

NAAC Accreditation Self Study Report : 2015-16

To
The Director
National Assessment and Accreditation Council
Nagarbhavi, Bangalore-560072


Sir,

With due respect , it is stated that Lalgola College is situated in one of the remotest corners of West Bengal. Most of the villages under Lalgola are poverty-stricken, more that 85% of the population belonging to the minority community. Many of our students are first generation learners. In spite of having lots of problems and impediments, we, the teaching and non-teaching staff of our college have been trying our best to improve the condition of our students. But they need more improvements. Our college also needs to be updated in keeping with all the modern technological developments.

Under such circumstances, you are earnestly requested to visit our college, thereby making your valuable decisions as regards our college.

Thanking you.

Yours truly,



Teacher-in-Charge
Lalgola College
Lalgola, Murshidabad

SUMMARY OF SSR

The NAAC has identified the following seven criteria to serve as the basis for assessment of HEIs :

1. Curricular activities
2. Teaching-learning and Evaluation
3. Research, Consultancy and Extension
4. Infrastructure and Learning Resources
5. Student Support and Progression
6. Governance, Leadership and management
7. Innovation and Best Practices

Regarding curricular activities Lalgola College has adopted the following practices:

Lalgola College has provided all- round development to all students of this college. The faculty members always try their best but not only to cover the syllabus framed by the university but also try to integrate the goals of the institution in the following ways.

- i) Publication of college magazine.
- ii) Organization of college state, national and international level seminars.
- iii) Sports and cultural programmes are conducted by the college.
- iv) NSS unit takes up programmes like blood donation camp and social awareness programmes.

Regarding Teaching-learning and Evaluation Lalgola College has adopted the following practices :

Following steps are developed by the institution to bridge the knowledge gap of the enrolled students and to enable them to cope up with the programme of their choice:

- Slow learners are identified through class room interaction.
- Bilingual explanations in class room lecture are conducted specially in case of English subject as majority of students come from rural areas with Bengali as their mother tongue.
- Simplified books are recommended to them.
- Special theoretical and tutorial classes are arranged for them.
- The enrichment courses are organized to ensure the success to bright students which include Youth Parliament Competition, Quiz Competition, Seminars, Group Discussion and Debates etc.

Regarding Research, Consultancy and Extension Lalgola College has adopted the following practices:

1. Autonomy to the principal investigator.
2. Timely availability of resources.
3. Adequate infrastructure and human resources.
4. Time-off, reduced teaching load, special leave etc. to teachers.
5. Support in terms of technology and information.
6. Facilitate timely auditing and submission of utilization certificate to the funding authorities.

There are no procedural constrains at the institutional level. The principal investigator is given full autonomy and infrastructural facilities in the college are made available. Library, Internet and other ICT facilities are provided to the investigator and other faculty members.

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Regarding Infrastructure and Learning Resources Lalgola College has adopted the following practices:

Curricular and co-curricular activities: Classrooms, technology enabled learning spaces, seminar hall, tutorial spaces, laboratories, specialized facilities and equipment for teaching, learning and research etc.

b) Extra-curricular activities: Sports, outdoor and indoor games, NSS, cultural activities, yoga, health and hygiene etc.

The following initiatives are taken by the college:

- The college is equipped with excellent physical infrastructural facilities to support the teaching –learning process. Classroom, tutorial spaces, laboratories and staff room are available. A seminar hall is equipped with microphones, projectors, podium and projection screen. Separate computer room with internet facility is available.
- College has ten spacious class rooms. Each and every classroom is airy, spacious and equipped with benches, black board, light and fans.
- In the wake of the severe power crisis faced by the state, stand by UPS unit and Gen-sets are in use as replacements.
- The college is continually updating its automation facilities, which will soon be a complete database of all college information to facilitate retrieval and usage for administrative and academic purposes.
- There are two laboratories for physical education and geography. The laboratories are upgraded with advanced equipments and have enough space to carryout practical classes effectively.
- There is no botanical garden and animal house.
- Specialized facilities and equipments for teaching, learning and research etc. are available one room is equipped with audio visual facilities with LCD projectors and public speaking facilities. Some teacher are engaged in various minor research projects.
- The college has sports facilities. There is a play ground for football, cricket and volleyball. There is also provision for indoor games in girls' common room .
- The college has a NSS unit of 100 students who are engaged in various social services like blood donation, plantation, cleanliness, environmental and awareness programmes.
- A Girls' hostel has been established for residential facilities of the female students
- Proper arrangement of purified drinking water is available in college campus at different locations. First-aid facility is provided for the students and staff.

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Regarding Student Support and Progression Lalgola College has adopted the following practices:

- Institute facilitates the SC/ST and minority students in getting scholarships from the state Government.
- Full free ship for socially and economically deprived students.
- Besides, many poor and meritorious students have been getting free and half-free studentship throughout the year.

The college also helps the poor students by distributing text books.

10% Can be granted as free studentship of total collection of Tuition fee for each Year

- In some exceptional cases full free studentship is granted to meritorious and needy students.
- More than 50% of tuition fees are exempted to the students of BPL category depending upon number of applicants.
- Generally 10% of total tuition fees collected per year is being distributed to the students of APL category depending upon the number of applicants.

Regarding Governance, Leadership and management Lalgola College has adopted the following practices:

According to the requirements the Governing Body and the Teacher-in- Charge provide proper support for policy making and planning. Meetings are held from time to time with all the stakeholders to discuss the requirements and needs of different departments. Discussions with the students are also conducted as situation demands. The faculty members who intend to update their qualifications through research activity either by Minor Research Project or completion of Ph. D degree through Faculty Development Programme, due impetus is given immediately by the UGC Sub-committee, Teacher-in Charge and the Governing Body. Their proposals are forwarded to the concerned authority for approval

Regarding Innovation and Best Practices Lalgola College has adopted the following practices:

BEST PRACTICE-I

- **Title of the Practice**
Blood Donation Camps

BEST PRACTICE-II

- **Title of the Practice**
Swachha Bharat Abhiyan and Plantation

SWOC ANALYSIS OF THE INSTITUTE

Most of the students of Lalgola college are first generation learners and belonging to the minority community. In spite of having lots of problems and impediments we have been trying our best to improve the conditions of our students as well as the quality of education through SWOC analysis.

- Strength :-**
1. Dedicated faculty members.
 2. Motivated students.
 3. Increased enrollment of girl students.
 4. Suitable environment for learning and research.
 5. A good number of students get 1st class in university examination.

- Weakness :-**
1. Lack of sufficient numbers of smart class rooms.
 2. Lack of complete college boundary.
 3. Location of the college in a remote area and close to Indo-Bangladesh border.
 4. Teacher-student ratio is not satisfactory.
 5. Lack of sufficient number of full time teachers and non-teaching staff and also Principal.

- Opportunity: -**
1. As our college is recognized under section 2(f) and 12(B) of UGC, we got UGC funds for improvement of quality education as well as infrastructure of the college.
 2. We got fund under BADP to establish girls` hostel.
 3. The college is producing graduates among the first generation learners and minority community.

- Challenges :-**
1. To uplift the first generation learners through quality education.
 2. To introduce new honours subjects.
 3. To introduce innovative methods and techniques of teaching, smart class rooms, equipped modern library and infrastructure of the college.
 4. To organize job oriented courses, training, counseling and campus interview.
 5. To promote overall quality education.

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SECTION B: PREPARATION OF SELF-STUDY REPORT

Profile of the Affiliated/Constituent College

1. Name and Address of the College:

Name :	LALGOLA COLLEGE		
Address :	P.O. - LALGOLA, DISTRICT - MURSHIDABAD		
City :	Pin : 742148	State : W.B	
Website :	www.lalgolacollege.org		

2. For Communication:

Designation	Name	Telephone With STD code	Mobile	Fax	Email
Principal (Teacher-in-Charge)	Sri Somnath Chakraborti	O:03483-274900 R:	9933642401		
Vice Principal		O: R:			
Steering Committee Co-ordinator	Dr.Hazarat Ali Seikh	O: 03483-275400 R:	9734774142		

3. Status of the Institution:

Affiliated College	<input checked="" type="checkbox"/>
Constituent College	<input type="checkbox"/>
Any other (specify)	<input type="checkbox"/>

4. Type of Institution:

a. By Gender

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

b. By Shift

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

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Manual for Self-study Report
 Affiliated/Constituent College _____

5. It is recognized minority institution?

Yes

No

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

✓

N.A

6. Sources of funding :

Government

Grant-in-aid

Self-financing

Any other

✓

7. a. Date of establishment of the college: 26.08.2005 (dd-mm-yyyy)

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

UNIVERSITY OF KALYANI

c. Details of UGC recognition-

tion:

Under Section	Date, Month & year (dd-mm-yyyy)	Remarks(If any)
i. 2(f)	21/01/2011	
ii. 12(B)	21/01/2011	

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

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

Under Section/clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i. WB ACT XXVI OF 1961	SOCIETY REGISTRATION (LALGOLA EDUCATIONAL SOCIETY)	20/09/2010	PERMANENT	
ii.RPS/ASF.CON/67/102/09.	PERMANENT AFFILIATION OF UNIVERSITY OF KALYANI	06/08/2009	PERMANENT	
iii.				
iv.				

(Enclose the recognition/approval letter)

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8. Does the affiliating university Act provide for conference 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.....(dd/mm/yyyy)

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

Location *	RURAL (BORDER AREA, within 3 km. of Indo-Bangladesh Border)
Campus area in sq.mts.	3.12 ACRES / 12626.243 SQ.MTS.
Built up area in sq.mts.	469.85

(*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 X
 - * gymnasium X
- Hostel
 - * Boys hostel X
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)

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- * Girls hostel ✓
- i. Number of hostels 01
 - ii. Number of inmates NIL
 - iii. Facilities (mention available facilities)) BED ROOM ,TOILET, KITCHEN,DINING, GUEST ROOM

- * Working women`s hostel X
- i. Number of inmates
 - ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available –cadre wise) X

- Cafeteria – ✓ (College Canteen)

- Health centre – X

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance..... First aid facilities available

Health centre staff – NIL

Qualified doctor Full time NIL Part-time NIL

Qualified Nurse Full time NIL Part-time NIL

- Facilities like banking, post office, book shops NIL
- Transport facilities to cater to the needs of students and staff NIL
- Animal house NIL
- Biological waste disposal NIL
- Generator or other facility for management/regulation of electricity and voltage: 2 generators (25KVA & 7.5 KVA) & 9 Inverters
- Solid waste management facility Yes
- Waste water management NIL
- Water harvesting NIL

12. Details of programmes offered by the college (Give data for current academic year) 2015-16

Sl. No	Programme Level	Name of the Programme/Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/approved Student strength	No. of students admitted
	Under-Graduate	B.A (H) & Gen	3yrs.	10+2	Bengali English	1769	1769
	Post-Graduate	N.A					
	Integrated Programmes PG	N.A					
	Ph.D.	N.A					
	M.Phil.	N.A					
	Ph.D	N.A					
	Certificate courses	Computer Training(COM, DCA,DTP) To be intro-					

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		duced in March-2016				
	UG Diploma	N.A				
	PG Diploma	N.A				
	Any Other (specify and provide details)	Yoga Training,				

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many?

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	3
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B.A Hons in Philosophy, B.A Hons in Arabic, B.A (Gen) in Geography

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 awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional language etc.)

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

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

a. annual system

b. semester system 0

c. trimester system 0

17. Number of Programmes with

a. Choice Based Credit System

b. Inter/Multidiscipline Approach

c. Any other (specify and provide details)

NIL

NIL

NIL

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

Yes No

If yes,

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

b. NCTE recognition details (if applicable)
Notification No.: **N.A**
Date..... (dd/mm/yyyy)
Validity:

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

Yes No

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

Yes No

If Yes,

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

b. NCTE recognition details (if applicable)
Notification No.:
Date..... (dd/mm/yyyy)
Validity:

c. Is the institution opting for assessment and accreditation of Physical Education Programme 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				
Sanctioned by the UGC / University / State Government <i>Recruited</i>	0	0	0	1	4	2	2	1	0	0
Yet to re-cruit										
Sanction by the Management/society or other authorized bodies <i>Recruited</i>	0	0	0	0	6 (Part Time Teacher)	1 (Part Time Teacher)	6 (Casual Clerks & Guards)	0	0	0
Yet to re-cruit										

*M- Male *F- Female

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21. Qualification of the teaching staff :

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teacher							
D. Sc / D. Litt.							
Ph. D.				1	1	1	3
M. Phil.					1	0	1
PG					2	1	3
Temporary teacher							
Ph. D.							
M. Phil.					1	0	1
PG					6	5	11
Part-time teacher							
Ph. D.							
M. Phil.							
PG					6	1	7

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

12

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

Categories	Year I (2015-2016) (Part-I)		Year 2 2014-15 (Part-I+II+III)		Year 3 2013-14 (Part-I+II+III)		Year 4 2012-13 (Part-I+II)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	72	74	180	180	105	92	101	78
ST	00	00	02	00	00	00	00	00
OBC	170	171	417	369	213	242	85	106
General	608	465	1261	1458	576	662	617	521
Others	00	00	00	00	00	00	00	00

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

Type of students	UG	PG	M. Phil.	Ph. D.	Total
Student from the same state where the college is located	All	-	-	-	3867
Student from other states of India	-	-	-	-	-
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total					3867

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

UG	20%	PG	N.A
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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. 688/-
(b) excluding the salary component	Rs. 422/-

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.

c) Number of programmes offered

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

Yes No

28. Provide Teacher –student ratio for each of the programme / course offered : **B.A. Hons & General**
26:3867

29. Is the college applying for

Accreditation: Cycle1 Cycle2 Cycle3 Cycle4
 Re-Assessment:

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

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

Cycle 1:(dd/mm/yyyy) Accreditation Outcome / Result.....
 Cycle 2:.....(dd/mm/yyyy) Accreditation Outcome / Result.....
 Cycle 3:(dd/mm/yyyy) Accreditation Outcome result.....

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

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

256

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

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

174

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

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IQAC 5.08.2014 (dd/mm/yyyy)

- 34. Details regarding submission of Annual Quality Assurance Report (AQAR) to NAAC. **N.A**
 - AQAR (i) (dd/mm/yyyy)
 - AQAR (ii) (dd/mm/yyyy)
 - AQAR (iii) (dd/mm/yyyy)
 - AQAR (iv) (dd/mm/yyyy)

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

2. Criteria –wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1 **Curriculum Planning and Implementation**

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

Vision of the Lalgola College

Lalgola college is situated in the remote rural area of Lalgola Block. It was established in 2005. The vision of the Lalgola College is to impart higher education to the students of Minority and backward classes. The main motto of the college is based on the justice, equality and peace to young students. Teachers are always trying to enable the students to be intellectually mature, morally upright, socially responsible and spiritually inspired Leaders to serve the society and the nation.

Mission:

- To kindle light of learning in remote rural area.
- To help the student continue their learning.
- To empower both male and female students with effective knowledge and competence.
- To develop human resource by providing career assistance.
- To enhance the power of Scientific knowledge among students.

Objective: To improve teaching learning process through continuous assessment and use of modern teaching aids.

- To provide educational opportunities for weaker of society, particularly Minorities, OBC, SC, ST, etc.
- To transform them into ideal citizens.
- To promote social awareness and ultimately to become good human beings.
- To encourage activities in the neighboring areas.
- To stimulate academic environment for the promotion of quality of teaching and research.

The above goods and objectives are laid down in the college prospectus provided to the students, teachers, staff and other stakeholders. The human resources of the college are properly utilised with a view to achieving the objectives and materialize the vision to transact the curriculum through teaching-learning in the classrooms. Talks, Symposia, Seminars and other co-curricular activities with the encouragement for active participation of the students are also organized from time to time.

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).

- Departmental meetings are held from time to time of the academic year for distribution of teaching assignments among the individual faculty members.
- The teachers submit a teaching plan with provisions for periodical evaluation of the students.
- All the faculty members do the needful either with lecture, tutorial, coaching or organizing seminars to execute plans for effective implementation of the curriculum.
- Different professionals and local learned people are invited to be involved for the all- round development of the students.

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

- The college encourages and releases the teachers to participate in orientation programme, refresher course, summer school, winter school organized by the UGC academic staff colleges of various universities.
- Apart from this, the institution encourages its faculty members to participate in national and international seminars, conferences and workshops. They can also avail the facilities of computer, photo copies, internet in the college. They are also allowed to place orders or purchase books, journals, reference books, equipments, teaching learning materials as per their requirements.

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

The institution takes initiatives for the benefit of the students as per following:

- Annual curriculum plan is prepared.
- Department wise and Subject wise curriculum plans are prepared.
- The Heads of departments regularly monitor the process to facilitate effective curriculum delivery and transaction provided by the university.
- The students have the access to the library where they can have different books, reference books and journals.
- The students can participate in seminars, group discussions, debates, cultural programmes organized by different departments, students union and NSS unit.
- The college provides special classes for slow learners.

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?

- The college has no provision or opportunity to collaborate with industry in this regard. But one faculty member is actively engaged with UG board of studies (as member), University of Kalyani. One faculty member is engaged in activities of curriculum modification under Kalyani University.

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.

One of our faculty members was engaged with UG Board of Studies during 2010 and 2014. As such, he had an active role in setting of syllabi, paper setting, choosing examiners etc. At present, one of the teachers is a member of the UG Board of studies.

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? It 'yes' give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

The institution independently does not develop curriculum for any course which are under the purview of the affiliating university. However, one faculty member is engaged in curriculum modification as a member of UG Board of studies, University of Kalyani.

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

The institution strives to achieve the stated objectives by supplementing the university syllabi with enrichment courses for the holistic development of the students.

Whether the objectives are being achieved or not is monitored by:

- Periodic evaluations by conducting tests, oral examinations, class-room interactions and analysis of the exam results one used as tools for determining whether the students are responding to aims and objectives of the curriculum.
- Academic achievements of the students are gradually increasing.
- Endeavour of the college to develop overall personality of the students are established. Students of this college achieved trophy, medals through participation in various co-curricular activities, such as sports, NSS.

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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.

We run certificate course on yoga for one session. The short period computer training course is also running in our college. The goal for introducing such courses is to increase employability of the students and to make them economically self dependent. The objective of this courses is also to impart vocational training.

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

There is no such provision to offer programmes that facilitate dual degree as per statute of the Kalyani University.

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

i) Choice based and range of subject options.

ii) Courses offered in modular form.

iii) Skill enrichment courses.

iv) Effective option offered by the university and those opted by the college .

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from the programmes. With reference to admission, curriculum, Fee structure, Teacher qualification, Salary etc.

No.

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.

At present the college is running a short term computer training course.

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?

No.

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?

Lalgola College provided all- round development to all students of this college. The faculty members always try their best but not only to cover the syllabus framed by the university but also try to integrate the goals of the institution.

Some efforts made by our college are given below:

i) Publication of college magazine.

ii) Organization of college level, state, national and international seminars.

iii) Sports and cultural programmes conducted by the students union.

iv) NSS unit takes up programmes like blood donation camp and social awareness programmes.

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

Students are provided with books for competitive examinations in order to prepare for the same.

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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?

The women's cell and grievance redressal cell address the issues of gender sensitization. The cell tries to make the students aware about the menace of gender inequality. Environmental education is taught to students as compulsory subject .

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

- ↗ **Moral and ethical values**
- ↗ **Employable and life skills**
- ↗ **Better career options**
- ↗ **Community orientation**

The syllabus of humanities provides the students with the opportunities of self respect, with sincerity, honesty, as well as hard work.

Community orientation:

NSS units of this college always supports social welfare activities.

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

Perpetually verbally feedback has been taken from parents as well as students .

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

Lalgola college verbally collects the feedback from stakeholders and communicate to faculty through college planning and development committee in association with 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 institution independently does not develop curriculum for any course which are under the purview of the affiliating university. However, one faculty member is engaged in curriculum modification as a member of UG Board of studies, University of Kalyani.

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

Yes, Lalgola college has taken regularly formal feedback from students. The feedback programme organized by the T.I.C of this college. Basically no flexibility change the broader frame work.

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?

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

During last four years of this college has added some new courses. Following courses are :

- i) Philosophy (Hons) during the year 2012-13
- ii) Geography(General) during the year 2012-13
- iii) Arabic (Hons) during the year 2014-2015.

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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.

N.A

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

There is no such provision to offer programmes that facilitate dual degree as per statute of the Kalyani University.

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

i) Choice based and range of subject options.

ii) Courses offered in modular form.

iii) Skill enrichment courses.

iv) Effective option offered by the university and those opted by the college .

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from the programmes. With reference to admission, curriculum, Fee structure, Teacher qualification, Salary etc.

N.A

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.

N.A

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?

N.A

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?

Lalgola College provided all- round development to all students of this college. The faculty members always try their best but not only to cover the syllabus framed by the university but also try to integrate the goals of the institution. Some one as one :

i) Publication of college magazine.

ii) Organization of college level, state, national and international seminars.

iii) Sports and cultural programmes conducted by the students union.

iv) NSS unit take up programmes like blood donation camp and social awareness programmes.

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

Students are provided with books for competitive examinations in order to prepare for the same.

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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?

The women's cell and grievance redressal cell address the issues of gender sensitization. The cell tries to make the students aware about the menaced of gender inequality. Environmental education is taught to students as compulsory subject .

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

- ⇒ Moral and ethical values
- ⇒ Employable and life skills
- ⇒ Better career options
- ⇒ Community orientation

The syllabus of humanities provides the students with the opportunities of self respect, with sincerity, honesty, as well as hard work.

Community orientation:

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CRITERION II: TEACHING – LEARNING AND EVALUATION

2.1 Student Enrollment and Profile:

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

Publicity:

- College ensures publicity in the admission process through:
 - a) Notice Board
 - b) Website of the college
 - c) Notice to different places of the locality.

The notification contains detailed information about intake capacity in each courses, eligibility, process of admission and academic as well as support facilities with schedule.

www.lalgolacollege.org is the website of the college. All relevant information regarding admission is uploaded in college website as well as college notice board before the start of the admission classes as per affiliating University rules.

The prospectus is made available on the above said website along with the application form. All relevant information regarding admission procedure, Infrastructure, fees and scholarship, faculty structure and support facilities with schedule are conveyed through the prospectus.

In addition to these, present and ex-students are assigned to counsel students in neighboring villages and motive them to join our college.

Transparency:

- The admission procedure is monitored by the admission committee according the norm of the university. Transparency is ensured in every step in the process right from the distribution of application forms to the completion of the process, ensuring access equity and social justice by utilizing on line system. Provisional and final list of applicants according to merit is displayed on college notice board and college website. The list of selected candidate are also displayed in the notice board indicating applicants ranks in respect to total marks and reservation category as per the order of the Government of West Bengal and norms of the affiliating University, i.e. Kalyani University. The reserved seats are transformed to unreserved seats with prior permission of authority if necessary.

