

# **Rishi Bankim Chandra**

## **Evening College**

**East Kanthal Para, P. O. : Naihati**

**Dist. : North 24 Parganas, PIN : 743165, West Bengal**

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**(Affiliated to : WEST BENGAL STATE UNIVERSITY)**



## **SELF STUDY REPORT – 2015**

**In respect of**

**Second Cycle Re-Accreditation**

**Submitted to :**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**



# Rishi Bankim Chandra Evening College

Naihati, North 24 Parganas, West Bengal, Pin- 743165

Ph (033)25811281, Fax(033) 25810081

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Ref. No.: RBCEC/NAAC/15/3

Dated: 24.08.2015

To

**The Director,**

National Assessment and Accreditation Council (NAAC)

P.O. Box no: 1075, Nagarbhavi,

Bangalore- 560072,

India

**Ref. : NAAC/CAPU/ET&NE/WBCOGN12435/2015 dated 26/03/2015**

**Sub:** *Uploading of Self Study Report of Rishi Bankim Chandra Evening College for the Second Cycle of NAAC Accreditation in the institutional website.*

Sir,

In compliance with the requirement of the Letter of Intent (LOI) sent from our end, we are uploading the Self Study Report (SSR) of our college for the Second Cycle of NAAC accreditation of Rishi Bankim Chandra Evening College (NAAC Track ID : WBCOGN12435) in our institutional website [www.rbcec.org.in](http://www.rbcec.org.in) . The hard copies of SSR will reach you within the stipulated time.

This is for your kind information and necessary action.

Thanking you,

Yours faithfully,

**Dr Debasish Bhowmick**

**Principal**

Rishi Bankim Chandra Evening  
College, Naihati

Dist: North 24 Parganas

West Bengal

Pin: 743165

## **PREFACE**

It is almost a transitional phase that the present educational system of our country is passing through, since it has to adjust itself to the process of globalization and economic reforms. In the matter of policy making and planning in education, therefore, two things are highly significant now: universalization of education and globalization of education. While globalization requires quality improvement, universalization demands the creation of more and more opportunity for the under-privileged sections of the society to participate in the formal learning process.

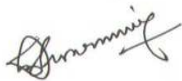
Rishi Bankim Chandra Evening College was established in 1984 after the trifurcation of the parent college, R. B. C. College. Before that time, it existed as the evening section of the parent college which started its journey in 1947 holding its classes in the evening time at the initial stage. Thus the college bears the rich legacy of being a part of the efforts of the founder members who dreamt of spreading education in post-independence India. Our principal aim is to impart finest quality of higher education to one and all irrespective of differences in gender, caste, creed, religion and socio-economic conditions. The college is located within 250 meters from Naihati Rly Station and is about 40 kilometres from Kolkata, the capital of West Bengal. To the western side of the college lies the industrial belt of Barrackpore sub-division, while to the eastern side are situated the villages adjoining the Kalyani Express Way.

We received “Accredited” status from the NAAC authority after inspection of the PEER Team in 2005. We are highly indebted to the NAAC PEER team for examining our system and making valuable suggestions to us. During the last few years we tried to implement the suggestions as far as possible. A positive step has been taken towards infrastructure growth by constructing a new four-storied building with a cover area of 1500 sq metre, the space area being nearly 6000 sq metre. The limitations and challenges faced by the institute and the steps taken to overcome the hurdles have been analysed and presented in this Self-study Report for Cycle II Accreditation 2015.

Introduction of PG course in Commerce and expansion of research activities are the primary components in the panoramic vision of the college. The young students have to be equipped for competing in the global space of education, research and jobs. At the same time they need to become responsible citizens both in the global society and in the national civil society. The basic concepts of ethics, time and space should be imparted to this upcoming younger generation in order to generate a constructive attitude and moral purity which will help to build a better, secure, peaceful and harmonious world for all in

future.

We offer ourselves to be evaluated by the NAAC PEER TEAM in order to get Accreditation status that will enable us to serve the stakeholders in a better manner. We re-affirm our commitment to the sustenance and improvement of quality education within the set-up and conditions that exist in reality.



Dr. Debasish Bhowmick  
Principal  
Rishi Bankim Chandra Evening College  
East Kanthal Para, Naihati  
Dist. – North 24 Parganas,  
West Bengal - 743165

## **A. EXECUTIVE SUMMARY**

Rishi Bankim Chandra Evening College came into existence in 1984 after the trifurcation of the erstwhile R. B. C. College. Before that, it existed as the evening section of R. B. C. College that had been set up in 1947. The college is situated close to Naihati Railway station and it caters to the need of students coming mostly from families belonging to lower middle class, jute mill workers, wage-earners, ordinary traders and the working class. The institution tries its best to provide quality education to all the students, the majority of whom are under-privileged. Given below are the criterion wise major points identified by the institute in the process of the all round development of the college.

### **CRITERION I: CURRICULAR ASPECTS**

The vision of the institution is to disseminate higher education to a good number of students of Naihati and its neighbouring localities, particularly to the weaker section.

- The vision, mission and objectives of the institution are communicated to the staff teachers, students and stake holders through the prospectus and website of the institution.
- Effective implementation of the curriculum is insisted upon.
- The institution allows a number of elective options to the students within its set-up.
- In the present curriculum, environment science which is a cross-cutting issue is compulsory for all departments (in Part – I). ICT related course-matters are there in Physics, Mathematics and Commerce.
- The college is affiliated to West Bengal State University and implements the curricula of the university in all its UG departments. It does not have academic autonomy.
- The college offers five honours courses in Humanities, two Honours courses in Commerce and 2 Honours courses in the Science subject. It also runs three General UG courses.
- All the departments have qualified teachers and a section of them are engaged in research activities.
- The teaching is learner centric. Annual evaluation system is followed for UG courses, as it is framed by the University.

- The college has to follow the syllabus framed by the affiliating university. Teachers of the college always respond actively to any call for workshop on changes and reforms in the syllabus. They prepare suggestions according to their expertise in the area and their pool of experience as examiners, paper-setter and moderator in the university examinations. They also use their experience from the feed back of students to suggest improvement in the teaching methodology.
- The students of the college can use the books and journals in the college library to supplement the class-room lessons. In the ICT related subjects, they can access internet through computers in EVNET.
- The college has a Career Counselling Cell to guide the students for better career options. At the same time they are taught moral values.
- The quality of the teaching-learning programme is monitored by the Principal, Heads of the Departments and the IQAC.

## **CRITERION II: TEACHING-LEARNING AND EVALUATION**

The college considers Teaching-learning to be the most important activity of the institution. Given below are the major highlights of the institutional activity related to Teaching-learning and evaluation:

- The Admission process of the college is conducted with adequate publicity through notification and college website. Transparency is maintained in it all through and merit is given priority.
- The college follows the UG Regulation for admission as prepared by WBSU. Reservation for SC/ST/OBC is observed as per rules.
- Care is taken that women candidates get fair opportunity in the matter of admission.
- Financially weak students are provided help from Student Aid Fund and Students' Welfare Fund.
- The college is able to accommodate most of the candidates who apply for admission.
- Teachers mould their teaching method as per the requirement of the weaker and advanced students.
- The Teachers' Council and Women Cell carry on propaganda on the issues of gender sensitization and environment awareness.

- The college publishes academic calendars that contain teaching plan, syllabus, evaluation programmes and other important thing.
- The IQAC provides guidance to the departments for the improvement of teaching learning process.
- Students are encouraged to develop critical thinking, creativity and scientific temperament.
- The faculties use lecture method, interactive method, audio-visual equipment, computers, LCD projectors etc for effective teaching.
- The faculties improve their knowledge and skills by attending seminars, refresher courses, conferences, workshops etc. and by getting involved in research activities.
- Among the faculties 15 teachers have Ph. D. degree and 4 have M. Phil degree. Six teachers are at present pursuing Ph. D. course.
- Teachers are appointed following UGC guideline.
- The instution provides books, journals, network and electronic devices to the teachers to facilitate the teaching learning process.
- Teachers are encouraged by the authority for research activities.
- Examination schedules are properly notified to the students from time to time. The college prospectus also contains information about it.
- Class tests and Test Examinations are held to monitor the progress of the students.
- The college takes care to develop the personality and skill of the students.
- Teachers help the advanced learners by recommending standard books to them, by taking special classes and by encouraging them to participate in seminars in and out side the college.
- Books and Journals are regularly purchased in the college library to support the teaching learning process.
- Besides the govt-approved posts, the college also appoints senior, experienced and qualified faculties to meet the demand of the respective courses and retains them in service as far as possible.

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

Though the primary aim of the college is to impart quality education in formal subjects in UG level at affordable cost, the institution has a broader vision to promote research culture among the teachers and the students. The following are the major highlights in Research, Counselling and Extension criteria :

- Though the college does not have a research centre, it has a Research Committee to monitor and address the issues of research.
- As it is an Under-graduate college, students can not be directly in research projects. But they are given small project works related to their curriculum.
- During the last four years six faculties completed minor research projects funded by UGC and one faculty completed a major project funded by ICSSR. At present six teachers are pursuing their Ph. D. course.
- The department of Commerce organized a state level seminar in 2008; the dept of Economics organized a state level seminar in 2013; the Depts. of English and Bengali jointly organized a seminar in 2015.
- Some faculties were granted study leave to pursue their Ph. D. course.
- Faculties may use books and journals of the college library to carry on their research works. Network facility is also provided to them.
- Necessary help is provided to the faculty to apply for research grant from different sponsoring agencies.
- The studies and surveys done by the researcher teachers of this college may benefit the society and contribute to new initiative and social development.
- The Dept. of Economics publishes a journal named "Look East". Beside this Depts. English, Bengali and Hindi have their own journals.
- The management and the faculties take care to develop scientific temper and research culture among the students.
- During the college seminars eminent researchers visited college and interacted with the teachers and students.
- As there is no research centre in the college, no budgetary allocation is made specifically for research.



- The college can provide some research facilities to the faculties. The laboratories of Physics, Chemistry and Geography and Maths have useful equipments. The college computer centre EVNET has internet connection. Many departments have their own libraries. Printers, scanner and reprographic facilities are available in the college.
- No collaborative research project has taken place so far. But laboratory and library facility are there, if any takes place in future.
- The faculties had their papers published in many seminar publications. Besides, some of them wrote books as the sole author or co-author. They also published papers in national and international journals.
- At present the college does not provide any consultancy service. However, some of our teachers acted as paper setter for theory exams as well as external examiners for practical subjects, not only for WBSU but also for other universities. Many members of this faculty are invited as subject expert on the interview boards of School Service Commission, W. B.
- The institution promotes institution-neighbourhood-community network and student engagement in various ways. The students union organizes cultural functions in which the local people participate. It helps to build up a cultural attitude and aptitude in the students as well as in the local youngsters.
- The NSS unit of the college, the NCC unit, the students' Union and the Women Cell are part of the institution's mechanism to track students' involvement in various social movements which promote citizenship roles.
- The institution solicits stakeholders' perception on the over-all performance of the college by collecting feedback from the students and through the parent-teacher association and the Alumni Body.
- The programme Officer of the NSS unit is Dr. Arpita Datta. During the last few years the unit worked for i) Cleaning the environment, ii) Plantation iii) Visiting Old Age Home and showing sympathy for the senior citizens iv) Celebrating Yuba Dibas (Swami Vivekanandas' Birthday) iv) Organizing Aids Awareness programme.
- The Students Union runs help-centre at the time of admission to provide guidance to the students and guardians at the time of admission. They organize the annual sports of the college. The programme is witnessed by the people of Naihati and its neighbouring areas. This programme inculcates a spirit of co-operation and healthy competition and also health consciousness among all. The programme is followed by a prizegiving ceremony and that, too, is attended by the local people. Such programmes facilitate interaction between the institution and the local community.

- Besides the NSS unit, the NCC unit of the college also contributes to the extension activity of the students and faculty. Prof. Ranjit Kumar Datta is the NCC officer of the college and under his supervision students participated in many off-campus camps. NCC programmes teach discipline, patriotism, social responsibility, healthy habits and civil duty to the students.
- The college teaches Environment Science to the students as part of the UG curriculum. This indirectly benefits the society, because students, thus taught, may work in favour of healthy environment in the greater society.
- The college collaborated with UGC and ICSSR to conduct minor and major research projects.
- The institution initiated UGC-sponsored coaching classes for Entry level Examinations in different Govt. and Non-Govt. services especially for SC/ST/OBC, financially backward and Minority students.

#### **CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES**

R. B. C. Evening College is about 30 years old. It believes in the combination of Tradition and modernity. With the progress of time, the institution has augmented its infrastructure and embraced modern technologies for the upgradation of the learning resource. Given below are the major points in the criterion related to Infrastructure and learning resources:

- The Governing Body of the college chalks out the institutional policy to create and enhance the infrastructure to facilitate effective teaching and learning.
- The college provides the facilities of class-rooms, technology-enabled learning space seminar hall, departmental libraries, central library, laboratories, students' common rooms, toilets, Students' Union Office room, equipment for teaching, learning and research.
- The institution encourages sports activities among the students – indoor and out-door.
- There is a separate space to accommodate the Health Unit of the college that provides first-aid treatment.
- The NSS and NCC units have also their own spaces in the new building of the college.

- The college has a well designed computer centre titled EVNET.
- The departments have laptops and internet facilities. Besides this, audio-visual system, camera and LCD projectors, overhead Projector are available and can be shared by all the departments, whenever necessary.
- There are separate canteens for staff and students who may have refreshment there.
- The existing college building is a part of a large structure which the college inherited after the trifurcation of the parent college – R. B. C. College – and shares the remaining part of the old construction having the user right. In addition to that, the management has constructed a new building that belongs exclusively to R. B. C. Evening College.
- The installation of a lift is underway in the new building for the staff and physically challenged students.
- The college purchased a land measuring 3366 sq. ft. for the construction of a ladies Hostel.
- The institution has provided a separate room for the Internal Quality Assurance Cell.
- To provide the facility of safe drinking water, water-purifiers have been installed at several points of the college premises.
- There is a Library Sub-committee to look after the development of the Central and departmental libraries in the college.
- The college library has computerized catalogue of books and facility. Besides borrowing books, students also have reading room facility in the library.
- The college has installed local area network (LAN) with a high configuration server.
- The institution has its own play ground for the students to play out-door games there. It is barely a kilometer away from the main campus.
- CCTV surveillance is there in some selected parts of the college building.
- The college has a website of its own: [www.rbcec.org.in](http://www.rbcec.org.in). On-line admission process is conducted through this website.
- College premises are utilized for conducting university and college examination.

## **CRITERION V: STUDENT SUPPORT AND PROGRESSION**

The students of this college come from diverse geographical, social and economic background. Socially and economically disadvantaged students are provided financial support from Student-welfare Fund, Student Aid Fund and Govt. Scholarship/Stipend provisions. On leaving this college most of the students strive to gain employment and a section of them go for higher studies. The following are the major highlights in this criterion.

- The college publishes its updated Prospectus annually and it contains extensive information about the college and the curriculum.
- The institution website, too, provides ready and relevant information to the stakeholders. ([www.rbcec.org.in](http://www.rbcec.org.in))
- Students are provided financial aid from different sources to enable them to continue their study: Student Aid Fund, Student Welfare Fund, Govt. stipend etc.
- ST/SC/OBC students are provided reservation facility as per rules at the time of admission.
- The college provides a healthy environment to the students through several welfare means such as cheap canteen, Grievance Redressal Cell, Career Counselling Cell and a fully functional Students' Union.
- The college has an Anti-ragging Cell to take prompt action in case of an untoward incident in the college premises.
- The Students' Union organizes Freshers' Welcome Ceremony, Cultural function, Help centres at the time of admission and publication of result; they also publish the college magazine and arrange the Annual Sports.
- The Students' Union has representation in the Governing Body and in some of the Sub-committees.
- The college has an Alumni Association to gather feedback from the Alumni regarding the overall development of the college.
- The college initiated Entry-in-services coaching classes for students belonging to SC/ST/OBC/Religious Minority and it was funded by UGC.
- Remedial classes were also arranged for such students.
- Students are encouraged to take part in extension activities through NSS, NCC and the Students' Union.

- Women Cell looks after the problems of the female students and makes them aware of their social responsibility.

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

In Rishi Bankim Chandra Evening College, Governing Body is the highest decision making authority with the Principal as its Secretary. In the governance and management of institution, he plays the leading role to ensure college and to maintain the core values. Administration is a vital part of educational institution and R. B. C. Evening College has always believed in progression through proper governance, leadership and management for a holistic development of the college. The major points in this regard are stated below:

- The college runs with the vision to disseminate higher education to as many students as possible coming from Naihati and its neighbouring places and also to make them capable of sustaining themselves economically and culturally.
- It is the mission of the college to achieve excellence in higher education and ensure innovations in teaching learning, research and community service.
- The college has an efficient co-ordination and internal management system under the leadership of the Principal. The Governing Body, the Principal, the IQAC and all staff are always stepping in together for designing and implementation of quality policy.
- The institution works on the participative and democratic principle of management and frames all its plans in consultation with the Governing Body, IQAC, Teachers' Council and other committees.
- Through open discussion held during its meetings with the head of the institution and interaction with the members of faculty, the management counsels the staff to develop dynamism and leadership quality.
- The college provides operational autonomy to the departments in arranging the teaching assignment, in planning the teaching-learning method, in running the departmental library and in making requisition for books, journals and equipments.
- The institution encourages participative management by inducting the faculty, non-teaching staff and students in different committees.
- The plan for development, endorsed by the management, comprises

extension of building, providing additional facilities, introduction of new courses, employing visiting teachers, promote of research etc.

- In designing the quality improvement strategies, due emphasis is laid on learner-centric approach, development of research culture, social and environmental awareness, gender sensitization, human resource management and employability of the students.
- The institution collects formally and informally feedback from students in respect of teaching learning method and curriculum. The Parent-Teacher Association is here to gather the views of the guardians regarding the above.
- The college has set up a Grievance Redressal Cell to address the grievances of the stakeholders.
- Teachers are encouraged to join improvement programmes like Refresher courses, Orientation Programmes etc., undertake research project or courses and organize seminars and conference. The Non-teaching staffs are often counseled by the management towards improvement of service.
- The decentralized structure of the administrative system of the college in planning and implementation in all activities has developed an atmosphere of cooperation, sharing of knowledge, innovation and empowerment of all the staff.
- Teachers have to submit self-appraisal reports every year. Self-appraisal is mandatory at the time of promotion and placement of teachers.
- The welfare schemes available for teachers and Non-teaching staff include salary on the 1<sup>st</sup> day of every month, Provident Fund scheme, Group Insurance Policy, quick P. F. loan, Gratuity and Pension benefit.
- The institution retains the experienced and qualified visiting faculties by extending their tenure of service. Their remuneration is also increased from time to time.
- The institution follows proper procedure for purchase and expenditure. Internal and external audit is conducted for the accounts of the college.
- The major sources of institutional receipts or funding are the salary grant from the State Government, various grants from UGC and fees collected from the students.
- The college has formed an IQAC to develop quality assurance mechanisms. There are external members on the Cell. The quality assurance policies are duly communicated to the stakeholders.

## **CRITERION VII: INNOVATIONS AND BEST PRACTICES.**

The innovative measures and the Best Practices of the college in the last four years are stated below:

- The college management makes effort to keep the campus eco-friendly. For the purpose of energy conservatyion, wastage of electricity is carefully avoided in the college premises. Motor vechicles are prevented from entering the college compound so that it remains free from carbon-monoxide. Plantation programme was undertaken by the NSS unit of the college. The college library is equipped with rare and valuable books. The institution has its own website where all the relevant information is available. The office works of the college are done through computer. On-line admission system has been introduced in the institution. Many such innovations contribute to the development of the college.
- Among the best practices embraced by the institution, the most mentionable are the promotion of Research Culture and the Maintenance of good relationship between Teachers, Non-teaching staff and students. The college encourages the faculty to be engaged in research works by guiding them to apply to different agencies, by providing them infrastructural facility like library, laboratory etc and by sanctioning leave to them as the case may be.
- Maintenance of good relationship is a combined effort of the Teachers, Non-teaching staff and students.

