher Secondary or Equivalent	Bengali, English	194	171
		Computer Science (Hons)	3 years	Higher Secondary or Equivalent	Bengali, English	53	17
		Physics (Hons.)	3 years	Higher Secondary or Equivalent	Bengali, English	42	20
		Chemistry (Hons)	3 years	Higher Secondary or Equivalent	Bengali, English	58	19
		Mathematics (Hons.)	3 years	Higher Secondary or Equivalent	Bengali, English	58	29
		Economics (Hons.)	3 years	Higher Secondary or Equivalent	Bengali, English	58	0

SI. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	Botany (Hons)	3 years	Higher Secondary or Equivalent	Bengali, English	47	28
		Geography (Hons)	3 years	Higher Secondary or Equivalent	Bengali, English	30	28
		B.Sc Pure (Gen.)	3 years	Higher Secondary or Equivalent	Bengali, English	117	14
		B.Sc. Bio. (Gen.)	3 years	Higher Secondary or Equivalent	Bengali, English	146	38
	Post-Graduate	M.Com	2 years	B.Com (Hons)	Bengali, English	75	52
	Integrated Programmes PG	Nil					
	Ph.D.	Nil					
	M.Phil.	Nil					
	Ph.D	Nil					
	Certificate courses	Nil					
	UG Diploma	Nil					
	PG Diploma	Nil					
	Any Other (specify and provide details)	Nil					

13. Does the college offer self-financed Programmes?

    Yes [✓]   No [ ]

    If yes, how many?   [01]

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

Yes		No	✓	Number	

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

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Computer Science, Physics, Chemistry, Mathematics, Economics, Botany, Zoology, Geography, Electronics	✓		
Arts	Bengali, English, Political Science, Education, History, Philosophy	✓		
Commerce	Commerce	✓	✓	
Any Other (Specify)	NIL			

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

    a. annual system   [0 7]

    b. semester system   [ ]

    c. trimester system   [ ]

17. Number of Programmes with

    a. Choice Based Credit System   [ ]

    b. Inter/Multidisciplinary Approach [ ]

    c. Any other (specify and provide details) [ ]

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?

[ ]   [ ]

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

Yes [ ]   No [✓]

If yes,

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

and number of batches that completed the programme [N.A]

b.   NCTE recognition details (if applicable)

Notification No.: …………………………………

Date: …………………………. (dd/mm/yyyy)

Validity:……………………

c.   Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes [ ]   No [✓]

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

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government *Recruited*	-	1	4	6	10	5	23	4	1	
Yet to recruit										

Sanctioned by the Management/ society or other authorized bodies *Recruited*	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	14	2	2	1
Yet to recruit	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	-	-	-	-

*M-Male *F-Female

Note: The College is also served by 09 Contractual Whole Time Teachers (CWTT) and 17 Part Time Teachers (PTT) on Govt. Pay

21.   Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.		1	4	2	4	4	15
M.Phil.			0	2	2	1	5
PG			0	2	4	0	6
Temporary teachers							
Ph.D.							
M.Phil.		2					
PG	5	2					
Part-time teachers							
Ph.D.	2	4					
M.Phil.	0	1					
PG	3	10					

22. Number of Visiting Faculty /Guest Faculty engaged with the College. | 20 |

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

Categories	Year 1 2011-12		Year 2 2012-13		Year 3 2013-14		Year 4 2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	98	50	115	56	126	57	125	51
ST	01	01	04	02	01	01	51	01
OBC	-	-	01	-	-	-	12	08
General	489	244	519	306	514	222	472	254
Others	-	-	-	-	-	-	-	-

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

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	906	51	N.A.	N.A.	
Students from other states of India	01	01			
NRI students	-	-			
Foreign students	02	-			
Total	909	52			

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

UG | 18 % | PG | 17 % |

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. 1667/- |

(b) excluding the salary component | Rs. 1305/- |

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.

N.A.

    c) Number of programmes offered   N.A.

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

       Yes ☐   No ☑

28. Provide Teacher-student ratio for each of the programme/course offered.
    Please see Evaluative Report of Departments.

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)

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

    Cycle 1: 31-03-2007 (dd/mm/yyyy)   Accreditation Outcome/Result "B"

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

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

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

31. Number of working days during the last academic year.   2014-15

244

32. Number of teaching days during the last academic year
    (Teaching days means days on which lectures were engaged excluding the examination days)

170

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

 14.03.2011 (dd/mm/yyyy)

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

 AQAR (i) 22.04.2016 (dd/mm/yyyy)

 AQAR (ii) 22.04.2016 (dd/mm/yyyy)

 AQAR (iii) 24.04.2016 (dd/mm/yyyy)

 AQAR (iv) 12.05.2016 (dd/mm/yyyy)

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

 No other relevant data to be included.

CRITERION I: CURRICULAR ASPECTS

1.1.1 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 vision and mission of Netaji Nagar Day College are as follows:

Vision:

The College aspires to be a leading College in Kolkata, providing a well-resourced strongly academic, holistic education to boys and girls in such a way that it will create an environment "where the mind is without fear, the head is held high and knowledge is free".

Mission:

- To offer equal opportunity of access to all.
- A differentiated approach to teaching that encourages all students to participate fully in the process of learning.

- To encourage and motivate students to achieve their full potential whilst recognizing and commenting their efforts, achievements and success.

- To provide a safe and caring environment that will promote close relations between the three sections of the academic community - Students, Teachers and Non-teaching employees.

- To provide a value based system of education such that students will participate in all co-curricular activities which will improve their health and mind and also encourage them to participate in welfare activities having 'community orientation'.

Objectives:

As an institution committed to providing higher education and holistic development of young boys and girls, the objectives of the institution envisages certain social responsibilities:

i) Addressing the need of empowerment of youth in general and less privileged sections in particular through socio-economically strengthening and ability enhancing education to students, many of whom hail from the disadvantaged groups.

ii) Rendering the curriculum based education relevant and ensuring applicability of the same by preparing them with sustainable skills for employment.

iii) Endeavouring to inculcate in students in the process of imparting education, the modern, progressive, liberal, secular philosophy embedded in the curriculum.

The vision, mission and objectives of the College are communicated to every new batch of students by teachers during the introductory lectures delivered in each course of study. The newly admitted students become familiar with the institution's vision, mission and objectives also through interaction with the senior students as well as with the office bearers and other members of the Students' Union.

The other major stakeholders- teachers and non-teaching staff – are made aware of the institutional vision, mission and objectives at the time of joining by the Principal, senior teachers and senior non-teaching staff of the College in a cordial mode. Special occasions like the Foundation Day celebrations, Annual Sports, Commemorative functions serve as additional opportunities for the stakeholders to witness a reaffirmation of the institutional vision, mission and objectives in the address made by the Principal and other senior staff members.

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

For effective implementation of the curriculum in various courses of study, departmental meetings are held at regular intervals for topic allotment/assignment to respective teachers commensurate with their specialization, research interest/concerns and in view of permissible limit of classes that can be taken by each teacher (full time/part-time/guest). Departmental meetings also ensure regular follow-up to monitor the successful implementation and timely assessment of lesson progress made by respective departmental teachers. Efforts are made by individual teachers to render the curriculum delivery conducive to the learning abilities of students. Remedial classes are held to address the needs of slow learners to ensure effective curriculum delivery.

Parent-teacher meetings are held to facilitate communication between parents/guardians and teachers on the academic performance of the ward/student. Such a mechanism also provides an opportunity to communicate on curriculum delivery by all stakeholders, viz. students, teachers and guardian/parents.

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?

(a) The support received from the affiliating University by the teachers are as follows:

(i)   Workshops and seminars on syllabus are organized by the University and also by the affiliated Colleges of the University at regular intervals.

(ii)   Refresher Courses on various subjects are organized by the UGC-Academic Staff College of the University. These courses provide very effective procedural and practical support to teachers in effective translation of the curriculum.

(iii)   The syllabus stipulated by the University provides a well-defined delineation of the broad areas clearly in a logical sequence. It also contains a comprehensive reading list that enables teachers to follow the curriculum as designed by the University.

(b)   The support received from the institution by the teachers are as follows:

(i)   The College encourages research initiatives of faculty and participation in seminars, workshops, Orientation and Refresher Courses for enhancing their teaching skills and interaction with the faculty from other institutions.

(ii)   The College provides infrastructural and financial support for organizing curriculum-based workshops and departmental seminars wherein students can also participate.

(iii)   The College library and seminar libraries of various departments have updated stock of books prescribed in the syllabus and also those that are part of recommended reading list of the University's curriculum.

(iv)   The College library is equipped with computers having internet facility that allows teachers to gain easy access to e-resources for updated information required for curriculum delivery.

(v)   The College library provides access to on-line journals under N-List programme of INFLIBNET that enables teachers to explore reading resources widely for a more enriched transaction of the curriculum.

(vi)   The College ensures budgetary allocation in every academic session for enhancing the infrastructural provisions and endowments of the library, and the departmental laboratories etc. required for effective translation of the curriculum.

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

The institutional initiatives include:

(a)   The College ensures strict adherence to the curriculum prescribed by the affiliating University for all courses offered.

(b)   Regular meetings of the Academic Sub-Committee, comprising of all heads of departments, are held to ensure adherence to the University's stipulated academic calendar. This enables the College and its respective departments to allot portions of the curriculum and plan its successful delivery and completion within the given time frame provided by the University's academic calendar.

(c)   The College library and the departmental seminar libraries are well endowed with books recommended in the Reading list of the syllabus and also those books that are additionally relevant to the syllabus/curriculum prescribed by the affiliating University for reference. In addition the library also subscribes to relevant journals of various disciplines for use of both teachers and advanced learners.

(d)   Assignment of teaching responsibilities based on the curriculum is mostly done according to individual teacher's area of specialization and competence to ensure effective delivery of the curriculum.

(e)   For quality enhancement of the faculty, the College encourages research engagements of teachers (Doctoral/ post-Doctoral/Minor Research Projects) and also re-training of teachers through participation in seminars/workshops/Refresher Courses and Orientation Courses. These courses enable teachers to update their knowledge-base, improve their knowledge imparting skills and to be better equipped for delivering the updated contents of the curriculum to their students.

(f)   Remedial classes are held as supplementary initiatives for slow learners and ensure effective communication of the curriculum across students of varying learning abilities.

(g)   Teachers also provide and circulate additional study materials and referenced notes to supplement class lectures delivered to ensure that students are adequately equipped with reading/study resources to cope with the demands of the curriculum.

(h)   The College obtains feedback from students by administering structured questionnaire on individual teacher's performance. Students' assessment of the teacher's performance serves as a definitive institutional mechanism to ensure effective curriculum delivery.

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?

(a)   Interaction and Network with the Affiliating University, viz. the University of Calcutta:

➢ The College maintains regular interaction and networks with the University to ensure strict adherence to all norms prescribed by the University. Teachers maintain close contact with senior postgraduate faculty of respective departments.

➢ At present, two faculty members of the College are members of the UG Board of Studies in Commerce and Electronics. Other teachers of the College are also in regular interaction with their respective UG Board of Studies on curriculum related issues. They also communicate the difficulties faced, if any, in the course of curriculum delivery and offer suggestions based on their experiences of curriculum transaction to undergraduate students.

➢ Teachers and students are encouraged to attend workshops, seminars, symposiums organized by the University and various affiliated Colleges.

(b) Interaction with Research Bodies:

➢ The teachers of the College maintain active liaison with various research bodies, institutes and academic bodies related to their respective disciplines. These include the Indian Association for the Cultivation of Science, Bengal Economic Association, etc. Such associations are instrumental not only for expansion of research interests but also for effective implementation of the curriculum.

(c) Interaction with the Industry**:**

> ➢ There is not much scope for forging direct ties with the industry so far as the undergraduate curriculum in various courses offered by the institution, is concerned.

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

The contributions of the institution and/or its staff members to the development of the curriculum include**:**

(a) Two members of the teaching faculty in the Departments of Commerce and Electronics are presently members of the Undergraduate Board of Studies. They actively participate in the development and framing of the undergraduate syllabus in Commerce and Electronics and communicate their suggestions. As members of the Board of Studies in their respective subjects, they have often conveyed the feedback of students as well as certain practical difficulties faced in the course of implementation of the curriculum.

(b) Teachers of different departments review the curricula and also attend workshops/seminars on curricula for offering suggestions, based on practical teaching experiences at the undergraduate level, to the Board of Studies of respective departments.

(c) The College teachers have contributed to the curriculum based Question Bank organized by the affiliating University for respective departments/subjects. Teachers are also appointed as paper setters/moderators by the University whereby they can definitively contribute to the curriculum-based assessment system.

(d) Teachers are regularly appointed as examiners (for theoretical papers), internal and external examiners (for practical examinations), head examiners/coordinators for both Honours and General Papers for University examinations. Besides, the College is also serving as the Zonal Centre for University's undergraduate examination for several subjects. Script evaluation, examiners meetings' held at the University and the Zonal centres operant within the institutional premises facilitates interaction with the larger community of teachers at both the undergraduate and postgraduate level. Discussions allow teachers to convey their feedback, suggestions and even difficulties. From the

exercise of multiple script assessment and screening they also learn to orient themselves towards newer and revised means to deliver curriculum from the view point of examination and its evolving pattern.

(e)   The College offers postgraduate course in Commerce. The head of the department of Commerce is a member of the Committee which frames the postgraduate syllabus in Commerce offered by the College. The department obtains regular feedback from all students.

1.1.7   Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

The College does not have the autonomy to develop and /or restructure the curricula designed by the affiliating University for the undergraduate courses.

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.

The College offers the following three-year undergraduate Degree courses of the University of Calcutta:

i)   B.A.(Honours) in Bengali, English, Political Science, & History;

ii)   B.Sc. (Honours) in Physics, Chemistry, Mathematics, Computer Science, Botany, Economics, Geography;

iii)   B.A. (General) with the following elective subjects: Political Science, History, Economics, Education, Geography, Elective English, Elective Bengali, Philosophy;

iv)   B.Sc. (General) with the following elective subjects: Physics, Chemistry, Mathematics, Computer Science, Electronics, Botany, Zoology, Physiology;

v)   B.Com (Honours) in Accounting & Finance, and Marketing;

vi)   B.Com (General).

The college also offers a Post- graduate Degree course in Commerce which is self-financed.

The goals and objectives of the Bachelors' degree courses offered by the College are as follows:

➢ To provide students with the foundation for higher studies- post graduation and research;

➢ To equip students with the requisite minimum qualification for most competitive examinations of state/central public services;

➢ To prepare students for taking up primary and secondary level school teaching as a profession;

➢ To groom students for self employment.

The post-graduate course in Commerce is offered by the College to develop human potential with the following objectives:

➢ To serve the teaching profession at various levels;

➢ To meet the needs of research in social sciences;

➢ To serve the needs of industry at the micro and macro levels.

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

There is no provision for the College to offer any programme facilitating twinning/dual degree under the existing rules of the University of Calcutta.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

➢ Range of Core / Elective options offered by the University and those opted by the College

➢ Choice Based Credit System and range of subject options Courses offered in modular form Credit transfer and accumulation facility

➢ Lateral and vertical mobility within and across programmes and courses Enrichment courses

A range of Core options and elective options are offered by the College within the guidelines of the affiliating University. For B.A.(Honours), B.Sc.(Honours) two elective subjects from any two groups have to be studied with one honours subject. For B.Com (Honours), two core options (Accounting & Finance, Marketing) are offered, each with its fixed combination of papers.

Honours Subject	Elective Subject
Bengali	Education & Political Sc./Philosophy
English	Education& Political Sc./Philosophy
Political Science	History & Education/Economics
History	Political Sc.& Education/Economics
Botany	Zoology & Chemistry
Chemistry	Physics & Mathematics
Computer Science	Mathematics & Physics/Electronics
Geography	Economics & Political Sc.
Mathematics	Physics & Chemistry/Computer Sc.
Physics	Mathematics & Electronics/Chemistry

The elective options for B.A. (General) course are as follows:

1. Political Sc. & History & Economics/ Education/Geography
                                OR
2. Political Sc. & Education & English/Bengali/Philosophy
                                OR
3. History & Geography & English/Bengali

The elective options for B.Sc. (General) course are as follows:
1. Physics & Mathematics & Chemistry/Computer Sc./Electronics
                                OR
2. Physiology & Zoology & Botany/ Chemistry

There is no scope for choice based credit system, credit transfer or accumulation facility as per University rules. The University conducts three annual examinations-Part I, II and III at the end of 1st, 2nd and 3rd year respectively. Marks are cumulatively transferred from Part I to Part II and from Part II to Part III. Students pursuing Honours course have to appear for eight (8) Honours papers (each of 100 marks) and three (3) General papers for each of two elective subjects. Students pursuing General course have to appear for four (4) General papers (each of 100 marks) for each of three elective subjects over three years.

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.

The institution at present offers one self financed programme – P.G. Course in Commerce.

The admission criterion for the course is as per norms of the affiliating University. The curriculum followed is the one prescribed by the University of Calcutta for M.Com. course. The fee for this self-financed course is Rs. 9410/- at the time of admission and Rs.1000/- monthly. The fee structure is as approved by the University of Calcutta.

Teacher qualification for posts sanctioned by the govt. is as per UGC norms. The qualification of management appointed full time contractual teachers, part - time and guest lecturers for this self financed programme is:

A minimum of 55% marks at Masters Degree in the relevant subject and preferably NET/SET qualified. The contractual and part time teachers serving the Department of Commerce are all on Govt. pay. The Guest lecturers and Senior Visiting faculty receive honorarium on the basis of classes taken.

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.

i) The College organizes special coaching classes for preparing students for competitive examinations for Govt. services through the Govt. Service Entry Level Coaching Scheme of the UGC.

ii) The department of Commerce organised a soft skill development programme with Edulight Learning for the students of M.Com which included listening skill, professional development etc. The course was held from 8th August, 2011 to 18th January, 2012 in the College campus.

iii) The Department of Commerce also organised a short term Certificate course on Financial markets (Basic) for the post graduate students, in association with the Centre of Excellence in Financial Markets- a joint venture of Calcutta Stock Exchange and Calcutta University, during 8th to 12th March 2016, in the College campus.

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

The University Calcutta does not 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.

1.3   Curriculum Enrichment

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

The efforts made by the institution to supplement the University's Curriculum for ensuring the integration of the academic programmes with the institution's goals and objectives may be mentioned as follows:-

a)   In view of the institutional objective to train young students for employability, the faculty takes care to supplement the given curriculum prescribed by the University with communication of latest developments within the disciplines and their relevance in the national and international sphere. This enables the students to relate the curriculum based theoretical knowledge to the real world situation.

b)   Co-curricular activities of the departments (invited lectures, seminars, wall magazines, excursions, etc.) aimed at interactive teaching and learning ensures integration of institutional goal of complete mental and intellectual development of the students with University's curricula.

c)   Cultural activities, sports and games, extension activities through NSS are encouraged to nurture much needed values and a participatory outlook and thus stimulate a spirit of co-operation, sound understanding and good teamwork among the students and staff of the college.

d)   Students are encouraged to use the library extensively and explore the internet facility available therein. The library stock is always kept updated with purchases of books and journals of various disciplines.

e)   The College ensures that proper equipments and consumables are regularly purchased for laboratories of practical-based subjects to provide effective training to students. Such training supplements   the curriculum and also realizes the institutional goal of investing in capacity building.

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

The College does not have the freedom to modify the curriculum of the existing courses designed by the affiliating University. However, the faculty actively participates in seminars/workshops organized by the University and affiliating Colleges for discussion on necessary modifications of existing courses to meet the needs of the dynamic employment market.

Efforts are made to enrich the process of curriculum transaction and delivery. Departmental seminars are organised with eminent academicians as resource persons to enable students to gain knowledge of latest developments in their respective disciplines. Such knowledge enables students to be better equipped for meeting the needs of the dynamic employment market. Some departments such as Commerce have taken the initiative to organize seminars/workshops on themes specifically related to the modern employment market. The Department of Commerce organised several seminars on topics like Accounting Standard, Financial Planning for Young Investors, etc. (details given under Criterion III) during the period 2008 to 2014, to enlighten the students with the problems and prospects of the modern employment market.

As mentioned in 1.2.2, Govt. Service Entry Level Coaching and Career counselling sessions are also held in the college. These are intended to supplement the curriculum based learning with the aptitude and ability required to succeed in various competitive examinations of the dynamic employment market.

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

Environmental issues are part of the curriculum prescribed by the affiliating university and Environmental Studies as a compulsory paper is offered to final year students. In order to sensitize the students on environment related issues, various activities are undertaken through the Science & Nature Club of the College. A seminar entitled 'Save the Planet' organized by the Science And Nature Club of the college on 9th & 10th October, 2015 was held very successfully in the college premises to increase the awareness of the students regarding climate change and other environment related issues. In this seminar the students of almost all departments of the college participated with great enthusiasm. In addition, in certain subjects like Geography, Education, Political Science, Biological Sciences, etc., environmental usage, movements, environmental consciousness, environmental pollution and threats constitute a part of the curriculum.

The overall atmosphere prevailing in this co-educational institution is congenial for free interaction among male and female students and staff who undertake all activities together in a cohesive liberal spirit. The Students' Union comprising of both male and female office bearers and student representatives, ensures that girl students can participate in academic, co-curricular and extra-curricular activities with honour and dignity.

Gender and Human Rights are a part of the curriculum in some subjects like English (texts), Economics, Political Science. Awareness programmes on these cross cutting issues are organised by such units as the Equal Opportunity Centre of the College for sensitizing the students.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure

- • moral and ethical values

- • employable and life skills

- • better career options

- • community orientation

There is no formal provision to offer a separate course for training in moral and ethical values. The college endeavours to cultivate and nurture in students the much needed values of honesty, discipline, co-operation, righteousness, hard work, sincerity, respect for others, etc., in the course of class lectures, excursions, cultural programmes, seminars/workshops, annual sports and other sporting events, NSS activity, etc. The faculty takes special care to promote a close teacher –student relation conducive to healthy and value-based development of students.

Employable skills are sought to be imparted through Career Counselling sessions organized at regular intervals as well as through Govt. Service Entry level Coaching (UGC funded) scheme periodically. Life skills are sought to be developed mainly through active participation in sports and games for a healthy body and mind. Participation in extension activities through the NSS also serves to promote community orientation, sense of responsibility, spirit of teamwork and self-less service- all very essential for leading a meaningful life.

An active institutional Career Counselling Cell organizes seminars wherein experts from various fields like media, management, civil services are invited to deliver lectures and discuss the relevant career options. Active participation of students in such sessions is strongly encouraged.

The wide range of extension activities of the two NSS Units of the College promotes community orientation through welfare activities like spreading awareness on health and hygiene, reaching out to the less privileged children in the neighbourhood. The NSS units of the college conduct 'Special Camp' in 16, Khanpur Basti every year in the month of February/ March. The student volunteers of NSS look forward eagerly to this programme which provides them the opportunity to interact closely with the residents of the neighbouring slum, especially children with whom they conduct a mini sports and also a cultural programme after training them.

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

Feedback on the undergraduate curriculum has not been obtained from stakeholders like students, parents or alumni so far as the institution does not have the freedom to modify the University stipulated curriculum. For the enrichment of the curriculum delivery process, the teaching experiences of the faculty in different disciplines and the responses of learners during classroom lectures is mainly utilised. However, feedback on the postgraduate curriculum in Commerce is obtained from the students and the same is analysed by the Department of Commerce for necessary action. Curriculum transaction, delivery and evaluation are modified in accordance with the needs of learners as revealed by their feedback.

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

The enrichment programmes includes Remedial Coaching, Govt. Service Entry level Coaching, departmental seminars/workshops, sports and games events, cultural programmes, and extension activities through the NSS. Reports of all such programmes undertaken during each academic session are prepared by the relevant Co-ordinators/ sub-committees and submitted to the IQAC.

1.4   Feedback System

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

The College is guided by the prescribed curriculum of the affiliating University. The scope for contribution to the design and development of the curriculum prepared by the University is through:

(i)   The membership of two of the faculty members in the Undergraduate Board of Studies in Commerce and in Electronics and the contact maintained by the faculty   of different departments with their corresponding Under graduate Board of Studies. Membership of the said faculty members allows for active participation   in framing of the curriculum, in its reviews/revisions, in preparing the reading /reference list recommended by the University as per the curriculum, in reviewing the feedback (if any) received from various Colleges on delivery/transaction/implementation of the curriculum and redressal of related difficulties. Faculty of all departments prepare question banks to facilitate the preparation and learning of students for examinations.

(ii)   The faculty communicates its feedback to the respective Board of Studies and is advised accordingly.

(iii) The faculty participate in seminars and workshops on curriculum of respective subjects organized by the University and the affiliating University. Departments organize seminars, workshops to enrich the curriculum in different ways.

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

There is a formal mechanism to obtain feedback from postgraduate students on the postgraduate curriculum in Commerce. However, student feedback on undergraduate curriculum has not been obtained so far.

Feedback from students on the P.G. Curriculum in Commerce is carefully analysed by the Department for addressing the specific learning difficulties in order to enrich the curriculum delivery mechanism. Such feedback is also communicated to the University by the faculty member who is a member of the Board of Studies in Commerce.

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

No new programme could be introduced by the institution during the last four years due to space constraint. However, marketing as a combination for B.Com (Honours & General) has been introduced since 2013.

The College submitted a proposal to the University of Calcutta for introducing marketing as another specialization in the P.G. course in Commerce. In response to the proposal, the University of Calcutta enquired whether enough space was available for the new course in the College. As the College is facing space constraint with the already existing courses, due to the sharing of same premises with Netaji Nagar College (evening), it has not been possible to pursue with the proposal.

Any other relevant information regarding Curricular Aspects which the college would like to include.

The institution being an affiliated College of the University of Calcutta follows the University stipulated curricula in all courses offered. Sincere efforts are made by the faculty for effective delivery and transaction of the curricula.

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 publishes notices related to admission on its official website and on the college notice board simultaneously much before the commencement of the admission process. The online admission system is being followed since 2015-16 session in compliance with the directive from the University of Calcutta and the Higher Education Department, Govt. of West Bengal. In order to ensure transparency in the admission procedure, the merit lists of applicants are published on the website and on the college notice board. The dates for admission are announced on the institutional website so that the candidates who are willing to get themselves admitted to the institution can avail of the opportunity.

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

The college strictly follows the University prescribed criteria for admission to various courses. At the time of admission, the merit of the students as reflected in their marks obtained at the previous Board Examination, are taken into consideration. Merit lists are prepared for each of the courses of study offered by the institution. Names of applicants along with the marks secured by them in the Board Examinations are enlisted and displayed on the college website and on the college notice board.

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

The college strictly follows the University norms regarding the minimum percentage of marks for admission to the various undergraduate courses offered by the institution. A candidate applying for admission to Honours course must have secured (i) 50% marks in aggregate and 45% marks in subject / related subject, or (ii) 55% marks in the subject / related subject, or (iii) 50% marks in aggregate where the applicant has not studied the subject in the previous examination.

The minimum and maximum percentage of marks secured at the (10 + 2) Board Examination, by the students admitted to various courses offered by the institution are presented in the following table:

Course	Subject	Year of Admission and Percentage of Marks Obtained					
		2012-13		2013-14		2014-15	
		Max	Min	Max	Min	Max	Min
B.A. (Hons)	Bengali	68.80	43.20	58.80	34.40	69.60	44.00
	English	85.00	56.20	66.20	42.00	70.40	59.40
	Political Science	69.40	53.60	56.00	31.60	58.40	49.00
	History	71.80	51.20	63.80	37.60	69.20	48.80
	B.A. (General)	63.80	27.20	50.40	26.60	47.80	34.60
B Sc. (Hons)	Computer Science	77.60	55.00	59.60	43.40	58.30	51.30
	Physics	68.80	44.60	71.00	38.60	64.80	50.00
	Chemistry	79.40	44.00	67.80	47.40	62.80	51.00
	Mathematics	84.60	50.00	60.60	41.80	71.50	45.20
	Economics	71.80	62.60	57.80	44.60	-	-
	Botany	76.40	49.00	54.40	42.00	75.20	50.00
	Geography	85.20	62.20	66.20	40.60	84.00	75.80
	B.Sc Pure (General)	61.40	40.00	56.00	38.00	52.40	31.40
	B.Sc Bio (General)	51.00	32.60	54.00	32.80	46.60	33.80
B Com. (Hons)	Accounting & Finance	82.40	44.00	63.60	36.60	62.40	54.00
	Marketing	62.40	43.20	48.20	37.80	67.00	60.40
	B.Com (General)	49.80	32.40	71.80	29.00	53.60	37.00

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 admission process is reviewed in the Admission Sub-Committee meetings held after the first round of admission is over, and again after completion of the admission process. Such review has contributed to the smooth conduct of the whole admission process in subsequent years.

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

SC / ST: The College strictly adheres to government regulations regarding reservation of seats for SC / ST category (22 % and 6 % respectively).

OBC: The new government regulation for reservation of seats for OBC category (10% for OBC A and 7% for OBC B) has been effective from 2014.

Women: Our College is a co-educational institution and there is no govt. regulation regarding reservation of seats for women. The college however is very serious about making girl students aware of the different aids and grants given by the state government, (Ex: Kanyashree Prakalpa), and also ensuring a congenial atmosphere for women. As a result, the number of girl students is significant.

Differently abled: The rule regarding reservation of seats (3%) for differently abled students is followed by the institution for all courses of studies.

Economically weaker sections: The students from economically weaker sections are allowed tuition fee and lab charge concession.

Minority Community:
Students of the College who belong to the minority community receive Post Matric Scholarship from West Bengal Minority Development and Finance Corporation for pursuing higher studies. The details are given below.

Financial Assistance from
West Bengal Minority Development and Finance Corporation
Post Matric Scholarship – 2010 to 2015

Year	Total Number of Students	Scholarship (in Rs.)
2010-11	14	22200/-
2011-12	29	52200/-
2012-13	34	104000/-
2013-14	42	95000/-
2014-15	29	137200/-

Any other: No other disadvantaged category of students.

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

The demand ratio for UG courses offered by the college is more or less stable in the range of 1:3 to 1:5 in the last four years as shown in the following table. The demand ratio for the post graduate course in Commerce (for which college has academic autonomy from the University) has been 1:2 for most of the years.

The students seeking admission to UG courses and in the PG course in this institution are mainly from the surrounding locality. A significant number of students hail from the economically less privileged section of society. The college ensures maximum access for such students.

	Programmes	No of Applicants	No. Of students admitted	Demand Ratio
Undergraduate	2010-11	3001	1068	1:2.81
	2011-2012	4698	882	1:5.33
	2012-2013	5186	1044	1:4.97
	2013-2014	3950	921	1:4.29
	2014-2015	2707	961	1:2.82
P.G (Commerce)	2010-2011			
	2011-2012	142	63	1:2.25
	2012-2013	161	82	1:1.96
	2013-2014	119	68	1:1.75
	2014-2015	143	54	1:2.65
	2015-2016	97	52	1:1.86

2.2. Catering to student diversity

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

The cases of differently abled students are dealt with utmost sympathy, affection and care by both the teachers and the students. While appearing in different university examinations, extra time as per university rule, is allotted to them. The Equal Opportunity Centre takes care of their special needs.

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.

Yes. Before the commencement of the teaching programme the students' knowledge, needs and skills are assessed generally on the basis of their performance in the previous final examination at the Higher Secondary level. But occasionally in the past, some departments also conducted written or viva-voce admission tests.

2.2.3.   What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge / Remedial / Add – on / Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

Students who are unable to cope with the programme of their choice are given special attention by the concerned teachers through remedial classes. The details of remedial classes taken are given in section 2.3.7.

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

The overall atmosphere in the college is congenial to gender justice and equality issues. The college is a co-educational institution where male and female students and staff members participate in all activities together sharing a healthy relationship.

Environmental study is an integral part of the UG curriculum of the affiliating University. Final year students have to carry out field study on any one environmental issue from the list prescribed in the syllabus. After the completion of the field work they also have to submit a project report subject to evaluation.

The Science and Nature Club of the college is also actively involved in creating environmental consciousness among the staff and students through various programmes.
Some of the programmes organized by the Science and Nature Club are:
a) Students' participation in "Kolkata District Student – Youth Science Fair, 2014 on 01.09.2014 and 02.09.2014.
b) Educational tour sponsored by Birla Industrial And Technological Museum, Kolkata to visit BITM and the State Level Science Fair at Netaji Indoor Stadium, Kolkata on 12.09.2014.
c) Science Exhibition entitled 'Save the Nature – Save our Planet – Protect the Environment' held in the college on 9th and 10th October, 2015 as a part of College Foundation Day Celebration.

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

The advanced learners are easily identified by the teachers through regular interaction during classes. Once the advanced learners are identified, the teachers help them with additional reference books and learning materials. They are encouraged to effectively utilise the central library and seminar library under the guidance of concerned teachers and the librarian. Access to on-line books

and journals is ensured by the concerned teachers, through the N-list programme of INFLIBNET for which the College subscribes annually.

2.2.6. How does the institute collect, analyse and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

The faculty takes special care of slow learners and those from disadvantaged sections or economically weaker sections. Slow learners are identified through classroom interaction. Teachers of all departments take remedial classes for the slow learners in addition to the regular assigned classes. Students from economically weaker sections are allowed concessions on their tuition fees by the college authority. A significant number of students also receive financial assistance from government through the college:

i) Govt. of India Post - Matric Scholarship for SC/ST/OBC students
ii) Post - Matric Scholarship for minority students from the West Bengal Minority Development Finance Corporation.
iii) One time financial assistance for girl students under the Kanyashree Parkalpa of Govt. of West Bengal

2.3. Teaching – Learning Process:

2.3.1. How does the college plan and organize the teaching. learning and evaluation schedules ? (Academic Calendar, Teaching Plan, Evaluation blue print, etc.)

The college plans and organizes teaching, learning and evaluation schedule in the following ways:

a. The college adheres to the University stipulated curriculum for teaching students and they learn according to the curriculum and its recommended books. In addition, the teachers are actively engaged in implementing innovative teaching methods, in providing supplementary reading resources and in holding remedial classes.

b. The college aims to promote a systematic way of learning through the college time table by distributing time proportionately to learning of all elective subjects.

c. Mid Term and College Test Examinations are conducted by the college in adherence to the academic calendar of the affiliating university. The results of internal examinations are displayed promptly and students are allowed to see their evaluated answer scripts.

d. The Academic sub-committee holds regular meetings to discuss and resolve issues related to teaching and learning.

e. At the beginning of each academic session, the heads of all departments hold departmental meetings to chalk out a well framed syllabi distribution for smooth completion of the curriculum with sufficient time for learning and internal assessments.

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

The IQAC has been functioning since March, 2011. From its inception it has been striving to promote a sound academic atmosphere in the College by encouraging the teachers and students to fulfil the goal of learning. Departmental seminars and workshops are organised catering to the requirements of the students. The IQAC further suggests to the various departments to run departmental libraries and to keep regular contact with the students for all possible academic assistance.

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

The learning is made more student centric in the following ways.

a) Teachers encourage interactive learning by ensuring active participation of students in the classroom during lectures delivered.

b) Field work and practical classes are held under the close supervision of teachers. These provide ample opportunity for collaborative learning.

c) On the basis of internal assessments the teachers identify the advanced and the slow learners. Advanced learners are supported with reference materials and additional reading resources and slow learners are provided supplementary support in remedial classes.

d) The overall teaching strategy adopted is to gradually move from relatively simpler to complex topics or from more familiar to less familiar ones which facilitates better understanding of the lessons on the part of the students.

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

The institution seeks to nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators by:

a) Inspiring learners to make full use of the library as well as to access the internet facility available in the library.

b) Encouraging students to interact during the class lectures so that all queries in respect of lectures delivered are adequately answered.

c) Encouraging and guiding the students to take part in extra-curricular activities which bring out the creative potential in performing arts like music, dance and acting.

d) Instilling a sense of civic responsibility, unprejudiced social vision and universal consciousness in students, through the activities of the Science and Nature Club, NSS units and the various awareness programmes organized in the college. The details are given under 2.2.4, 3.6.4 and 5.3 Activities of the Science and Nature club have already been mentioned in 2.2.4.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching?

The teachers usually follow the chalk & talk method. This traditional method is supplemented by using power point presentations, models, charts, maps, diagrams etc. Efforts are being made to enhance the use of ICT and modern teaching aids for effective learning. The college library is registered under the N-LIST programme of INFLIBNET which gives the faculty access to online journals to keep themselves abreast of the latest development in their field of study.

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

i) The departments organize seminars, workshops and special lectures by experts from various disciplines /areas of professional expertise.

ii) The college library is equipped with a reference section with adequate number of reference books to enable students and teachers to carry out reference work. The library stock is updated every year through purchase of new books, journals, magazines etc. The N-List programme of INFLIBNET to which the college has subscribed allows access to on-line journals and books, both on-campus and off campus.

iii) The college encourages inter-disciplinary learning by organizing UGC sponsored inter-disciplinary seminars and conferences.

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

a) In addition to regular classes, remedial classes are held to improve the academic performance of slow learners. The details of students benefitted are given below;

Number of Students Benefitted from Remedial Coaching

Stream	2010-11		2011-12		2013-14	
	SC/ST/OBC & Other Reserved Category	General Category	SC/ST/OBC & Other Reserved Category	General Category	SC/ST/OBC & Other Reserved Category	General Category
B.A.	73	62	47	33	7	41
B.Sc.	25	29	15	42	7	44
B.Com.	26	44	16	49	8	65
Total	124	135	78	124	22	150

b) Teachers provide personal, psycho-social support and guidance services to those students who are in need of such support on individual basis.

c) Govt. service entry level coaching is provided to outgoing and passed out students by utilizing U.G.C. funds received for the purpose. The details are given in section 5.1.9

d) The Career Counseling Cell organizes seminars / workshops where experts from reputed training institutes are invited to create awareness among students about various career options. The details are given in section 5.1.9.

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 faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The innovative teaching approaches/methods adopted by the faculty and the efforts made by the institution in this direction are as follows:

i) To stimulate creative thinking among students some departments make use of models, charts, etc. in teaching and learning.

ii) Wall magazines are published by individual departments mainly as student initiatives guided by the faculty.

iii) The college magazine "Suswan" also serves as an innovative approach by providing students the opportunity to develop their literary skills under the guidance of the faculty.

iv) Use of audio-visual aids like power point presentation in teaching is adopted by some departments. Efforts are being made to enhance the use of audio visual aids and to encourage use of ICT in teaching.

v) The faculty members are encouraged to attend Refresher / Orientation courses, Summer Schools etc. which enable them to continuously upgrade their knowledge and innovative teaching skills.

vi) The college provides funds for organizing departmental seminars and invited lectures by eminent academicians.

vii) Advanced learners are guided by the faculty to make use of the internet facility in the library for access to e-resources.

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

The college has a Central Library and Departmental (Seminar) Libraries which are well endowed with books relevant to all the courses offered by the institution. Library resources are well organized through use of Library Management Software as detailed under Criterion IV. The college subscribes to N-List programme of INFLIBNET. Hence the faculty has access to on-line journals and books for effective teaching. Students enjoy borrowing facility as well as reading room facility for reference work in the library.

Library resources are augmented every year through funding from the UGC and the institutional annual budgetary allocation. In addition the college library also receives donated books that augment the existing stock further.

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

The college remains open for 190-200 days in an academic year. The time enjoyed normally is not a hindrance for the completion of the curriculum within the allotted time frame of the academic calendar. During unavoidable circumstances like electoral exigencies or otherwise, additional classes are held as and when required.

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

The college monitors and evaluates the quality of teaching learning through the following measures that are regularly followed:

a) Students of final year submit evaluation of individual teachers (on a stipulated 10-point scale questionnaire) indexing their ability of successful

delivery and transaction of the curriculum.

b) The faculty is required to submit annual self appraisal in the format prescribed by the Higher Education Department of the Govt. of West Bengal. This contains details of classes allotted, classes taken, teaching methods adopted etc. The annual self appraisal of the faculty is seriously reviewed by the management and also by subject experts and Govt. nominee before promotion to the next higher scale of pay.

2.4. Teacher quality:

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

	Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
		Male	Female	Male	Female	Male	Female	
Permanent Teachers								
	D.Sc./D.Litt	-	-	-	-	-	-	-
	Ph.D	-	1	4	2	4	4	15
	M.Phil	-	-	-	2	2	1	5
	PG	-	-	0	3	3	1	7
Contractual Teachers								
	D.Sc./D.Litt	-	-	-	-	-	-	-
	Ph.D	-	-	-	-	-	-	-
	M.Phil	-	-	-	-	-	2	2
	PG	-	-	-	-	6	1	7
Part-Time Teachers								
	D.Sc./D.Litt	-	-	-	-	-	-	-
	Ph.D	-	-	-	-	2	3	5
	M.Phil	-	-	-	-	-	1	1
	PG	-	-	-	-	2	9	11
Guest Lecturers								
	D.Sc./D.Litt	-	-	-	-	-	-	-
	Ph.D	-	-	-	-	2	2	4
	M.Phil	-	-	-	-	-	-	-
	PG	-	-	-	-	8	8	16

The college submits requisitions to the West Bengal College Service Commission for the appointment of permanent faculty in vacant posts. For the period till such appointment is made, the college recruits Guest Lecturers on college pay. For all such appointments, advertisements are published in leading newspapers. The requisite qualification for applying for faculty position is as per UGC norms. Appointments are made through interview by a duly constituted selection committee. Thus the recruitment of qualified and competent teachers is ensured.

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

In order to cope with the scarcity of senior faculty to teach new programmes / emerging areas, the following efforts have been made by the college:

i) Reputed senior academicians invited to deliver lectures on regular basis in the PG course in Commerce and occasionally in UG courses offered by different departments. The list of eminent academicians who visited the College is given in section 3.1.8

ii) Seminars / workshops are organized on emerging areas of study. A two day UGC sponsored conference on Bioinformatics was organized jointly by the departments of Electronics and Physics in association with the department of Applied Physics, University of Calcutta, on16th & 17th March, 2012 at this college campus.

iii) The faculty participates in seminars / conferences and faculty up-gradation programmes organised in other institutions on modern / emerging areas of study.

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

a) Nomination to staff development programmes

Academic Staff Development Programmes .	Number of faculty nominated
Refresher courses	9
HRD programmes	1
Orientation programmes	9
Staff training conducted by the university	1
Staff training conducted by other institutions	1
Summer / winter schools, workshops, etc.	1

The College is committed to enhance teacher quality by providing all necessary support to the faculty. Leave is granted to faculty for attending refresher courses and faculty up-gradation programmes. The outcome of the institutional policy for upgrading teacher quality has resulted in the completion of doctoral research work by 10 faculty members, completion of M.Phil by 04 faculty members in the post-accreditation period.

b) Faculty Training programmes organized by the institution to empower and enable the use of modern tools and technology for improved teaching-learning.