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

- In under graduate courses (B.A Honours and General) the admission in based on merit basis at 10+2 qualifying examination. Merit list is prepared by taking the marks from best of five subjects plus the marks of the subject concerned for honours students. For general students minimum marks is 30% at entry point and are admitted as per intake capacity framed by the university.
- Further counseling are done for those subjects where some seats are lying vacant after admitting students from merit list through first counseling process.

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.

- A candidate who has passed the Higher Secondary (10+2) or its equivalent examination is eligible to get admission the 3-years B.A Honours and General courses of studies.

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- Minimum percentage of marks is 45% aggregate and 55% in the subject is required. Then a merit list is prepared by taking the marks from best of five subjects in H.S. examination plus the marks obtained in the subject (for Hons. Courses) concerned.
- Department of higher education, Govt. of West Bengal and Kalyani University norms are followed in all respects in the process of admission which is supervised by the admission sub-committee.

Comparison with other colleges of the affiliating University within the district (2015-2016):

Maximum percentage of marks for admission at entry level (Aggregate %)						
	L.C		R.D.K.COLLEGE		K.N.COLLEGE	
	Max	Min	Max	Min	Max	Min
Bengali Honours	81	51.4	65.7	42.5	85	55
Education Honours	79.4	47	72.8	50.7	--	--
English Honours	86.2	53.6	78.3	43.8	89.7	68.5
Arabic Honours	76.2	45.8	---	---	--	--
History Honours	76.6	50.6	60.8	49.5	80	66
Philosophy Honours	82.4	52.8	---	---	85.2	59.7
General	70.8	31.2	72.2	32.8	75.6	43.2

L.C-Lalgola College , R.D.K College –Rani Dhanya Kumari College , K.N.College- Krishnath College

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

- Yes, the admission committee reviews the process of admission and students profile and accordingly steps are taken for qualitative improvement in the next year. Based on the experience of the previous years, this year the committee along with the T.I.C has taken more qualitative and student friendly approach for smooth and transparent admission process.
- We believe the transparency and smooth process of admission is beneficial for the students and the college as well. The transparency and smooth process has been appreciated by the applicants and other stakeholders.

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
- *OBC
- *Women
- *Differently abled
- *Economically weaker sections
- *Minority community
- *Any other

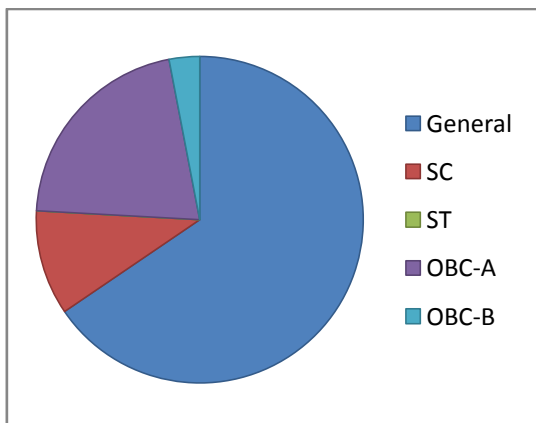
- The admission policy of the college and its student profiles reflect the national commitment to diversity and inclusion by adopting the following strategies to increase access for following categories of students:

a) **SC/ST/OBC:** Seats are reserved for SC, ST and OBC candidates according to norms laid down by Kalyani University and West Bengal Higher Education Department.

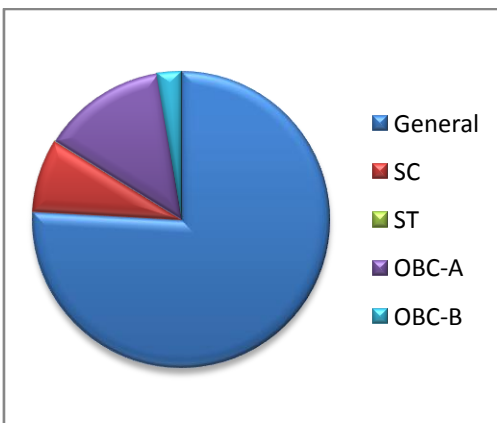
Session	Stream	General	SC	ST	OBC-A	OBC-B	Total
2013-2014	B.A	1238	196	0	399	57	1890
2014-2015	B.A	2122	222	2	381	70	2797
2015-2016	B.A	1074	144	0	321	24	1563

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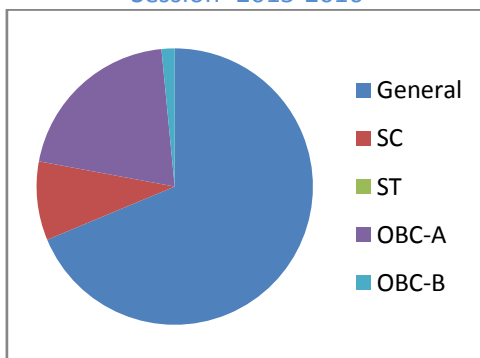
Session- 2013-2014



Session- 2014-2015



Session- 2015-2016

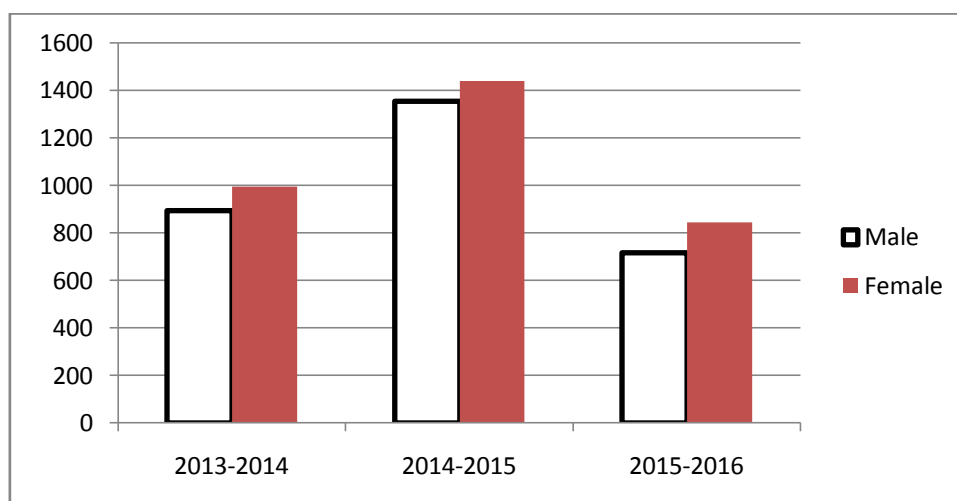


b)Women

- There is no provision for reservation of women and equal opportunities are provided in the process of admission. Hostel facilities are provided for female students and special attention is given to the female students so far as the question of security is concerned.
- A women cell has been working since 2008 and is still very much active on issues relating to women.
- The numbers of female students in some departments are more than the number of male students which indicates the fact that the college is keen to highlight the importance of higher education of female students.

Session	Male	Female	Total
2013-2014	894	996	1890
2014-2015	1356	1441	2797
2015-2016	717	846	1563

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C) Differently -abled:

At present the college does not have the facilities to cater to the needs of differently-abled students except the ramp facilities. The academic committee makes separate arrangement in the ground floor during examination and also individualized attention is given by faculty members as far as far as the class work is concerned.

Session	Differently -abled	Total
2013-2014	27	1890
2014-2015	23	2797
2015-2016		1563

d) Economically-weaker sections: Evert year the college provides scholarships in the form of 'half-free ship' and 'full free ship' to economically weaker students. A number of grants of West Bengal Government are organized and provided to the economically weaker students. The college extends its co-operation to economically weaker students in order to bring more students within the ambit of higher education.

e) Minority Community: As our college is a rural based one where demography picture is basically minority dominated. Among our total students a large number of students come from minority categories. Government of West Bengal provides some grants for these students which are processed, documented and provided by the college.

- The admission process has gained appreciation from all concerned due to the co-operation of qualified and sincere faculty members, infrastructural facilities, student oriented teaching learning process, transparent and good governance.

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.

Programmes	Number of Applications				Number of Students Admitted				Demand Ratio			
	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016
B.A (Honours)												
Bengali	323	295	302	627	50	50	62	62	6.4:1	5.9:1	4.9:1	10.1:1
Education	385	248	322	442	44	44	55	55	8.8:1	5.6:1	5.9:1	8:1
English	198	127	123	174	50	50	62	62	3.9:1	2.5:1	1.9:1	2.8:1
History	187	106	115	155	50	50	62	62	3.7:1	2.1:1	1.9:1	2.5:1
Philosophy	89	137	152	319	30	30	38	38	2.9:1	4.6:1	4:1	8.4:1
Arabic	---	---	---	108	---	---	---	60	---	---	---	1.8:1
B.A (General)	910	1064	1217	1174	909	1064	1217	1174	1:1	1:1	1:1	1:1

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?

- Our college has not create been able to make any special provision for the differently able students except the ramp facility. But the college is very much sensitive toward the needs of differently-abled students and three percent seats are reserved in each category for them as per norms of the affiliating University.
- The college authority recognizes the need to make significant arrangement in this respect. During university examination, differently-abled students are given special attention and necessary arrangements are done. Faculty members also take special care for such students who cannot attend classes due to their physical problem.
- The college intends to benefit them.
- Workshops had been arrange to benefit the female students with special attention is given to P.W.D students in that case.

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.

- The merit and performance of the students in the last qualifying examination is the bases of assessment of knowledge and skill of the students before the commencement of the programme.
- Before their commencement of the academic programme, the college organizes interaction session with the students after the admission. Each and every department also organizes interactive session respectively with the students to understand the knowledge base and skills of the students.

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?

Following steps are developed by the institution to bridge the knowledge gap of the enrolled students and to enable them to cope up with the programme of their choice:

- Slow learners are identified through class room interaction.
- Bilingual explanations in class room lecture are conducted specially in case of English subject as majority of students come from rural areas with Bengali as their mother tongue.
- Simplified books are recommended to them.
- Special theoretical and tutorial classes arrange for them.
- The enrichment courses are organized to ensure the success to bright students which include Youth Parliament Competition, Quiz Competition, Seminars, Group Discussion and Debates etc.

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

- Being a co-education college the authority sensitive to its staff and students regarding gender issues.
- The women cell has been working since 2008 and addresses issues relating gender sensitization with the women staff and students. The cell tries to empower the female students in all aspect and render them the responsibility to make other about social menace faced by them.
- In order to execute the plan the NSS organized a programme on empowerment of women through handi-craft and conducted a seminar on early child marriage and Kanyashree project.
- A unit of NSS of the college organized Blood Donation Camp and take up number of social awareness programme in the local villages.
- Campus cleaning and plantation programme are regularly done by NSS volunteers. They give adequate attention to issues of environmental awareness especially on excessive soil erosion around Padma.
- The college is trying hard to make the students and the community aware about the sanitation, water supply and irrigation problem through NSS.

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

The college has a well equipped library and computer resource centre to which the advanced learners can have easy access. Advanced learners also get the facilities of journal and magazine. Faculty members of each and every department interact with the advanced learners respectively whenever they need the help. Seminar, Debates, Group Discussion, Quiz Competition are also organized for them.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of 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 college collects information about the academic performance of students at risk of drop out for class lectures and internal assessment case. Immediate steps are taken on the basis of such information to check and minimize the dropout rate among students of disadvantaged sections.

- Scholarship from Government of West Bengal government and concessions in tuition fees from college are provided.
- Personal, academic counseling.
- Full free tuition fees are provided on the basis of merit.

2.3 Teaching-Learning Process

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

- **Academic Calendar:**
- Academic Calendars are prepared by T.C.S with respect to affiliated university academic calendar. The schedule and timing deeply followed by the colleges.
- The tentative dates of co-curricular activities and special programmes to be held are also included within this calendar.
- **Teaching Plan:**
- The syllabus for all subjects provided by the university contain the number of classes to be required for each topic.
- Head of each and every department organizes meeting before the commencement of the class with their co-workers to make a plan of teaching and distributes the topics to be discussed according to the syllabus.
- They also discuss the allotted time for each unit to be covered within a certain period of time.
- At the commencement of the class, faculty members inform the student about topic to be covered by each faculty member.
- **Evaluation Blue Print:**
- Academic committee prepares time frame for conducting exam schedule of internal assessment, evaluation schedule and marks submission schedule. This enables the faculty members and examinees to know about the time frame for completion of process of evaluation and results.
- Each and every department evaluates the performance of the students after each test of internal assessment and takes suitable steps for the betterment of the performance of students.

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

The IQAC plans and supports effective implementation for quality management for teaching learning process.

- Planning for introducing more teaching aids to improve the teaching learning process.
- It supports the organization for more seminars, inter discipline interaction, workshops etc. to increase awareness on social and academic issues.
- It arranges the system of teacher's evaluation by students aiming for improving the overall quality of the college.
- It always takes care for improving infrastructural facilities in terms of space, equipments, laboratories etc.
- It facilitates and supports for inter disciplinary programmes, faculty development programme etc.

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- IQAC also appreciates, encourages and provides support required by all staff for their quality sustenance and quality improvement in teaching and administration.

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

- Faculty members always adopt a student centric approach both inside the class room and outside. From the very first class in each session every student is guided, inspired, motivated and corrected for channelizing his or her energy, concessions, aids, awards, incentives, tutorials, special classes. All are made to prepare them to face the world today. Along with this professional attitude, some basic human values are inculcated in them to become morally upright and socially responsible human resource of tomorrow.
- Teachers are trying for developing a sense of inter-disciplinary attitude among the students. They want to motivate the students to interact with the teachers so that their understanding becomes more matured and can exchange their thoughts ideas. For this purpose departmental seminars and occasionally national and international seminars have been organized.
- Teachers help the students to get the pleasure of learning through collaborative exercises. In this pursuit certain collaborative programmes with other institutions have taken place in our college.
- Faculty members always try to make the students confident and self sufficient by providing college library facility to promote independent learning.

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?

- A part from the textbooks, they are advised to visit to the library to refer the journals, magazines, browse internet that expose them to the world of knowledge which helps the students to develop critical thinking.
- The college provides open access to educational and life-long learning opportunities by inculcating healthy habits like discipline, leadership, co-operation and sharing. We always try to make the student –independent so far as the thinking process is concerned. We believe in generating thoughts among the students rather than imposing from above. This would make a student confident progressive decision maker.
- Different departments organize excursion, field, surveys, workshops is to provide a space where exchange of opinion in a scientific manner can take place. Practical labs and computer labs are meant not only for completing syllabus but also for generating a scientific temper of our students. All faculty members are very much sincere in this respect.
- Students are encouraged to take part in college magazine, wall magazine which enhance the creativity of the students.

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

- The use of multimedia teaching aids like power point projections, internet-enabled computer system is usually used as effective teaching.

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

- National, International and departmental seminars on various contemporary issues organized by the college where students and faculty members are getting the opportunities to interact and there by students can enhance their knowledge base.
- Some departments like Education, History and Geography organize field work and excursion programmes which help the students and teachers to improve the skill and capabilities.
- Students are encouraged to take part in wall magazine, college magazine published by magazine committee which enhances the creativity of the students.

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- Workshop in the department of Bengali is a part of the syllabus where interaction with students of other institution takes place.
- The college library subscribes various journals relating to different field of subject, which provides information not only about subject field but also about socio economic issues. Students are expose to different thought are ideas.

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?

- Grooming classes are organized by the college for professional development of students.
- Career advancing classes has been arranged by the college. Each and every department participates and takes commendable role in these classes.
- Special tutorial classes are arranged for those who belong above the average range.
- Addressing and attention is given to those who are basically the first generation learners.
- Financial help is provided to the needy students.
- Books for competitive exam are available in library for students and faculties.

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

- A part for conventional mode of teaching, our faculty members have tried to adopt alternative method of teaching. They have taken true help of computers and internet when they feel necessary.
- Field work, survey, participation in debates in all has been made the students more interested in the subject.
- For effective teaching learning some departments like Geography, Education, Bengali, English etc. are using power point presentation.
- In non lab based subjects, teachers are giving stress on interactive approaches so that the knowledge –base of the students is developed.
- This has been noticed, though in general, but some students in some departments have got more interest to know the subject even outside the orbit of syllabus. This is quite encouraging for the teachers.

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

- The library is kept open before and after teaching hours for faculty and the students.
- Through book lending system students can take text books of their choice to home for enhance learning.
- The college library subscribes different journal relative to different subjects.
- Each honours and general students gets two and one books respectively and also there is an exchange facility.
- Books and journal are regularly purchased to improve the teaching learning process.
- Internet is accessible to teacher and students.
- New arrivals (Books and journals) are displayed on the notice board.
- Number of daily news papers and bulleting on job information and new courses are made available to students.
- Question paper of university examinations are kept in an organized way for the benefit of the students.

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

- The institution sometimes faces challenges in completing the syllabus within the fixed time schedule. This is resulted due to shortage of faculty as numbers of sanctioned posts have not been filled up for years des- pised our continuous efforts.
- However, teachers do try sincerely to complete the syllabus within the constrain by taking additional and tu- torial classes.
- Special classes are held for slow learner and student of backward and minority categories.
- Since our college is in a rural area and a large number of students we get as the first generation students, we are very careful to address the problems faces by them.

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

- The institution monitors and evaluates the quality of teaching learning through IQAC. The IQAC gets information on such issues from all stakeholders and on the basis of such feedback takes suitable steps.
- If any sort of deficiency is found about faculty members, the teacher concerned is made alert so that he or she can improve himself or herself.
- Evaluation of teacher is made by the students and the feedback of the students is arranged by IQAC for improving teaching –learning process.
- The T.I.C meets regularly with the heads of departments for improving teaching –learning process.
- Academic committee meets regularly to review the performance of students as well as the problems faced by any department.
- There are grievance cells for teachers and students and also complain boxes are there where they can inform about their problem without any fear. On the basis of these complains evaluation of teaching learning takes place.
- The teacher-in-Charge works as a liaison officer among the teachers, students and office staff for the qualitative improvement of the institution as a whole.

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		Assistance Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc/D.Litt.	--	--	--	--	--	--	--
Ph.D	--	--	--	1	1	1	3
M.Phil.	--	--	--	--	1	0	1
PG	--	--	--	--	2	1	3
Part-time Teachers (West Bengal Govt. Approved)							
Ph.D	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--	--
PG	--	--	--	--	6	1	7
Guest Teachers							
Ph.D	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	1	0	1
PG	--	--	--	--	6	5	11

Full time faculty members are employed as per UGC norms and rule of Govt. of West Bengal. Appointment of full time teachers excluding principal of affiliated colleges is made accordance with guide lines of West Bengal College service commission act 1978 (West Bengal Act XII of 1978).

Part time teachers are appointed by the college due to the lack of adequate teaching staff according to the norms framed by the Govt. of West Bengal (higher education dept.). Sometimes, the college appoints guest teacher in need based areas following norms of department of higher education, Govt. of W. B.

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.

- Subject s like Biotechnology, I.T. and Bio Information are not taught in our rural based college.
- The college allows the faculty members to attend seminars and workshops to gather knowledge and updated information in modern areas of respective disciplines.
-

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- The college employs guest teachers against the vacant substantive pots to meet the needs of the student Part-time teachers are also employed as per Govt. norms when ever demands arise.

Year	Subject	Name of the Teacher appointed	Qualification	Position
2013-2014	English	Satarupa Mandal	M.A	Guest Teacher
	English	Kohinur Mondal	M.A	Guest Teacher
	Geography	Nirmalya Kundu	M.Sc	Guest Teacher
2014-2015	English	Lopamudra Chatterjee	M.A	Guest Teacher
	Philosophy	Nahiruddin Sk	M.A	Guest Teacher
2015-2016	Nil	Nil	Nil	Nil

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

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

- Teaching learning methods/ approaches
- Handling new curriculum
- Content/ Knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual aids/multimedia
- OER,S
- Teaching learning material development, selection and use: None

c) Percentage of faculty

- * Invited as resource persons in Workshops / Seminars/ Conferences recognized by external professional agencies:
- * Participated in external Workshops / Seminars/ Conferences recognized by national/ international professional bodies
- * Presented papers in Workshop/ Seminars/ Conferences conducted or recognized by professional agencies

The institution has sent the following number of faculty for enhancing the quality in the Faculty development programmes during the last four years

a. Nomination to staff development programmes

Academic Staff Development Programme	Number of Faculty nominated			
	2012-2013	2013-2014	2014-2015	2015-2016
Refresher courses	01	--	01	--
HRD programmes	--	--	--	--
Orientation Programme	01	01	--	01
Staff training conducted by the University	--	--	--	01
Staff training conducted by other Institutions	--	--	--	--
Summer/ winter schools, workshops etc	--	02	02	02

b. Faculty training Programmes

- Teaching learning methods/ approaches

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Basically chalk and talk along with black board is followed. Teacher of few department also use ICT- based method. Such as power point presentation Group discussion, team teaching, debate these types of methods are used for effective teaching.

➤ **Handling new curriculum**

With the introduction of new curriculum teachers are preparing themselves with the new situation.

➤ **Content/ Knowledge management**

Each and every department fix a target point to reach a particular level of knowledge monthly or quarterly pattern. All the teachers always tried to give satisfactory effort to reach to the particular point.

➤ **Selection, development and use of enrichment materials.**

The authority has planned to train the teachers for power point presentation and staff member with latest technological equipment.

➤ **Assessment**

Students' assessment is made regularly through the test of internal assessment. Teachers' evaluations by the students are also made promoting healthy teaching learning process.

➤ **Cross cutting issues**

Issues relating social awareness and gender sensitization are addressed by the NSS unit and women cell.

➤ **Audio Visual Aids/ multimedia**

Some departments use audio visual aids in the classes.

➤ **OER's**

Some books and e-journals available in the college library and some departments are provided with internet facilities.

➤ **Teaching learning material development, selection and use.**

All department use teaching learning materials from conventional to non-conventional for effective teaching.

C. Percentage of faculty:

- Invited resource persons in workshops/ seminars/ conferences organized by external professional agencies:

Programme	Percentage of Faculty			
	2012-2013	2013-2014	2014-2015	2015-2016
Invited as resource persons in Workshops / Seminars/ Conferences organized by external professional agencies	---	---	---	15
Participated in external Workshop/Seminars/Conferences recognized by national/ international professional bodies	25	25	30	30
Presented paper in Workshops/Seminars /Conferences conducted or recognized by professional agencies	20	20	30	30

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

- The institution always encourages research aptitude among the teachers.
- The college provides necessary infrastructure and fund to organize national international and departmental seminars and lectures.
- The college promotes all sorts of facilities and encouragement for minor and major research projects.