## **SWOC Analysis**

### ***Strengths***

Rishi Bankim Chandra Evening College has evolved over 30 years since its inception in 1984. Even before that, it existed as the Evening Section of the earstwhile R. B. C. College. Thus it is a widely known centre of higher education for a very large hinterland. At present it provides education to approximately 2758 students. With renowned teachers, the institution has earned for itself a reputation in the field of higher education, particularly in commerce education.

- The college began its journey in the building of the parent college – R. B. C. College. After the trifurcation of the property, the college received its own share of land and building. It has user right in the old building of the parent college. The college shares its playground, nearly a kilometer away, with two other colleges – R. B. C. College and R. B. C. College for

women.

- The college was originally affiliated to University of Calcutta and was later shifted to West Bengal State University.
- The college is playing a significant role by catering to the needs of education for the economically weaker sections of the society coming from both urban and rural background.
- Being a co-education college, the institution contributes significantly to female education at the undergraduate level.
- The college has General courses for the less meritorious students and thus plays an important role in the universalization of education.
- The college library has a reasonably good collection of books to cater to the needs of the students and teachers. In addition to this, there are the departmental libraries.
- The adoption of updated technology in the form of computerization of admission, office administration and library as well as in the departmental activities is a healthy and progressive sign.
- The college has purchased a land for the construction of Ladies Hostel.
- The institution has a democratic working atmosphere.
- The teaching employees are efficient and dedicated.
- The institution has Honours courses in Commerce, Economics, Geography, Bengali, English, Hindi, Sanskrit and History.

### ***Weaknesses***

- Lack of enough space for further infrastructural expansion.
- Since parents or guardians in general are more willing to send their wards to day colleges, R. B. C. Evening College gets mostly students of poor merit admitted to its UG courses. As a result, the average academic result can not be called a remarkable one.
- In some subjects, there is no full time faculty.
- The college has not been able to enter into either faculty exchange or student exchange programme due to structural and governmental policy limitation.



- Further technological upgradation is required.

### ***Opportunities***

- The teaching and non-teaching employees have humanistic approach towards the students.
- Opportunity is provided to the faculty to undertake research projects.
- The campus is safe for girls.
- The management follows the policy of co-operation and decentralization.
- The UGC provides several grants for development.
- The college encourages socially relevant programmes such as organizing Aids Awareness programme, Plantation etc.
- Proposal for the introduction of PG courses in Commerce has been sent to WBSU.
- Ladies Hostel is going to be built out of UGC grant.
- The library needs more reorganization.
- Opportunities exist for enhancing the security and communication system in the campus.

### ***Challenges***

- To create more space is one of the major challenges that the college has to deal with.
- Improve upon communication skill of the rural-based students.
- The development plans require more funding.
- To attract meritorious students (boys and girls) to the Evening College.
- To organize more community development work.

## B. PROFILE OF THE AFFILIATED COLLEGE

### 1. Name and address of the college:

Name: **RISHI BANKIM CHANDRA EVENING COLLEGE**

Address: **EAST KANTHAL PARA, P.O.: NAIHATI,**  
**DIST.: NORTH 24 PARGANAS, WEST BENGAL**

City: **NAIHATI Pin: 743165 State: WEST BENGAL**

### 2. For communication

Designation	Name	Telephone with STD Code	Mobile	Fax	E-mail
Principal	Dr. Debasish Bhowmick	033-2581-1281	9433176659	033-2581-0081	principalrbcec@rediffmail.com
Vice Principal	N. A.	N.A.	N.A.	N.A.	N.A.
IQAC Coordinator	Chandranath Adhikari		9830233052		chandranatha77@gmail.com

### 3. Status of the Institution

Affiliated College	√
Constituent College	
Any other (specify)	

### 4. Type of the Institution

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

√

**b. By shift**

i. Regular

ii. Day

**iii. Evening**

☒

**5. Is it a recognized minority institution?**

Yes

**No**

☒

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

**6. Source of funding**

Government

**Grant-in-Aid**

☒

Self-finance

Any other

**7. a. Date of establishment of the college:**

**13 / 07 / 1984**

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

**West Bengal State University**

**c. Details of UGC recognition**

Under Section	Date, Month & Year	Remarks (if any)
i. 2 (f)	26/02/1998	
ii. 12 (B)	26/02/1998	

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

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

NOT APPLICABLE

(Enclose the recognition/approval letter)

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

Yes ☐ No ☒

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

Yes ☐ No ☐

**9. Is the college recognized?**

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

Yes ☐ No ☒

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

**b. for its performance by any other governmental agency?**

Yes ☐ No ☒

If yes, Name of the agency ..... and  
Date of recognition: ..... (dd/mm/yyyy)

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

<b>Location *</b>	<b>Semi-urban</b>
<b>Campus area in Sq. mts.</b>	5319.68 sq. mts.
<b>Built up area in Sq. mts.</b>	Old buildings 670 sq. mts. (approx) New building 1500 sq. mts (approx)

(\* 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**

- √ One – (The college uses it under provision of user right being a member of R. B. C. Group of colleges)
- √ **Play ground** – One (The college has user right as explained above)
- √ **Health Centre** – One (to provide first-aid)
- √ **Book Shop** – (a book shop is situated close to the college entrance)
- √ **Transport facility** – (Rly station and bus stand are 250 meters away. Even ferry service is within 500 meters.)

**12. Details of programmes offered by the college (Give data for current academic year) : Session – 2014-15**

Sl No.	Programme Level	Name of the Programme / Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned / approved student strenght	No. of students admitted
01	Under Graduate	Bengali Honours	3 years	45 % in Related Subject with 50% in aggregate *	Bengali	77	18
02	Under Graduate	English Honours	3 years	45 % in Related Subject with 50% in aggregate *	English, Bengali and Hindi	77	26
03	Under Graduate	Hindi Honours	3 years	45 % in Related Subject with 50% in aggregate *	Hindi	77	46
04	Under Graduate	History Honours	3 years	45 % in Related Subject with 50% in aggregate *	English, Bengali	39	5
05	Under Graduate	Sanskrit Honours	3 years	45 % in Related Subject with 50% in aggregate *	English, Bengali	39	1
06	Under Graduate	Geography Honours	3 years	45 % in Related Subject with 50% in aggregate *	English, Bengali	39	38
07	Under Graduate	Economics Honours	3 years	45 % in Related Subject with 50% in aggregate *	English, Bengali and Hindi	39	0
08	Under Graduate	B. Com. Honours in Accounting	3 years	45 % in Related Subject with 50% in aggregate *	English, Bengali and Hindi	322	43
09	Under Graduate	B. Com. Honours in	3 years	45 % in Related Subject with	English, Bengali and	63	2

		Marketing		50% in aggregate *	Hindi		
10	Under Graduate	B. Com. General	3 years	Pass in 10+2 Level Exam.	English, Bengali and Hindi	386	134
11	Under Graduate	B. A. General	3 years	Pass in 10+2 Level Exam.	English, Bengali and Hindi	1030	402
12	Under Graduate	B. Sc. General	3 years	Pass in 10+2 Level Exam.	English, Bengali and Hindi	193	61

### 13. Does the college offer self-financed Programmes?

Yes

☐

No

☒

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

Yes

☐

No

☒

PG Course in Commerce may start near future.

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

Particular	UG	PG
Science	Mathematics, Physics, Chemistry, Economics, Geography, Film Studies	NA
Arts	English, Bengali, Hindi, Sanskrit, Philosophy, Pol. Science, History, Journalism	NA
Commerce	Commerce	NA

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

- |                     |                                     |        |
|---------------------|-------------------------------------|--------|
| a. annual system    | <input checked="" type="checkbox"/> | ( 12 ) |
| b. semester system  | <input type="checkbox"/>            |        |
| c. trimester system | <input type="checkbox"/>            |        |

**17. Number of Programmes with**

- |   |                                     |
|---|-------------------------------------|
| a. Choice Based Credit System               | <input type="checkbox"/>            |
| b. Inter/Multidisciplinary Approach         | <input type="checkbox"/>            |
| c. Any other ( specify and provide details) | <input type="checkbox"/>            |
| d. None                                     | <input checked="" type="checkbox"/> |

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

Yes ☐ No ☒

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

and number of batches that completed the programme

b. NCTE recognition details (if applicable) Notification No.:

.....

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

Validity: .....

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

Yes ☐ No ☒

**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

Associate Professor Posts are not sanctioned but elevated through Career advancement Scheme (CAS) as designed by UGC regulations from time to time

Position	Teaching Faculty						Non-teaching		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	M	F	M	F	M	F	M	F	M	F
Sanctioned by State Govt.					25		29	0		
Recruited			6		5	4	21	2		
Yet to recruit					10		6			
Sanctioned by the Govt. as PTT					13					
Recruited					13					
Yet to recruit					0					
Sanctioned by the Governing Body as Guest Teacher					20					
Recruited					20					
							Non-teaching			
	M	F	M	F	M	F	M	F	M	F
Sanctioned by the							13			

Higher Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent Teacher</b>							
D. Sc. / D. Lit.							
Ph. D.	-	-	03	-	02	02	07
M. Phil.	-	-	01	-	01	02	04
P. G.	-	-	02	-	02	-	04
							<b>15</b>

Higher Qualification					Guest Teacher		Total
					Male	Female	
Ph. D.					05	02	07
M. Phil.					02	-	02
P. G.					10	01	11
							<b>20</b>

Higher Qualification					Govt. Part Time Teacher		Total
					Male	Female	
Ph. D.					-	02	02
M. Phil.					02	-	02
P. G.					04	05	09
							13

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

20

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

Categories	2011-2012		2012-2013		2013-2014		2014-2015 *	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	515	56	373	55	359	48	293	36
ST	28	1	34	3	28	2	18	2
OBC	95	11	122	16	162	23	156	17
GENERAL	2532	438	2338	420	1810	326	1436	267
OTHERS	-	-	-	-	-	-	-	-

\* As per data received up to 08/04/2015

**24. Details on students' enrolment in the college during the current academic year: 2014-2015**

Type of Student	U G
Students from the same State where the College is located	2061
Students from other States of India	21
N R I Students	Nil
Foregin Students	Nil

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

UG 33%

## 26. Unit Cost of Education 2012-2013

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

(a) including the salary component

**Rs. 6018.41**

(b) excluding the salary component

**Rs. 1966.17**

## 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
- b) Programmes carry the recognition of the Distance Education.

## 28. Provide Teacher-student ratio for each of the programme/course offered: 2013-2014

Programme / Course	Teacher-student Ratio
B. A. – English Honours	1 : 25
B. A. – English General	1 : 173
B. A. – Bengali Honours	1 : 11
B. A. – Bengali General	1 : 195
B. A. – Hindi Honours	1 : 23
B. A. – Hindi General	1 : 52
B. A. – Sanskrit Honours	1 : 08 (2012-13)
B. A. – History Honours	1 : 09
B. A. – History General	1 : 350
B. A. – Philosophy General	1 : 125
B. A. – Political Science General	1 : 419
B. A. / B. Sc. – Economics General	1 : 40
B. A. / B. Sc. – Journalism and	1 : 86
B. A. / B. Sc. – Film Studies	1 : 64
B. Sc. – Physics General	1 : 53
B. Sc. – Chemistry General	1 : 54
B. Sc. – Math General	1 : 56

B. Sc. – Geography Honours	1 : 32
B. Sc. – Geography General	1 : 25
B. Com. – Honours in Accountancy	1 : 21
B. Com. – Honours in Marketing	1 : 1
B. Com. - General	1 : 42

### 29. Is the college applying for

Accreditation :      Cycle 1       Cycle 2 ☒

                                 Cycle 3       Cycle 4

Re-Assessment:

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

### 30. Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)      Cycle    1:    20/05/2005    (dd/mm/yyyy)

**Accreditation Outcome/Result: C+**

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.

*Please Refer to Annexure No. 2*

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

245

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

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

174

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

15 / 09 /2014 (dd/mm/yyyy)

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

**AQAR (i)** \_\_\_\_\_ (**dd / mm / yyyy**)

**AQAR (ii)** \_\_\_\_\_ (**dd / mm / yyyy**)

**AQAR (iii)** \_\_\_\_\_ (**dd / mm/ yyyy**)

**AQAR (iv)** \_\_\_\_\_ (**dd / mm / yyyy**)

## **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:**

The vision of the institution is to disseminate higher education to the vast multitude of students coming out of the schools of the adjoining areas spread over the districts of North 24 Pgs, Nadia and Hooghly. The college aspires to be come a catalyst of knowledge and also to make the young folk capable of sustaining themselves economically and meaningfully thereby contributing to the broad economic and social development.

**Mission:**

The mission of the institution is

- i) To achieve excellence in higher education, empowerment through knowledge and sustainable development.
- ii) To ensure innovations in teaching-learning, research and community service activity.
- iii) To make an optimum use of human and limited infrastructural facilities.
- iv) To encourage women's education and empowerment.
- v) To inculcate and promote a scientific attitude and an awareness about human rights, social values, culture and environment.

These are communicated through the official website of the college at [www.rbcec.org.in](http://www.rbcec.org.in), the college brochure and through different meetings of students, teaching and non-teaching staff, Alumni and guardians.

#### **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).**

R. B. C. Evening College follows the curriculum as prepared by the West Bengal State University. All the departments hold meetings

separately at the beginning of every academic year to make academic plan which include assignment of subjects within the syllabus to the teachers and arrangement of lecture hours. Teachers are given diaries to chalk out their teaching plans.

**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 receives regular circular, letter and e-mail from the university regarding changes and modification in the curriculum. The Principal informs the concerned teachers about the change and gives them a copy of the same.

- The university organizes workshops for effective implementation of curriculum for the teachers, whenever it introduces new pattern of the syllabus. Teachers are encouraged by the college authority to participate in such workshops.
- The faculty members are notified to place their demand for the purchase of books and journals related to their subjects. They can also avail the facilities of computer, internet, printing, scanning etc. within the college premises.

**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 college publishes academic calendar detailing the programme of lesson plan of every subject (Honours and General) and distributing the syllabus among the teachers.
- The Head of the Departments regularly monitor the progress in the delivery of the curriculum to the students as per University guideline.
- In subject like Mathematics, Physics and Commerce there are ICT related courses. Besides, efforts are made to introduce ICT in other Departments too. The college has a computer centre where teachers can access study matters through internet.
- Students are given project works to develop their skills, as per provision in syllabus.



**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 teachers keep in touch with the affiliating University and attend workshop, conference and meetings conducted by the University departments so as to implement the curriculum effectively. The college collaborates with other institutions and the university. University teachers are invited for discussions, seminars and interactions. The faculty members participate in seminars – state, national and international levels to enhance their ability in teaching the curriculum.

**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 Boards of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)**

Some of the faculty members are members of University committees. For example, Prof. D. K. Karak, Asst. Professor in Commerce, Dr. B. Kumari, Asst. Professor in Hindi and Prof. Sumana Chandra, Part time Lecturer in Film Studies are members of University Board of Studies in their respective subjects.

We have a plan to collect the feedback of the students and teachers regarding the curriculum and convey the same to the university.

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

No.

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

- Students from different ranks of the society get admitted in our college. This institution analyses the impact of the curriculum on them through oral tests, written examination and other academic interaction. Remedial classes are held for weaker students. Teachers

take care that students may develop their skill and moral values.

- The institution make efforts to build up the over all personality of the students through such activities as sports, cultural programme and health awareness projects.

## **1.2 ACADEMIC FLEXIBILITY**

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

The college at present does not have any Certificate or Diploma course other than the regular courses in the University syllabus.

However, we ran entry-in-service course for skill development and remedial courses for SC / ST / OBC / Minority students. These courses were funded by the UGC.

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

No.

### **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.**

- Range of Core /Elective options offered by the University and those opted by the college: *Please refer to Annexure IV*
- Choice-based credit system :

The courses are offered following the UG Regulation of WBSU.

- Courses offered in modular form :

Courses designed by the Boards of Studies, WBSU can not be called to be in modular form.

- Credit transfer and accumulation facility :

At present there exists no credit transfer and accumulation facility.

- Lateral and vertical mobility :

After admission a student may change the subject / course within a specific time on paying requisite fees. UG courses are usually of 3 years; however, a student is allowed maximum five years to complete it.

- Enrichment courses :

There is at present no enrichment course on regular basis. But the students are encouraged to attend the library, the computer centre, seminar in and out side the college.

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

At present there is no self-financed course.

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

The college ran entry-in-service courses, funded by UGC, to enable the students of the SC / ST / OBC / Minority to acquire qualities to appear in tests / interview related to job.

**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?**

At present the college does not have any provision to offer distance education to students. The WBSU, too, has not introduced Distance learning courses.

### **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?**

- Besides the regular classes, students are asked to do library or laboratory works. They are advised to go through reference books besides the text-books. In the students' programmes such as cultural meets, sports etc. They are taught to be dutiful to the nation and also to their own family and society.
- NSS programmes inculcate the spirit of social service among the students.
- Study tours are organized by some departments.
- Use of computer and internet access in the college Computer centre are immensely helpful to the students.
- Use of electronic devices in the class room such as LCD projector, Laptop etc. and the use of camera (in Film Studies) help the students.

All these things supplement the University curriculum as well as the vision and mission of the college.

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

**Self Development**

Teachers of this institution gather verbal feed back from the students in the class-room regarding their difficulty and problems with certain points of the curriculum, and efforts are made to solve these problems. Students are provided bibliography to consult relevant books related to curriculum. They are taught the skill to write answers to model questions.

- Teachers make use of audio-visual media to make the curricular matters attractive to the students.
- Though there is no direct career course, students are advised to make use of their basic knowledge in the conventional course Arts, Science and Commerce for getting jobs.
- Counseling on curriculum is done by teachers in and outside the class rooms.

### **Employment, Global and National Demands**

- In the B. Sc course there are theoretical and practical components for which surveys and case-studies are done. These develop skills for experiment in the students.
- The Commerce course in UG level has been designed by the University to fulfil global needs for human resource management, Marketing, Financial management etc. Project works offered by the the Departments of Commerce and Economics strengthen the students ability to face job markets.
- Courses in Arts keep abreast with the global trends putting due emphasis on communication skill and the use of data networks through computer.
- The WBSU designed their syllabus to inculcate global competence among the students.

### **Introduction of ICT**

- The college has provision for the use of computers and internet in Teaching-Learning practices.
- The institution has a computer centre named EVNET.
- Official works are mostly done with the helps of computers.
- We are making endcavour to computerize the library.

### **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 teachers of college attend and address the problems of the female students and staff.
- Under the University curriculum, Environment Studies is compulsory subject of 50 marks which helps to spread environment awareness among the students.
- The Grievance Redress Cell of the college looks after the observation of Human Right in the college premises.
- In the admission process, seats are reserved for SC / ST / OBC students according to Govt. norms and order ensuring social justice

and providing additional facility to the working class.

- In subjects like Commerce and Geography ICT oriented curricula have been introduced resulting in entrepreneurship, innovation and creativity among the students.
- The college strives towards the goal of excellence by following the curricula designed by West Bengal State University, and thereby helps to contribute to nation building.

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

##### **Moral and ethical values**

Different subjects in the Humanities stream are designed in a manner that they breed moral and ethical values in the students such as dignity of labour, honesty, self-confidence, sincerity, optimism etc.

##### **Employable and life skills**

Students graduating from this institution can appear in various competitive exams for employment for which graduation is the minimum qualification. These graduates with good marks in Honours subjects may opt for teaching jobs. These students also expectedly lead a better life in future being well-equipped to face the challenges of life.

The ICT oriented subject like Mathematics, Physics, Geography and Commerce build up creativity and entrepreneurship among the students.

##### **Better career options**

- Options are open for the graduates of this institution to go for administrative jobs through exams conducted by UPSC or various state level service commissions. For teaching jobs, they may apply to School Service Commission all over the country.
- At present career counseling is done in an informal way for students. However, we have plans to set up a Career counseling cell for the benefit of the students.
- All the curricular programmes aim at developing knowledge and skill among the students to meet the challenges of the job.

### **Community orientation**

- The prime motto of all our curricular programmes is to teach the students that they need to serve the community to which they belong.
- The NSS and NCC units of the college involve the students in various social service schemes.

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

#### **Students' Feedback**

Feedback from the students regarding the curriculum is obtained in the class-room by the teachers who note it in their academic diaries.