The College organized a demonstration –cum-training programme for the faculty in May 2013 on the use of modern tools and technology for improved teaching.

A Refresher course for the faculty of Commerce will be organised in collaboration with the Dept. of Commerce, University of Calcutta, in 2016.

- Teaching Learning Method/ Approaches

The faculty is encouraged to supplement the conventional chalk & talk method with Power Point presentations, field visits, excursions, departmental seminars and invited lectures by eminent academicians as far as possible.

- Handling New Curriculum

Workshops are organised by departments for this purpose, e.g. the Department of Commerce Organised a Workshop in 2010 and another in 2013 on B. Com new syllabi.

- Content/Knowledge management

The College so far has not been able to organize any training programme on content/knowledge management.

- Selection, development and use of enrichment materials

No specific training programme for selection, development and use of enrichment materials could be organized so far. However, the faculty provides additional learning resources to students in accordance with their learning abilities.

- Assessment

Assessment related training programme is not required as the faculty attend meetings convened by Head Examiners appointed by the University before evaluating answer scripts of University examinations in each academic session. Assessment guidelines are discussed and finalized for ensuring uniformity in evaluation standards in these meetings. For internal assessments, departmental heads hold meetings with respective faculty to discuss and finalize assessment related norms.

- Cross cutting issues

Workshops are organized by the NSS Unit. The Science and Nature club of the college organizes educational tour, science exhibition etc. These programmes are undoubtedly very effective in sensitizing the staff and students on cross cutting issues.

- Audio Visual Aids/ Multimedia

  The faculty is familiar with the use of audio-visual aids like the LCD projector and uses the same for power point presentations while teaching. Hence the need to organize training programme on this has not arisen.

- OERs

  No specific training programme organized by the College so far on OERs.

- Teaching-learning material development, selection and use

  No specific training programme organized by the College so far on teaching-learning material development, selection and use.

c) Percentage of faculty

- Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies.

  17% of full time faculty (holding substantive posts) has been invited as resource persons in workshops / seminars / conferences organized by external professional agencies.

- Participated in external workshops / seminars / conferences recognized by national / international professional bodies.

  75% of faculty has participated in external workshops / seminars / conferences recognized by national / international professional bodies.

- Presented papers in workshops/seminars/conferences conducted or recognized by professional agencies.

  27% of faculty has presented papers in workshops/seminars/conferences conducted or recognized by professional agencies.

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

In order to recharge the teaching faculty the College sanctions study leave to teachers who apply for such leave. Teachers have availed of study leave in the final stage of preparation of their doctoral theses. Leave is also granted to teachers for attending Refresher/Orientation courses. Permission is granted to teachers for teaching assignments in other institutions, outside the hours of duty in this institution. At present 03 full time faculty members are attached to other institutions for teaching assignments.

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.

Awards / recognition for excellence in teaching at the state, national and international level has not been received by the faculty during the last four years.

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?

Students evaluate the teachers through a structured questionnaire. However, evaluation of teachers by external peers has not been introduced so far. The annual self-appraisal of faculty is reviewed by the IQAC Co-ordinator and Chairperson and subsequently by subject experts and Govt. nominee at the time of promotion to the next higher scale of pay.

Every teacher is made aware of his / her strengths and weaknesses as revealed by the feedback from students on a 10-point scale. Teachers themselves are keen on overcoming their weakness, if any, and for building upon their strength, through self-corrective measures.

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?

Students are informed about the Examination regulations of the affiliating University through the college prospectus at the time of admission. In the introductory classes, the teachers make the students aware of the details of the evaluation process in internal and University examination in their respective course of study. Newly recruited faculty members become acquainted with the evaluation processes and norms stipulated by the affiliating University through departmental meetings convened by the HoDs, internally, and by attending Examiners' meetings convened by Head Examiners/Co-ordinators before the evaluation of answer scripts of University examinations.

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 introduced by the University of Calcutta and adopted by the affiliated colleges in 2010-11 is the (1 + 1+1) annual system of evaluation where students have to appear in University Examination at the end of each year. The most recent evaluation reform introduced by the University is the system of Supplementary examination for students who fail to clear the Part I / Part II Examination in elective subjects.

The evaluation reforms introduced by the College relate to internal assessment (not included in the final assessment by the University). These reforms vary across departments. For instance, some departments hold MCQ type tests and viva-voce in addition to subjective type tests.

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?

In order to ensure effective implementation of the evaluation reforms introduced by the University, the college adheres to the academic calendar of the University. Efforts are made by the college to complete the syllabi for all UG courses offered within the scheduled time. Once the internal examinations and evaluation of all the courses are over, the students are allowed to fill in their examination forms for University examinations.

The college also makes its infrastructure and manpower available for holding the University examinations (B.A. / B.Sc. / B.Com Part I, II, III and Part I / II supplementary). A large number of students from two or more colleges are allotted examination centre in this college by the university.

In respect of internal evaluation reforms, these are initiated by individual departments and they are entrusted with the responsibility of implementation of such reforms.

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

After completion of a few topics the teachers of different departments conduct class tests and assign home work which constitutes the formative assessment. Regular interaction with students during classes also enables teachers to assess their understanding of any topic. Summative assessments are done by holding Mid-term and Test examinations. The college Test is conducted annually after completion of the syllabus and serves to assess the overall level of preparation of the students for the University examinations.

Formative assessment of student performance through class test/ home assignments have shown a positive impact as slow learners can be identified at this stage. They are provided remedial coaching to help them in improving their performance. Advanced learners are also identified through their good performance in class tests and they are provided with all necessary support and encouragement by the faculty to enhance their performance.

Summative assessment has a positive impact as students get the opportunity to become acquainted with the pattern of University examinations. As the students are given the opportunity to go through their evaluated answer scripts, they get to know their mistakes and can take adequate measures to correct them. This gives them ample scope to improve their performance in the University examinations.

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

Students are allowed to see the evaluated answer scripts of all internal assessments. Their queries, if any, related to evaluation are answered by the concerned teachers to the satisfaction of students. This ensures transparency in the evaluation process.

Depending upon the course of study, the weightage assigned for behavioural aspects, independent learning, communication skills etc, vary. These relate to internal assessment only as the University stipulated syllabi do not explicitly accommodate these aspects of overall development of students.

2.5.6. What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The undergraduate curriculum of the affiliating University in various disciplines incorporates some common graduate attributes such as the knowledge of basic English, any one modern Indian language, Environmental Studies, logical reasoning, quantitative aptitude, etc.

For proficiency in basic English and in modern Indian language, as well as in Environmental Studies, regular classes are held as per time table and according to the syllabus prescribed by the University. The other graduate attributes are normally acquired by students through their exposure to class lectures, internal assessments, departmental seminars, invited lectures, field visits, etc. in their respective course of study. In addition to curriculum based knowledge in their respective disciplines, the students graduating from this institution also develop certain qualities like sense of discipline, integrity and duty towards the society. The college tries to ensure the attainment of these attributes through an overall atmosphere conducive to the development of confidence, competence, creativity and consciousness in students.

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

After evaluation of answer scripts the same are shown to the students. Their grievances regarding the evaluated answer scripts, if any, are brought to the notice of the teachers. The errors and omissions found in answer scripts are pointed out to these students and the evaluation standards / benchmarks are explained to them, to their satisfaction.

There is a system of review of answer scripts of University examinations when any student applies for it through the college. The right to see one's evaluated answer script of any University examination is also enjoyed by the students who apply for the same.

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 aims at successful transaction and delivery of the curriculum stipulated by the affiliating University in order to ensure effective learning such that students can perform well in the University examinations. The College also strives to nurture skills and aptitude in students graduating from this institution for higher study /employment. The students as well as the faculty members are aware of such stated outcomes which are implicit in the vision and mission of the College. The institutional practices like remedial coaching for slow learners, career counseling sessions and Govt. service Entry level coaching also serve to spread awareness among the staff and students about the stated learning outcomes of the institution.

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

The College monitors the academic progress and performance of students through internal assessments in the form of class tests (formative), and Mid-Term and Test examinations (summative) during the three year duration of the undergraduate courses offered. The evaluated answer scripts of all internal assessments are shown to the students. The performance and progress of students is communicated to their parents/guardians through parent-teacher meetings. The internal assessments serve to prepare the students for appearing at University examinations at the end of each academic session. The results/achievements of students in University examinations in all the courses offered by the College are presented in the following table which shows that the performance of students pursuing Honours courses is better than that of students pursuing General courses.

This is understandable as the students admitted to Honours courses are academically more advanced as revealed by their performance in the 10+ 2 Board examination on basis of which they are selected for admission. Among General courses, performance of students is better in B.Sc followed by B.Com, with B.A. recording the lowest pass percentage among the three streams. The students who secure the lowest marks at the previous Board examination are generally admitted to the B.A.(General) course. Many of these students find it difficult to cope up with the undergraduate curriculum of the University of Calcutta.

Year of Examination	Courses	Pass Percentage (University)	Pass Percentage (College)	No. of 1st Classes/Divisions (College)
2011	B.A.(Hons)	85	100	Nil
	B.Sc.(Hons)	85	81.7	10
	B.Com.(Hons)	85	98.3	2
	B.A.(Gen)		74.1	Nil
	B.Sc.(Gen)		91.5	2
	B.Com.(Gen)		75.8	Nil
	M.Com.		93.9	4
2012	B.A.(Hons)	87	97.4	Nil
	B.Sc.(Hons)	87.3	87.2	13
	B.Com.(Hons)	84.1	97.3	3
	B.A.(Gen)		71.9	Nil
	B.Sc.(Gen)		81.3	Nil
	B.Com.(Gen)		84.4	Nil
	M.Com.		93.8	8
2013	B.A.(Hons)	86.6	92	Nil
	B.Sc.(Hons)	84.8	86.7	9
	B.Com.(Hons)	75.1	81.2	5
	B.A.(Gen)		67.4	Nil
	B.Sc.(Gen)		72.1	Nil
	B.Com.(Gen)		88.6	Nil
	M.Com.		100	10
2014	B.A.(Hons)	85	86.2	Nil
	B.Sc.(Hons)	84.8	93.3	8
	B.Com.(Hons)	65.8	79.5	1
	B.A.(Gen)		42.5	Nil
	B.Sc.(Gen)		68	3
	B.Com.(Gen)		52.6	Nil
	M.Com.		97.6	3

	B.A.(Hons)	86.8	98	Nil
	B.Sc.(Hons)	80.2	85.5	16
	B.Com.(Hons)	58.2	50	1
2015	B.A.(Gen)		63.4	Nil
	B.Sc.(Gen)		78.8	2
	B.Com.(Gen)		50.9	Nil
	M.Com.		97	07

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

The teaching, learning and assessment strategies of the institution are structured to facilitate the achievement of the intended learning outcomes in the following ways:

a) Classes are held as per the Time table which is drawn up in adherence to the curriculum of different courses stipulated by the affiliating University. It is tailored to suit individual student's learning abilities and requirements. Advanced students and slow learners on being identified are provided both complementary and supplementary support through additional reading resources, remedial classes etc.

b) Learners are motivated and encouraged for active participation in academic, co-curricular and extra-curricular activities organized , ranging from their response during class lectures, contributions to departmental Wall magazines and the College magazine, participating in sports and games, cultural programmes, to reaching out to the less privileged in the neighbourhood slum.

c) The assessment strategies of the institution comprising of formative and summative assessments, serve to ensure that intended learning outcomes are optimally achieved. Such assessments enable the teachers to know the individual learning abilities of students so that the needs of individual learners can be adequately addressed. The students are informed about their performance in all internal assessments and the same is communicated to their parents/guardians through parent-teacher meetings.

d) Students on the basis of their aptitude and ability are guided by the faculty in their preparatory steps towards competitive examinations or higher studies.

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

The measures/initiatives taken up by the institution to enhance the social and economic relevance of the courses offered include:

a) Career Counselling sessions are organized in the College wherein experts from professional institutes are invited to address the students about various career options. Students graduating from the College are provided guidance regarding the job opportunities available to them on the basis of their respective UG courses and also according to their aptitude and ability. The details of the career counselling programmes held in the College in recent years are given in section 5.1.9

b) Government service Entry Level Coaching has been introduced to facilitate the preparation of students for various Govt. jobs. Final year students and passed out students undergo such coaching in which they are trained for Quantitative aptitude, Logical Reasoning, General Knowledge, Communicative skill, etc. by experts from leading professional institutes.

c) A short- term Computer Training Course had been organized in the College by the Department of Technical Education, Govt. of West Bengal. It was instrumental in creating basic computer literacy and enhancing employability of students of this institution. The College is planning to revive this computer training course with the support from the Department of Computer Science of this institution.

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?

Individual departments maintain data of students' performance and learning outcomes based on internal assessments. These data are centrally collected and tabulated by the Examination sub-committee. The results of Mid-Term and Test examinations are displayed on the College Notice Board. Parent-teacher meetings are held to discuss with parents/guardians the performance of their wards, especially for the students who fail to qualify in internal examinations. The College strives to overcome barriers of learning through the following measures:

a) Special guidance for slow learners by holding remedial classes beyond regular class hours.
b) Special care by the faculty to make the curriculum simple and more comprehendible to suit the learning abilities of the slow learners.

c) Providing tuition fee and lab charge concession to students facing difficulty due to low family income.

d) Addressing the psychological and other needs of students facing such problems.

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

The institution monitors the learning outcomes through discussions in departmental meetings, and in meetings of the Academic sub-committee and Teachers' Council, the recommendations of which are subsequently placed before the Governing Body. To ensure the achievement of learning outcomes, the College emphasizes on regular classes, internal assessments, remedial classes, close guidance in field work/ practical classes, etc. The College also makes efforts to keep the parents/guardians informed about the performance of their wards, as far as possible, and thereby seek their co-operation for achieving learning outcomes.

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

Individual teachers and the institution as a whole depend on assessment/evaluation outcomes for judging student performance and plan accordingly for achieving learning objectives. The regular interaction with students during class lectures and class tests enable the teachers to identify slow and advanced learners in general and also to identify the topics/sub-topics which require further explanation. The subsequent lectures are planned accordingly.

Students' performance in University stipulated Mid-Term and College Test examinations enable the teachers to judge their level of preparation for University examinations. The slow learners are then provided supplementary support through remedial classes. The advanced learners are guided by the faculty for excelling in University examinations.

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

The College has been making efforts to ensure an adequate number of teaching and non-teaching staff for smooth conduct of the teaching - learning process in the institution. For this purpose, the College has to bear a huge financial burden as a large number of Guest faculty and support staff on College pay have been appointed either due to Govt. sanctioned posts remaining vacant or due to lack of sanctioned posts. The appointment of well qualified faculty is ensured by appointing faculty recommended by the West Bengal College Service Commission against Govt. sanctioned posts, and by recruiting temporary faculty

having UGC prescribed qualification through interview conducted by a duly constituted Selection Committee. The faculty is encouraged to pursue research activity and to participate in faculty upgradation programmes at regular intervals. The College so far has not been able to provide modern teaching aids to all departments individually mainly due to space constraint as the buildings are shared with Netaji Nagar College (evening shift).

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?

Netaji Nagar Day College at present does not have any recognized research centre of Calcutta University or any other institute. However, since many of the teachers have established research credentials, the College has the potential to be a research centre.

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

This institution does have a Research Committee to monitor and address the issues of research, particularly in relation to Minor Research Projects sponsored by the UGC. The Research Committee is composed of the Principal as Chairperson and five members from the faculty who have been actively involved in research work.

Some of the recommendations of the committee are as follows –
a) The Committee has diligently perused Minor Research Project proposals for technical perfection before the proposals were submitted to the UGC for financial assistance. Any flaws in the formulation of the research proposal have been rectified.

b) The Committee has approached experts in the areas in which the MRP proposals have been submitted regarding suggestions for improvement of the quality of the research proposal.

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
- Timely availability or release of resources
- Adequate infrastructure and human resources
- Time-off, reduced teaching load, special leave etc. to teachers
- Support in terms of technology and information needs
- Facilitate timely auditing and submission of utilization certificate to the funding authorities
- Any other

The following measures have been taken by the College to facilitate smooth progress and implementation of research schemes / projects

a) The Principal Investigator of any Research Project is afforded as much autonomy as is permissible under the rules and regulations of the funding agency and the University of Calcutta. After the Research Project is approved by the funding agency, and the Principal Investigator informs the college office of his/her project, he/she is allowed to pursue the work independently, without any undue interference whatsoever.

b) After the funds are received for a Research Project, the Principal Investigator is informed immediately. He / She then applies for the allotted funds, and the amount is released at the earliest so that the research work may begin without any delay.

c) Since availability of adequate infrastructure in the college is a precondition for the release of funds to the Principal Investigator, the College infrastructure as required / requisitioned by the Principal Investigator is made available to the best possible extent for smooth execution of the project.

d) The Principal Investigator is given full freedom to pursue his/her research work, so long as regular teaching duties are not hampered.

e) Internet facility and Wi-Fi is provided free of cost to all teachers, and this is used for research work by several teachers.

f) The Library is equipped with desktop computers and Broadband connection. Apart from this, all the science departments have computers in their departmental chambers. The library has a large collection of journals and research-oriented books. As such, there is no dearth of technical infrastructure to pursue research work in the college.

g) Research Committee helps the PI arrange all bills and receipts according to the heads under which funds have been allocated. Audited statement of accounts is submitted to the UGC on time.

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

The faculty endeavours to develop scientific temper and research culture and aptitude among students as far as possible within the constraints of an undergraduate institution. Science exhibitions are organized in the College with enthusiastic participation from students, the latest being the one on "Save the

nature – Save our planet – Protect the Environment" held in 2015 which received wide attention and acclaim. Students are also taken for visits to scientific institutions of repute like Science City, Birla Industrial and Technological Museum etc to foster a scientific temper among them, and encouraged to participate in Science Quiz, Poster Competitions etc.

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.

The following may be cited in this regard :-

Sarbananda Chaudhuri (Dept of Bengali) -- Joint supervisor of the Ph.D thesis paper entitled 'Uttar bharatiya raag sangeete somoy tottwo ebong Rabinanather gitarachanay tar anusaron o byatikrom'. It was awarded PhD in 2012 by Rabina Bharati University.

Sucharita Mitra (Sarkar) (Dept. of Electronics) Joint supervisor of the Ph.D thesis titled An Approach to Develop a Remote Tele-cardiology System for Compression, Transmission and Analysis of ECG signal of Sourav Kumar Mukhopadhyay, Senior Research Associate, Department of Applied Physics, University of Calcutta, awarded in February 2015.

The members of the faculty are also involved in Minor Research Projects as detailed in 3.2.7

The following members of the faculty are presently involved in doctoral research as detailed below:

Name & Dept. of Faculty	Year of Ph.D Registration	University
Pubali Goswami – Dept. of Economics	2014	Jadavpur University
Sharmila Ghosh - Dept. of Commerce	2014	University of Calcutta
Chumki Roy – Dept. of Philosophy	2014	University of Calcutta
Isita Nag - Dept. of Economics	2013	University of Calcutta

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.

Seminar, workshop, or training/sensitization programme has not been organized so far, specifically on research, but in all the seminars that Netaji Nagar Day College has conducted, the resource persons have emphasized the scope and importance of research in the areas that they have chosen to lecture upon.

National / State Level Seminars organized by the college in the last five years:

a) UGC sponsored National Conference on Geriatrics & Gerontological Studies in India, organized by the Department of Mathematics & Department of Computer Science & Computer Centre, Netaji Nagar Day College during 15th & 16th February, 2010.

b) UGC-sponsored National Seminar on "Applied Science in Bioinformatics" on 16th and 17th March, 2012 organized by the Departments of Electronics and Physics.

c) UGC sponsored 33rd Annual National Conference of Bengal Economic Association organized by Dept of Commerce on 23-24 February, 2013

Other Seminars / Workshops organized by departments are follows

Sl.No	Date	Venue	Title	Organized by
1.	02.03.08	College Campus	Accounting Standard	Dept. of Commerce in association with Indian Accounting association
2.	17.12.08	College Campus	Recent research and hope to prevent stroke	Dept. of Physiology
3.	29.03.10	College Campus	Economic Recession and its impact on Employment scenario in West Bengal	Dept. of Commerce
4.	04.12.10	College Campus	Implementation of B.Com. New Syllabi, University of Calcutta	Dept. of Commerce

5.	23.09.11	Sushil Kar College	Pushing Financial Inclusion: Issues, Challenges and Way Forward	Dept. of Commerce in association with Sushil Kar College
6.	16.03.12 & 17.03.12	College Campus	Applied Sciences in Bioinformatics	Department of Electronics and Department of Physics in association with Applied Physics Department of University of Calcutta
7.	31.03.12	College Campus	Career Counseling and Employability	Career Counseling l & Placement Cell
8.	04.05.13 & 05.05.13	College Campus	Reviewing the B.Com New Syllabi	Dept. of Commerce
9.	28.06.13	College Campus	Financial Planning for Young Investors	Dept. of Commerce with SEBI
10.	04.01.14	College Campus	150th Birth Anniversary SwamiVivekananda	Dept. of Bengali
11.	10.01.14 & 11.01.14	College Campus	Instructional Colloquium on Career Counseling and Job Opportunities	Career Counseling l & Placement Cell

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

On the basis of the faculty involvement in active research in relation to publications and research projects it would be worthwhile to accord priority to the departments of Bengali, Commerce, Economics, Electronics, English and Physics for research in future.

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

Netaji Nagar Day College periodically organizes seminars and sometimes special lectures for giving opportunity to teachers and students for interpreting with eminent researchers. Some of the researchers and academicians who have delivered enlightening lectures in this institution in recent years are

1. Saumyajit Samanta, Professor of English, University of North Bengal.
2. Amlan Dasgupta, Professor of English, Jadavpur University
3. Sankha Ghosh, eminent poet, formerly essor of Bengali, Jadavpur University
4. Sri Manilal Murmu, Librarian Jadavpur University.
5. Arun Chakraborty, Librarian, Bose Institute, Kolkata.
6. Parikshit Mondal, Assistant essor of LIS, Calcutta University.
7. Durga Shankar Rath, Professor of LIS, Vidyasagar University.
8. Sourin Bhattacharya, formerly essor of Economics, Jadavpur University.
9. Asit Kumar Bandyopadhya, Sarat Chandra essor University of Calcutta
10. Abul Basar, eminent novelist
11. Alokranjan Dasgupta, eminent poet, recipient of Sahitya Akademi Award
12. Utpal Basu, eminent poet, recipient of Sahitya Akademi Award
13. Joydeb Basu, eminent poet
14. Jyotibhusan Chaki, eminent Scholar & Critic
15. Ujjwal Kumar Majumdar, eminent Scholar & Critic
16. Swapan Majumder, Director, Rabinabhavan, Visva-Bharati
17. Sudhir Chakraborty, eminent Scholar & Critic, recipient of Sahitya Akademi Award
18. Jyortimoy Ghosh, Tagore Professor, University of Calcutta
19. Sutapa Bhattacharyya, Scholar & Critic, Visva-Bharati University.
20. Manjula Bose, Professor of Economics, Jadavpur University, Chairperson, BEA.
21. Tapan Roy Chowdhury, Professor, Dept. of History, Oxford University
22. Chittotosh Mukhopadhaya, Former Chief Justice, Calcutta High Court
23. Alok Roy, Scholar & Critic
24. Swami Sastrajnanananda, Principal, Belur Vidyamandir.
25. Tarun Goswami, Journalist
26. Debanjan Sengupta, Physician & Literary Critic
27. Shibaji Bandopadhyay, Dept. of Comparative Literature, Jadavpur University

The list of other eminent academicians who visited the College is given in the Evaluative Report of the Dept. of Commerce, under serial no. 24

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?

Sabbatical Leave cannot be granted to teachers at present as there is no provision for such leave under the Leave Rules which have been formulated by the University of Calcutta. However, the college Governing Body readily sanctions Study Leave and Special Study Leave when applied for by faculty members.

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):-

Efforts are made by the faculty involved in active research to enrich students, through seminars and special lectures, their research findings as far as possible. The science departments especially endeavour to transfer directly laboratory findings to classroom teaching, as far as practicable, for undergraduate students.

3.2 **Resource Mobilization For Research**

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

There has been no provision to allocate any portion of the college budget for research in the past. However such allocation has been introduced in the budget for 2016-17. An amount of rupees one lakh has been allocated for research in 2016-17.

It must be mentioned that budgetary allocation for organizing seminars for developing research culture and aptitude among students and faculty, has been a regular practice in this institution as per details given below:

Year	Amount. (in Rs)
2010-11	12,860/-
2011-12	78,685/-
2012-13	11,300/-

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

There is no such provision at present. However, the faculty is warmly encouraged to apply for funding from relevant institutions like UGC, CSIR, ICSSR etc.

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

At present, students take up research projects only as part of the undergraduate curriculum in subjects such as Commerce, Geography and Environmental Science for which they are not provided funds. However, students receive financial support for such research oriented initiatives as wall magazines or preparing models, posters and charts for science exhibitions etc.

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

Different departments of the College have collaborated to organize seminars which has imparted an interdisciplinary aura to research activities. For instance, the UGC-sponsored   National Seminar on "Applied Science in Bioinformatics" on 16th and 17th March, 2012 was a collaboration of the Departments of Electronics and Physics.

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

The science departments are equipped with laboratory facilities which are utilized for research work as and when required. The computers in different departments, library and in the computer centre are also used for research oriented activity.

The College encourages its staff and students to make use of the infrastructure in the library for research. The latest version of library cataloguing software called KOHA has been specially installed for the purpose. Additionally, the UGC-Network Resource Centre is also an important pillar for research activity in the college. The College subscribes to N-List programme of INFLIBNET which both staff and students make use of for research.

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

No such grant has been received so far by the College for developing research facility.

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

The College has a Research Committee to review the proposals for research projects prepared by faculty members before these are submitted to the UGC or other funding agencies for financial assistance. The College makes available the infrastructure necessary for research projects.

The ongoing and completed Minor Research Projects are listed below:

Name & Department of P.I.	Duration	Title of the project	Funding Agency	Grant sanctioned (Rs.)
Dr. Santanu Ganguly (English)	2015-2017	A Study of the Manifestations of Heroism and Melancholy in Old English Poetry.	UGC	1,40,000/-
Dr. Sucharita Mitra (Sarkar) (Electronics)	2014-2016	Development of a Cardiac Patient Care Unit by Using Rough-set Disease Inference Engine	UGC	2,05,000/-
Isita Nag (Economics)	2011-2013	The Situation of Employment and Unemployment in West Bengal since Economic Reform	UGC	1,05,000/-
Dr. SuhasBasu (History)	2011-2012	The World of the Bhaalok: A History of Mentality of Early Twentieth Century Bengal	UGC	70,000/-
Dr. Sabyasachi Sen (Mathematics)	2009-2011	Computer Aided Mathematical Modeling in Geriatrics & Gerantological Studies in West Bengal	UGC	1,83,000/-
Debdulal Chatterjee (Commerce)	2009-2010	Status of Street Hawkers: Application of MIS in Socio Economic Analysis of Street Hawkers in Contemporary Kolkata on the basis of Survey	UGC	78,000/-
Nibedita Rasul (Political Science)	2007-2009	Socio-economic condition of unorganized women workers.	UGC	45,000/-

3.3 Research Facilities

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

Students are encouraged to utilize books and journals in the library, and also the on-line resources available under the N-list programme of INFLIBNET in the the UGC- Network Resource Centre in the central library. The Science departments are equipped with laboratories where experimental work can be undertaken. The Department of Commerce is equipped with an IT lab. There is a common IT lab equipped with computers and internet facility for use by all departments.

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?

Books, journals and periodicals are purchased on a regular basis in order to keep faculty members abreast of latest research developments in their respective disciplines. Funds received from the UGC and the State government and college funds are utilized for the purpose. Books purchased through MRP grants are preserved in the library as also the monographs produced as a result of MRPs. Desktop and laptop computers are purchased as and when required for use by the faculty and students. A common IT lab equipped with ten desktop computers, one laptop and one LCD projector and internet facility has been set up recently for common use by all departments. The College renews its subscription to the N-List programme of INFLIBNET every year for ensuring continuous access to on-line resources for the faculty and students. The laboratories are also upgraded at regular intervals by purchasing new equipments and through calibration of existing equipments by technical experts.

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

The College so far has not received any special grants or finances from the industry or other beneficiary agency for developing research facilities.

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

The College being an undergraduate institution mainly, students generally do not require research facilities outside the campus

The faculty can access the on-line resources under N-List, off-campus also, through the individual password that have been provided.

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

The library of Netaji Nagar Day College, housing the UGC-Network Resource Centre, is a knowledge mine for researchers. A large number of books are available in the library, for ready reference, many of which are rare books. The faculty who undertake UGC funded Minor Research Projects deposit the books purchased for their projects in the College library after completion. This further enriches the stock of latest books in various disciplines available in the library. The use of library management software, KOHA, and use of bar-code on books enables researchers to access books easily. The College subscribes annually to the N-List programme of INFLIBNET to ensure the availability of a vast repository of on-line books and journals for researchers.

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.

No collaborative research facility has been developed so far by research institutes in the College.

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)

Sucharita Mitra (Sarkar) of the Department of Electronics has been awarded the Indian copyright for software "Voltage –Time Data Extraction Package from Strip Chart Record" with the Registration No. SW-3926/2008.

∗ Original research contributing to product improvement

No such achievement during the period.

∗ Research studies or surveys benefiting the community or improving the services

Minor Research Projects (UGC funded) have been undertaken by the faculty in several areas that would be beneficial in some way or the other to the community. The details of such research studies are given in 3.2.7.

* Research inputs contributing to new initiatives and social development

No such achievement during the period.

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?

Netaji Nagar Day College partnered with the (erstwhile) Netaji Nagar Day College Computer Centre to publish two journals viz Comsomath (ISSN No (0972-2971) and International Journal of Information and Computer Science (ISSN No 0972-1347).

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

*Number of papers published by faculty and students in peer reviewed journals (national / international)

It is a matter of pride for the College that an article titled "Ancient Indian Inventions" by Inanil Majumder, a student of B.Sc.(General), has been published in Spigot Science –http://www.spigotscience.com. In general, publication by students is very rare as the College is primarily an undergraduate institution.

The faculty publications are given below:

➢   Journals

1.   **Debdulal Chatterjee** :Study on Socio-Economic Conditions of Kolkata Street Hawkers using Factor and Cluster Analysis. IJICS, Vol. 16, No. 2, December, 2013. (ISSN 0972-1347)

2.   **Debdulal Chatterjee** : Forecasting of Number of Kolkata Street Hawkers in 2020. IJICS, Vol. 15, No. 2, Dec. 2012. (ISSN 0972-1347)

3.   **Debdulal Chatterjee**: Asymmetric Distribution in Income of Hawkers in Kolkata, IJICS, Vol 1 No. 1, June 2011. (ISSN 0972-1347)

4. **Debarati Nag Roy** with Manosij Ghosh & Anita Mukherjee "Antimutagenic and genoprotective effects of Saraca asoca Bark Extract", International Journal of Toxicology and Industrial Health, 2013 (ISSN No.0748-2337)"

5. **Chitta Ranjan Santra** with Debalina Bhattacharya, SaheliSamanta, Ananda Mukherjee, Amar N Ghosh, Swapan Kumar Niyogi, Parimal Karmakar: Antibacterial activities of polyethylene glycol, tween 80 and sodium dodecyl sulphate coated silver nanoparticles in normal and multi-ug resistant bacteria. J NanosciNanotechnol 2012 Mar;12(3):2513-21

6. **Chitta Ranjan Santra** with BiswarupSaha, MdMaidul Islam, Susmita Paul, SaheliSamanta, Shayoni Ray, Somnath Ray Choudhury, Biswajit Dey, Amrita Das, Somnath Ghosh, Subrata Mukhopadhyay, Gopinatha Suresh Kumar, Parimal Karmakar. : DNA binding ability and hyogen peroxide induced nuclease activity of a novel Cu(II) complex with malonate as the primary ligand and protonated 2-amino-4-picoline as the counterion. J PhysChem B 2010 May;114(17):5851-61

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3.5 Consultancy

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

Netaji Nagar Day College has not yet developed any strategy for establishing institute industry interface. However, the College shall explore the possibility of establishing interface with industry by the science departments in the coming years.

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

The faculty provides its expertise to non-it making academic institutions mainly on honorary basis. The College grants permission to the faculty for such service. However, till now there is no provision for giving publicity to such expertise available in the College.

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

The College encourages the faculty to utilize their expertise and available facilities for consultancy services by granting permission to undertake the same.

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

The consultancy services by the faculty have been mainly confined to educational institutions. Hence no revenue has been generated from such services.

The broad areas of consultancy provided so far from this institution are listed below:

i)   Income Tax related matters by the faculty of the Department of Commerce.
ii)   Use of Library management software like KOHA by Sri Kartik Ch. Kundu, Librarian.
iii)   Employment opportunities in the armed forces by Santanu Ganguly of the Department of English who is a former NCC officer of 11 Bengal Battalion NCC.
iv)   Teaching as Guest faculty at the postgraduate level in Lady Brabourne College, Kolkata by Anjana Guha Thakurta of the Department of Bengali.
v)   Teaching as Guest faculty at the postgraduate level in the Department of Applied Physics, University of Calcutta, by Sucharita Mitra of the Dept. of Electronics during the period 2005-2010.
vi)   Teaching as Guest faculty at the postgraduate level in the Department of Physics in Panskura College under Vidyasagar University by Sujoy Poddar of the Dept. of Physics since 2014 till date.
vii)   Confidential assignments related to the undergraduate examinations in English at Gour Banga University by Santanu Ganguly of the Department of English.
viii) Serving as Member, Advisory Committee, Uttarpara Model High School, Uttarpara, Hooghly, since 2003 till date, by Sucharita Mitra of

the Dept.of Electronics. Also as Member, Model Education & Social Welfare Trust, Uttarpara since 2003 till date.

ix)   Teaching as Guest faculty in the PhD Course work programme at Vivekananda University, Belur by Sarbananda Chaudhuri of the Dept. of Bengali, since 2014 till date.

x)   Advisory services at the Banipur Art Society & Institute of Culture, Habra, Ashoknagar, West Bengal, by Sarbananda Chaudhuri of the Dept. of Bengali, since 2008 till date.

xi)   Teaching as Guest faculty in the postgraduate course in Bengali at Ramakrishna Vidyamandir, Belur, by Sarbananda Chaudhuri of the Dept. of Bengali,during 2010-11 academic session.

xii)   Served as Director at the Workshop organized by the Sahitya Akademi (National Academy of Letters) at Manipur during 14th,15th,16th July, 2015 for Translation of Bengali Book Ramprasadi into Manipuri, by Sarbananda Chaudhuri of the Dept. of Bengali.

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?

The consultancy services by the faculty have been mainly confined to educational institutions on honorary basis. Hence there is no scope for revenue generation and using the same for   institutional development.

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?

Fostering a network with the neighbourhood and with the community at large has been taken up by the two NSS units of the College. A special camp is held in the neighbouring Khanpur slum every year during which the students get the   opportunity to interact with the inmates especially the children. Blood Donation   camp is organized by the College every year with the assistance of M.R.Bangur   Hospital. A large number of student volunteers donate blood in this camp. Other services like awareness programmes regarding Voter's Right, planting trees in the neighbourhood, etc. are also organized by the NSS units.

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

There is no need for a separate institutional mechanism to track students' involvement in various social movements as it is tracked by the NSS units. Based on the performance of the individual student in different activities of the NSS units the overall contribution of the College in terms of Institutional Social Responsibility may be ascertained. It is a matter of pride for the institution that student volunteers of NSS from this College have been awarded Best Male Volunteer and Best Female Volunteer in 2010-11, 2011-12, and Best Female Volunteer 2012-13. Avik Bhattacherjee, a student volunteer of the College has been awarded the West Bengal State NSS Award for 2012-13

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

The College solicits stakeholder perception on its overall performance and quality through student feedback as the students are the chief stakeholders of the institution. The perception of parents/guardians on this issue is also sought during the parent-teacher meetings. The IQAC is introducing the system of eliciting stakeholder perception on institutional quality and performance by circulating questionnaires among three groups of stakeholders- members of the management, teaching and non-teaching staff.

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 Programme Officers of the two NSS units of the College organize suitable programmes for community outreach, as per the guidelines laid down by the NSS Unit of the University of Calcutta. It is a matter of pride for this College that students from the NSS unit have received the awards of Best Male Volunteer and Best Female Volunteer from the University in 2010-11, 2011-12 and 2012-13. The Best Programme Officer award was received by Dr Pranjal Chakrabarti of this College in 2009-10 and by Sri Tapan Purkait of this College in 2012-13. The College earned the position of Best College in NSS activity in 2010-11.The Special Camp programme of NSS Unit I of this College was adjudged the Best Special Camp programme in 2011-12.

CRITERION III

The extension activities undertaken and the funds utilized for the purpose are presented below:

Year	NSS Unit	Activity	Amount (Rs`)
2008 -09	Unit - I	Regular	13500
		Special	15000
2009-10	Unit - I	Regular	13500
		Special	15000
2010 - 11	Unit - I	Regular	22500
		Special	22500
		Commonwealth Games	20000
2011 - 12	Unit - I	Regular	22500
		Special	22500
2012-13	Unit - I	Regular	22500
		Special	22500
2013-14	Unit - I	Regular	13500
		Special	15000
	Unit - II	Regular	13500
		Special	15000
		Blood Donation camp	4000
2014 - 15	-	Nil	Nil
2015 - 16	Unit - I	Regular	13500
		Special	15000
	Unit - II	Regular	13500
		Special	15000
		Awareness prog.- Diseases communicated through Blood	4000

Note;

i) Regular activity includes campus cleanliness i.e., planting trees, awareness programmes, observance of birthdays of eminent personalities, etc.

ii) Special activity refers to the Special Camp held in the adopted neighbourhood slum every year .

iii) NSS activity could not be organized during 2014-15 as funds were not received on time.

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?

Students are especially encouraged, at the beginning of every academic year, to enroll in the two NSS units of the College. The Students' Union plays a leading role in ensuring the participation of students in extension activities. Although the College has no formal NCC unit, Dr. Santanu Ganguly of the Department of English (who is an ex-NCC officer with 11Bengal Battalion NCC), arranges for students to be enrolled in open NCC units such as 1 WB Air Sqn NCC and 4 Tech WB Air Sqn NCC.

The College has been organizing Blood Donation Camp every year since 2011-12. This activity plays a significant role in promoting the participation of students and staff in community outreach activity.

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

The College caters to the needs of students from under-privileged and vulnerable sections of society by providing tuition fee and lab charge concessions to needy students. There is the system of providing Remedial Coaching to students from SC/ST/OBC/minority community free of cost by utilising the funds received for the purpose from the UGC. In order to empower the students from less privileged sections for employment, the Government Service Entry Level Coaching(UGC funded) is provided to them, free of cost.

An Equal Opportunity Centre has been established in the College for ensuring social justice and empowerment of students from under-privileged and vulnerable sections of society and also for women.

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

Recognizing the fact that mere academic achievements do not define the complete individual, the students are motivated to participate in extension activities, mainly through the NSS. The participants develop a sense of social responsibility and selfless service. They are inspired to reach out to people in distress which in the long run leads to the betterment of society and develops confidence among the students along with a sense of satisfaction of a meaningful contribution to society.

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

The College undertakes extension activity in the neighbourhood. The residents of the adopted slum,   Khanpur participate wholeheartedly in the programmes undertaken by the NSS units of the College. The Local Councillor who is an ex-officio member of the Governing Body of the College helps in facilitating different schemes and extension activities in the neighbourhood, with the involvement of the local community.
One very recent initiative to encourage community participation was undertaken by three departments of the College-Botany, Physiology and Computer Science, which jointly organized a seminar-cum-workshop- " How to Lead a Healthy Life After Sixty " mainly for the aged population of this locality. The participants were provided free check up of blood pressure and random blood sugar. The use of latest technology by the aged in everyday life was also demonstrated.

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.

A constructive relationship has been created with the Office of the Councillor, Ward 98 (where the college is located). The local Councillor who is an ex-officio member of the   Governing Body , gives valuable suggestion for implemention of outreach   programmes undertaken by the College through the NSS units.

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

The College per se has not yet received any award for extension activities, though many awards and accolades have been won by the two NSS units of the College. The   Programme Officers of both the NSS units of the College, Pranjal Chakrabarti and Sri Tapan Purkait have been declared Best Programme Officer in 2009-10 and 2012-13 respectively. The College earned the position of Best College in NSS activity in 2010-11.The Special Camp programme of NSS Unit I of this College was adjudged the Best Special Camp programme in 2011-12.

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.

There is no formal collaboration of Netaji Nagar Day College with research laboratories, institutes and industry for research activities. However, the faculty has been involved in collaborative research with other institutions as detailed below:
 Sarbananda Chaudhuri of the Department of Bengali has undertaken
(i) a collaborative research project " Bols and Rhythms from Vivekananda" at the Ramakrishna Mission   Institute of Culture in 2013-14.
(ii) collaborative research work in Indology at the Ramakrishna Mission Institute of   Culture, Kolkata, since 1999.
(iii) advisory functions with Animatrix Multimedia since 2006.

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.

There is no MOU at present with any other institution though the College welcomes and is also on the look-out for such initiatives.

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.

Netaji Nagar Day College has been trying to establish contacts with industry and   community. The Career-counselling cell of the College invites eminent

resource persons from industry and other reputed organizations to provide information to students regarding career opportunities and self-development for employment. The NSS units of the College reach out to the community leading to confidence building measures on both sides.

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 national seminar/conference organized by the College during the last four years are as follows :

1) UGC sponsored 33rd Annual National Conference of Bengal Economic Association organized jointly by Dept. of Commerce, Netaji Nagar Day College & Bengal Economic Association in the College premises during 23rd and 24th February 2013.

2) UGC sponsored National Seminar on Applied Sciences in Bio-informatics, organized by the Department of Electronics & Department of Physics, in association with the Department of Applied Physics, University of Calcutta, during 16th and 17th March,2012

3) UGC sponsored National Conference on Geriatrics & Gerontological Studies in India, organized by the Department of Mathematics & Department of Computer Science & Computer Centre, Netaji Nagar Day College during 15th & 16th February, 2010.

4) UGC sponsored National Conference on Radio Frequency Identification Device (RFID) Technology, organised by, Dept. of Computer Science, Netaji Nagar Day College, on 20th November, 2007.