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- The governing body encourages and gives enough facilities by providing study leave to complete Ph.D research work.

Programme	Number of Faculty	
	Name of the Faculty	Year
Grant to Present research oriented paper in international seminar	Nil	
Study leave research work (Ph.D work)	Mriganka Shankar Poddar	2014-2016
Support for MRP	Dr. Hazarat Ali Seikh	2011-2013
	Dr. Hazarat Ali Seikh	2014-2016
	Dr. Sujata Banerjee	2011-2013
	Dr. Sujata Banerjee	2014-2016
	Dr. Mst. Syeda Nafisa Islam	2014-2016
	Mr. Somnath Chakroborti	2014-2016

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

No such award has received by any of our faculty during 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?

Evaluation by the students

- The college has introduced a system of teacher evaluation by the students. The teacher gets feedback through grievance cell of the students. There is also complain box for students in this college where the students can inform about their problems in learning then this problem are discussed in grievance cell in presence of TIC which can help to improve the quality of teaching learning .

Evaluation of external peers

- Representatives for the department of higher Educations, Govt. of W.B. visit the college at the time of interview for availing FDP scheme, at the time of promotion under CAS and interact with the faculty members. Moreover, external peers in the form of visiting professors and experts come in the college during national and international level seminars and workshops and interact with faculty members. The feed back of their experience is conveyed to the TIC. This leads to an informal evaluation of teachers by the external peers.
- Such evaluation leads for qualitative improving of teaching –learning process in the sense that a teacher comes to know his/ her strength and short coming and prepares him/ herself likewise.

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?

- Examination schedule is given in detail in the college website and college notice board before the examination start.
- The academic calendar contains the tentative date of examination.

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- Regular notification regarding preparation of question for internal assessment, dates & time of tests, submission of marks preparation of tabulation work is also a feature of the teaching learning and evaluation process of the institution.
- Past year question papers are supplied to students. The performances of students are evaluated annually.

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 college is affiliated to Kalyani University and the examination reforms under 1+1+1 system introduced by the university since 2006 changes in syllabus are applicable to the college. The examination for (part I,II & III) 3 year degree course is now held after completion of each year as Part-I, Part-II and Part-III examination.
- The college cannot actively implement any examination reform although suggestions on the issues are conveyed to the university which in turn helps the university authorities to reshape the syllabus and evaluation system.

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?

- Detailed information about the evaluation method (college internal assessment by the college for 20 -50 marks in each paper) and time schedule is given in the prospectus at the time of the admission
- Regular notification about internal assessment is made as part of the teaching learning and evaluation process.

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.

1. Curricular front:

(Formative evaluation approaches)

- Internal assessment tests are conducted.

(Summative Evaluation approaches)

- University Exam (part-I, part-II and part-III) are conducted.

2. Co-curricular front:

(Formative evaluation approaches)

- Debates, Quiz, and Sports are organized in cultural competitions.

(Summative evaluation approaches)

- On the basis of performance they are more encouraged to take part in different levels of competitions.

3. Extracurricular front:

(Formative Evaluation approaches)

- Sport trials are conducted

(Summative evaluation approaches)

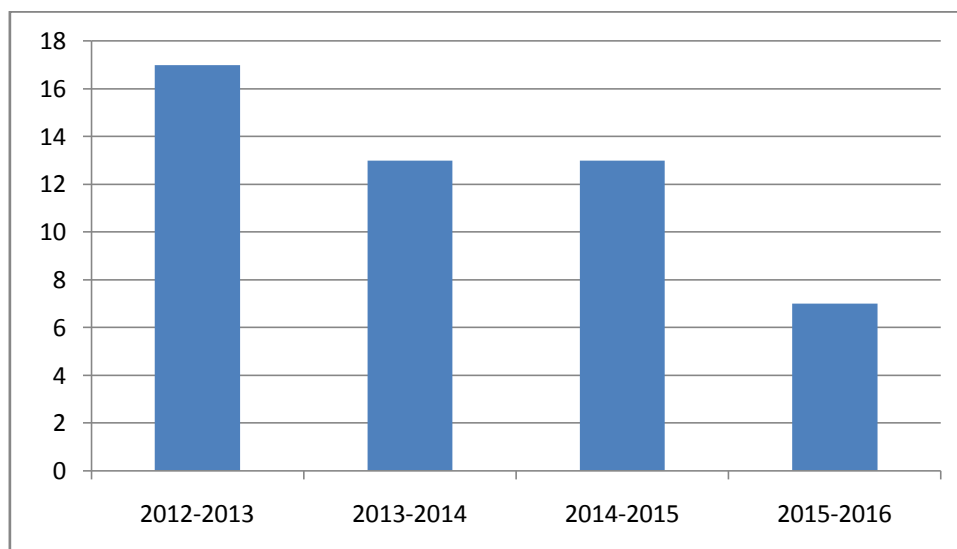
- After trial they appear in competitions at district and state level.

A few examples which have positive impacted the system

During the Academic Session 2012-2013 the college bagged 17 first class and one merit position in the University examination.

- First class 1st in Bengali with 74% marks which is a record.

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- NSS organize special winter camp every year along with normal activities throughout the year which includes different awareness programmes like personal hygiene, adult education, plantation, environmental awareness, women education, self employment etc. All these have generated a sense of social commitment among the students.

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

- Internal Assessment test only for honours students arranged. Tests are held of 20 marks per paper. These tests include especially objective types and short answer types questions.
- Students have been very much sincere in internal assessments as those tests reflect their preparation on regular basis.
- The students are addressed individually regarding their performances in internal tests of the college.
- The internal assessment sub-committee always monitors the process.
- Class attendance, class work, scores in internal assessment is taken into consideration for assessing a student. Their behavioral patterns inside the campus, independent learning and communication skills are given proper weightage while assessing their performance as whole.
- The college has given due stress on teaching- learning process in case of all disciplines. Subjects which provide job opportunities in rural environment like (Bengali, English, History, Education etc.) are mostly liked by the students.

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

- All the faculty members are aware of their responsibilities and obligations to the society. They work hard to impart moral, cultural, intellectual and social knowledge among the students. The institution tries to enable the students to mould their personalities and make them confident about their abilities. The college strives to make our students as responsible citizens of tomorrow.

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

- The Students are addressed individually regarding their performance in internal assessment.
- The answer scripts are shown to the students to draw the attention towards rectification.
- The college has nothing to do for the final university examination is concerned. But if any student wants to review his papers, the college does all the formalities on its own.

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- The college adopts a student friendly atmosphere to do all the formalities in cases of review and re- evaluation etc.
So the students have not to go to the university. All such works are done by the college.

2.6 Students 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?

- Yes, the college has stated learning outcomes in its vision and mission statement on the website. The motto of maintaining quality with a vision of accepting modernity without damaging on the base.
- By grooming its students into confident, well equipped culturally sound, socially modern and globally competent person, the college translates bearing outcomes in to reality.
- The students and staff are made aware of these through :
Notification of internal notice,
Circular of the university and Govt. of W.B. in the notice board,
All notices and circular are uploaded in the college website.

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 institution through its academic Sub-Committee monitors the progress and performance of students on regular basis. The Teacher-in-Charge is also kept informed about the performance of the students throughout the duration of the course.
- Attendance and regularity of the students are maintained through class register and be maintained regularly.
- Student teacher interaction in and outside the classes are held.
- University results are reviewed and analyzed in the meeting of the Academic and Internal assessment Sub-Committee.
- Analyses of the percentage of results of the students in last four years:

Programme	Programme wise Details Pass %			
	2012-2013	2013-2014	2014-2015	2015-2016
B.A (Hons.) in Bengali Part-I	88.4	89.8	77.4	---
B.A (Hons.) in Bengali Part-II	95	97.4	73.9	---
B.A (Hons.) in Bengali Part-III	92.9	73.7	86.2	86.4
B.A (Hons.) in English Part-I	44.7	51.7	29.2	---
B.A (Hons.) in English Part-II	83.3	76.5	50	---
B.A (Hons.) in English Part-III	72.7	83.3	55.5	55.5
B.A (Hons.) in Education Part-I	80.6	80.8	89.8	---
B.A (Hons.) in Education Part-II	95.8	91.2	93.1	---
B.A (Hons.) in Education Part-III	95	80	82.6	87.5
B.A (Hons.) in History Part-I	93	81.1	74	---
B.A (Hons.) in History Part-II	100	91.2	51.6	---
B.A (Hons.) in History Part-III	91.3	78.3	87.5	94.4
B.A (Hons.) in Philosophy Part-I	---	31.8	79.4	---
B.A (Hons.) in Philosophy Part-II	---	---	30	---
B.A (Hons.) in Philosophy Part-III	---	---	---	66.7
B.A (General.) Part-I	52.6	44.6	39.4	---
B.A (General.) Part-II	59.3	51.38	66	---
B.A (General) Part-III	44.93	93	91.2	76.9

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

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The teaching- learning and assessment strategies of the institution are to facilitate the achievements of the intended learning outcomes through.

- Well equipped laboratories
- Well equipped library
- Spacious and airy class rooms
- Class lectures, regular internal assessment, and interactive practices
- Audio- visual teaching aids
- Participation of students in national, international and departmental level seminars held in the college.

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?

- Participation of students in National level seminars held in the college provides an opportunity to interact with resource persons from different academic field.
- The NSS wings regularly take up programmes to enhance the degree of social commitment of the students.
- Social science subjects cover several topics of contemporary relevance which generate and develop the level of understanding, thought process, communication skills of the students.

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?

- To find advanced and slow learners and plan separate steps for them.
- To improve learning outcomes of all the students.
- Teachers of different subjects check the attendance of the students and their responses in the classes and takes necessary steps suitable for the students.
- Performance of the students in Internal Assessment and University Exam are analyzed in the IQAC and Academic Sub-Committee meetings.
- To remove learning barriers through assigning, tutorial classes, special lectures.

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

The college along with IQAC and Academic Sub-Committee monitors and ensures the achievement of learning outcomes-

- Finding slow and advanced learners and adopt appropriate steps.
- Conducting internal assessment test on regular basis.
- Holding class discussion
- Encouraging interacting move.
- Analyzing feedback of the students.

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.

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

Yes, the college and individual teachers use following assessment of learning objectives and planning

- Makes of internal assessment
- Classroom performance
- Behavioral Patterns
- Ability to communicate

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- Clear understanding of the subject
- Activities and performance in NSS, Sports and cultural activities.
- Certificate, books etc. are given to students for motivation and encouragement

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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?

Lalgola College does not have any University approved research center/s of the affiliating University or any other agency / Organization.

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

Yes, there is a research sub –committee in the College Comprising of the following members :

1. Sri Somnath Chakraborti, chairperson.
2. Dr. Hazarat Ali Seikh , Co-ordinator , IQAC.
3. Sri Asim Kumar Mandal
4. Dr. Mst.Syeda Nasifa Islam
5. Sri Mriganka Shankar Poddar
6. Munmun Sadhukhan

The Research Sub-Committee of the College facilitates and monitors research activities of the College .The committee informs the teachers about the various fellowships and helps to apply for the same.

The following are the recommendations made by the Research Sub-committee:

1. To encourage the faculty to apply for minor and major research projects and research grants from different sponsoring agencies.
2. To motivate the faculty to pursue Ph.D. programmes, post-doctoral work and Faculty Development Programme under the UGC.
3. To recommend to the college authority for the grant of study leave to complete Ph. D work.
4. To encourage various departments for organizing seminars.
5. To encourage participation and presentation of research papers in National and International Seminars/Conferences.
6. To motivate the faculty to publish their research articles in reputed journals / magazines.
7. To encourage the faculty to collaborate with research centres and universities .
8. To encourage the students for research project and to participate and present papers in seminars .

Recommendation	Impact of the Recommendation
To apply for different research grants from different sponsoring agencies	College received funds from UGC for running six Minor Research Projects (Two already completed)
To recommend to the college authority for the grant study leave to complete Ph.D work	One faculty member has been granted study leave Under UGC –FDP Scheme.
To provide guidelines to the faculty members for doing Ph.D and FDP under UGC norms .	Four faculty members have completed Refresher courses , Orientation Programmes, Summer School Programmes etc. from different Universities. One faculty member has been awarded Ph.D Degree.
To encourage various Departments for Organizing seminars	College has organized one National level and another International level seminars .This year Education Dept. has applied for a National seminar under UGC. Moreover different departments have organized departmental seminars for Students.

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

1. Autonomy to the principal investigator.
2. Timely availability of resources.
3. Adequate infrastructure and human resources.
4. Time-off, reduced teaching load, special leave etc. to teachers.
5. Support in terms of technology and information.
6. Facilitate timely auditing and submission of utilization certificate to the funding authorities.

There are no procedural constraints at the institutional level. The principal investigator is given full autonomy and infrastructural facilities in the college are made available. Library, Internet and other ICT facilities are provided to the investigator and other faculty members.

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

The institute motivates the students for higher education and research. To develop scientific temper and aptitude the institution organizes study tours of students of various departments. Various departments of the college also organize departmental seminars and UGC Sponsored National level seminars to create curiosity among the students as well as to get a chance to meet with the academicians, industrialists, Officers from Universities corporate world and Govt. sector. Moreover, such seminars create opportunities among the students the spirit of self-activity, active participation and self-learning to make teaching-learning process effective.

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.)

Minor Research Projects

Name	Department	Research activity	Amount sanctioned & period
Dr. Hazarat Ali Seikh	Education	Completed a Minor Research Project entitled "A Study of Creativity among School- going Boys and Girls from SC, ST & Muslim Students in Relation to Socio-economic Status, Level of Aspiration & Academic Achievement. "	Rs. 1,05,000/ 09.11.2011
Dr. Hazarat Ali Seikh	Education	Undertook a MRP entitled "A Study of Educational Backwardness among the Muslims Students of Murshidabad District of West Bengal. "	Rs. 2,80,000/ 12.04.2014
Dr. Sujata Bagchi (Banerjee)	Bengali	Rabindranath Tagore's transcreation of his own place for teen- agers: a comparative study	Rs. 1,40,000/- 12.04.2014
Dr. Mst. Syeda Nafisa Islam	Bengali	The advancement of women's education in Lalgola under Lalgola block, under the district of Murshidabad, West Bengal	Rs. 1,40,000/- 12.04.2014
Sri Somnath Chakraborti	English	Undertook a MRP entitled "Swami Vivekananda: the voice of Protest"	Rs. 1,20,000/ 2015

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Faculty Pursuing Ph.D Programme

Name of the Faculty	Department	Research Place
Mriganka Shankar Poddar	Philosophy	University of Calcuta
Asim kumar Mandal	History	University of Kalyani
Munmun SadhuKhan	Education	Rabindra Bharati University
Malyaban Roy	Bengali	Rabindra Bharati University

Faculty Awarded Ph.D Degree

Name of Faculty	Department	University Giving Ph.D Degree
Dr. Sujata Bagchi	Bengali	Visva-Bharati
Dr. Mst. Syeda Nafisa Islam	Bengali	Visva-Bharati
Dr. Hazarat Ali Seikh	Education	University of Kalyani

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.

With focus on Capacity building in terms of research and imbibing research culture among the staff and students, various departments and NSS Unit of our College organized seminars, sensitization programme and workshop which are given below:

Name of Programme	Title of the Programme	Date
1.National Level Seminar by the Dept. of Bengali & Philosophy	Bankim Chandra Chatterjee and Swami Vivekananda: their influence on Literature, Society and Philosophy.	27&28.08.2014
2. International Level Seminar by the Dept. of Bengali	Folk Tradition in Two Bengals and Its Unification	09.04.2015
3. Departmental Seminar by the Dept. of Education	Modern Trends and Issues of Indian Higher Education	02.12.2015
4. Departmental Seminar by the Dept. of Bengali	Adhunik Katha Sahitya : Baichitrer Nanadik	08.12.2015
5. Departmental Seminar by the Dept. of English	Re-defining Shakespeare: Writing on Texts	09.12.2015
6. Departmental Seminar by the Dept. of Arabic	Development of Arabic Language in India from 1857-1947	22.12.2015
7. Departmental Seminar by the Dept.of Philosophy	Buddhist and Islamic concept of Non-Violence	21.12.2015

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

Our College does not have any research Centre but our faculty members are involved in the research at individual level. Priority areas of research among the faculty members from various departments are as follows: creativity among Backward Communities, Educational Backwardness among Muslim Students , Contribution of Vivekananda , Women Education, Literature in Border area etc.

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

The institution regularly organizes conference, seminars, workshops in attracting researchers of eminence to visit the campus and interact with teachers and students.

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?

One faculty member has been allowed study leave on FDP.

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)

Through NSS awareness is created on HIV-AIDS, Thalasemia, Health Education, Blood donation, eradication of early marriage etc. Findings of Sociological research are published in different seminars. The students and community are made aware of such research findings.

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.

As the institution does not have any research centre so there is no provision of budget allocation for research. The faculty members mobilize research funds mainly from UGC and submit utilization certificate to the UGC. Major heads are purchase of books, purchase of equipments, Travel, field work and contingency.

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

There is no provision in the college to provide seed money to the faculty members for research. No amount has been disbursed to the faculty members in the last four years.

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

As the institution has mainly under graduate course so there is no provision in the institute to provide financial help to support student research projects by the students. But the students have opportunities to conduct projects of environmental studies as a part of their course.

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

Different departments and faculty members of the college interact with each other in undertaking inter-disciplinary research and in creating knowledge.

1. The department of Bengali and the department of Philosophy jointly conducted a national seminar.
2. The department of History and the department of Education jointly organized educational tours

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

1. The college has a sound library with different books and journals. Faculty members and students avail such resources.
2. The institution provides computer and internet facility to the principal investigators of the MRP and other faculty members.
3. Equipments such as desktop, laptop, printer, Xerox machine, projector etc. are used by the faculty members. The college provides easy and uninterrupted access to various equipments.

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.

The institution has not received any special grants or finance from the industry or other beneficiary agency 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 institution provides necessary help to the faculty members to apply for research grants from different sponsoring agencies.

Faculty involved in Minor Research Projects (UGC)

Name	Department	Research activity	Amount sanctioned & period
Dr. Hazarat Ali Seikh	Education	Completed a Minor Research Project entitled "A Study of Creativity among School- going Boys and Girls from SC, ST & Muslim Students in Relation to Socio-economic Status, Level of Aspiration & Academic Achievement. "	Rs. 1,05,000/ 09.11.2011
Dr. Hazarat Ali Seikh	Education	Undertook a MRP entitled "A Study of Educational Backwardness among the Muslim Students of Murshidabad District of West Bengal. "	Rs. 2,25,000/ 12.04.2014
Dr. Sujata Bagchi	Bengali	Undertook a MRP a entitled : Rabindranath Tagore's Trans-creation of his own place for Teen-agers: a Comparative Study. Completed a MRP : Bengali literature written on Indo-Bangladesh Partition and Migration Problems : Present Perspective.	Rs.1,20,000/ 12.04.2014
Dr. Mst. Syeda Nafisa Islam	Bengali	Undertook a MRP entitled "The advancement of women's Education in Lalgola Under Lalgola Block, Under the District of Murshidabad, West Bengal.	Rs.1,40,000/ 12.04.2014
Sri Somnath Chakraborti	English	Undertook a MRP entitled "Swami Vivekananda: the voice of Protest".	Rs. 1,20,000/ 2015

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3.3 Research Facilities:

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

As we are a mainly under graduate college so no research scholar is enrolled in our college. But the basic research facilities are available for the faculty within the college campus which is as follows.

1. Library with rare books and research oriented Journals.
2. Geography laboratory with latest equipment.
3. Internet connections.
4. Funding for publications of edited books with research papers.
5. Xerox machine, scanner, and printer.

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?

1. To inform faculty members for various research projects funded by UGC.
2. To inform faculty members for various fellowships including Post-Doctoral Fellowships.
3. Two faculty members have been awarded Minor research Project UGC so college authority has increase infrastructural facility.
4. Encourages different faculty to organize Research Oriented Seminar.
5. To procure Research Oriented Journals in the Central Library.
6. To grant leave to the faculty members for present research papers in seminars, conferences, and workshops.

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

No, the institution has not received any special grants or finances from the Industry or other beneficiary agency for developing research facilities. However, the instruments/facilities created by the grant received from UGC and college fund.

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

As our institution is an Under Graduate college so research scholars are not enrolled in our College. However Research oriented seminars are organized every year by various departments.

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

The following facilities are available in the library/ information resource centre especially for the researchers:

1. Research Oriented Journals.
2. Rare Books.
3. Internet facility.
4. LCD, Scanner, and Printer.
5. ICT facilities available to the researchers.

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

The collaborative research facilities like books, journals, computers, printers are created out of funds sanctioned to researchers by the funding agencies like UGC.

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3.4 Research Publications and Awards

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

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

Patents obtained and filed (process and product)	Nil
Original research contributing to product improvement	Nil
Research studies or surveys benefiting the community or improving the services	Findings of Research Under MRP Undertaken by Dr. Hazarat Ali Seikh on "A Study of Creativity among School- going Boys and Girls from SC, ST & Muslim Students in Relation to Socio-economic Status, Level of Aspiration & Academic Achievement," can uplift the backward communities of our Country
Research inputs contributing to new initiatives and social development	Findings of Research Under MRP Undertaken by Dr. Hazarat Ali Seikh on "A Study of Educational Backwardness among the Muslim Students of Murshidabad District of West Bengal, " can promote Social development among Muslim Community.

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

No, our Institute does not publish any research journal.

3.4.3 Give details of publications by the faculty and students:

- Publication per faculty-(books and journals)
- Number of papers published by faculty and students in peer reviewed journals (national/international)-
Total no. of publications:
- Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Science Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books-
- Books Edited-Nil.
- Books with ISBN/ISSN numbers with details of publishers: 07
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

Faculty	Dept.	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr. Sujata Bagchi Banerjee	Bengali	30	3	0	20	2	3	2	4	0	0	0	0	0
Dr. Hazarat Ali Seikh	Education	10	2	0	10	0	1	0	0	0	0	0	0	0
Munmun Sadhukhan	Education	7	0	0	7	0	1	0	0	0	0	0	0	0
Asim Kumar Mandal	History	10	0	0	9	0	0	0	0	0	0	0	0	0
Somnath Chakraborti	English	10	0	0	2	0	0	0	0	0	0	0	0	0
Dr. Mst. Syeda Nafisa Islam	Bengali	8	0	0	2	0	0	0	0	0	0	0	0	0

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3.4.4 Provide details (if any) of

- Research awards received by the faculty:
- Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally:
- Incentives given to faculty for receiving state, national and international recognition for research contributions:

Dr. Hazarat Ali Seikh , H.O.D , Department of Education has been awarded Ph. D Degree by University of Kalyani on 08.08.2013.