#### **Alumni**

The Alumni Association organizes meetings of its members and records their opinion on the curriculum.

#### **Parents**

The college seeks the opinion of the parents on the curriculum in the parent-teachers meetings.

#### **Employers/Industries**

The institution has not as yet started interaction with employers or industries. However, the institution encourages students to enhance their employability in career counseling meetings.

#### **Academic peers**

Academicians from other institutions visit the college on the occasion of seminars, workshop etc. We obtain their feedback on the curriculum.

#### **Community**

There is no formal mechanism to seek the feedback of the community. But teachers informally gather the opinions of the community members about the curriculum.

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

The Principal and the Departmental heads monitor and evaluate the quality of the enrichment programmes. The IQAC members also make report to the Principal regarding the usual curriculum programmes and the extra curricular / co-curricular activities of the institution indicating their relevance to the important regional, national and global issues and highlighting the inculcation of moral and ethical values among the students.

## **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 curriculum is prepared by the WBSU and the college has to abide by it. However, while implementing it, the faculty members of the Depts elaborately explain the significance of the curricular elements to the learners. Related and associated matters bearing link to the curriculum are conveyed to the students by the faculties.
- The teachers provide bibliography on the course matter to the students.
- The students are advised and encouraged to do library works and access useful sites through internet to enrich their knowledge in the relevant subjects.
- Students are given project works bearing relation to the curriculum.
- Evaluation of the students is done through written and oral tests.

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

At present there is no formal mechanism to obtain feedback from the stakeholders on curriculum. However, we have plans to introduce it in the near future.

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



No new programmes / courses were introduced during the last four years. However, the institution ran entry-in-service courses and remedial classes for SC, ST, OBC and Minority students with the fund provided by UGC.

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

- The institution has been making a continuous effort to improve the teaching-learning procedure by encouraging ICT based teaching aids including audio-visual devices, LCD projectors, Laptop etc, by restructuring the science laboratories and college library.
- The college computer centre is well designed to fulfil the needs of the IT related subjects, having audio-visual, multimedia and internet facility.
- Some teachers of the college are members of the Board of Studies of the University concerning the respective subjects and they take active part in framing and modifying the curriculum in their related subjects.

## **CRITERION II: TEACHING - LEARNING AND EVALUATION**

### **2.1 STUDENT ENROLMENT AND PROFILE.**

#### **2.1.1 How does the College ensure publicity and transparency in the admission process?**

##### **Publicity in the admission process**

First of all, the college publishes the Admission Notice on the college Notice Board. In addition to that the notification is displayed in the college website [www.rbcec.org.in](http://www.rbcec.org.in) containing information regarding availability of admission forms, eligibility criteria, seats with reservation provision as per rule, procedures, fees structures, option for courses and all other information pertaining to the admission criteria.

The institution has already preceded a lot to introduce on-line admission from the session of 2015-16.

##### **Transparency in the Admission Process**

- After the submission of forms teachers short-list them department

wise on the basis of merit. Notification is made for counseling in the case of Honours subjects. Candidates selected in counseling are allowed to take admission, maintaining the reservation norms in favour of SC, ST, etc.

- For General courses merit list is published considering the result of the applicants at the H. S. level.
- The Admission Committee supervises the admission process maintaining transparency all through.

**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.**

- The institution follows the criteria stipulated in the UG Admission regulation prepared by WBSU.
- For the purpose of determining eligibility for admission in Honours subjects, aggregate marks are calculated by adding the marks of top four subjects in order of marks obtained by a candidate in the H. S. level (+2 level) exam.
- For Honours courses, a minimum of 50% marks in aggregate and 45% marks in the subject or related subject should be obtained by the candidate in the previous qualifying examination.

OR

For Honours course, 55% marks in the subject or related subject should be obtained at the 10+2 level.

- For SC or ST candidates a minimum of 40% marks in aggregate and 40% marks in the subject or related subject should be obtained in the +2 level for admission in Honours course.
- For admission in General courses in B. A., B. Sc. and B. Com., a candidate should have passed H. S. (10+2) level examination with a paper in English of not less than 100 marks.
- However, no candidate is allowed admission after a lapse of 3 years

from the year of passing the previous qualifying examination, unless special permission is given to the effect by WBSU.

- Reservation provision as per rules is maintained at all stages.
- Candidates seeking admission in Honours courses are invited to counseling as per the merit list published for that purpose.

Candidates for General courses are notified duly regarding the merit list prepared on the basis of H. S. (10+2) results.

**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.**

Merit List was generated for Honours courses according to the following formula: According to the marks of best of Four (except ENVs) + Related Subject. For the General Course: according to Best of Four (except ENVs).

Course	Academic Year	
	2013 - 14	2014 – 15
Bengali Honours	330	298
English Honours	400	425
Hindi Honours	351	356
Sanskrit Honours	-	Req. Marks
History Honours	** Check	364
Geography Honours	383	397
Economics Honours	-	-
B. Com. – ACFA	371	366
B. Com. – MKTA	368	** Check

B. A. – General	388	227
B. Sc. – General	332	277
B. Com. – General	212	224

**Minimum percentage of Marks according to University Criteria**

Course	Aggregate	Subject
Honours Course	50%	45%
	Pass marks	55%
General Course	Pass	N/A

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

Yes, the college has Admission Committee that reviews the Admission process and student profile annually.

For the improvement of the admission process the Committee has decided to start On-line Admission System in the 2015-16 session so that

- The candidates may download admission form from college website.
- They may submit the filled in form on-line.
- The merit list will be displayed in the college website.

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

The institution is aware that the access for the following categories of

students should be improved so that it remains in tune with the National Commitment to diversity and inclusion:

- **SC/ ST / OBC :** In admission process the college keeps seats reserved for SC, ST and OBC candidates as per norms specified by the Higher Education Department, W. B. Govt. and WBSU. Proper notification is also to this effect

#### **Social Profile : 2013-14**

Course	General	S. C.	S. T.	O. B. C.	Total
B. A.	1311	265	24	101	1701
B. Sc.	117	38	2	22	179
B. Com.	708	104	4	62	878
Total	2136	407	30	185	2758

b) **Women:** Though there is no specific reservation for women candidates, the institution takes initiative that women get fair chance in the admission process, since it is one of our goals to facilitate women's education.

#### **Gender Profile : 2013 - 14**

	Male	Female	Total
B. A.	1405	296	1701
B. Sc.	173	06	179
B. Com	781	97	878
Total	2359	399	2758

c) **Differently-abled:** Under the present system, there is no reservation of seats for differently-abled students. However, the problems of such students are sympathetically attended to.

**d) Economically-weaker sections: a good number of students belong to the economically-weaker sections.** The college takes care that poor and meritorious students may continue their education at least upto the graduation level. Financial assistance is provided to such students from Students' Welfare Fund and Students' Aid Fund keeping in view their performance in various academic evaluations and economic background.

**e) Overall trend in admission :**

*Student Strength in last Five Years*

2010-11	2011-12	2012-13	2013-14	2014-15
3826	3829	3360	2758	2082

**Minority Community:** There is no specific quota of seats for the admission of the minority community. But the institution provides equal opportunity to all to ensure social justice. In OBC-A category, most of the students belong to Minority Community.

The National commitment to diversity is amply reflected in the profile of the admitted students. Besides the gender variety, diversity can be observed among the student in respect of language, religion, economic background etc.

**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.**

U. G. Level	No. of Applications				No. of student admitted				Demand Ratio			
	2011-12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15
Bengali Honours	79	45	38	31	39	25	20	18	1 : 2	1 : 2	1 : 2	1 : 2
English Honours	100	110	103	40	55	54	58	26	1 : 2	1 : 2	1 : 2	1 : 2
Hindi Honours	90	93	119	62	55	53	56	46	1 : 2	1 : 2	1 : 2	1 : 1
Sanskrit Honours	66	17	0	3	28	5	0	1	1 : 2	1 : 3	-	1 : 3
History Honours	64	47	38	17	26	24	16	5	1 : 2	1 : 2	1 : 2	1 : 3
Geography Honours	205	163	118	98	30	29	31	38	1 : 7	1 : 6	1 : 4	1 : 3
Economics Honours	3	3	0	0	3	2	0	0	1 : 1	1 : 1	-	-
B. Com. – ACFA	318	256	212	114	200	174	123	43	1 : 2	1 : 2	1 : 1	1 : 1
B. Com. – MKTA	47	21	13	5	7	5	6	2	1 : 1	1 : 1	1 : 1	1 : 1
B. A. – General			525	531	675	635	114	402	1 : 1	1 : 1	1 : 1	1 : 1
B. Sc. – General			86	87	113	107	60	60	1 : 1	1 : 1	1 : 4	1 : 1
B. Com. – General			330	228	284	248	161	134	1 : 1	1 : 1	1 : 2	1 : 2

## **2.2 CATERING TO DIVERSE NEEDS OF STUDENTS**

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

At present there is no specific facility for the differently abled students. But the teachers and staff do show a sympathetic concern for such students.

In the new building of the college, lift will be installed and this may help the physically challenged students to go to the upper floors.

### **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.**

- In the beginning of the academic session teachers assess the students' needs in terms of knowledge and skills on the basis of their results in the previous qualifying examination.
- Considering the varied standard and knowledge-base, among the students teachers pay more attention to the weaker students so that they can overcome their deficiency. For the skill development, weaker students are given more exercises and tasks to improve their ability.

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

In order to bridge the knowledge gap of the enrolled students and to enable them to cope with the programme of their choice, the college has drawn and deployed the following strategies.

- Students with weak base are identified.
- Teachers endeavour to use the mother tongue of such students as far as possible in explaining study matters.
- Lessons are repeated for the slow learners.
- Special classes are held to meet the requirement of the students.
- Oral test and group discussions are conducted to improve the



ability of the weak students.

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

- In the meetings of teachers, issues related to women staff, students and Gender sensitization are discussed.
- The institution has a plan to open Women's Cell to look after the problems of female staff and students.
- The NSS wing of the college works to build up environment awareness among the students.
- The college authority encourages the teaching and Non-teaching staff as well as the students to take part in sociocultural activities and programmes.

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

The teachers of the institution identify the special education needs of the advanced learners through their interaction with the students.

They respond to this need through the following –

- By assigning project works related to the syllabus.
- By recommending standard books to them.
- By arranging special interacting sessions / classes with them.
- By encouraging them to participate in seminars, quiz etc in and outside the college.

**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.)?**

- At the time of admission the institution identifies students belonging to the disadvantaged section of the society i.e. SC, ST, and OBC. The slow learners are identified by the subject teachers.

Economically weaker students are identified when they apply for financial aid or for free student-ship to the college authority.

- The institution takes initiative that the SC and ST students may get Govt. scholarship to continue their study. Slow learners are paid special attention by teachers so that they may improve their academic standard. The economically weak students are granted financial aid (or free-studentship) from the Students' Aid Fund and Students' Welfare Fund maintained by the college.

## **2.3 TEACHING-LEARNING PROCESS**

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

- The departments publish Academic Calendars at the beginning of session showing teaching plan, syllabus coverage, teachers' assignment and evaluation programme.
- Individual teachers draw their own lesson-plan for day-to-day imparting of curriculum matters.

#### **Evaluation Blue print:**

The Academic sub-committee and the Teacher Council prepare the schedule of the test Examinations. The evaluation modality is exclusively decided by the Departmental Heads and the faculty members.

The Exam schedules and the results are regularly notified to the students. The University exam schedule is conveyed to the students whenever it is announced by the University authority.

The WBSU's Controller of Examination finalizes the method and modality of the evaluation of the answer scripts of the final examinations conducted by the university.

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

The IQAC of the college provide effective guidance to the Departments

- To plan the teaching learning process in an innovative way.

- To organize seminars and workshops in the relevant subjects.
- To make use of internet facility to access study materials and other academic sites. To organize departmental meetings to plan the implementation of curriculum.
- To conduct group discussion and oral test for students in order to improve their academic standard.
- To encourage the teachers to take part in various Faculty development programmes and research activities.
- To organize guardians' meeting to collect their feedback regarding curriculum and teaching-learning process.

**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?**

Student-centric learning –

- Students are the chief beneficiaries of the teaching-learning process conducted by the institution. Therefore the teaching plan is devised solely to serve their diverse needs keeping in view the variation in standard of the students.
- Students are allowed to provide feedback to the departmental teachers about the curriculum and teaching-learning process.
- Students are provided the facility of accessing study materials through internet.
- Weaker students are given special attention by teachers.

Support structure and system available to teachers –

- Departments are provided fund to publish academic calendar.
- Audio-visual devices, computer, LCD projector, Laptop and similar other teaching aids are provided to departments for an improved teaching learning process.
- Fund is provided to the Depts to organize seminars / workshops.
- Many departments have their own libraries from which students

and teachers may borrow books.

- Teachers are allowed to attend Refresher Course or Orientation Programmes sponsored by UGC.

**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?**

- Students are taught to develop the habit of critical thinking. They are sometimes asked to make their own presentation in the classroom.
- Students are asked and encouraged to go for creative activity. They contribute their own writings in the college magazines, departmental publications, wall magazines etc.
- Scientific temperament is created among the students through the organization of seminar on science, NSS programmes' functions of the student' Union.
- Efforts are made by the faculties to transform the student into life-long learners and innovator.

**2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Example, 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.**

Bengali, English, Hindi & Sanskrit: Lecture method, interactive method, audio-visual mode of teaching and organizing seminars based on the curriculum.

Journalism, History, Political Science, Economics & Philosophy: Lecture method, interactive method, audio, organizing seminars based on the curriculum, project-based learning with study oriented field work, socio-economic surveys based on the syllabus.

Geography, Physics & Mathematics: Lecture method, interactive method, audio-visual mode of teaching & computer-assisted learning.

Commerce: Lecture method, project based work, interactive method,

audio-visual mode of teaching, computer-assisted learning, and organizing seminars based on the curriculum.

**Film Study and Chemistry:** Lecture method, interactive method, also correlate theoretical and practical classes with project-based. The faculty can access well equipped laboratories and library. The faculty can access Evnet for ICT enabled teaching-learning method.

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

There are avenues for the teachers and students to keep pace with new developments in their subjects:

Seminars are organized sometimes basis by some departments to update the knowledge of the students. This helps them gather information about the latest developments in their fields. Prominent scholars are invited to share their knowledge for the benefit of the students.

Students are assigned various creative tasks, such as writing articles and matter for wall magazine and college magazine, interacting with resource persons during seminars, workshops etc. Such interactions are mutually beneficial to the students and the faculty.

Department of Commerce conducts project work included in their curriculum. Dept. of Geography organizes study excursions to acquaint the students with the changes taking place.

The College library has subscribed to various journals related to different subjects. In addition to this, books and magazines are purchased by the College on a regular basis for knowledge up-gradation. Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.

The faculty keeps pace with recent developments in their disciplines participating in national seminars, workshops, refresher courses and orientation programmes.

These interactions strengthen the involvement of teachers in curricular activities, the benefits of which are passed on to the students ultimately.

Continuous involvement in research work along with teaching helps the faculty to keep pace with the recent developments in the various subjects.

Some of the teachers of this college are invited as guest lecturers to other institutes for P. G. teaching.

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

Given below is detail on the academic, personal and psycho-social support and guidance services provided to students:

**Academic support is provided to students by:**

- Advising them to choose stream. Providing them remedial classes.
- Guiding them to take coaching from specialists in the field.

During 2014-15, academic support was provided to the students who appeared before the Admission Committee.

**Personal and psycho-social support is provided to students by:**

- Addressing & sorting out their problems by the senior teachers. Providing them with financial help.

Career and Counselling Cell lends a helping hand to the students so that they can cope better with the demands and pressures of increasingly competitive surroundings.

**Guidance services are provided to students by:**

Giving them counselling /mentoring/ advice to participate in sports and cultural and co-academic activities at university, state & national levels.

The college ran UGC-sponsored coaching classes for Entry level Examination in different Govt. and non-govt. services during the session 2012-13 and 2013-14.

**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?**

Lessons are illustrated through examples or experiments, particularly by science teachers.

Project-based learning and experiential learning like field work, socio-economic surveys, health survey & organizing student seminars based

on the curriculum.

Interactive method, audio-visual mode of teaching & computer-assisted learning are encouraged at the institutional level.

Interactive method, audio, organizing seminars based on the curriculum, project-based learning with study oriented tour/field work, socio-economic surveys based on the syllabus.

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

The College library has subscribed to various journals related to different subjects.

Books and magazines are purchased by the College on regular basis for knowledge up-gradation.

Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.

A separate periodical section has been created in the library.

Special help is rendered to students preparing for competitions.

Old question papers of midterm, tests and final exams in all the subjects are made available to the students.

Copies of syllabi prescribed by the university, with question-wise division of marks etc. are also available to students for ready reference.

The library staffs keep the faculty and the students updated regarding its latest acquisitions.

The new titles are displayed on the display boards at the entrance of the library.

Almost all departments have Departmental Libraries and self managed reading rooms for the benefit of faculty and 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.**

Due to shortage of staff the departments face problems in completing the syllabi. The institution has recruited part-time and guest teachers to meet the staff shortage to some extent and thus help to complete the syllabi in time.

To develop skills and holistic personality of its students, the institution encourages students to participate in co-curricular and extra-curricular activities and, thus, face challenges in completing the curriculum within the planned time frame and calendar. However, the faculty members take special classes to complete the curriculum in time.

The institution faces problem in the case of slow learners. By providing them remedial classes and counselling the institution overcomes the problem.

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

The institute monitors and evaluates the quality of teaching learning through IQAC which collects feedback from all stakeholders and on the basis of such feedback, monitors and evaluates the quality of teaching-learning. These analyzed and evaluated, reports are perused by the Principal. In turn the outcome of the feedback analysis is informed to each teacher for future improvement and encouragement. The outcome of the evaluation and its analysis are intimated to the individual teachers to understand their strength and weaknesses, leading to overall improvement of the teaching-learning process.

The Principal also regularly meets the Heads of Departments and takes feedback on the teaching-learning progress of each department.

Besides, the College Grievance Redressal Mechanism also takes care of the quality of teaching-learning.

## **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**

The regular faculty is employed strictly as per UGC, West Bengal Government and University rules and conditions. The same eligibility conditions apply to Part-Time and Guest faculty. Appointment of whole-time teachers, including Principal is made in accordance with the



Higher Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	

Permanent Teacher							
D. Sc. / D. Lit.							
Ph. D.	-	-	03	-	02	02	07
M. Phil.	-	-	01	-	01	02	04
P. G.	-	-	02	-	02	-	04
Total							15

Higher Qualification					Guest Teacher		Total
					Male	Female	
Ph. D.					05	02	07
M. Phil.					02	-	02
P. G.					10	01	11
Total							20

Higher Qualification					Govt. Part Time Teacher		Total
					Male	Female	
Ph. D.					-	02	02
M. Phil.					02	-	02
P. G.					04	05	09
Total							13

**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.**

The College has the freedom to provide competent faculty to the students as per the demands of respective courses. Such appointments are made in the subjects like English, Philosophy, Sanskrit, Maths, Physics, Hindi and History. There are also 13 Part-time teachers in some departments approved by the Department of Higher Education, Government of West Bengal.

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

The 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**

	2011-12	2012-13	2013-14	2014-15
Refresher Course	1			3
Orientation Course	1	3		3
Workshop conducted by University			1	

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

On the issues such as handling new curriculum, content/knowledge management, selection, development and use of enrichment materials, assessment, teaching learning material development, selection and use, heads of departments provide informal orientation to their newly-recruited staff. Regarding use of audio visual aids etc, technical assistance is provided by the College to operate ICT tools.

**c) Percentage of faculty**

- i) Invited as resource person in Workshop / Seminar / Conference organized by external professional agencies. : 5%
- ii) Participated in external workshops / Seminars / Conferences recognized by national and / international professional body : 50 %
- iii) Presented papers in Workshops / Seminar / Conferences conducted or recognized by professional agencies : 30%

**Strategies adopted by the institution in enhancing the teacher quality.**

The College provides autonomy and infrastructure for learner-centric education approach through appropriate methodologies like Academic Calendar, Interactive & instructional techniques like audio-visual mode of teaching; ICT based learning, organizing seminars, debates. This is accompanied by experiential teaching like project-based learning, field work, surveys, experiments and practical classes, etc.