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
The Dept. of Commerce has organized workshops on B.Com New Syllabi in 2010 and again in 2013 in association with the Alumni Association of the Dept. of Commerce, University of Calcutta.
The beneficiaries from the Workshops were the faculty of Commerce of this College as well as of other colleges of Kolkata.

b) Internship/ On-the-job training
No formal MoU regarding internship/on-the-job training has been established so far with any institution.

c) Summer placement
    Not applicable

d) Faculty exchange and profeessional development
    The faculty participates in UGC sponsored faculty development and faculty upgradation programmes organized by the Academic Staff College of different Universities.
    The Dept. of Commerce of this College has collaborated with the Dept. of Commerce of the University of Calcutta to organize a Refresher Course in Commerce during 2016.

e) Research
    Formal MoU regarding research has not been signed with any institution so far by the College.

f) Consultancy
    The faculty has been rendering services in their areas of expertise to various institutions, mainly educational, on honorary basis as detailed in 3.5.4. Formal MoUs have not been signed for such services.

g) Extension
    The two NSS units of the College works in association with and under the guidelines set by the NSS of the University of Calcutta. For such extension work, the College has linkages with Ward no. 98 of Kolkata Municipal Corporation where the College is located, the local police station, and with the adopted slum in the neighbourhood.

h) Publication
    The College partnered with the erstwhile Computer Centre, a registered society, to publish two journals as mentioned in 3.4.2.

i) Student Placement
    Formal MoU regarding student placement has not been signed with any institution so far by the College.

j) Twinning programmes
    Not applicable.

k) Introduction of new courses
    No MoU has been signed by the College so far for introducing new courses.

l) Student exchange
Not applicable.

m) Any other
   The different Departments of the College have collaborated with other institutions for organizing seminars/workshops/conferences/training programmes/skill development programmes, etc. The details are given under appropriate sections.

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

The College encourages its faculty to develop linkages with other institutions for academic and outreach activities mainly. The IQAC motivates all concerned to explore the possibility and to establish linkages for offering the expertise available with this institution and also to attract the expertise available in other institutions. Such initiatives have resulted in a large number of experts from various fields rendering their services to the College in the postgraduate course in Commerce, in career counselling, in Govt. Service Entry level coaching, in awareness programmes, seminars/workshops, extension activities, etc.

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

Though a significant number of faculty members are actively involved in research (doctoral/postdoctoral/research projects/research guidance), there is scope for motivating a larger number of faculty members towards research activity which would augment the volume of research publications of faculty. Consultancy provided is of the nature of academic expertise and has been mainly confined to non- educational institutions. Hence revenue generation from consultancy has not been possible. The two NSS units have been very active in organizing a wide range of extension activity and outreach programmes for involving the students in community development work. Such efforts of this institution have been duly recognized and awarded by the University of Calcutta.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

For the creation and enhancement of infrastructure, the institution works through the following bodies –
a) The Governing Body
b) The Teachers' Council
c) The Building Committee
d) The Finance Committee
e) The Purchase Committee

Proposals are first submitted by departments or individuals in a prescribed format to the college office. These proposals have to first pass through the Purchase committee, for library/ departmental /office purchases. If concerned with Building and Maintenance, they have to go through the Building Committee. All purchases beyond Rs.30,000/- have to be approved first by the Finance Committee, which, in turn, is approved by the Governing Body, the highest authority. Sometimes the Teachers' Council places general orders after a resolution is accepted in a meeting. The same process is followed in the case of Buildings, except for the fact that estimates are compulsory before any work is done, whether it is through state government or UGC grant, or from the college fund. No building work is carried out without the sanction of the Building and the Finance Committees.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

The main campus of the college has three separate adjacent four storied buildings known as Main Building (MB), New Building (NB) and Computer Center(CC) along with a play ground just few footsteps behind the college buildings where all Athletic Meets and other intra college tournaments are held.

For all curricular and co-curricular activities the following infrastructural facilities are available:

- **Classrooms**
  i. Large (seating capacity 130 each) : 03 nos.
  ii. Medium (seating capacity 90 each) : 04 nos.
  iii. Smaller (seating capacity 35 each) : 07 non.

- Seminar Hall (Seating 200) : 01 nos.
- Technology-enabled learning spaces: 02 nos.
- E-Classroom : 03 nos
- Tutorial spaces : no separate rooms earmarked for tutorials.
- Laboratories : 11 (for Geography, Physics, Chemistry, Botany, Zoology, Physiology, Mathematics, Electronics, Computer Science and Commerce)
- h) Computer Centre : 01

Botanical garden : No space available for garden .
Animal house : Not available

- Adequate instruments and chemicals in the laboratories.
- Adequate sports equipment available for Games and Sports
- Broadband Internet facilities for both teachers and students in the UGC Network Resource Centre as well as in different departments, office, Principal's Room.
- Central library and Seminar libraries.

b)   Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

The following arrangements are available for extracurricular activities:
Sports :
Sports facililties are available in the college. There is a football ground adjacent to the College for outdoor games. For indoor games there are Table Tennis boards, as well as facilities for Carrom, Chess, etc. in both Boys' and Girls' common rooms. The College has an outstanding record of winning trophies and medals in various inter-college sports and games tournaments since 1999 till date (details given under Criteria V).

Auditorium :
The College Seminar Hall, with 200 seating capacity is used for organising seminars / workshops, cultural programmes and various competitions. Special programmes to commemorate College Foundation Day and other days of national significance are held here. There is an auditorium with seating capacity and modern facilities.

Conference Hall :
There is no Conference Hall in the College at present.

Cultural activities :
The college is known for its excellence in cultural activities, including music, dance, drama, mime, debate, extempore speech, and recitation. Students enthusiastically participate in various intra-college and inter–college competitions and often win prizes. However, it must be mentioned that the College has not been able to provide specialised facilities for cultural activities so far. Recently, the Information and Cultural Affairs department of the Govt. Of West Bengal organised Bangla Sangeet Mela programme in Dec.2015 in which college students and teachers performed on a mobile stage with full musical set-up provided by the Govt.

NSS :
There are two NSS units in the college. The NSS units have adequate facilities for conducting regular camps and special camps according to the schedule decided by the NSS unit of the University of Calcutta.

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

The College faces a space constraint as it shares the same premises with Netaji Nagar College. Therefore, all the available space is optimally utilised. The use of the extra space in the corridor outside the Library for keeping the storage almirahs of departments such as History, Political science, Economics, etc. is indicative of optimum utilisation of available space. The capacity of the laboratories is planned according to the student strength and enhanced as far as possible within limited space, when required. The equipments are optimally utilized by the students and staff.

The major facilities developed/augmented during the last four years are as follows:

1. Purchase of computers and equipments in 2012-13 involving a cost of Rs. 17,14,389/-, also in 2015-16.

2. Installation of CCTV with 12 (twelve) cameras in the Library, for greater security, in 2013-14 at a cost of Rs.1,12,466 /- set up by WEBEL Electronic Communication Systems Ltd.
3. Complete overhauling of electrical lines of New Building in 2014-15 for the IT Lab of Commerce department at a total cost of Rs.3,79,745/-

Existing Facilities :
a) Office
The Office of this college is located on the ground floor of the Main Building (MB).The room is utilized as the administrative block. The Accountants Room and the Principal's chamber are situated in New Building (NB). The College office, Accountant's room and the Principal's room are well equipped with computers with internet connection.

b) Employees' Co-operative
A separate room situated on the 3rd floor of Main Building has been provided to house the office of the Employees' Co-operative.

Main Academic Section
 All departments of the humanities stream and the department of Commerce are located in the Main Building. However, the classrooms in both Main and New buildings are utilised for holding the classes of all departments. The departments of the Science stream and their laboratories are located on different floors of the Main building and New Building Due to space constraint, the Post Graduate course in Commerce is run along with the undergraduate courses in the same building.

Library
The Central library comprising of two rooms merged into one large room is located on the first floor of the New Building (NB). Apart from the main book storage area, there is a reading room and the UGC Network Resource Centre equipped with computers having internet connection.

Laboratories
The laboratories of Physics, Chemistry, Zoology, Botany, Physiology, Computer Science, Electronics are all well equipped in terms of conducting practical classes of their respective undergraduate courses. However, most of the departments face space constraint. The departments of Chemistry and Botany are in a better position with two rooms each. The chemistry department also has a stock room for keeping important laboratory materials.

College Auditorium
Please refer to section 4.1.2

College Canteen –
The Canteen is situated on the top floor of the New Building (NB). It caters to both staff and students.

Cheap Store
The College also has a Cheap Store which sells books and stationery at prices less than the market price to students. As many students of the College are financially underprivileged, the Cheap Store is very popular among students.

Safe drinking water

There is provision for safe drinking water for the students and staff. Water purifiers are placed in different parts of the College

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

There is no special infrastructural facility so far for students with physical disabilities, and human help is provided as far as possible. For students with orthopaedic disabilities, classes are arranged as far as possible on the ground floor. The library has Braille books for the visually challenged teacher and students.

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

There is no residential facility for the teachers, staff and students and therefore the following provisions are not available.

• Hostel Facility
• Recreational facilities, gymnasium, yoga center, etc.
• Computer facility including access to internet in hostel
• Facilities for medical emergencies
• Library facility in the hostels
• Internet and Wi-Fi facility
•Recreational facility-common room with audio-visual Equipments
Available residential facility for the staff and occupancy Constant supply of safe drinking water
• Security

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?

On campus- No health facility is available within the campus at present. In times of emergency, students and staff are immediately moved to the nearest hospital. During University examinations, a registered medical practitioner of the locality is engaged to take care of any case of sudden illness of examinees.

Off campus- Students may avail of subsidized medical treatment in the Students' Health Home (run by the state govt.) to which the College subscribes annually.
The staff may avail of medical facility under the ESI scheme of the Govt. subject to the ceiling in terms of their salary.

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

The Common Facilities available on the Campus are as follows –

i) IQAC *:*
The IQAC functions from a room located on the first floor of the Computer Centre Building. It is equipped with a computer with internet, an all-in-one printer and a steel almirah.

ii) Women's Cell :
There is no Women's Cell at present.

iii) Counselling and Career Guidance :

No separate space could be allotted to this Cell. The programmes are organized in the Seminar Hall

Health Centre
Please refer to section 4.1.6

Canteen
Please refer to section 4.1.6

Recreation for Staff :
No special recreational facility for the staff is available in the College at present.

Recreation for Students

The students have two common rooms, one for the boys and the other for girls. Facilities for indoor games like Table Tennis, Carrom, etc. are available in the Common rooms. Outdoor games like cricket and football are played on the College ground. Students also have access to the internet in the UGC Network Resource Centre in the Central Library.

Drinking water facility : Please refer to section 4.1.6

Auditorium & Conference Hall : Please refer to section 4.1.2

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?

The Library Advisory Committee has existed for the last thirty years. It is one of the committees constituted by the Governing Body of the College, and is headed by the Librarian as Convenor and Principal/Teacher-in-Charge as Chairperson. There are seven to eight teachers in this committee to advise and assist the Librarian. The Library Clerk and Library attendant are also members of this committee. The General Secretary of the Students' Union is an Ex-officio member of this Committee. At present the Library Advisory Committee has the following structure.

1. Principal/TIC   : Chairperson
2. Librarian   : Convener
3. Faculty members : 06 (Six)
4. Staff members   : 02 (Two)
5. Student member   : 01 (one)

4.2.2   Provide details of the following:
       Total area of the library (in Sq. Mts.) : 200 sq. mts.

       Total seating capacity :   80 (eighty)

       Working hours :   The College Library remains open on all working days.
                       Monday – Friday : 10.30 A.M. to 5.30 P.M.
                       Saturday : 10.30 A.M. to 2.00 P.M.

       Layout of the library
        individual reading carrels :
       lounge area for browsing and relaxed reading :
       IT zone for accessing e-resources

A sketch showing the layout of the College Library is given below:
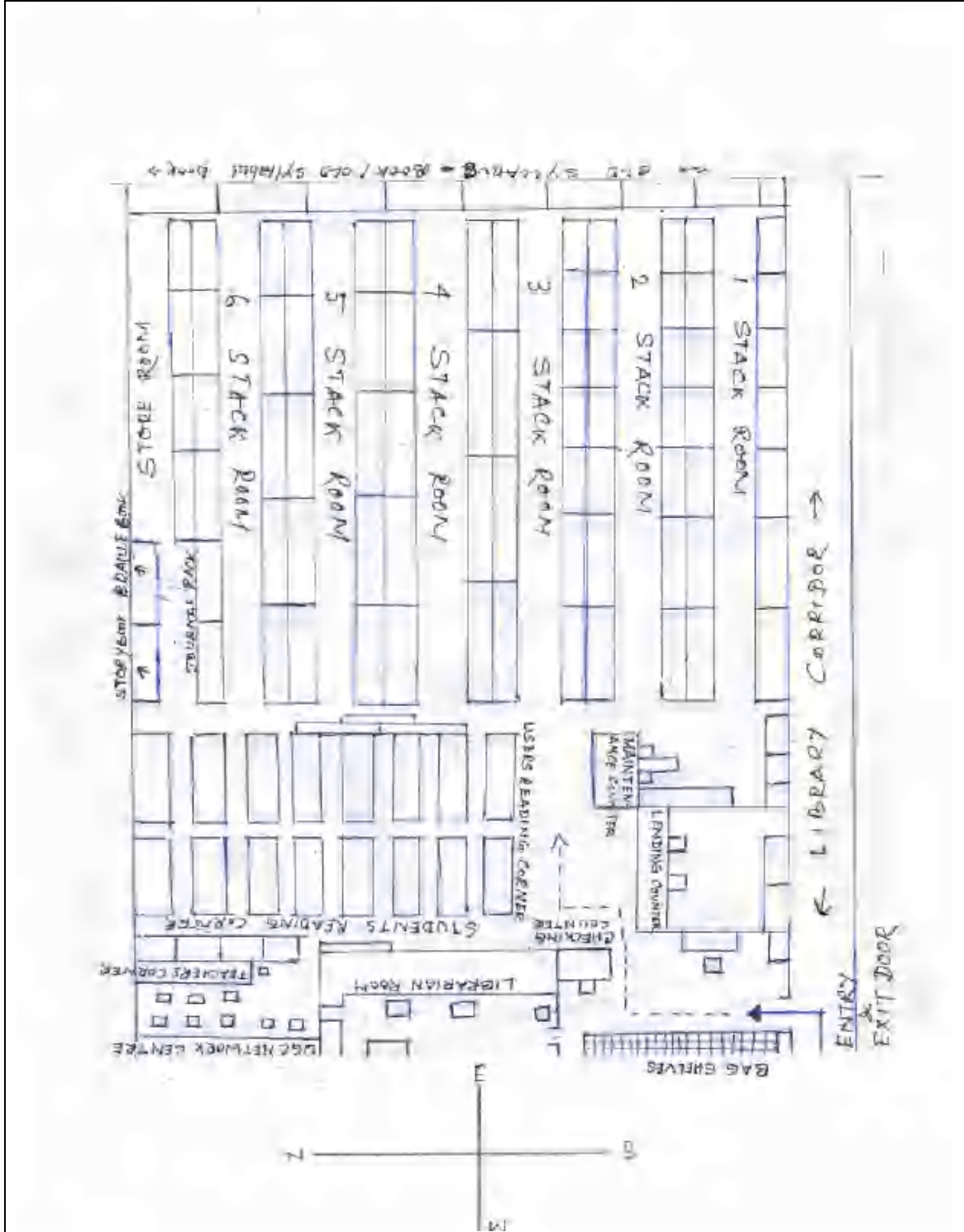
1) The Stack Room of the Library

The book display area of the library comprises half of the total area of the Library, in which the users are allowed to access the books freely i.e. open access.

2) The Reading Room

The Reading Room is one-third of the total area which is divided into the staff section and the students' section. The students' section has a seating capacity of 80(eighty) while that of the the staff section is about 06. The Reading Room has a calm and quiet atmosphere conducive to serious study as well as relaxed reading.

3) The UGC-Network Resource Centre

The *UGC-Network Resource Centre* housed in the Library has five computers out of which four are equipped with internet facility for the use of students and staff. It is an integral part of the reading room of the staff, well suited for reference work on the Internet.

4) Display and Notice Boards

There are two notice boards in the Library, one placed on the right side of the entrance to the Library and the other on the left side of the entrance to the Librarian's chamber. There is also a display almirah for newly procured books and journals.

5) CCTV
The Library has a CCTV with 12 (twelve) cameras for ensuring security.

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

The Library ensures purchase of reading materials by seeking recommendations from the faculty members of all departments. More emphasis is given for procuring books suited to the curriculum based needs of the students. Suggestions from the non-teaching staff members including the Library staff are also considered while purchasing reading materials. All purchases are done by the Librarian from renowned publishers and booksellers.
The amount spent on procuring new books, journals and e-resources during the last four years is given in the following table.

Library holdings	Year -1 (2011-12)		Year – 2 (2012-13)		Year – 3 (2013-14)		Year - 4 (2014-15)	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	811	1,83,247	163	21,353	605	1,31,296	277	82,790
Reference Books	0	0	5	14,000	0	0	24	7,272
Journals/ Periodicals Magazines Career	06 04 04	6,222	07 04 04	7,405	10 04 04	8,135	08 05 05	7,888
e-resources	67,000 2,200	5,000	77,000 3,700	5,000	91,000 5,000	5,000	97,000 6,000	5,000
Any others (Specify) Gifted Books	20	0	44	0	39	0	41	0
Newspapers	07	7,965	07	8,256	07	9,135	07	9,198

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

☐ OPAC : Yes, only for in-house facilities available at present.

☐ Electronic Resource Management package for e-journals : The College library has access to e-journals under the N-List programme of INFLIBNET

☐ Federated searching tools to search articles in multiple databases : This can be done under N-List Programme.

☐ Library Website : The Library does not have a separate website at present.

☐ In-house/remote access to e-publications : Users have in-house as well as remote access to N-list resources.

☐Library automation : Full automation has not been achieved so far.

☐ Total number of computers for public access :06 (six)

□ Total numbers of printers for public access : At present, this facility is available only for members of the faculty.

□ Internet band width/ speed (2mbps 10 mbps 1 gb (GB)): The internet band width speed available in the College Library is 2mbps.

□ Institutional Repository: Institutional repository has been developed for the use of students, faculty members and the staff by using DSPACE open source software covering the following :
1. Calcutta University UG Syllabus
2. Calcutta University Question Papers 2015
3. Reasearch Publications in Journals of the faculty members
4. Government orders and memos issued for the Govt. aided colleges

□ Content management system for e-learning : Not yet available.

□ Participation in Resource sharing networks/consortia (like Inflibnet) : The College Library participates in resource sharing network of the Inflibnet.

4.2.5 Provide details on the following items:

□ Average number of walk-ins   :   30 (Thirty) per day

□ Average number of books issued/returned : 25 (Twenty five) per day

□ Ratio of library books to students enrolled : 11 : 1 (16422 : 1455)

□ Average number of books added during last three years : 358 per year

□ Average number of login to OPAC : 20 (twenty) per day

□ Average number of login to e-resources : 5(five) per day

□ Average number of e-resources downloaded/printed :1394 per year

□ Number of information literacy trainings organized : One College Level Seminar on "Modern Library Management and Services" organized on 20th December 2013 as part of Library Day celebration.

☐ Details of "weeding out" of books and other materials :

Sl.	Books & Journals		Equipments	
No.	Subject	Quantity	Name of equipments	Quantity
1.	Withdrawal before 2000 Kept in store on the 5th floor	335	Canon Printer	1
2.	Kept in store in the library	364	Dot matrix printer(TVS)	1
3.	Bengali	16	Dot matrix printer(EPSON)	1
4.	Political Science	251	Desktop computer	1
5.	Hindi books	34	Only Monitor	1
6.	Education	101		
7.	History	92		
8.	Economics	59		
9.	Zoology	17		
10.	Reference	10		
11.	English	32		
12.	Philosophy	133		
13.	Physics	06		
14.	Mathematics	26		
15.	Chemistry	20		
16.	Commerce	889		
	T O T A L	**2385**		

4.2.6 Give details of the specialized services provided by the library

☐ Manuscripts services : These are not available in the College Library.

☐ Reference services : The reference section is well endowed with books on all courses offered by the institution and remains open to users on all College days throughout the session. The librarian and other library staff assist users in locating reference books according to their needs. The library also has good number of reference tools including encyclopaedia, dictionaries, yearbook, etc.

☐ Reprography service : This service is not yet available in the Library.

☐ ILL (Inter Library Loan Service) : This service has not been available so far.

☐ Information deployment and notification (Information Deployment and Notification)

All information relevant to the library is communicated to users through notices displayed on two notice boards in the library.

☐ Download : Library users can download and save in the computers for public access (in the UGC Network Resource Centre) temporarily and subsequently transfer them to their personal storage devices.

☐ Printing : This facility is presently available to the faculty members only.

☐ Reading list/ Bibliography compilation : The service is available to users on demand only.

☐ In-house/remote access to e-resources : All users have both in-house and remote access to e – resources under the N-List programme of INFLIBNET.

☐ User Orientation and awareness :
The Librarian conducts user orientation and awareness session for each new batch of students at the beginning of the academic session. One class is taken daily at 3.30 P.M. at the time of issuing library cards to newly enrolled students/users.

☐ Assistance in searching Databases : The Librarian assists users in database searching as and when asked for.

☐ INFLIBNET/IUC facilities : The N-List programme of INFLIBNET facilitates access to e-resources for all users of the College library.

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

The Library staff members are always accessible, and are always ready to assist the faculty and students in finding necessary books and study material. They also provide guidance for study material related to different subjects. There is open access system for both staff and students, and the library staff not only help them access books in different parts of the library, but also help the faculty to compile reading lists on the basis of books available in the library.

The staff also prepare bibliography on specific subjects and topics according to the requirements of users. Reading lists are prepared for the students to help them in their preparation for examinations. The library staff also update teachers from time to time about books that are in high demand among the students, so that requisitions for these books may be sent on time.

4.2.8   What are the special facilities offered by the library to the visually / Physically challenged persons ? give details .

Some Braille books are available in the library for visually challenged persons. Special attention is paid by the Library staff to the needs of the visually challenged persons(one teacher and two students as well as one physically challenged student at present) so that they do not face any problem regarding book issue and return and other services in the library. The Librarian personally provides e-delivery services 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?)

Yes, feedback is regularly obtained from students, teachers, and other staff of the college mainly through discussion about library services. The questionnaire used for collecting feedback on various aspects of the College includes questions on library services. Students regularly give their opinion in the demand copy regarding the new book purchase, internet etc. The feedback received is discussed in the Library Advisory Committee, and decisions and resolutions are taken accordingly. Corrective measures are taken to upgrade the library services and make it more user-friendly.

4.3   IT Infrastructure

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

• Number of computers with Configuration (provide actual number with exact configuration of each available system) 60 sixty
• Computers and its peripherals

Sl. No.	Departments	Configuration of the computers					Total active Computers	Printer	Others
		Mother Board	Processor	Hard disk	RAM	No. of computers			
1.	Computer Science	HCL Make	Intel core 2	320 GB	2 GB DDR2	3	7	2 Dot matrix Epson	1 Bsnl Internet connection(NME ICT)
		HCL Make	Intel i3	500 GB	2GB DDR3	5			
		ASVS	AMD Core 2 Duo	500 GB	2GB DDR2	3			
2.	Mathematics	HCL Make	Intel core 2	320 GB	2 GB DDR2	2	8 Including Laptop		1 Bsnl Internet connection(NME ICT)
		HCL Make	Intel i3	500 GB	2GB DDR3	3			
		ASVS	AMD Core 2 Duo	500 GB	2GB DDR2	2			
		HCL make	Intel i3	Laptop 2(Inclusive one of MRP)					
3.	Electronics	HCL Make	2.93 GHz Intel	320 GB	2GB DDR2	1	4 Including Laptop	1 (one) Printer	1 Bsnl Internet connection(NME ICT) linked with 4 computers including Laptop with WiFi facilities
		HCL Make	Intel i3	500 GB	2GB DDR3	1			
	Electronics (MRP Project)	Intel cheap set	Intel i3	1 TB	2GB DDR3	1			
		HCL Make	Intel i3	Laptop (one)		1			
4.	Physics	HCL Make	Intel core 2 Duo	320 GB	2GB DDR2	4	5 including Laptop		1 Bsnl Internet connection (NMEICT)
		HCL Make	Intel i3	500 GB	2GB DDR3	2			
		Laptop (inactive)				1			
5.	Commerce	HCL Make	Core i3-2120 3.3 GHz	500 GB	2 GB	27	29	2 Printers HP 1022 HP 3052	1 Copier(Xerox) Image Runner 2002 N 1 Bsnl Internet connection(NME ICT)
		HCL Make	IC i3 (23507)2.30 G	320 GB	2 GB DDR3	2 Laptop			

6.	Geography	HCL Make	Intel i3	320 GB	2 GB	3		1 HP Laser Jet 1020 plus 1 HP Scanner	1 Bsnl Internet connection NMEICT
		Assemble	Pentium 2.7 GHz	320 GB	2 GB DDR	1	5		
		Assemble	Pentium 4 3GHz	80 GB	1 GB	1			
		HCL make	Core 2 Duo	500 GB	4 GB	1			
7.	Zoology	HCL Make	Intel i3	500 GB	2 GB DDR3	1	1	Printer HP Laser Jet	
8.	Physiology	GIGABYTE	Intel i3	500 GB	4 GB	1	1	0	
9.	Botany	GIGABYTE	Intel i3	500 GB	4 GB	1	1	0	
10.	Computer Centre	HP make	Intel core i3-4170	1 TB	2 GB DDR3	10	10	0	

Other Departments :

Sl. No.	Departments	Configuration of the computer					Total active Computers	Printer	Others
		Mother Board	Processor	Hard disk	RAM	No. of computers			
1.	Library	GIGABYTE	Core i3 2120 3.3 GHz	500 GB	4 GB	2	5	1 HP Laser Jet 1020 plus 1 dot matrix printer (Epson) 1 HP Scanjet 200	CCTV 12 Camera CPPLUS, 2 TB Surveillance Hard Disk Drive 1 Bsnl Internet connection NMEICT linked
		HCL Make	Intel core 2 Duo E7500	320 GB	2 GB	2			
		Intel make	2.93 GHz	40 GB	500 MB	1			

									with 5 computers
2.	UGC Network Resource Centre	HCL Make	Core i3 2120 3.3 GHz	500 GB	2 GB	2	4		1 Bsnl Internet connection NME ICT linked with 4 computers
		ASUS H615-CS	Core i3 2120 3.3	500 GB	2 GB	2			
3.	Principal's Room	GIGABYTE	Intel i3	500 GB	4 GB	1	1	HP Laser Jet 1020 plus	1 Bsnl Internet connection NME ICT
4.	IQAC	HP make	Intel core i3-4170	1 TB	2 GB DDR3	1	1	HP Laserjet 1136 all-in-one	
5.	Office	HCL make	Intel i3	500 GB	2GB DDR3	1	7	1 Dot Matrix (Epson) 1 Big dot matrix (Epson)	
		HCL make	Intel core 2 Duo	320 GB	2 GB DDR2	2			
		HCL make	Intel i3	500 GB	2GB DDR3	1			
		HP make	Intel core i3-4170	1 TB	2 GB DDR3	3			
6.	Accountant's Room	Intel chipset	Intel 3 GHz dual core	500 GB	2 GB	1	2	1 Laser Jet and 1 Canon printer	1 Bsnl Internet connection NME ICT
		Intel	Intel 2 GHz dual core	500 GB	2 GB DDR2	1			

• Computer-student ratio : No. of computers access by the students : No. of Students
75 : 2058 i.e., 1 : 27

• Stand alone facility : Principal's room, IQAC, Office, Accountant's room and Library
Total 15 no. of computers
• LAN facility : This facility is available in the library premises.

• Wifi facility : This facility is available in the library and in the department of Electronics at present..

• Licensed software : The licensed software being used in the College at present are :
(i)   KOHA Open Source Library Management Software,
(ii)   Dspace open source software,
(iii)   Tally ERP 9,
(iv)   Windows, etc.

• Number of nodes/ computers with Internet facility.
At present, there are 10 (Ten) nodes/21 computers with internet facility in the College.

• Any other : The department of Computer Science is equipped with a Hardware Lab also.

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

Internet facility is available throughout the campus, and in many of the computers of the various departments. There is a separate BSNL Internet connection for the UGC Network Resource Centre in the Library for the use of students and 4 four computers linked with it. Another BSNL Internet connection is available in the library for the automation of the library and OPAC & repository search, with five computers linked with it. LAN and WiFi facilities are also available in these five computers. Separate Broadband internet connection (NMEICT) line is there for the Principal's Office, Accounts Section, as well as for the departments of Geography, Physics, Electronics, Mathematics, Computer Science, and Commerce.

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

Over the last five years the IT facilities in the campus have been upgraded, particularly because all links with the state government, the affiliating university, and the UGC have become online. More than half of the computers have been purchased over the last five years. The campus has been Internet-

linked, too, in the last three years. IT infrastructure has been given priority in proposals sent to the UGC and the State Government.

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

The provision made in the annual budget for procurement, upgradation, deployment, and maintenance of computers and their accessories are as follows –

a) 2010-11 – Rs. 90,506 + 1,37,004 = Rs.2,27,510
b) 2011-12 – Rs. 96,788 + 19,300 = Rs.1,16,088
c) 2012-13 – Rs.99,816 + 17,14,389 = Rs. 18,14,205
d) 2013-14 – Rs. 50,978 +

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

The following steps have been taken to facilitate extensive use of ICT resources –

a) The Library has an Internet Centre for the use of students, teachers and staff.
b) A Basic Computer Course was conducted in the college by the Computer Centre at a minimum cost for the general body of students.
c) The departments of Geography, Commerce and Mathematics have specialized software for their use.
d) The Accounts department uses Tally software.
e) The Library runs on specialized software-KOHA, an open source Library Management Software.
f) Student admission has become totally online from 2015.
g) There is both in-campus and off-campus access to e-resources under the N-List programme of INFLIBNET to which the College has subscribed.

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.

After the campus has become Internet-enabled, teaching and learning with e-resources has become more accessible to both teachers and students. Students are encouraged to use the Internet in their self-study hours.
 The Computer course organized by our computer centre for the general body of students at minimum cost has also helped them to make use of latest technology and e-resources as learning aids. Many of these students come from a rural

background, and did not have any computer knowledge before coming to college.

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?

This network has not been availed of till now.

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 institution is 58 years old and as such proper maintenance and upkeep of infrastructure and facilities on the campus involves huge cost which has been a major constraint faced by the institution. Besides, the fact that two colleges are run on the same campus (day college and evening college) puts additional load on the available infrastructure. Proper maintenance of infrastructure requires good co-ordination between the two colleges. The Planning & Development Committee constituted by the Governing Body and the Building Maintenance Committee formed by the Teachers' Council assist the Principal in taking decisions regarding   maintenance of facilities for keeping all facilities in working condition.

a. Building

There are only two multi-storied buildings connected to each other in the college. The Building Committee of the college oversees the maintenance of these buildings. There is also a Building Maintenance Committee formed by the Teachers' Council, which reports on the condition of the buildings, the electrical wiring, the pipe lines, and the cleaning of the buildings from time to time. Accordingly, necessary steps are taken.. The maintenance work has been done from the college fund. Small amounts of funds have also been received by the college from the UGC and the State Govt. for Building Maintenance. In the session 2014-15 the Main building was repaired by the PWD, Govt. of West Bengal for which the College did not have to bear any cost.

b. Furniture
The furniture is repaired as and when required and new furniture is procured whenever necessary. For example, in the year 2014-15 more than **** have been spent for the repairing of old furniture, apart from the cost of purchasing new furniture.

c. Equipment

The responsibility of maintaining equipments is borne mainly by the lab-based departments and by the college office. The technical staff attached to various departments take proper care to ensure that all equipments are kept clean and in working condition. The services of technicians are hired as and when necessary, especially before the commencement of practical examinations. Adequate allocation for purchase and maintenance of equipments is made in the annual budget.   A considerable amount of funds are spent for maintenance of equipments in each academic session.

 2010-11   Rs. 1,29,495
 2011-12   Rs. 1,24,031
 2012-13   Rs. 1,04,398
 2013-14   Rs. 79,375

d. Computers

All the computers in the College are under constant maintenance and upgradation. The technical staff attached to the department of Computer Science is entrusted with the overall responsibility of maintenance of all the computers in the institution. The services of external technicians are requisitioned whenever necessary. Adequate allocation for purchase of new computers and maintenance/ upgradation of existing computers is made in the annual budget every year.

e. Vehicles

The college has no vehicle.

f. Any other

The college has a large football ground which has to be kept free of weeds and unwanted growth such that it is in proper condition for playing football, cricket and other sports and games. The cost involved is shared by the three colleges (Netaji Nagar College, Netaji Nagar Day College, Netaji Nagar College for Women).

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

The following committees work to maintain the infrastructure, facilities and equipment of the college –
a) The Building Committee (constituted by the Governing Body)

b) The Finance Committee (which allots funds for maintenance; constituted by the GB)

c) The Purchase Committee (which oversees the items to be purchased, and ensures that the purchase is made as per norms.

d) The Building Maintenance Committee (constituted by the Teachers' Council, and which assists the Building Committee in identifying the problems in the infrastructure)

e) The various departments, which maintain their infrastructure, and also report on the condition of their equipment.

f) The general awareness created among the staff and students that the campus is for them and that they should make all efforts to keep it in good condition.

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

The laboratory equipments/instruments are usually checked for precision before the commencement of University examinations in each academic session. Besides, there are laboratory attendants for all lab-based departments for the regular maintenance of equipments/instruments.

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

The following methods are used for these aspects –

a) Electricity :

There is an Electrician-cum-Caretaker among the full-time staff of the college, and an electrician among the college payee staff who undertake regular electrical maintenance work. Minor electrical repairs are done as and when needed. A complete overhauling of electrical lines of New Building has been done in 2015 at a total cost of Rs.3,79,745/-

b) Water :

The supply of water from the Kolkata Municipal Corporation is usually adequate for ensuring constant supply of water in the College premises. There is a big reservoir beside the main gate of the college to store Corporation supplied water. A pump of 3HP capacity is used for lifting the water to the overhead reservoirs from where it is supplied to all parts of the two buildings. There is pump man among the full-time staff of the college.

Any other relevant information regarding Infrastructure and Learning Resources which the College would like to include:

The College faces space constraint. The available space and infrastructure is optimally utilised for teaching, learning, research, co-curricular, extra-curricular, extension and administrative activities. Efforts are made to augment and maintain the available infrastructure and learning resources by utilising grants received from the UGC and the state government as well as from internal resources.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1   Student Mentoring and Support

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

Yes, the College publishes its prospectus at the beginning of every academic session with updated information about the institution and it is distributed among the students at the time of admission. The information contained in the prospectus are:

- Location and Working hours
- General Rules and Norms
- Internal Discipline
- Subjects offered
- Facilities available to the students
- Governing Body members
- Infrastructural facilities
- Measures for Improvement of Quality
- Co-curricular and Extra-curricular activities
- Admission and Examination related Regulations of University of Calcutta (CU)
- Details of Faculty members and office staff
- Fee structure for courses offered
- Tentative Academic Schedule
- List of Holidays

The mission of the College is to impart value based education to students hailing from all   sections of the society irrespective of caste, creed and financial status. The institution works through various committees /sub-committees comprising of faculty members, non-teaching staff and student representatives. All departments, sub-committees and the IQAC always keep track of the facilities to be offered to the students as per commitment in the prospectus. Records of academic, co-curricular and extra-curricular activities are maintained with great care and such activities are periodically reviewed. The opinion of parents/guardians as obtained from parent-teacher meetings, student feedback and review of the functions of different committees/sub-committees etc. are seriously taken into consideration by the authority to ensure the commitment and accountability of the institution.

5.1.2   Specify the type, number and amount of institutional scholarships /Free-   ships given to the students during the last four years and whether the   financial aid was available and disbursed on time?

The College makes provision in its annual budget for institutional scholarships/freeships for the underprivileged students on need-cum-merit basis. The selection for such free-ships are solely decided by the college administration after scrutinizing the applications received at the beginning of each academic session. The financial aid is made available and always disbursed to the students on time. The details of such institutional free ships are given below:

College Freeships: 2011-12 to 2014-15

Year	No. of students	Amount (Rs.)
2011-12	294	1,79,745
2012-13	208	1,86,480
2013-14	201	1,72,195
2014-15	239	3,36,610

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

A considerable number of students from SC/ST/OBC category receive Post–Matric Scholarship from the Government in every academic session. The details are given below:

Year	No. of students	Amount (Rs.)
2010-2011	149	4,57,960/-
2011-2012	295	13,55,160/-
2012-2013	346	15,67,150/-
2013-2014	Due to introduction of online system and direct deposit to student's bank A/C, college has no available record of sanctioned amount.	
2014-2015		

A number of students belonging to the minority community receive fellowship in the form of maintenance allowance and course fee from the West Bengal Minority Development & Finance Corporation (WBMDFC) through the college.The details are shown below:

Year	No. of students	Amount (Rs.)	Agency
2010-11	14	22,200/-	WBMDFC
2011-12	29	52,200/	WBMDFC
2012-13	34	1,04,000/-	WBMDFC
2013-14	42	91,000/-	WBMDFC
2014-15	29	1,39,200/-	WBMDFC

In the year 2013, the Govt. of West Bengal introduced a one-time financial assistance of Rs. 25000/- for needy, single girl-child under the 'Kanyashree Prakalpa". From Netaji Nagar Day College college, 10 students, have been selected by the Government of West Bengal for "Kanyashree" stipend out of 67 candidates applied for the same in 2013-14.

5.1.4   What are the specific support services/facilities available for

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

  The college reserves seats at the time of admission for SC/ST/OBC candidates as per existing government rules. Reservation for OBC candidates was introduced in the year 2013 as per circular of Government of West Bengal. Moreover, post- matric fellowships for the said students are also processed and disbursed in time. For economically backward students, the college provides financial assistance in the form of free-ships by waiving their tuition fee and /or laboratory fee. Remedial coaching (UGC funded) is provided to them beyond College hours free of cost. Government service Entry Level Coaching is also made available to these students free of cost with financial assistance received from the UGC.

- Students with physical disabilities

  Seats are kept reserved for physically challenged students as per Government rules at the time of admission. A few physically challenged students take admission in this college. The College authority and faculty members take special care of these students throughout the year. Outside class room teaching concerned teachers arrange special/extra classes for them, whenever necessary. During examinations physically challenged candidates are provided necessary facilities as per University rules. The College library has

some Braille books for visually challenged students.

- Overseas students

  Some students from the neighbouring country of Bangladesh take admission in this College in almost every academic session. The College authority provides them the necessary support in terms of identity verification and other formalities which are now quite stringent as per rules of the Bangladesh High Commission. The overall atmosphere in the College is conducive to make these students feel at ease. The faculty, non-teaching staff and Students' Union extend all cooperation to overseas students.

- Students to participate in various competitions/National and International

  A significant number of students from this college participate in sports and games, and in co-curricular and cultural events at the Inter-College, University and State levels. Several awards have been won by them in such events. The College organizes various sports events, cultural programmes like dancing, singing, drama, quiz, debate etc. where some of the faculty members sincerely train participants for exploring their talent. The details of such events are given in 5.3.1 and 5.3.2. The College bears the expenses necessary for students to participate in internal and external events. Tuition fee concessions are provided to outstanding sportsmen. Sportswear and sports shoes are also provided to players representing the College.

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

  Due to space constraint the college has no health centre yet, but the proposal for a separate room for medical emergency has been tabled recently. The Students' Union room is always provided with arrangements for First-Aid in case of emergency. A health insurance policy of Rs 10,000/- for each student admitted in this college is maintained by the authority with a nominal amount of Rs 10/- per student received at the time of admission. In case of ailment of a student during his/her bonafide studentship, this policy proves helpful. In case of medical emergency of any student, the authority promptly acts to the need of the situation and immediately he/she is taken to the nearest Government hospital. During University examinations, a local medical practitioner is available for dealing with any medical emergency.

- Organizing coaching classes for competitive exams

  The college organizes coaching for its final year and passed out students for Government Service Entry Level Examinations like WBCS, SSC etc. Experts from professional institutes are invited to deliver lectures for this programme. The details are discussed in 5.1.7. The course is funded by the UGC. Students from disadvantaged sections can avail such coaching free of cost while students from General Category have to pay a nominal fee. A Career Counselling & Placement cell functions for providing career guidance to the students regarding various job opportunities. The details are given in 5.1.9.

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

  The majority of students of this college come from schools with Bengali as medium of instruction. Hence they face a language problem during their early stage of pursuing Honours courses particularly in Science subjects. However, concerned teachers render all possible guidance to help them overcome this language problem. The students of Science and Commerce streams are familiar with computer application in accordance with the academic curriculum of University of Calcutta. The College is planning to introduce a computer training course for all students very shortly as a similar course of the Dept. of Science & Technology of the state govt. conducted by the Computer Centre of the College has been discontinued by the said Dept.

- Support for "slow learners"

  The college provides Remedial Coaching for the 'slow learners' who are mainly from underprivileged class, free of cost, although students belonging to general category can attend the classes with nominal course fee. The classes are taken by the in-house faculty members beyond scheduled College hours. Financial support for this course is provided by the UGC. The faculty also makes itself available for slow learners as and when required, beyond all scheduled classes.

- Exposures of students to other institution of higher learning/corporate/business house etc.

  Different departments of the College arrange seminars/workshops during which the presentations by eminent academicians from various disciplines provide exposure to newer ideas of higher learning and motivate the students to opt for higher studies. Except the Department of Commerce which runs regular PG course, the college is mainly an undergraduate institution offering basic subjects of Science and Humanities. Since the courses offered by this institution do not encompass applied fields, provisions for exposure of our students to corporate and business house are limited. Nevertheless, some students participate in various science related programmes (please see 5.3.2) in other institutions every year.

- Publication of student magazines.

  The college publishes a college magazine named "SUSWAN" (Sweet Sound) where students of different departments contribute. The Editorial Board of the magazine comprises of members of the Magazine Sub-committee and a student representative. The College magazine is the ideal media for the students to exhibit their literary and creative talents, featuring poems, short stories, sketches and other items of general interest. Geography department publishes the Wall magazine named "Basundhara" regularly. Zoology department also brings out Wall magazine entitled "The Life".

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

The UG level courses offered by this college are mainly based on basic subjects of science and arts. The only PG course run by this college is M.Com. Consequently developing entrepreneurial skills among the students of this institute are very limited.

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

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

The students of this college are encouraged for their co-curricular and extra-curricular activities through the policies adopted and facilities offered by the institution. Students are actively encouraged and supported by their respective departments to participate in various academic, cultural and co-curricular activities. The Students' Union plays a very active role in promoting student participation in extra-curricular and co-curricular activities. The financial resource needed to organize such activities is provided by the college. Students' participation is ensured by

i. Organizing inter-departmental indoor and outdoor sporting events.
ii. Providing sports equipments to students actively involved in sports.
iii. Providing financial assistance in the form of TA etc to students for participating in different sports activities as well as cultural and academic activities like attending seminars and science exhibitions organised by other institutions.
iv. Organising various cultural activities round the year such as Intra-College competitions in different categories like singing, recitation, dancing, painting etc..