Minor Research Projects (UGC) has been received by the following faculty members:

- 1) Dr. Hazarat Ali Seikh Dept. of Education
- 2) Dr. Sujata Bagchi (Banerjee) Dept. of Bengali
- 3) Dr.Mst. Syeda Nafisa Islam Dept. of Bengali
- 4) Somnath chakraborti Dept. of English

Felicitation programme has been organized to felicitate research contributors.

3.5 Consultancy

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

Our College does not provide any Consultancy Service to other Institutes/Bodies. However, Through Seminars our College gives idea to the students regarding job opportunities.

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

The college creates a suitable atmosphere to promote consultancy service and ensures that the benefits of the expertise of the faculty reach the maximum number of institutes/bodies of the society.

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

Our college encourages the staff to utilize their expertise through its publication of Prospectus.

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 college does not provide any area of consultancy service till now.

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?

There is no policy mechanism of the institution in sharing the income generated through consultancy.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

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

The institution promotes institution neighborhood community network and student engagement in different ways:

- 1) Every year one neighboring village is adopted by the NSS unit of our College.
- 2) Blood donation camp is organized every year with the help of the students.
- 3) AIDS awareness programme awareness of Thalesemia programme , yoga training and handicraft training are organized for our students and local community.

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

The institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles are as follows: 1) NSS unit 2) Students' union 3) Teachers' council and 4) women cell.

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

The institution solicits stakeholder perception on the overall performance and quality of the institution through Students, Parents, Ex-faculties, and Ex-staff etc.

- 1) The college solicits students' perception through their feedback every year.
- 2) The college solicits Ex-faculties and Ex-staff perception through their feedback every year.
- 3) The college solicits parents and local community perception through the interaction in different seminars and functions.

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.

Lalgola College entered in the Higher Education arena on 26th Aug 2005 with the endeavor of few educationists, patrons, donors and social workers to provide quality higher education for the socio-economically backward, minority community and female students of the border area. The college has a NSS unit to promote social works and adopted a neighbourhood village named Durgapur. Social awareness programmes organized by the NSS unit provide an opportunity to our students for motivation of social work and a sense of social responsibility. The college also organized various outreach programmes from time to time with help of students and teachers of our college. Such community involvement provides the students a platform for practical experience with the community and they get an opportunity to inculcate social values and attitude.

Details of the institutional plan and organize its extension and outreach programmes through NSS:

Details of the Programme Officers: (2015-2016)

Name of the programme officer	Mobile No.	Phone No. with STD Code	Email-ID	Trained/Untrained	Date of Joining	Date of Training
Asim Kumar Mandal	9153360086	03483-275400	asimhistory@gmail.com	Trained	01.04.2015	19.11.2015-05.12.2015

Details of adopted village (2013-2014)

Name of the Adopted Village with full address	Total Population of adopted village	Year of Adoption
Durgapur, PO-Krishnapur, Lalgola, Murshidabad	700	2013-2014 2014-2015

Enrolment NSS Volunteers :

Category							Male	Female	Total
General	SC	ST	OBC-A	OBC-B	Minority	PWD			
22	04	00	12	02	71	01	54	46	100

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NSS Regular Activities (2013-31.03.2015)

Name of the Programme	Date of the Programme	Place of the Programme	No. of Volunteers involved	Outcome of the activities
Observation of World Environment Day	05.06.2013 05.06.2014	Lalgola College	100	Awareness about the Environment and Global Warming
Campus Cleaning Programme		Lalgola College	50	Awareness about Students' Health
Blood Donation Camp		Lalgola College	100	Awareness and Necessity of Blood Donation and Blood bank
Observation of World AIDS Day	02.12.2014	Lalgola College	100	Gained Awareness about the fatal disease AIDS
Observation of International Women's Day	08.03.2014	Lalgola College	100	To raise Women Empowerment

NSS SPECIAL CAMP (2013-2014)

Date	Work Item	Resource Person(s)
14.12.2013	Inauguration Programme	S.D.O, Lalbagh; B.D.O, Lalgola Block; Chairperson, Panchayet Samiti; Pradhan & Member, Durgapur village; O.C, Lalgola Police Station; Secretary, Bahadurpur Boys' Club
15.12.2013	Camping programme to search the problems of old village people.	Survey by the NSS Volunteers
16.12.2013	Seminar & interaction programme with village people on water supply & irrigation problems and Adult Education.	Assistant Engineer, Agri- irrigation dept., Lalgola Block.
17.12.2013	1. Seminar on Child marriage & Kanyashree Prakalpa. 2. Health check up of old people.	1. Mr. Sourav Hossain, Teacher & Writer 2. Dr. Soumya Saha, BMOH, Krishnapur rural Hospital.
18.12.2013	1. Seminar on rural problems, 2. Bima Gram Prokalpa: LIC	1. Mr. Suvankar Bagchi, Executive Assistant 2. Nibedita Ghosh, Nirman Sahayak 3. Branch Manager, LIC, Berhampore
19.12.2013	Seminar on Panchayet Development	B.D.O., Lalgola Block
20.12.2013 20.12.2013	Valedictory Session	Maharaj, Ramkrishna Mission, Sargachhi; S.D.O, Lalbagh; B.D.O, Lalgola Block; Tusher Potua, Asst. Prof., K.U., Subhashree Chakraborti, Asst. Prof., Berhampore Girls' College; Sudipta Chakraborti, Teacher, Sargachhi Ramkrishna Mission.

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NSS SPECIAL CAMP (2014-2015)

Date	Time	Programme	Resource Persons and Guests
18.12.2014 Thursday	11 a.m-1 p.m	Inauguration Programme	S.D.O Lalbagh B.D.O Lalgola Chair Person, Panchayat Samiti
	1 p.m-3 p.m	Seminar (River Bank Erosion)	Speaker: Nirmalya Kundu, Lalgola college
19.12.2014 Friday	11 a.m	Seminar (River Bank Erosion) Ground Water Problem	Speaker: Indira Haldar, Asst. Prof. Domkul College
		Camping Programme in the village Tiktiki para, P.O-Krishnapur, Murshidabad	
20.12.2014 Saturday	11 a.m	Erosion in Padma River & Video Showing	Speaker: Supam Mukherjee, Lalbagh S.CB College
21.12.2014 Sunday	11 a.m	Cleaning & Village Camping Programme	
22.12.2014 Monday	11 a.m	How to protect river bank erosion	Asst. Engineer, agri irrigation department, Lalgola Block
23.12.2014 Tuesday	11 a.m	Camping Programme in the Sekhalipur Village	N.SS Programme officer and N.SS student
24.12.2014	11 a.m	Cultural Programme	Amrita Kumva, Drama-Padmar Gras by students of N.SS Lalgola college with and village people

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NSS SPECIAL CAMP (12.03.16- 18.03.16)-2015-2016

Day	Date	Time		Programme	Resource Person & Guests
1	12.03.2016 Saturday	1 st Half	10:00 a.m.	Inauguration Programme	B.D.O, Lalgola Block, Sabhapati, Lalgola Panchayet Samiti, T.I.C, Lalgola College, Ex-Principal, Lalgola College, Ayub ALI, g.b. Member,Lalgola College.
		2 nd Half		Global Warming	Presented by Ex-Principal, Lalgola College.
2	13.03.2016 Sunday	1 st Half	10:00 a.m.	Survey in Adopted Arsenic-Prone Ganeshpur Village and Water Sample Collection	Volunteers of NSS Special Camp, Lalgola College
3	14.03.2016 Monday	1 st Half	10:30 a.m.	Caption-Career Awareness Programme	Presented by Brain Ware, Berhampore
		2 nd Half	2:00 p.m.	Debate Competition on Effectiveness of Mid-day Meal	Students of Lalgola College
4	15.03.2016 Tuesday	1 st Half		Physical Training(P.T.)	Instructor: Sanjit Roy, Hazi.A.K.Khan College, MSD
		2 nd Half		Seminar on Awareness on Blood Donation	Speaker: Dr. Sirajul Islam, Dr. Mantu Biswas
5	16.03.2016 Wednesday	1 st Half	9:00 a.m.	Cleaning Awareness Programme; SACHH BHARAT	Volunteers of NSS Special Camp, Lalgola College
		2 nd Half	2:00 p.m.	Seminar and Video Showing on DIGITAL INDIA	Speaker: Srimanta Pal, Librarian, Lalgola College
6	17.03.2016 Thursday	1 st Half	10:00 a.m.	Earthquake and its Disastrous Effect on Human Life	Speaker: Nirmalya Kundu, H.O.D, Geography, Lalgola College
		2 nd Half	2:00 p.m.	Drama	Presented by Students Lalgola College
7	18.03.2016 Friday	1 st Half	9:00 a.m.	Plantation Programme on College Campus	Volunteers of NSS Special Camp, Lalgola College
		2 nd Half	1:00 p.m.	Cultural Programme	Sanskriti Mancha, Bhagobangola, Murshidabad.

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Budgetary Details for Last Four Year: (NSS)

Year	Amount Received from University of Kalyani	
	Regular Activities	Special Camp
	Unit-I	Unit-I
2012-2013	NIL	NIL
2013-2014	22,500	22,500
2014-2015	22,500	22,500
2015-2016	22,500	Not Yet Received

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?

- 1) After admission the programme officer of NSS unit appraises students on the duties, benefits and scope of the extension activities.
- 2) Details of information regarding the extension activities are displayed in the college notice board.
- 3) Programme officer of the NSS unit is selected from the faculty members for three years and his appointment is approved by the University of Kalyani.
- 4) Students are motivated to participate in NSS programmes. Blood donation, plantation programme and different awareness camp are organized every year in both college and locality with the help of students, keeping in view the needs and demands of the local community.

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?

To ensure social justice and empower students from under-privileged and vulnerable sections of society various surveys, research or extension work undertaken by the college.

The NSS unit of the college is making and active contribution for the upliftment of the under privilege section of the society in the neighboring villages through special camp.

The NSS and women cell of our college organize various counseling programmes, seminars, workshop and interactive sessions for girls students and backward communities to ensure social justice and empowerment.

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

Outcomes the extension activities are as follows:

- 1) Environmental awareness programme organized by our NSS unit to increase the environmental awareness of the students as well as local people.
- 2) Blood donation camp, Thalesemia & Cleanliness programme organized by our NSS unit have significant contribution to the community.

Student's academic learning experience:

- 1) Field visit and surveys are conducted by various departments and involvement in extension activities develops a practical approach in their academic pursuits.
- 2) Participating in Blood donation camp increases the social responsibility of the students.
- 3) Participating in Environmental awareness programme increases the environmental awareness of the students.
- 4) Participating in different extension activities makes a student to build a holistic personality development which helps in their future endeavor.

Values and skills inculcated:

- 1) The result of the participation in various extension activities have resulted in inculcating social values, feeling of social and emotional integration among the students.
- 2) Involvement in extension activities develops community orientation, community leadership.
- 3) Participation and extension outreach programme make a student socially efficient and good citizen.
- 4) A deeper understanding of and commitment to the community and social attitude are developed among the students.
- 5) Participation in extension and outreach programmes helps a student to take right decision at the crucial point and also helps him to develop human values and self-esteem.

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 institution involves the community in its extension activities.

Detail on initiatives of the institution that encourage community participation in its activities:

- 1) Promotion of National Integration.
- 2) Health awareness camp.
- 3) AIDS awareness programme.
- 4) Blood donation camp organized every year.
- 5) Thalesemia awareness programme organized.
- 6) Plantation camp.

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

The constructive relationships forged with other institutions of the locality for working on various outreach and extension activities are as follows:

- 1) Environment day was observed in collaboration with local Gram Panchayet.
- 2) Thalesemia awareness programme was organized jointly with Sekhalipur High School for the students both from the institutions.

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.

Our college received the award for the best NSS unit of Kalyani University

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.

As our college has been running UG level course for a long time and research activities at the UG level are not undertaken so the institution does not collaborate with other institutes/laboratories /industry. However some faculty members are involved in research activities under different Universities.

3.7.2 Provide details on the Mouse/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.

- 1) Two faculty members completed their Ph. D work in collaboration with Viswa-Bharati and University of Kalyani.
- 2) Fourth faculty members are doing their research work for the award of Ph. D degree in collaboration with different reputed Universities.

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3) Two faculty members completed Minor Research Projects and four faculties are doing Minor Research Projects in collaboration with UGC.

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 service etc.

Our college has no infrastructure or facilities to collaborate with industry. However our NSS unit has actively organized different programmes in neighborhood community and villages for awareness of their health and environment.

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

Our college has organized national and international seminars during last four years where different education-ists/academicians, government officers and poet have participated and contributed to academic field.

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 the enhanced and/or facilitated-

- a) Curriculum development/ enrichment
- b) Internship/On-the –job training
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student placement
- j) Twinning programmes
- k) Introduction of new courses
- l) Student exchange
- m) Any other

a) Curriculum development/enrichment:

Two faculty members are selected as members, UG Board of Studies, University of Kalyani and they have a significant contribution in curriculum development.

b) Internship/On-the-job training: Nil

c) Summer placement: Nil

d) Faculty exchange and professional development:

Faculty development is done by participation of the faculty members in Refresher Course, Orientation Programme and summer school programme .

e) Research:

In collaboration with UGC two Minor Research Projects have already been completed and four MRPs are on going.

f) Consultancy: Nil

g) Extension:

Blood donation camp is organized every year by the NSS unit.

Cleanliness, Thalassemia and Environmental awareness Programme have been organized with the help of local community and Gram Panchayet.

h) Publication:

College has published one book named SAHITYA, SAMAJ O DARSAN BHABNAY BANKIMCHANDRA O VIVEKANANDA with ISBN No.-978-93-83590-76-6

i) Student Placement:

No placement cell

k) Introduction of new courses:

Arabic (Honours)

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l) Student exchange: Nil

m) Any other: Nil

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

Through Governing Body, Teachers' Council and research committee the institution is planning to establish a meaningful linkage between the institution and various organizations.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

The policy of the college is to upgrade and enhance infrastructural facilities to meet the growing needs of the college in the teaching learning process so that it would deliver better value for money, enhanced quality services, reduction in duplication of work and increase in efficiency.

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.

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.

a) Curricular and co-curricular activities: Classrooms, technology enabled learning spaces, seminar hall, tutorial spaces, laboratories, specialized facilities and equipment for teaching, learning and research etc.

b) Extra- curricular activities: Sports, outdoor and indoor games, NSS, cultural activities, yoga, health and hygiene etc.

The following initiatives are taken by the college:

- The college is enrolled with excellent physical infrastructural facilities to support the teaching –learning process. Classroom, tutorial spaces, laboratories and staff room are available. A seminar hall is equipped with microphones, projectors, podium and projection screen. Separate computer room with internet facility is available.
- College has ten spacious class rooms. Each and every classroom is airy, spacious and equipped with benches, black board, light and fans.
- In the wake of the severe power crisis faced by the state, stand by UPS unit and Gen-sets are in use as replacements.
- The college is continually updating its automation facilities, which will soon be a complete database of all college information to facilitate retrieval and usage for administrative and academic purposes.
- There are two laboratories for physical education and geography. The laboratories are upgraded with advanced equipments and have enough space to carryout practical classes effectively.
- There is no botanical garden and animal house.
- Specialized facilities and equipments for teaching, learning and research etc. are available one room is equipped with audio visual facilities with LCD projectors and public speaking facilities. Some teacher are engaged in various minor research projects.
- The college has sports facilities. There is a play ground where play football, cricket, volleyball etc. There is also provision for indoor games in girls' common room .
- The college has a NSS unit of 100 students who are engaged in various social services like blood donation, plantation, cleanliness, environmental and awareness programmes.
- A Girls' hostel has been established for residential facilities of the female students
- Proper arrangement of purified drinking water is available in college campus at different locations. First-aid facilities is provided for the students and staff.

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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 institution follows a policy of providing requisite infrastructure for academic growth. Whenever a department submits a list of requirements the college authority tries its level best to fulfill the requirements.

- There are 2 laboratories for subjects: Physical education and Geography.
- Departmental rooms for honours subjects are available .
- A girls' common room and staff room with attach toilets are available .
- One guest room with amenities is available .
- A computer room with computers and internet facilities is available .
- A canteen with relevant facilities is available.
- Two gen-sets, water purification system, inverters and garage are available.

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

Student with physical disabilities are attended by the faculty members there classes are taken in the ground floor. Ramp and other infrastructural facilities are made available for them.

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

- **Hostel Facility – Accommodation available**
- **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**

We have girls hostel with intake capacity of 50 students. So far no female applicant has shown any interest in boarding. Consequently no academic or non-academic (recreational and medical and residential) facilities have been introduced.

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

Arrangement for first-aid are available for the staff and the students inside the campus are taken to nearby Krishna-pur Rural hospital.

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, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

IQAC was formed on 05.08.2014. A separate room is provided with technological support to carry on its work. From 2014 onward it plans and support effective implementation for quality management, teaching -learning and evaluation, research and extension activities for all stakeholders. It supports awareness programme, teaching learning evaluation, research oriented seminars and encourages faculty to do more research work and to organize national seminars. It analyses the feedback received from all stakeholders and takes proper action. It also appreciates and encourages all staff and teachers for their quality improvement in teaching, research and administration.

➤ **Grievance Redressal unit:**

The students approach the unit for their grievances regarding academic matters and the unit sorts out the problems and takes proper steps.

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- **Women cell:** This cell of our college works on different issues related to Women staff and students and Gender Sensitization. The cell makes women students aware of the social responsibilities and give them mental support to fight against sexual harassment.
- **Canteen:** A canteen is available for both students and staff in the ground floor. Quality food, tea and snacks are served at a subsidized rate. Lunch is also provided by the canteen to the students and staff against order.
- **Safe drinking:** Safe drinking water facility is provided for students and staff. Aquaguard with RO purifier is installed in the canteen, office, teachers room and girls' common room.
- **Seminar hall:** A seminar hall is constructed with modern facilities.
- **Spacious staff room:** There is spacious staff room for teachers.
- **Girls' common room:** There is separate girls' common room with indoor playing facilities, drinking water and attached toilet for the female students.
- **Garage:** There is a garage for our students and staff.

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?

Yes. Lalgola College library has an advisory committee, which renders its service for proper functioning of the library and to full fill the needs of students from the library. In this committee the Teacher –in- Charge of this college acts as the chairman. The committee provides internet facility, competitive examination section and contemporary journals and books section and also the Xerox facility. The committee advises on the method of expenditure, library timings, student services and maintenance of the reading room.

Library committee

1. Somnath Chakraborti(Chairman)
2. Srimanta Pal (Convenor)
3. Ayub Ali
4. Dr. Hazarat Ali Seikh
5. Dr. Mst Syeda Nafisa Islam
6. Asim Kumar Mandal
7. Munmun Sadhukhan

Duties of the committee

Following fruit full activities are done by the committee which is use full to library and all user:

1. Committee monitors the utilization of allotted budget.
2. Library automation through Koha Software.
3. Conducts periodic meetings and recommends the purchase of new arrivals of books, magazines etc.
4. Monitors E-tenders invitation for book supply.
5. Identify the outdated books to weed out.
6. Recommends for the modification of the timing as per the academic schedule.

4.2.2 Provide details of the following :

1. Total area of the library (in Sq. Mts.): 186 Sq. Mts.
2. Total seating capacity: 23 seats available in library.
3. Working hours (on working days, on holidays, before examination days, during examination days, during vacation

Working hours of the library	
On working days (except Saturday)	10:00 AM to 05:00 PM
On holidays	NA
Before examination days	10:00 AM to 05:00 PM
During examination days	10:00 AM to 05:00 PM
During vacation	NA
On Saturday	10:00 AM to 02:00 PM

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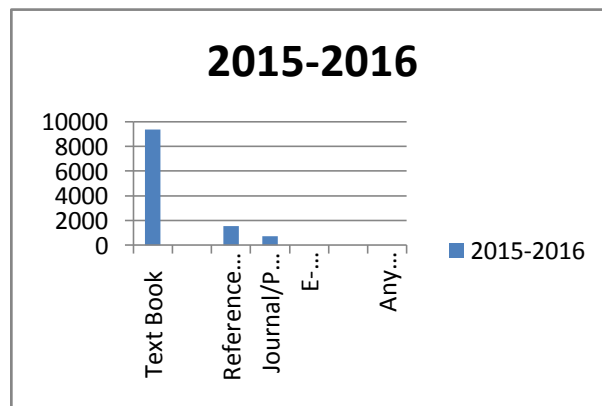
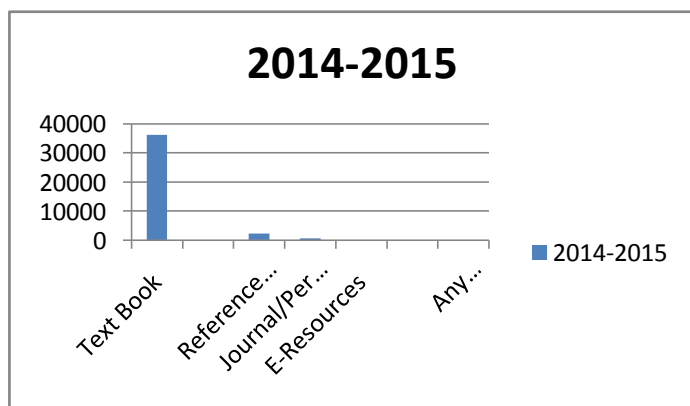
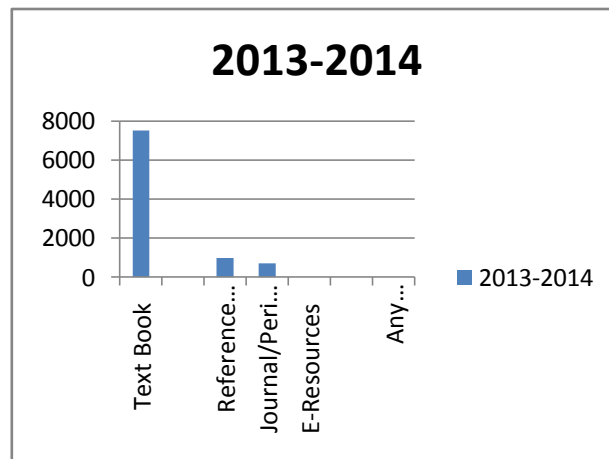
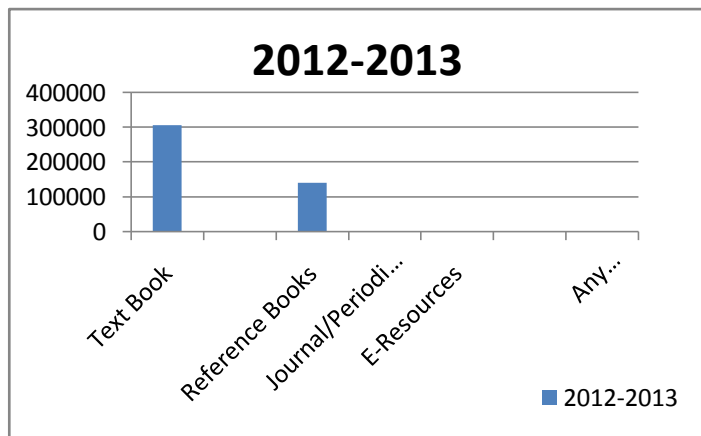
4. Layout of the library (individual reading carrels lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

To be implemented in future as per guideline.