The College organizes Workshops/ Seminars for enhancing the teacher quality.

Study materials, reference books, information from Internet are provided.

The students and the faculty keep pace with recent developments in their disciplines by perusing research journals, latest reference books, participating in national seminars/workshops/symposium/summer school/refresher courses/internet browsing and interactions with experts.

The temporary/adhoc staff is allowed to continue working in the succeeding sessions, depending on their commendable performance.

**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 College encourages research aptitude among teachers and students

in all possible ways.

The management has encouraged and has given enough opportunities by providing study leave to complete Ph. D & M. Phil. research work.

Leave to present research oriented paper in international conference, leave to participate and present papers in national/international conferences/seminars, training programmes.

Necessary infrastructure and encouragement to secure fund to organize national/international/State level Seminars and Lectures from different sources.

Adjustments are made in their time table and they are exempted from co-curricular and cultural work of the College.

The College faculty also undertakes minor/major research projects.

The management is committed to promote research or otherwise ensure professional development of the faculty.

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

Nil

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

**Evaluation of teachers by the students**

The College has not introduced evaluation of the teachers by the students.

However, formal and informal feedback from the students is collected.

These analyzed evaluated, reports are perused by the Principal. In turn the outcome of the feedback analysis is informed to each teacher for future improvement and encouragement. The outcome of the evaluation and its analysis are intimated to the individual teachers for their understanding of their strength and weaknesses.

### **Evaluation of teachers by the external Peers**

The teachers are evaluated about their teaching and research activities by the subject expert from the University and Officials sent by the Dept. of Higher Education, Govt. of West Bengal, at the time of their promotion.

Evaluation is used for improving the quality of the teaching-learning process. Such evaluation goes a long way in improving the quality of the teaching-learning process in a sense that a teacher comes to know about his/her strengths and shortcomings and improves his/her shortcomings & even better his/her strengths.

## **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?**

- Detailed information about the evaluation methods and the Examination schedule is given in the Prospectus from the time of their admission in a course and also in the Academic Calendar at the beginning of a session.
- The evaluation schedules are displayed in the college notice board for different subjects. Regular notification regarding examination is also a feature of the teaching-learning and evaluation process of the institution.

### **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 WBSU and the examination reforms under 1+1+1 system introduced by the university in 2008, syllabus change/re-

orientation in 2013, 2014 are also applicable to the College. The examination for each degree (Parts I, II & III) for 3-year degree course is now held after completion of each year as Part I, Part II, and Part III Examination.

The College, in itself, cannot actively implement any examination reforms. However, oral tests and group-discussions are held in classes.

Detailed information about the process of examination and the Examination schedule is given in the Prospectus from the time of their admission in a course and also in the Academic Calendar at the beginning of a session.

Moreover Regular notification regarding examination is also a feature of the teaching-learning and evaluation process of the institution

**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 methods and the Examination schedule is given in the Prospectus from the time of their admission in a course and also in the Academic Calendar at the beginning of a session.

Moreover Regular notification regarding examination is also a feature of the teaching-learning and evaluation process of the institution

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

**The following formative and summative evaluation approaches are adopted at curricular, co-curricular and extra-curricular front to measure student achievement:**

**1. Curricular front:**

**Formative evaluation approaches**

Special tests for the progress of slow learners are arranged.

Class Tests and Test Examinations are conducted.

**Summative evaluation approaches**

University Exams are conducted.

## **2. Co-curricular front (debates, elocution, quiz)/ Extra-curricular front (Cultural level)**

### **Formative evaluation approaches**

Students participate in internal programmes organized by the students' union.

### **Summative evaluation approaches**

Datas are not available whether students appear in competitions at district, state and national levels.

## **3. Extra-curricular front (Sports level)**

### **Formative evaluation approaches**

Sports Trials are conducted.

Students selected in Sports Trials are advised to get training from specialists.

### **Summative evaluation approaches**

Students are encouraged to appear in competitions at district, state and national levels.

### **A few examples which have positively impacted the system:**

During the year 2011, the College bagged nearly **15 First Class**

### **2.5.5 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.**

#### **Monitoring of the progress of the Students is done by:**

The institution monitors the progress and performance of students throughout the duration of the course/programme through classroom lectures and internal (Class tests, and Test examinations) assessment method.

Attendance of Students: Strict vigilance on attendance is kept, attendance registers are checked regularly, and students who are falling short in attendance are contacted personally and if necessary their parents are also informed.

**The progress of the students is communicated to the students and their parents by:**

Student-Teachers Interaction in the class and outside the class. Parents-Teachers Meetings are organized.

The Academic Sub-committee meets and reviews the performance of students in Class Tests & University Examinations and

The Institution communicates the progress and performance of students to them through class-room interaction and through notification. Parents are contacted when required.

**Analysis of the students results (last four years)**

**Result – 2011 Part – III (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	1 <sup>st</sup> Class / Div.	2 <sup>nd</sup> Class / Div.	Pass	PNC	Failed
B. Com. (Hons.)	183	13	125	34	7	4
B. Com. (Gen)	159	-	8	75	61	15
B. A. (Hons.)	145	-	118	14	5	8
B. A. (Gen)	342	-	16	229	47	50
B. Sc. (Hons.)	18	2	15	-	1	-
B. Sc. (Gen.)	28	-	10	12	2	4

**Result – 2011 Part – II (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	221	127	46	9	36	3
B. Com. (Gen)	222	-	-	53	116	53
B. A. (Hons.)	150	100	26	11	11	2
B. A. (Gen)	493	-	-	320	159	14
B. Sc. (Hons.)	18	17	-	1	-	-
B. Sc. (Gen.)	42	-	-	15	19	8



**Result – 2011 Part – II (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	67	41	19	2	5	-
B. Com. (Gen)	154	-	-	48	103	3
B. A. (Hons.)	70	49	7	7	7	-
B. A. (Gen)	211	-	-	148	56	7
B. Sc. (Hons.)	1	-	-	-	-	1
B. Sc. (Gen.)	13	-	-	8	5	-

**Result – 2011 Part – I (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen	Qualified Gen. (X)	Failed
B. Com. (Hons.)	243	135	10	62	32	4
B. Com. (Gen)	248	-	-	126	106	16
B. A. (Hons.)	208	103	22	21	51	11
B. A. (Gen)	495	-	-	137	273	85
B. Sc. (Hons.)	29	10	5	5	5	4
B. Sc. (Gen.)	92	-	-	34	44	14

**Result – 2011 Part – I (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen	Qualified Gen. (X)	Failed
B. Com. (Hons.)	19	10	3	4	2	-
B. Com. (Gen)	108	-	-	57	49	2
B. A. (Hons.)	24	16	1	3	3	1
B. A. (Gen)	237	-	-	97	133	7
B. Sc. (Hons.)	5	5	-	-	-	-
B. Sc. (Gen.)	29	-	-	19	6	4

**Result – 2012 Part – III (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	1 <sup>st</sup> Class / Div.	2 <sup>nd</sup> Class / Div.	Pass	PNC	Failed
B. Com. (Hons.)	166	31	112	13	-	10
B. Com. (Gen)	215	-	4	76	89	46
B. A. (Hons.)	122	1	74	35	-	12
B. A. (Gen)	479	-	9	303	90	77
B. Sc. (Hons.)	17	1	15	-	-	1
B. Sc. (Gen.)	37	-	4	20	9	4

**Result – 2012 Part – III (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	1 <sup>st</sup> Class / Div.	2 <sup>nd</sup> Class / Div.	Pass	PNC	Failed
B. Com. (Hons.)	8	-	3	2	-	3
B. Com. (Gen)	43	-	-	12	5	26
B. A. (Hons.)	8	-	2	3	-	3
B. A. (Gen)	56	-	-	26	3	27
B. Sc. (Hons.)	1	-	1	-	-	-
B. Sc. (Gen.)	6	-	1	3	1	1

**Result – 2012 Part – II (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	141	77	30	11	19	4
B. Com. (Gen)	270	-	-	51	183	36
B. A. (Hons.)	122	78	29	10	3	2
B. A. (Gen)	428	-	-	175	196	57
B. Sc. (Hons.)	18	14	2	2	-	-
B. Sc. (Gen.)	62	-	-	23	23	16

**Result – 2012 Part – II (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	71	37	26	2	5	1
B. Com. (Gen)	242	-	-	70	168	4
B. A. (Hons.)	45	29	11	4	1	-
B. A. (Gen)	222	-	-	124	93	5
B. Sc. (Hons.)	2	2	-	-	-	-
B. Sc. (Gen.)	27	-	-	12	12	3

**Result – 2012 Part – I (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	191	90	33	12	29	27
B. Com. (Gen)	241	-	-	20	179	42
B. A. (Hons.)	181	63	25	20	62	11
B. A. (Gen)	553	-	-	128	315	110
B. Sc. (Hons.)	30	18	4	1	3	4
B. Sc. (Gen.)	68	-	-	24	37	7

**Result – 2012 Part – I (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	14	13	-	-	1	-
B. Com. (Gen)	122	-	-	60	60	2
B. A. (Hons.)	29	13	13	-	2	1
B. A. (Gen)	389	-	-	147	227	15
B. Sc. (Hons.)	8	5	2	-	1	-
B. Sc. (Gen.)	33	-	-	8	23	2

**Result – 2013 Part – III (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	1 <sup>st</sup> Class / Div.	2 <sup>nd</sup> Class / Div.	Pass	PNC	Failed
B. Com. (Hons.)	115	7	83	11	11	3
B. Com. (Gen)	258	-	3	122	126	7
B. A. (Hons.)	106	-	71	17	17	1
B. A. (Gen)	363	-	9	180	113	61
B. Sc. (Hons.)	13	-	11	1	-	1
B. Sc. (Gen.)	45	1	7	18	11	8

**Result – 2013 Part – III (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	1 <sup>st</sup> Class / Div.	2 <sup>nd</sup> Class / Div.	Pass	PNC	Failed
B. Com. (Hons.)	6	-	3	1	1	1
B. Com. (Gen)	93	-	-	29	36	28
B. A. (Hons.)	11	-	5	5	-	1
B. A. (Gen)	83	-	-	27	22	34
B. Sc. (Hons.)	-	-	-	-	-	-
B. Sc. (Gen.)	2	-	-	1	1	-

**Result – 2013 Part – II (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	121	25	39	2	48	7
B. Com. (Gen)	174	-	-	8	129	37
B. A. (Hons.)	88	38	22	16	10	2
B. A. (Gen)	444	-	-	179	221	44
B. Sc. (Hons.)	20	16	-	1	3	-
B. Sc. (Gen.)	50	-	-	13	18	19

**Result – 2013 Part – II (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	74	43	20	1	10	-
B. Com. (Gen)	296	-	-	100	179	17
B. A. (Hons.)	35	13	21	-	1	-
B. A. (Gen)	277	-	-	144	121	12
B. Sc. (Hons.)	1	1	-	-	-	-
B. Sc. (Gen.)	37	-	-	17	14	6

**Result – 2013 Part – I (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	164	78	4	33	45	4
B. Com. (Gen)	195	-	-	77	99	19
B. A. (Hons.)	141	59	19	12	44	7
B. A. (Gen)	487	-	-	72	310	105
B. Sc. (Hons.)	20	11	2	2	4	1
B. Sc. (Gen.)	66	-	-	11	28	27

**Result – 2013 Part – I (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	52	30	8	4	5	5
B. Com. (Gen)	190	-	-	99	89	2
B. A. (Hons.)	44	22	16	1	3	2
B. A. (Gen)	454	-	-	167	271	16
B. Sc. (Hons.)	11	9	-	1	1	-
B. Sc. (Gen.)	39	-	-	11	26	2

**Result – 2014 Part – III (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	1 <sup>st</sup> Class / Div.	2 <sup>nd</sup> Class / Div.	Pass	PNC	Failed
B. Com. (Hons.)	74	1	27	4	40	2
B. Com. (Gen)	174	-	1	10	161	2
B. A. (Hons.)	63	2	24	6	29	2
B. A. (Gen)	372	-	14	90	226	42
B. Sc. (Hons.)	14	-	11	3	-	-
B. Sc. (Gen.)	33	2	5	4	19	3

**Result – 2014 Part – III (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	1 <sup>st</sup> Class / Div.	2 <sup>nd</sup> Class / Div.	Pass	PNC	Failed
B. Com. (Hons.)	4	-	2	-	2	-
B. Com. (Gen)	41	-	-	10	26	5
B. A. (Hons.)	2	-	2	-	-	-
B. A. (Gen)	72	-	-	13	25	34
B. Sc. (Hons.)	-	-	-	-	-	-
B. Sc. (Gen.)	10	-	1	3	5	1

**Result – 2014 Part – II (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	83	15	19	3	40	6
B. Com. (Gen)	226	-	-	4	96	126
B. A. (Hons.)	77	36	32	6	3	0
B. A. (Gen)	375	-	-	97	196	82
B. Sc. (Hons.)	16	9	0	5	2	0
B. Sc. (Gen.)	27	-	-	3	14	10

**Result – 2014 Part – II (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	88	32	22	12	17	5
B. Com. (Gen)	255	-	-	84	155	6
B. A. (Hons.)	50	19	23	7	1	0
B. A. (Gen)	292	-	-	123	156	13
B. Sc. (Hons.)	2	1	0	1	0	0
B. Sc. (Gen.)	39	-	-	15	20	4

**Result – 2014 Part – I (Regular Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	112	64	10	7	26	5
B. Com. (Gen)	107	-	-	23	58	26
B. A. (Hons.)	118	35	30	8	33	12
B. A. (Gen)	446	-	-	182	243	21
B. Sc. (Hons.)	29	11	1	2	11	4
B. Sc. (Gen.)	25	-	-	16	8	5

**Result – 2014 Part – I (Casual Student) – West Bengal State University**

Course	No. of Student Appeared	Qualified Hons.	Qualified Hons. (X)	Qualified Gen.	Qualified Gen. (X)	Failed
B. Com. (Hons.)	25	5	7	7	5	1
B. Com. (Gen)	123	-	-	35	79	9
B. A. (Hons.)	51	12	20	8	10	1
B. A. (Gen)	407	-	-	171	225	11
B. Sc. (Hons.)	5	1	2	-	2	-
B. Sc. (Gen.)	29	-	-	4	23	2

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

Results of Test Examination are regularly displayed in the College notice board.

The students are addressed individually regarding their performance in the oral tests of the College.

The answer scripts are shown to the students to let them see their drawbacks and mistakes and suggestions are given to improve their performance.

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

Yes, the institution and individual teachers use the following assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning:

Marks in college exams Classroom performance Behavioural aspects

Communication skills

Activities and performance in NSS, Sports, Cultural activities

Certificate & cash/book/kind reward received by students for good performance

**2.5.8 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 the internal examinations of the college.

The answer scripts are shown to the students to let them see their drawbacks and mistakes and suggestions are given to improve their performance.

For the Final Examination for each degree, under the affiliating University (Part I, II, and III), the College has to follow the rules and



regulations for redressal of grievances regarding evaluation. As per the rules of the affiliating university (W. B. S. U.) of this institution, the College collects forms, given by the university for the students in specific subjects and papers and as desired by the students for re-examination/self-inspection of scripts, to forward them to the University for necessary action. The university communicates the feedback after two/three months.

## **2.6 STUDENT PERFORMANCE AND LEARNING OUTCOMES**

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

Yes, the College has clearly stated learning outcomes in the vision and mission statement of the College enshrined in the College prospectus, i.e., synchronizing tradition with modernity. By grooming girls and boys into confident, well equipped, culturally conscious, socially modern and globally competent person, the College translates learning outcomes into reality. The students and staff are made aware of these through the Prospectus.

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

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

Well-equipped laboratories Well-equipped library

Spacious, well-ventilated classrooms Audio-visual teaching aids

Class tests, written assignments, group discussions & interactive sessions

Test Examinations

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

Separate Computer Laboratory for Computer-based learning in Physics, Mathematics and Commerce Departments.

The College laboratories and libraries help the students inculcate innovation by allowing them to explore and experiment innovatively

The College magazines provide them platform to give expression to their innovative and creative flight.

The College NSS Wings regularly organize programmes to enhance the social relevance of the courses.

Organizing seminars, project work and counselling on curriculum and employability options for students.

The curriculum for Science, subjects compulsorily has the theoretical components as well as relevant practical components. The practical-classes ensure the development of practical skills based on theoretical knowledge. Problem solving exercises, field studies/visits, case studies, surveys – hands on experience, and project works ensure skill development in relevant subject areas of study. Thus, thrust to skills and knowledge component help in employability. Soft skill development (communication skills, basic computer skills), ensure overall personality development. Exposure of students to career opportunities, entrepreneurship is a part of curriculum design and development to ensure employability.

Arts & Social Science subjects have relevant topics suited to global trends (e.g. WTO, Environment, Human Rights, Internal Security, Leadership, NGOs, Decentralization, Population Studies, Gender Studies subjects) and have relevant thrust towards communication skills, report writing and skills, computerization components, translation and so on.

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

The Departmental Heads collect and analyze data on student learning outcomes. The College uses this data:

To find advanced & slow learners and plan separate strategies for them.

To remove their learning barriers by providing them remedial classes, peer learning, etc.

#### **2.6.5 How does the institution monitor and ensure the achievement of learning outcomes?**

The College monitors the achievement of learning outcomes through IQAC and Academic Sub-Committee. The institution ensures the achievement of learning outcomes by

- Finding slow and advance learners and making policies to improve their learning outcomes.
- Advising the departments to conduct class tests.
- Encouraging group discussion among students and taking remedial classes.
- Laying stress on written assignments and taking feedback from students.

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

The College tries to enable the students to mould their personality by developing their talents and skill. All the faculty members of the institute are also aware of their responsibilities and obligations to the society and nation. They work hard to impart moral, cultural, intellectual, social and spiritual knowledge among the students. All the activities of the institute bear some social, cultural, moral, spiritual or national relevance. The College strives to make the students responsible citizens of the nation. Such efforts of the College have resulted positively.

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

Wide publicity is given to the academic programmes offered by the College, along with the infrastructure and support services and facilities available to the students for their all-round development.

A transparent admission policy is practiced where meritorious students as well as disadvantaged sections get their due.

Special facilities, incentives and coaching classes are provided for slow and advanced learners.

A family-like environment has been created to monitor the progress of slow as well as advanced learners.

To make teaching/learning effective and enjoyable, a combination of traditional and innovative methods is practiced, depending on the requirement of the subject and the mental ability of the learners and making changes according to the latest developments in all the subjects.

The College utilizes all its resources to provide standard teaching / learning aids along with the reading material through its libraries.

The recruitment policy of the College ensures the selection of candidates purely on merit and strictly according to the norms laid down by the UGC, DPI and University.

The evaluation processes are student-friendly and reliable.

### **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?**

No, the College does not have any recognized research centre

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

Yes, there is a Research Sub-Committee in the College, comprising of following members:

1. Dr Debasish Bhowmick, Principal, Chairman
2. Prof. Rabindra Nath Ghosh, Convenor
3. Dr. Amit Bhandari
4. Dr. Parashar Banerjee
5. IQAC Coordinator
6. Dr. Biva Kumari
7. Smt. Aparajita Dhara

The Research Sub-Committee of the College facilitates and monitors research activities of the College. The committee holds meetings in order to discuss various plans to promote research and motivate the

faculty for an academic advancement. The committee, along with the UGC in-charge appointed by the institution, keeps track of the schemes of UGC & other bodies. The committee updates the teachers about the various fellowships and help to apply for the same. Some of the teachers have completed their Ph.D. while others have been already enrolled for it. Some of the faculty members have undertaken Minor & Major Research Projects from UGC, ICSSR.

**Few recommendations made by the committee for implementation and their impact:**

1. The committee recommended that the research Scholars should work in coordination with the management of the College so that the financial records and papers are handled properly and submitted within the timeframe set by the funding agency.
2. The committee provides necessary help to the interested faculty members to apply for research grants from different sponsoring agencies and also guide them, wherever required, to carry out research projects.
3. The committee also recommended that the research scholars should be given infrastructural facilities by the College authority as required, according to the space available and the priority of the requirements.
4. The committee recommends to the Governing Body the grant of Study Leave to complete Ph. D work.
5. The committee provides guidelines to the faculty for applying/doing Ph. D and M.Phil and other Faculty Development Programmes according to UGC norms.
6. It also Encourages Research Publications.