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

A coaching centre funded by the UGC has been formally set up to prepare final

year students for competitive examinations for various Government jobs like WBCS, SSC etc. Eminent experts regularly come to our college for this course as resource persons. Although this course is free for underprivileged students of all streams, general category candidates can also attend the classes by paying a nominal fee. Ex-students of the home institution along with students from other colleges in the locality can take part in these job-oriented courses by paying a nominal fee.

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

- Academic Counseling:
  Academic counseling is provided to the students all through their three year tenure in the college in order to make them familiar with the academic curriculum of the University. Teachers are always available in addition to their allotted classes, for helping the students either individually or in small groups for preparing them for University examinations as well as other competitive examinations. Faculty members pay special attention to the advanced students so that they can pursue higher studies in their field of interest. The College also arranges remedial classes for slow learners in addition to the scheduled classes given in the college time table.

- Personal Counseling:

  Personal counseling is undertaken by teachers as and when required through interaction on one-to-one basis. Teachers regularly interact with individual students to help them to cope with stress or personal problems and provide them support in various forms so that they can continue their studies with confidence.

- Career Counseling:

  The college has a Career Counseling Cell which motivates the students towards pursuing career options of their choice and to offer guidance regarding preparation for competitive job- oriented examinations etc.. For this purpose the cell organizes seminars on career related issues, and makes arrangements for campus interviews. For details, please see 5.1.9.

5.1.9   Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmers).

There exists a Career Counseling and Placement Cell in the college which functions throughout the year for the benefit of students in respect of their employability. The cell is committed to provide students with more and more opportunities for jobs and in this respect this body is constantly trying to communicate with various companies for campus selections.

The Cell has organized several discussion-cum-lecture programmes and a number of seminars in the campus for career guidance. The lectures are delivered mainly by some eminent speakers in their respective field of study.

We would like to mention, here, that five students of our college were selected for jobs in S2C Network Pvt. Ltd. in a campus interview held in 2013.

Sl. No.	Date	Title of the Programme / Placement	No. of students benefitted
01.	31st March, 2012 (Session – I)	Career Counseling and Employability	51
02.	4th April, 2012 (Session – II)		47
03.	January 10 - 11, 2014	Instructional Colloquium on Career Counseling and Job Opportunities	82
04.	3rd February, 2016	Career Awareness on Competitive exams on Railway, SSC and Bank	44

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

Yes, the college has a Grievance Cell. A Grievance Redressal box has been placed at a convenient location for the students to drop their complaints. Students' Union very actively and sincerely take up such instances and immediately bring those complaints to the notice of the authority. Grievances are promptly resolved. No formal complaint has been received till date.

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

A Cell has been constituted to deal with issues pertaining to sexual harassment, if any, according to the Vishakha Guidelines of the Supreme Court. However, no such incident has taken place so far in this institution.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been

reported during the last four years and what action has been taken on these?

The college has an anti-ragging cell and it is clearly stated in the prospectus that any form of ragging within the college premises is strictly prohibited as per UGC guidelines. If any such complaint is lodged, the authority is bound to take necessary steps immediately. However, no such complaint has yet been registered.

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

The following welfare schemes have been made available to the students:

i. Tuitions fee and lab charge concession is provided to the economically less privileged students. The disadvantaged section of students also receive scholarship from the Govt. The details are given in 5.1.3 and 5.1.4
ii. Career guidance is provided to the students graduating from this college.
iii. Govt. Service Entry Level coaching funded by UGC is also provided to the final year and passed out students.
iv. Remedial coaching for slow learners is provided by the college with financial assistance from UGC.
v. The amount collected from students for students' relief fund is promptly disbursed among students facing serious financial crisis in every academic session.

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?

An Alumni Association exists in the college. This Association has not yet reached such maturity as to contribute significantly for institutional development.

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 is yet to make significant progress in tracking students' progression after their graduation from this institution. From the data available, the following trend has been observed:

Student Progression	Percentage (%)				
	2010-11	2011-12	2012-13	2013-14	2014-15
UG to PG	25	27	30	28	30
PG to M. Phil.	Data not available				
PG- Ph.D.	Data not available				
Employment • Campus Selection • Other than Campus selection	Not significant 40% (average)				

5.2.2   Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city / district.

The performance of the students in Honours courses at the University examinations has been good, surpassing the University pass percentage in all years. The course wise (B.A/B.Sc./B.Com.) results for each academic year are presented in the following table.

Year of Examination	Courses	Pass Percentage (University)	Pass Percentage (College)	No. of 1st Class/Division (College)
2011	B.A.(Hons)	85	100.0	Nil
	B.Sc.(Hons)	85	81.7	10
	B.Com.(Hons)	85	98.3	02
	B.A.(Gen)	---	74.1	Nil
	B.Sc.(Gen)	---	91.5	02
	B.Com.(Gen)	---	75.8	Nil
	M.Com.	---	93.9	04
2012	B.A.(Hons)	87	97.4	Nil
	B.Sc.(Hons)	87.3	87.2	13
	B.Com.(Hons)	84.1	97.3	03
	B.A.(Gen)	---	71.9	Nil
	B.Sc.(Gen)	---	81.3	Nil
	B.Com.(Gen)	---	84.4	Nil
	M.Com.	---	93.8	08
2013	B.A.(Hons)	86.6	92.0	Nil
	B.Sc.(Hons)	84.8	86.7	09
	B.Com.(Hons)	75.1	81.2	05
	B.A.(Gen)	---	67.4	Nil
	B.Sc.(Gen)	---	72.1	Nil
	B.Com.(Gen)	---	88.6	Nil
	M.Com.	---	100.0	10
2014	B.A.(Hons)	85	86.2	Nil
	B.Sc.(Hons)	84.8	93.3	08
	B.Com.(Hons)	65.8	79.5	01
	B.A.(Gen)	---	42.5	Nil
	B.Sc.(Gen)	---	68.0	03
	B.Com.(Gen)	---	52.6	Nil
	M.Com.	---	97.6	03
2015	B.A.(Hons)	86.8	98.0	Nil
	B.Sc.(Hons)	80.2	85.5	16
	B.Com.(Hons)	58.2	50.0	01
	B.A.(Gen)	---	63.4	Nil
	B.Sc.(Gen)	---	78.8	02
	B.Com.(Gen)	---	50.9	Nil
	M.Com.		97	07

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

The institution facilitates student progression to higher level of education and / or towards employment through proper guidance by teachers. Teachers provide continuous guidance to the students, so that students perform well in the university examinations and other competitive examinations. The Seminar sub-committee and the departments organize seminars and conferences on current interesting topics of corresponding subject in the college campus. Speakers from renowned institutes deliver lecturers on such occasions and interaction with resource persons provide the students exposure to current topics of research. Some of the advanced students also take part in seminars organized by other institutions. The Career Counseling Cell works to facilitate student progression towards employment offer after completion of the three year undergraduate course as detailed 5.1.9.

Some of the important Workshops/Seminars/Conferences organized by this college in recent years are listed below:

Sl.No	Date	Venue	Title	Organized by
1.	02.03.08	College Campus	Accounting Standard	Dept. of Commerce in association with Indian Accounting association
2.	17.12.08	College Campus	Recent research and hope to prevent stroke	Dept. of Physiology
3.	29.03.10	College Campus	Economic Recession and its impact on Employment scenario in West Bengal	Dept. of Commerce
4.	04.12.10	College Campus	Implementation of B.Com. New Syllabi, University of Calcutta	Dept. of Commerce
5.	23.09.11	Sushil Kar College	Pushing Financial Inclusion: Issues, Challenges and Way Forward	Dept. of Commerce with Sushil Kar College
6.	16.03.12 17.03.12	College Campus	Applied Sciences in Bioinformatics .	Department of Electronics and Department of Physics in association with Applied Physics Department of University of Calcutta
7.	31.03.12	College Campus	Career Counseling and Employability	Career Counseling & Placement Cell
8.	23.02.13 24.02.13	College Campus	33rd Annual National Conference of Bengal Economic Association	Dept. of Commerce with Bengal Economic Association
9.	04.05.13 05.05.13	College Campus	Reviewing the B.Com New Syllabi	Dept. of Commerce
10.	28.06.13	College Campus	Financial Planning for Young Investors	Dept. of Commerce with SEBI

| 11. | 04.01.14 | College Campus | 150th Birth Anniversary SwamiVivekananda | Dept. of Bengali |
| 12. | 10.01.14 11.01.14 | College Campus | Instructional Colloquium on Career Counseling and Job Opportunities | Career Counseling & Placement Cell |

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

The college is committed to bring down the failure and drop-out rate of the students. Special care is taken for students who are at the risk of failure by providing them with special tutorial facilities in addition to regular classes as per time-table of the college. Parent-teacher meetings are held to appraise the parents about their wards' performance and attendance in the college. The college authority provides financial support to those students who are at the risk of discontinuing studies due to poor financial condition. The welfare provisions such as tuition fee concessions also encourage the students to pursue their course of study. Remedial classes held with financial assistance from the UGC have proved to be very helpful for students who are at risk of failure and drop out.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The details of major external sporting events related to participation of students of this college are shown below:

Event	Year	Organised by	Achievement
C.U Inter College Football Tournament	2010-11	Charuchandra College	Qualified for Quarter Final
Kolkata Police Footers Football Tournament – 2011	2011	Kolkata Police	Winners
Kolkata Dist. Non-Govt. College Football & Athletic Meet	2011-12	Charuchandra College	Runners Up in Football & 3rd Prize in Athletic
C.U Inter College Football Tournament	2012-13	University of Calcutta	Qualified for Semi Final
Kolkata Police Friendship Cup College Footer Tournament	2014	Kolkata Police	Winners
C.U Inter College Football Tournament	2014-15	Behala College	Winners
C.U Inter College Football Tournament	2015-16	Behala College	Runners up

C.U Inter College Football Tournament	2015-16	Behala College	Runners up
BRC Inter-College Rowing Championship, 2015	2015	The Bengal Rowing Club	2nd Runners Up
Inter College Football League-2016	2016	EIILM	Winners

The College has organized the following sporting events as per schedule given below:

Year	Event	Date
2011-2012	Inter Class Football Tournament	2nd & 3rd August 2011
	Inter Class Cricket Tournament	22nd & 23rd September 2011
	Inter Class Table Tennis Tournament	11th & 12th August 2011
	Inter Class Carom Tournament	11th & 12th August 2011
	Inter class Chess Competition	11th & 12th August 2011
	Annual Sports	2nd & 3rd December 2011
2012-13	Inter Class Football Tournament	28th & 29th August 2012
	Inter Class Cricket Tournament	12th & 13th October 2012
	Inter Class Table Tennis Tournament	3rd & 4th August 2012
	Inter Class Carom Tournament	3rd & 4th August 2012
	Inter class Chess Competition	3rd & 4th August 2012
	Annual Sports	6th & 7th December 2012
2013-14	Inter Class Football Tournament	20th & 21st August 2013
	Inter Class Cricket Tournament	7th, 8th & 11th November 2013
	Inter Class Table Tennis Tournament	5th, 7th & 8th August 2013
	Inter Class Carom Tournament	5th, 7th & 8th August 2013
	Inter class Chess Competition	5th, 7th & 8th August 2013

	Annual Sports	5th & 6th December 2013
2014-15	Inter Class Football Tournament	30th August & 1st Sept 2014
	Inter Class Cricket Tournament	5th, 7th & 8th November 2014
	Inter Class Table Tennis Tournament	27th & 29th August 2014
	Inter Class Carom Tournament	27th & 29th August 2014
	Inter class Chess Competition	27th & 29th August 2014
	Annual Sports	23rd & 24th December 2014
2015-16	Inter Class Football Tournament	2nd, 3rd & 4th September 2015
	Inter Class Cricket Tournament	26th, 27th & 28th November 2015
	Inter Class Table Tennis Tournament	19th, 20th & 21st August 2015
	Inter Class Carom Tournament	19th, 20th & 21st August 2015
	Inter class Chess Competition	19th, 20th & 21st August 2015
	Annual Sports	21st & 22nd December 2015

Cultural activities are continuously encouraged among students by organizing various programmes like singing, dancing, drama etc. on the occasions of Rabindra Jayanti, Birthday celebration of Swami Vivekananda, Gandhi Jayanti, Basanta Utsav, Matri Bhasha Diwas, Freshers' Welcome, Farewell of superannuating staff etc. Students participating in these programmes rehearse under the guidance of teaching/ non-teaching staff members of this institution.

The college also celebrates the following every year with enthusiastic participation of students and staff:

- Netaji's Birthday on 23rd January
- Foundation Day of University of Calcutta on 24th January
- Republic Day on 26th January
- Independence Day on 15th August
- College Foundation Day on 25th September
- Gandhiji's Birthday on 2nd October

The dates on which such events were held during the last five years is given below:

Programmes	2010 -11	2011–12	2012–13	2013–14	2014–15
Freshers' welcome	02.09.11	14.09.2012	13.09.13	05.09.14	05.10.15
College Social		21.11.11			22.12.14
Saraswati Puja	08.02.11	28.01.12	15.02.13	04.02.14	24.01.15
Matri Bhasha Diwas	21.02.11	21.02.12	21.02.13	21.02.14	21.02.15
Rabindra Jayanti	07.05.11	08.05.12	08.05.13	08.05.14	08.05.15

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

Students of the college, on a regular basis, participate in co-curricular, extra-curricular and cultural activities at different levels. Teachers of concerned departments also help the participating students in preparing for such events. A number of students have left impressive marks on such occasions. The records of their recent achievements are given below:

Name of student	Date	Activity	Event & organized by	Remarks
Aditya Mukherjee	15.10.15	Quiz Competition	Inter-college Quiz on Mathematics organized by Gokhale Memorial Girls' College,Kolkata	Winner of 2nd Prize
Subham Santra	15.10.15	Quiz Competition	Inter-college Quiz on Mathematics organized by Gokhale Memorial Girls' College,Kolkata	Winner of 2nd Prize
Siddhartha Paul	08.07.15 to 12.07.15	Workshop	Workshop on angasuddhi & aangik abhinaya conducted by Sh. Suman Saha at Gurukul	Participated
Debashmita Poddar &	01.09.14 02.09.14	Poster Competition	Kolkata District Student-Youth Science Fair 2014 organized by	Participated

Somasree Ghosh			Youth Services Department, Government of West Bengal held at BITM, Kolkata	
Debashmita Poddar & Susmi Dey	15.09.14	Seminar on "e-Learning and Educational Technologies"	Presented a paper on "Green Learning" organized by Dept. of Computer Science held at Vidyasagar College , Kolkata	Presentation
Silpasree Chakraborty	17.02.14	State Volleyball Championship	21st Junior State Volleyball Championship held at Malda, West Bengal	Team secured 2nd Place
Silpasree Chakraborty	03.01.14 to 05.01.14	Volleyball Championship	Inter District Women Volleyball Championship 2014 held at PurbaMedinipur, West Bengal	Team secured 3rd Place
Aritro Chakraborty	22.07.13	Talent award	Recipient of Shrutinandan Talent Award , Rabindra Sadan	Winner
Arpan Chowdhury	10.01.12	Youth Parliament	District Level Youth Parliament Competition for the Year 2011-12 held at Moulana Azad College, Kolkata	Team secured 2nd position
Priyadarshini Bhattacharya	10.01.12	Youth Parliament	District Level Youth Parliament Competition for the Year 2011-12 held at Moulana Azad College, Kolkata	Best Prime Minister
Subhajit Saha	29.09.12	Chitra Bhushan Final	Chitra Bhushan Final on Fine Arts (Painting) from Pracheen Kala Kendra , Chandigarh	Passed in 1st division
Arpan Chowdhury	10.01.11	Youth Parliament	District Level Youth Parliament Competition for the Year 2010-11 held at Moulana Azad College	Participated
Sandip Das	10.01.11	Youth Parliament	District Level Youth Parliament Competition for the Year 2010-11 held at Moulana Azad College	Best Secretary
Kalyan Som	10.01.11	Youth Parliament	District Level Youth Parliament Competition for the Year 2010-11 held at Moulana Azad College	Best Marshal

5.3.3 How does the college seek and use data and feedback front its graduates and employers, to improve the performance and quality of the institutional provisions?

Feedback forms are filled up by the students for obtaining their responses to institutional provisions and the teaching faculty separately. Structured questionnaires are used for this purpose. Student feedback is obtained on a ten – point scale. Such feedback is analyzed by the IQAC and appropriate measures are undertaken for improvement.

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 previous four academic sessions.

In the year 2012, the College magazine named *"SUSWAN"* (Sweet Sound) contained 28 contributions from the students out of a total of 44 contributions.
In the year 2014, there were 17 contributions from the students out of a total of 32 contributions in *"SUSWAN"*.
The College in association with Netaji Nagar Day College Computer Center also publishes two journals, *"COMSOMATH" and "International Journal of Information and Computing Science".* The details are given under Criterion-III.

The department of Geography brings out a wall magazine entitled *"BASUNDHARA"* every year which gives vent to the writing skill of students.

The department of Zoology publishes a wall magazine entitled "The Life". Different forms of life are covered in this issue from simple organism Daphnia to complex organism like Parrot Fish. Social awareness is another part of this small effort as the articles throw light on topics like Test Tube baby or Skin Cancer.

The Career Counseling Cell also published a booklet containing information about higher studies in different subjects as well as about job opportunities in govt. and private sectors.

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

Yes, the college has a Students' Union which is formed in compliance with the Calcutta University First Statutes 1979. The Students Union is an elected body comprising of student representatives elected through democratic election procedures every year. Class representatives are elected by students of the corresponding classes who cast their votes through secret ballot. The General Secretary is selected by the elected class representatives by consensus.

Throughout the year the Students' Union cooperates with the college

administration for running the institution smoothly. The Union is actively involved in organizing sports events, cultural programmes and outreach activities like Blood donation camps etc.

The fund for Students' Union is collected from the students under appropriate head during admission. A separate bank account is maintained for the same with the President and the General Secretary of the Students' Union as the signatories. On special occasion the Students' Union obtains sponsorship for its activities.

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

The General Secretary of Students' Union and other student representatives are members of various academic and administrative bodies such as the Governing Body, Academic Sub-Committee, Sports and Welfare Sub-Committee, Magazine Sub-Committee , Cultural Sub-Committee etc.

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

The College maintains contact with alumni and former faculty mainly through initiatives taken by the departments. The Alumni Association has not yet attained maturity. Nevertheless it extends a helping hand for establishing contacts with passed out students and former faculty as far as possible.

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

The College has been following the policy of widening the access to higher education for students from diverse socio-economic and educational background. As a result the institution has a significant   section of students hailing from the

disadvantaged strata of society. The College has been making efforts to strengthen the student support systems within its available resources. The students excel in sports and games and are also involved in wide ranging extension activity through the NSS units of the College. Their academic performance is also satisfactory as the institutional pass percentage in University examinations has surpassed the overall pass percentage of the University in almost all years.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

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

The vision and mission of Netaji Nagar Day College are as follows:

Vision:

To be a leading College in Kolkata, providing a well-resourced strongly academic, holistic education to boys and girls in such a way that it will create an environment, "Where the mind is without fear, the head is held high and knowledge is free".

Mission:

i) To offer equal opportunity of access to all.
ii) A differentiated approach to teaching that encourages all students to participate fully in the process of learning.
iii) To encourage and motivate students to achieve their full potential whilst recognizing and commenting their efforts, achievements and success.
iv) To provide a safe and caring environment that will promote close relations between the three sections of the academic community - Students, Teachers and Non-teaching employees.
v) To provide a value based system of education such that students will participate in all co-curricular activities which will improve their health and mind and also encourage them to participate in welfare activities having 'Community Orientation'.

The College has grown out of the passion for higher education among the local people who settled in this area after being displaced from their original roots in erstwhile East Pakistan. Hence the commitment to provide maximum access to students from diverse socio-economic background while ensuring that economic condition does not become a barrier for those really aspiring for higher education. The institution endeavours to fulfil its role in society by striving for the empowerment of youth by imparting education that will not only nurture skills essential for employment but also inculcate values as responsible citizens.

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

The topmost tier of management is the Governing Body of the College constituted according to Statute 93 of the University of Calcutta. The Governing Body has a democratic structure comprising of an elected President, Secretary (Principal), two representatives from University of Calcutta, two representatives from the Government of West Bengal, the local Councillor, four teacher representatives, two representatives from non-teaching staff and one student representative. Meetings of the Governing Body are held at regular intervals and all policy decisions on academic/administrative matters are made therein. The Principal as the academic and administrative head of the institution implements the policy decisions in consultation with the faculty and staff by holding meetings of concerned sub-committees and delegating responsibilities.

6.1.3   What is the involvement of the leadership in ensuring :

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

    Policy decisions and action plans are formulated by the Governing Body keeping in view the need to fulfill the stated mission. Tuition fee concessions are granted to the economically less privileged students. Financial resources are provided by the College for all student activities- co-curricular and extra-curricular. The Principal as the head of the non-teaching employees in all activities in order to promote close relations between these three groups of primary stakeholders.

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

    All operations are allocated to the various sub-committees consisting of teaching, non-teaching and student members with each sub-committee headed by a Convener. The sub-committees hold meetings before undertaking various activities. Such meetings are chaired by the Principal whose guidance ensures proper co-ordination of all operations for the implementation of the institutional strategic plan.

- Interaction with stakeholders

    The Principal as the academic and administrative head of the institution interacts regularly with the teaching, non-teaching staff and students through formal meetings as well as informally. These three groups of primary stakeholders feel free to approach the institutional head on all matters,

institutional and personal. The parents/guardians can also meet the Principal on all working days if they so desire.

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

    Prior to the formulation of policy and planning, the actual needs of the institution are identified by the leadership through consultations with teaching and non-teaching staff and student representatives. The opinion of parents/guardians as revealed during parent-teacher meetings is also taken into consideration.

- Reinforcing the culture of excellence

    The leadership provides constant encouragement and sanctions financial resources necessary for organizing co-curricular and extracurricular activities for ensuring all round development of students. Remedial coaching and Govt. Service Entry-level Coaching are held by utilizing funds received from the UGC for providing additional support to students for better performance in academic and professional pursuits. Efforts for academic excellence have been successful to some extent as a number of students secure first class marks in University examinations every year in various disciplines. The College has to its credit University topper in B.Sc. Geography Honours in the year 2014.

- Champion organizational change
Organizational changes for betterment are brought about through resolutions adopted unanimously in the Governing Body meetings. Proposals for changes are initiated in the meetings of the Teachers' Council, Academic Sub-Committee or Finance Sub-Committee. Meetings are held with concerned sub-committees before implementing such changes.

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?

To ensure effective implementation of policies and plans framed in the meetings of the Governing Body, the status of such policy/plan is reviewed during confirmation of resolutions in the subsequent meetings. All aspects related to implementation of policies/plans are reported to the Governing Body by the Principal. Similarly, the decisions made in the Governing Body arecommunicated to the teaching and non-teaching staff by the Principal through meetings of the various sub-committees and of the Teachers' Council.

The IQAC also plays an important role in monitoring and evaluating the implementation of policies and plans for improvement.

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

The meetings of the Academic Sub-Committee comprising of all heads of departments are chaired by the Principal and the resolutions adopted therein are placed before the Governing Body for approval. The Principal is directly involved in all academic activities and supervises the preparation of time table, allotment of classes to faculty, holding of internal and University examinations, evaluation of answer scripts, etc. The faculty is encouraged by the leadership's liberal policy of granting permission and leave required to participate in faculty upgradation programmes for academic improvement.

6.1.6   How does the college groom leadership at various levels?

The teaching and non-teaching staff and student representatives as members of various sub-committees are given responsibilities for different activities of the institution. Such delegation of authority and participative management is very effective for grooming leadership quality at various levels. The elected student representative in the Governing Body gets the opportunity to participate in the institutional decision making process. The Students' Union as a whole is given the responsibility to organize various programmes like the Annual Sports, cultural events, felicitations, extension activities such as Blood Donation Camp, etc. This helps to nurture leadership quality among the office bearers and members of the Students' Union. The students in general are groomed in leadership through their participation in organizing departmental seminars, preparing Wall magazines, field study and excursions, etc.

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

The College office, Library, Departments, NSS unit, and the Students' Union are the different units of the institution, all of which are provided operational autonomy. For running the Office, authority is delegated to the Head Assistant who allocates work to the Group C and Group D employees. The Librarian is entrusted with the responsibility of running the Library with the help of Library staff. The Heads of Departments are in charge of their individual departments and take decisions in consultation with the concerned faculty. The two NSS units are each run by a Programme Officer. The Students' Union works through an elected General Secretary and other Office Bearers. Though authority is delegated to the different units of the institution, the Principal maintains close contact with all the units to ensure co-ordination between them for the sake of good governance.

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

Yes, the College promotes a culture of participative management at various levels. At the topmost level is the Governing Body in which external members as representatives of the University, State Govt., the local authority, and internal members as representatives of the teaching, non-teaching staff and students participate in the management of the institution.

The teachers as members of the Teachers' Council, a statutory body, participate in discussions related to various institutional aspects and adopt resolutions which are subsequently placed before the Governing Body for approval. The teaching and non-teaching staff and students participate in the management of the institution through the working of different sub-committees of which they are members.

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 is committed to a gradual process of quality enhancement though all that is desired cannot be achieved in the short run due to several constraints. The Governing Body as the policy making authority formulates policies in tune with the vision and mission of the College. Such policies are implemented through the statutory bodies such as the Teachers' Council, Finance Sub-Committee, etc. as well as through various sub-committees constituted by the Teachers' Council, under the overall guidance and supervision of the Principal. Review of policy and its implementation is entrusted to the Internal Quality Assurance Cell which makes recommendations to the Governing Body.

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

The College has been planning to construct a new building on the land owned jointly with Netaji Nagar College as the space constraint has been the major hindrance for development. To this effect resolutions have been adopted in Co-ordination Committee meeting (Joint Committee of the two Colleges) on 14.05.2015.

6.2.3   Describe the internal organizational structure and decision making processes.

The internal organizational structure is as specified for affiliated Colleges under Statute 93 of the University of Calcutta. This structure is democratic and ensures participative management at various levels. The highest decision making

authority is the Governing Body of the College comprising of an elected President, Secretary (Principal), two representatives from University of Calcutta, two representatives from the Government of West Bengal, the local Councillor, four teacher representatives, two representatives from non-teaching staff and one student representative. The Principal as the academic and administrative head takes decisions (other than policy related matters) in consultation with the Teachers' Council, Academic Sub- Committee, elected students' representative on academic issues and student affairs. All financial matters are discussed in the Finance Sub-Committee meetings. The purchase related matters are dealt with by the Purchase Sub-Committee after being recommended by the Finance Sub-Committee.

The Principal is assisted in the day-to –day administration also by the Head Assistant who allocates work to Group C and Group D employees and supervises the same. The College Library is run by the Librarian with the help of Library Clerk and Library Peon.
 A schematic diagram showing the organizational structure of the institution is given below .

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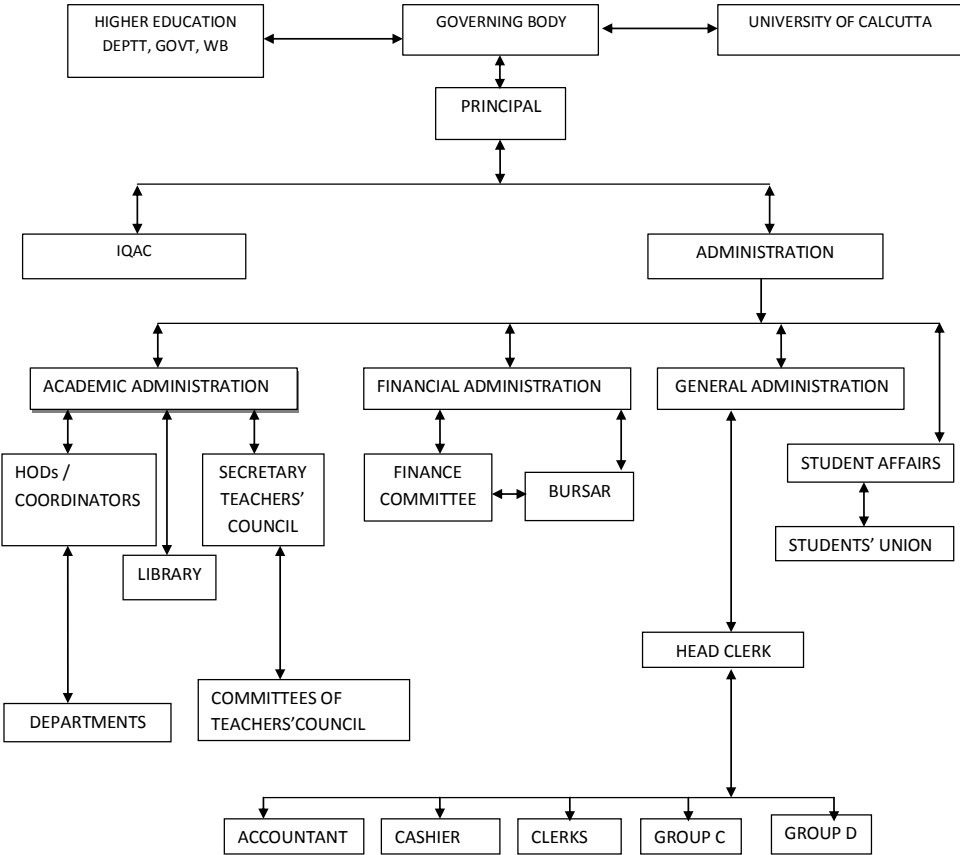
6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

The quality improvement strategies of the institution are as follows:

• Teaching & Learning

i) Appointment of guest faculty to fill up vacant posts temporarily till permanent faculty is appointed on the recommendation of the West Bengal College Service Commission.
ii) Departmental seminars and invited lectures by experts.
iii) Remedial classes in addition to classes scheduled in the time table
iv) Faculty up gradation through participation in Refresher/Orientation programmes, seminars, workshops,etc.

• Research & Development

i) Encouragement to faculty to undertake active research for doctoral degree post doctoral achievement or Minor Research Projects.
ii) Enhancement of qualification of teachers through M.Phil, Ph.D programmes

• Community engagement

i) Extension activities undertaken through the two NSS units reaching out to the less privileged children in the neighbourhood slum
ii) Blood Donation Camp organised every year in association with M.R. Bangur Hospital, with more than 100 student volunteers donating blood.

• Human resource management

i) Optimal utilization of available human resources is sought to be achieved as all staff members actively participate in various institutional activities as members of different sub-committees.
ii) Students are encouraged to participate in co-curricular and extra-curricular activities such that their talents may be groomed along with their curricular development.

Industry interaction

The scope for such interaction has not been adequately explored till now.

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 activities of the College are reviewed through discussions in the Governing Body meetings held regularly. The decisions taken therein are implemented by the Principal and subsequently reported in the next meeting during confirmation of proceedings. Any information or clarification sought by the members of the Governing Body are immediately furnished by the Principal. The minutes of every Governing Body meeting are circulated to the members along with the notice for the next meeting.

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

As mentioned in 6.1.8, the College encourages participative management. All teaching and non-teaching staff are involved in various institutional activities in addition to their assigned duties, as members of various sub-committees. Proper motivation and encouragement from the leadership serves to create an atmosphere   where all staff members are free to share their opinion about improving the   effectiveness and efficiency of the institutional processes.

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

During 2014 – 15, twelve meetings of the Governing Body have been held. The important resolutions adopted (other than routine matters) in these meetings are given below:

The Governing Body in its meeting held on 06.09.2014 resolved that –

- As Dr. Pinaki Ranjan Roy, Principal, would retire on 31.10.2014, Teacher In-Charge so appointed be remain In-Charge of the College until the appointment of next Principal.
- Sri Sukumar Saha, Assistant Professor in Economics, be appointed Bursar of the College.
- Action taken by the Principal of the College in appointing Sri Probhas Mondal in the substantive post of Assistant Professor of Political Science as per recommendation of the College Service Commission No.470/CU/Recom/CSC/14 dated 22.07.2014 and also allowing Sri Probhas Mondal to join on 06.08.2014 at 10.30 am in the substantive post of Assistant Professor of Political Science, be approved.
- Rs.12,000/- be paid as Festival Advance and Puja Exgratia to willing Whole Time Teachers and Non-Teaching staff under Govt. Pay Packet, P.T.T., C.W.T.T., G.L.I., Assistant Librarian and College Payee Non-teaching Staff.
  Noted the considered opinion of the Academic Sub-Committee as per the request of the Governing Body regarding selection and appointment of five Teaching members to the IQAC of the college. Resolved that the five members

from teaching be included as member of the IQAC – a) Smt. Malabi Chakraborty, b) Dr. Anjana Guha Thakurta, c) Dr. Suhas Basu, d) Dr. Santanu Ganguly, e) Dr. Sucharita Mitra (Sarkar).

- Principal be requested to explore the possibility for installation of centralized filtration of water for drinking purpose.
- Principal be requested to make an arrangement for cycle stand with a security guard in the second campus of the college.

The Governing Body in its emergent meeting held on 30.10.2014 resolved that –
- Dr. Anjana Guha Thakurta be appointed as Teacher–in–Charge of the College w.e.f. 01.11.2014 subject to approval by D.P.I. after the retirement of Dr. Pinaki Ranjan Roy from the post of Principal on 31.10.2014 and be confirmed.

The Governing Body in its meeting held on 07.11.2014 resolved that –
- The operation of all Bank Accounts of the College, henceforth be operated under the signatures of Dr. Anjana Guha Thakurta, Teacher-in-Charge/Secretary and Prof. Syamal Chakrabarti, President, Governing Body or Mrityunjoy Chakraborty, Member of the Governing Body.

The Governing Body in its meeting held on 27.11.2014 resolved that –
- Teacher-in-Charge be requested to take all necessary measures to reconstitute the next G.B. (which was constituted on 04.02.2011 and the next G.B. be reconstituted within 03.02.2015 i.e. expiry of 04 years) within stipulated period as per statute no.- 93 & 94.
- The Academic Sub-Committee be requested to prepare a detailed report after analyzing the facts responsible for poor performance of the students in last University Examination (2014) and to submit the report in the next G.B. meeting.
- The applications be made to Higher Education Department, Govt. of West Bengal under prescribed proforma for creation of new posts in the subjects of Chemistry- 4th post, Computer Science- 2nd post, Botany- 3rd post, Zoology- 2nd post, Physiology- 2nd post, Electronics- 2nd post, Education- 2nd post, Philosophy- 2nd post, History- 3rd post, Geography- 2nd post, Bengali- 5th post, English- 4th post as per relevant Govt. order.

The Governing Body in its meeting held on 15.12.2014 resolved that –
- i) The purchase of four (4) Godrej Almirahs [01 for office, 01 for Geography Department, 01 for Bengali Department & 01 for Commerce Department] are approved provided the required space to keep them are available.

  ii) An appeal would be made to Indian Oil Corporation for proper checking & maintenance of the gas pipeline of the Chemistry department of the college.

iii)   On basis of verbal report and verbal prayer of Prof. Pranjal Chakrabarty, Head of the Department of Commerce an amount of Rs.25,000/- (Rupees twenty five thousand only) be approved for advance by the college to Dept. of Commerce to publish the proceeding of the UGC sponsored two days Annual National Conference of the Bengal Economic Association organized by the Dept. of Commerce, NNDC on 23rd & 24th February, 2013 as per UGC requirement with ISBN No. The said amount (Rs.25,000/-) would be adjusted if the claimed amount of Rs.38,000/- is received from the end of the UGC.

- A Committee for Selecting the Guest Lecturers in different Departments will be formed as:-
i)   Principal/Teacher-in-Charge
ii)   One External Expert of subject (other than College) of designation Professor or Associate Professor rank. In case of HOD other than that department then another External Expert of same designation should be included
iii)   HOD,
iv)   One External GB member (C.U. Nominee)
- For formation of an Online Admission system a Committee has been formed including the following members:-
i)   Prof. Pranjal Chakrabarti
ii)   Dr. Sucharita Mitra (Sarkar) [Convener]
iii)   Dr. Sujoy Poddar
iv)   Prof. Debdulal Chatterjee
v)   Prof. Malobika Chakraborty

The Governing Body in its meeting held on 14.01.2015 resolved that –
- Dr. Suhas Basu and Prof. Malabi Chakraborty be appointed as Chief Election Officer and Assistant Election Officer respectively for conducting Students' Union Election – 2015.
- Action taken by the Teacher-in-Charge of the College in appointing Dr. Krishna Gangopadhyay in the substantive post of Assistant Professor of Zoology against the vacancy no. 33 (RP) as per recommendation of the College Service Commission No. 954/CU/Recom/CSC/14 dated 24.12.2014 at a pay of Rs.15,600/- in the pay band of Rs.15,600/- - 39,100/- with A. G. P. of Rs.6,000/- be approved.

The Teacher-in-Charge of the College be requested to submit all necessary papers to the Directorate of Public Instruction, Higher Education,

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Government of West Bengal for the pay fixation of Dr. Krishna Gangopadhyay.

- The service of 17 Part-time Teachers (PTT) whose approval were accorded by G.O. No. 518 Edn (CS) dated 30.06.2011 be renewed w.e.f. 01.04.2015 for 1 year (Academic Session 2015-2016) considering their sincere and satisfactory performance.

- The service of 09 Contractual Whole Time Teachers (CWTT) whose approval were accorded by G.O. No. 450 Edn (CS) dated 03.07.2012 be renewed w.e.f. 01.04.2015 for 1 year (Academic Session 2015-2016) considering their sincere and satisfactory performance.

- An additional pay of Rs.1,000/- (Rupees one thousand only) p.m. be paid to the College Payee Non-Teaching Staff w.e.f. January, 2015 on the basis of the recommendation of the Governing Body.
  A committee should be made to review the pay structure of the College Payee Non-Teaching Staff and their pay should be increased on a rational basis every year.

The Governing Body in its meeting held on 20.03.2015 resolved that –

- Action taken by the Teacher-in-Charge of the College in appointing Dr. Ujjwal Kumar Pahari in the substantive post of Assistant Professor of Mathematics against the vacancy no. 30 (RP) as per recommendation of the College Service Commission No. 1051/CU/Recom/CSC/15 dated 16.01.2015 at a pay of Rs.15,600/- in the pay band of Rs.15,600/- - 39,100/- with A. G. P. of Rs.6,000/- be approved.
  The General Secretary of the Students' Union proposed the following :

- a) The General Secretary of Students' Union of the college raised the problems of staff inadequacy in office and it was resolved that the mater should be looked into.
  b) It was proposed that security guards should be kept in college gate and a cycle stand for students with adequate security measures should be arranged.
  It was proposed that a canteen should be set up in the colleges with the consent of the co-ordination committee of three colleges' viz. Netaji Nagar College, Netaji Nagar Day College and Netaji Nagar College for Women. If necessary, an emergent Co-ordination Committee meeting should be convened for this matter.
  c) Resolved that Excursions of Botany and Zoology Department which were postponed due to certain reasons should be arranged immediately.
  d) Proposed that a Generator should immediately be procured for Netaji Nagar Day College.

- According to the agenda of IQAC which was referred to GB, it was resolved that a computer and an almirah will be provided to IQAC at earliest for utilization of the fund regarding this purpose.
  It was also noted and considered the applications of the following candidates who have submitted their applications according to CAS proforma for the promotion of Assistant Professor from Stage-I to Stage-II with AGP Rs.7,000/-.

The names of the candidates are as follows:
a) Satarupa Sarkar, b) Sukumar Saha, c) Asit Kumar Kar, d) Ishita Nag,
e) Sucharita Mitra (Sarkar), f) Sujoy Poddar, g) Barnali Dutta.

The Governing Body in its meeting held on 24.04.2015 resolved that –

- Noted and considered the letter No.-9/DPI/RH/IC-316L/2014 dated 02.02.2015 of DPI to Sri Ratan Prakash Harijan, regarding his permanency of service.
  Resolved that Teacher-in-Charge be requested to send all necessary papers to the Directorate of Public Instruction, Higher Education, Government of West Bengal for the Pay Fixation of Sri Ratan Prakash Harijan w.e.f. 23.07.2014.
  Further resolved that Teacher-in-Charge be requested to issue an appointment letter to Sri Ratan Prakash Harijan in the post of Sweeper.

- The prayer of Dr. Anjana Guha Thakurta, Teacher-in-Charge of the college, to the President for not considering her name for renewal of Teacher-in-Chargeship from 1st May, 2015 due to her ill health was accepted. The TIC was directed by the Governing Body to convene a single point agenda meeting of the GB within the month of April for appointment of new Teacher-in-Charge. The TIC was requested to talk to the senior teachers regarding this appointment and try to find a suitable new TIC. It was also resolved that the teachers who declined offer of becoming TIC on 30th October, 2014, should also be offered the option this time.

The Governing Body in its emergent meeting held on 29.04.2015 resolved that –

- Due to unwillingness of Dr. Anjana Guha Thakurta to continue her duties as Teacher-in-Charge from 1st May, 2015 due to her ill health, her resignation was accepted by the Governing Body w.e.f. 30.04.2015. As per decision of the Governing Body, Dr. Pranjal Chakrabarti is appointed as Teacher–in–Charge of the College w.e.f. 1st May, 2015, be confirmed.

The Governing Body in its meeting held on 13.05.2015 **re**solved that –

- The operation of all Bank Accounts of the College henceforth be operated under the signatures of Pranjal Chakrabarti, Teacher-in-Charge/Secretary and Prof. Syamal Chakrabarti, President, Governing Body or Mrityunjoy Chakraborty, Member of the Governing Body.

- Sri Kartik Chandra Kundu be appointed as Convener, Purchase Committee in place of Sri Pranjal Chakrabarti for the time being.
  Dr. Sucharita Mitra be appointed as Convener of Finance Committee in place of Sri Pranjal Chakrabarti for the time being.

The Governing Body in its meeting held on 28.05.2015 resolved that –

- Resolved that PWD authorities be contacted immediately for thorough repairing of the roof, boundary walls and parafits of the main building of the college and

for this purpose necessary help from State Government may be sought for. Also the drainage and drinking water system both the college are to be repaired on immediately. The entire task is to be undertaken as in war footing situation.

The Governing Body in its **meeting held on 15.06.2015** resolved that –

- As directed by the G.B. on approaching the DPI (C S) section, the TIC has been informed on 20/05/15 that the proposal involving the financial assistance has been scraped due to the absence of Building Committee resolution of the college.
  Teacher-in-Charge has been further directed by the DPI (CS) to re-apply for the same with estimate from PWD for building repair.
  Resolved that PWD authorities be conducted immediately for repair for New Building DPR from them to be realized and after full filling the formalities the fresh proposal to the DPI (CS) to be submitted.
- Resolved that Teacher-in-Charge write a letter to the Executive Engineer/ Assistant Engineer (Equivalent) (Boro-10) of Calcutta Municipal Corporation, Prince Anwar Shah Road, Kolkata, or Executive Engineer/ Assistant Engineer of PWD Govt. Of West Bengal to act as a Member of Planning, Development and Building Committee of the college.