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

The library committee identifies the new arrivals in the market through faculty members and students. The new purchases depend upon the demand of all user and the changes in syllabus. The in-charge faculty makes a search through internet and suggest the committee appropriately in consultation with respective faculty members. Healthy environment is created in the library for students. Reprographic service is also available and students are permitted to take photocopies of the study materials.

Library Holdings	2012-2013		2013-2014		2014-2015		2015-2016	
	No. of Books	Total cost	No. of Books	Total cost	No. of Books	Total cost	No. of Books	Total cost
Text Book	6469	307040	50	7515	158	36183	240	9351
Reference Books	482	139750	04	970	08	2300	06	1550
Journal/Periodicals	24	720	24	720	24	720	24	720
E-Resources								
Any other(specify)								



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

1. OPAC: Ongoing process with the help of Koha open source integrated library automation software.
2. Electronic resource management package for e-journals: NO
3. Federated searching tools to search articles in multiple data bases: NO
4. Library website: NO
5. In-house / remote access to e-publications: NO
6. Library automation: in process.
7. Total number of computer for public access: 2
8. Total number of printers for public: One printer is available for public.
9. Internet band width /speed: 2 mbps
10. Institutional Repository: NO
11. Content management system for e-learning: NO
12. Participation in resource sharing networks/consortia: NO

4.2.5 Provide details on the following items:

1. Average number of walk-ins:

Faculty	Staff	Girls students	Boys students
7	2	8	10

2. Average number of books issued /returned:

Faculty	Staff	Girls students	Boys students
5	2	5	8

3. Ratio of library books to students enrolled: 1:1

4. Average number of books added during last three years: Average 150 book added per year

5. Average number of login to OPAC: Nil

6. Average number of login to e-resources: NO

7. Average number of e-resources downloads /printed: Five e-books & e-journals are downloaded per month.

8. Number of information literacy training organized: NIL

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9. Outdated and damaged books are weeding out in a particular time.

4.2.6 Give details of the specialized services provided by the library

1. Manuscripts: The library provides these documents only on demand to users.

2. Reference:

Lalgola college library has a reference section. Approximately 500 books are available in our reference section. Following reference books are available in this section:

- i. Encyclopedia
- ii. Biswakosh
- iii. Dictionary
- iv. Atlas
- v. Directory
- vi. Yearbook etc.

3. Reprography

Lalgola college library has a reprography section. This section offer Xerox facility to all users. Additional Reprography facility is available in behind the room of principal.

4. Inter library loan: NA

5. Information deployment and notification:

Information deployment and notification facility is available in Lalgola college library. For information deployment and notification following steps are followed:

- i. Bulletin board service
- ii. CAS Service

6. Download: The library provides service.

7. Printing: The library provides service.

8. Reading list / bibliographic compilation: Nil

9. In house / remote access to e- resources:

Internet access is available to all users of this college and for outsiders prior permission is solicited.

10. User orientation & awareness:

The library provides service.

11. Assistance in searching databases: Nil

12. Inlibnet/IUC facilities: Nil

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

i. Library access is open during all the working days. Library is open from 10.00 am to 5.00 pm on all the working days except Saturday. Saturday working hours is 10.00 am to 2.00 pm

ii. The library staff are cordial, polite and help the students in searching the books and other documents.

iii. Separate reading room for students and staff are provided.

iv. Reading room facility provided with Bengali and English news paper, Journal/periodicals and references.

iv. The library provides university question papers.

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vi. Peaceful and academic environment is maintained inside the library.

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

Library staff provided extra guidance to all visually and physically challenged persons. The library staff extends their co-operation in searching the books.

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

Yes. The library takes regular feedback verbally from its users. The committee analyses and complains or suggestions and placed them to the TIC for action. The issue is discussed in library committee meetings and strategies for improvement are taken likewise.

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)
- Computer-student ratio
- Stand alone facility
- LAN facility
- Wifi facility
- Licensed software
- Number of nodes/computers with Internet facility
- Any other

The following computing facilities are available at the institution

ITEMS	SPECIFICATIONS	NO. OF UNITS
Desktop Computer	Genuine Windows 7 Home Premium, 2 nd Generation Intel core i5 processor, 4GB RAM, 500GB Hard Disk, 18.5" LED Monitor (Separate HP/LENOVO/HCL Models)	23
Laptop Computer	Genuine Windows 7 Home Premium, 2 nd Generation Intel core i5-2430 M processor, 4GB Ram, 500GB SATA Hard Disk, DELL/HCL Models (Separate configuration for 14" and 16" models)	13

- **Computer-student ratio:** -1:90
- **Stand alone facility:**-This facility is available for staff.
- **LAN facility :-** yes
- **Wifi facility :-** Nil
- **Licensed software:**-Desktop-windows-7, Laptop-windows-8
- **Number of nodes/computers with Internet facility :-** Internet facility is available for 23 Desktop **Computers.**
- **Any other:-** Students can get Internet facility if demanded.

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

- All the departments have on-campus computer facility.
- The Library also extends computers and internet facility.
- The principal office, the administrative office and some of the departments have the facility of internet.
- The students are allowed to access internet for special purposes.
- No facility is set up for off Campus.

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

- Annual maintenance and upgradation for around 23 Computers, 13 Laptop, 10 printers, 1 LCD data projector, 1 scanner.
- Regular computer cleaning.
- Broad band connections already exist. There are plans for more internet connections.
- The college has installed LAN with a high configuration server.
-

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

The college aims to prepare and make more use of ICT oriented teaching. Efforts are made to orient the faculty suitably whenever required. There is no fixed budget for procurement, up gradation, deployment and maintenance of computers and their accessories. The college has added number of new computers due to increased demands of different faculties and administration. The number of computers purchased has increased from 05 to 25 last five years.

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?

Computer and Internet facilities are provided to the faculty. Projectors are used for Power Point presentation in seminars and if demanded by the students. Internet is used in library services.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

The college has arranged internet facility in the computer room and also in the library for use of faculty and students to enhance their knowledge. The students are provided the opportunity to present papers through power point presentation and educational films are presented before them by the projector.

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?

The college has installed one broad band connection and another cable connection. The faculty and the student have access to the knowledge hub and other resources.

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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)?

During last four years the amount of money allocated from different sources are utilized fully as given below:

		2012-2013	2013-2014	2014-2015	2015-2016(up to Dece-15)
a.	Building	Rs.2,06,280	Rs.2,26,440	Rs.4,40,460	Rs.2,47,350
b.	Furniture	Rs.9,9,278	Nil	Rs.60,000	Nil
c.	Equipment	Rs.9,65,000	Rs.37,500	Rs.8,90,740	Nil
d.	Computers		Nil		Nil
e.	Vehicles	Nil	Nil	Nil	Nil
f.	Any other(Books & Contingency)	Nil	Rs.37,500	Rs.1,00,620	Nil

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

There is a full-fledged Development Sub-Committee for Construction and maintenance of physical infrastructure. This committee supervises construction of new infrastructure and maintenance of the same. This is done through tender or contract system as per norms of Public Works Department, Government of West Bengal.

- College has its own two stand-by generators for smooth and continuous electricity.
- Cleaning of toilets, bathrooms are done by the sweeper of the college.
- There is full time security staff for proper security of the college.
- The maintenance of computers and scientific equipments is done by manufacturers or agencies under AMC.
- Minor faults & repair works are done by the staff of the college.
-

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

Annual maintenance and repair of the infrastructure is taken care by the college in a systematic manner. Day to day maintenance is carried out by the staff for cleaning and maintenance of the building. The laboratory equipments are maintained by the department concerned with the financial help of the college. The computers and electronic devices are maintained and repaired through the fund provided by the institution.

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

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

- The college keeps a strict vigil regarding the maintenance and upkeep of the scientific instruments and chemicals. Their repair or replacement, if required, is done properly.
- There are four inverters some UPS for up keeping electrical equipments.
- During power –cuts generator facilities are available.
- There are number of overhead water tanks with submersible water pump for constant supply of water.
- The college has a tie up with a company from which the RO purifiers were bought and institution pays AMC to the company for the regular and routine check up and upkeep of the purifiers.
- The college has some fire extinguishers for the safety of the campus.

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, this institution publishes prospectus annually before the commencement of the admission process in academic session. The prospectus provides information's about the following :
 - 1) History of the college
 - 2) Aim of the Institution
 - 3) Affiliation
 - 4) Session
 - 5) College Hours
 - 6) Attendance
 - 7) University Examination Pattern
 - 8) College Examination
 - 9) Courses Offered

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?

Different types of institutional scholarship disbursed to the student annually:-

- 1) Students Concession against tuition fee through our college
- 2) More than 50% of tuition fees are exempted to the students of BPL category depending upon the number of applicants.

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

Kanyasree Prakalpa-a state Government venture for unmarried female students born after 01.04.1995 with an amount Rs.25,000 each is being provided from 2013.139 students applied for this project.

*Merit-Cum-Means Scholarship a project of govt. of west Bengal with a value of about Rupees 10,000 is being provided to 10-15 students per year. From the Chief Minister fund a large number of students got this assistance in the year 2013-2014.

*Around 2000 students have received Minority Scholarship.

5.1.4 What are the specific support service/facilities available for

- Students from SC/ST, OBC and economically weaker sections
- Students with physical disabilities
- Overseas students
- Students to participate in various competitions/National and International
- Medical assistance to students: health centre, health insurance etc.
- Organizing coaching classes for competitive exams
- Skill development (spoken English, computer literacy, etc.)
- Support for "slow learners"
- Exposures of students to other institution of higher learning/corporate/business house etc.
- Publication of student magazines

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College distributes Govt. Scholarship among the students of SC/ST/OBC and minority and economically weaker categories.

Governments stipend is distributed to the students with physical disabilities and of BPL categories. The college also intends to give wheel chairs for such students.

We do not have overseas students.

Students when take part in athletic, football, yoga, volleyball competitions at college university level, the college provides travelling allowance and refreshment.

Detection of Blood group and health check up camps are organized by the college in association with NSS and BMOH, Lalgola Hospital. The college is also going to cover the students of BPL categories with life insurance.

Every year students from each department go for doing post-graduate in the universities. Some students of commerce department after completing UG courses go for professional courses.

Students union publishes its magazine every year where general students take active part. Department of Bengali and inmates of the girls' hostel publish wall magazines and they contribute significantly in the college magazine duty.

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

- Our students are getting employed in college, Defense and some private sectors.
- Teachers arrange several skill development and awareness programmes for the students. Students actively participate in debate, extempore and quiz which would develop their skills.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extra-curricular 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**
- *

To promote Participation of student in extra Curricular and Co-Curricular activities, the sports wing, NSS Units and the students' union of the college chalk out policies. Students are motivated for taking part in the sports and other Co-Curricular activities.

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 UGS-CSIR-NET,UGC-NET,SLET, ATE/CAT/GRE/TOFEL/GMAT/Central/State services, Defense, civil Services, etc.

As this institution is a few years old and is situated in a remote and rural area, most of the students are not even aware of these examinations. The college supports the endeavor of the students whole nearly.

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

The college adopts a student's –friendly approach on following areas.

Academic counseling:- The Academic committee conducts academic counseling at the time of entry regarding the choice of stream and subjects.

Personal & Career Counseling:- All the faculties try to motivate the students with their personality development. They also make them aware about the career and employment prospect.

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

We do not have any placement cell, but we provide guidance to students regarding higher education and job opportunities. But the college intends to extend more help to the student.

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, We have a women's cell and students grievance redressal cell separately.

The composition of which follows

- a. Principal/TIC-Chairman
- b. Prof Asim Kumar Mandal, Convener
- c. Secretary, Teachers' Council-Member
- d. One Non-teaching Staff Member
- e. Dr. Hazarat Ali Seikh, Member

The students approach the cell for their grievances regarding academic matters, health services, Library services and related issues.

Grievances of the women cell redressed:-

- a. Improvement of Girls common room.
- b. Improvement of toilet facilities for students.

Grievances of the students redressed:-

- a. Generator for girls Hostel for continuous power supply.
- b. Quality improvements of foods in the canteen etc.
- c. Renovation of college play Ground.
- d. Improvement of Book facilities at Library.

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

Since the inception the college did not get any complain on sexual harassment from the students. But we feel that some awareness to be developed among our students.

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?

Yes, there is an anti-ragging committee which maintains discipline in the campus and no ragging cases have been reported in the past 4 years. In the beginning of the academic year, an interaction session is being organized under the supervision of faculty members to curb the ragging in any form.

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

- Institute facilitates the SC/ST and minority students in getting scholarships from the state Government.
- Full free ship for socially and economically deprived students.
- Besides, many poor and meritorious students have been getting free and half-free studentship throughout the year.

The college also helps the poor students by distributing text books.

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10% Can be granted as free studentship total collection of Tuition fee for each Year

- In some exceptional cases full free studentship is granted to meritorious and needy students.
- More than 50% of tuition fees are exempted to the students of BPL category depending upon number of applicants.
- Generally 10% of total tuition fees collected per year is being distributed to the students of APL category depending upon the number of applicants.

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?

No, does not have alumni Association.

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.

Data not available with the college

As our college is a rural –based one, the orientation to higher studies is still being limited in spite of our efforts. We are always trying to motivate them for higher education as well as to go for job oriented programmes.

Student Progression	%
UG to PG	
PG to M.Phil	Not Available
UG to Ph.D	Not Available
Employed	

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 detail 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.

Programme wise pass Percentage and completion rate Last four Years

Class	ACADEMIC PERFORMANCE SESSION WISE							
	2012-2013		2013-2014		2014-2015		2015-2016	
	Honors	General	Honors	General	Honors	General	Honors	General
B.A I	78%	55%	70%		70%			
B.A II	93%	59%	91%		65%			
B.A III	88%	45%	79%		83%		84%	

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

The Institution supports and encourages sustainable good practices which effectively support the students and facilities optimal progression:-

- The faculties provide guidelines for career building through Personal Counseling.

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

The following are the steps taken to provide special support to students who are at risk of failure and drop out:

- Financial assistance concession are offered to economically backward students in order to minimize the dropout rate.
- Tutorials classes.
- Concept clarification and problem solving exercises.
- Academic and social counseling.

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.

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

- Fresher's Welcome:- At the beginning of the Academic session Fresher's welcome ceremony is organized by the students' union with the help of the college.
- College sports committee decided the dates for competitions of indoor & outdoor games.
- College annual sports are held in college play ground.

Other Schedule:-

- 1) Student Union Election is held as per guidelines of the university.
- 2) Blood donation Camps are held with the helps the students union.
- 3) N.S.S Programme is organized by the students.

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

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

The college collects feedback from the students informally regarding the course content and teaching learning process.

The institution also has regular interaction with employees and uses their feedback to improve its weakness and build up strengths.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The institution encourages students to publish materials like wall magazines, college magazine and other material in the following way:

A faculty member is given charge of guiding and supporting students in publishing the college magazine. The college magazine which is published annually gives opportunity to students to expressed their literary skills.

Students are encouraged to write wall magazine and place it on the display board of the college.

In addition to this some departments bring out wall magazines which comprises topics relevant to the latest developments in the subject.

- A wall magazine has been published by the department of Bengali till now.

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

The college does not have a students' union right now.

Annual activities: Fresher's welcome , Annual sport, Students Festival, Publication of college magazine, Bhasa Dibas Celebration, Quiz competition. Most of the financial aids come from a special fund –Cultural fees (Fund). Participation in all social and community services related activities, health camps and cultural activities organized by the NSS unit:-

- Promotes academic environment in the college campus.
- Create a link between administration and students
- Maintain discipline and cleanliness in the institution.

Funding: Most of the financial requirements of the aforesaid activities are met by the college.

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

The following bodies are the various academic and administrative bodies with student representatives on them:

- Cultural sub-committee
- Magazine sub-committee
- Sports sub-committee

The institution encourages the participation of the students in all sorts of activities relating to the development of the institution.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution. Any other relevant information regarding Student Support and Progression which the college would like to include.

There is no ALUMNI Association in this institution till now.

The sole endeavor of this college is to enhance students support and progression whole-heartedly.

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 development of a college largely depends upon good governance and existence of clear cut vision and mission. The aims and objectives of a college can be fulfilled by dint of the dynamic and able leadership of the college authority and the vigorous efforts of its teaching and non-teaching staff and also by the students. Co-ordination among different committees and cells of the college are equally essential for the betterment of the whole academic atmosphere. As a whole, all the stakeholders, directly and indirectly must make efforts to strengthen the college in all spheres.

Vision:

We have mentioned earlier that our college is situated in one distant corner of West Bengal having many economically and socially backward people with first generation learners. Keeping in mind all the factors the vision of our college is to provide higher education which develops potentiality, adaptability and sense of peace, harmony, brotherhood, social justice and nationalism among the students especially the under-privileged section of this locality.

Mission:

Considering the changing scenario and the growing needs of the day Lalgola College has a mission to coordinate all the stakeholders for overall development of the college through strategic action plan, and schedule for future development, effective leadership and participative decision-making process with proper planning and implementation.

Objectives of the College:

The following plans, programmes and activities reflect the aims and objectives of the college:

- To impart qualitative higher education to the people of this area.
- To provide adequate opportunities to the poor and meritorious students of backward region irrespective of caste, sex and religion in pursuit of advance education with an intention to up-lift those families.
- To develop desirable qualities for all round development of personality through the best practices.
- To develop as intellectually matured, morally upright, socially responsible and spiritually inspired youth leaders to serve the society.
- To help the students to acquire right attitude, knowledge, understanding and cultivate the competitive spirit.
- To inspire them towards community service through innovative programs.
- To enable the students to appreciate and recognize India's rich cultural heritage.
- To promote literacy and scientific outlook and to improve the social awareness among the people of this locality

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

The Governing Body is at the apex for management and internal policy formation. It is formed as per statute, comprising of two nominees selected by the Director of Public Instruction, Govt. of West Bengal, two nominees from Kalyani University, four members from teachers' council, two members from Non-teaching Staff and one from Students' Union. The President of the Governing Body is Sub-Divisional Officer Lalbagh.

The following Sub-Committees have been formed by Governing Body for smooth functioning of the college:

- (i) Finance Sub Committee
- (ii) Academic Sub Committee
- (iii) Purchase Sub Committee
- (iv) Library Sub Committee
- (v) Building Sub Committee
- (vi) Women Sub Committee
- (vii) Grievance redressal Cell
- (viii) Research Sub-committee

The Convenors of these committees are all faculty members and other teachers and non-teaching staff are the members of these committees. They generally meet periodically to discuss their affairs and communicate their observations and suggestions to the Governing Body through the Teacher-in-Charge and the teacher representatives of the Governing Body. Important decisions regarding administrative affairs and policy matters are taken in the regular meetings of the Governing Body. The Teacher-in-Charge of the college is the academic as well as the administrative head and supervises academic and administrative matters, chairs all committee meetings. He is also the drawing and disbursing officer (DDO) of the institution. He motivates the staff and students for the enhancement of the quality of learning and teaching in the college. Bursar is to check the appropriateness of different expenditure. In addition, the quality objectives of the college and the implementation are reviewed by the Governing body and by the able leadership of Co-ordinator of IQAC for making necessary changes, if any.

6.1.3 What is the involvement of the leadership in ensuring :

- ***the policy statements and action plans for fulfillment of the stated mission***
- ***formulation of action plans for all operations and incorporation of the same into the institutional strategic plan***
- ***Interaction with stakeholders***
- ***Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders***
- ***Reinforcing the culture of excellence***
- ***Champion organizational change***

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

- Teacher-in-Charge of the college, in assistance with internal members of the Governing Body organizes the day-to-day functioning of the college.
- Plans and policies adopted by the authority are communicated to the relevant sections of the student and the staff immediately. Teacher-in-Charge keeps constantly in touch with the Teachers' Council, Non-teaching staff and Students' Union.
- The united efforts of the committees, departments and individuals concerned play a crucial role for the all round development of the college in every sphere to fulfill the vision and mission set by the college.

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

The action plans for all operations are formulated and incorporated through meetings of the Governing Body and Teachers' Council along with the strategic plans. Internal Assessments are held according to the schedule formulated by University of Kalyani. Seminars, awareness programmes, community development programmes and other programmes are held periodically at regional, college and departmental level by the NSS units of the college. Proposals for financial grants are placed before the UGC and State Government for upgrading Library, Laboratory equipments, Computerization, etc. Action plans are also prepared for the purposes, related to construction, renovation and modernization of the college.

➤ **Interaction with stakeholders**

Interactions with all the stakeholders such as, students, parents, local community, and governmental bodies are done on different occasions by the college and their valid opinions and ideas are considered while framing future plans.

Students

Students are the backbone of any institutions. So, college values the opinion and needs of the students. Teacher-Student meeting are held at least twice a year regarding the completion of the syllabi and their problems if any. Suggestion/Complaint Boxes are kept near the Teacher-in-Charge's office and the library. Students have the full freedom to talk to the Teacher-in-Charge regarding any college related matters during working hours.

Parents

The college authority considers that the role of parents is very important in the overall progress and development of the students. For this reason the IQAC organizes meetings at least twice a year with the parents to discuss student progression, changing scenario in education, maintenance of quality and seek suggestions from them. Besides, Parents/guardians are encouraged to meet and share their ideas and suggestions with the Teacher-in-Charge and the teachers on any day of the week at any time. Any grievance from a parent is listened to by the concerned authority with due importance and appropriate measures are taken. Parents are also contacted immediately in case of any exigency.

Alumni: Lalgola college is going to open an alumni association. We organized a meeting for the formation of the same.