**Impact:**

<b>Recommendation</b>	<b>Impact of the recommendation</b>
To apply for different research scheme to various funding agencies like UGC, DST etc	Received funds from UGC for running 6 Minor Research Projects in the Post accreditation period and 01 Major Project funded by ICSSR.
To apply for organizing seminars, workshop and conferences & to invite eminent research scientists for various workshops.	Received funds from UGC in post-Accreditation period, 2 state level seminars organized by the Department of Commerce and

	Economics.
Recommends the Governing Body for granting Study leave to complete Ph.D work	In last four years one faculty member was was granted leave for completing her FIP programme for Ph. D work. Two Faculty (full time) Members have been awarded Ph. D Degree by different Universities during the last eight years.
Applying for the Ph.D enrolment	At Present 10 faculty members are enrolled in different universities of the state for their Ph. D work.

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

**Autonomy to the Principal Investigator:** Full autonomy is given to the Principal Investigator by the institution to facilitate smooth progress and implementation of research schemes/projects.

**Timely availability or release of resources:** The Institution makes all necessary arrangements for timely availability or release of resources for smooth progress and implementation of research schemes/projects.

**Adequate infrastructure and human resources:** Adequate infrastructure and human resources are provided by the institution for smooth progress and implementation of research schemes/projects. The College provided computer and internet facilities to most of the departments and purchased books and journals according to the needs of the faculty.

**Time-off, reduced teaching load, special leave etc. to teachers:** Due to shortage of staff almost in every department, the institution cannot afford to reduce teaching load for the sake of the students. However special leave is granted when and where it is necessary.

**Support in terms of technology and information needs:** Internet, LAN and journal subscription is made available to the Principal Investigator by the institution to facilitate smooth progress and implementation of research schemes/projects.

**Facilitate timely auditing and submission of Utilization Certificate to the funding authorities:** The institution monitors and facilitate timely auditing and submission of Utilization Certificate to the funding authorities.

**Any other:** The institution encourages and extends all help possible to promote research activities in the institution.

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

No Research Students as such in the Institution as it is an undergraduate Institution.

The college develops scientific temper and research attitude among the students:

- By inculcating practical aptitude among students through participation in experimental exercises.
- By arranging seminars and conferences whereby students have ample opportunities to interact with eminent researchers.
- By providing books, journals, magazines of research importance in the library and modern equipments in laboratories.

**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).**

**Faculty involvement in leading Research Projects:**

**Major Research Projects:**

Dr. Amit Bhandari undertook a major research project in 2012 funded by ICSSR and completed it in 2014. The Title of the project was “Explain Gender Discrimination in Education Expenditure: A Rural Urban Comparison”.

**Minor Research Projects (UGC Minor Research Projects):**

- Dr. Amit Bhandari, Asst. Professor in Economics, undertook a minor research project title and got financial assistance of Rs. 1,01,000/- from UGC (2011-13)
- Dr. Arpita Datta, Asst. Professor in Chemistry undertook a minor research project and got a financial assistance of Rs. 1,30,000/- from UGC (2013-14)

- Prof. Dilip Karak, Asst. Professor in Commerce undertook a minor research project and got a financial assistance of Rs. 91,000/- from UGC (2013-15)
- Dr. Biva Kumari, Asst. Professor in Hindi undertook a minor research project and got a financial assistance of Rs. 1,22,000/- from UGC (2012-14)
- Prof. Rituparna Roychowdhury, Asst. Professor in History, undertook a minor research project title “Memsahibs as Mother” and got a financial assistance of Rs. 1, 10,000/- from UGC (2012-14).
- Prof. Suvarun Goswami, Asst. Professor in Commerce undertook a minor research project title “Corporate Social Responsibility in Coal Mining” and got a financial assistance of Rs. 1, 10,000/- from UGC (2012-14).

**c) Faculty involvement in individual/collaborative research activity, etc.:**

Faculty pursuing Ph. D Programme in Different Universities :

Name of the Faculty	Department	University
1. Dilip Kr. Karak	Commerce	Kalyani
2. Suvarun Goswami	Commerce	Burdwan
3. Rituparna Roychoudhury	History	Calcutta
4. Aparajita Dhara	Economics	Jadavpur
5. Durba Roychowdhury	English	Rabindra Bharati
6. Chandan Sarkar	Geography	Bishva-Bharati
7. Debajyoti Halder	Physics	Kalyani
8. Bikash Chakraborty	Maths	Kalyani
9. Kushal Chatterjee	Bengali	Vivekananda University
10. Anand Srivastav	Hindi	Calcutta



**The following Faculty Members have been awarded Ph. D Degree by different Universities during the post-accreditation period**

Name	Subject	University	Year
1. Dr. Biva Kumari	Hindi	Biswa Bharati	2010
2. Dr. Parashar Banerjee	Commerce	Calcutta	2013
3. Dr. Sunita Shaw	Hindi	Burdwan	2007
4. Dr. Sanjay Jaiswal	Hindi	Calcutta	2012
5. Dr. Suman Pal	Physics	Jadavpur	2015
6. Dr. Arpita Datta	Chemistry	Calcutta	2010

**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.**

Seminars, sensitizing programmes on issues related to health and environmental awareness and gender sensitization programmes are organized by various Departments, the NSS Units, Health Unit, the NCC Unit and Women Cell of the College with focus on capacity building in terms of research and imbibing research culture among the staff and students.

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

***Priority areas for research***

**Priority areas of Research among the Arts Faculty members** are Women's Studies, Hindi Literature, Cultural History, Novel in English Literature, Bengali Literature & Prose, Modern historical novel.

**Priority areas of Research among the Science Faculty members** are Space Science, Nuclear Physics, Applied Mathematics, Global atmosphere.

**Priority areas of Research among the Social Science & Commerce Faculty members** are Development and Commerce, Banking and Finance, & Economics and social progress, Gender Discrimination, Human Resource Management.

**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 organises conferences, seminars and workshops in order to rope in 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?**

There is no provision for sabbatical leave in the present leave rules applicable for this institution. Provision for study leave is there in University leave rules.

**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)**

Encourages and leave are sanctioned for presenting research paper in different International and National Conferences by faculty.

Encouraging Publication by faculty in different International and National refereed journals, books, articles in edited volumes, seminar proceedings etc.

Undertaking Projects both by students and teachers by the department of Physics, Mathematics and Commerce, as included in the syllabi to create awareness and advocacy of relative findings of research of the institution and elsewhere to students.

## **3.2 RESOURCE MOBILIZATION FOR RESEARCH**

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

As has been mentioned above, the institution does not have any specific research centre so there is no provision of budget allotment for research. However, the individual researcher usually mobilizes his/her financial resources from UGC, ICSSR, etc. The institution provides him/her necessary help as required and permitted within the rules.

**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 institution to provide seed money to the faculty for research. However, the institution and the Governing Body may consider the genuine proposal forwarded by the faculty for the financial help. If any faculty seeks financial help for research it may consider the proposal positively on the basis of the merits of his/her proposal.

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

There is no provision in the institute to provide financial help to support research projects by students.

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

This institution makes attempt at interdisciplinary activities and research:

- The Teachers' Council organizes academic discussions among the faculties in which teachers speak on their subjects of interest and research related matters.
- The Bengali and English Department jointly organized a seminar on the Trends of Bengali and English literature in the 20<sup>th</sup> century India.

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

The institution ensures optimal use of various equipment and research facilities of the institution by its staff and students:

By sharing of equipment amongst staff and students for effective transfer of technical skills by various departments under faculty of science that is Physics and Chemistry.

By providing Internet facility to teachers engaged in Major as well as Minor Research Projects.

By planning the periods for the full utilization of the equipment without wastage of time

For example, the computers in Evnet are rationally used by the departments.

**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 finances 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 organisations. Provide details of ongoing and completed projects and grants received during the last four years.**

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

Details of ongoing and completed projects and grants received during the last Eight years: (Post-NAAC Period)

**Faculty Involved in Major Research Project 2006-2014**

Sl	Name of the Faculty	Duration	Funding Agency	Allocated	Received	Status
1.	Dr. Amit Kr. Bhandari	2012-14	ICSSR	Rs. 4,50,425/-	Full Amount	Completed

**Faculty Involved in UGC Minor Research Projects : 2006-2014**

Sl	Name of the PI	Duration	Funding Agency	Allocated	Status
1	Dr. Amit Kr. Bhandari	2011-13	UGC	Rs. 1,01,000/-	Completed
2	Prof. Dilip Kr. Karak	2012-14	UGC	Rs. 91,000/-	Completed
3	Dr. Biva Kumari	2012-14	UGC	Rs. 1,22,000/-	Completed

4	Prof. Suvarun Goswami	2012-14	UGC	Rs. 1,10,000/-	Completed
5	Prof. Rituparna Roychowdhury	2012-14	UGC	Rs. 1,10,000/-	Completed
6	Dr. Arpita Datta	2012-14	UGC	Rs. 1,30,000/-	Completed

### **3.3 INFRASTRUCTURE FOR RESEARCH**

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

The following research facilities are available for active research work within the college campus:

- 1) The laboratories of Physics, Chemistry and Geography.
- 2) Central computer centre.
- 3) Internet Connections.
- 4) General/Departmental Library. The library is well-equipped with printers, scanners, and Internet facilities.
- 5) Reprographic Facility in library.
- 6) Procurement of Research Oriented Journals.

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

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

- Keeping track of the various research projects funded by UGC and other bodies. Updating the teachers regarding the various fellowships and facilitate in applying for same.
- Monitor that infrastructural facilities are provided in the College premises to carry out Major and Minor Research Projects.
- Recommended for Leave to present research papers in seminars, conferences and workshops by the faculty members.

Based on the suggestions of the committee the college authority has provided Computer with Internet and Reprographic facilities for all faculties, Procured Research Oriented Journals.

The college authority has also funded to organize subject- based Seminars.

The Teacher's council of the college organises a unique Interdisciplinary programme – academic discussion for Faculty members to Present Papers on various research oriented Subject Matters which is supported by the college authority.

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

No, the institution has not received any special grants or finances from the industry or other beneficiary agency for developing research facilities.

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

Whenever the students or research scholars intend to work out side the compus or in any outside laboratory, the institution issues letter of recommendation in such cases, if required.

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

The following facilities are available specifically for the researchers:

- 1) Internet facility.
- 2) Reprographic Facility.
- 3) Central computing facility.
- 4) Procurement of Research Oriented Journals.
- 5) Funding to organize Research oriented Seminars & Study Circle for Faculty members to Present Papers on Interdisciplinary Subject Matters.

- 6) Various labs such as Physics, Chemistry, & Geography with Latest equipment.
- 7) General/Departmental Library, Departments are well-equipped with laptops, Internet facilities is available in the library and Evnet.

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

There is no research institute in the college; no external institute has developed collaborative research project here.

**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)	Nothing so far.
Original research contributing to product improvement	Nothing so far.
Research studies or surveys benefiting the community or improving the services	<p>Prof. A. K. Bhandari did his major project on Gender Discrimination in Education Expenditure. His findings may help in creating a greater public awareness that female children should not be neglected. Given proper and equal opportunities and aid, girls can prove themselves to be assets to the society.</p> <p>Prof. Parashar Banerjee did his Ph. D on Mutual fund and its impact on the investment behaviours. Awareness about Mutual fund and its reality can greatly benefit small investors in the present scenario.</p>
Research input contributing to new initiatives and social development	Prof. D. K. Karak did his minor project on the Operational

	performance of the Co-operative Bank. This may contribute to new initiative in co-operative banking and benefit the social development schemes directly or indirectly.
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**3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

The Dept. of Economics publishes a research journal "Look East". Its editor is Dr. Amit Kumar Bhandari.

**3.4.3 Give details of publications by the faculty and students: October 2005-June 2013**

- a. Publication per faculty :
- b. Number of papers published by faculty and students in peer reviewed journals (b 1: national / b 2: international) :
- c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- d. Monographs
- e. Chapter in Books:
- f. Books Edited :
- g. Books with ISBN/ISSN numbers with details of publishers:
- h. Citation Index: Citation Range
- i. SNIP Range
- j. SJR Range
- k. Impact factor Range
- l. h-index



Faculty	Dept	a	b 1	b 2	c	d	e	f	g	h	i	j	k	L
Chandranath Adhikari	English	1	1											
Durba Roy Chowdhury	English	3		2		1								
Dr. R. N. Ghosh	Bengali	5	5											
Kushal Chatterjee	Bengali	1	1											
Apurba Nandi	Bengali	1	1											
Dr. Sunita Shaw	Hindi	1 0	8			1		1						
Dr. S. K. Jayswal	Hindi	4	3						1					
Anand Srivastav	Hindi	4	3						1					
Rituparna Roychowdhury	History	5	2	2					1					
Sumana Chanda	Film Studies	2	1		2									
Aloke Kr. Ghosal	Commerce	1	1											
Dilip Kr. Karak	Commerce	9	9											
Suvarun Goswami	Commerce	3 6	2 0		1 6									
Monalisa Sarkar	Commerce	4	1		3									
Aparajita Dhara	Economics	1		1										
Dr. Ashok Kundu	Economics	5	4					1						
Bikash Chakraborty	Mathematics	2	2											
Debajyoti Halder	Physics	1 7	4	1 3										
Suman Paul	Physics	1		1 5					1					
Dr. S. Mitra	Geography	3	3											
Dr. Arpita Dutta	Chemistry	1 3	1 3											
S. K. Tunga	Librarian	7	6	1										
L. Sarkar	Librarian	3	2		1									
Sayantani Bhadra	Geography	4			2	2								
Biva Kumari	Hindi	7			5				2					

#### 3.4.4 Provide details (if any) of

- research awards received by the faculty
- recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally

- incentives given to faculty for receiving state, national and international recognitions for research contributions.

**Ph. D Awarded to the faculty during the last Eight years:**

Name	Subject	University	Year
1. Dr. Biva Kumari	Hindi	Biswa Bharati	2010
2. Dr. Prashar Banerjee	Commerce	Calcutta	2013
3. Dr. Sunita Shaw	Hindi	Burdwan	2007
4. Dr. Sanjay Jayswal	Hindi	Calcutta	2012
5. Dr. Suman Paul	Physics	Jadavpur	2015
6. Dr. Arpita Datta	Chemistry	Calcutta	2010

**Research Awards and Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

No award has been received so far.

**Incentives given to faculty for receiving state, national and international recognitions for research contributions**

- Appreciation and felicitation.
- By giving incentives such as Duty Leave to faculty for receiving state, national and international recognitions for research contributions.

### 3.5 CONSULTANCY

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

The institute-industry interface has not yet been established. However, the institute has plans to develop system and strategies for this.

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

There is as yet no stated policy of this institution to promote consultancy service.

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

The management is thinking of encouraging the staff in this matter in near future.

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

Not Applicable.

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

Not Applicable.

**3.6 EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR)**

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

The institution promotes institution-neighbourhood-community network and student engagement in various ways.

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

There are the following institutional mechanisms to track students' involvement in various social movements / activities which promote citizenship roles:

NSS UNIT

Women Cell

Students' Union

NCC Unit

**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, and Alumni.

The College solicits students' perception through their feedback every year.

The College solicits Parents' perception through interaction with them in the Parents-Teacher meeting.

The College solicits Alumni's perception through interaction with them at Alumni Meets etc.

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

The institution plans and organizes its extension and outreach programmes through the  
NSS Unit of the College,  
Student Union  
NCC Unit

**Community Service provided by College NSS Unit and NCC Unit :**

**Programme Officers:**

Dr. Arpita Datta, Asst. Professor in Chemistry is the Programme Officer of the NSS Unit. Prof. R. K. Datta, Associate Prof. in Commerce, is the NCC officer.

**Major Extension and Outreach Programmes organized:** cleaning the campus, organizing health awareness programme, visiting old-age home, maintaining discipline in public places, carrying on plantation etc.

**Impact of Extension and Outreach Programmes**

Extension and outreach programmes instil the urge for volunteer service and

philanthropy in the students.

A deeper understanding of and commitment to the community is developed in the students.

Experience gained through extension and outreach programmes helps students make better decisions, adapt to change, improve their self-esteem and better prepare for their career, among other benefits.

Such programmes encourage students to develop an enduring ethics of service to society.

### **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?**

At the time of admission of the students, the Admission Committee, comprising teachers in charge of various committees, asks the students about their interest in extension activities including participation in NSS and NCC and encourages them accordingly.

The College monitors that a student enrolls in the extension activities right after the admission. The NSS Unit undertakes drive to enrol for membership in their units after admission in the 1st year.

The Prospectus disseminates information regarding all the extension activities to facilitate them in their choice of activity.

This is supplemented by the counselling provided by the teachers during the time of admission and also after.

The faculty has meetings with Principal in which it is asked to mention its interest in extension activities including participation in NSS, NCC and other agencies and is assigned duties accordingly.

The institution promotes these extension activities by extending help in the form of manpower, funds, refreshment and transport. The achievements of the teachers and students are acclaimed and highlighted in the college publications and college website, thus promoting their participation.

Keeping in view the social needs and responsibilities students from all Departments are enrolled for N.S.S (National Services Scheme) and NCC for performing various social activities in terms of social service, health awareness camp, skill development programmes etc.

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

The following social surveys and extension work are undertaken by the College to ensure social justice and empower students from under-privileged and vulnerable sections of society:

**The NSS units** of the College are making an active contribution to Environment and Health awareness.

The NCC Unit contributes to social service activities.

**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.**

**Objectives:** The college encourages extension activities to promote social-justice, social responsibilities and good citizenship amongst its students.

**Outcomes of the extension activities:**

The local community is benefitted immensely through the work put in by our students.

The NCC cadets maintain law and order in public spaces, when required.

Environment awareness programmes improve the stakeholders.

Visit to the Old Age Home improved the students' relationship with the community and raised the confidence level of the old people.

AIDS awareness programme was a significant contribution to the community.

**Students' academic learning experience**

- Involvement in extension activities also develops a practical approach in their academic pursuits.
- Participating in the Environmental awareness programmes increase the environmental awareness of the students.
- This leads to a holistic personality development of a student which helps in their future endeavour in any career which they opt for.

**Values and skills inculcated:**

Involvement in extension activities develop community orientation, community leadership, and may produce philanthropists and social workers in future. This also leads to Creation of awareness and scientific rationale about blind beliefs, blind faiths dogmas, negative traditions, hygiene/health and sustainable development.

Extension and outreach programmes instil volunteerism and philanthropy in the students.

A deeper understanding of and commitment to the community is developed in students.

The experience gained through extension and outreach programmes helps students make better decisions, adapt to change, improve their self-esteem and better prepare for their career, among other benefits.

Such programmes encourage students to develop a lifelong ethic of service to society

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

The institution involved the community in its extension activities independently and contributed to the community development through its NSS Unit, NCC Unit and Students' Union of the college.

- The NSS volunteers of the college visited Agharibaba Old Age Home on 12/04/2014, expressed sympathy for the inmates and organized a cultural event to honour and entertain them.
- The NSS unit spontaneously and actively participated in the cleaning of the premises and surrounding on 15/02/2014.
- The volunteers of NSS undertook plantation programme on 27/09/2014.
- Celebration of 152<sup>nd</sup> Birth Anniversary of Swami Vivekananda by the NSS unit in 2015.
- Organization of a lecture programme on Disaster Management by the NSS unit in collaboration with the Sea-explorers Institution, Kolkata on 14/01/2015
- AIDS awareness programme on 24/03/2015 by the NSS unit.

- The NCC cadets attended the following programme :
  - i) Army attachment camp.
  - ii) National Integration camp.
  - iii) Republic Day contingent.
  - iv) Basic Leadership Camp.
  - v) Trekking Camp.
- The NCC cadets are engaged in various social service activities like area cleaning, blood donation camp etc. They are often deployed by Govt. agencies in maintaining discipline, law and order during different social festival and election.