All decisions of the Governing Body are implemented speedily.

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?

The provision for granting autonomy to an affiliated institution exists within the rules of the affiliating University. However, the College is not considering this possibility at present.

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?

Grievances/complaints if any are promptly attended to and resolved through direct involvement of the Head of the institution. Senior teachers and the Head Assistant are always available to deal with any such situation and to assist the Principal in resolving effectively any grievance/complaint. The elected General Secretary of the students also takes care to bring to the notice of the management any genuine problem faced   by the students such that the same

can be solved before it turns into a serious grievance.

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 case has been filed by or against the institution till date.

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?

The student feedback on various aspects of the institution is analyzed by the IQAC at the end of each academic session. The College has been making efforts to provide the facilities which have been asked for by the majority of students.

6.3   Faculty Empowerment Strategies

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

All efforts are made to enhance the professional development of staff members. The faculty is encouraged to participate in UGC sponsored Refresher/ Orientation programmes which enable them to be acquainted with the most recent developments in their respective disciplines. Provision is made in the institutional budget for the   departments   to   organize seminars/workshops/invited lectures in every session.   Computer   training programmes have been organized for the teaching and non-teaching staff. The Librarian has participated in programmes on Library management and automation with the use of latest technology. In all such cases, the institution has followed a liberal policy of granting permission and leave required by the staff to   participate in professional development programmes.

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?

Faculty empowerment is sought to be achieved by ensuring faculty participation in Orientation and Refresher Courses offered by Academic Staff Colleges of different Universities as well as in seminars, workshops, conferences, summer schools and other short term training programmes.

The policy of participative management involving all employees in the various

activities of the institution through their membership of different sub-committees, serves as a motivating force. The College functions through various sub-committees   comprising of teaching and non-teaching staff members and also student representatives. Collective responsibility assigned to all members of a sub-committee to execute the task allotted to it under the leadership of a Convener is the basic strategy adopted by the institution to ensure effective functioning.

6.3.3   Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The performance appraisal of the teaching staff is based on self-appraisal and student feedback. Self-appraisal is done through a structured format prescribed by the state government in conformity to the UGC stipulated PBAS containing questions on   curricular, co-curricular, extra-curricular as well as on research activities. Student feedback is obtained on a ten-point scale through a structured questionnaire covering various aspects of teaching.

The self-appraisal filled up by individual teachers is reviewed in detail especially at the time of their applying for promotion to the next higher scale of pay when the annual self appraisal forms have to be placed before the Screening Committee duly authenticated by the IQAC Coordinator and the Principal.

6.3.4   What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The Principal reviews the performance appraisal reports of the faculty and communicates deficiencies if any to individual teachers suggesting improvement measures. Good performance by the faculty is also acknowledged by the management. Non-teaching staff are also subject to performance appraisal though informally. Their sincerity and dedication in institutional work assigned to them is appreciated by the management. Lapses, if any, are pointed out immediately to the concerned staff and explanation is sought to prevent recurrence of any negligence in duty.

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?

i)   An Employees' Cooperative Credit Society known as Netaji Nagar College Employees' Co-operative Credit Society Ltd., established on 27.01.1977, serves the teaching and non-teaching staff who are members by providing financial loan , financial assistance in case of major illness, etc. The College has not only granted   permission for this Body to function but has also allotted a room within the premises.

ii)   The College subscribes to the ESI scheme for the non-teaching staff on College pay.

iii)   A Staff Benefit Fund for the non-teaching staff on College pay is maintained where an employee deposits a minimum of 10% of salary with a matching contribution by the College. Employees can avail of financial loan from this

Fund   in case of need.

6.3.6   What are the measures taken by the Institution for attracting and retaining eminent faculty?

Appointment of permanent faculty having requisite UGC qualification and recommended by the West Bengal College Service Commission serves to ensure that the best candidates are appointed. Temporary faculty is also recruited through proper advertisements in newspapers and after being selected by a duly constituted selection   committee. This enables the institution to attract well qualified faculty. The institution makes all efforts to retain competent faculty by providing infrastructural support needed for teaching and research activities. The library is well endowed with books and journals on all subjects offered by the institution. The faculty is provided individual access to e-resources through the N-List programme of INFLIBNET to which the College subscribes regularly. The management is very supportive and encouraging so far as granting permission and leave to faculty is concerned for participation in various faculty development programmes.

6.4   Financial Management and Resource Mobilization

6.4.1   What is the institutional mechanism to monitor effective and efficient use of available financial resources?

All steps are taken to ensure that the institutional mechanism to monitor effective and efficient use of available financial resources is foolproof and transparent. The following process is maintained in the managing of financial

resources for purchases above Rs. 30,000/- (thirty thousand) of non-recurring items :

1. Purchase Requisitions are submitted by Departments/Committees/Library/individuals duly signed by respective Departmental Head/Convener/Librarian and the Principal to the Accounts department.
2. Approval by Finance Sub-Committee.
3. Approval by Purchase Sub-Committee.
4. Approval by the Principal / Governing Body.

After approval of the requisitions, Notice Inviting Tender is displayed on the Notice Board for local suppliers/vendors as well as displayed on the college website. For purchases involving large amounts, tender notice is also published in a widely circulated newspaper. Quotations are opened and verified by the Purchase Committee and comparison table prepared on the basis of the prices quoted. Finally orders are placed with the company which has quoted the least price.

In case of equipments or furniture, purchases from branded company or Manufacturer like Godrej, Raj & Raj, HP, HCL, etc., the Purchase Committee advises to give order directly based on single quotation only.

All bank accounts have dual signatories – the Principal and the President/Approved Member of the Governing Body, and no cheque can be issued without the knowledge of the authorized signatories. At the end of the year a full audit of all accounts is undertaken by a Government-recommended Auditor. If there are any objections or recommendations from the Auditor, steps are taken for compliance at the earliest.

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

Internal Audit : The College has its own internal audit mechanism operated by the Internal Auditor who is assisted by the Accounts section of the College Office. The internal mechanism for passing bills and making payments is strict and foolproof. All the financial decisions are taken by the Finance Sub- Committee and finally approved by the Governing Body to ensure strict financial discipline.

External Audit : The external audit is conducted every year by the Government appointed statutory auditor nominated by the Government of West Bengal. The Accountant with the help of internal auditor prepares the accounts and places them first before the Bursar for approval, and then places them before the Finance Committee. The recommendations of the Finance Committee are then

placed before the Governing Body by the Principal/Secretary of the Governing Body. It is then placed for audit. Annual audit has been completed till the financial year 2013-14.
There is no major audit objection.

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.

a) The major sources of institutional receipts / funding are –
i. Grant received from the UGC
ii. Grant received from the State Government.
iii. Fees paid by the students.

b) The audited Income-Expenditure statements for the financial years 2011-12, 2012-13 and 2013-14 are given as Annexure. Till date there is no deficit.

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

The institution receives its major funds from the UGC and the State Government, apart from fees paid by students. However, all efforts are made to secure additional funding from different sources. For example, proposals are submitted for the MPLAD or MLALAD grants for specific needs. There is no guarantee that these will be obtained, but lump-sum amounts have been received in the past for various developmental activities like construction of Computer Centre building. Whenever these funds are received, they are properly utilized and the Utilization Certificates are submitted within the due date.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)
a. Has the institution established an Internal Quality Assurance Cell (IQAC)?. If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

An Internal Quality Assurance Cell (IQAC) was formally established in the College in March 2011. The College is committed to quality assurance in teaching-learning, in sports and games, in financial management, and in overall governance. Well qualified faculty is appointed as per UGC norms on the recommendation of the West Bengal College Service Commission. Vacancy in teaching post if any is filled up immediately through the appointment of

temporary faculty possessing requisite qualification on College pay, till the recruitment of permanent faculty is completed. Remedial classes are held for slow learners. Students excel in sports and games as evident from the prizes won in inter-college tournaments every year. Financial discipline is maintained. Though student fees are kept at a minimum level in comparison to other undergraduate colleges, there is no deficit till date and the audited income-expenditure statement shows a surplus. The Governing Body as the highest policy decision making authority is always responsive to the specific institutional needs. Meeting of the Governing Body is held at regular intervals and all decisions are taken democratically ensuring good governance.

b. How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?

The IQAC after thorough scrutiny recommends to the Governing Body the names of faculty who fulfil the Government stipulated criteria for promotion to the next higher scale of pay through the Career Advancement Scheme (CAS). The Governing Body then approves the IQAC decision and accordingly the affiliating University and the Higher Education department, Govt. of West Bengal are approached for recommending the name/names of subject expert and govt. nominee for the Screening/Selection Committee for CAS of concerned faculty.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details of its operalisation .

The institution has its own framework for ensuring quality of the academic and administrative activities. This framework comprises of the Governing Body at the apex, the IQAC, the Academic Sub-Committee, Teachers' Council and various sub-committees. Academic and administrative activities are undertaken by different sub-committees and subsequently reviewed by the IQAC/Teachers' Council/Academic Sub-Committee and finally by the Governing Body.

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 College so far has not felt the need to provide special training to the staff for the implementation of the Quality assurance procedures. Effective functioning of the institution within the guidelines prescribed by the University of Calcutta and by the Education Directorate of the state govt., bears testimony

to the fact that the College staff at all levels has the ability and experience to implement the Quality assurance procedures.

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?

Academic audit by the University of Calcutta had been undertaken in 2007 after NAAC accreditation (1st cycle). The same will be held in 2016.

External review of the academic provisions has earned the institution the 10th rank among the best Commerce colleges of the city in 2008 and again in 2011 as published in India Today.

Appropriate improvement measures will be initiated after Academic Audit is conducted by the University of Calcutta in 2016 and the report is received by the College.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The College strives to maintain internal quality assurance mechanisms within the guidelines set by the NAAC. Sustained efforts are made towards (i) effective delivery of the University stipulated curriculum, (ii) learner centric teaching and learning (iii) Encouragement to the faculty for active research and widening extension activities (iv) infrastructural upgradation (v) strengthening the student support system (vi)good governance through democratic and participatory management (vii) innovative and best practices, as far as possible within the available resources and subject to the constraints faced.

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

The teaching learning process is continuously reviewed through the following bodies:
i)   All important decisions regarding teaching learning are taken through the Academic Sub-Committee comprising of heads of all departments. Performance of students in internal examinations is reviewed in its meetings. Recommendations of Academic Sub-Committee are placed before the Governing Body for approval.
ii) The teaching learning process is also discussed in the meetings of the Teachers' Council since it is a statutory body comprising of all faculty holding substantive posts.

iii) The students' feedback on individual teacher is also an important mechanism for review of the teaching learning process.

iv) Discussion with parents during parent-teacher meetings is also an effective means of reviewing the teaching learning process.

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

The internal and external stakeholders are aware of the quality assurance policies and mechanisms as the outcomes are manifested in all institutional activities throughout the year-academic, co-curricular, extra-curricular and extension programmes. The College prospectus and the institutional website contains detailed information relating to the functioning of the institution and the quality assurance policies and mechanisms are in-built into it.

Any other relevant information regarding Governance, Leadership and Management which the College would like to include.

Netaji Nagar Day College born out of the trifurcation of Netaji Nagar College in 1986 is governed according to Statute 93 of the University of Calcutta First Statutes 1979, by a Governing Body which has a democratic structure with representatives from the major groups of stakeholders and from the University of Calcutta and the State government . The College functions through a number of sub-committees constituted by the Governing Body and/or by the Teachers' Council, under the overall leadership of the Principal. Democratic and decentralised governance is practised and strict financial discipline is observed. A culture of participative management is encouraged.

CRITERIA VII – INNOVATIONS AND BEST PRACTICES

7.1. Environmental Consciousness

7.1.1. Does the institute conduct a Green Audit of its campus and facilities?

The College has not yet conducted a comprehensive green audit. However energy audit has been done internally as a first step towards green audit. Electricity charges constitute a major component of the recurring expenses of the institution. The energy audit undertaken has revealed that energy consumption can be curtailed significantly through conservation measures.

7.1.2. What are the initiatives taken by the college to make the campus eco-friendly?

Some of the initiatives taken to make the campus eco-friendly are stated below:

Energy Conservation:

a)   The employees and students are advised to use natural light as far as possible and to turn off the switches of lights, fans etc. whenever not in use.
b)   Copper chokes in tube lights are converted to electronic chokes, which consume less energy.
c)   Installation of air – conditioner is avoided
d)   Incandescent lights are gradually being replaced by energy saving CFL lights.
e)   LCD monitors are being purchased to reduce the electricity consumption.
f)   Electrical wiring has been changed with new wiring to eliminate chances of power leakage.
g)   Wooden panel of windows are being gradually replaced by glass panels to utilise the natural light.

Use of renewable energy:

The college is exploring the possibility of installing Solar Grid Panel on the rooftop to harness solar energy. For this purpose West Bengal Renewable Energy Development Agency (WBREDA) has been approached. Awareness programmes on use of renewable energy are scheduled to be organized in the College in association with   WBREDA.

Water Harvesting:

The college has future plans for rain water harvesting.

Check dam construction:

There is no scope for check dam construction.

Efforts for Carbon Neutrality:

i. Trees have been planted on the land owned by the College in the neighbourhood for the proposed second campus.

ii. A large number of students and significant number of staff come to the College on foot or on bicycles, thereby avoiding CO_2 emission from vehicles.

iii. Awareness regarding CO_2 emission and carbon neutrality is sought to be enhanced through seminar/ workshop organised in the College.

Plantation:
Please refer to (i) above

Hazardous Waste Management:
The college does not generate any hazardous waste. The wastes generated in the laboratories are disposed off in the proper way to avoid environmental pollution.

e-waste management:
Computers, printers and other ICT equipments which become unrepairable are disposed off through vendors for recycling, with the objective of reducing volume of e-waste.

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.

Some of the innovations introduced during recent years which have contributed positively in effective functioning of the College are stated below:

a) For greater effectiveness of the Library as a learning resource, initiatives for Library automation have been undertaken. Library management software WINISIS was initially installed which has been subsequently replaced by the more user-friendly KOHA. To ensure access to e-resources, the College has subscribed to the N-List programme of INFLIBNET. All members of the faculty have been provided individual password under this programme and can access e-resources both in-campus and off-campus.

b) The major infrastructural upgradation achieved in recent years are the installation of CCTV in the Library for enhanced security, establishment of IT lab for the Department of Commerce, new electrical wiring for one building, procurement of new computers for departments, library and office, establishment of a common IT lab for use by all departments, purchase of new equipments for Science laboratories, installation of COSA for accounts.

c) Encouragement to faculty to undertake active research has culminated in receipt of Ph.D degree by four (04) members of the faculty, submission of Final Report of UGC funded Minor Research Project by four (04) members of the faculty, sanction by UGC of Minor Research Project to two (02)

faculty members, award of Post-Doctoral fellowship in University of Oxford to a faculty member by the Department of Bio-Technology, Govt. of India. The liberal policy of the institution to grant leave to faculty for participating in various faculty upgradation programmes has ensured the participation of faculty in Orientation programmes, Refresher courses, Summer schools, Seminars/ Conferences/ Workshops etc. in national and foreign Universities. The Librarian has also participated in HRD programme and staff training programme conducted by university and other institutions.

d) The student feedback system has been strengthened by obtaining student feedback through uniform questionnaire provided to students of all departments and also by providing a separate questionnaire on institutional provisions in addition to that on individual teacher.

e) The student support mechanism has been strengthened by providing
   i) Tuition fee and lab charge concessions to increasing number of students belonging to economically disadvantaged section of the society, in every academic session;
   ii) Remedial coaching to slow learners belonging to SC/ST/OBC/Minority, free of cost and the same to slow learners belonging to General category on payment of a nominal fee under relevant UGC scheme;
   iii) Govt. service Entry-level Coaching (by utilizing UGC grant) for final year and passed out students belonging to SC/ST/OBC/Minority, free of cost and the same to students belonging to General category on payment of a nominal fee;
   iv) Tuition fee and lab charge concessions as well as sportswear and sports shoes to students who excel in sports and games.

f) As part of Institutional Social Responsibility, various extension activities and outreach programmes have been undertaken through the NSS units of the College with the active involvement of the Students' Union. Through these programmes students become aware of their role in society as responsible citizens. In this respect, special mention may be made of (i) the annual Blood Donation camp organized every year since 2012, with the help of M.R. Bangur Hospital wherein more than one hundred donors (mainly students), donate blood; and (ii) the week long special NSS camp held in the neighbouring Khanpur slum every year, especially for the less privileged children living therein.

g) Initiatives have been undertaken to create environmental consciousness among the staff and students through the Science & Nature Club. One very successful endeavour of the Club is the Science Exhibition- "Save the Earth-Save our Planet- Protect the Environment" held in 2015, with the spontaneous participation of students especially from the Science departments. As a first

step towards Green audit, energy audit has been initiated as an internal endeavour and it will help to identify wasteful consumption of energy and to implement energy conservation measures.

7.3   Best Practices

7.3.1   Elaborate on any two best practices in the given format at page no.98, which have contributed to the achievement of the institutional objectives and/or contributed to the quality improvement of the core activities of the College.

Two best practices which have contributed to the achievement of the institutional objectives and/or contributed to the quality improvement of the core activities of the College are as follows:

1) Widening the access to higher education for economically weaker section of the society.
2) Noteworthy participation of students in sports and games and in extension activity.

The two best practices are presented in the prescribed format below.

Best Practice No. 1

❖   Title of the Practice:
Widening the access to higher education for disadvantaged section of the society
❖   Goal
To ensure access to higher education for the students belonging to SC/ST/OBC/Minority community, other economically weaker section and for women
❖   The Context:
In order to fulfill the vision and mission of the founders who desired to establish a seat of higher learning within the reach of the hapless people displaced from their roots in erstwhile East Pakistan, the College has been following a policy of offering maximum access so that students belonging to disadvantaged section of the society can also get the opportunity of higher education.

❖   The Practice:

i.   The College strictly adheres to the reservation policy of the Government for admission of students to different courses of study offered.

ii. Remedial coaching for slow learners from SC/ST/OBC/Minority community is provided free of cost, by utilizing UGC grant.

iii. Govt. service Entry Level Coaching is also provided free of cost to final year and passed out students belonging to SC/ST/OBC/Minority community under the UGC funded scheme.

iv. Tuition fee and lab charge concession is provided to a significant number of students from economically weaker section of the society in every academic session. The fee collected from all students under Students' Relief Fund is also promptly disbursed to those students who face severe financial crisis.

❖ Evidence of success:

The large number of students belonging to disadvantaged groups taking admission in various courses offered by this institution bears evidence of the success of the policy and practice of this institution to widen the access to higher education. The following table shows the number of students from reserved category and the number of women across all courses offered by this College:

Year	SC		ST		OBC		General	
	Male	Female	Male	Female	Male	Female	Male	Female
2009-10	115	41	1	0	1	0	569	409
2010-11	94	46	2	3	1	0	584	338
2011-12	98	185	1	29	0	0	489	80
2012-13	115	53	7	2	26	16	519	306
2013-14	126	57	1	1	0	0	514	222
2014-15	125	52	3	0	29	26	472	254
2015-16	92	37	0	5	30	22	462	259
Total	**765**	**905**	**15**	**40**	**87**	**64**	**3609**	**1868**

❖ Problems Encountered and Resources required:

The number of students belonging to economically disadvantaged section of the society taking admission in this College is quite large. Moreover, the policy of the institution to keep all fees at minimum level and also provide tuition fee concession to needy students involves a huge financial burden. This burden is felt all the more because, the institution is compelled to function with a large number of teachers (guest faculty) and non-teaching staff on College pay, due to lack of sufficient number of sanctioned teaching / non-teaching posts and also due to sanctioned posts lying vacant for years.

For sustainability, this practice requires that the College should at least receive a continuous flow of financial assistance from the U.G.C. for the Remedial Coaching Scheme for slow learners as well as for the Govt. Service Entry level Coaching Scheme. Financial assistance for infrastructural development from the U.G.C. and the State Government also becomes a necessity as college fees are kept at a minimum level.

Best Practice No. 2

❖ Title of the Practice

Noteworthy participation of students in sports and games and extension activity.

❖ Goal:

To fulfill the mission of the College to provide a system of education in which students can participate wholeheartedly in extra-curricular and co-curricular activities to enrich their health and mind and also undertake welfare activities having 'community orientation'.

❖ The Context:

Students, many of whom are from disadvantaged section of the society, have various inherent potential and capability in the field of performing arts, sports and games etc. Under active institutional encouragement, such potential can be groomed to maturity and may well become professional pursuits in course of time. Besides, the importance of sports and games for a healthy body and healthy mind cannot be denied especially for the youth.

The College is aware of the Institutional Social Responsibility and seeks to ensure students' awareness and commitment to the needs of the less privileged in the neighbourhood.

❖ The Practice

Students' participation in sports and games is actively encouraged by the institution. Outstanding sportsmen are given preference for admission to the courses offered by the College. Tuition fee and lab charge concession is made available to the students who excel in sports and games. Sportswear and sports shoes are provided to the players of the college team. The College football team, cricket team, rowing team participate in Inter-College tournaments and have shown outstanding performances. Several students successfully participate in athletics in the West Bengal Inter-College State Athletic Meet every year. Extension activities are undertaken through the NSS units of the College. Such activities are varied in nature ranging from spreading awareness against 'Drug Abuse', 'Illicit Trafficking', 'Voters' Awareness campaign, to planting trees, special camp adopted slum in neighbouring Khanpur area, Blood Donation camp etc.

❖ Evidence of success:

Emerging as champions in Inter-College football tournaments has been a tradition for the College. The cricket team has also emerged as semi-finalist or quarter-finalist in most years. The Rowing team is recently doing very well and emerged as 2nd Runners up in the BRC Inter-College Rowing Championship, 2015. Athletes from the College have also won medals at the State and District level competitions.

The wide range of extension activities successfully undertaken over the years by the College through the NSS units is ample evidence of success of such institutional endeavour. The NSS volunteers from the College have been awarded Best Male Volunteer and Best Female Volunteer in 2010-11 and 2011-12 and as Best Female Volunteer in 2012-13. The Programme Officers of NSS units of the College have also won awards as Best Programme Officer in 2009-10 and again in 2012-13.

❖ Problems Encountered and Resources required:

Funds for NSS activity are not always received on time from the University. As student fees are kept at a minimum level, the institution does not have ample resources to undertake extension activity on large scale from internal resources. The (1+1+1) system of University examinations leaves very little time for sports and games as well as for extension activity within an academic session.

Evaluative Report of the Departments

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

2. Year of Establishment : 1967

3. Names of Programmes/Courses offered (UG, PG, .Phil.,Ph.D.,Integrated Masters; Integrated Ph.D.,etc.):   UG

4.   Name of Interdisciplinary course and the departments/units involved: N.A.

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

6. Participation of the department in the courses offered by other departments: N.A.

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

8. Details of courses/programmes discontinued(if any)with reasons: N.A.

9. Number of Teaching posts

	Sanctioned	Filled
Professors	N.A.	N.A.
Associate Professors	02	02
Asst. Professors	01	01
Guest Lecturer	-	02

10. Faculty profile with name, qualifications, 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
Anjana Guha Thakurata	M .Phil. ; Ph.D.	Associate Professor	Modern Bengali Literature	26	N.A.
Sarbananda Chowdhury	Ph.D.	Associate Professor	Purano Bangla Gaan (Ancient Bengali Song Literature)	17	01
Satarupa Sarkar	Ph.D.	Assistant Professor	Modern Bengali Prose	10	N.A.
Joyabrata Dey	M.A	Guest Lecturer		1	N.A.
Somanjan Mondal	M.A	Guest Lecturer		1	N.A.

11. List of senior visiting faculty: N.A.

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

    27% by temporary faculty

13. Student-Teacher Ratio(programme wise):

UG	Total no. of Students	Student – Teacher Ratio
1st year (H)	115	29:1
2nd year (H)	96	24:1
3rd year (H)	48	12:1

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

15. Qualifications of teaching faculty with D Sc/D.Litt/Ph.D/MPhil/PG.
 Ph.D – 03   P.G. – 02

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

17. Departmental projects funded by DST-FIST;UGC, DBT, ICSSR,etc. and total grants received: Dr. Sarbananda Chowdhury has undertaken a project entitled Bols & Rhythms of Vivekananda, in 2014, funded by the Ramakrishna Mission Institute of Culture.

18. Research Centre/facility recognized by the University: N.A.

19. Publications: Please see 3.4.3

    ∗ a) Publication per faculty:

    ∗ Number of papers published in peer reviewed journals (national/ International l) by faculty and students: Please see 3.4.3

    ∗ Number of publications listed in International Database (For Eg:Web of Science, Scopus, Humanities International Complete, are database-International Social Sciences Directory, EBSCO host, etc.)

    ∗   Monographs
    ∗   Chapter in Books provided 20
    ∗   Books Edited
    ∗   Books with ISBN/ISSN numbers with details of publishers provided
         10
    ∗   Citation Index provided in
    ∗   SNIP

    ∗   SJR

    ∗   Impact factor

    ∗   h-index

20. Areas of consultancy and income generated:
    Dr. Sarbananda Chowdhury has undertaken consultancy in the field of Little Magazine, Film, animation Industry and at the Centre for Studies in Social Sciences. Details given under 3.5.4

21. Faculty as members in

    a) National committees
    b) International Committees
    c) Editorial Boards…. N.A.

22. Student projects

    a) Percentage of students who have done in-house projects including interdepartmental/programme:
        25% Students of this department participated in the science exhibition held in October, 2015.

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

23. Awards/Recognitions received by faculty and students: Nabin Sen Memorial Lecture (J.U) delivered by Dr. Sarbananda Chowdhury

24. List of eminent academicians and scientists/visitors to the department.
    The list of eminent academicians who gave lectures: Sankha Ghosh, Alokranjan Dasgupta, Utpol Basu, Sudhir Chakroborty, Alok Roy, Jyoti bhusan Chaki, Joydeb Basu, Swami shastragyananda, Dr. Debanjon Sengupta, Tarun Goswami, Tapan Roy Choudhury, Amlan Dasgupta, Chittotosh Mukherjee, Ujjol Majumder, Asit Kumar Bandhyopadhya, Manjula Basu, Dr. Gopa Dutta Bhoumik
    Affiliations mentioned in 3.1.8

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

    a) National : N.A.

    b) International: N.A.

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG (2009-2010.)	316	76	24	52	79%
UG(2010-2011)	310	71	22	49	98%
UG (2011-2012.)	312	108	47	61	96%
UG(2012-2013)	322	70	26	44	71%
UG(2013-2014)	318	64	13	51	65%
UG(2014-2015)	298	58	16	42	55%

*M=Male *F=Female

27.   Diversity of Students N.A.

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

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

       Data not available with the Department.

29.   Student progression

Student progression	Against % enrolled
UG to PG	50% (2014-2015)
PG to M.Phil.	Data not available

PG to Ph.D.	Data not available
Ph.D.to Post-Doctoral	Data not available
Employed •Campus selection •Other than campus recruitment	NIL Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

   a) Library: The Central Library is well stocked with books on the U.G.
   Curriculum .

   b) Internet facilities for Staff & Students: Such facility is available in the UGC
   Network Resource Centre in the Central Library as well as in the
   Common I.T.   Lab for all departments.

   c) Class rooms with ICT facility: Such facility is commonly shared with other
   departments
   d) Laboratories: Not Applicable

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

No. of students receiving Financial Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	15 9000/-		30 149400/-
2012-13	04 1725/-		28 140450/-
2013-14	05 2775/-	02 5100/-	-
2014-15	03. 1650/-	01 4800/-	-

32. Details of student enrichment programmes (special lectures/workshops/ Seminar) with external experts**.**

   Departmental Seminars held
   1) Bangla Choto Golpo – Rabindranath & Rabindra Uttar Yug.(15th march, 2010)
   2) Swamijir Janma Sardha Satabarsha. (4th January, 2014)
   3) Bibhutibhushan Bandhopadhay: Nana Chokhe(29th march 2016)

33. Teaching methods adopted to improve student learning:
   Chalk and talk method is mainly followed. Remedial classes are taken for the improvement of student learning.

34. Participation in Institutional Social Responsibility (ISR)and Extension activities:
   Students participate in Extension activities through the NSS unit of the college. Dr. Sarbananda Chowdhury participated as spokes person in Kolkata Doordarshan election programme.

35. SWOC analysis of the department and Future plans

   Strength - Since inception the Department has had well qualified teachers (mostly having Ph.D and many publications)and students , who actively participate in curricular and co-curricular activities. Dr. Kanti Bhusan Gupta, Prof. Ranen Bhattacharya, Dr. Riddhi Dasgupta, and Dr. Balai Chandra Halder were some of the eminent teachers who enriched the Department. Various seminars and excursions are organized to enable the students to enlarge their sphere of knowledge in literature and the rich legacy of Bengali Literature. Many of the students progress for PG course and subsequently to M.Phil, Ph.D and have joined the teaching profession.

   Weakness- The main weakness is space constraint. For which a seminar Library could not be arranged in the department.

   Opportunity- The Department tries its level best to improve the quality of learning of its students. Department organized educational tour and seminar also.

   Challenges – The challenges faced by the department are insufficient space and consequently lack of modern infrastructure.

1.   Name of the department   -   **Botany** .

2.   Year of Establishment   -   1987 .

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.,
      Integrated Masters; Integrated Ph.D., etc.)   - UG (Honours & General) .

4.   Names of Interdisciplinary courses and the departments/units involved   -

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

6.   Participation of the department in the courses offered by other departments:
      Botany is offered as an elective subject for B.Sc (General) Course along with
      Zoology and   Physiology.

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

8.   Details of courses/programmes discontinued (if any) with reasons N/A

9.   Number of Teaching posts

	Sanctioned	**Filled**
Professors	-	-
Associate Professors	-	-
Asst. Professors	2	-

N.B. The dept at present is served by 03 Govt. approved Part Time Teachers,03
Guest Lecturers,01 Graduate Lab Instructor and 01 College payee staff.

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
Sonali Pradhan (Pal)	M.Sc	Govt approved Part Time Teacher	Mycology and Plant Pathology	15+	N/A
Debarati Nag Roy	M.Sc, Ph.D	Govt approved Part Time Teacher	Cell Biology, Molecular Genetics and Plant Tissue Culture	12+	N/A
Rowshanara Khatun	M.Sc	Govt approved Part Time Teacher	Plant Physiology, Biochemistry and Molecular Biology	6+	N/A
Bidyut Biswas	M.Sc, Ph.D	Guest Lecturer(Ex Reader of RKM V.C.College)	Cytogenetics, Taxonomy, Tissue Culture	4+	N/A
Suparna Laha	M.Sc	Guest Lecturer	Plant Physiology, Biochemistry	2+	N/A

11. List of senior visiting faculty-   NIL

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty- 30%

13. Student -Teacher Ratio (programme wise) – 1:5

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled- Sanctioned – 02 ; Filled - 03

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.-
    Ph.D – 02,   P.G - 03

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received- NIL

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

18. Research Centre /facility recognized by the University-   NIL

19. Publications: 01

   ∗   a) Publication per faculty

   ∗   Number of papers published in peer reviewed journals (national / international) by faculty and students –

Name of the Faculty	Name of the Journal	Title of the Paper
Dr. Debarati Nag Roy	International Journal of Toxicology and Industrial Health (2013)	Antimutagenic and Genoprotective Effects of *Saraca asoca* Bark extract

   ∗   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.)

   ∗   Monographs

   ∗   Chapter in Books

   ∗   Books Edited

   ∗   Books with ISBN/ISSN numbers with details of publishers

   ∗   Citation Index

   ∗   SNIP

   ∗   SJR

   ∗   Impact factor

   ∗   h-index

20. Areas of consultancy and income generated- NIL

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards…. NIL

22. Student projects

    a) Percentage of students who have done in-house projects including inter departmental/programme: NIL

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

23. Awards / Recognitions received by faculty and students   NIL

24. List of eminent academicians and scientists / visitors to the department NIL

25. Seminars/ Conferences/Workshops organized & the source of

    funding

    a) National

    b) International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc (Hons), 2015	80	11	5	6	87%
B.Sc (Hons), 2014	85	28	20	8	100%
B.Sc (Hons), 2013		21	16	5	86%

*M = Male   *F = Female

27. Diversity of Students

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

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
Data not available.

29. Student progression See Annexure .

Student progression	Against % enrolled
UG to PG	25%
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
Employed • Campus selection • Other than campus recruitment	NIL Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural

facilities

a) Library- Library is well equipped with related books of the discipline.

b) Internet facilities for Staff & Students- Faculties and students have access of internet   facility in the library.

c) Class rooms with ICT facility- Such facility is commonly shared with
                                                      other departments
d) Laboratories- Two well equipped laboratories

31. Number of students receiving financial assistance from college, university,

government or other agencies:

No. of students receiving Financial Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	02 1680/-		03 15960/-
2012-13	06 8970/-		
2013-14		04 10200/-	
2014-15	03 7750/-		

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

33.   Teaching methods adopted to improve student learning- Modern teaching aids are used to   supplement the chalk and talk method. Remedial classes are also held in addition to   scheduled classes.

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities-   The   faculty and students actively participate in the extention activities through the NSS units.

35.   SWOC analysis of the department and Future plans

Strengths: Faculty members are well qualified.All teachers of the Dept take regular classes along with tutorials and remedial classes for student-centric learning.

Weakness: Vacant teaching posts in the Department.

Opportunities: To encourage more students for progression to higher studies in this discipline.

Challenges: To overcome the lack of full-time faculty faced by the Department at present.

Future Plans:

1. To organize seminars/workshop to motive students on Botany.

2. To arrange special classes for the preparation of students for competitive examinations.

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

2. Year of Establishment: 1970

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.,
    Integrated Masters; Integrated Ph.D. , etc.)   - UG (Honours & General)

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

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

6. Participation of the department in the courses offered by other   departments:
    Chemistry is offered as an elective subject to the students   pursuing   Honours
    course in Physics, Mathematics, Botany and B.Sc   (General) course.

7. Courses in collaboration with other universities, industries, foreign
    institutions, etc. N.A

8. Details of courses/programmes discontinued (if any) with reasons: None

9. Number of Teaching posts

	Sanctioned	**Filled**
Professors	0	0
Associate Professors	0	1
Asst. Professors	3	1

  Note: Promoted to the post of Associate Professor

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
Gita Mondal	Ph.D.	Associate Professor	Organic Chemistry	23	Nil
Prithwiraj Sasmal	M.Sc	Guest Lecturer	Physical Chemistry	03	Nil
Debasree Saha	M.Sc	Guest Lecturer	Inorganic Chemistry	02	Nil
Nihar Ranjan Sarkar	Ph.D	Guest Lecturer	Organic Chemistry	01	Nil
Manjusha Chakraborty	Ph.D	Guest Lecturer	Inorganic Chemistry	01	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise)
    by temporary faculty: (Honours): Theory: 30% Practical: 60%
    (General): Theory: 10% Practical: 30%

13. Student -Teacher Ratio (programme wise):
    Honours: 8:1   General: 26:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Government approved: 03, Filled: 03

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.- Ph.D – 03,P.G - 02

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

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

18. Research Centre /facility recognized by the University- N.A.

19. Publications: Please see 3.4.3. for details.

   ∗   a) Publication per faculty

   ∗   Number of papers published in peer reviewed journals (national / international) by faculty and students –

Name of the Faculty	Number of papers
Debasree Saha	05
Dr. Manjusha Chakraborty	09

∗   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.)

   ∗   Monographs

   ∗   Chapter in Books

   ∗   Books Edited

   ∗   Books with ISBN/ISSN numbers with details of publishers

   ∗   Citation Index

   ∗   SNIP

   ∗   SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated- N/A

    21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards…. Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: Nil

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

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

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

25. Seminars/ Conferences/Workshops organized & the source of

    funding a) National: Nil

b) International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc (Hons), 2015	75	20	16	4	100%
B.Sc (Hons), 2014	80	19	17	2	100%
B.Sc (Hons), 2013	77	27	23	4	80%

*M = Male   *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G (Hons)	100%	-	-
U.G (Gen)	100%	-	-

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Not Known

29.   Student progression See Annexure .

Student progression	Against % enrolled
UG to PG	30%
PG to M.Phil.	-
PG to Ph.D.	30%
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	60%
Entrepreneurship/Self-employment	10%

30.   Details of Infrastructural facilities

 a) Library- Students are access to the General Library

 b)   Internet facilities for Staff & Students- Faculties and students have access of internet facility in the library.

 c)   Class rooms with ICT facility- ITC facilities are shared with other departments.

 d) Laboratories- 02 (Honours:01, General: 01)

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

No. of students receiving Financialal Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	07 (5890/-)	02 (4800/-)	03 (14260/-)
2012-13	04 (5160/-)	02 (5100/-)	09 (45280/-)
2013-14		02 (5100/-)	
2014-15	02 (7830/-)		

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

33. Teaching methods adopted to improve student learning- Faculty members take special care of students beyond class hours.

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

35. SWOC analysis of the department and Future plans

Strengths: The department has sufficient space and a well equipped laboratory.

Weakness: Owing to the retirement of two Associate Professors, the Department is presently facing a shortage of full time teachers.

Opportunities: After vacancies are filled up, projects and seminars may be arranged by the Department.

Challenges: To overcome the shortage of full time teachers..

Future Plans: To organize seminars, workshops and exhibitions in the coming years.

1. Name of the Department: **Commerce**

2 Year of Establishment: 1967 (erstwhile Netaji Nagar College)

3 Names of Programmes / courses offered (UG, PG, Ph. D, Integrated Masters, and Integrated Ph. D etc.): Under Graduate and Post Graduate

4 Names of Interdisciplinary Courses and the departments / units involved: The departments of English, Bengali, Economics and Mathematics are involved in teaching the relevant papers of B.Com (Hons. & Gen.) courses.

5 Annual / Semester / Choice based credit system (programme wise) Annual as per CU norms

6 Participation of the Department in the courses offered by other department: Nil

7 Courses in collaboration with other Universities, industries, foreign institutions etc: Not applicable (Unauthorised as per CU norms)

8 Details of courses / programmes discontinued (if any) with reasons: Not applicable

9 Number of Teaching Posts:

	Sanctioned	Filled
Professors	-	-
Associate Professor	-	01*
Assistant Professors	05	01

Note: *01 post of Asstt. Prof. upgraded to Associate Prof. through CAS.