STAFF

Faculty members and non-teaching staff and other support staff are the strong pillars of the college and they get due importance from the college authority. The Teacher-in-Charge who is the President of the Teachers' Council meets regularly with the faculty members in the meetings of the Teachers' Council. The Teacher-in-Charge also organizes regular staff meetings to keep the staff updated about the changes and developments of the institution. They also share their views and ideas for day to day functioning of the college. Most of the decisions are taken after consultation with the faculty members and staff.

Local Community

Local community comprises of donors, patrons, eminent persons, local administration, and well wishers who offer their valuable suggestions and ideas during interaction with the Teacher-in-Charge and college tries to consider those while framing future action plans.

Governmental Body

Higher Education Council, Govt. of West Bengal, Director of Public Instructions, Govt. of West Bengal and Kalyani University hold meetings in need with the college to implement their circulars and decisions. The college also put their views and problems before them.

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

According to the requirements the Governing Body and the Teacher-in-Charge provide proper support for policy making and planning. Meetings are held from time to time with all the stakeholders to discuss the requirements and needs of different departments. Discussions with the students are also conducted as situation demands. The faculty members who intend to update their qualifications through research activity either by Minor Research Project or completion of Ph. D degree through Faculty Development Programme or due impetus is given immediately by the UGC Sub-committee, Teacher-in

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Charge and the Governing Body. Their proposals are forwarded to the concerned authority for approval.

Reinforcing the culture of excellence

The college authority always tries to make its inmates aware about the fact that the culture of excellence is to be maintained and preserved with great attention and care. To achieve excellence in every field, various committees are constituted. Meritorious students are honoured and rewarded every year in the cultural day function of the college. Best sports persons, and NSS volunteers are also rewarded. Faculty members are encouraged to participate in the international and national conferences and seminars. Faculty members who obtain the Doctoral and Post Doctoral degree are honoured at the meeting of Teachers' Council and foundation day function.

Champion organizational change

The Governing Body prepares plans and policies in such a way that the students get high quality education. Based on the current needs, the Governing Body in consultation with the Teacher-in-Charge and the staff members develops infrastructural facilities and take initiative for the introduction of new courses. The Teacher-in-Charge plays active and positive role towards the organizational development. The Teacher-in-Charge, faculty members, other staff of the college, and students union, through various Sub- Committees and Advisory Committees plan the curricular, co-curricular and extra-curricular activities of the college. Recently the following changes have taken place in the college:

- Permission for opening Under Graduate Course in Arabic in the session 2015-16.
- College has provided computer facility for every department.
- College has launched a website with updated database.
- College has successfully incorporated computerised office work.
- Introduction of Tutorial Class and Coaching Classes for Entry in Service Level.
- Arrangement of social awareness and health related programmes like, observance of World Aids Day, Human Rights Day, Awareness Programme cum seminar on virus disease i.e. Dengue, HIV-AIDS, organisation of Blood Donation Camp, etc.
- Implementation of Govt. Schemes like, Kanyasree Prakalpa, different Scholarships, etc. for the benefit of the students.

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?

The college adopted following procedures for effective implementation and improvement of policies and plans from time to time:

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The Teacher-in-Charge of our college issues instructions to the teachers and other staff members to take up their responsibilities as per the action and curricular plans.

Teacher-in-Charge regularly monitors lesson plan and academic calendars.

Teacher-in-Charge and Governing Body of the college closely monitor and evaluate the adopted plans and policies.

Immediate action is taken through discussion with the respective Heads of the Departments, Faculty of all departments and Administrative Staff in case of any problems.

Financial transactions are carried out through the meetings of Finance Sub-Committee and Governing Body.

Teacher-in-Charge with the help of Co-ordinator, IQAC collects feedback from the stakeholders regularly and based on the feedback; policies are reviewed in the meetings of the Governing Body.

6.1.5

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

The college has a strong academic sub-committee which conducts meetings regularly. The heads of all departments put their suggestions to improve the academic atmosphere of the college. The academic leadership provided to the faculty by the top management is as follows:

- Departments are allowed full freedom to conduct College Level, State Level and National Level Seminars, Workshops, Conferences, etc.
- * Faculty members are encouraged by the Governing Body of the college to avail Faculty Development Programme (FDP) of UGC for the completion of their M.Phil or Ph.D. degree.
- Faculty members are also encouraged to take Minor/Major Research Project funded by the UGC.
- * Governing Body of the college gives permission to every department for publishing books and journals with ISBN and ISSN respectively and extends financial support.
 - Computer facilities are provided to every department and internet facilities have been set up in the college to update the knowledge base of faculty members.

6.1.6 How does the college groom leadership at various levels?

The Governing Body of Lalgola College thinks that decentralisation of authority and responsibility is the key factor of success of any organisation. For this reason the college grooms leadership at various levels in the following ways:

- Different committees are constituted to implement the plans and policies of the college. Each faculty is provided with an opportunity to be a member of various sub-committees. Subsequently, they are also provided with an opportunity to be the convener of the committee. The departments are monitored by the respective heads and admin-

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istration extends all sorts of help to the staff members. The teachers carry out the tasks assigned to them in addition to their teaching responsibilities.

- The college encourages the growth of leadership qualities for the staff by entrusting the right person with the right assignment. Office staffs under the supervision of Head Clerk conduct admission process, implement directives of the university, promote infrastructural facilities, etc.
- Accountant is fully responsible for preparation of accounts and audit the same by the approved auditor of Govt. of West Bengal.
- The Students' Union of our college provides a better platform to groom leadership qualities among the students. Students are made to involve in the organization of various programmes and activities in the college.
- A good number of students are enrolled in 4 (four) NSS units of the college to participate in the various NSS programmes under the leadership of Programme Officers. Students get involved in extension activities conducted inside and outside the college. Moreover, students are encouraged and provided opportunity to participate in seminars, quiz, extempore speech, debate competition, and recitation. As a whole, these efforts are to promote students' self development and inculcate a sense of responsibility as a member of the society.
- The staff and students interact with the Teacher-in-Charge and various committee members and this helps to develop the leadership quality among the students.

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?

Delegation of authority is the key to any organization. Delegation refers primarily to the entrusting of responsibility and authority from one individual to another. Lalgola College delegates authority and provide operational autonomy to the departments/units by following ways:

- Every Department has full liberty in dealing with various affairs of teaching, such as preparation class routine, choice of papers or subjects for teaching in the class, set up syllabus for every internal assessment, etc.
- NSS Units has separate room for functioning. Programme Officers has operational autonomy to organize different programmes of NSS throughout the year.

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

Management by participation is the modern technique of successful running of any organization. Yes, Lalgola College also promotes a culture of participative management for the improvement and smooth running of college.

- The composition of the Governing Body of the college reflects the representation of all the stakeholders.
- The academic and administrative duties of the college are decentralised through a number of statutory committees and different sub-committees. Teachers and non-teaching staff are the members of the different committees.

Students' representative are taken in many committees to ensure participation in the decision-making.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes, the objective of the college is "to impart quality higher education among the youth". Academic management is done as per the guidelines of the University of Kalyani. However, quality depends on the existence of good policy as well as effective implementation of the policy. Governing Body of the college is the highest decision making body. Plans and policies are framed by the Governing Body and are also driven, deployed and reviewed. The Teacher-in-Charge is responsible for execution of the said policies with the help of teachers, non-teaching staff and Students' Union. Then, IQAC monitors and coordinates the stakeholders so as to create better academic atmosphere and assures over all development of the college and its students.

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

The college has following perspective plans for further academic growth and infrastructural development:

- To introduce more subjects at the U.G. level (Permission for introducing Arabic hons has been obtained academic year 2015-2016).
 - Purchasing more books and journals.
 - Emphasis given on publication of Books and Journals with ISBN and ISSN.

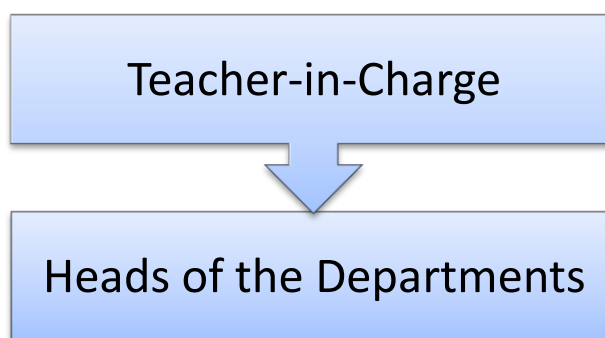
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- Introduction of more scholarships to encourage the students for betterment of their results.
- Availing of UGC minor and major research programme.
- Proposals for construction of more class rooms.
- Opening a Honours course in Political Science.

6.2.3 Describe the internal organizational structure and decision making processes.

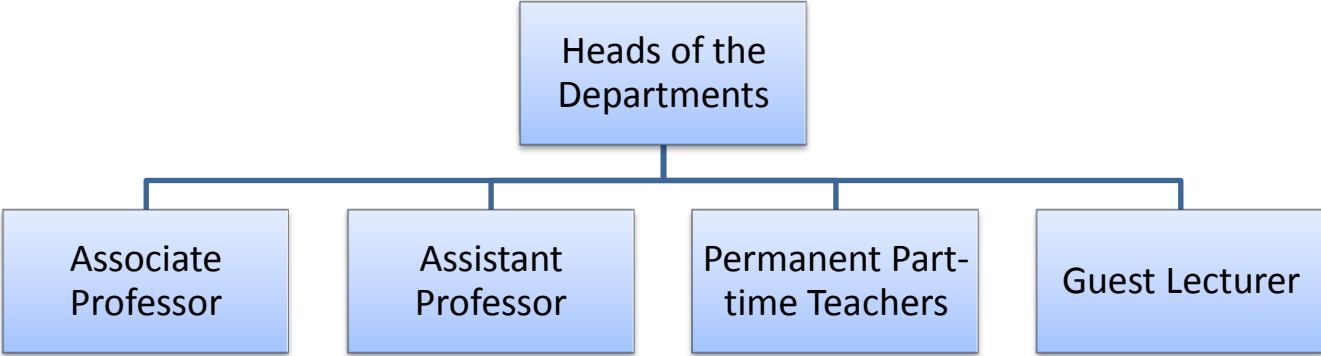
In the internal organizational structure of the college, the Governing Body is the apex of the decision making authority. The Teacher-in-Charge is empowered by G.B. to implement plans and policies adopted in the G.B. meetings. Different Sub-committees, Teachers' Council and other staff assist the Teacher-in-Charge in this respect. Secretary, Teachers' Council acts as the linkman between the Teachers and the Teacher-in-Charge. Similarly the Teacher-in Charge supervises the administrative affairs through Accountant and the Bursar. The internal organization chart is given below.

Organization of Teaching Staff

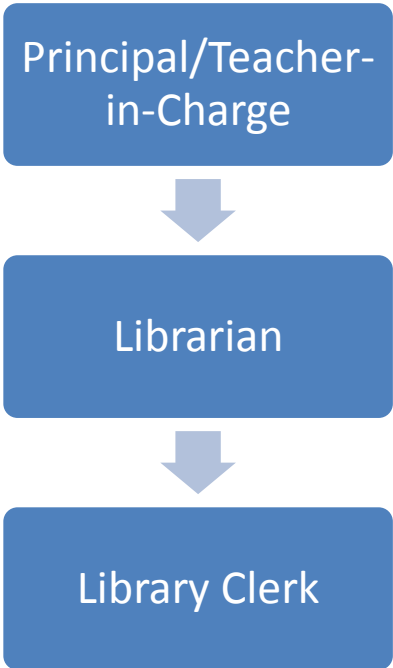


Formal Organizational Structure of Each Faculty

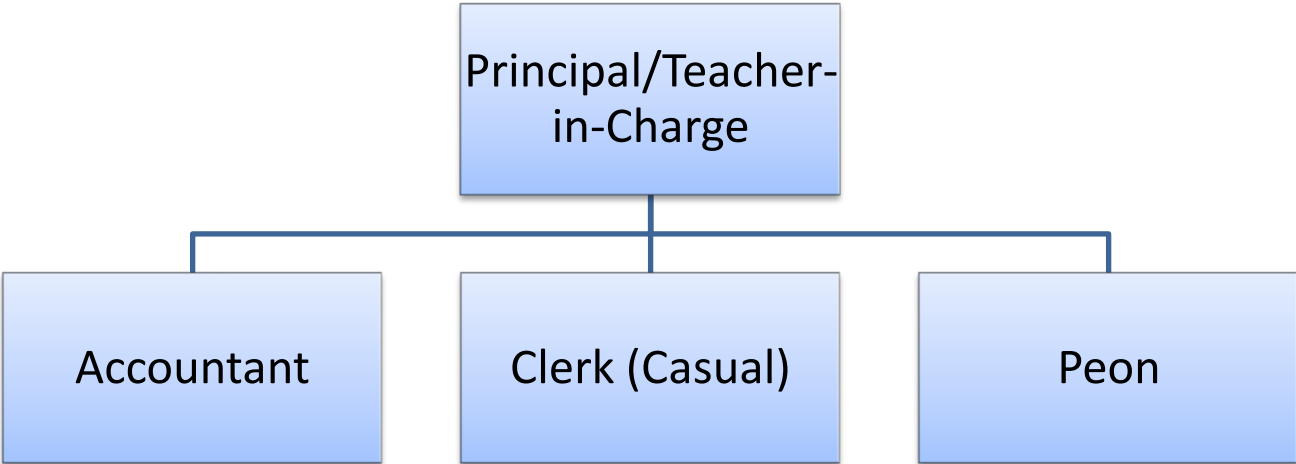
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Formal Organizational Structure of Library Staff



Organization of Non-teaching Staff



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

- *Teaching & Learning*
- *Research & Development*
- *Community engagement*
- *Human resource management*
- *Industry interaction*

Teaching and Learning:

The college has ten (10) as undergraduate course consisting of B.A Honours and General . These departments are taught by qualified and efficient teachers who are continuously trying for the benefit of the students of the college.

The following measures are adopted for quality improvement in

- The IQAC meets periodically and discusses various matters relating to curriculum changes and developments according to the current needs.
- Besides conventional teaching methods, the college is using modern teaching aids, i.e. LCD projector through power point presentation.
- In addition to class room lectures, the students are encouraged to participate and present papers in seminars, conferences, workshops, etc.
- The college has its own Website and E-mail ID which provides and receives up-to-date information on all its day-to-day activities.
- The Library of our college is very spacious and well lighted and has adequate reading room facilities.
- Teachers regularly meet the advanced and backward students outside classroom.

Research & Development

- The UGC sub-committee, senior teachers and TIC facilitates, monitors and encourages the research activities of the college. They meet regularly to discuss various plans to promote research and motivate the faculty for academic advancement. The Convenor UGC sub-committee keeps in touch of the schemes of the UGC.
- Faculty members have undertaken Minor and Major Research projects funded by UGC.

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- The college encourages faculty to act as Editors of books and journals, financial support to the faculty members for publishing books and journals with ISBN and ISSN.
- Providing required permission to attend Orientation Programmes, Refreshers Courses and workshops organized by the Academic Staff Colleges of different Universities.
- The faculty members are encouraged to organize National Seminars on contemporary issues.
- The faculty members are also encouraged to participate and present papers in the National and International Seminars.

Community engagement

The college has one NSS Units under supervision of Kalyani University and run by one Programme Officers. Neighboring villages have been chosen. Different programmes like, Blood Donation Camp, Rally on World Aids Day, different health related programme, etc. are undertaken in the college and adopted villages for promoting community and social services.

Human resource management

The requirement of teachers and non teaching staff is assessed by the college on the basis of student strength, vacancies arising due to retirement and death, etc., and also as per workload norms prescribed by the University, UGC and Govt. of West Bengal. Teaching and non-teaching posts are sanctioned by the Directorate of Public Instruction, Govt. of West Bengal followed by 100 point roster. For recruitment of permanent teaching faculty, eligible candidates are recommended for appointment in colleges by the West Bengal College Service Commission. For recruitment of Guest teaching faculty and teachers against FDP vacancy, candidates are interviewed by a selection committee consisting of Teacher-in-Charge, HOD, University nominees and the selection is to be approved by the Governing Body. Approved non- teaching post are filled up from employment exchange and/ or through advertisements in leading dailies. The college encourages faculty both to attend orientation/refresher courses, and engage in research oriented programme to enrich Human Resource Management.

The college conducts staff development programmes by inviting resource persons on various subjects and academicians from outside the college. The teachers of the college are provided with computer, internet, LCD projector to facilitate teaching. The college has planned to introduce more development programmes for teaching and non- teaching staff of the college.

Industry interaction

As our college is situated in the remote rural area there is hardly any scope for industry interaction. However, the students of Department of Commerce visit industries, corporate sectors and banks for their project work and case studies as per syllabi of Kalyani University.

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 Head of the institution i.e. Teacher-in-Charge is the Ex-officio Chairman of the different sub-committees. During the meeting of the different sub-committees he collects reports from all committees and cells.
- IQAC conducts parent-teachers meeting on regular basis. The parents/guardians are allowed to share their ideas and suggestions. Co-ordinator, IQAC reports the same to the TIC.
- Teacher-in-Charge also maintains personal contacts with the students, teaching and non teaching staff, parents for reviewing teaching quality, extra-curricular activities, infrastructural facilities etc.
- The TIC keeps the Governing Body inform about his experience gathered from the intersection with the stake holders.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The Governing Body always encourages and supports the involvement of the staff for improving the effectiveness and efficiencies of the institutional processes. The Governing Body with the help of the Teacher-in Charge, the Secretary of the Governing Body involves the staff members through various committees e.g. Finance Sub-committee, Academic Sub-committee, UGC Sub-Committee, Development Sub-committee, Purchase Sub-committee Grievance Cell, Women Cell, etc. constituted by the Governing Body. The suggestions of the different sub-committees are taken into consideration and decisions are taken accordingly.

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6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation such resolutions.

The Governing Body of the College, during the session 2014-2015, adopted quite a few resolutions for developing infrastructure and increasing academic opportunities. Work is in progress for materializing the plans. The resolutions made by the Management Council in the last year are as follows:

Resolutions made by the Governing Body	Status of Implementations
To provide adequate infrastructure to the IQAC.	Implemented
Construction of a cycle garage	completed

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?

Till date no college has got the status of autonomy according to the existing provision of the university. Our college

has not taken any effort till now in this respect.

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 grievance for promoting better stakeholder relationship?

The Grievance Redressal cell is constituted by the Governing Body to redress the grievances of the students and staff. Students can also express their grievances in writing and drop them in the grievances/suggestion box for quick redressal problems.

Grievances/complaints received from students and staff members are placed by the Grievances Redressal Cell before the respective committee for redressal and necessary action is taken for the betterment of stakeholder relationship.

6.2.10 During the last four years, had there been any instances of court cases filed by the against the institute? Provide details on the issues and decisions of the courts on these?

No during the last four years there have not been any instances of court cases filed by the against the college.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? It 'yes', what was the outcome and response of the institution to such on effort?

Yes, The college has a mechanism for analyzing student feedback on institutional performances. The college invites feedback from the students in prescribed form at the end of each academic year on the institutional performance. The identify of the students is not disclosed. Secrecy is maintained strictly in this regard. The

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feedback is analyzed by the TIC and forwarded to IQAC for proper consideration. If, necessary, IQAC forward the matter to the G.B. meeting for discussion and suggestions.

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?

The following efforts are made by the college to enhance the professional development of its teaching and non-teaching staff.

- The college authority provides encouragement and assistance to the faculty members to carry out all sorts of research activities.
- The college provides study leave to faculty members for completion of Ph.D degree under FDP scheme of UGC.
- Provide required permission and sanction leave to attend Orientation programmes, Refreshers Courses and workshops organized by the Academic Staff College of different Universities.
- Faculty members are encouraged to undertake more Minor Research projects funded by UGC, CSIR, etc.
- The faculty members are given permission participate in seminars and workshops.
- Computer training is given to the non-teaching staff for administrative works.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The policy of the college is to motivate its staff for involvement and active participation for all-round development of the college.

The college provides infrastructure and space to carry out the teaching and other administrative work of the staff effectively.

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.

Performance based appraisal system (PBAS) of the staff is maintained only in promotional cases. At the time of placement at higher scale, teachers fill up self assessment forms. Information regarding performance based appraisal system required mainly for CAS (Career Advancement Scheme), checked and verified by the IQAC cell. The expert committee consisting of representative from Kalyani University and the Govt. Nominee interview the teacher-candidate and if satisfied, recommend for promotion.

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 IQAC and management make an assessment of these performance appraisal forms and accordingly take decisions for the promotions of the teachers. The feedback received from students are also by the IQAC and the management and are communicated to the appropriate stakeholders.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The welfare schemes available for teaching and non-teaching are as follows:

- Payment of salaries is given for every month from college-fund even if the college has not received the pay-packet on time.
- Refundable loan may be taken from Provident fund for all the applicants i.e. the teaching and non-teaching staff.

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6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The college considers the suggestions and ideas of senior faculty regarding teaching and learning. Opportunities are available to take up research projects. Adequate infrastructure and space, good work culture, academic freedom, encouragement to participate in seminars are provided for attracting and retaining the quality of the faculty.

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?

The college has a sound mechanism to monitor the effective and efficient use of the financial resources.

- Finance sub-committee hold regular meetings for recommending funds for various purposes.
- The Governing Body approves the recommendation of finance sub-committee.
- Purchase committee, Library committee, and Building committee purchases various items through proper procedure.
- Total payment and receipts are controlled by the Bursar and Accountant under the supervision of the Teacher-in-Charge.
- The grants from UGC are spent as per UGC guidelines.

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.

At present the college has no mechanisms for internal audit. However, the college has a mechanism for external audit.

- The External audit is done as per the government rules. Directorate of Public Instruction, Higher Education Department, Government of West Bengal appoints Government auditor for audit the account of the college.
- The audit is done up to session 2012-2014. The audit of 2014-2015, is under process.
- There were no objections raised by the auditor at all.

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.

The major source of institutional receipts/funding are as follows:

- Fees collected from the students at the time of admission are the important source of revenue of the college. At present 50% of the collected tuition fees are remitted in the government treasury account.
- Government of West Bengal provide funds occasionally for construction of building and other purposes.
- UGC grants are another major source of fund.
- B.A.D.P. fund.
- No deficit financing.
- Audited income and expenditure statement of academic and administrative activities for the year 2010-2011, 2011-2012, 2012-2013, and 2013-2014 are enclosed in the Annexure.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

NA

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6.5 International Quality Assurance System (IQAS)

6.5.1. Internal quality assurance cell (IQAC)

a. Has the institution established an International 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 process?

b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

d. How do students and alumni contribute to the effective functioning of the IQAC?

e. How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC of Lalgola College has been established in 2014 as per guideline of the NAAC. The college always aspires for quality improvement in higher education. The IQAC is worth trying to develop several quality benchmarks for the various academic and administrative activities of the college.