**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 following constructive relationships have been forged with other institutions of the locality for working on various outreach and extension activities:

- In carrying out the cleaning the Environment operation the NSS and NCC units receive co-operation from the other two colleges that share the campus: i) R. B. C. College and ii) R. B. C. College for Women.
- The Chairman of the Naihati Municipality is an external member of IQAC of the college that encourage extension activity.
- The Municipal Engineers are the members of the Building Committee of the college.
- The NSS unit established a relationship with the Agharibaba Old Age Home at Garifa to organize a cultural programme for the entertainment of the old people.
- The college NCC unit is a part of Bengal BN NCC, Kalyani Group (Dist. – Nadia) and carries on social service activities like cleaning operation, blood donation etc.
- The NSS unit collaborated with Sea Explorers' Institution, Kolkata to organize Disaster Management seminar.



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

The institution did not receive any such award.

**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.**

- Collaboration with UGC :

Six minor projects, funded by UGC, were completed during the last four years in the Departments of Commerce, Economics, History and Hindi.

- Collaboration with ICSSR :

One major project, funded by ICSSR, was completed by Dr. A. K. Bhandari, Dept. of Economics in 2014.

- Collaboration with R. B. C. College and R. B. C. College for Women :

The departments of Physics, Chemistry and Geography share the common laboratory spaces and equipments with the R. B. C. College and R. B. C. College for Women.

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

The college authority has not yet signed any MOU or made any collaborative arrangement with any other institution.

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

At present, there is no provision for industry-institution-community interactions.

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

The college did not organize national or international conference in the last four years.

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

- a) Curriculum development/enrichment
- 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

There have been actually no formal MoUs and agreements on any kind of linkages/collaborations between the college and any other institutions. But there are some linkages and collaborations which have enhanced and/or facilitated the following activities in a major way:

- **Curriculum development**

Some faculty members of our college are selected as the members of some University Committees. For instance Prof. D. K. Karak, Dr. Biva Kumari and Prof. Sumana Chandra are members of Board of Studies in

their respective subjects. They take active part in framing, modifying and the implementation of the University syllabi of the degree courses. The College has initiated UGC-Sponsored Remedial coaching-classes especially for the SC/ST/OBC (excluding creamy layer), financially backward and Minority students.

- **On-the-job training:**

The College has initiated UGC-Sponsored coaching-classes For Entry-Level Examinations in different Government and Non-Government Services, especially for the SC/ST/OBC (excluding creamy layer), financially backward and Minority students.

- **Research Collaboration (with UGC): Minor Research Projects**

6 minor projects funded by UGC were completed and submitted in last 8 years in the Departments of Economics, Hindi, Commerce, History and Physics.

- **Research Collaboration (with ICSSR): Major Research Projects**

One Major Project funded by ICSSR was completed and submitted in the last four years.

- **Any other :**

Dr. Debasish Bhowmick, Principal, is a member of the Court which is an administrative body of West Bengal State University.

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

The College is ever ready to make the systematic efforts in planning, establishing and implementing the initiatives of the linkages/collaborations. The College plans and establishes the linkages/collaborations with national, state, local bodies, and research institutes to boost research, consultancy and extension tasks.

It works with them and takes initiative in enhancing and facilitating Curriculum implementation, On-the-job training, research, culture, extension, publication, and introduction of new courses. It implements the initiatives of the linkages/collaborations.

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

**Research**

College encourages Research activities in the institute

Members of the Research Sub Committee of the College keep track of UGC Projects and Projects funded by other agencies. They guide the faculty through all the stages, namely, applying for grant, grant of study leave, adjustment in time-table, exemption from extra-curricular work, TA & DA for travel, etc.

One Major Research Projects and six minor Research Projects were completed in last 8 years.

## **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 institution for creation and enhancement of infrastructure to facilitate effective teaching and learning is chalked out by the Governing Body of the college in consultation with the Finance Committee and Building Committee. Keeping in view the current dynamics of effective teaching and learning and demands of new courses, the Governing Body makes a policy to create and enhance new infrastructure and renovate the existing infrastructure. The policy is implemented by the Building Committee.

#### **4.1.2 Detail the facilities available for**

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

**Classrooms:** There are **18 class** rooms apart from the and Science laboratories and computer laboratories for practical classes. The class room capacity varies according to sizes. The big classrooms are well ventilated, ideal for a crowded classroom.

**Central Library:** The College Library utilizes a space of **914.28 m<sup>2</sup>** with a Reading Room for free access of students, enclosure for teachers and a Rare Book Section. Significant initiatives have been implemented by the committee to render the library, student/user friendly. The college Library, a “Knowledge Centre” for accessibility, has been developing on modern lines as a prominent ‘Learning Resource Centre’. Local Area Network (LAN) has been procured for automating in-house activities and services of the library. Installed some computers for Online Public Access Catalogue (OPAC) and it is made available to the users to identify the status of availability of documents in the library. Information on Competitive Examinations are the unique facilities for career planning and development programs. Internet facility is available through wi-fi.

**Central Computer Centre:** There is a well-designed modern central Computer Laboratory with Internet connection and LAN facility. The

name of the centre is Evnet that has 11 computers in it.

**Use of Technology:** The College has LAN facility connecting the Office, Library and Evnet.

All the Departments have been provided with computers. Some departments have LCD projectors and overhead projector to use for academic purposes.

**Laboratories:** There are 3 Laboratories for Subjects: Physics, Chemistry and Geography. The laboratories are upgraded with advanced Laboratory equipments and have been given enough space to carry out practical classes effectively.

**Specialized facilities and equipment for teaching, learning and research** etc are available. The Teachers engaged in Research activities, with Major Research Project funding, research activities and Teachers engaged in Research activities, with Minor Research Project funding, have a separate Space within library for research activities.

**Seminar Hall:** The College has a seminar Hall – Kamalakanta Sabha Ghar.

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

**Sports, outdoor and indoor games:**

The college has a playground of its own. Out door games are played there.

The Boy's Common Room equipped for Indoor Games like Carrom.

**The NSS Unit** does not have a separate place of its own.

**Public speaking system:** Almost every classroom and the college also have public speaking system.

**Health and hygiene:** There is a separate area for the Health Unit with all first aid equipments, a separate emergency bed and other equipments to carry out emergency and first aid providing activities for the students and staff.

**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 limited infrastructure of the college caters to the growing needs of our students and faculty. The class rooms are optimally used for teaching programmes. The facilities developed/augmented during the last Eight years are:

There are 3 Laboratories for Subjects: Physics, Chemistry, and Geography. The laboratories extended and are upgraded with advanced Laboratory equipments and have given enough space to carry out practical classes effectively.

New Departmental rooms for different departments were constructed in the last 6 years.

A well-designed modern central Computing Laboratory is being built with advanced facilities.

Common Rooms for boys and girls and all toilets for students and staff have been renovated. New toilets for students and staff have been constructed.

The student canteen has been renovated.

Installation of a lift is underway.

- A new block of the college building is under construction and it may be soon be ready for use.

Keeping in mind of the limited infrastructural facilities available the administration ensures that the available infrastructure is optimally utilized and efforts were made for funds for infrastructural development.

For the construction of New building with laboratory, library space and new class-room : Amount spent Rs. 57,90,583.00 in 2011-12 and Rs. 85,11,932.00 in 2012-13.

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

Installation of a lift is under way for students with physical disabilities.

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

At present residential facility is not provided to the students and staff. A Ladies Hostel is under construction out of UGC fund.

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

**Health Centre:** The Health Unit has made great progress in monitoring the health of the students, teachers and non-teaching staff. There is a separate room for the Health Unit with all first aid equipments, a separate emergency bed and other equipments to carry out emergency and first aid providing activities for the students and staff. Monitoring the health of the students, teachers and non-teaching staff are done regularly. The unit provides First Aid Treatment for students and staff.

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

**IQAC:** There is a room for IQAC to function.

**The Grievance Redressal Cell and Women Cell:** operate from the staff room.

**Canteen:**

- **Students' canteen:** There is a large students' canteen in the ground floor of the college Building. Quality food, tea and snacks are served from the canteen at a subsidized rate.
- **Staff-canteen** is attached to the Staff Room in the college building. Quality food, tea and snacks are served from the canteen.

**Safe drinking water facility:** Safe drinking water facility is provided



for all staff and students.

**Auditorium** The accommodation which is unique of its kind with a stage for cultural activities and an accommodation for 200 people is used for; Academic purposes; conducting Seminars, Counselling for admission to Degree Courses, classes etc.

**Students have Common rooms for them** - one for Male students and one for Female students. These rooms can be used for recreation purpose.

## **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, the college has a Library Advisory Committee which considers the development proposals of the library and budget allocations and policy decisions.

- Composition of Library Advisory Committee:

Sri Santosh Kumar Tunga, Librarian, Convenor

Dr. Debasish Bhowmick, Principal, Chairman,

T C Secretary

Prof. Dilip Kumar Karak

Prof. Sanjoy Sengupta

Sri Debabrata Chakraborty

All Heads of the Department

- The committee provides directions for a structured and balanced growth of the library and to provide improved facilities and innovative services.

### **4.2.2. Provide details of the following:**

- **Total area of the library (in Sq. Mts.)**
- **Total seating capacity**

- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

Total area of the library (in Sq. Mts.)	914.28 Sq. Mts.
Total seating capacity	40 for Students and 10 for Teachers
Working hours (on working days, on holidays, before examination days, during examination days, during vacation)	Working hours on working days, before examination days, during examination days are from 3.30 PM to 9.00 PM. During vacation & holidays the library hour are 3.30PM to 8.00PM.
Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)	The library has the specified areas for effective learning and knowledge building process like areas for browsing, reading & IT zone for accessing e-resources for students and teachers.

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

The library has evolved a system to ensure purchase and use of current titles, important journals etc. the teachers and students put up their current demand for the latest materials to the librarian. The librarian prepared a document list of these demands. After purchase order delivered by the principal, quotations are invited from the standing vendors/suppliers when fund will be permitted. Sometimes, teams of teachers are even sent to publishing houses or book fairs to procure new books.

SESSION	2011-2012		2012-2013		2013-2014		2014-2015	
Library Holdings	NO.	COST (Rs.)	NO.	COST (Rs.)	NO.	COST (Rs.)	NO.	COST (Rs.)
Text & Reference Books	17	3320	36	10725	260	70775	90	21380
Journals/Periodicals	12	11480	11	11240	10	10520	10	10520
e-resources	-	-	-	-	-	-	-	-
CDs/DVDs	24	Nil	28	Nil	30	Nil	28	Nil

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

OPAC	Yes, there are OPAC facility through KOHA database
Electronic Resource Management package for e-journals	No
Federated searching tools to search articles in multiple database	No, such tool has been deployed
Library website	There is no separate library website. All information regarding library are already included in our college website : <a href="http://www.rbcec.org.in">www.rbcec.org.in</a>
In-house/remote access to e-publications	There is in-house access to e-publications
Library automation	Library automation has been done partially through KOHA software
Total number of computers for public access	15
Total number of printers for public access	4

Internet band width/speed	256 mbps
Institutional repository	None
Current management system for e-learning	None
Participation in resource sharing networks/consortia (like INFLIBNET)	None

#### 4.2.5. Provide details on the following items:

Average number of walk-ins	85
Average number of books issued/returned	44
Ratio of library books to students enrolled	28:1
Average number of books added during last three years	129
Average number of login to OPAC	50
Average number of login to e-resources	30
Average number of e-resources downloaded/printed	17
Number of information literacy training organized	None
Details of “weeding out” of books and other materials	228 books are lost and 468 books are withdrawal as per stock verification on 31/10/2010 for the period of 2005-2010

**4.2.6. Give details of the specialized services provided by the library**

Manuscript	No
Reference	Yes
Reprography	Yes
ILL(Inter Library Loan Service)	No
Information deployment and notification download	Yes
Printing	Yes
Reading list/Bibliography compilation	Yes, book cataloguing facility available
In-house/remote access to e-resources	None
User orientation and awareness	Done
Assistance in searching databases	Available
INFLIBNET/IUC facilities	None

**4.2.7. Enumerate on the support provided by the Library Staff to the Students and Teachers of the college.**

The support provide by the library staff to the students and teachers of the college is in the form of:

- Computers, Internet and Reprography facility
- Library staff to help readers trace the books
- Providing reading room facilities for students and a separate study corner for faculties and staffs
- Display of new arrivals are arranged to encourage readers to use existing and new arrivals
- The new additions to the library are informed to the Departments

- The library has a collection of special & reference books are stored separately
- Maintaining peaceful and academic environment
- Keeping records of all registered members of all categories-students, staff, teachers and others,
- Issuing and returning of documents
- Keeping book reservation
- Sending reminders for documents overdue and collection of fine
- Maintaining statistics of issue and return of documents
- Providing information services
- Readers' guidance as and when necessary
- Rendering instructional services
- Other reader's services

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

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

### **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**

Total number of computers in the teaching departments: **24**

Computer-student ratio is given in respect of the following departments:

- **Physics:** **Ratio : 0.11**
- **Mathematics:** **Ratio : 0.11**

- **Commerce:** **Rato : 0.02**

Stand alone facility: 41

LAN facility: The College has installed LAN with a High Configuration Server. Installation of server based local area network (LAN) facility to Provide Fast flow of data across computers, Internet connection in departmental computers to browse and download study materials, research papers etc.

**Licensed software:**

**Number of nodes/ computers with Internet facility:**

The college has 1 computer centre equipped with 11 computer to serve the needs of students of different branches, the college has procured a number of licensed software. The college provides round-the-clock Internet facility through high speed Internet broadband connections.

**Available Hardware:**

### 1. Computers

(A) **Teaching Department :**

**Laptop**

Sl.	Department	Nos.	Make	Processor	RAM	HDD
01	English	02	Dell	Core 2 Duo	2 GB	500 GB
02	Bengali	01	Dell	Core 2 Duo	2 GB	500 GB
03	Hindi	01	Dell	Core 2 Duo	2 GB	500 GB
04	Economics	01	Dell	Core 2 Duo	2 GB	500 GB
05	Commerce	02	Dell	Core 2 Duo	2 GB	500 GB
06	History	01	Dell	Core 2 Duo	2 GB	500 GB
07	Chemistry	01	Dell	Core 2 Duo	2 GB	500 GB
08	Mathematics	01	Dell	Core 2 Duo	2 GB	500 GB
09	Geography	01	Dell	Core 2 Duo	2 GB	500 GB
10	Physics	01	Dell	Core 2 Duo	2 GB	500 GB
11	Film Studies	01	Dell	Core 2 Duo	2 GB	500 GB

**Total : 13**

**(B) Library****Laptop**

Sl	Make	Model	Processor	RAM	HDD
01	Dell		Core 2 Duo	2 GB	500 GB

**Desktop**

Make	Processor	RAM	HDD
Assembled – 6 Nos.	Core 2 Duo, Dual Core, Pentium	2 GB, 1 GB	300 GB, 200 GB

**Printer**

Make	Model	Type
HP	Laser Jet M1005	Printer / Scanner / Copier

**(C) General Office****Desktop**

Make	Processor	RAM	HDD
Assembled – 8 Nos.	Core i3, Core 2 Duo, Dual Core, Pentium	2 GB, 1 GB	500 GB, 300 GB, 200 GB

**Printer**

Make	Model	Type
HP – 2 Nos.	Laser Jet M1005	Printer / Scanner / Copier
HP – 1 No.	Laser Jet	Printer / Scanner / Copier
HP – 3 Nos.	Laser Jet 1020 Plus	Printer

**EVNET****Desktop**

Make	Processor	RAM	HDD
Assembled – 11 Nos.	Core 2 Duo, Dual Core, Pentium	2 GB, 1 GB	300 GB, 200 GB

**Printer**

Make	Model	Type
HP	Laser Jet	Printer / Scanner / Copier



## **Principals' Chamber**

### **Desktop**

Make	Processor	RAM	HDD
Assembled.	Dual Core	2 GB	500 GB

### **Laptop**

Sl.	Department	Nos.	Make	Processor	RAM	HDD
01	Principal	01	Dell	Core 2 Duo	2 GB	500 GB

### **Printer**

Make	Model	Type
HP	Laser Jet	Printer / Scanner / Copier

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

Faculty and students can avail of the facility of Evnet the central computer laboratory equipped with machines with internet connection. Most other Departments have been provided with computers. The library also extends computers and Internet facility and bibliographic databases through networked computer system. No facility is set up yet for off-campus

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

The college deploys and upgrades its IT infrastructure and associated facilities every year on the basis to fulfil the needs of the students either due to increase in strength or change in the syllabi and to resolve the compatibility issues because there are rapid changes in the IT sector within a short period of time.

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

The college aims to prepare and make use of Information and Communication Technology (ICT) optimally. Conscious effort is also being made to invest in hardware, and to orient the faculty suitably whenever is required.

The college has no fixed budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution. College has been adding new computers with latest configuration for the last 5 years due to manifold increase in requirements by different departments and also for administrative work.

The college always prefers to purchase branded computers and accessories. Maintenance of such branded equipment is done by the company during the warranty period which is generally of 2-3 years. When the warranty period is over, the college maintains the equipment through an Annual Maintenance contract.

In case of major hardware problems, the college takes the services of hardware concerned engineers from the organisation with which the college has an AMC.

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

The college has installed LAN with a High Configuration Server. Installation of server based local area network (LAN) facility to Provide Fast flow of data across computers in the Library to browse and download study materials, research papers etc. Records are kept and accounting works are done through computers.

Implementation of Computerization & Information Management System in the administrative process—to Provide Easy maintenance and quick reference of various data (student records, results, accounts etc.) has made an effective impact on administration & governance of the college.

Cataloguing of books in the Library is done through computers, and database of the books is also maintained for the benefit of the students and faculty.

Central Computing Laboratory provides excellent academic computing facilities to the faculty and students.

Departments of Mathematics Physics & Commerce use computer facilities in Evnet for the benefit of the students and the faculty.

The computers are also interfaced with LCD projector for Power Point presentations in seminars.

The library also extends computers and Internet facility and bibliographic databases through networked computer system.

All the sections of office (Administration, Academic, Development, Finance etc.) have been provided with computer facilities.

In all there are around **41 computers in the college**. Thus Computer facility is extended to all students and staff.

**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 corresponding changes in the use of new technologies for any Higher Education Institution are now become almost essential for teaching – learning and governance. Technological advancement and innovations in educational transactions have been undertaken by R. B. C. Evening College to make a visible impact on academic development as well as on administration & governance of the college.

Traditional methods of delivering higher education have become less motivating to the large number of students. To keep pace with the developments in other spheres of human endeavor, the college has enriched the learning experiences of their students by providing them with computer-aided teaching/ learning materials.

The Faculty is adequately prepared and makes use of Information and Communication Technology (ICT) optimally. Conscious effort is also being made to invest in hardware, and to orient the faculty suitably whenever is required.

Audio-Visual mode of teaching in some departments with Blackboard, LCD Projector, Laptop Computers with Internet Connections are available in the Evnet and Library for the utilization for the staff and students.

In addition to using technology as learning resources, managing the activities of the institution in a technology-enabled way will ensure effective institutional functioning. The Institution has moved towards electronic data management and official have institutional websites to provide ready and relevant information to stakeholders.

**4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

No, the Institution does not avail of the National Knowledge Network connectivity directly or through the affiliating university.

#### **4.4. MAINTENANCE OF CAMPUS FACILITIES**

##### **4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

	<u>2011-12</u> (Rs.)	<u>2012-13</u> (Rs.)	<u>2013-14</u> (Rs.)	<u>2014-15</u> (Rs.)
Building	1,50,00,000/-	1,00,00,000/-	1,00,00,000/-	20,00,000/-
Furniture	5,00,000/-	1,50,000/-	5,00,000/-	15,00,000/-
Equipments	2,00,000/-	75,000/-	25,000/-	7,50,000/-

##### **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 Building Sub-Committee for construction and maintenance of physical infrastructure (buildings, water supply, and power supply and supervision). These committees not only supervise construction of new infrastructure, but also of maintenance of it. It is done through tender/contract system as per PWD norms of Government of West Bengal.

There is a full time caretaker cum electrician to attend to the minor faults, repairs on a regular basis.

The college has its own a stand-by generator system.

The maintenance of computers and scientific equipments is done by manufacturers or agencies under 'Annual Maintenance Contract' (AMC).

Maintenance of toilets, bathrooms, service areas and security are done by part-time staff.