10 Faculty profile with name, qualification, designation (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
Pranjal Chakrabarti	M.Com, M. Phil, Ph. D B. Ed, B. Lib. Sc	Associate Professor	Accounts & Finance	28 years	None
Surajit De	M.Com. Ph. D	Assistant Professor	Accounts & Finance	12 Years	None
Debdulal Chatterjee	M.Com, I.C.W.A.	CWTT	Accounts & Finance	12 Years	None
Pranab Mukherjee	M.Com, I.C.W.A. (Inter)	CWTT	Accounts & Finance	20 Years	None
Tapan Purkait	M.Com	CWTT	Accounts & Finance	18 Years	None
Sarmila Ghosh	B.Sc., MBA, M. Phil	CWTT	Finance and Marketing	10 Years	None
Amrita Dutt	M.Com	CWTT	Accounts & Finance	7 Years	None
Sreemoyee Dutta	M.Com	GL	Accounts & Finance	2 Years	None
Rupasmriti Ghose Biswas	M.Com	GL	Accounts & Finance	1 Year	None
Sayantani Sur	M.Com	GL	Accounts & Finance	1 Year	None
Utsha Chatterjee	M.Com	GL	Accounts & Finance	1 Year	None

11	List of Senior visiting faculty:	
	Prof. Anutam Paul	M.Com, CA, ICWA
	Prof. Arabinda Bhattacharya	M. Stat, M. Phil (Econ) from JNU, F.D.P M (IIM – Ahmadabad).
	Prof. Ashis Mitra	M.A.(Geo), PG Diploma in IT
	Dr. Asim Kumar Karmakar	M.A, Ph. D
	Prof. Basab Kumar Sil	M.Com, M. Phil
	Prof. Bibekananda Roy Chowdhury	M. A. , Ph. D
	Prof. Bidyut Kumar Roy	M. Sc,
	Dr. Biswajit Bhadra	M.Com, Ph. D, ICWA
	Dr. Biswajit Guha	M. Sc, Ph. D
	Prof. Debes Mukhopadhyay	M. A.
	Dr. Debrupa Chakraborty	M.Com, B. Ed, Ph. D
	Prof. Durgadas Bhattacharya	M.Com, M. Phil, ICWA
	Prof. Goutam Mitra	M.Com, Ph. D
	Dr. Kaberi Bhattacharyya	M.Com, Ph. D
	Prof. Koushik Goswami	M.C.A
	Prof. Madhu Agnihotri	M.Com., M.C.A
	Prof. Pinaki Ranjan De	M.Com, CA(Inter)
	Dr. Priyotosh Khan	M. Sc, Ph. D
	Dr. Radhanath Pyne	M.Com, Ph. D
	Prof. Rajat Chakraborty	M.Com, M. Phil, ICWA, LLB
	Dr. Ram Prahlad Chowdhury	M.Com, Ph. D
	Prof. Samir Kumar Sinha	M.Com, M. Phil, CA
	Dr. Sanjib Basu	M.Com, Ph. D, CA.
	Prof. Sarada Prasad Datta	M.Com, CA(Inter)
	Prof. Shubhayan Basu	M.Com, M. Phil, CA, ICWA
	Prof. Soummya Banerjee	M.Com, DBF
	Dr. Tapas Saha	M.Com, M. Phil, ICWA(Inter), Ph. D
	Dr. Tirthankar Mukhopadhyay	M.Com, M. Phil, Ph. D , ICWA

12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:	Lectures Delivered : 17.78% (At UG Level) practical classes: 50% (At UG Level)

13.	Student – Teacher Ratio(programme wise):			
	2015-16	UG	Hons	37 : 1
			Gen	37 : 1
		PG		3:1

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

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
Ph. D-02, M.Phil: 01, PG-07

16 MRP	Completed – UGC funded- 03.02.2009 to 02.11.2010	
	Grant received – Rs. 78000/-	**Project Title:** Status of Street Hawkers: Application of Management Information System (MIS) in Socio Economic Analysis of Street Hawkers in Contemporary Kolkata on the basis of Survey.
	Principal Investigator : Debdulal Chatterjee	

17	Departmental projects funded by DST – FIST; UGC; DBT; ICSSR etc and total grants received:	Nil

18   Research Centre / Facility recognised by the university: Not Applicable

19   Publications (in Numbers):

Journal	Periodicals	Books	Conference Volume	Total
05	Nil	17	Nil	22

20   Areas of consultancy and income generated: In other institutions
without any   income generation

21   Faculty as member in
   a) National Committees
   b) International Committees
   c) Editorial Boards.   None

22   Students Projects:
   a) Percentage of students who have done in-house projects including inter departmental / programme: 100% (Within Course Curriculum)

   b) Percentage of students placed for projects in organizations outside the institution i.e. in Research Laboratories / Industry / other agencies. : Nil

23	Awards / Recognitions received by faculty and students:			
Awards	Faculty	Dr. Pranjal Chakrabarti	-Best Programme Officer in 2009-10	NSS, C.U.
		Tapan Purkait	-Best Programme Officer in 2012-13	NSS, C.U.
	Students	Avik Bhattacharya	- Best Male Volunteer in 2010-11	NSS, C.U.
		Sanchayita Roy	- Best Female Volunteer in 2010-11	NSS, C.U.
		Joydeep Chakraborty	- Best Male Volunteer in 2011-12	NSS, C.U.
		Moumita Mukherjee	- Best Female Volunteer in 2011-12	NSS, C.U.
		Tiya Das	- Best Female Volunteer in 2012-13	NSS, C.U.
Recognitions	Students	Following students represented University of Calcutta at 12th All India Inter University National Integration Youth Camp at NITM, Gwalior from 21st to 25th December, 2009. Organised by: 'Foundation for Amity and National Solidarity' Assisted by: Jiwaji University, Gwalior. • Sushovon Mukherjee • Amit Roy • Indranil Mukherjee • Diganta Banerjee • Roshni Indra • Meghalina Bakshi • Taparupa Sarkar • Sanchayita Roy • Debjani Chakraborty Following students represented University of Calcutta at National Integration Camp at Chickballapur, Karnataka from 29th November to 05th December, 2011. • Monalisha Mitra • Sneha Dasgupta • Joydeep Chakraborty • Avik Bhattacharjee • Anirban Saha Following student represented University of Calcutta at Republic Day Parade Camp, 2012 at New Delhi from 01st January to 27th January, 2012. • Avik Bhattacharjee Following students represented University of Calcutta at National Youth Festival at Mangalore, Karnataka from 13th to 16th January, 2012. • Taparupa Sarkar • Nivedita Sinha Following student represented University of Calcutta at Pre-Republic Day Parade Camp, 2012 at Gauhati from 21st to 30th September, 2012. • Tiya Das Avik Bhattacherjee, a student volunteer of the College has been awarded the West Bengal State NSS Award for 2012-13		

24	List of eminent academicians and scientists / visitors to the department:	
	Prof. Bhabatosh Banerjee *Professor, Department of Commerce, University of Calcutta.* *Dean Faculty of the Indian Institute of Social Welfare and Business Management, University of Calcutta.*	
	Prof. Asish Bhattacharyya *Fellow of the Institute of Chartered Accountants of India.* *Fellow of the Institute of Cost Accountants of India.* *Associate member of the Chartered Institute of Management Accountants (UK).* *Professor, S.P.Jain Institute of Management and Research (Mumbai) (1992-1996)* *Professor, Indian Institute of Management Calcutta for eleven years (1999-2010).* *Director of the International Management Institute Kolkata (IMIK) (2010-2012).*	
	Prof. Paresh Chattopadhyay *Professor, Burdwan University*	
	Prof. Arun Kr. Basu *Professor, Department of Commerce, University of Calcutta.*	

	Prof. Biswaji Chatterjee *Professor, Department of Economics, Jadavpur University.* *Dean ,Faculty of Arts, Jadavpur University (2002-10)*
	Prof. Ratan Khasnabis *Professor, Department of Business Management, University of Calcutta*
	Prof. Sitanath Majumder *Professor, Department of Business Management, University of Calcutta*
	Prof. Basab Choudhuri *Vice Chancellor, West Bengal State. University, Barasat.* *Former Registrar, University of Kolkata*
	Prof. Pralay Kanti Halder *Professor, Tripura University*
	Prof. Jaydeb Sarkhel *Professor, Burdwan University*
	Prof. Sudipti Banerjea *Professor, Department of Commerce, University of Calcutta* *Director IQAC, University of Calcutta.*
	Prof. Samirendra Nath Dhar *Professor, Department of Commerce, University of North Bengal.*
	Prof. Dipti Kr. Chakrabarty *Professor, Department of Commerce, University of Calcutta*

		Prof. Uttam Dutta *Professor, West Bengal State. University, Barasat.*
		Prof. Malayandu Saha *Vice Chancellor, Kalyani University* *Professor, Department of Commerce, University of Calcutta.*
		Prof. Dhruba Ranjan Dandapat *Professor, Department of Commerce, University of Calcutta.*
		Prof. Sugata Marjit *Vice Chancellor, University of Calcutta.* *Project Director of Centre for Training & Research in Public Finance and Policy.* *Reserve Bank of India Chair Professor of Industrial Economics at the Centre for Studies in Social Sciences, Calcutta.*
		Prof. Tapan Roy Chowdhury *Reader, University of Oxford (1973 -1992).* *Fellow of St Antony's College, Oxford.* *Eminent Indian historian specialising in British Indian History, Indian Economic History and The History of Bengal.*

		Prof. Suranjan Das *Vice-Chancellor, Jadavpur University.* *Former Vice-Chancellor, University of Calcutta* *Honorary Director, Netaji Institute for Asian Studies, Kolkata.*
		Prof. Asish Banerjee *Former Vice Chancellor, University of Calcutta.* Prof. V. K. Vasal *Professor, Department of Financial Studies, University of Delhi.* *Director, Centre for Canadian Studies, University of Delhi.* *Assistant Technical Director at the Institute of Chartered Accountants of India (ICAI).*
		Prof. Swagata Sen *Professor, Dept. of Commerce, University of Calcutta* *Pro Vice Chancellor (Academic Affairs), University of Calcutta.*
		Prof. Kartich Chandra Pal *Professor, Department of Business Administration, Vidyasagar University*
		Prof. Rajib Kumar Dasgupta *Professor, Department of Commerce, University of Calcutta.* *HOD of Commerce Department, University of Calcutta.*
		Sri. Somnath Chatterjee *14th Speaker of The lok Sabha* *Former Chairman of WBIDC* *Former Member of Parliament, Lok-Sabha.*

	Sri. Sutanu Sinha *Chief Executive, Institute of Company Secretaries of India (ICSI)* *Director, Board of Canara Bank.*	
	Prof. Raj Kumar Sen *Former Professor of Economics, Rabindra Bharati University* *President, Bengal Economic Association.* *Former Secretary and Treasurer of Indian Economic Association.*	
	Prof. Anil.Kr Thakur Honorary General Secretary, The Indian Economic Association.	
	Sri Chittatosh Mookerjee *Chief Justice of the Bombay High Court.* *Chief Justice of the Calcutta High Court* *Former. Chairman, West Bengal Human Rights. Commission*	
	Prof. Dhrubajyoti Chatterjee *Vice Chancellor, Amity University Kolkata* *Former Pro Vice Chancellor (Academic Affairs), University of Calcutta*	
25	Seminars / Conferences / Workshop organised & source of funding:	
	a) National	
	Seminar on "Accounting Standard" jointly organised with Indian Accounting Association held on 2nd March, 2008. Funded by: Donation and Registration of Participants	
	Seminar on "Economic Recession and Its Impact on Employment Scenario in West Bengal" held on29th March, 2010. Funded by: Donation and Registration of Participants	
	Workshop on "Implementation of B.Com New Syllabi, University of Calcutta" held on4th December, 2010. Funded by: Donation and Registration of Participants	
	Seminar on "Pushing Financial Inclusion: Issues, Challenges and Way Forward" at Susil Kar College in Collaboration with our college held on23rd September, 2011. Funded by: UGC	
	33rd Annual National Conference of Bengal Economic Association held on23-24th February, 2013.	
	Workshop on "Reviewing the B.Com New Syllabi" held on 4th – 5th May, 2013. Funded by: UGC	
	Workshop on "Financial Planning for Young Investors" jointly with SEBI held on 28th June, 2013. Funded by: Donation	
	One week certificate course on Financial Markets (basic) organised by University of Calcutta and Calcutta Stock Exchange Centre of Excellence in financial markets (CUCSE – CEFM) held on 8th to 12th March, 2016. Funded by: Donation	

		Workshop on "Financial Planning for Young Investors" jointly with SEBI held on 28th March, 2016. Funded by: Donation					
		b) International: Nil					

26	Student profile programme / course wise (Information based on 1st Year):						
	Name of the Course / Programme		Application received	Selected	Enrolled		Pass Percentage
					Male	Female	
	Under-Graduate	2010 - 11	Data not available	343	240	103	Data not available
		2011 - 12	Data not available	251	200	51	69.5%
		2012 - 13	1384	275	222	53	75.7%
		2013 – 14	1490	298	227	71	73.7%
		2014 - 15	1040	311	239	72	66.7%
		2015 - 16	989	307	248	59	35.4%
	Post Graduate	2010 - 11	147	81	40	41	100.00%
		2011 - 12	142	63	25	38	93.87%
		2012 - 13	161	82	49	33	93.75%
		2013 – 14	119	68	48	20	100.00%
		2014 - 15	143	54	27	27	97.56%
		2015 - 16	97	52	28	24	96.97%

27	Diversity of Students:				
	Name of Course		% of students from the same state	% of students from other States	% of students from abroad
	Under - Graduate		100	Nil	Nil
	Post - Graduate	2013 - 14	98.53	1.47	Nil
		2015 - 16	98.08	1.92	Nil
		Other Year	100	Nil	Nil

28	How many students have cleared and state competitive examinations such as NET, SLET, GATE, Civil Service, Defence Service etc?		Partial Information Available
	a	NET / SLET	03
	b	SSC	03

29	Student Progression:		
	Student Progression		Against % enrolled
		2009 - 10	14.81%
		2010 - 11	02.47%
		2011 - 12	06.35%
	UG to PG	2012 - 13	08.54%
		2013 - 14	08.82%
		2014 - 15	11.11%
		2015 - 16	03.85%
	PG to M. Phil	02	
	PG to Ph. D	01	
	Ph. D to Post-Doctoral	Information Not Available	
	Employed		
	Campus Selection	10 (Partial Information Available)	
	Other than Campus recruitment	Information Not Available	
	Entrepreneurship / Self-employment	Information Not Available	

30	Details if Infrastructural facilities:	
	a) Library	Seminar Library (Dept.) and Central Library.
	b) Internet facilities for Staff & Students	Available
	c) Class Room with ICT facility	Available
	d) Laboratories	Available

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

No. of students receiving Financial Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	121 (99,185/-)	8 (19,200/-)	45 (2,02,900/-)
2012-13	94 (78,385/-)	2 (6,000/-)	18 (1,56,800/-)

(193)

2013-14	59 (71,470/-)	2 (5,100/-)	_
2014-15	78 (1,34,610/-)	2 (9,600/-)	_

The following students of M.Com received financial assistance under Indira Gandhi Post Graduate Scholarship for Single Girl Child scheme

Year	Name	Amount	
2010-11	Rosa Sengupta	25000/-	
2011-12	Sanjukta Bose	25000/-	

32	Details on students enrichment programme (special lectures / workshop / seminar) with external experts:	
	(i)Soft-Skill Development Programme with Edulight Learning for the students of M.Com from 08th August, 2011 to 18th January, 2012	
	(ii)Workshop on "Financial Planning for Young Investors" jointly with SEBI held on 28th June, 2013. External Experts: Prof. Ram Prahlad Choudhury, Empanelled Resource Person, SEBI	
	(iii)One week certificate course on Financial Markets (basic) organised by University of Calcutta and Calcutta Stock Exchange Centre of Excellence in financial markets (CUCSE – CEFM) held on 8th to 12th March, 2016.	
	(iv)Workshop on "Financial Planning for Young Investors" jointly with SEBI held on 28th Mar, 2016. External Expert: Prof. Ram Prahlad Choudhury, Empanelled Resource Person, SEBI	

33	Teaching Methods adopted to improve student learning:	Using ICT in the classroom along with traditional methods

34	Participation in Institutional Social Responsibility (ISR) and Extension activities:	
	Institutional Social Responsibility (ISR) &	• Participated in a rally on 'Zee News Voters Awareness Campaign (Aap Ki Vote Aap Ki Takat)' supported by Election Commission of India for West Bengal Election 2011' along with N.S.S. units on 20th April, 2011.
	Extension activities	• National Integration Camp at Chickballapur, Karnataka from 29th November to 05th December, 2011. • Participated in 12th All India Inter University National Integration Youth Camp at Gwalior from 21st – 25th December, 2009. • Participated in the 'Value Education Workshop for Senior Students' at Ramakrishna Mission Institute of Culture, Golpark in September, 2010.

- Participated in the 'Rally against Drug Abuse' on 26th March, 2011 jointly organised by Calcutta University, NSS and Narcotic Control Bureau, Govt. of India.

- Participated in the seminar and rally on 'Observation of International Day against Drug Abuse & Illicit Trafficking' on 26th June, 2011
- organised by Calcutta University, NSS.

- National Youth Festival at Mangalore, Karnataka from 13th to 16th January, 2012.

- Participated in the 'SAARC Sishu Mela' at Netaji Indoor Stadium on 4th March, 2012 organised by Department of Higher Education, Govt. of West Bengal.

- Organised 'Blood Donation and Aids Awareness Camp' on 25th February, 2014 in collaboration with M. R. Bangur Hospital.

35	SWOC analysis of the department and Future plans:	
	Strength	• Accessibility of books through seminar Library. • Providing enriched faculty. • Organising remedial classes for backward students. • Teaching facilitated with ICT along with traditional methods.
	Weakness	• Inadequate space. • Inadequate accessibility to e-books and journals.
	Opportunity	• Organising state, national and international level seminars. • Inception of potent and proficient alumni.
	Challenges	• Declining trend in application to admission ratio of students. • Motivating students to attend classes regularly. • Inability to continue extra-curricular activities like painting and photography exhibition.
	Future Plan	• Organising Faculty Development Programme (FDP) in collaboration with professional institutions. • Deliberation of speech by different eminent scholars.

1. Name of the department: **Computer Science**

2. Year of Establishment: 2000

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): Honours and General

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

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

6. Participation of the department in the courses offered by other departments: Computer
Science is offered as an Elective subject to students of Mathematics & Physics Honours . Computer Science is also offered as an elective subject for B.Sc General course.

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

8. Details of courses/programmes discontinued (if any) with reasons: None

9. Number of Teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	01	00

Note: The Department is presently served by 02 Government approved Contractual Whole Time Teachers, 01 Government approved Part Time Teacher and 03 Guest Lecturers.

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
Sarajit Mallick	M.Sc	Contractual Whole Time Teacher (Govt. approved)	Electronics	14+	N/A
Malabika Chakraborty	M.Phil	Contractual Whole Time Teacher (Govt. approved)	Systems	8+	N/A
Basudev Halder	M.Tech	Part Time Teacher (Govt. approved)	Computer Science & Engineering	7+	N/A
Aritra Brahma	M.Sc	Guest Lecturer	Combinatorics	2+	N/A
Basudev Saha	M.Tech	Guest Lecturer	Soft Computing	2+	N/A
Sadip Midya	M.Sc, M.Tech	Guest Lecturer	Software Engineering	2+	N/A

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: 30%

13. Student -Teacher Ratio (programme wise): 6:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Amar Chhatui (Lab Attendant), College Payee: Prassun Das (Lab Associate)

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
    M.Phil- 01, P.G. - 05

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

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

18. Research Centre /facility recognized by the University: N/A

19. Publications:

    ∗ a) Publication per faculty:

    Please see 3.4.3 for details

*Number of papers published in peer reviewed journals (national/international) by faculty and students: 03(Three)

*Number of publications listed in International Database: None

∗ Monographs: Nil

∗ Chapter in Books: Nil

∗ Books Edited: Nil

∗ Books with ISBN/ISSN numbers with details of publishers: N/A

∗ Citation Index: N/A

∗ SNIP: N/A

∗ SJR: N/A

∗ Impact factor: N/A

∗ h-index: N/A

20. Areas of consultancy and income generated: N/A

21. Faculty as members in

    a) National committees b) International Committees
    c) Editorial Boards: None

22.   Student projects

    a)   Percentage of students who have done in-house projects including inter departmental/programme:
        Students participated in departmental and inter departmental seminars.

    b)   Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: None

23.   Awards / Recognitions received by faculty and students:
One student (Debosmita Das) has been awarded Merit card by the University of Calcutta for getting ninth place in B.Sc. Computer Science Honours in 2012.

24.   List of eminent academicians and scientists / visitors to the department:
Professor Pralay Kr. Deb, Prof. Shanta Mahalonobis, Prof. Sajal Bhattacharya, Prof. Sudeshna Kar Barua, Prof. Debasis Bandopadhyay and Prof. Sanjukta Das (Details given under Sl. no. 32)

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

    a) National: 02 (Please see sl.no.32 for details)

    b) International: None

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. (Hons) 2015	90	10	09	01	
B.Sc. (Hons) 2014	75	18	14	04	78%
B.Sc. (Hons) 2013	70	14	14	00	14.28% (2student passed in second year exam)

    *M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. (Hons)	More than 99%	Less than 1% students	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
    Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	35%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	25%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

   a) Library: Central Library and the Seminar Library are well endowed with books related to the discipline. The stock of books is enhanced in every academic session.

   b) Internet facilities for Staff & Students: The students as well as the staff have access to internet facility in the library and in the department

   c) Class rooms with ICT facility: ICT facilities are shared with other departments of the College.

d) Laboratories: 02 Software Computer laboratory equipped with 11 Desktop computers.

31. Number of students receiving financial assistance from College, university, Government or other agencies:

No. of students receiving Financial Assistance (Amount in Rs.)		
Year	From College	From State Govt. (SC/ST/OBC Stipend)
2011-12	04 (9550/-)	02 (10840/-)
2012-13	09 (26120/-)	
2013-14	10 (14400/-)	
2014-15	02 (3690/-)	

32. Details on student enrichment programmes (special lectures / workshops / Seminar)

Programme	Date & Title	Resource Person
Conference	20.11.07, U.G.C. sponsored one day National Level conference on Radio Frequency Identification Device(RFID) Technology	1. S.K. Choudhury (Associate Director , RCI, DRDO, Hyderabad) 2.S. Chakraborty (RFID, Center of Excellence,TCS)

Conference	15.2.10- 16.2.10, National Level Conference (U.G.C. sponsored) on Geriatrics and Gerontological studies in India	1. Dr. Surya Kanta Misra, Minister in charge, Health and Family Welfare, WB Govt.
		2. Dr. Suranjan Das, Vice Chancellor C.U.
		3. Dr. N.N. Sarangi
		4. Dr. Trishit Roy
		5. Dr. P. K. Pooviah
		6. Dr. B.C. Mahanti
		7.Prof. Dr. Jacob John Kattakayan
		8.Dr. Howard Davidson

33. Teaching methods adopted to improve student learning:
Supplementary reading materials provided to students. Remedial classes are conducted to improve student   and learning.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
Departmental students actively participate in NSS Programmes and Social Service activities.

35. SWOC analysis of the department and Future plans:

Strengths: (i) The department is served by dedicated faculty members.

(ii) Intensive monitoring through tutorials enables teachers to take cognizance of weaknesses and difficulties of individual students and to take remedial measures. Besides regular classes, tutorial classes are also taken.

Weaknesses: (i) Limited audio-visual and e-resources

Opportunities: (i) Inter-disciplinary collaboration via inter-departmental collaboration in teaching.

Challenges: (i) To overcome the existing infrastructural Limitations.

Future Plans: (i) To increase audio-visual and e-resources in the seminar library.

(ii) To arrange for regular invited lectures by faculty from other Colleges in their areas of specialization.

(iii) To organise special courses for the students who are interested to pursue their research work in future.

1. Name of the Department : **Economics**

2. Year of Establishment : 1967

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :UG (Honours & General).

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

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

6. Participation of the department in the courses offered by other departments: Economics is offered as an elective subject to the student pursuing Honours course and B.Sc General course. The faculty also takes classes in B.Com (Hons. & Gen) courses.

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

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

9. Number of Teaching posts

	Sanctioned	Filled
Professors	-	01*
Associate Professors	-	-
Asst. Professors	02	02

The department is also served by 02 Govt. approved Part Time Teachers (PTT).

* The Principal is a part of the faculty of the Dept. of Economics.

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
Sonali Banerjee Jash	M.A., M.Phil., PhD.	Principal	Banking & Statistics	18	Nil
Sukumar Saha	M.A B.Ed.	Assistant Professor	Statistics & Int. Trade.	10	Nil
Isita Nag	M.Sc. M.Phil.	Assistant Professor	Statistics & Econometrics.	09	Nil
Rupa Sajjan	M. Sc. B.Ed.	P.T.T	Statistics & Agri.Economics.	21	Nil
Pubali Goswami	M.A M. Phil.	P.T.T	Statistics & Econometrics.	10	Nil

11.   List of senior visiting faculty : Nil.

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

13.   Student -Teacher Ratio (programme wise): 2:1 (for Honours Course) & 8:1 (for General   Course).

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

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: M.Phil – 02 ; P.G.-04

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

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: One UGC sponsored Minor Research Project undertaken during 2011-13

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

19. Publications:

    ∗ a) Publication per faculty

    ∗ Number of papers published in peer reviewed journals (national / international) by faculty and students: 02 by S. Saha (2010-11)

                                            Isita Nag (2011)

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

    ∗ Monographs:Nil.

    ∗ Chapter in Books: Nil.

    ∗ Books Edited:Nil.

    ∗ Books with ISBN/ISSN numbers with details of publishers:Nil

    ∗ Citation Index: Nil.

    ∗ SNIP:Nil.

    ∗ SJR:Nil.

    ∗ Impact factor:Nil.

    ∗ h-index:Nil.

20. Areas of consultancy and income generated:Nil.

21. Faculty as members in

    a) National committees b) International Committees
    c) Editorial Boards….Nil.

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: 100%

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

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

24. List of eminent academicians and scientists / visitors to the department:
     Prof. Ratan Khasnobis, University of Calcutta, Prof.Biswajit Chaterjee , Jadavpur University

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

a) National:UGC (Seminar in 2010).

b) International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc Economics (Honours) 2013-14	08	08	01	Nil	100%
B.Sc Economics (Honours) 2012-13	09	09	01	Nil	100%
B.Sc Economics (Honours) 2011-12	06	06	Nil	Nil	Nil
B.Sc Economics (Honours) 2010-11	04	04	02	Nil	100%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Economics (H)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?Pratik Chaterjee(SBI P.O) in2010: Sumana Bhattacherjee (NET).``

29. Student progression

Student progression	Against % enrolled
UG to PG	100%
PG to M.Phil.	25%
PG to Ph.D.	05%
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/Self-employment	Nil

30. Details of Infrastructural facilities a) Library: The Central Library is well stocked with book on the U.G. Curriculum .

   b) Internet facilities for Staff & Students:
      Such facility is available in the UGC Network Resource Centre in the Central Library as well as in the Common I.T. Lab for all departments.
   c) Class rooms with ICT facility: Nil
   d) Laboratories: Nil

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

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

    Seminar on Career Counseling and Employablity held in 2010. Prof. Ratan Khashnabish and Prof. Basab Choudhury from the University of Calcutta and many other dignitaries were present in the seminar.

33. Teaching methods adopted to improve student learning:
    The chalk and talk method is supplemented with Power Point Presentation.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    Students participate in extension activities undertaken by the College. The Head of the Dept. also serves as the Co-ordinator for UGC sponsored Govt. Service Entry Level Coaching Scheme held in the College

35. SWOC analysis of the department and Future plans

    Strength :   Adequate faculty, also well qualified and dedicated. The Principal is also a member of the faculty of this department.

    Weakness: Very few students take up the Honours Course in Economics.

    Opportunities: Knowledge of Economics at the UG level enables students to progress to higher study in various related discipline or to employment. This should be used as a motivating force to attract more students.

    Challenges: Space constraint and inadequate infra-structural facility is the main challenge. Attracting a reasonable number of students to the Honours Course in Economics is also a big challenge faced by the Dept. at present as this trend is common to most of the UG Colleges under University of Calcutta, at present

1.　Name of the Department: **Education**

2.　Year of Establishment : 1969

3.　Names of Programmes/Courses offered (UG, PG, M.Phil.,Ph.D.,Integrated Masters; Integrated Ph.D., etc.): UG (General)

4.　Name of Interdisciplinary course and the departments/units involved: N.A.

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

6.　Participation of the department in the courses offered by other departments: Education is offered as an elective subject to the students pursuing Honours course in Bengali, English, Political Science as well as to those pursuing B.A. (General) course

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

8.　Details of courses/programmes discontinued (if any)with reasons :　N.A.

9.　Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professor	01	01

Note: The Department is also served by 01 Government approved Part Time Teacher

10.   Faculty profile with name, qualifications, 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
Mita Karmakar	M.A, B.Ed	Asst. Professor	Mental Hygiene	17	N.A
Suparna Dasgupta	M.A	PTT	Mental Hygiene	26	N.A

11.   List of senior visiting faculty: N.A.

12.   Percentage of lectures delivered and practical classes handled (programme wise)
       by temporary faculty: 27%

13.   Student-Teacher Ratio (programme wise): 489:1

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

15.   Qualifications of teaching faculty with D Sc/D.Litt/Ph.D/MPhil/PG.
        PG: 02

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

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

18.   Research Centre/facility recognized by the University: N.A.

19. Publications: Nil

   * a) Publication per faculty:

   * Number of papers published in peer reviewed journals (national/ International l) by faculty and students: Nil

   * Number of publications listed in International Database (For Eg:Web of Science, Scopus, Humanities International Complete, are database-

   International Social Sciences Directory, EBSCO host, etc.)

   * Monographs

   * Chapter in Books

   * Books Edited

   * Books with ISBN/ISSN numbers with details of publishers provided 10

   * Citation Index provided in Annexure No.

   * SNIP

   * SJR

   * Impact factor

   * h-index

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

   a) National committees b) International Committees c)Editorial Boards…. Nil

22. Student projects: Not Applicable
   a) Percentage of tudents who have done in-house projects including inter departmental/programme:

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

23. Awards/Recognitions received by faculty and students: Nil
24. List of eminent academicians and scientists/visitors to the department. Nil

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

    a) National: Nil

    b) International: Nil

26. Student profile programme/course wise:
Not applicable as Education is offered as an elective subject.

27. Diversity of Students N.A.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G (Gen)	100%	-	-

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

Not applicable as Education is offered as an elective subject.

29. Student progression:
     Not applicable as Education is offered as an elective subject.

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D.to Post-Doctoral	
Employed •Campus selection •Other than campus recruitment	Nil Nil
Entrepreneurship/Self-employment	

30. Details of Infrastructural facility:

   a) Library: The Central Library is well equipped with books related to the discipline. The stock of books is enhanced in every academic session.

   b) Internet facilities for Staff & Students: The students have access to internet facility in the library and the computer centre.

   c) Class rooms with ICT facility: The facility is shared shared with other departments

   d) Laboratories: N.A.

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

No. of students receiving Financial Assistance (Amount in Rs.)				
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)	From State Govt. (Kanyashree)
2011-12	31 (12,450/-)	4 (9,600/-)	115 (4,90700/-)	-
2012-13	29 (10,275/-)	12 (35,100/-)	153 (6,71,100/-)	-
2013-14	12 (3,250/-)	23 (66,90/-)	-	-
2014-15	36 (16,550)	18 (86,400/-)	-	02 (50,000/-)

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

33. Teaching methods adopted to improve student learning: Interactive session between teacher and students are held regularly to improve student learning.

34. Participation in Institutional Social Responsibility(ISR)and Extension activities: Not applicable

35. SWOC analysis of the department and Future plans:

Strengths: Students are taken special care of and given extra attention by the faculty
members   through counseling and motivation. Slow learners attend remedial
and special   classes in addition to regular classes.

Weakness: Inadequate fulltime faculty.

Opportunity: Education as a subject at UG level has inter-disciplinary relevance which is evident from the large number of students choosing this as an elective subject. Students can be motivated to prepare for Civil Service Examination (Central & State level) with Education as one optional paper.

Challenges: Psychological and academic counseling for the students can be organized to help them to meet the diverse challenges of life more effectively. Inappropriate student- teacher ratio is the main challenge faced by the department.

Future Plan: To offer Honours Course in Education.

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

2. Year of Establishment: 2002

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (General)

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

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

6. Participation of the department in the courses offered by other departments for pass course subjects: Electronics is offered as an elective subject to the students pursuing B.Sc (Honours) course in Mathematics, Physics, Computer Science.

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

8. Details of courses/programmes discontinued (if any) with reasons: None

9. Number of Teaching posts

	Sanctioned	**Filled**
Professor	Nil	Nil
Associate Professor	Nil	Nil
Asst. Professor	01	01

The Department is also served by 01 Govt. approved Contractual Whole Time Teacher (CWTT)

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
Sucharita Mitra Sarkar	Ph.D. (Tech)	Assistant Professor	Electronics	07	01
Santanu Jana	M.Sc.	C.W.T.T	Electronics	09	Nil

11. List of senior visiting faculty: Nil

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

13. Student -Teacher Ratio (programme wise):
    B.Sc. (G): 20:2

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

	Number of academic support staff
Sanctioned	01
Filled	01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
    Ph.D. – 01, P.G – 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
    01 Title: Development of a Cardiac Patient Care Unit by Using Rough- set Disease Inference Engine , funded by: UGC(MRP) Sanction No. PSW- 061/13-14 date: 18th March 2014

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

18. Research Centre /facility recognized by the University: N.A

19. Publications: Please see 3.4.3

   ∗ a) Publication per faculty:

   ∗ Number of papers published in peer reviewed journals (national / International) by faculty and students: 14

Name of the Teacher	No. of papers National/ International Journals	No. of Publications listed in Int. Database	Chap- In Books	Citation Index	Impact Factor	h- Index
Santanu Jana	02	02	Nil	--	11.22	-
Sucharita Mitra Sarkar	12	35	02	5.74	16.8	09

20. Areas of consultancy and income generated: N.A.

21. Faculty as members in

a) National committees b) International Committees c) Editorial
 Dr. Sucharita Mitra Sarkar Life member in Biomedical Society of India, membership No. L555

22. Student projects

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

   33% Students actively participated in Science Exhibition organized by the College and   demonstrated models and posters of their assigned projects.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies.   No such scope in the present curriculum

23.   Awards / Recognitions received by faculty and students: 02
        (i) Students obtained certificate of appreciation after participating in
        State Level Science Exhibition organized by Govt. of WB in 2014.
        (ii) Dr. S. Mitra (Sarkar) obtained DBT- CREST Award from Dept. of
            Bio-Technology ,Govt. of India in 2012 for her research contribution

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

        1. Prof. Indira Ghosh, JNU, New Delhi
        2. Dr. Palok Aich, NISER, Bhubaneswar
        3 Dr. Jaydeep Mukherje, Jadavpur University, Kolkata
        4. Dr. Subhasis Mukherjee, University of Calcutta
        5. Dr. Anshuman Lahiri, University of Calcutta

25.   Seminars/ Conferences/Workshops organized & the source of funding
        a) National: Department organized a UGC sponsored 2-day National

        Seminar on Applied Science in Bioinformatics on 16-17 March, 2012.

        b) International: Nil

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG (2008-09)	30	18	12	06	89%
UG(2009-10)	20	08	06	02	100%
UG (2010-11)	22	16	09	06	100%
UG (2011-12)	24	10	07	03	80%
UG (2012-13)	20	14	08	06	100%
UG (2013-14)	8	10	08	02	100%
UG (2014-15)	30	20	15	05	85%

*M = Male   *F = Female

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 (G)	100.0	0.0	0.0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?   N.A as the department offers only general course.

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed - Campus selection - Other than campus recruitment	N.A. 30
Entrepreneurship/Self-employment	50-60

30. Details of Infrastructural

facilities

a) Library: Students have access to the central library of the college which is well endowed with books on the discipline.

b) Internet facilities for Staff & Students: All computers of the Department are connected with WI-FI Internet facility.

c) Class rooms with ICT facility: This facility is shared with other departments.

d) Laboratories: The Department has small but well equipped and well maintained Laboratory for holding practical classes.

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

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

- A two day National Seminar on "Applied Science in Bioinformatics" on 16-17 March, 2012.
- A two day Science Exhibition on "Save the Nature- Save our Planet- Protect the Environment" on 9-10 October, 2015.

33.   Teaching methods adopted to improve student learning:
   The chalk and talk method is supplemented with PPT and PDF presentations for better understanding of the topic.

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities:
   Students participate in various ISR activities through the NSS unit of the college.

35.   SWOC analysis of the department and Future plans:

Strengths:

a) The main strength is the good coordination among the students, teachers and the supporting lab-staff.
b) The teachers are very committed and are able to complete the academic curriculum within the stipulated time.
c) All the faculty members are actively involved in research and have a number of quality publications in both national and international level and have obtained awards and distinctions for their research contributions.
d) Student enrichment programmes like seminars and exhibitions are organized.
e) Internet facility is available for students, teachers and staff.

Weakness:

a) The laboratory is too small to conduct lab classes for more than 8 students simultaneously.
b) Only two faculty members and one lab-staff is not adequate to run the department smoothly
c) Due to insufficient space the number of instruments and computers cannot be increased
d) No separate class room for theoretical classes.
e) Due to space problem initiative for opening Honours course in the subject cannot be taken

Opportunities:

a) Organizing seminars and other academic programmes on regular basis to promote students' interest in the subject.
b) Provision of remedial coaching classes for slow learners.

Challenges:

a) To arrange a better and bigger space for laboratory and separate class rooms.
b) To create new posts of teaching and nonteaching staff.
c) To arrange more funds for overall development of the Department.

Future Plans:

a) To introduce Honours course in future
b) To introduce ICT facilities in every room.
c) To organize seminars more frequently to update students about the new developments in the subject
d) To increase the scope of research for faculty members.

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

2. Year of Establishment: 1967

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (Honours and General)

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

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

6. Participation of the department in the courses offered by other departments: English is taught as a compulsory subject to all 1st year students of B.A. / B.Sc./ B.Com courses

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

8. Details of courses/programmes discontinued (if any) with reasons- None

9. Number of Teaching posts

	Sanctioned	Filled
Professors	–	–
Associate Professors	-	01*
Asst. Professors	03	02

Note: *Promoted to the post of Associate Professor through CAS.
The Dept. is also served by 01 Govt. approved Part Time Teacher.

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
Shaswati Ghosh	M.A., M. Phil.	Associate Professor	Indian Writing in English	28	Nil.
Santanu Ganguly	M.A., M. Phil. , Ph.D	Assistant Professor	Indian Writing in English	12	Nil.
Sreechandan Biswas	M.A	Govt. approved Part Time Teacher	Indian Writing in English, Linguistics Stylistics & Literary Criticism	16	Nil.

11.   List of senior visiting faculty: Nil

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

13.   Student -Teacher Ratio (programme wise):   Honours: 41:1

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

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
        Ph.D. – 01,   M. Phil. – 01, P.G- 01

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:
        Dr. S. Ganguly, UGC grant received Rs. 1,40,000/- (2015) for Minor Research Project.

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

18. Research Centre /facility recognized by the University: N.A

19. Publications: please see 3.4.3

    * a) Publication per faculty:

    * Number of papers published in peer reviewed journals (national / International) by faculty and students:

    * 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.)
    * Monographs- Nil

    * Chapter in Books-

    * Books Edited

    * Books with ISBN/ISSN numbers with details of publishers—

    * Citation Index

    * SNIP

    * SJR

    * Impact factor

    * h-index

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

    a) National committees b) International Committees
       c) Editorial Boards….
22. Student projects

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

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

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

24. List of eminent academicians and scientists / visitors to the department.
    1. Dr. Saumyajit Samanta, Profesor of English University of North Bengal

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

    b) Internationa: Nil.

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A.Hons. 2015-16	255	67	23	44	100%
B.A.Hons. 2014-15	227	66	30	36	86%
B.A.Hons. 2013-14	267	58	31	27	100%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (Hons)	> 99%	-	1 no.

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	30%
PG to M.Phil.	Data not available
PG to Ph.D.	01%
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	Nil Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural

facilities

a) Library: English literature section in the Central Library is well endowed with books on the discipline.

b) Internet facilities for Staff & Students: The students have direct access to the internet facility in the library premises.

c) Class rooms with ICT facility: ICT facilities are shared with other departments.

d) Laboratories: N.A.

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

No. of students receiving Financial Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	3 (1575/-)	6 (14400/-)	8 (3900/-)
2012-13	6 (2325/-)	04 (10200/-)	10 (55200/-)
2013-14		2 (5100/-)	-
2014-15	3 (2025/-)	-	-

32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts:
    Special Lecture on Literature and Films delivered by Professor S. Samanta, Dept. of English University of North Bengal

33. Teaching methods adopted to improve student learning:
    Involving students to participate in group discussion in the class, encouraging them for question- answer sessions, interaction with teachers are the innovative aids/ teaching method adopted by the teachers to improve student- learning.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    Students participate in NSS unit of the college, plantations of trees, blood donation camp and various awareness programmes.

35. SWOC analysis of the department and Future plans:

Strengths: Qualified faculty housing links with many academic bodies and institutions. The faculty members motivate their students to pursue higher studies in future.

Weakness: Mediocre quality of students lack of infrastructure due to space constraint.

Opportunity: To strive for academic excellence.

Challenges: To overcome the limited infrastructure and paucity of funds.

Future Plans: To upgrade the quality of students through academic and cultural pursuits.

Additional Information:

- Dr Santanu Ganguly has collaborated with the Dept of Commerce in executing students' Project work titled "Project on Welfare of Auto-drivers in Tollygunge area" and has helped in improving the linguistic and stylistic aspects of project reports submitted by students.

- Teachers of the Dept of English collaborate with the Dept of Bengali to teach certain areas of UG Bengali (Hons) syllabus of University of Calcutta involving contribution of British writers to literature.

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

2. Year of Establishment: 2002

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (Honours and General)

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

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

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

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

8. Details of courses/programmes discontinued (if any) with reasons: None

9. Number of Teaching posts

	Sanctioned	**Filled**
Professors	-	-
Associate Professors	-	-
Asst. Professors	01	01

Note: The Department is also served by 01 Contractual Whole Time Teacher (CWTT)   01 Government approved Part Time Teacher (PTT) and 03 Guest Lecturers.

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
Sumon Kr. Das	M.Sc	Assistant Professor	Environmental Geography	8	-
Mousumi Pramanick	M.Sc	Contractual Whole Time Teacher	Environmental Geography	6	-
Sohini Sen	M.Sc	Part Time Teacher (Govt. approved)	Soil Geography	6	-
Chandrayee Chakraborty	M.Sc	Guest Lecturers	Cartography	5	-
Sankari Malla Barman	M.Sc	Guest Lecturers	Industrial Geography	4	-
Tausif Ahamed	M.Sc	Guest Lecturers	Regional Planning	2	-

11. List of senior visiting faculty: None

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Guest lecturers take: 37% of the total classes.

13. Student -Teacher Ratio (programme wise):

Honours	General
12:1	20:1

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

Name of the staff	Designation	Date of joining	Experience in year	Sex
Rajkumar Paul	(Attendant)	25.07.2009	6	Male
Dharani Sardar	(Lab Attendant)	30.07.2009	6	Male

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
     P.G. - 06

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: None

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: None

18. Research Centre /facility recognized by the University: N/A

19.   Publications: None

     *

     a) Publication per faculty:

*Number of papers published in peer reviewed journals (national/international) by faculty and students:
*Number of publications listed in International Database:

*   Monographs:

*   Chapter in Books:

*   Books Edited:

∗   Books with ISBN/ISSN numbers with details of publishers:

∗   Citation Index:

∗   SNIP:

∗   SJR:
∗   Impact factor:
∗   h-index:

20.   Areas of consultancy and income generated: N/A

21.   Faculty as members in

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

22.   Student projects

   a)   Percentage of students who have done in-house projects including inter   departmental/ programme: IIIrd year (Hons.) students 100% and IInd year (General) students 98% (approx)

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

23.   Awards / Recognitions received by faculty and students: Shreyasi Nandi secured 1st rank   in B.Sc (Geography Hons.) under the University of Calcutta in 2014.

24.   List of eminent academicians and scientists / visitors to the department: None

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

   b) International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. (Hons) 2014-15	237	30	11	17	90%
B.A (Gen) 2014-15	50	41	27	10	80%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Honors	100	Nil	Nil
General	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
    2 Students qualified NET as per recent data available.

29.   Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	-
PG to Ph.D.	-
¤ Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	Data not available Data not available
Entrepreneurship/Self-employment	Data not available

30.   Details of Infrastructural facilities

a) Library: More than 550 books in the departmental library in addition to the books available in the Central Library.

b) Internet facilities for Staff & Students: Department has one computer with internet facility for departmental teachers, non-teaching staff and students. Faculty and students also have access to such facility in the Central Library.

c) Class rooms with ICT facility: ICT facilities are shared with other departments.

d) Laboratories: 01 well equipped laboratory.

31. Number of students receiving financial assistance from College, university, Government or other agencies:

No. of students receiving Financial Assistance (Amount in Rs.)		
Year	From College	From State Govt. (SC/ST/OBC Stipend)
2011-12	04 (9550/-)	02 (10840/-)
2012-13	09 (26120/-)	
2013-14	10 (14400/-)	
2014-15	02 (3690/-)	

32. Details on student enrichment programmes (special lectures / workshops / Seminar) :   None

33.   Teaching methods adopted to improve student learning: Beside the use of OHP, Smart Board of PPT and internet, remedial classes, mock test, etc. are also taken to improve students' learning .

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Departmental students actively participate in NSS Programmes and Social Service activities of the College

35. SWOC analysis of the department and Future plans:

Strengths:

  i.   Interactive method of teaching including audio visual technique is used for teaching in the department.
  ii.   There is a close relationship between the teachers and the students.
  iii.   The students enthusiastically participate in co- curricular activities like sports, drama etc.
  iv.   The accessibility to the internet facility in the department helps the student to quench their thirst for knowledge to great extent.
  v.   The departmental library the prime infrastructural support is worth mentioning in this respect.
  vi.   The department receives full support from the support staff attached to the department.
  vii.   The students gain knowledge and experience through the field trips and excursions.

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Weaknesses:

    i.   The lack of space in the department prevents the department from having a separate computer laboratory.

    ii.   The non availability of open space in campus affects practical work to some extent.

    iii.   Insufficient number of whole time teachers also affects the teaching- learning process to some extent.

Opportunities:

    i.   The GIS has opened a new path way for the students as a career.

    ii.   Support and encouragement extended to the able students who want to pursue higher education.

    iii.   Mock test are conducted by the department before the final University Examinations are held and the students are given the opportunity to evaluate themselves.

Challenges: (i) To give quality based education for all students.

          (ii) To impart knowledge beyond the syllabus

          (iii) To make the department more innovative and technology friendly.

Future Plans: (i) Publication of departmental magazine.

          (ii) To arrange departmental seminars.