The cell laid emphasis on teaching learning and evaluation, student involvement and participation in varied student related activities of the college and communication with parents. It monitors promotion and innovations in co-curricular and extra-curricular activities of the college. The IQAC has taken following salient steps:

- Under the support of the cell more committee have been constituted for specific function and their activities monitored so that the ultimate benefit goes to the students like, Grievances Redressal Cell, Women's Cell, Anti-Ragging Cell.
- Organized Awareness programme on Anti-Ragging.
- To introduce student feedback procedure.

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 following decisions of the IQAC have been approved by the management/authorities for implementation:

- Organizing seminars by different department.
- Promotion of Research and Publication by faculty.
- Construction of seminar hall.

c) Does the IQAC have external members in its committee? If so, mention any significant contribution made by them.

Ex Principal , Dr. Jagannath Bhattacharya has been selected as advisor of IQAC committee as an external member.

d) How do students and alumni contribute to the effective functioning of the IQAC?

- The students of the college give various suggestions regarding improvement of examination system, library services, xerox facilities for the students, canteen services, etc.

e) How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC is formed according to the guidelines by the appropriate authority consisting of senior teacher, non-teaching staff and students. The IQAC also incorporated ex-teachers, ex-non-teaching staff, and alumni in their team and engage themselves for betterment of the college as suggested by NAAC.

- The decisions of IQAC are discussed in the Teachers' council meeting and meeting with the non-teaching staff and students. Decisions, plans and programmes are also communicated to the concerned persons.

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6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes, the college have an integrated framework for Quality Assurance of the academic and administrative activities.

- The college has several statutory bodies like the Governing Body, Teachers' Council, Students' Union, Finance Committee, Academic committee, etc that work together to achieve advancement of the quality assurance in academic and administrative part of the college.

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 authority encourages the faculties to participate in Orientation and Refresher Courses to enrich themselves to discharge their academic responsibilities in a more effective manner.
- College arranges necessary Computer –training programmes for the non-teaching staff.

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?

No there is no provision for any academic audit.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The university Grants Commission, Higher Education Department, Government of West Bengal and Kalyani University are the external quality assurance agencies/regulatory authorities of the college. College strictly follows guide-lines of UGC, Instructions of Higher Education Department and University Statute/Rules for improvement.

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 college has periodic reviews of its administrative and academic departments ensure that quality is sustained in all the areas related to its functioning. IQAC has been constituted to monitor the teaching-learning process and quality education. Departments are provided LCD projectors. Internet connection is made with six departments. Their evaluations are discussed in IQAC for necessary improvement.

- The IQAC meetings are conducted periodically to review students' performance and academic development.
- Academic Calendars and detailed teaching plan are prepared in the beginning of the session by the Head of the departments with the other teachers of the departments. H O D makes a review after one internal assessment to evaluate the course through feedback from the students.
- The Department reviews the implementation of the annual teaching plans, the need and the difficulties faces and plans for the next year effectively.
- The H O D and Co-ordinator IQAC, review the summative evaluation of all courses and the internal assessment for corrective and preventive action to be undertaken in the forthcoming internal assessment.
- The Library Sub-Committee reviews the requirements and complaints on library resources and suggests appropriate measures.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

Any other relevant information regarding Governance

Leadership and Management which the college would like to include.

The quality assurance policies of the college are communicated to the internal and external stakeholders in the following way:

- By the members of IQAC.
- Through Notice served, SMS, E-mail, website information and electronic media.
- Later on the policies are discussed in detail in the meetings of the different sub-committee and Teachers' Council. IQAC has planned to communicate its quality assurance mechanisms to the guardian of the students at the time of new admission.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green audit of its campus and facilities?

- Lalgola college, Lalgola, Murshidabad , is situated in the realm of nature. This college is located in a rural area surrounded by pastures and trees. The river Padma flows nearby within 3 kilometers of the college. There are many poor families, living around the college campus. There is 1(one) NSS unit who enthusiastically maintains the cleanliness drive under the National programme-“Swachh Bharat Abhiyan” to make the college campus waste free and eco-friendly. The NSS unit also works for making the plantation programme a success. The institute has not still conducted a Green Audit of its campus.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- **Energy Conservation**
The College is situated in a rural area with ample fresh air, but sunlight cannot reach every Classrooms are equipped with tube lights and fans. The institution also observe that no electric equipments run unnecessarily .
- **Use of Renewable Energy**
As this college is located in a rural area, the introduction of any solar energy system is not Possible.
- **Water harvesting**
Nil
- **Check dam construction**
Nil
- **Efforts for Carbon neutrality**
Nil
- **Plantation**
Plantation is a regular feature in the NSS Programme schedule.
- **Hazardous waste management**
Nil
- **e-waste management**
Nil

7.2 Innovations

7.2.1 Give details of innovation introduced during the last four years which have created a positive impact on the functioning of the college.

Innovations introduced during last four years are listed below:

- Health awareness programmes are introduced students like...
- An official college website has been introduced for providing updated information to the students.
- Departmental seminars are held every year for the betterment of students’ understanding of the subject concerned. An International seminar has also been held in the year 2015.
- Parent-teacher interaction takes place during the seminars and workshops.
- College website is upgraded with new information like IQAC cell quick links etc.

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.

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BEST PRACTICE-I

- **Title of the Practice**

Blood Donation

- **Goal**

Blood donation camps are held for bringing out the best from the students regarding the up gradation of human values. The students can become responsible citizens.

- **The Context**

As the college is located in a rural area, there is no opportunity for upgraded medical treatments. The students as well as the villagers suffer from malnutrition and therefore from many other diseases such as Thalassemia and Anemia. This is why Blood donation camps are necessarily held.

- **The Practice:**

The college authorities has decided from the last year that a blood donation camp should be held for the welfare of the students and mankind at large.

There is a Blood Donation awareness camp held for the upgraded awareness of the students regarding the necessity of blood donation. Before the Blood donation takes place, donors have undergone the Blood Group testing so that the clarity could have been maintained. The donated blood samples are preserved accordingly.

- **Evidence of success**

The nearest Blood Banks is situated in Lalbagh and the Blood Bank has certified the college that 35 students have donated blood after being examined accordingly.

- **Problems Encountered and Resources Required**

While organizing the Blood Donation Camp, several troubles occurred

1) the students were unaware of the need of blood donation.

2) Severe prejudices against blood donation were there among the students as they thought of the following health disorders.

The required resources are

1) The donors are to be given proper diet before they donate blood.

2) The donated blood samples are preserved accordingly to the Blood Bank and the whole process is monitored.

Although the Blood Donation camps have been held, the severe problem of resources is still there as a large number of students are not willing to donate blood.

- **Notes (Optional)**

- The college has a plan for executing more blood donation awareness campaigns.
- The resource needed for blood donation are to be increased accordingly.
- The college is up to an endeavor where students will be undergoing blood group testing and they will be provided with key-facts of thalassemia disease. So that they can be more aware of the symptoms.

BEST PRACTICE-II

- **Title of the Practice**

Swachha Bharat Abhiyan and Plantation

- **Goal**

Promotion of one of the elemental practices of keeping the surroundings clean and there by the execution of the philosophical values of enhancing the mental and spiritual health through plantation.

- **The Context**

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The atmosphere of the college is the base upon which super structure of academic achievement is erected. The rural location of the college brings together the students from the unprivileged social classes. Their duties and responsibilities regarding the welfare and development of the institution and the atmosphere.

- **The practice:**

The 2015-2016 session marks the initiation of the potentially noble cause. The venues for the Swachh Bharat Abhiyan are-the college campus, the special adopted village, Krishnapur station, the local mosque, Krishnapur Hospital. The students enthusiastically participated under the guidance and supervision of the teacher. The teacher also led a team of volunteers to contribute to the cause of plantation all across the college campus and in a restricted place in the adopted village. The project was planned and executed from a very pragmatic point of view, keeping in mind the fundamental necessities of both the localities.

- **Evidence of Success**—The series of pictures taken at different times during the execution of the projects certify the graduation of the development of the planted saplings and the stages of the Swachh Bharat Abhiyan assert the extent of success the project has achieved.

- **Problems Encountered and Resources Required**

Lack of awareness of the residence of the adopted village post an obstruction to the completion of the project .

The problem of transportation also played an obstacle.

To find adequate place and space for the project to take place has been a challenge.

The volunteers acted as the valid and necessary human resource.

The respective places had their own dumpsters that were very useful for the purpose of the Swachh Bharat Abhiyan.

- **Notes (Optional)**

The college aspires to expand the projects further in the future.

The projects hope to increase awareness regarding the issues concerned among the students as well as the residents of the adopted village.

The willing participation of the volunteers are expected to enrich the validity of the projects.

- **Contact Details**

Name of Principal: Sri Somnath Chakraborti (T.I.C)

Name of the Institution: Lalgola College

City: Lalgola

Pin Code: 742148

Accredited Status: First time in the process of NAAC Accreditation

Work Phone: 03483-274900, 03483-275400

Fax: 03483-274900

Website: www.lalgolacollege.org

E-mail: lalgolacollege@gmail.com

Mobile: 9933642401

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EVALUATIVE REPORT OF THE DEPARTMENT OF BENGALI

1. Name of the Department : **Bengali**
2. Year of Establishment : 2006
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): Only UG
4. Name of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise): Annual
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	---	---
Associate Professors	---	1
Asst. Professors	2	1

10. Faculty profile with name, qualification, designation, specialization,

(D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Student guided for the last 4 years
DR. SUJATA BAGCHI (BANERJEE), (On Lien) Joined the Post of Principal at K.N. College	M.A., Ph.D	Associate Professor	Drama	15 Years	Nil
DR. MST. SYEDA NAFISA ISLAM	M.A., Ph.D.	Asst. Prof.	Ancient History of Bengali Literature	7Years 5Months 26 Days	Nil
MALLOBAN ROY	M.A., M. Phil.	Guest Lecturer	Rabindra Sahitya	4 Years	Nil
MOMOTAZ SULTANA	M.A., B.Ed.	Guest Lecturer	Linguistic	5 Year	Nil

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11. List of senior visiting faculty: 1) Prof. Shyamal Roy, 2) Prof. Ranabir Nath,
3) Prof. Shaktinath Jha, 4) Prof. Manabendra Mukhapadhyay

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 5% (Five)

13. Student -Teacher Ratio (programme wise): 2015-16

<i>Level of Study</i>	<i>Ratio</i>
General	1228:3

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.:

<i>Name</i>	<i>Qualification</i>
DR. SUJATA BAGCHI (BANERJEE)	M.A., Ph.D
DR. MST. SYEDA NAFISA ISLAM	M.A., Ph.D.
MALLOBAN ROY	M.A., M. Phil.
MOMOTAZ SULTANA	M.A., B.Ed.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: 1. DR. SUJATA BAGCHI (BANERJEE) Associate Professor, UGC Funded MRP-i – Completed & Submitted, MRP-ii - On Going
2. DR. MST. SYEDA NAFISA ISLAM, Asst. Prof., UGC Funded , MRP-I - On Going

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University: Nil

19. Publications :

a. Publication per faculty : i) DR. SUJATA BAGCHI (BANERJEE)-30
ii) DR. MST. SYEDA NAFISA ISLAM- 5

b. Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) : 5

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : Nil

NAAC Accreditation Self Study Report : 2015-16

d. Monographs : Nil

e. Chapter in Books: Nil

f. Books Edited : Departmental 2 (Two)

g. Books with ISBN/ISSN numbers with details of publishers :M.Roy = 3 (Three)

h. Citation Index: Nil

i. SNIP Range : Nil

j. SJR Range : Nil

k. Impact factor Range :Nil

l. 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: Nil

a. Percentage of students who have done in-house projects including inter departmental / programme : Compulsory Paper for III rd Year Students on Environmental Studies: Nil

b. Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agenciesoo : Nil

23. Awards/ Recognitions received by faculty and students:1. One Student participated in Republic Day Parade Camp 2015 in New Delhi.

2. NSS best College award under University of Kalyani.

24. List of eminent academicians and scientists/ visitors to the department: Nil

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

a) National: 1, Funded by U.G.C.

b) International: 1, Funded by College .

NAAC Accreditation Self Study Report : 2015-16

26. Student profile programme /course wise: 2012-15

Name of the Course/programme (refer question no. 4) B.A Hons & Gen	Applications Received	Selected Gen+Hons	Enrolled		Pass percentage Hons+Gen
			*M	*F	
2012-2013		465+43			48%
2013-2014		435+49			63%
2014-2015		521+53			23%

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	States % of students from abroad
B.A. Hons	100%	0	0
B.A.General	100%	0	0

28. How many students have cleared national and state competitive examinations such as NET, SET, GATE, Civil services, Defence services, etc.?: Nil

29. Student progression :

Student progression	Against % enrolled
UG to PG	14%
PG to M.Phil.	NIL
G to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed • Campus selection • Other	1%
Entrepreneurship/Self-employment	20%

30. Details of Infrastructural facilities:

a) **Library:** No Departmental Library. Lalgola College has a General Library.

NAAC Accreditation Self Study Report : 2015-16

b) Internet facilities for staff & students : Yes, we have a separate computer room with internet facility for staff & students

c) Class rooms with ICT facility : 1

d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: All the students belonging to SC/ST/ OBC-A &OBC-B are receiving scholarships from Govt. Poor and meritorious students get financial assistance from other agencies. Unmarried girl students upto 18 years of age receive State Govt. special assistance (Kanyashree prokalpo).

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: *National & Departmental Seminar attended by External Experts.*

33. Teaching methods adopted to improve student learning: Question Answer method ,

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

The Students and the Faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the NSS Units and the Health Unit of the College. The students as NSS volunteers take active part in social awareness programmes and undertake certain activities in adopted villages.

35. SWOC analysis of the department and Future plans:

i. **Strength** :- Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness** :- Lack of departmental library, smart class rooms poor teacher student ratio.

Opportunities: We are getting U.G.C. funds for infrastructural development of the college

Challenges : To Impart quality education for all round development of the 1st generation learners of our college.

Future Plans: The Department intends to establish a departmental library and to organized an International Seminar.

EVALUATIVE REPORT OF THE DEPARTMENT OF EDUCATION

1. Name of the Department : **Education**
2. Year of Establishment : 2006
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): Only UG
4. Name 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: Faculty members & students of this department participate in field work/tour & sports jointly with History & Phy. Education Dept. and NSS unit of this college.
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:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	0	0
Associate Professors	0	0
Asst. Professors	2	2

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10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
Dr. Hazarat Ali Seikh	M.Sc. (Edu) Ph. D (Edu)& M.Sc(CHEM) B.ED	Asst. Professor & Head of the Dept.	Special education Dissertation	7Years 6Months	N.A.
Munmun Sad-hukhan	M.Sc. (Zoology) M.A. (Edu) B.ED	Asst. Professor	Educational Technology	1 Year 4 Months	N.A.
Manoj kr. Das	M.A. (Eco) M.A. (Edu) B.ED	Guest Teacher		9 Years	N.A.
Samima Begum	M.A.(Edu) M.A.(Beng) B.ED	Guest Teacher		4 Years 5 Months	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): 2014-15

<i>Level of Study</i>	<i>Ratio</i>
B.A. Hons	30:1
B.A. General	300:1

14. Number of academic support staff (technical) and administrative staff;

sanctioned and filled:

Sanctioned filled

Technical

Nil

Administrative

Nil

NAAC Accreditation Self Study Report : 2015-16

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil/PG.:

Dsc / DLitt / Ph.D/ M Phil / PG

0 0 1 0 3

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

1. Dr. Hazarat Ali Seikh, Asst. Prof.- UGC funded MRP –i. completed and submitted (Rs. 105000.00), MRP-ii. On going (Rs. 280000.00)

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18. Research Centre /facility recognized by the University: Nil

19. Publications:

a. Publication per faculty 12+

b. Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) :2+

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

d. Monographs: Nil

e. Chapter in Books: 1

f. Books Edited : Nil

g. Books with ISBN/ISSN numbers with details of publishers: 10

h. Citation Index: Citation Range: Nil

i. SNIP Range

j. SJR Range

k. Impact factor Range

l. h-index

20. Areas of consultancy and income generated: Nil

21. Faculty as members in a) National committees b) International Committees
c) Editorial Boards: Dr. Hazarat Ali Seikh, Member, UG board of study, KU

22. Student projects:

a. Percentage of students who have done in-house projects including inter departmental / programme : Compulsory Paper for III rd Year Students on Environmental Studies: 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: Dr. Hazarat Ali Seikh

has been awarded Ph.D degree. He has also completed one MRP and undergoing another MRP. He has been promoted from assistant professor stage-I to stage-II.

24. List of eminent academicians and scientists/ visitors to the department:

Prof. P.C. Biswas & Prof. D. Mukharjee (Dept. of education, University of Kalyani)

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

a) National: 1 (Departmental Seminar)

b) International: Nil

NAAC Accreditation Self Study Report : 2015-16

26. Student profile programme /course wise:

Name of the- Course/programme (refer question no. 4) B.A Hons & Gen	Applications Received	Selected Gen+hons	Enrolled		Pass percentage Gen+hons
			M	F	
2012-2013	844	459+36			86%
2013-2014	678	430+52			60%
2014-2015	833	511+49			69%
2015-2016	1578	1136+61			

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course Course	% of students from the same state	% of students from other States	States % of students from abroad
B.A. Hons	100%	0	0
B.A.General	100%	0	0

28. How many students have cleared national and state competitive examinations such as NET, SET, GATE, Civil services, Defense services, etc.?: Defense -1 , NET-1

29. Student progression :

Student progression	Against % enrolled
UG to PG	15%
PG to M.Phil.	NA
G to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed	5%
• Campus selection	NIL
• Other than campus recruitment	
Entrepreneurship/Self-employment	70%

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30. Details of Infrastructural facilities:

a) **Library:** No dept. library .Subject books are available with college general library.

b) **Internet facilities for staff & students :** Yes, we have a separate computer room with internet facility for staff & students

c) **Class rooms with ICT facility :** 1(Seminar room)

d) **Laboratories** : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ST/ OBC-A &OBC-B are receiving scholarships from Govt. Poor and meritorious students get financial assistance from other agencies.Unmarried girl students upto 18 years of age receive State Govt.special assistance(Kanyashree prokalpo).

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: Dept. Seminar-Experts, Teachers' Day- Expert

33. Teaching methods adopted to improve student learning: Team teaching , Seminar

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Participation in awareness programme jointly with NSS unit of our college.

35. SWOC analysis of the department and Future plans:

i. **Strength :-** Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness :-** Lack of departmental library, smart class rooms and poor teacher student ratio.

Opportunities: We are getting U.G.C. funds for infrastructural development of the college as well as to organize seminar .

Challenges : To Impart quality education for all round development of the 1st generation learners of our college.

Future Plans: To organize National Seminar, Educational tour, To open dept. Library .

NAAC Accreditation Self Study Report : 2015-16

EVALUATIVE REPORT OF THE DEPARTMENT OF ENGLISH

1. Name of the Department : **English**
2. Year of Establishment : 2006
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): Only UG
4. Name 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: Departmental Teachers take part in various prog / seminars organized by other departments.
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:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	0	0
Associate Professors	0	0
Asst. Professors	2	1

10. Faculty profile with name, qualification, designation, specialization,

(D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
Somnath Chakraborti	M.A.(English)	Asst. Professor , Head of the Dept & Teacher-in-Charge	Modern poetry	9 years 3 months	N.A.

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Satarupa Mondal	Do	Guest Teacher	American English Literature & Film and Literature	1 year 6 months	N.A.
Kohinoor Mandal	Do	Guest Teacher		2 years	N.A.
Lopamudra Chatterjee	do	Guest Teacher		1 year 6 months	N.A.

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 60 %

13. Student -Teacher Ratio (programme wise): 2014-15

<i>Level of Study</i>	<i>Ratio</i>
B.A. Hons	30:1
B.A. General	30:1

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.:

Dsc / DLitt / Ph.D/ M Phil / PG				
0	0	0	0	4

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: 1. Somnath Chakraborti, Asst. Prof. U.G.C. funded MRP, ongoing.

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18. Research Centre /facility recognized by the University: Nil

19. Publications:

a. Publication per faculty :Somnath Chakraborti- 4

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b. Number of papers published by faculty and students in peer reviewed

journals (b 1: national / b 2: international) :Two paper (National Level Seminar papers)

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : NIL

d. Monographs : NIL

e. Chapter in Books: 1

f. Books Edited : NIL

g. Books with ISBN/ISSN numbers with details of publishers: 1

h. Citation Index: Citation Range :NIL

i. SNIP Range : NIL

j. SJR Range : NIL

k. Impact factor Range : NIL

l. 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 : Compulsory Paper for III rd Year Students on Environmental Studies: 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:

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

NAAC Accreditation Self Study Report : 2015-16

a) National: NIL

b) International: Nil

26. Student profile programme /course wise: 2013-14

Name of the Course/programme (refer question no. 4)	Applications Received	Selected Gen+ Hons	Enrolled		Pass percentage
			M	F	
2012-2013		48			48%
2013-2014		77			44%
2014-2015		56			34%

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	States % of students from abroad
B.A. Hons	100%	0	0
B.A.General	100%	0	0

28. How many students have cleared national and state competitive examinations such as NET, SET, GATE, Civil services, Defense services, etc.?: N.A.

29. Student progression :

Student progression	Against % enrolled
UG to PG	5%
PG to M.Phil.	NIL
G to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed	1%
• Campus selection	N.A.
Entrepreneurship/Self-employment	30%

30. Details of Infrastructural facilities:

- a) **Library:** No dept. library. Subject books are available with college general library
- b) **Internet facilities for staff & students :** Yes, we have a separate computer room with internet facility for staff & students
- b) **Class rooms with ICT facility :** 1
- c) **Laboratories** : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ST/OBC-A & OBC-B are receiving scholarships from Govt. Poor and meritorious students get financial assistance from College and other agencies.

32. Details on student enrichment programmes (special lectures / workshops /

seminar) with external experts: Dept. seminar by Prof. S.Chakraborti, University experts, Prof. S Chatterjee and Dr. B.D. Chakraborti

33. Teaching methods adopted to improve student learning: Seminar, Power point presentation , Group discussion.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Participation in awareness programme jointly with NSS unit of our college.

35. SWOC analysis of the department and Future plans:

i. **Strength :-** Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness :-** Lack of departmental library, smart class rooms, poor teacher student ratio.