##### **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 appointed for cleaning and maintenance of the building. The

laboratory equipments are maintained through College lab. College has following technical staff:

One Electrician-cum-Caretaker (Full Time staff)

Two Guards

Night guard is done through agency.

Maintenance of IT Apparatus is done through AMC.

Their services are available throughout the day. Some of these staff stays within the campus.

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

The major steps taken for location, upkeep and maintenance of sensitive equipment are given below:

The college electrician and the supporting staff is responsible for the upkeep of electrical equipments and their maintenance.

There is installation of voltage stabilizers and transformers for equipment to control voltage fluctuations

The laboratory staff keeps a strict vigil regarding the maintenance and upkeep of the scientific instruments and Chemicals. Their repair or replacement or maintenance is fully undertaken in their supervision. Equipments are placed at proper & safe places.

Institute has uninterrupted supply of Electricity but during load shedding and power cuts Generator facilities are available in the college.

There is an overhead water tank with submersible water pump for constant supply of water

Computers are supported with UPS facility.

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

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

**Observation made by the Peer Team:**

- To expand the infracture facility of the college.
- The College Library needs more books periodicals & journals.

**Measures Undertaken:**

**Physical Infrastructures:**

**Approximate Floor area of 6000 sq m has been expanded** in the building by constructing new classrooms, Lab. And library space in the southern side of the college building.

**Installation of a lift is underway**

**Library**

New books and journals were purchased in the Library.

**Local Area Network (LAN)** has been procured for automating in-house activities and services of the library.

In all there are around **41 computers in the college**. Thus Computer facility is extended to all students and staff who require it.

**Telephone & Fax:** The telephone of the Principal's office is made available to the students in case of emergencies. The college has Fax machines in the Principal's office.

College premises are utilized for conducting university examinations and public and other competitive examinations.

## **CRITERION V: STUDENT SUPPORT AND PROGRESSION**

### **5.1 STUDENT MENTORING AND SUPPORT**

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

The prospectus of the institution is published annually. The following information is provided to students through these documents:

**PROSPECTUS:** The institution publishes its updated Prospectus annually where the Institution provides clear information to students about admission procedures, requirements for all programmes (eligibility and documents necessary), the fee-structure and financial aid and student-support services. Besides, it contains information like the composition of the Governing Body, history of the College, College Staff (Faculty and Non-teaching Staff), and courses offered and subject combinations allowed, Instructions for Examinations, rules regarding payment of fees, Library facilities and rules, Canteen facilities, medical facilities, etc.

**WEBSITE:** The Institution has moved towards electronic data management and have official institutional website [www.rbcec.org.in](http://www.rbcec.org.in) to provide ready and relevant information to stakeholders.

#### **5.1.3 Specify the type, number and amount of institutional scholarships/freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?**

Meritorious and needy students are provided financial support from Student Aid Fund and Student Welfare Fund every year.

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

Approximately 7-8 % of the students receive financial assistance from state government, central government and other national agencies.

#### **5.1.5 What are the specific support services/facilities available for Students from SC / ST, OBC and economically weaker sections.**



Scholarship is given by the state government, Reservation in admission is provided to eligible candidates. Remedial coaching is provided. Railway concessions are provided.

The College has a student welfare fund and Student Aid Fund to provide financial support to needy students.

### **Students with physical disabilities**

A lift will be installed in the new building to meet the needs of the students with physical disabilities.

### **Overseas students**

No Overseas students are admitted

### **Students to participate in various competitions/National and International**

Career coaching classes are taken under UGC scheme.

Competitive books & magazines facility is provided.

Computer with net facility is provided to student with ICT-related course matter.

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

The college's Health Unit caters to the health problems of the students & provides them with medical aid (First-aid).

In case of emergencies, the patient is taken to the Naihati State General Hospital or Local Nursing Homes as they prefer.

### **Organizing coaching classes for competitive exams**

UGC Sponsored Coaching for Entry Level Examinations in different Government and Non-Government Service specially for the SC/ST/OBC (excluding creamy layer), Minorities and economically backward families

Competitive books & magazines facility is provided.

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

Students are given exposure to Computer with net facility. The college is thinking of starting spoken English course.

### **Support for “slow learners”**

Remedial classes & Tutorials are organized for such slow learners.

Their homework is checked to monitor their progress.

Simplified versions of books are recommended to them.

Special tests are conducted for them.

Bilingual explanations and discussions are made.

Concept clarification and problem solving exercises & Provision of simple but standard lecture notes/course material are arranged.

Revision of topics and practicals are held.

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

Participation in Seminars in and out side the college.

### **Publication of student magazines**

The College publishes a magazine for students. It is an ideal platform for students to realize their creative potential and improve their writing skills.

The students of the some departments bring out Wall magazines which comprises general as well as articles relating to the subject.

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

The Institution encourages the students to be innovative, creative and entrepreneurial in their approach, to ensure skill development amongst them.

U.G. Courses in Commerce have been modernized as per global trends/needs, particularly in B.Com (Marketing Honours) course.

The College has started Coaching Centre for entry in services funded by UGC for enabling the students for competitive examinations.

### **Impact of these efforts**

Our students have been employed in public and private sector.

Professionalism has been instilled in them.

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

**Additional academic support, flexibility in examinations Special dietary requirements, sports uniform and materials. Any other**

To promote participation of students in extra-curricular and co-curricular activities, NSS Unit and Student Union of the College chalk out the policies and strategies. For this purpose, the institution avails of the services of the interested faculty.

The policies and strategies of the institution regarding additional academic support, flexibility in examinations, special dietary requirements, sports uniform and Materials can be elucidated in the manner given below:

**Additional academic support:** Felicitation. Special coaching classes and guidance, Reservation in admission, remedial coaching

**Flexibility in examinations:** Exemption from the class tests and attending classes.

**Special dietary requirements:** The College arranges for special meals during their practice and performance in competitions, if required.

**Sports uniform and Materials:** Sports Materials for sports like Cricket, Carom Board, football etc are provided.

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

This is an undergraduate college. The College presently doesn't have the provision of post-graduate courses. The minimum criterion needed to apply for NET/SLET/GATE is 55% in masters. So the College actively cannot encourage the students for competitive examinations

like UGC-CSIR-NET, SLET, etc.

**The number of students qualified in UGC-CSIR-NET, SLET, GATE, RET (Average of last Eight years):**

The College has started conducting study programmes funded by UGC under the XIth and XIIth Plan schemes for enabling the students to prepare for Competitive Examinations for entry in Govt. and non-government services. The programme although was mainly for the SC, ST and Minority students, but students from the financially backward families and other general students who were very much interested and enthusiastic participated in the programme spontaneously. They were benefitted by such special classes and books and study materials given.

The faculty members help the students when the students approach them for appearing in these examinations.

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

**Academic counselling:** The Admission Committee conducts academic counselling at the time of entry into the College regarding the choice of stream and subjects. Academic counselling is given to the students through various seminars and workshops organized for them.

**Personal counselling:** Personal counselling is received by the students through teachers. Principal and other Persons of the authority are available in their free time to listen to the various problems of students.

**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).**

No.

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

Yes. The College has a "Grievance Redressal Cell" to redress the

grievances of the stakeholders. The students approach the Cell for their grievances regarding academic matters, financial matters, health services, library and other central services.

The committee sorts out their problems promptly and judiciously. The committee also redresses the grievances of the stakeholders as and when required. As a result of this mechanism, the college has pleasant ambient atmosphere and good work culture with in-built goodwill and mutual understanding among the stakeholders.

The composition of the students' Grievance Redressal cell is as under:

**Grievances redressed during the last two years of Students:**

1. New Class Rooms.
2. New space for library.
3. Computer and Internet Access for students.
4. More books in the central library.
5. Remedial Coaching Classes for financially & socially backward students.
6. Career and Counselling for students.
7. New toilet facilities for students
8. Improvement of Drinking water facilities for students.

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

The Governing Body of the College constituted the **Women Cell**, which has started its journey from 2015 for addressing issues related to women staff & students & Gender Sensitization. This cell takes initiatives for guidance and counselling of female 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?**

Ragging is banned in the college. The College has adopted the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 & has constituted an Anti-Ragging Committee governed by the senior staff members of our college. No instances of ragging have been reported during the last four years.

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

Yes, there is a provision for welfare schemes for students. Prominent

among them are:

### **I. Academic**

- Tutor mentorship.
- Remedial Teaching for slow learners.
- Career and Counselling.
- Training for Competitive Examinations.

### **II. Cultural**

Organization of cultural and sports events / activities.  
Encouragement for participation in intra & inter-college debates, sports etc.

### **III. Social, and Financial**

- Reservation in admission for SC/ST/OBC students.
- Financial aid to needy students. Travel concessions.
- Free UGC Sponsored Remedial Coaching classes and Coaching for Competitive Exams to Join Services for SC/ST/OBC/Minority students.

### **IV. Infrastructure**

- Students' canteen.
- Drinking Water (Purifier facility).
- Indoor Sports facilities.
- Common Room (Boys & Girls separately)
- Gents and Ladies Toilets for Students
- The college has its own playground which is also shared by R. B. C. College and R. B. C. College for Women.

### **V. Health**

First-aid service is provided by College Health Unit: In serious cases, local doctors are called in. The NSS unit organized Health awareness programme.

**5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?**

The institution does not have a registered Alumni Association but the institution has produced some illustrious alumni who occasionally visit the college.

**Contribution of alumni to the growth/development of the institution:**

Some Alumni work as Faculty or administrative staff of the college.

The Alumni provide their advices to the Management regarding the development of the institution.

**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.**

UG to PG – 35% (approx)

**The trends observed: the trend that has been observed is that in the last four batches a Satisfactory Percentage progress from the UG to the PG courses. Many have joined service sectors (Both Private and public) but as this is an under graduate college, students, passed out, do not report about the services they that have joined or the undertaking of Higher Education and therefore exact figures are not available.**

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

**Year : 2011**

Programme	Pass %	Completion Rate
B. Com. - Honours	93	93 %
B. Com. – General	52.20	52.20 %
B. A. – Honours	91.03	91.03 %

B. A. – General	71.64	71.64 %
B. Sc. – Honours	94.44	94.44 %
B. Sc. - General	78.57	78.57 %

**Year : 2012**

Programme	Pass %	Completion Rate
B. Com. - Honours	93.98	93.98 %
B. Com. – General	37.21	37.21 %
B. A. – Honours	98.21	98.21 %
B. A. – General	65.14	65.14 %
B. Sc. – Honours	94.12	94.12 %
B. Sc. - General	64.86	64.86 %

**Year : 2013**

Programme	Pass %	Completion Rate
B. Com. - Honours	87.83	87.83 %
B. Com. – General	48.45	48.45 %
B. A. – Honours	83.02	83.02 %
B. A. – General	52.07	52.07 %
B. Sc. – Honours	92.31	92.31 %
B. Sc. - General	57.78	57.78 %

**Year : 2014**

Programme	Pass %	Completion Rate
B. Com. - Honours	43.24	43.24 %
B. Com. – General	6.32	6.32 %
B. A. – Honours	50.79	50.79 %
B. A. – General	27.96	27.96 %
	100	100 %



B. Sc. – Honours		
B. Sc. - General	34.37	37.37 %

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

Departmental teachers encourage meritorious Honours students to go for P. G. studies.

The Institution supports and encourages Sustainable good practices, which effectively help the students and facilitate optimal progression.

The faculties personally counsel the students to select their career.

The College has started conducting coaching for Competitive Examinations for enabling the students for competitive examinations for entry in government and non-government jobs.

The institution encourages Female education in Higher Education.

The Career and Counselling Cell is set up in order to lend a helping hand to the students so that they can cope better with the demands and pressures of increasingly competitive surroundings and prepare them for their future career.

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

The following special support is provided to students who are at risk of failure and drop out:

- Concessions are offered to economically backward students in order to minimize the dropout rate and encourage them to pursue their studies.
- Discussions, interactions and remedial coaching. Personal and academic counselling.
- Concept clarification and problem solving exercises.
- Bilingual explanations and discussions.
- Provision of simple but standard lecture notes/course material.
- Revision of topics and class test.
- Steps to enhance their communication skills, art of reading & learning.

## 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.

#### **Cultural and Extra-curricular activities:**

**Freshers' Welcome:** At the beginning of the Academic Session, after admissions are complete, the Students' Union organizes Freshers' Welcome for the newly admitted students.

**Cultural Activities:** The students of this College are enthusiastic about active participation in cultural activities like theatre, dance-drama, singing competitions etc.

**Students' Festival:** The Students' Union actively participates in socio-cultural upliftment. A cultural festival programme is held every year. The major attractions are:

**Prize Distribution Ceremony:** Prizes are distributed among successful candidates who have topped among the College students in various University Examinations.

**Promotion of Performing Arts:** Always encourages cultural activities for a significant contribution to the cultural heritage of the College.

#### **Sports Facilities Available in the Institution and Sports Activities:**

The college has a playground since its establishment in 1947. Some indoor infrastructure facilities are available for indoor games.

**Indoor Games:** The Boys' Common Room is equipped for Chess and Carom.

**Outdoor Games:** The college ground, which is about 1 k.m. away from the campus, is used for games like football & cricket etc.

**Annual Sports:** The College Annual Sports is held in the Playground. It is attended by most of the students and staff.

Students can play and practice when they require doing so in the college playground. Prizes are given to the sportsmen ranking 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>.

The college makes all necessary arrangements for the students who participate in inter college or university level competitions.

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

During the last four years, there was no major participation.

**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 institution has the following effective mechanism to seek and use data and feedback from its graduates to improve the growth and development of the institution.

The College hands out feedback proforma to the students regarding the course content as well as teacher evaluation. The feedback obtained is analyzed by the IQAC and the Principal takes necessary action to enhance the performance of teachers and quality of the institutional provisions.

The college authority is aware of the job market, but no direct communication with the employers has yet been established.

**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 involves and encourages students to publish materials like wall magazines, college magazine, and other material in the following ways:

The college provides fund to the students' Union to publish College magazines to give opportunities to students to express their literary skills.

Students are encouraged to write in wall magazines departmental activities and various articles regarding subject/faculty and display them on display boards of the departments that have wall magazines.

The major publications brought out by the students are the articles/essays/poems in college magazines and wall magazines written by them.

The College publishes a magazine for students. It is an ideal platform for students to realize their creative potential and hone their writing skills. The students' contributions include poems, stories, articles that reflect their ideas and aspirations.

In addition to this some departments bring out wall magazine which comprises topics relevant to the latest developments in those subjects:

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

The College has a Students' Union.

**Constitution:** The Students' Union is run by a constitution prepared and approved by the Governing Body.

**Major activities:** The Students' Union is an active and constructive body in the College managed democratically by the students themselves. They organize a spectrum of activities. A summary of the annual activities is given below:

**Annual activities :** Fresher's Welcome; Annual Sports; Students Festival; Publication of College Magazine; Saraswati Puja; Participations in seminars of the college; Providing Financial Aids from a special fund—Students' Aid Fund.

Participation in all social and community services related activities and cultural activities organized by the NSS Unit.

It maintains an atmosphere of unity and brotherhood and promotes an academic environment in the College campus.

Bring forward the grievances of the students to the notice of the authorities. Create a link between administration & students.

Conduct the assembly; maintain discipline and cleanliness in the institution.

**Funding:** Most of the financial requirements of the students' union are met by the college, and budgetary allocations are made for that at the beginning of each financial year.

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

The students have a representative in the Governing Body of the

college. In different sub-committees, there are student members. For example, Students' Welfare Sub-committee, Grievance Redressal Cell etc.

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

The institution keeps connection with the former faculty and alumni through different institutional programmes to which they are invited. Sometimes they voluntarily visit the institution and make important suggestions for the improvement of the college.

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

The evaluative observations made under Student Support and Progression in the previous NAAC assessment report and the way they have been acted upon:

#### **Observation made by the Peer Team:**

- Establishment of a student counseling cell,.
- Computerization of the library.
- Construction of a hostel.

#### **Initiatives taken by the college :**

- A career counselling cell has already been formed by the college.
- The college library has been computerized.

The college received grant from the UGC to build up a Ladies Hostel. A new piece of land was purchased for that purpose and the plan and estimate were prepared by a competent authority. After due vetting of the plan and estimate, the college has floated e-tender for the construction works. The tender process being over, work order has been given to the selected agency.

The Women Cell of the college makes the female students aware of their responsibilities and gives them mental support to fight against sexual harassment of women students and for other women of the society. This cell takes initiatives for guidance and counseling of female students.

**The specific support services/facilities available for Students from SC/ST, OBC/Physically Challenged and economically weaker sections:**

UGC Sponsored free Remedial coaching classes

Installation of a lift is underway to meet the needs of the students with physical disabilities in the new building.

SC/ST/OBC students are provided reservation in admission.

Govt. Stipend is available to them.

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

### **6.1 INSTITUTIONAL VISION AND LEADERSHIP**

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

##### **Vision:**

The vision of the institution is to disseminate higher education to the vast multitude of students coming out of the schools of the adjoining areas spread over the districts of North 24 Pgs, Nadia and Hooghly. The college aspires to be come a catalyst of knowledge and also to make the young folk capable of sustaining themselves economically and meaningfully thereby contributing to the broad economic and social development.

##### **Mission:**

The mission of the institution is

- i) To achieve excellence in higher education, empowerment through knowledge and sustainable development.
- ii) To ensure innovations in teaching-learning, research and community service activity.
- iii) To make an optimum use of human and limited infrastructural facilities.
- iv) To encourage women's education and empowerment.
- v) To inculcate and promote a scientific attitude and an awareness about human rights, social values, culture and environment.

**The following strategies/mechanisms defines how the institution tries to implement its missions and addresses the needs of the society, students, the institution's traditions value orientations and future vision:**

1. Strategies has been adopted by institutions is to satisfy the needs of the students from diverse backgrounds including socio-

economically backward community complying with all the norms of the Government.

2. Mechanisms to adopt Learner-centric educational approach, academic planning and use of modern teaching-learning aids and application of ICT resources to make the curriculum interesting and effective for the students to facilitate effective learning outcome.
3. Mechanism for the upkeep of the infrastructural facilities and promote the optimum use of the same to maintain the quality of academic and other programmes on the campus.
4. Mechanism to promote research culture, research publication, & professional development among faculty members for quality enhancement of the teaching community.
5. Mechanism for promotion of participation in community services through extension Programmes to develop innovative, creative, value-based education for inculcating social responsibilities and good citizenry amongst its student community.
6. Mechanism for participation of the students in various cultural and sports activities to foster holistic personality development of students
7. Facilitating mechanisms like career and counselling cell, Remedial-coaching Classes for socio-economically backward students, grievance redressal cell and welfare measures to support students.

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

For designing and implementing its quality policy and plans effectively Rishi Bankim Chandra Evening College has an efficient co-ordination and internal management system under the leadership of the Principal. The Governing Body, the principal, the IQAC and all staff are always stepping in together for designing and implementation of quality policy. Several committees are constituted by the Governing Body of the College for overall management of the admission, academic coordination, conduction of examinations, promotion of research and extension activities, development of infrastructure-facilities, appointment of staff, maintenance of service records, encouraging cultural activities, maintenance of healthy campus life and inculcation of the spirit of National Integrity. The



Governing Body forms the Committees under the Convener-ship of a Teacher or a Non-teaching Staff with members from TS, NTS & students for monitoring and decision making process. The Principal communicates the decision of the governing body to the respective person regarding the responsibilities and their assigned duty by a letter defining and also by notification for knowledge of all. Any difficulty faced by the Committees is amicably settled in a Governing Body meeting.

**6.1.3 What is the involvement of the leadership in ensuring the policy statements and action plans for fulfillment of the stated mission?**

Facilitated by the Management and supported by the staff, the Head of the institution is at the helm of the affairs and plays the leading role in governance and management of the institution. It is he who communicates the vision and mission to the faculty and plans accordingly with the help of the governing body and other sub-committees. It is he who ensures transparency in the functioning of the college and maintains core values. He also monitors the step wise implementation of the institutional plans.

The Head is the unifying force and coordinating link among the various internal and external agencies, holds meetings with the individual members of the staff and various departments from time to time for the better working of the college.