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

2. Year of Establishment: 1967

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (Honours and General)

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

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

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

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

8. Details of courses/programmes discontinued (if any) with reasons- None

9. Number of Teaching posts

	Sanctioned	Filled
Professors	–	–
Associate Professors	-	01*
Asst. Professors	01	01

Note: *01 post of Assistant Professor promoted to Associate Professor through CAS.
The Dept. is also served by 02 Govt. approved Part Time Teachers.

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
Suhas Basu	M.A. , M. Phil Ph.D.	Associate Professor	20th Century Bengal	24	Nil.
Asit Kr. Kar	M.A., M. Phil.	Assistant Professor	Ancient Indian History	10	Nil.
Ivy Siddhanta	M.A.	Govt. approved PTT	Ancient Indian History & Culture	17	Nil.
Subhra Aich	M.A., Ph.D.	Govt. approved PTT	Social History of Science & Technology	11	Nil

11. List of senior visiting faculty: Nil

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

13. Student -Teacher Ratio (programme wise):

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

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Ph.D. – 02, M. Phil. – 02, PG- 01

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

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

18. Research Centre /facility recognized by the University: N.A

19. Publications: 03

    * a) Publication per faculty: Please see 3.4.3

    * Number of papers published in peer reviewed journals (national / International) by faculty and students: Nil.

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

* Monographs: Nil

* Chapter in Books: Nil

* Books Edited: Nil

* Books with ISBN/ISSN numbers with details of publishers:
   01 with ISBN No. Yr. 2013(Arun Prakasan, Kolkata)

* Citation Index: Nil

* SNIP: Nil

* SJR: Nil

* Impact factor: -

* h-index: -

20. Areas of consultancy and income generated: N.A.

21. Faculty as members in

a) National committees b) International Committees c) Editorial
   Boards…. National Committee

22. Student projects

    a) Percentage of students who have done in-house projects including inter departmental/programme—Nil

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

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

24.   List of eminent academicians and scientists / visitors to the department.
       Prof. Amalendu De, Guru Nanak Professor , Dept. of History, Jadavpur University

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

    a) National: Nil.

    b) International: Nil.

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG (B.A.Hons.)2015	130	37	21	16	83%
UG(B.A.Hons.)2014	110	24	10	14	75%
UG(B.A.Hons.)2013	135	25	18	7	83%

*M = Male   *F = Female

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. Hons.	100%	Nil	Nil
B.A. Gen.	100%	Nil	Nil

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
       Data Not available

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	Nil Data not available
Entrepreneurship/Self-employment	Data not available

30. Details   of   Infrastructural

facilities

a) Library: The Central Library is well stocked with book on the U.G. Curriculum .

b) Internet facilities for Staff & Students:
Such facility is available in the UGC Network Resource Centre in the Central Library as well as in the Common I.T. Lab for all departments.

c) Class rooms with ICT facility: Such facility is commonly shared with other departments

d) Laboratories: N.A.

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

No. of students receiving Final Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	16 (10050/-)	01 (3000/-)	24 (118500/-)
2012-13	16 (6825/-)	-	32 (162000/-)
2013-14	5 (2175/-)	18 (47700/-)	-
2014-15	-	-	-

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

    Nil.

33. Teaching methods adopted to improve student learning:
    Normal classroom teaching along with interactive sessions.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    Students participate in extension activities through the NSS units of the college.

35. SWOC analysis of the department and Future plans:

    Strengths: Diligent and attentive students, dedicated and student-friendly faculty.

    Weakness: Discontinuation in further studies for economic reasons.

    Opportunity: To motivate the students to realize and explore the inter-disciplinary relevance of   history as a subject at the UG level so that the knowledge in this discipline can be   utilize for further studies / research / or employment.

    Challenges:

    i) To overcome infrastructural constraints.

    ii) To motivate all students to complete the undergraduate Honours / General course.

    Future Plans:
    i) To set up departmental (Seminar) library.
    ii) To organize seminars / invited lectures as student enrichment programmes

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

2. Year of Establishment: 1967

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (Honours & General)

4. Names of Interdisciplinary courses and the departments/units involved: N.A.

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

6. Participation of the department in the courses offered by other departments: The faculty takes classes of Business Mathematics and Statistics, Advanced Business Mathematics, in the Dept. of Commerce for students pursuing B.Com. (Honours).

7. Courses in collaboration with other universities, industries, foreign institutions, etc. N/A.

8. Details of courses/programmes discontinued (if any) with reasons: None

9. Number of Teaching posts

	Sanctioned	Filled
Professors	N.A.	N.A.
Associate Professors	N.A.	01
Asst. Professors	05	03

Note: 01 post of Asst. Prof. upgraded to Associate Professor through CAS

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
Chanchal Guha Roy	M.Sc. ; Ph.D.	Associate Professor,	Magneto Hydrodynamics & Plasma Mechanics	19	N.A.
Sri Pitambar Das	M.Sc.; M. Phil.	Assistant Professor	Operation Research	5	N.A.
Barnali Dutta	M.Sc.; Ph.D.	Assistant Professor	Fluid Mechanics	5	N.A.
Ujjwal Kumar Pahari	M.Sc.; Ph.D.	Assistant Professor	Mathematical Modeling	9	N.A.

11. List of senior visiting faculty: Nil

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

13. Student -Teacher Ratio (programme wise):

Streams	Total no. of Students	Student – Teacher Ratio
B.Sc.(Hons)	30	7:1
B.Sc.(Gen)	62	15:1
B.Com (Hons)	154	39:1
B.Com (Gen)	153	39:1

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

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. Ph.D. – 03, M. Phil. – 01.

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

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

18. Research Centre /facility recognized by the University: Not yet

19. Publications: Please see 3.4.3

   * a) Publication per faculty:

   * Number of papers published in peer reviewed journals (national / International) by faculty and students: 05

* 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.)

   * Monographs
   * Chapter in Books
   * Books Edited: 02
   * Books with ISBN/ISSN numbers with details of publishers
   * Citation Index
   * SNIP
   * SJR
   * Impact factor
   * h-index

20. Areas of consultancy and income generated: N.A.

21. Faculty as members in

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

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental/programme: Nil

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

23.   Awards / Recognitions received by faculty and students:
        Awarded for inter-college Quiz competition 2015 held at Gokhale Memorial Girls' College on 15.10.2015
(i)   Subham Santra (1st yr, Mathematics Hons)
(ii)   Aditya Mukherjee (3rd yr, Mathematics Hons)

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

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

      b) International: Nil

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG (B.Sc.Hons.)	112	60	26	4	28%
UG(B.Sc.Gen)			10	2	

        *M = Male   *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc (Hons)	100%	Nil	Nil
B.Sc (Gen)	100%	Nil	Nil

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

    Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	25%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	N.A. 20%
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural

    facilities

    a) Library: The Central Library is well stocked with book on the U.G. Curriculum . Departmental Library containing 250 books.

    b) Internet facilities for Staff & Students: Internet facility is available in the Dept. Such facility is available in the UGC Network Resource Centre in the Central Library as well as in the Common I.T. Lab for all departments.

    c) Class rooms with ICT facility: No separate class room with ICT facility. This facility is shared with other departments.

    d) Laboratories: Departmental Laboratory is equipped with desktop computers and 2 laptops.

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

No. of students receiving Financial Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	04 (4430/-)	-	03 (16260/-)
2012-13	12 (20240/-)	01 (3000/-)	03 (12760/-)
2013-14	08 (14180/-)	02 (5100/-)	-
2014-15	09 (17390/-)	-	-

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

33. Teaching methods adopted to improve student learning:
    Beside the traditional chalk and talk method, the use of computers practiced Remedial classes are also taken for the improvement of student learning.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    Students participate in Extension activities through the NSS unit of the college.

35. SWOC analysis of the department and Future plans:

    Strength:
    The department has highly qualified faculty . The department ensures close student monitoring to help them academically as well as personally. There is a well stocked Seminar library cum class room in the department.

    Weakness:
    The number of desktop computer available within the department for the final year students is not adequate at present.

    Opportunities:

    Mathematics as a subject at UG level offers ample scope for higher studies in general as well as   in technical field, also for employment. Students have to be motivated accordingly.

    Challenges:
    To encourage the advanced learners towards higher studies in Mathematics.

    Future Plans:

(i) To hold short term courses and workshop in Mathematics for interested students.
(ii) To prepare students for different competitive and job oriented examinations

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

2. Year of Establishment: 1967

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (General)

4. Names of Interdisciplinary courses and the departments/units involved: The departments offers philosophy as an elective subjects for students pursuing Honours course in Bengali and English.

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

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

7. Courses in collaboration with other universities, industries, foreign institutions, etc. N.A

8. Details of courses/programmes discontinued (if any) with reasons- None

9. Number of Teaching posts

	Sanctioned	Filled
Professors	N.A	N.A
Associate Professors	-	01*
Asst. Professors	01	-

Note: *01 post of Asst. Prof. promoted to the post of Associate Professor through CAS

The Dept. is also served by 01 Govt. approved Part Time Teacher

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
Malabi Chakroborty	M.A. , M. Phil	Associate Professor	Western Logic	30	N.A
Chumki Roy	M.A.	PTT (Govt. appvd)	Nyaya	20	N.A

11. List of senior visiting faculty: Nil

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

13. Student -Teacher Ratio (programme wise): 100:1

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

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
    M. Phil. – 01, PG- 01

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

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

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

19. Publications: Nil

    ∗ a) Publication per faculty:

    ∗ Number of papers published in peer reviewed journals (national / International) by faculty and students:

∗ 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.)

∗ Monographs:

∗ Chapter in Books:

∗ Books Edited:

∗ Books with ISBN/ISSN numbers with details of publishers:

∗ Citation Index: Nil

∗ SNIP: Nil

∗ SJR: Nil

∗ Impact factor: -

∗ h-index: -

20. Areas of consultancy and income generated**:** N.A.

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards…. Nil

22. Student projects

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

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

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

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

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

a) National: Nil.

b) International: Nil.

26. Student profile programme/course wise: Not applicable, as Philosophy is offered as an elective subject only
27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (Gen)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Not applicable

29. Student progression: Not applicable as the department offers Philosophy only as an elective subject.

Student progression	Against % enrolled
UG to PG	N.A
PG to M.Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed • Campus selection • Other than campus recruitment	N.A
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

a) Library: The Central Library is well stocked with book on the U.G. Curriculum .

b) Internet facilities for Staff & Students:
Such facility is available in the UGC Network Resource Centre in the Central Library as well as in the Common I.T. Lab for all departments.

c) Class rooms with ICT facility: Such facility is commonly shared with other departments.

d) Laboratories: NIL.

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

No. of students receiving Financial Assistance (Amount in Rs.)				
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)	From State Govt. (Kanyashree)
2011-12	31 (12,450/-)	4 (9,600/-)	115 (4,90700/-)	-
2012-13	29 (10,275/-)	12 (35,100/-)	153 (6,71,100/-)	-
2013-14	12 (3,250/-)	23 (66,90/-)	-	-
2014-15	36 (16,550)	18 (86,400/-)	-	02 (50,000/-)

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

33. Teaching methods adopted to improve student learning: Remedial classes are taken by the faculty members in order to improve student learning.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Students participate in extension activities through NSS. They also participate in blood   donation camps which reflects their social responsibility.

35. SWOC analysis of the department and Future plans:

Strengths:
The department is enriched with dedicated and committed faculty members.

Weakness:
The weakness of the department, if any, is the dearth of teachers. The department has only one full time teacher and one part time teacher.

Opportunity:
Students who take up philosophy as an elective subject may look forward to appear in competitive examinations for Govt. services like WBCS, IAS etc, with Philosophy as an optional paper.

Challenges:

The smooth functioning of the department with only one full- time teacher and one part-time teacher is the greatest challenge faced by the department.

Future Plans:

i) To organize departmental seminars / invited lecturers.

ii) To introduce Honours Course in Philosophy.

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

2. Year of Establishment: 1970

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): B.Sc. (Honours and General)

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

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

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

   Physics is offered as elective subject to students pursuing Honours course in Mathematics & Chemistry

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

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

9. Number of Teaching posts

	Sanctioned	Filled
Professors	N.A	N.A
Associate Professors	N.A	N.A
Asst. Professors	04	02

   Note: The Dept. is also served by 03 Guest Lecturers on college pay.

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
Sujay Poddar	M.Sc, Ph.D.	Assistant Professor	High Energy Particle Physics	09	Nil
Suman Patra	M.Sc	Assistant Professor	General Theory of Relativity	07	N.A
Suprita Chakraborty	M.Sc.	Guest Lecturer	Electronics		N.A
Kaustav Kanjilal	M.Sc.	Guest Lecturer	Condensed Matter Physics		N.A
Roshni Bose	Ph.D	Guest Lecturer	Quantum Field Theory and Condensed Matter Physics		N.A

Note: Santanu Jana & Sucharita Mitra of Electronics Department takes some classes in the Dept. of Physics also

11.   List of senior visiting faculty: Nil

12.   Percentage of lectures delivered and practical classes handled (programme wise)
       by temporary faculty: B.Sc. (Hons): 15%
                              B.Sc. (Gen): 59%

13.   Student -Teacher Ratio (programme wise): B.Sc. (Hons): 8:1
                                                 B.Sc. (Gen):   33:1

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

	Number of academic support staff
Sanctioned	04
Filled	01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
    Ph.D. – 02, P.G – 03

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

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

18. Research Centre /facility recognized by the University: N.A

19. Publications: Details given in Table below:

Name of the Teacher	No. of papers National/ International Journals	No. of Publications listed in Int. Database	Chap-In Books	Books with ISSN/ ISBN No	Citation Index	Impact Factor	h-Index
Sujay Poddar	10	10	-	01	11.4	50.833	07
Santanu Jana	02	02	-	-	1	11.22	01
Sucharita Mitra	12	35	02	-	5.74	16.8	09
Roshni Bose	03	03	-	-	2.33	13.54	03

20. Areas of consultancy and income generated: N.A.

21. Faculty as members in

a) National committees b) International Committees c) Editorial

A.

22.   Student projects

a)   Percentage of students who have done in-house projects including   inter
       departmental/programme: 40% Students of Physics department   participated in
       Science Exhibition organized by the College and presented their   models
       in that programme.

b)   Percentage of students placed for projects in organizations outside the
       institution   i.e.in Research laboratories/Industry/ other agencies:
       The scope for such projects are limited as per course curriculum of University of
       Calcutta.

23.   Awards / Recognitions received by faculty and students:
       Somasree Ghosh , a student of III yr Physics Hons. participated in the   State
       Level   Science Exhibition organized by Govt. of West Bengal in 2014.
       She was awarded a certificate of appreciation from the organizers.

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

       1. Prof. Indira Ghosh, JNU, New Delhi
       2. Dr. Palok Aich, NISER, Bhubaneswar
        3 Dr. Jaydeep Mukherje, Jadavpur University, Kolkata
       4. Dr. Subhasis Mukherjee, University of Calcutta
       5. Dr. Anshuman Lahiri, University of Calcutta

25.   Seminars/ Conferences/Workshops organized & the source of funding
        a) National: UGC sponsored 2-day Seminar on Applied Science in
            Bioinformatics on 16-17 March, 2012, organized jointly with the
                  Dept. of Electronics

       b) International: Nil

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. (H) 2015	190	17	17	00	100
B.Sc. (H) 2014	175	20	17	03	100
B.Sc. (H) 2013	195	17	13	04	100

       *M = Male   *F = Female

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 (G)	100.0	0.0	0.0

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

    Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	40
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	Nil 50
Entrepreneurship/Self-employment	25

30. Details of Infrastructural

    facilities

    a) Library: The Central Library is well stocked with book on the U.G. Curriculum .

    b) Internet facilities for Staff & Students: Department has Internet facility for students and staff in the Computer Lab. as well as in the Common I.T. Lab for all departments.

c) Class rooms with ICT facility: Such facility is commonly shared with

other departments

d) Laboratories: Separate laboratories for Honours and General courses and one small computer lab are available in the department.

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

No. of students receiving Financial Assistance (Amount in Rs.)		
Year	From College	From State Govt. (SC/ST/OBC Stipend)
2011-12	01 (820/-)	03 (14760/-)
2012-13		02 (9340/-)
2013-14	01 (1750/-)	
2014-15	08 (17440/-)	

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

- A UGC sponsored 2-day Seminar on "Applied Science in Bioinformatics" on 16-17 March, 2012 – organized jointly with the Dept. of Electronics

- A two day Science Exhibition on "Save the Nature- Save our Planet- Protect the Environment" on 9-10 October, 2015, at the college campus.

33. Teaching methods adopted to improve student learning:
   - Many reference books are consulted and a few of them are also prescribed for students.
   - Mock tests are also conducted during their courses.
   - PPT and PDF based lectures are delivered to the students with the help of laptop and desktop.
   - Assignments are also given to the students from time to time for preparing them various competitive examinations.

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

   Students of this department participate in extension activities through the NSS unit of the college.

35. SWOC analysis of the department and Future plans:
Strengths:

   a) Co-ordination and mutual co-operation among students, faculty members and supporting laboratory staff.
   b) Commitment of teachers for improving the academic performance of students.
   c) Well equipped laboratories.
   d) Active involvement in the respective research fields of faculty members with national and international publications.
   e) Organizing seminars on current interesting topics.
   f) Internet facility is available for students, teachers and staff.

Weakness:

   a) Inadequate full time faculty.
   b) Inadequate space and insufficient number of computers in the computer laboratory
   c) Some students have poor linguistic ability.

Opportunities:

   a) Financial assistance from government agencies as well as from the college are provided to the students from economically less privileged sections
   b) Organizing seminars and scientific temper building programmes like science exhibitions, educational tours for UG students to open up opportunities for them to interact with renowned faculty members from different institutes of the country.
   c) Remedial coaching classes are arranged for slow learners.

Challenges:

   a) To run the department smoothly in the absence of adequate full time faculty.
   b) Availability of UGC grant on time for purchase of equipments etc.
   c) To create more space within the campus for laboratories and class rooms.
   d) To arrange more funds for purchasing back-up instruments for practical classes.
   e) To groom students for employment.

Future Plans:

a) Renovating the existing computer lab for developing a well- equipped dedicated computer laboratory with air conditioning facility.
b) Introduction of PG course subject to availability of associated infrastructural facilities.
c) To organize seminars at regular intervals for motivating students towards research activities
d) To arrange more campus interviews for students obtaining graduation degree.
e) To increase research facilities for faculty members.

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

2. Year of Establishment: 1987.

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters;   Integrated Ph.D., etc.): Undergraduate.

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

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

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

   Physiology is offered as an elective subject to students pursuing Honours course in Botany,   and to those pursuing B.Sc (General) course.

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

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

9. Number of Teaching posts:

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	01	-

Note: The department at present is served by 02 Government approved Part Time Teachers

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./ Ph.D.   M. Phil. etc.,)

Name	Qualifi Cation	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Partha Sarathi Mukherji	M. Sc, Ph.D.	Part Time Teacher (Govt.approved)	Ergonomich Work Physiology	15+	N/A
Sangita Pal	M. Sc	Part TimeTeacher (Govt.approved)	Sports Phys-iology, Exercise Physiology	10+	N/A

11. List of senior visiting faculty: None

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

13. Student -Teacher Ratio (programme wise): 12 : 1

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

    Sanctioned - 02; Filled - 02

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG./ Ph.D - 01, P.G.-01

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

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

18. Research Centre /facility recognized by the University: Not yet

19. Publications:
a) Publication per faculty:.

Dr. Partha Sarathi Mukherjee :

In Journals:

1) Nonobese Population in a Developing Country Has a High Prevalence of Nonalcoholic Fatty Liver and Significant Liver Disease: Kausik Das, Kshaunish Das, Partha S Mukherjee, Alip Ghosh, Sumantra Ghosh, Asit R Mridha, Tapan Dhibar, Bhaskar Bhattacharya, Dilip Bhattacharya, Byomkesh Manna, Gopal K Dhali, Amal Santra, Abhijit Chowdhury, Hepatology 51(5):1593-602 · May 2010.

2) "Normal" liver stiffness measure (LSM) values are higher in both lean and obese individuals: A population-based study from a developing country: Kausik Das, Rajib Sarkar, Sk Mahiuddin Ahmed, Asit R Mridha, Partha S Mukherjee, Kshaunish Das, Gopal K Dhali, Amal Santra, Abhijit Chowdhury, Hepatology, Vol.55, No.2, 2012.

3) Determinants of Nutritional Condition: Discordance between Existing Understanding and Current Observation- A Study among the School Students of West Bengal: Tapas Saha, Tushar Kanti Pathak, Partha Sarathi Mukherjee, American Journal of Sports Science and Medicine, 2014, 2(5A), 23-28.

In conference proceedings:

1) Age and Sex specific Body Mass Index cut-offs among the school children of West Bengal: Tapas Saha, Tushar Kanti Pathak, Partha Sarathi Mukherjee, 142nd APHA Annual Meeting and Exposition 2014; 11/2014 in New Orleans, USA.

2) Cost Reduction Laboratory: Impetus towards better health care in a developing country: Suvadip Neogi, Tapas Saha, Tanushree Bose, Dipesh Kr. Das & Partha Sarathi Mukherjee, Health Science Innovation Conference organized by Ohio State University (Columbus, USA) and AIIMS (India), Mumbai, India, 15-17 January, 2015.

3) Women are more empowered in behavior modification- A report from Rural Bengal: Tapas Saha, Dipesh Kr. Das, Arka Sarkar & Partha Sarathi Mukherjee, Health Science Innovation Conference organized by Ohio State University (Columbus, USA) and AIIMS (India), Mumbai, India, 15-17 January, 2015.

4) Knowledge about hepatitis B virus infection and consequence - A study among the infected patients of West Bengal: Tanushree Bose, Tapas Saha, Suvadip Neogi, Dipesh Kr. Das & Partha Sarathi Mukherjee, Health Science Innovation Conference organized by Ohio State University (Columbus, USA) and AIIMS (India), Mumbai, India, 15-17 January, 2015.

5) Women are more vulnerable to NCDs in rural Bengal: Sujay Ghosh, Dipesh Kr. Das, Tapas Saha & Partha Sarathi Mukherjee, Health Science Innovation Conference organized by Ohio State University (Columbus, USA) and AIIMS (India), Mumbai, India, 15-17 January, 2015.

* Number of papers published in peer reviewed journals (national international) by faculty and students: Please see 3.4.3

* Number of publications listed in International Database: None

* Monographs
* Chapter in Books
* Books Edited :
* Books with ISBN/ISSN numbers with details of publishers
* Citation Index
* SNIP
* SJR
* Impact factor
* h-index

N/A

20.   Areas of consultancy and income generated:

Dr. Partha Sarathi Mukherjee has delivered lecturers in national / international forums as stated below

  i.   "Leveraging Rural Health Care Practitioners in West Bengal"- Invited lecture at Delivering Hope LS Conference, organized by Bristol Myers Squibb Foundation, USA in Hong Kong, 12 February, 2009.
 ii.   "HCV: The Indian Face & Action"- Invited lecture at Delivering Hope LS Conference, organized by Bristol Myers Squibb Foundation, USA at APASL 2010 congress in Beijing, China, 27th March, 2010.
iii.   "Science to Society- a harm reduction strategy that uses lay and community health workers in the Hepatitis B fight in West Bengal"- Invited lecture at Delivering Hope LS Conference, organized by Bristol Myers Squibb Foundation, USA at APASL 2010 congress in Beijing, China, 28th March, 2010.
 iv.   Invite lecture at 1st GLOBAL HEPATITIS B Patient Advocacy Group Workshop Organized By Bristol-Myers Squibb, Hong Kong, 15 September, 2010.
  v.   "Health Awareness in one day do not have sustained & cumulative impact among the school students": A Study in 3 Districts of West Bengal to fight against Hepatitis-B & Liver Diseases" -Invited lecture at Delivering Hope LS Conference, organized by Bristol Myers Squibb Foundation, USA at Bangkok, Thailand, 17th February, 2011.

vi. Invite lecture at 2nd GLOBAL HEPATITIS B Patient Advocacy Group Workshop Organized By Bristol-Myers Squibb Hong Kong, 21st October, 2011

vii. "Development of a Hepatitis patient advocacy platform and empowering patients for comprehensive social security – from clinic to the doorstep", Invited lecture at Delivering Hope LS Conference, organized by Bristol Myers Squibb Foundation, USA at APASL 2012 congress in Taipei, Taiwan, 16th February, 2012.

viii. "Hepatitis: Myths & Miseries"- Invited lecture in the meeting of Association of Brazilian Hepatitis Patients in New York, USA on 16th June, 2013. "Providers & Provisions: An Agenda for Operational Research and Action in Rural Health Care in India"- invited lecture at the Department of Economics and Finance, Tennessee State University, Nashville, USA on 26th June, 2013.

ix. "Hepatitis in India: perceptions & Problems"- invited lecture at São Paulo State University Hospital, Botucatu, Brazil on 24th June, 2014.

x. "Hepatitis patient advocacy platform: Empowering patients for comprehensive social security" invite lecture at Association of Hepatitis C, Sao Manuel, Brazil on 25th June, 2014.

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards etc.: None.

22. Student projects: None

23. Awards / Recognitions received by faculty and students:

Dr. Partha Sarathi Mukherjee has received the following awards and recognitions.

a) Excellence Award: Innovator & Social Entrepreneur for patient empowerment/cost recovery laboratory, by Bristol-Myers Squibb Foundation, USA, in November 2012.

b) Recognized as the Official Guest of the County of Sao Manuel by Marcos Roberto Casquel Monti, Hony. Mayor of Sao Manuel, Brazil, in June 2014.

c) Recognized by Fernando Capez, Member of Parliament & 2nd Vice President of Legislative Assembly, Sao Paulo, Brazil, for the contribution in Hepatitis Prevention, in June 2014.

d) Recognized as one of the key contributors of the Health Science Innovation Conference and Trade Show organized by the Ohio State University, USA, in January 2015.

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

25. Seminars/ Conferences/Workshops organized & the source of funding
    a) National: None
    b) International:
    None

26. Student profile programme/course wise:

   Not applicable as Physiology is offered only as elective subject.

27. Diversity of Students: Not applicable as Physiology is offered only as elective subject.

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Not applicable

29. Student progression: N.A as Physiology is offered as elective subject only.

30. Details of Infrastructural facilities
    a) Library: General Library is well endowed with books related to the discipline. The stock of books is enhanced in every academic session.

    b) Internet facilities for Staff & Students: The students have access to internet facility in the library. The staff has access to internet facility in the library and in the department.

    c) Class rooms with ICT facility: Such facility is shared with other departments.

    d) Laboratories: One well equipped laboratory.

31. Number of students receiving financial assistance from College, university, Government or other agencies: Not applicable

32. Details on student enrichment programmes (special lectures / workshops / Seminar): Nil

33. Teaching methods adopted to improve student learning: Modern teaching aids such as computer is used to supplement the chalk and talk method. Supplementary reading materials are provided to students and remedial classes are held.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Departmental teachers and students actively participate in NSS programme and Social Service activities.

35. SWOC analysis of the department and Future plans:

Strengths:
(i)   The lecture method employed in undergraduate teaching is supplemented by interactive strategies and audio-visual presentations. Committed teachers ensure the timely completion of the curriculum followed by revisionary exercises.

(ii) Intensive monitoring through tutorials enables teachers to take cognizance of weaknesses and difficulties of individual students and to take remedial measures.

Weaknesses:

(i) Lack of full time faculty

(ii) Limited audio-visual and e-resources.

Opportunities:

(i) Inter-disciplinary collaboration via inter-departmental collaboration in teaching.
(ii) Engagement of teachers and students in funded research projects.

Challenges:

(i) To encourage more students to pursue higher studies.
(ii) To ensure better attendance and to motivate slow learners.

Future Plans:

(i) To arrange for regular lectures by faculty from other Colleges in their areas of specialization.
(ii) To organize short term courses for the students interested in pursuing research work in future.

1. Name of the department: **Political Science**

2. Year of Establishment: 1968

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (Honours and General)

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

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

6. Participation of the department in the courses offered by other departments: N.A.

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

8. Details of courses/programmes discontinued (if any) with reasons- N.A

9. Number of Teaching posts

	Sanctioned	Filled
Professors	–	–
Associate Professors	-	01*
Asst. Professors	02	01

Note: *01 post of Asstt. Prof. upgraded to Associate Prof. through CAS.

The Department is also served by 01 Govt. approved Part Time Teacher and 01 Guest Lecturer.

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
Nibedita Rasul Basak	M.A	Associate Professor	History of Socialist Thought	30	Nil.
Probhas Mondal	M.A.; M. Phil.	Assistant Professor	Public Administration and Local Self Government.	1.5	Nil.
Sukla Roychoudhury	M.A.; Ph.D.	P.T.T	Local Self Government.	19	Nil.
Panna Ghosh	M.A.	Guest Lecturer	South East Asia	4	Nil

11. List of senior visiting faculty: Samir Mukherjee., Dilip Basu Roy, Joyshree Bhattacharya (Ex-faculty of this college)

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

13. Student -Teacher Ratio (programme wise):

Streams	Total no. of Students	Student – Teacher Ratio
(B.A,.Hons) 1st year	62	21:1
(B.A Hons.) 2nd year	18	6:1
(B.AHons) 3rd year	11	4:1

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

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Ph.D. – 01, M. Phil. – 01, P.G – 02.

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

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:
One UGC funded Minor Research Project completed. UGC Grant received Rs.35000/-

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

19. Publications:

∗   a) Publication per faculty: Dr. Sukla roy Choudhury - 05

∗   Number of papers published in peer reviewed journals (national / International) by faculty and students: Nil.

∗   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.)

   ∗   Monographs

   ∗   Chapter in Books--02

   ∗   Books Edited

   ∗   Books with ISBN/ISSN numbers with details of publishers - 03

   ∗   Citation Index

   ∗   SNIP

   ∗   SJR

   ∗   Impact factor

   ∗   h-index

20.   Areas of consultancy and income generated**:**   Nil
21.   Faculty as members in

   a) National committees
   b) International Committees
   c) Editorial Boards - Nil

22.   Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme—10%

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

23. Awards / Recognitions received by faculty and students:
      2nd position in Youth Parliament Competition in 2012(district level)

24. List of eminent academicians and scientists / visitors to the department.
   i.   Prof. Dipankar Sinha, Deptt. of Political Science, University of Calcutta
   ii.   Prof. Samir Das, Deptt of Political Science, University of Calcutta
   iii.   Prof. Satyabrata Chakraborty, deptt of Political Science, University of Calcutta
   iv.   Prof. Sabyasachi Basu Roy Choudhury,Deptt. of Political Science, Rabindra Bharati University

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

   a) National: Nil.

   b) International: Nil.

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG (B.A.Hons.)2014-15	40	40	7	10	79%
UG(B.A.Hons.)2013-14	84	75	15	12	90%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	98%	2%	_

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

    As per data available, 01 student has qualified in NET

29. Student progression

Student progression	Against % enrolled
UG to PG	24%
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
Employed • Campus selection • Other than campus recruitment	Nil. 14% (approx)
Entrepreneurship/Self-employment	30% (approx)

30. Details of Infrastructural

    facilities

    a) Library: General Library is endowed with books related to discipline. The stock of books is enhanced in every academic session.
    b) Internet facilities for Staff & Students: The students and the staff have access to internet facility in the library.

c) Class rooms with ICT facility**:** This facility is shared with other departments.

d) Laboratories**:** N.A.

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

No. of students receiving Financial Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	13 (7500/-)		12 (43500/-)
2012-13	07 (2925/-)	09 (24300/-)	29 (135750/-)
2013-14	-	18 (47700/-)	-
2014-15	-	4 (19200/-)	-

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

33. Teaching methods adopted to improve student learning: Chalk and talk method , open   end discussion, debates, remedial classes, and test.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Students participate in Extension activities through the NSS unit of the college and participate in science exhibition and project work.

35. SWOC analysis of the department and Future plans:

Strengths:

Experienced and dedicated faculty, regular classes, timely completion of syllabus, regular tutorials and remedial classes.

Weakness:

Over the years the Department has faced a problem regarding filling up all seats in the Honours course. The department has seriously looked into the problem and is trying to resolve it in near future. Besides lack of space and one post of full time faculty yet to be filled up are the other weakness.

Opportunity:

Political Science as a subject has inter-disciplinary relevance. The subject when studied at UG level offers scope for pursuing further studies and/or employment in diverse fields. This can be used to motivate more students to take up the Honours course in Political Science.

Challenges:

The department would like to motivate more students to take up the study of political science and to sustain good attendance during the academic session . The department would also like to encourage capable students towards higher studies and research.

Future Plans:
i. To arrange invited lectures by faculty from other colleges at regular intervals..

ii. To organizing seminar, workshop, debate, quiz- competition etc. in near future. The Department also plans to publish a departmental magazine.

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

2.   Year of Establishment: 1987

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : Undergraduate

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

5.   Annual/ semester/choice based credit system (programme wise):
     Annual, Part I, II.III

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

     The department offers Zoology general as an elective subject to the students pursuing Botany (Hons) and B. Sc (General) course

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

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

9.   Number of teaching posts

	Sanctioned	Filled
Professors	–	–
Associate Professors	–	–
Asst. Professors	1	1

Note: The Department is also served by 02 Guest Lecturers

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
Krishna Gangopadhyay	M.Sc. Ph. D	Asst. Professor HOD	Genetics	11	NA
Sagata Mondal	M.Sc. Ph. D	Guest Lecturer	Entomology	5	NA
Bharati Pramanik	M.Sc.	Guest Lecturer	Ecology	5	NA

.

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 40%

13. Student -Teacher Ratio (programme wise):

Class	Student - Teacher Ratio
1st year	19:1
2nd year	25:1
3rd year	19:1

(2014-2015)-, IInd year (2014-2015)-, IIIrd year (2014-2015)-,

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Sanctioned - 02, Filled – 02

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

Ph.D-02, PG-01

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

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

18. Research Centre /facility recognized by the University: NA

19. Publications:

    * a) Publication per faculty.

    * Number of papers published in peer reviewed journals (national / International) by faculty and students:
      Dr. Krishna Gangopadhyay- 07 (International Journal).
      Dr. Sagata Mondal-16 (Int. J-13, National J.-03).

    * 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.)

    * Monographs

    * Chapter in Books

    * Books Edited

    * Books with ISBN/ISSN numbers with details of publishers

    * Citation Index

    * SNIP

    * SJR

    * Impact factor

    * h-index

20. Areas of consultancy and income generated:NA

21.   Faculty as members in

a)   National committees b) International Committees c) Editorial Boards….:
        Dr. Krishna Gangopadhyay is Life member of Zoological Society of Calcutta

22.   Student projects

   a) Percentage of students who have done in-house projects including inter departmental/programme:
      Students participated in poster presentation and ppt entitled Extinct Animals, organized by science departments on 09.10.15 and 10.10.15
   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil

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

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

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

   a) National -   Nil

   b) International – Nil

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage #
			*M	*F	
2012-2013	100	60	37	23	NA
2013-2014	120	57	47	10	NA
2014-2015	150	81	61	20	NA
2015-2016	75	28	11	17	NA

*M = Male   *F = Female.   (#Zoology is offered only as an elective subject)

(280)

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. Sc (General)	100%	_	_

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
Data not available

29. Student progression: NA as Zoology is offered only as an elective subject

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	_
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities a) Library: The Central Library is well stocked with book on the U.G. Curriculum. The Dept. also has a Seminar Library.

b) Internet facilities for Staff & Students: Internet facility is available in the Department as well as in the UGC Res. Network Centre in central Library for Faculty and students

c) Class rooms with ICT facility : This facility is shared with other
departments.
d) Laboratories: One well equipped laboratory for conducting practical classes in
Zoology.

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

No. of students receiving Financial Assistance (Amount in Rs.)			
Year	From College	From WBMDFC	From State Govt. (SC/ST/OBC Stipend)
2011-12	13 (9,200/-)	_	_
2012-13	8 (6,850/-)	2 (6,000/-)	16 (68,040/-)
2013-14	6 (8,815/-)	_	_
2014-15	1 (2,150/-)	2 (9,600/-)	_

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: None so far.

33. Teaching methods adopted to improve student learning:

1. Use of the internet in teaching learning
2. Supplementary reading materials provided to students
3. Remedial teaching and special care for slow learners
4. Wall magazine prepared by students.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    i. Students actively participate in outreach activities through NSS.
    ii. Social service like Blood Donation camp organized by the college.

35. SWOC analysis of the department and Future plans:

Strengths

1. The traditional lecture method is supplemented by interactive sessions and audiovisual presentation with the help of internet facilities.
2. Departmental teachers ensure the timely completion of the curriculum followed by revisionary exercise.
3. Intensive monitoring through regular class tests.
4. Interaction with guardians regarding improvement of students.

Weaknesses

1. Inappropriate student teacher ratio.
2. General tendency of students to attend only practical classes.
3. Limited audio visual resources.

Opportunities

1. Inter disciplinary collaboration in teaching among all biological science departments.
2. Engagement of teachers in active research.

Challenges

1. To motivate the students to acquire knowledge in the respective subject which may play positive role in shaping their career.
2. To encourage students to pursue higher studies in biological sciences.

Future Plans

▪ To introduce honours course in Zoology
▪ To arrange regular seminars and lectures by eminent educationists
▪ To increase e-resources in the library.
▪ To increase the number of useful books in seminar library.

Post Accreditation Initiatives

After being accredited by the National Assessment and Accreditation Council in 2007, the work of planning and executing quality sustenance and quality enhancement measures has been rather slow initially. As a first step towards quality assurance, an Internal Quality Assurance Cell (IQAC) was formally established in March, 2011. Though the post accreditation initiatives took some time to gain momentum, the College has made significant progress in all respects after the first cycle accreditation.

The institutional encouragement to faculty for continuous upgradation has been fruitful. In the post-accreditation period, 10 (ten) faculty members have received doctoral degree, 03 (three) faculty members have received M.Phil degree, one faculty member has completed post-doctoral research project funded by the Department of Bio-Technology, Govt. of India at Oxford University, one faculty member has submitted PhD thesis at Jadavpur University in August 2015, 04 (four) faculty members have registered for doctoral research, and 07 (seven) UGC funded Minor Research Projects have been undertaken. The publications by the faculty are also noteworthy. The faculty has also extended consultancy services in its areas of expertise to other institutions – teaching at the postgraduate level, paper setting, moderation and evaluation for examinations of other Universities, resource person for seminars and workshops organized by other institutions, research guidance, advisory service for school education, etc.

The Department of Commerce has ranked among the ten best Commerce colleges in the city of Kolkata according to India Today report for the years 2008, 2011 and 2012. The Postgraduate course in Commerce introduced by the College has made remarkable progress in the post-accreditation period. The first batch of postgraduate students passed out in 2008. The College has recorded a very high pass percentage (100% in most years) and a significant number of students securing first class marks in this course from 2008 onwards. For enhancing employability of students, the Department of Commerce has organized (i) short term certificate course for the postgraduate students in association with the Centre of Excellence in Financial Markets, a joint venture of Calcutta University and Calcutta Stock Exchange, (ii) soft skill development programme in association with a professional institute Edulight Learning. The Department has also organized many seminars and workshops in association with other institutions. The notable among such initiatives in the post-accreditation period are the seminar on "Accounting Standard" in association with Indian Accounting Association in 2008, on "Pushing Financial Inclusion: Issues, Challenges and Way Forward" in association with Sushil Kar College in 2011, on " Financial Planning for Young Investors" in association with SEBI in 2013.

The College has been serving as a Zonal centre for evaluation and scrutiny of answer scripts of University examinations in various subjects like Bengali, History, Economics, Mathematics, etc. notwithstanding the space constraint. The college also renders its services to Government agencies by acting as a centre for various competitive examinations of the West Bengal Staff Selection Commission, Railway Recruitment Board etc.

The college has endeavoured to make the teaching-learning process student-centric. The faculty is always responsive to the learning needs and abilities of the students. The post accreditation period has witnessed the introduction of the Remedial coaching scheme (UGC funded) for slow learners beyond College hours. Such coaching is provided free of cost for SC/ST/OBC/Minority community students, and on nominal fee for the General category students. The performance of the students in University examinations has been good as the pass percentage of the College has surpassed that of the University in all years. A significant number of students have secured first class marks in various disciplines. The College is proud of some outstanding students like Shreyasi Nandi of the Dept. of Geography who is the University topper in B.Sc (Geography Hons) in 2014, Debosmita Das of the Dept. of Computer Science for being awarded Merit Card by the University of Calcutta for 9th place in B.Sc (Computer Science Hons.) in 2012, Indranil Majumder of B.Sc (General) whose article has been published in Spigot Science from the U.S.A, in 2015. The postgraduate course in Commerce has also recorded a very high pass percentage every year since 2007-08.

The College has been able to organize four National Seminars/Conferences funded by the UGC and a large number of College level seminars/workshops in the post-accreditation period.

Student support services have been extended. A large number of economically less privileged students are allowed tuition fee and lab charge concessions by the College. The applications of students for scholarships from Government agencies like SC/ST Post-Matric scholarship, scholarships from the West Bengal Minority Development & Finance Corporation, One-time financial assistance to girl students under Kanyashree Prakalpa of Govt. of West Bengal, etc. have been promptly forwarded by the College. Career guidance services are provided to students graduating from this institution. A significant support service provided to students in the post accreditation period is the Govt. Service Entry level coaching available at free of cost for SC/ST/OBC/Minority students and on nominal charge for the General category students. The most recent initiative undertaken by the College for the benefit of the disadvantaged section of students is the establishment of an Equal Opportunity Centre under the UGC guidelines. This Centre has organised awareness programme regarding the rights and privileges of

reserved category, minority community and girl students. The Centre has planned to introduce training in self-defence for women.

Encouragement to students for sports and games has resulted in their spontaneous participation in various events at the intra-College and inter-College levels. The College Football, Cricket and Rowing teams have emerged as winners/runners almost every year in various inter-college tournaments. Several prizes are won in athletics also every year. The outstanding sportsmen are provided tuition fee concession and also sportswear and sports shoes by the College. The students have also excelled in various co-curricular activities such as debate (Mock Parliament), drama, literary contributions to the College magazine, departmental Wall magazine, etc.

Library resources are augmented annually by utilising UGC grant when available, otherwise through internal funding. In the post-accreditation period, partial automation of library services has been achieved. The display section in the library has been enlarged. Internet facility has been made available to the faculty and students in the UGC Network Resource Centre in the library. The college library is registered under the N-LIST programme of INFLIBNET which gives the faculty and students access to online books and journals. A water purifier has been installed in front of the library so that the students who spent long hours in the library can quench their thirst. The library is under surveillance through CCTV and multiple cameras.

Infrastructural upgradation achieved in recent years also includes the setting up of IT lab for the Department of Commerce, a common IT lab for all departments, launching of institutional website, introduction of online admission system, computerization of accounts, in addition to procurement of new equipments for Science laboratories, Library, departments and the College office as and when required. The College has approached the West Bengal Renewable Energy Development Agency (WBREDA) for the installation of solar panels at subsidized rates. Energy audit has been undertaken internally to identify the sources of wastage of electricity within the campus and to adopt conservation measures.