Opportunities: We are getting U.G.C. funds for infrastructural development of the college

Challenges : To Impart quality education for all round development of the 1st generation learners of our college.

Future Plans: National Seminar, Educational tour, To open dept. Library

EVALUATIVE REPORT OF THE DEPARTMENT OF HISTORY

1. Name of the Department : **History**
2. Year of Establishment : 2006
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): Only UG
4. Name of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise):
Annual system (university)
6. Participation of the department in the courses offered by other departments: Participated in fieldwork, tour, Seminars jointly with other depts. and NSS unit.
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:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	---	---
Associate Professors	---	---
Asst. Professors	02	01

10. Faculty profile with name, qualification, designation, specialization,
(D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
Asim Kumar Mandal	M.A., B.Ed.	Asst. Professor	Transition	9Years 3Monts	Nil
Md. Sahnawaj Alam	M.A	Govt. App. PTT	Rural history of Bengal	8Years 7Monts	Nil
Suman Sarkar	M.A	Govt. App. PTT	SC & Tech	5Years 6Monts	Nil

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Shovan Sarkar	M.A	Govt. App. PTT	SC & Tech	5Years 6Month	Nil
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11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 60%

13. Student -Teacher Ratio (programme wise): 2015-16

<i>Level of Study</i>	<i>Ratio</i>
General	199:1

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

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:

a. Publication per faculty –Asim Kumar Mandal-10+

b. Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) : Asim Kumar Mandal

(National – 7+ISSN- 3)= 10

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):NIL

d. Monographs: NIL

e. Chapter in Books: NIL

f. Books Edited : NIL

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g. Books with ISBN/ISSN numbers with details of publishers: NIL

h. Citation Index: Citation Range NIL

i. SNIP Range NIL

j. SJR Range NIL

k. Impact factor Range NIL

l. h-index NIL

20. Areas of consultancy and income generated: Nil

21. Faculty as members in a) National committees : Asim Kumar Mandal, Head Examiner University of Kalyani, Duration- 2008 to 2015, Two Papers

b) International Committees c) Editorial Boards: Nil

22. Student projects:

a. Percentage of students who have done in-house projects including inter departmental / programme : Compulsory Paper for III rd Year Students on Environmental Studies: 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: Three times , Dr. Sriti kumar Sarkar, V.C. of Bardhaman University

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

a) National: 1, Departmental Seminar .

b) International: Nil

26. Student profile programme /course wise:

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Name of the Course/programme (refer question no. 4) B.A Hons & Gen	Applications received	Selected GEN+HONS	Enrolled		Pass percentage
			*M	*F	
2012-2013	185	114			63%
2013-2014	185	124			40%
2014-2015	150	99			67%

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	States % of students from abroad
B.A. General Course	100%	---	---
B.A. Honours Course	100%	---	---

28. How many students have cleared national and state competitive examinations such as NET, SET, GATE, Civil services, Defence services, etc.?: Yes, Defence -02, Primary teacher-01,

29. Student progression :

Student progression	Against % enrolled
UG to PG	7%
PG to M.Phil.	NIL
G to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed • Campus selection • Other than campus recruitment	1%
Entrepreneurship/Self-employment	30%

30. Details of Infrastructural facilities:

a) **Library:** General Library, No Departmental Library

b) **Internet facilities for staff & students** : Yes, We have Departmental computer with computer facilities are available

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c) Class rooms with ICT facility : 1

d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies:

Number of students receiving financial assistance from the college, University Govt. and other agencies: SC , ST and Minorities

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: *Departmental seminar attended by external expert*

33. Teaching methods adopted to improve student learning: Traditional lecture method , Question answer session, **Organizing** Seminar.

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

The Students and the Faculty members regularly participate in the NSS unit and the health unit of the college.

35. SWOC analysis of the department and Future plans:

i. **Strength** :- Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness** :- Lack of departmental library, smart class rooms, poor teacher student ratio.

Opportunities: We are getting U.G.C. funds for infrastructural development of the college

Challenges : To Impart quality education for all round development of the 1st generation learners of our college.

Future Plans: National Seminar, Educational tour, To open dept. Library

EVALUATIVE REPORT OF THE DEPARTMENT OF GEOGRAPHY

1. Name of the Department : Geography
2. Year of Establishment : 2012
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):
U.G (BA. General Course (GEOG))
4. Name of Interdisciplinary courses and the departments/units involved: No
5. Annual/ semester/choice based credit system (programme wise): Annual system (university)
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	Nil	Nil

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10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of D. Student guided for the last 4 years</i>
NIRMALYA KUNDU	M.SC., B.Ed.	Guest Lecturer	Regional Planning And Development	2years 1 Months	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): 2015-16

<i>Level of Study</i>	<i>Ratio</i>
General	55:1

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.:

<i>Name</i>	<i>Qualification</i>
NIRMALYA KUNDU	M.SC., B.Ed.

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

NAAC Accreditation Self Study Report : 2015-16

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: October 2005-June 2014
- Publication per faculty : Nil
 - Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) : 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 : 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:
- Percentage of students who have done in-house projects including inter departmental / programme: 100%
 - Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies : Nil

NAAC Accreditation Self Study Report : 2015-16

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: 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. General Part I	65	11	8	3	9.09 (2013)
B.A. General Part I	70	17	11	6	11.76 (2014)
B.A. General Part II	1	1	1	0	100 (2014)
B.A. General Part III	1	1	1	0	100 (2015)

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	States % of students from abroad
B.A. General	100%	---	---

28. How many students have cleared national and state competitive examinations such as NET, SET, GATE, Civil services, Defence services, etc.?: Nil

NAAC Accreditation Self Study Report : 2015-16

29. Student progression :

<i>Student progression</i>	<i>Against % enrolled</i>
UG to PG	NIL
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed • Campus selection • Other	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities:

a) Library: General Library is used by the students.

b) Internet facilities for staff and students: Yes, We have Departmental computer with computer facilities are available

c) Class rooms with ICT facility: 1

d) Laboratories : Practical classes are taken in the laboratory in geography.

31. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ST/OBC-A&B students are receiving scholarships from Govt.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: No

33. Teaching methods: Chart models are used for the students.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Participated in NSS prog.

35. SWOC analysis of the department and Future plans:

- i. To initiate honours programme.
- ii. Arrangement of educational tour.
- iii. To enrich the existing laboratory with modern instrument and software.
- iv. To start a departmental library and archive.

EVALUATIVE REPORT OF THE DEPARTMENT OF PHYSICAL EDUCATION

1. Name of the Department : **Physical Education**
2. Year of Establishment : General Course – 2010
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): B.A. General Course (PEDG)
4. Name of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise): Annual system (university)
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	---	---
Associate Professors	---	---
Asst. Professors	---	--

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

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<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
PALAS BISWAS	M.P.Ed.	Govt. App. PTT	ATHLETICS	5Years 5Months 10 Days	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): 2014-15

<i>Level of Study</i>	<i>Ratio</i>
General	165:1

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.:

<i>Name</i>	<i>Qualification</i>
PALAS BISWAS	M.P.Ed.

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

b. Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) :

NAAC Accreditation Self Study Report : 2015-16

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): NIL

d. Monographs: NIL

e. Chapter in Books: NIL

f. Books Edited : NIL

g. Books with ISBN/ISSN numbers with details of publishers: NIL

h. Citation Index: Citation Range NIL

i. SNIP Range NIL

j. SJR Range NIL

k. Impact factor Range NIL

l. 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 : Compulsory Paper for III rd Year Students on Environmental Studies: 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

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b) International: Nil

26. Student profile programme /course wise: 2013-14

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage 2014
			*M	*F	
B.A. General Part I	150	51	41	10	78.43
B.A. General Part II	40	40	21	06	74.07
B.A. General Part III	27	27	07	04	100

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course	% of students from	% of students from	States % of students
B.A. General	100%	---	---

28. How many students have cleared national and state competitive

examinations such as NET, SET, GATE, Civil services, Defence services, etc.?: Nil

29. Student progression :

Student progression	Against % enrolled
UG to PG	1%
PG to M.Phil.	NIL
G to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed • Campus selection • Other	2%
Entrepreneurship/Self-employment	10%

30. Details of Infrastructural facilities:

a) **Library:** No dept.library , we have a general library

b) **Internet facilities for staff and students:** Yes, We have Departmental computer with computer facilities are available

c) **Class rooms with ICT facility :** 1

d) **Laboratories** : One equipped departmental laboratory.

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31. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ST/OBC-A&B students are receiving scholarships from Govt.

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

33. Teaching methods adopted to improve student learning: Traditional lecture method ,

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

The Students and the Faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the NSS Units and the Health Unit of the College. The students as NSS volunteers take active part in social awareness programmes and undertake certain activities in adopted villages.

35. SWOC analysis of the department and Future plans:

i. **Strength** :- Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness** :- Lack of departmental library, smart class rooms, poor teacher student ratio.

Opportunities: We are getting U.G.C. funds for infrastructural development of the college

Challenges : To Impart quality education for all round development of the 1st generation learners of our college.]

Future Plans: National Seminar, Educational tour, To open dept. Library

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EVALUATIVE REPORT OF THE DEPARTMENT OF POLITICAL SCIENCE

1. Name of the Department : **Political Science**
2. Year of Establishment : 2006, 8th August
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): B.A. General Course
4. Name of Interdisciplinary courses and the departments/units involved: **NIL**
5. Annual/ semester/choice based credit system (programme wise):
Annual system (university)
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	Nil

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
RAKESH UPAD-HAYAY	M.A.	Govt. App. PTT	Political Sociology	8Years 7Months	Nil
DIBYENDU DAS	M.A.	Guest Lecturer		4Years 4Months	Nil

NAAC Accreditation Self Study Report : 2015-16

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 50%

13. Student -Teacher Ratio (programme wise): 2015-16

<i>Level of Study</i>	<i>Ratio</i>
General	122:1

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.:

<i>Name</i>	<i>Qualification</i>
RAKESH UPADHAYAY	M.A. (PG)
DIBYENDU DAS	M.A. (PG)

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 : NIL

b. Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) : NIL

c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) NIL

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- d. Monographs NIL
- e. Chapter in Books: NIL
- f. Books Edited : NIL
- g. Books with ISBN/ISSN numbers with details of publishers: NIL
- h. Citation Index: Citation Range NIL
- i. SNIP Range NIL
- j. SJR Range NIL
- k. Impact factor Range NIL
- l. 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: **Nil**
 - a. Percentage of students who have done in-house projects including inter departmental / programme : Compulsory Paper for III rd Year Students on Environmental Studies: 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: **Nil**
 - a) National:
 - b) International:

NAAC Accreditation Self Study Report : 2015-16

26. Student profile programme /course wise: 2012-15

Name of the Course/programme (refer question no. 4) B.A. General Part I	Applications Received	Selected	Enrolled		Pass percentage
			*M	*F	
2012-2013		393			28%
2013-2014		367			6%
2014-2015		471			28%

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	States % of students from abroad
B.A. General	100%	---	---

28. How many students have cleared national and state competitive

examinations such as NET, SET, GATE, Civil services, Defence services, etc.?:

Defence services - 4

29. Student progression :

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	NIL
G to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed • Campus selection • Other	13%
Entrepreneurship/Self-employment	30%

30. Details of Infrastructural facilities:

a) **Library:** No Departmental Library, we have general college library

b) **Internet facilities for staff and students:** Yes, We have Departmental computer with computer facilities are available

NAAC Accreditation Self Study Report : 2015-16

c) Class rooms with ICT facility : General Seminar hall

d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: All Students from Backward communities get financial assistance from govt.

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

33. Teaching methods adopted to improve student learning: Sometime audio-visual devise are used.

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

The Students and the Faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the NSS Units and the Health Unit of the College. The students as NSS volunteers take active part in social awareness programmes and undertake certain activities in adopted villages.

35. SWOC analysis of the department and Future plans:

i. **Strength** :- Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness** :- Lack of departmental library, smart class rooms, poor teacher student ratio.

Opportunities: We are getting U.G.C. funds for infrastructural development of the college

Challenges: To Impart quality education for all round development of the 1st generation learners of our college.

Future Plans: In near future we are preparing to open Honours course in Political Science.

EVALUATIVE REPORT OF THE DEPARTMENT OF ARABIC

1. Name of the Department : Arabic

NAAC Accreditation Self Study Report : 2015-16

2. Year of Establishment : 2008
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): Only UG
4. Name 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: Departmental Teacher take part in various programme/ seminar by other departments.
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:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	0	0
Associate Professors	0	0
Asst. Professors	1	0

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
Mehabub Alam	M.A (Arabic) B.Ed	P.T.T (Govt.)		7Years 4Months	N.A.
Ainal Hoque	M.A (Arabic) B.Ed	Guest Teacher		4Year 4Months	N.A.

11. List of senior visiting faculty: Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 50 %
13. Student -Teacher Ratio (programme wise): 2014-15

NAAC Accreditation Self Study Report : 2015-16

<i>Level of Study</i>	<i>Ratio</i>
B.A. Hons	31:1
B.A. General	45:1

14. Number of academic support staff (technical) and administrative staff;

sanctioned and filled:	Sanctioned	filled
	Technical	NIL
	Administrative	NIL

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil/PG.:

Dsc / DLitt / Ph.D/ M Phil / PG				
0	0	0	0	2

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 I L

18. Research Centre /facility recognized by the University: Nil

19. Publications: Nil

a. Publication per faculty : Nil

b. Number of papers published by faculty and students in peer reviewed

journals (b 1: national / b 2: international) : Nil

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

d. Monographs: Nil

e. Chapter in Books: Nil

f. Books Edited : Nil

NAAC Accreditation Self Study Report : 2015-16

g. Books with ISBN/ISSN numbers with details of publishers: Nil

h. Citation Index: Nil

i. SNIP Range: Nil

j. SJR Range: Nil

k. Impact factor Range:

l. 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: Nil

a. Percentage of students who have done in-house projects including inter departmental / programme : Compulsory Paper for III rd Year Students on Environmental Studies: 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:

Prof. Arshad Alam (Dept. of Arabic South Malda College)

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

a) National: Nil

b) International: Nil

Departmental seminar has been held on 21.12.2015

26. Student profile programme /course wise: 2013-14

Name of the	<i>Applications</i>	<i>selected</i>	<i>Enrolled</i>	<i>Pass</i>
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NAAC Accreditation Self Study Report : 2015-16

Course/programme (refer question no. 4)	<i>Received</i>		<i>M</i>	<i>F</i>	<i>percentage</i> <i>2014</i>
B.A. General Part I	52	27	17	10	58.85%
B.A. General Part II	14	11	03	08	72.72%
B.A. General Part III	08	03	00	03	100%

*M=Male, *F=Female

27. Diversity of Students:

<i>Name of the Course</i>	<i>% of students from the same state</i>	<i>% of students from other States</i>	<i>States % of students from abroad</i>
B.A. Hons	100%	0	0
B.A.General	100%	0	0

28. How many students have cleared national and state competitive examinations such as NET, SET, GATE, Civil services, Defense services, etc.?: Nil

29. Student progression :

<i>Student progression</i>	<i>Against % enrolled</i>
UG to PG	30%
PG to M.Phil.	NIL
G to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed	
• Campus selection	NIL
Entrepreneurship/Self-employment	80%

30. Details of Infrastructural facilities:

a) **Library:** No dept. library

b) **Internet facilities for staff & students :** Yes, we have a separate computer

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room with internet facility for staff & students

c) Class rooms with ICT facility : 1

d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ST/OBC-A&B receiving scholarships from Govt.

Poor and meritorious students get financial assistance from other agencies.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Dept. Seminar-Experts, Teachers' Day- Expert

33. Teaching methods adopted to improve student learning: Seminar

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

35. SWOC analysis of the department and Future plans:

i. **Strength** :- Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness** :- Lack of departmental library, smart class rooms, poor teacher student ratio.

Opportunities: We are getting U.G.C. funds for infrastructural development of the college

Challenges: To Impart quality education for all round development of the 1st generation learners of our college.

Future Plans: National Seminar, Educational tour, To open dept. Library

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EVALUATIVE REPORT OF THE DEPARTMENT OF SANSKRIT

1. Name of the Department : Sanskrit (General)
2. Year of Establishment : 2009-2010
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): U.G (BA. General Course (SANG))
4. Name of Interdisciplinary courses and the departments/units involved: No
5. Annual/ semester/choice based credit system (programme wise): Annual system (university)
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	Nil	Nil

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
MANICK MONDAL	M.A,(B.ED)	Guest Lecturer	Navya Vyakaranam	4years	Nil

List of senior visiting faculty: Nil

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12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 100%

13. Student -Teacher Ratio (programme wise): 2015-16

<i>Level of Study</i>	<i>Ratio</i>
General	126:1

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.:

<i>Name</i>	<i>Qualification</i>
MANICK MONDAL	M.A, B.Ed.

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: October 2005-June 2014 a. Publication per faculty : Nil

b. Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) : Nil

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

d. Monographs : Nil

e. Chapter in Books: Nil

f. Books Edited : Nil

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- g. Books with ISBN/ISSN numbers with details of publishers: Nil
- h. Citation Index: Nil
- i. SNIP: Nil
- j. SJR: Nil
- k. Impact factor: Nil
- l. 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: 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

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26. Student profile programme/course wise: 2013-14

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. General Part I	120	77	43	34	33.33 (2013-14)
B.A. General Part II	36	36	16	20	86 (2013-14)
B.A. General Part III	13	13	4	9	84.6(2013-14)

*M=Male, *F=Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	States % of students from abroad
B.A. General	100%	---	---

28. How many students have cleared national and state competitive

examinations such as NET, SET, GATE, Civil services, Defence services, etc.?: Nil

29. Student progression :

Student progression	Against % enrolled
UG to PG	30%
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed • Campus selection • Other	1%
Entrepreneurship/Self-employment	50%

30. Details of Infrastructural facilities:

a) Library: General Library is used by the students.

b) Internet facilities for staff and students: Yes, we have a separate computer

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room with internet facility for staff & students

c) Class rooms with ICT facility : 1

d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ST/OBC-A&B receiving scholarships from Govt.

Poor and meritorious students get financial assistance from other agencies.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Dept. Seminar-Experts, Teachers' Day- Expert

33. Teaching methods adopted to improve student learning: Seminar

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

35. SWOC analysis of the department and Future plans:

i. **Strength** :- Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness** :- Lack of departmental library, smart class rooms, poor teacher student ratio.

Opportunities: We are getting U.G.C. funds for infrastructural development of the college

Challenges: To Impart quality education for all round development of the 1st generation learners of our college.

Future Plans: National Seminar, Educational tour, To open dept. Library

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EVALUATIVE REPORT OF THE DEPARTMENT OF PHILOSOPHY

1. Name of the Department : **Philosophy**
2. Year of Establishment : 2006, 8th August
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): B.A. Hons & General Course
4. Name of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise):
Annual system (university)
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: N.A
9. Number of teaching posts:

<i>Teaching posts</i>	<i>Sanctioned</i>	<i>Filled</i>
Professors	---	---
Associate Professors	---	---
Asst. Professors	02	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
MRIGANKA SANKAR PODDAR	M.Phil	ASSISTANT PROFESSOR	LOGIC	6 Years 7 Months	Nil

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JHARNA SAHA	M.A.	PART TIME TEACHER	LOGIC	9Years 4Months	Nil
NAHIRUDDIN SK	M.A, B.ED	GUEST LEC- TURER	LOGIC	1 Years	Nil

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): 2015-16

<i>Level of Study</i>	<i>Ratio</i>
General	62:3

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.:

<i>Name</i>	<i>Qualification</i>
MRIGANKA SANKAR PODDAR	M.Phil
JHARNA SAHA	PG
NAHIRUDDIN SK	PG

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: 2

a. Publication per faculty

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- b. Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) :2 (national)
 - c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :NIL
 - d. Monographs NIL
 - e. Chapter in Books: NIL
 - f. Books Edited : NIL
 - g. Books with ISBN/ISSN numbers with details of publishers: NIL
 - h. Citation Index: Citation Range NIL
 - i. SNIP Range NIL
 - j. SJR Range NIL
 - k. Impact factor Range NIL
 - l. 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: **NIL**
- a. Percentage of students who have done in-house projects including inter departmental / programme : Compulsory Paper for III rd Year Students on Environmental Studies:
 - b. Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies :
23. Awards/ Recognitions received by faculty and students: FDP(UGC)
24. List of eminent academicians and scientists/ visitors to the department:
Goutam Ghosh (Assistant Professor, K.N College, Murshidabad)

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

One Departmental Seminar

a) National: Departmental Seminar

b) International:

26. Student profile programme /course wise: 2012-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage 2015
			♂M	♀F	
B.A. Hons.&General Part I					
2012-2013		67	30	37	40%
2013-2014		83	40	43	30%
2014-2015		70	30	40	64%

♂M=Male, ♀F=Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	States % of students from abroad
B.A. General	100%	---	---

28. How many students have cleared national and state competitive

examinations such as NET, SET, GATE, Civil services, Defence services, etc.?: Nil

29. Student progression :

Student progression	Against % enrolled
UG to PG	3%
PG to M.Phil.	Nil
G to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other	4%
Entrepreneurship/Self-employment	30%

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30. Details of Infrastructural facilities:

a) **Library**: No Departmental Library

b) **Internet facilities for staff and students**: Yes, we have a separate computer room with internet facility for staff & students

c) **Class rooms with ICT facility**: General Seminar hall

d) **Laboratories** : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: All Students from backward communities

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: **Departmental Seminar was organized**

33. Teaching methods adopted to improve student learning: Traditional lecture method ,

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

The Students and the Faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the NSS Units and the Health Unit of the College. The students as NSS volunteers take active part in social awareness programmes and undertake certain activities in adopted villages.

35. SWOC analysis of the department and Future plans:

i. **Strength** :- Dedicated faculty members and suitable environment for learning, teaching and research.

ii. **Weakness** :- Lack of departmental library, smart class rooms, poor teacher student ratio.

Opportunities: Our Students are inspired for higher Educations.

Challenges: We are facing various problems and challenges both in academic and day-to-day life and solving these problems we promote our students to be socially committed future citizens.

Future Plans: The Department intends to prepare good players as well as academically sound students.

NAAC Accreditation Self Study Report : 2015-16

5. Post-accreditation Initiatives

If the college has already undergone the accreditation process by NAAC, please highlight the significant quality sustenance and enhancement measures undertaken during the last four years. The narrative may not exceed ten pages. (Refer section IX of Guidelines for Assessment and Accreditation)

6. Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my Knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.


I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the Head of the institution

Place : Lalgola

Date: 21/01/2016

With seal:



Teacher-in-Charge
Lalgola College
Lalgola, Murshidabad