Extension activities have been undertaken through the two NSS units and blood donation camps organized by the college every year since 2012. The NSS Programme Officers, Dr. Pranjal Chakraborty and Sri Tapan Purkait have been recognized as 'Best Programme Officer' by the NSS Wing of the University of Calcutta in 2009-10 and 2012-13 respectively. Five students have bagged the 'Best Volunteer' award in their respective sessions. Aveek Bhattacherjee, a student of Commerce stream, represented the University of Calcutta at the Republic Day Parade Camp, 2012 in New Delhi. He has been awarded as the best NSS volunteer for 2012-13 by the Govt. of West Bengal.

Netaji Nagar Day College is moving ahead along the path of Quality enhancement and Quality sustenance delineated by the National Assessment and Accreditation Council. Several challenges are being faced. The biggest challenge is the space constraint which stands in the way of further growth and expansion. It may take some time to overcome this challenge. But the cohesive spirit of all stakeholders, the commitment of the staff and students and the efficient and judicious leadership and management will undoubtedly steer the institution towards overall progress and excellence in the coming years.

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.

SBanerjeeJash

Date: 25.05.2016
Place: Kolkata

Signature of the Head of the Institution
Principal

Netaji Nagar Day College
170/436, N.S.C Bose Road, Regent Estate,
Kolkata - 700092

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that ....NETAJI NAGAR DAY COLLEGE, KOLKATA........... (Name of the institution) fulfils all norms

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

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

SBanerjee Jash

Date: 25.05.2016

Place: KOLKATA

Principal/Head of the Institution

(Name and Signature with Office seal)

Principal
NETAJI NAGAR DAY COLLEGE
Kolkata - 700 092

Certificate of Accreditation

The Executive Committee of the

National Assessment and Accreditation Council

on the recommendation of the duly appointed

Peer Team is pleased to declare the

Netaji Nagar Day College

Netaji Subhashchandra Bose Road, Regent Estate, Kolkata

affiliated to University of Calcutta, West Bengal as

Accredited

at the B^+ level.

Date : March 31, 2007

Director

- This certification is valid for a period of *Five* years with effect from March 31, 2007
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C⁻ grade, 65-70-C⁻ grade, 70-75- B grade, 75-80- B⁻ grade, 80-85-B⁻⁻ grade, 85-90- A grade, 90-95-A⁻ grade, 95-100-A⁻⁻ grade (upper limits exclusive)

March 31, 2007/213

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Quality Profile
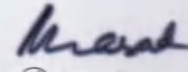
Name of the Institution : Netaji Nagar Day College

Place : Netaji Subhashchandra Bose Road, Regent Estate
Kolkata, West Bengal

	Criterion	Weightage (W_i)	Criterion Score (C_i)
I.	Curricular Aspects	100	73
II.	Teaching-Learning and Evaluation	400	309
III.	Research, Consultancy and Extension	50	35
IV.	Infrastructure and Learning Resources	150	117
V.	Student Support and Progression	100	79
VI.	Organization and Management	100	76
VII.	Healthy Practices	100	74
	Total	$\Sigma W_i = 1000$	$\Sigma C_i = 763$

$$\text{Institutional Score} = \frac{\Sigma C_i}{\Sigma W_i} \times 100 = \frac{763}{1000} \times 100 = 76.30$$

Date : March 31, 2007

Director

March 31, 2007/213

DRAFT REPORT ON INSTITUTIONAL

ACCREDITATION

OF

Netaji Nagar Day College

Kolkata - 700092, West Bengal.

March 19-20, 2007

National Assessment and Accreditation Council

Bangalore

Draft Report on the Institutional Accreditation of Netaji Nagar Day College Kolkata, West Bengal

Section I: Introduction

A heroic struggle of the local people caused the establishment of Netaji Nagar Vidyamandir, a secondary school, which was constructed overnight on 2nd January 1951. It marked the beginning of the struggle for establishing educational institutions in the area. In response to the local demands the idea for the establishment of the Netaji Nagar College was mooted and the college came into existence on 25th September, 1967. A phenomenal rise in student strength within a very short period of years from a rapidly expanding zone necessitated the academic and administrative trifurcation of the institution into three separate colleges. In April, 1986, Netaji Nagar Day college began its career as co-educational, grant in aid institution with affiliation from Calcutta University and University Grants Commission. The college has set its goals to provide value-based, disciplined, socially committed, and scientifically sound education to students so as to prepare them for becoming responsible citizens of India.

The college now extends teaching facilities in Honours subjects in the three streams of Arts, Science and Commerce. Post-Graduate course in Commerce has been introduced on 22nd September 2006 on self-financing basis. The college got its affiliation from the Calcutta University in the year 1967 and U.G.C recognition Under 2(f) and 12(B) in the year 1997. The college is presently running as Grant-in-aid College in the urban locality in a campus spread over 4411.9 Sq.Mts. including play ground area of 2466.75 Sq. Mts

The College currently has 17 departments and offer, four programmes at UG level, one PG course in the faculty of Commerce. The College has at present 74 faculty members of which 34 are permanent, including one Graduate Lab Instructor, 09 Full time contract and 31 part-time teachers. Out of the 74 teachers 23 are Ph.D. and 07 M.Phil holders, 11 teachers have completed UGC, NET and SLET examinations. The college has 28 Administrative Staff and 20 Technical and Supporting Staff. The total enrolment of the students in 2005 – 06 is 2484 including 987 women students. Out of total student strength - 241 SC, 07 ST, 04 OBC

students. Some of the students are first generation learners. The College has limited space for the present activities with little scope for future expansion. The current infrastructural facilities include Central Library, Computer Centre, Laboratories, Class Rooms, Students' Common Rooms, UGC-NET Centre, Play Ground, a cheap store and a Canteen.

The unit cost of education in the year 2005-06 is Rs. 6,749/- while the unit cost excluding salary component is Rs. 562/-. The college follows modular system of teaching and evaluation.

The Netaji Nagar Day College, Kolkata, West Bengal volunteered to be assessed by the National Assessment and Accreditation Council (NAAC), Bangalore and submitted the Self Study Report in the year 2007. A self-study report along with all supportive documents was submitted. NAAC constituted a Peer Team with Prof. J.L.Gupta (Chairman), Vice-Chancellor, Guru Ghasidas University, Bilaspur, Dr.Mamata Satapathy, Former UGC Emeritus Fellow and Prof. and Head , Department of Physics, Vani Vihar Uttakal University, Bhubaneshwar and Dr. Prakash G. Puranik, Ex-Director, PG Department and Research Academy, Sevadal Mahila Mahavidyalaya, Nagpur, Maharashtra, as Member and Dr. M.S. Shyamsundar, Deputy Advisor, NAAC, functioned as co-coordinating officer for the assessment and accreditation process.

The Peer Team visited the college on 19-20 March 2007. It had detailed discussion on matters related to academic programmes, curricular, co-curricular and extra-curricular activities. The team visited the departments and interacted with the Principal, the teachers, non-teachers and students. The team visited and assessed common facilities, classrooms, laboratories and sports facilities. The team also met members of the Management, Parent Teacher and Alumni associations.

During the onsite visit, the Peer Team organized meetings and held discussions with various constituents of the institution as per the scheduled programme. The team has verified various documents related to the college and its activities. After visiting the institution and examining the system, policies, procedures and infrastructural facilities the team makes the following criterion-wise analysis and records overall observations and suggestions.

Section 2 : Criterion-wise Analysis

Criterion I: Curricular Aspects

The vision of the college is to be a leading college in Kolkata, providing a well resourced strongly academic, holistic education to boys and girls. The mission of the college is to provide a safe and caring environment to students so as to promote interaction between the three sections of the academic community- Students-Teachers and Non-teaching employees. It is also proposed by the college to provide a value- based system of education to the students. This will encourage them to participate in all such co-curricular activities, which will improve their health and mind. The students will be motivated to participate in welfare activities having "Community Orientation". The mission and goals of the institution are reflected to some extent in the curriculum offered. The aim of the college is to achieve academic excellence in education. The programmes offered reflect a fair blend of tradition and modernity.

The College imparts Under Graduate education in Faculties of Arts, Science and Commerce. The medium of instruction is both English and Bengali. In the faculty of Science it offers Hons. courses in Physics, Chemistry, Mathematics, Botany, Computer Science, Economics and Geography and general pass courses in Zoology, Physiology, and Electronics Science. In the Faculty of Arts, it offers Hons. courses in Bengali, English, History, Political Science, and General Pass courses in Philosophy and Education. It is to be noted that Geography and Economics Hons. students get B.Sc degree where Pass students with these two subjects as an elective get B.A degree. In the faculty of Commerce it offers two Hons. courses in Accounting and Finance and Marketing. The various subject combinations available to the students for their selection are decided by the University. English and Bengali (Alternative English) are compulsory for all the degree students. In addition, Environmental Science course is offered as compulsory papers for all degree students in the first year as non core option. The College has started a self-financing M.Com course in Accounting and Finance from the current year 2006-07. The peer Team observed that most of the courses offered are traditional and some of them are not favoured by the students. The College may review these subjects, revamp them based on the student feedback and peer opinion. In addition the college through its Computer Centre offers a number of self-financing courses like DCA,

DTP, Multimedia& Internet, Financial Accounting, Oracle and Visual Basic. The Peer Team is aware of the constraints of the affiliated colleges, yet it recommends that in order to make the students globally competitive in job market, the college make effort to introduce more number of other professional courses relevant to the current trends and present day need. During the last five years the College has introduced Hons. courses in Computer Science, Geography and Commerce.

Being an affiliated College the college is not provided with the flexibility to modify or frame its syllabus. As such the College follows the Syllabi prescribed by the Board Of Studies (BOS) of Calcutta University and only one teacher of the college is a member BOS. There are 03 ICT enabled courses. The major change in the syllabus has taken place in the years 2004-2005 and 2005-2006 in all the subjects. The institution has undertaken the measure for the preparation of academic calendars containing the modular courses. The college conducts regular class tests, tutorial classes, etc. for enhancing and sustaining academic quality of students.

Teachers of different subjects extend mutual co-operation in taking classes, evaluation of answer script, organizing workshop/special extension lectures on contemporary and interdisciplinary issues.

The college has introduced the scheme for obtaining student's feedback on the teacher's performance, academic programs, campus environment, curricula development etc. However, analysis and action on the process are yet to be taken. Moreover the college has not yet developed formal mechanism for the collection of feedback from peers, employer and other stakeholder of the college.

Criterion II: Teaching-Learning and Evaluation

There is an absolute transparency in the admission process and the merit lists are prepared by the respective departments on the basis of agreed criteria. Students are selected on the basis of merit. All the admissions are done in accordance with the rules and regulations of the University and State Government of West Bengal. Special care is taken to treat male and female students at par and to eliminate any sort of possibility of 'gender discrimination' in co-education.

The students knowledge, needs and skills are assessed on the basis of their result of previous examination at the Higher Secondary level. The college distinguishes between slow and advanced learners on the basis of their perception ability as assessed by the teachers while taking the classes and their performance in examinations. However there is no provision for bridge/ remedial courses for the slow learners. The departments, as a part of innovative teaching plan, frames modular academic calendars at the outset of each session. The modular division of syllabi of programmes enables the teachers to maintain smooth teaching schedule through the academic sessions.

The working and teaching days of the college are 262 and 216 respectively in the academic year 2004-05. All the faculty members of the college are qualified. Out of them 23 teachers are with Ph.D. and 07 teachers are with M.Phil as the highest qualification. 11 teachers have completed UGC, NET and SLET examinations. The teacher student ratio is 1:33. The percentage of the faculty served as resource person in Workshop/Seminars/Conferences during the last five years is 16. Twenty-three teachers have participated in refresher course in the last five years and four teachers have attended orientation programme. During the last five years, the college has organized 10 seminars/workshops/symposia on curricular development, teaching learning, assessment, etc. The Departments of Mathematics and Computer Science organized a state-level conference on Geriatrics and Gerentological studies in West Bengal in 2004 with the financial assistance from UGC. They have also organized a workshop on Mobile Computing in 2002.

The teachers mainly adopt the traditional chalk and talk method in most of the traditional courses. However, occasional use of modern gadgets like computer, OHP, LCD Projector, slide projector, CD, VCR etc. in teaching is seen in the Commerce and few science departments. The college has not yet introduced the system of participatory learning process in its teaching method. Along with the conventional classroom lectures, students' participation in seminars, tutorials and tests has to be encouraged. The college may think of establishing a Language laboratory in the English department to improve the communication skill of the students. The students are also to be encouraged to use the internet and other media for their project work and seminar presentations. The use of microphone in big class rooms along with that of Overhead projector, LCD Projector at a limited scale have been introduced for students of Commerce in addition to the use of Computers in laboratory-based subjects. The college arranges the expertise available with the research organizations and university through extension lectures and seminar talks.

The college through its computer center sometimes offers the programme of training in Computer application for its employees for the advancement of their career through its Computer Centre. The Internet facilities are available for the students in library, Department of Computer Science and in the IT Laboratory. Six departments in the college are equipped with computers in their respective laboratories.

The College follows the annual pattern of examinations. To assess the academic progress of the students, each department conducts regular class tests, eligibility tests for Hons. students, half yearly and pre-final examinations etc. However, from the academic year 2005-06 the University changed the system from (2+1) to (1+1+1) examination pattern for all UG courses and also introduced internal assessment. So from this academic year each department continuously assesses the students through regular class tests, seminars, laboratory tests, quiz, discussions etc. and sends the marks to the university.. The schedules of the tests and examinations are notified to the students well in advance at the commencement of the academic year through the college calendar and display in the Notice Boards. The college informs the parents/guardians about the performance of the students if they ask for it, or in parent-guardian meet. But the system of directly communicating to the parents/guardians has not yet been adopted. The college does not have any scope for evaluation reform. However the answer scripts of the college tests and examinations are shown to the students

Criterion III: Research, Consultancy and Extension

Being an undergraduate college catering mainly to the arts subjects research is not a significant activity of the College. However, most of the teachers are pursuing their research degrees for career development. Teachers are given study leave to complete their research projects and to attend the seminars and conferences. Considerable numbers of teachers have research publications in the form of books and papers/articles in various journals to their credits. During the last 5 years 03 faculty members have acquired the Ph.D. There are 03 ongoing UGC sponsored minor research projects at the total outlay of Rs. 1,84,000. Students are also encouraged to prepare project reports. Teachers have published 53 papers in International journals, 27 in National refereed journals, 14 in college journals and some teachers have written 36 books. One teacher is a recognized supervisor for Ph.D. in Calcutta University and Jadavpur University. One teacher attended world congress on Economics twice. No research collaboration with outside institution and university has been

started in the college, however some teachers have academic contact with members of other institutions and universities on personal basis. As yet the college has not developed any consultancy service through which it can generate some revenue.

The college has an NSS unit and is actively involved in various social outreach activities and Extension services. Departments in collaboration with NSS unit of the college conduct various activities such as Blood group detection, Measurement of blood pressure, collection of blood for detecting the possibility of occurrence of Thalassaemia, campaign against dangers of Malaria, Dengue, Arsenic pollution of water, etc.

The college promotes participation of the students and the faculty in different extension activities of its NSS wing. The college has undertaken a project to ensure social justice and to empower under-privileged sections such as children, women and elderly people. Extensive surveys were conducted with respect to socio-economic conditions of the child labour, sex workers and elderly people suffering from geriatric problems.

Criterion IV: Infrastructure and Learning Resources

The college is located in urban locality having a campus area of only 4411.90 Sq. Mts. The built in area of the college is 40980 Sq.Mts. Within this periphery the College has adopted plan for augmenting the infrastructure to keep pace with the academic growth. The college exclusively owns two four storied buildings. The College provides a number of infrastructure facility such as separate class rooms, laboratories Library and Office room for administrative purposes. The Students' Centre comprises of Students' Union Room, Boys' Common-Room, Girls Common-Room and Students' Canteen. The College ensures optimum utilization of its infrastructure facility by making maximum use of space. The college shares its playfield with other two colleges under the same management.

The maintenance of infrastructure is executed by the occasional grants from U.G.C, M.P.LAD scheme and the State Govt. The college has striven to balance fruitfully the two sides of income and expenditure.

The college has a Central Library with 14,140 books and a reading room and subscribes to four National and one International Journal and several periodicals. The library software has been already installed and automation has just started. To encourage reading habits the college sets aside some budget for purchase of General reading materials. Total carpet area

of the Central Library is 2,415 Sq. Mts. With a small reading room. The library of the college is partially automated. The ratio of the library books to the number of students is 5:1.

There is an Advisory Committee for the library. It consists of ten members, represented by the full time Assistant Librarian acting as a convenor, four teachers' representatives, two non-teaching employees' representative and one representative from students in addition to the Principal who acts as Chairman. The budget is prepared for the library in consultation with the Convenor Finance Committee and Bursar. The facilities of computer and Internet are available in the library. There is a photocopy machine in the college. The amount spent on Books and Journals during the academic session is Rs. 1,38,137/-. The library day is observed on 20th December every year in order to motivate the students and teachers to read existing and new books and journals.

The Computer Centre of the college is housed in its own four-storied site. It provides the students with state of the art facilities with all updated provisions and equipments in its conference room, classrooms and laboratories. The facility of Computer is needed to be extended to all faculties and students. As a part of outreach programmes, the Computer Centre offers a range of certificate courses and it also operates a "KIDS CENTRE" to encourage local children to learn operation of computer at an elementary level. The college computer center has developed a software package for generation of mark sheet and certificate. This package is being used by the West Bengal State Council of Technical Education.

The college does not have adequate facilities for sports and games. It has one multipurpose field in the campus for football and cricket and has facilities for some indoor games. Inspite of the limited facilities the students participate in various types of sports events and bag prizes and medals especially in football.

The college does not have a health centre of its own. However it has joined the Students Health Home from which the college students get basic health facilities with nominal payment. The College has a canteen to cater to the needs of the students, staff and teachers. It doesn't have hostel facilities.

The college has not yet established Career Guidance and Placement Cell. A Grievance Redressal Cell exists through which only grievances of minor nature are brought to the notice

of the authority during last two years. There are a number of clubs and associations for undertaking varieties of useful activities. There is no hostel facility in the college.

Criterion V: Student Support and Progression

The total student strength of Netaji Nagar Day College in the academic year 2006-07 is 2484 including 987 girls, 28 from other states, 3 from overseas and the rest hail from West Bengal. The majority of the students are the children of displaced families from Bangladesh erstwhile East Pakistan. A number of students are first generation learners. These students try to fulfill their aspirations and ambitions for receiving higher education through this college.

The success rate of the students for the last 2 batches is 90.57% and 91.28% respectively. None of the students have secured university rank. The drop out rate of the same two batches of student is 16.9% and 13% respectively. The college admits that it does not have a formal system of monitoring pass-out students' progression effectively. However, as per an informal estimate, the college claims that about 30% of the students go for higher studies, while the remaining take up some jobs, set up their own business or, are engaged in other activities.

The college annually publishes its updated prospectus containing relevant information about the college including its vision and mission statements, admission rules and procedures, academic programs and subject options, fee structure and scholarships and financial aids for the students.

The recreational/cultural and sports facilities are available for the students. It organizes Educational tours, Adventure tours trekking along Himalayan routes. The college makes due effort to ensure student participation in curricular, extra-curricular and sports activities for their holistic personality development.

Financial aid is provided to poor and meritorious students in terms of scholarships, freeship, and SC/ST stipend. During the year 2005-06, 459 students received financial assistance amounting Rs. 6, 50,000 /-. The College organized Computer Training Program for SC/ ST Students in 2001 – 02.

The college has recently established an Alumni Association which has not yet been associated with the development of the institution.

The college provides health facilities to its students through Students' Health Home through its membership. In addition it has introduced Mediclaim for the students.

Inspite of limited sports facility, the students of this college participate in various sports events, tournaments both at national and state levels. The college has produced a number of football players and earned a name in the country. In fact it has been regularly representing the university in this sport. The College students have won the Inter Non-Government State Football Championship organized by West Bengal Government on a number of occasions.

The college has a duly elected Students' Union, which organizes many academic, cultural and sports meets regularly. The college magazine published annually provides a forum for the creative writing of the students. To develop oratory and communication skill, the students' union organizes inter-departmental and inter-collegiate quiz and debate competitions where the students participate and some times bag prizes and medals. The students participate in various extra curricular activities through the Science Club, Eco Club etc. operating in the college. It provides ample opportunity to develop their personality and perspective. It is to be noted here that in November 2006, the Computer Science Department organized a software development competition among the UG and PG students of State universities and Technological Institutions of the State with financial grant from DST. In the year 2002 this department conducted a workshop in collaboration with Computer Centre on "Mobile Computing" for students of different colleges of West Bengal.

Criterion VI: Organization and Management

The College is a grant-in-aid, affiliated to the University of Calcutta and functions according to the rules and regulations of the said University and the Government of West Bengal. The Governing Body includes Principal, Government nominees, syndicate nominees, local councillors, teacher-members, non-teaching members and General Secretary of the Students' Union and the President of the Governing Body is an elected member. The Governing Body is the highest decision making body.

There are different statutory bodies beside the GB, such as, Finance Sub-Committee, Development Sub-Committee, Academic Sub-Committee, Teachers' Council and Library Sub-Committee. These statutory bodies perform advisory duties. The College Development Committee formed as per the University regulations and the Finance Committee appointed by the Governing body are the next in hierarchy and are responsible for the day to day academic and the administrative functioning of the college. The Principal is authorized to appoint various sub committees as per the requirements. The Teachers' council and sub committees assist the Principal to regulate the chain of activities and take decisions regarding day to day academic as well as administrative affairs. The meetings of all statutory bodies including GB are regularly convened at least four times in an academic session. The resolutions of the Management Council ie, Governing Body are mostly implemented. There is decentralization of power in the college. Works at grass-root level are performed by a number of committees and councils, and this ensures the participation and involvement of each employee in matters of organization and management of institution.

For the evaluation of the performance of the teachers, the college follows the Self-Appraisal scheme. It the Performance of non-teaching staff is assessed by the Principal annually. During the last five years the college has organized only one development programme for non-teaching staff. Both the teaching and non-teaching staff are given free computer awareness training by the computer centre of the college.

The college has perspective plan to introduce postgraduate level of education in different courses alongwith some job-oriented courses in near future. There is also a plan to develop a center for carrying out research in various fields. The West Bengal College Service Commission appoints the Principal and the permanent teachers. The part time teachers, guest lecturers, as well as contractual teachers are appointed by the College authority through advertisement in News paper followed by interview by a Selection Board consisting of panel of Principal, Subject expert, Government and Syndicate nominee on pre set norms and procedures. The University appoints permanent non-teaching staff.

There is an external and internal audit system for the accounts of the College. The Finance Committee of the college first sanctions major purchases. The college invites tenders from willing suppliers. These tenders are processed by a Purchase Committee, which considers

- Establishment of a KIDS CENTRE through which the college offers computer knowledge at an elementary level to the local children at a nominal cost.
- Decentralization of administration is undoubtedly a healthy practice conducive for nurturing efficiency and excellence.
- Reservation of Students' representation in Governing Body.
- The activities and programmes organized by the NSS unit, Eco club and the Science club are worth mentioning.

Section 3: Overall Analysis

The Peer Team, after careful consideration of the Self Study Report and after its two days visit to the various departments and physical facilities, is happy to note that the college is striving to achieve all round development in academic and other spheres of activities. The Peer Team would like to appreciate the institution for the following:

- The great concern of the founder and the current Management in providing access to quality and holistic higher education to the students is highly appreciable
- Introduction of three honours and one PG course during last five years.
- The success rate of the students is quite good; inspite of the cut-off being rather low at entry level, but number of first classes is low.
- About 45% of the faculty has research degree.
- Various committees and office-bearers to share responsibility.
- The College in collaboration with the Computer Centre is bringing out biannual international journal of "Information and Computing Science" since 1997. It also publishes one national level Magazine COMSOMATH since 1997 with two issues in a year.
- Organization of a software development competition among the students of state university and technical institution.

With a view to its further improvement, the Peer Team would like to suggest the following to the college for its consideration:

- The college may think of introducing more number of interdisciplinary and employment oriented self-financing degree and diploma courses like Journalism and

Mass Communication, Tourism and Hotel Management, Industrial Chemistry, Computer Application, Business Administration and Banking etc.

- The College may establish a Language Laboratory and introduce a course on Communicative English, which has got high applied value in the present scenario.
- The College may start PG Courses in Physics, Computer Science, Bengali and English
- Mechanism for obtaining comprehensive feed back from Parents, Employers, Peers and other stake holders of the college through questionnaire and regular interaction followed by analysis and incorporation in the development process may be evolved.
- Continuous and sustained effort is to be made to shift the focus from teacher centred pedagogy to learner centred pedagogy.
- Conscientious efforts to be made by the departments to enhance the quality of teaching by effective use of the modern technology like computer, internet, LCD projector, Overhead Projector etc.
- The administrative functions and examination be fully computerized.
- Industry –Neighborhood interaction with the college be developed and strengthened.
- Teachers may be motivated to go for research, obtain research qualification, and publish more papers in standard and refereed national and international journals. They may be persuaded to apply for research projects from UGC and other funding agencies
- All departments may establish departmental libraries for the students and staff.
- The college may provide computer to all the departments with Internet facilities
- Effort be made to complete the automation of all the library services. The Central library be connected to departmental libraries through computer networking.
- Career Guidance and Placement Cell may be created.
- Students' Progression may be monitored and full record of the same be maintained by the departments.
- Due to the lack of adequate space, full growth of the departments may not be possible with the present infrastructure. The College may therefore develop a second campus on priority basis.
- The college may think of collaborating with more number of institutions for furthering their academic, research and extension activities.
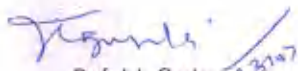
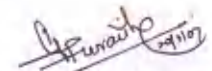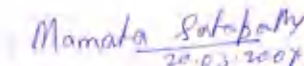- It may develop linkages with industries to facilitate practical training and job prospects of the students.
- Alumni Association be registered and the database for the alumni may be developed with definite plan of action for the growth of the institution.
- The college may think of establishing museums and botanical gardens
- Government may be moved to take urgent steps for the appointment of the teachers.

The Peer Team wishes to record its appreciation for the goodwill and cooperation extended by the Governing Body, Teacher-in-charge, all Members of the Teaching and Non-teaching staff, Students, Parents and Alumni for their interaction with them and free and frank discussions. The Team would like to thank all especially the Teacher-in-charge, Dr. Dilip Kumar Chakraborty and the steering committee coordinator Dr. B. Guha for their help and cooperation extended to the Peer Team during the visit. The Team wishes the institution all success in its future endeavors.

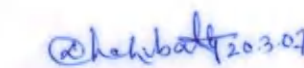**Names and Signatures of Members of the Peer Team**
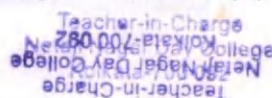
Prof. J. L. Gupta   Prof. Prakash G Puranik   Prof.(Mrs.) Mamata Satapathy

(Chairperson)   (Member)   (Member Co-ordinator)

I have read the above report and I agree to the contents of the report.

Kolkata

Date: 20/03/2007

Dr. Dilip Kumar Chakraborty

Teacher-in-Charge

Netaji Nagar Day College

(Signature and Seal of the Principal)

Teacher-in-Charge
Netaji Nagar Day College
Kolkata-700 082.

UNIVERSITY OF CALCUTTA

SENATE HOUSE

87/1, College Street, Kolkata – 700 073

Prof. (Dr.) Soma Bandyopadhyay
Registrar (Acting)

প্রফেসর (ডঃ) সোমা বন্দ্যোপাধ্যায়
কার্যনির্বাহী নিবন্ধক

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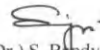
TO WHOM IT MAY CONCERN

This is to certify that **Netaji Nagar Day College, 170/436, N.S.C. Bose Road, Kolkata- 700 092, West Bengal** is affiliated to the **University of Calcutta** and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college as per approval:

Sl No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	**Temporary**	
1.	Three Year B.A. Honours Courses in English, Bengali, History, Political Science	NA		Affiliation stands valid till date
2.	Three Year B.A. General in English, Bengali, Philosophy, History, Political Science, Geography, Education, Economics	NA		Do
3.	Three Year B.Sc. General Course in Botany, Zoology, Chemistry, Physics, Mathematics, Computer Science, Economics, Physiology, Electronics, Geography	NA		Do
4.	Three Year B.Sc. Honours Course in Botany, Computer Science, Economics,, Chemistry, Physics, Mathematics, Geography	NA		Do
5.	Three Year B.Com. General Course in Finance & Accounting, Marketing	NA		Do
6.	Three Year B.Com. Honours Course in Finance & Accounting, Marketing	NA		Do
7.	Two Year M.Com Course	NA		NA

Date: 06.01.2016
Place : Kolkata

Prof. (Dr.) S. Bandyopadhyay
Registrar (Acting)   06.01.16 .

No. WC2-087/12-13 (ERO) ID No. WC2-087 Date 28-Mar-14

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S.No. 221967

Sub : Release of Grant-in-Aid during the Current financial year (2013-14), during XIIth Plan, to
Netaji Nagar Day College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs 676940
towards the scheme XIIth Plan College Development
to the Principal, Netaji Nagar Day College
for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant Undergraduate Plan Block Grant	Approved allocation (Rs.)	Amount already sanctioned (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
Plan Block Grant-Head-31	538470	0	215388	215388
Plan Block Grant-Head-35	2153880	400000	461552	861552
		Total	676940	

The College is requested to note.

A. SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
B. ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
C. General district: General-77.5%, SC-15% and ST-7.5%
D. No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

2. The sanctioned amount is debitable to Head 1.B-(i)b and valid for payment during the financial year 2013-14 only.
3. The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

(a) Details (Name & Address) of Account Holder:
Principal,

Netaji Nagar Day College

170/436 N S C Bose Road, Kolkata

West Bengal   700092

(b) Account No.: 1034485115

(c) Name & Address of Branch: Central Bank of India, Regent Park Branch, Kolkata

(d) MICR Code of Branch

(e) IFSC Code : CBIN0281075

(f) Type of Account : SB/Current/Cash Credit.

4. The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
5. The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only an approved items of expenditure
6. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs,2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time
7. The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
8. The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission
9. A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
10. The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged

11. The University/College shall follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation policy [both vertical (for SC,ST&OBC) and horizontal (for persons with disability etc.] in teaching and non-teaching posts.

12. The University/College shall fully implement the Official Language Policy of the Union Govt. and comply with the Official Language Act, 1963 and Official Languages (used for official purposes of the Union) Rules, 1976 etc.

13. The sanction issues in exercise of the delegation of powers vide UGC Order No. 130/2013 [F.No.10-11/12(Admn.IA&B)] dated 28./5/2013.

14. The University/Institutions shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutes, 2009.

15. The University/Institutions shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).

16. The accounts of the University/Institutions will be open for audit by the Controller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.

17. The annual accounts i.e. balance sheet, income and expenditure statement and receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.

18. Funds to the extent of Rs._____ are available under the scheme

19. This issue with the concurrence of UGC vide Diary No 531   (UGC) dated 3/28/2014

20. This issue with the approval of _____ vide Diary No. _____ dated _____

Yours faithfully,

(Dr. Mohammad. Arif)
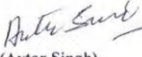Joint Secretary

Copy forwarded for information and necessary action to :

1. Principal
   Netaji Nagar Day College
   170/436 N S C Bose Road, Kolkata
   West Bengal   700092

   He/She is requested to abide by these instructions/Guidelines of sanction order

2. Registrar/ Director, Co-ordinator, College Development Council, Calcutta   University

3. Auditor General, Govt. of West Bengal

4. The Secretary, Higher Education, Govt. of West Bengal

5. The Director of Public Instructions (Higher Education) Govt. of West Bengal

6. Undergraduate

Details of the amount is being released:

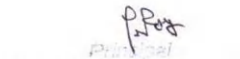|	
General component: Rs.	524628
SC component:Rs.	101541
ST component: Rs.	50770
TOTAL:	676940

(Avtar Singh)
Under Secretary

NETAJI NAGAR DAY COLLEGE
170/436, N.S.C. BOSE ROAD , KOLKATA -700092

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH,2011

EXPENDITURE	AMOUNT Rs.	INCOME	AMOUNT Rs.
To Conveyance Expenses	31,370.00	By Tution Fees	1,857,156.00
To Repairs & Maintenance	153,976.00	By Laboratory Charges	2,090,945.00
To Printing &Stationery	101,970.00	By Admission Fees	706,345.00
To Advertisement	150.00	By Library Charges	194,240.00
To Salary	5,059,174.00	By Medical Expenses	22,420.00
To Newspaper & Periodicals	14,988.00	By Educational Excursion	53,100.00
To College Foundation Day	6,000.00	By Transfer fees	800.00
To Donation & Subscription	5,945.00	By Casual fees	87,210.00
To Telephone Charges	34,372.00	By College Examination Expenses	69,938.00
To Laboratory Expenses		By Miscellaneous Charges	266,545.00
-Chemistry	61.977.00	By Sale of old papers	340.00
–Botany	3,872.00	By Interest on Savings Bank	98,302.00
- Geography	31,855.00	By Interest on Fixed Deposit	398,186.45
– Physiology	9,795.00	By Interest on Recurring Deposit	44,257.00
–Computer Science	245.00	By Electric Charges (Net)	321,046.00
- Electronics	9,080.00	By Sports & Games	28,980.00
– Physics	12,671.00	BY Identity Card	34,335.00
To Bank Charges	26,490.87	By Sale of Admission form	610,425.00
To Miscellaneous Charges	21,100.00		
To Audit Fees	26,000.00		
To Ceremonial Expenses	3,000.00		
To Honorarium	83,845.00		
To Seminar Expenses	12,860.00		
To Contingent	139,792.00		
To Postage & Telegram	788.00		
To Educational Excursion			
- Geography	17,550.00		
-Zoology	10,000.00		
To Depreciation	717,385.00		
To Excess of income over expenditure Transferd to Captial Fund	288,319.58		
	6,884,570.45		6,884,570.45

Bursar,
Netaji Nagar Day College
Kolkata-700 092

CHARTERED
ACCOUNTANTS

Principal
Netaji Nagar Day College

NETAJI NAGAR DAY COLLEGE
170/436, N.S.C. BOSE ROAD , KOLKATA -700092
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2012

EXPENDITURE	AMOUNT (Rs.)	INCOME	AMOUNT (Rs.)
	Rs		Rs
To Conveyance Expenses	31,019.00	By Tuition Fees	1,933,245.00
To Repairs & Maintenance	164,564.00	By Laboratory Charges	2,237,900.00
To Printing & Stationery	190,608.50	By Admission Fees	659,485.00
To Advertisement	4,504.00	By Library Development Fee	211,936.00
To Salary	4,741,750.00	By Medical Expenses	22,480.00
To Newspaper & Periodicals	16,787.00	By Educational Excursion	58,600.00
To College Foundation Day	10,000.00	By Transfer fees	3,180.00
To Telephone Charges	58,736.00	By Casual fees	172,440.00
To Laboratory Expenses		By College Examination Expenses	47,256.00
- Chemistry	25,102.00	By Miscellaneous Charges	213,029.20
- Botany	3,000.00	By Sale of old papers	1,150.00
- Geography	15,772.00	By Interest on Savings Bank	120,493.00
- Physiology	10,000.00	By Interest on Recurring Deposit	43,897.00
- Computer Science	49,073.00	By Interest on Fixed Deposit	288,745.18
- Electronics	6,000.00	By Electric Charges	357,044.00
- Physics	10,084.00	BY Identity Card	33,935.00
- Zoology	5,000.00	By Sale of Admission form	919,620.00
To Bank Charges	10,013.00		
To Audit Fees	33,000.00		
To Ceremonial Expenses	1,320.00		
To Honorarium	156,640.00		
To Seminar Expenses	78,685.00		
To Contingent	179,719.00		
To Postage & Telegram	475.00		
To Educational Excursion			
- Geography	15,650.00		
- Zoology	4,200.00		
- Botany	10,000.00		
To Locker Rent	2,758.00		
To Legal Expenses	1,380.00		
To Depreciation	737,865.50		
To Excess of income over expenditure Transferd to Captial Fund.	751,030.38		
	7,324,735.38		7,324,735.38

For B A & Associates
Chartered Accountants
FRN - 325743E

Balkash Bathwal

(Bikash Bathwal)
Partner
M. No. 060286
Date : 2nd Day of February 2015

For & on behalf of the Netaji Nagar Day College

Teacher in- Charge
Netaji Nagar Day College
Kolkata - 700 092

Anup Kumar Chakraborty
Accountant
Netaji Nagar Day College
Calcutta-92

NETAJI NAGAR DAY COLLEGE
170/436,N.S.C. BOSE ROAD,KOLKATA-700 092
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2013

EXPENDITURE	AMOUNT (Rs)		INCOME	AMOUNT(Rs)
To Conveyance Expenses	36,135.00	By	Tution Fees	1,586,943.00
To Repairs & Maintenance	195,563.00	By	Laboratory Charges	2,284,578.00
To Printing & Stationery	284,053.00	By	Admission Fees (Enrolment)	575,370.00
To Advertisement	3,823.00	By	Library Charges	227,320.00
To Salary	1,007,036.00	By	Educational Excursion	59,005.00
To Newspaper & Periodicals	21,475.00	By	Transfer fees	3,830.00
To Telephone Charges	68,766.00	By	Casual fees	157,540.00
To Laboratory Expenses		By	College Examination Expenses	114,537.00
-Chemistry	30,535.00	By	Miscellaneous Charges	621,237.00
-Botany	10,000.00	By	Interest on Fixed Deposit	380,768.34
-Geography	12,408.00	By	Sale of Admission form	839,700.00
-Commerce	6,260.00	By	Building Dev & Maintenance Charge	2,700.00
-Physiology	6,259.00	By	Electricity Charge	220,581.00
-Computer Science	19,313.00	By	Interest	95,563.00
-Electronics	5,091.00	By	Identity Card	34,540.00
-Physics	10,382.00	By	S.S Fund (Medical)	20,820.00
-Zoology	4,150.00			
To Bank Charges	35,529.00			
To Audit Fees	60,533.00			
To Ceremonial Expenses	12,900.00			
To Honorarium	45,730.00			
To Honorarium Guest Lecturer	378,000.00			
To Seminar Expenses	11,300.00			
To Contingent	173,198.00			
To Postage & Telegram	250.00			
To Educational Excursion				
- Geography	8,600.00			
To Depreciation	1,839,363.65			
To Farewell	4,000.00			
To Puja Bonus	105,400.00			
To Tution Fees 50%	432,692.00			
To Excess of income over expenditure Transferd to Captial Fund	2,596,187.48			
	7,225,032.34			7,225,032.34

For B A & Associates
Chartered Accountants
FRN - 325743E

(signed) Bikash Bathwal

(Bikash Bathwal)
Partner
M. No. 060286
Date : 6th Day of February 2015

For & on behalf of the Netaji Nagar Day College

(signed)
Teacher - in- Charge
Netaji Nagar Day College
Kolkata - 700 092

(signed) Anup Kumar Chakraborty
Accountant
Netaji Nagar Day College
Calcutta-92

SEMINAR ON ECONOMIC RECESSION AND ITS IMPACT ON EMPLOYMENT SCENARIO IN WEST BENGAL

WORKSHOP ON HEALTHY LIFE AFTER – 60

WORKSHOP ON FINANCIAL PLANNING FOR YOUNG INVESTORS IN COLLABORATION WITH SEBI

WORKSHOP ON IMPLEMENTATION OF B.COM SYLLABI OF UNIVERSITY OF CALCUTTA

NATIONAL CONFERENCE OF BENGAL ECONOMIC ASSOCIATION

SEMINAR ON PUSHING FINANCIAL INCLUSION: ISSUES, CHALENGES AND WAY FORWARD
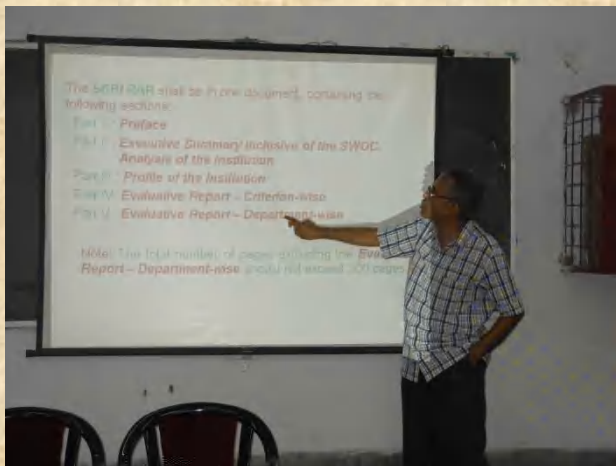

CERTIFICATE COURSE ON FINANCIAL MARKETS (BASIC)

Celebration of library day

IQAC WORKSHOP ON NAAC ASSESSMENT AND ACCREDITATION IN HEIs

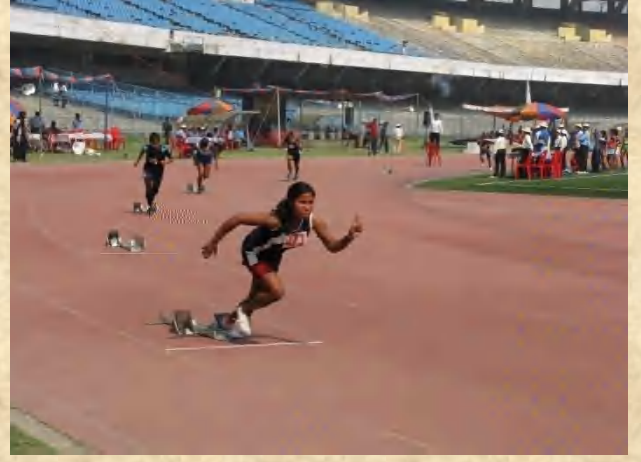**IQAC WORKSHOP ON NAAC ASSESSMENT AND ACCREDITATION IN HEIs**

SCIENCE EXHIBITION

SCIENCE EXHIBITION

BOOK Exhibition

SPORTS & GAMES

INTER NON-GOVT COLLEGE STATE ATHLETIC MEET AND FOODBALL CHAMPIONSHIP

ACTIVITIES OF NATIONAL SERVICE SCHEME (NSS)

ACTIVITIES OF NATIONAL SERVICE SCHEME (NSS)

ACTIVITIES OF NATIONAL SERVICE SCHEME (NSS)

ACTIVITIES OF NATIONAL SERVICE SCHEME (NSS)

ACTIVITIES OF NATIONAL SERVICE SCHEME (NSS)

Fresher's Welcome

Campus Cleaning

Field Survey of Dept. of Geography

Field Survey of Dept. of Geography