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

While formulating the action plans, the institution takes care of all its thrust areas. Meeting the academic demands, the college plans its academic terms and makes teaching and examination programmes. Similarly sports and cultural programmes are planned and executed as per the rules and regulations of the university.

**Interaction with stakeholders**

All the stakeholders - students, parents, local community, governments and non-governmental bodies the college is affiliated or attached to, participate in institutional plans within the stipulated norms and conditions. Students are active participants through the student council of the college. They daily interact with the faculty as well as with the principal, while the parents are invited, when required.

The institution ensures involvement of all stakeholders for effective improvement of the quality of the institution, internal coordination and monitoring mechanisms.

Co-ordination between the administrative staff and teaching staff of the College is maintained.

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

Head of the institution gets feedback from the Head of the department of all subjects taught about the progress of the teaching-learning process and functioning of the department. Teamwork for the implementation of each strategy that includes planning, resource mobilization, capacity building, monitoring and evaluation are practiced & lead to the institutionalization of the best practices of the institution. The College has established an effective monitoring mechanism through the co-ordination between the Teaching & Non-teaching staff under the leadership of the Principal.

### **Reinforcing the culture of excellence**

The institution reinforces the culture of excellence through awareness programmes, meetings on quality innovations, Curricula, Teaching-Learning & Evaluation, seminars, applying for research grants and project managing, plans and implementation of advanced Learning Resources, ICT management and suggestions for empowerment of staff, kind of Leadership, governance pattern and in strategic perspective planning. Effective mechanism for the use of library with ICT & Library management software

### **Champion organizational change**

Implementing bodies - Committee System for academic & administration. Effective mechanisms to provide modern teaching-learning aids and application of ICT resources to make the curriculum interesting and effective for the students to facilitate effective learning outcome. Feedback is taken from Stakeholders. Research activities are promoted. Encouragement is made to organize seminars, workshops etc. Learner-centric method of teaching. Total implementation of reservation policy; wide publicity for awareness of students and parents; transparent open admission policy; provision of facilities (academic & financial), counselling and attitudinal change. Promote social-justice and good citizenship amongst its students and staff through the Community development & Social work, through Health

and hygiene awareness & Gender sensitization and empowerment of women, students and staff.

**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?**

As the institution works on the participative and democratic principle of management, it frames all its plans & policies in consultation with the Governing Body, IQAC and other committees. At the time of the execution of its policies & plans, all the staff members & students are involved. Outcomes & reviews are studied and changes for the improvement where required are incorporated in the system.

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

Through open discussions held during its meetings with the head of the institution and time to time interaction of its members with the faculty, the top management instils dynamism among the faculty and creates an environment conducive for the academic growth.

The head and faculty of different departments are empowered to hold seminars, debates and quiz competition etc.

To make the laboratories improved according to the need of the present era. To prescribe books to be purchased according to the needs of the concerned department and to conduct field-studies and survey relevant to course-matter.

**6.1.6 How does the college groom leadership at various levels?**

The most important quality of leadership management is empowerment. Successful leaders multiply their leadership by empowering others to lead. Empowerment means giving authority and responsibility to others. Involving others in decision making by the Head of the institution of Rishi Bankim Chandra Evening College has lead to empowerment & creation of leaders at every level of an organization.

Total Decentralization of the Administrative System for promoting co-operation, sharing of knowledge, innovations and improvement of the faculty. Several committees are constituted by the Governing Body of the College for overall management of the admission, distribution of syllabi, conduction of examinations, promotion of research and extension activities, development of infrastructure-facilities, encouraging cultural activities, maintenance of healthy campus life, and

maintenance of service records. The Governing Body forms the Committees under the Convener-ship of a Teacher or a Non-teaching Staff with members from TS, NTS & students for monitoring and decision making process.

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

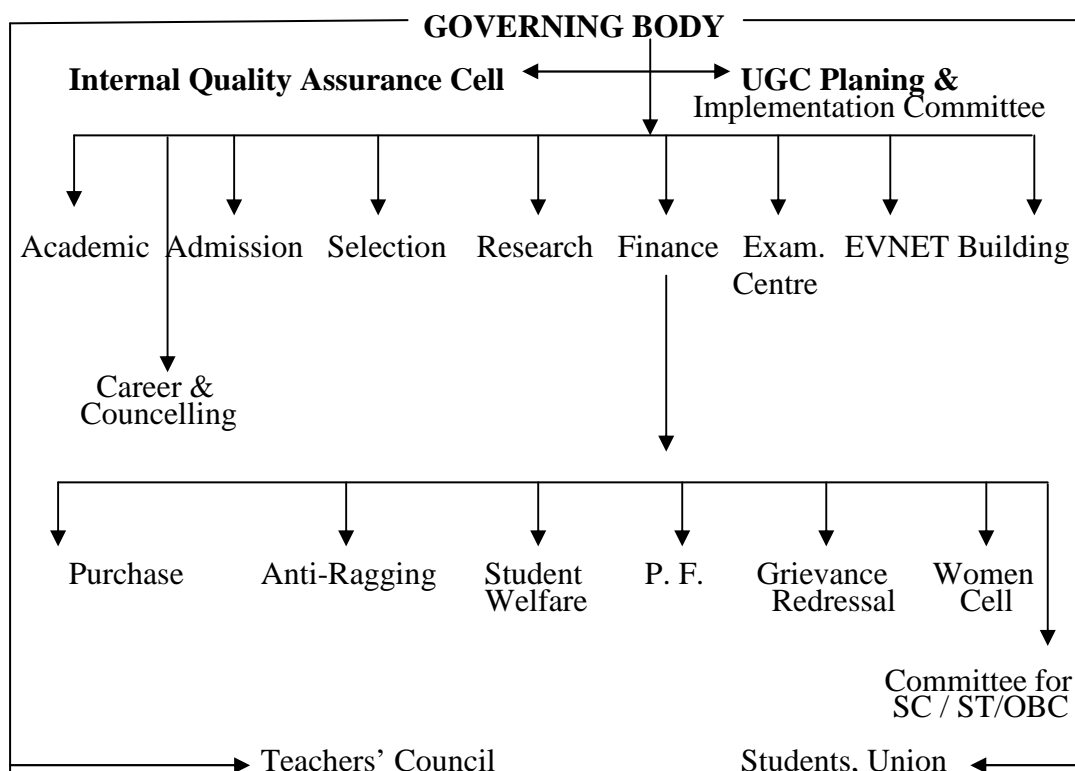
The college delegates authority and provides operational autonomy to the Departments. The head and faculty of different departments are empowered to develop the departments on modern lines in consultation with the Principal under State Government Rules.

Other units of the institution like NSS, Health Unit Women Cell and Other committees constituted by the Governing Body of the College for overall management of the admission, distribution of syllabi, conduction of examinations, promotion of research and extension activities, development of infrastructure-facilities, encouraging cultural activities, maintenance of healthy campus life etc. work towards decentralized governance system

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

Yes. The college promotes a culture of participative management. The college constitutes committees for general and academic development includes faculty, non-teaching staff and students' participation. The principal welcomes the innovative idea, concepts and thoughts from the different committee members and involve them in decision making processes.

The **GOVERNING BODY** is the highest decision making authority with the **PRINCIPAL** as the **SECRETARY**. There are several Sub-Committees to run the administration formed by the **GOVERNING BODY**. The Administration has chosen a decentralized mode for smooth and effective functioning.



## 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 plan for the developing activities of the college are initiated by the Governing body of the college and are also driven, deployed and reviewed by the college Governing Body.

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

YES. The institutional development particularly infrastructure development is looked after by the management. It comprises- extension of building, providing additional facilities, introduction of new courses, establishment of new faculty, employing visiting teachers etc. The management forms several committees for further academic growth and infrastructure development of the college. The members of these committees consider several factors while preparing future plans. The factors that they keep in mind are:-

- The changing scenario in the field of education. The needs of students /society.
- The conditions of time and place. The economic factors.
- The relevance and usefulness of plan.

**The college intends to:**

1. Introduce viable and relevant carrier oriented / skill developmental courses.
2. Put in MIS System in administrative work.
3. Ensure audio-visual teaching in some departments.
4. Purchase more Books, Journals and modern Laboratory equipments.
5. Intends to purchase more computers for a much better ratio in computer application based courses
6. Promotion of research and publications.
7. More value oriented extension activities

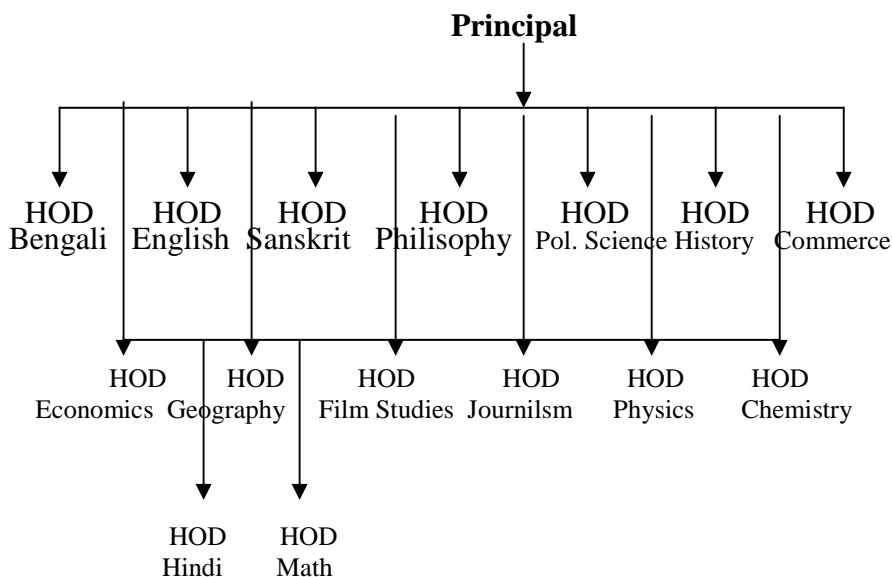
**Describe the internal organizational structure and decision making processes.**

The college has developed efficient internal coordinating and monitoring mechanisms. In cognizance with the educational needs and demands of the nation in general and beneficiaries of the college in particular, the goals are set through collaborative and collective efforts of various components of the institution. Thereafter, the responsibilities are assigned to individual teachers and departments. At this juncture, the heads of the departments, the convenors of different sub-committees constituted for planning and implementation for quality sustenance and improvement play significant role along with the principal to monitor the progress and carry out the work. Wherever required, the information and expertise from external agencies is sought by the head of the department/convenor. In fact, the resources of the college, both human and infrastructural, are readily made available for the head of the department/convenor and the teachers concerned to carry out the programme/project successfully. After the target is achieved by the dedicated effort of the faculty involved and intensive monitoring by the administration, the response of the beneficiaries of that project is taken as a measure of its success. The college has a democratic set-up, where each unit is given fullest freedom to innovate and plan its perspectives of development, yet it operates through a structured organization for disciplined and smooth functioning. The

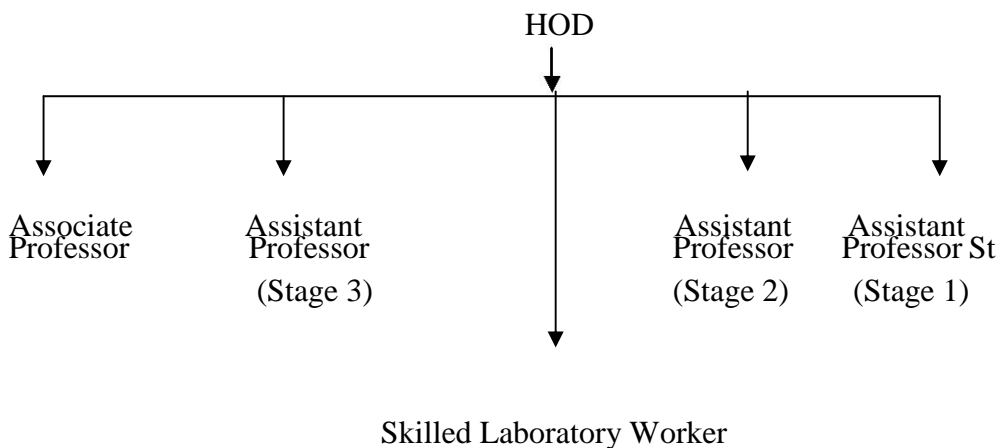
line of hierarchy is maintained and the code of conduct is implemented to bring harmony and unity in its various cells

### Organizational structure:

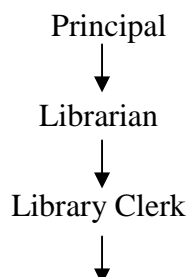
#### Organisation of Teaching Staff



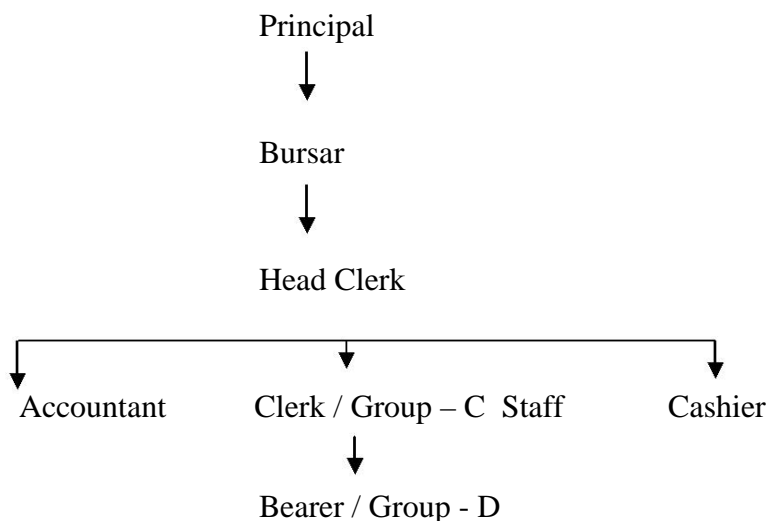
#### Formal organizational structure for each Subject



**Formal organizational structure of Library Staff**



**Organisation 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**

Mechanisms to adopt Learner-centric education approach, academic planning, improved and use of modern teaching-learning aids and application of ICT resources to make the curriculum interesting and effective for the students to facilitate effective learning outcome.

Learner-centric education approach through appropriate methodologies like Academic Calendar, Interactive instructional techniques, use of debates, projects, presentations, Field work, surveys, experiments and practical classes, Lectures by experts from other colleges & Inter-departmental lecture exchange

Academic calendar ensures clarity, co-ordination, planning and



distribution of classes properly.

College has well equipped Laboratories according to the revised syllabus required for practical classes.

Use of Audio-Visual mode of teaching aids for some departments with Blackboard, Flow Charts, Overhead Projector, LCD Projector, Laptop, ICT as teaching aids & use of Computers & internet facilities, Generator for continuous power supply for effective teaching learning process & research work for faculty.

Total computerized cataloging of books of the central library & creating a digital database for effective use by students & staff of the college.

### **Research & Development**

The college has mechanism to promote research culture, and professional development of faculty members for quality enhancement of the teaching community.

The research Committee encourages the research activities of the college and monitors the research activities, infrastructure provided and required by the faculty members to carry out research activities

Full autonomy is given to the principal investigator by the institution to facilitate smooth progress and implementation of research schemes/projects

The Institution makes all necessary arrangements for timely availability or release of resources for smooth progress and implementation of research schemes/projects

Internet, LAN and journal and subscription is made available to the principal investigator by the institution to facilitate smooth progress and implementation of research schemes/projects

Seminars are organised by the Departments to attract researchers of eminence to visit the campus and interact with teachers and students

Encouraging Publication by faculty in different International and National refereed journals, books, articles in edited volumes, seminar proceedings etc.

The institution promotes publication of journal by some departments.

### **Community engagement**

The institution promotes Community engagement through the following activities:

1. Environmental & Social work by NSS Unit of the college.
2. Environment awareness through curriculum and Students' Union.
3. Health awareness campaign by College Health Unit.
4. Sensitizing women against exploitation and abuse of any kind through the Women Cell.
5. Promotion of Cultural activities and creativity among the students in various programmes of the Students' Union.

### **Human resource management**

Welfare measures for the staff and faculty: The Nonteaching employees are given Puja Advance / Bonus and exgratia. The P.F. Committee sanctions loan to all staff.

Mechanisms for performance assessment (teaching, research, service) of faculty and staff: The faculties have to submit self-appraisal report regularly.

The institution uses the evaluations to improve teaching/ research of the faculty. The N. T. S. is counseled by the Management to improve their service.

The strategies and implementation plans of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills

Employing part-time/Guest faculty

the institution support and ensure the professional development of the faculty through research, participation in seminars, conferences, workshops, etc. and attending other programmes of the Higher Education bodies.

Staff development programmes for skill up-gradation and training of the staff: Teachers are encouraged to take part in Refresher / Orientation courses.

### **Industry interaction**

Counselling services are provided to the students through the career & Counseling Cell which also helps to provide information about employment opportunities and the placement of the students.

**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 and the stakeholders—students, teachers and non-teaching, parents etc. are always in interactive mode with each other. He gathers information from students, parents, faculties and the public with regards to the teaching quality, extracurricular activities and infrastructural facilities etc. In the meeting of the management the information gathered from different sources are discussed among the members. After thorough discussion and deliberation the existing systems and activities of the college are reviewed and decisions regarding the implementation of new policies are taken.

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

The Management is always encouraging and supporting the involvement of the staff in improving the institutional process. The management, through the Principal, involves the staff members in various activities and decision making process related to the curricular, extra-curricular and administrative development of the college. The staff members involve themselves through various committees such as Admission Committee, Women cell Career and Counseling Committee, Anti-ragging Committee, etc. The representatives of each committee are free to give suggestions and opinions during the meetings with the Management. These suggestions are taken into consideration before making any decisions.

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

The Management of the College keeps on working for the betterment of the education in the campus. The management last year, in their

meeting passed the following resolutions.

**Year 2014 – 15**

<b>Decisions taken by G. B.</b>	<b>Decisions implemented</b>
1. Decision taken to form a new IQAC body following the 12 <sup>th</sup> Plan guide line of U. G. C.	1. New IQAC body was formed (15/09/2014)
2. Decision taken for floating tender for quick electrification of the New Building.	2. Tender was floated.
3. Decision taken to fill up the vacant post of Cashier (due to retirement of Gopal Krishna Chakraborty)	3. The post was filled by appointing Sri Anil Mallick as per rule.
4. Decision taken to admit more students in Hindi Honours.	4. More students were admitted in Hindi Honours than the previous year.
5. Decision was taken to increase some fees payable by the students.	5. Some fees were increased.
6. Decision was taken to appoint Sri S. Bhattacharjee as officiating Head Clerk in absence of a permanent Head Clerk.	6. Sri S. Bhattacharjee, Accountant was appointed as officiating Head Clerk in absence of a permanent Head Clerk.
7. Decision taken to grant bonus and advance to some fixed pay, part time and casual employees (Non-teaching)	7. Bonus and advance were paid to some fixed pay, part time and casual Non-teaching employees
8. Decision taken to give work order to Economic Electrical Enterprise for the electrical works of the New Building.	8. The work order to Economic Electrical Enterprise was given.
9. Decision taken to float e-tender for the purchase of necessary furniture and equipments for library, staff room, laboratory, class room etc.	9. The tender was floated.
10. Decision taken to modify the structure of the Ladies' Hostel.	10. The modification in the structure plan was made.
11. Decision was taken to increase IT fees and Development fees.	11. Fees were enhanced.
12. Decision was taken to extend the service of the visiting / Guest	12. The service of visiting / Guest teachers and P. T. N. T. was

teachers and part time non-teaching staff.	extended.
13. Decision was taken to remodel the structure of the new library space.	13. The remodeling was done.
14. Decision was taken to change some software in the office computers to modernize the system.	14. The changes of software were made.
15. Decision was made to appoint a librarian as recommended by W. B. C. S. C.	15. A new librarian was appointed.
16. Decision was taken to hold subject-wise seminars in the college.	16. A seminar was held at the joint initiative of the English and Bengali Depts.
17. Decision was taken to advertise for appointing purely temporary N. T. staff.	17. The advertisement was made.

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If ‘yes’, what are the efforts made by the institution in obtaining autonomy?**

No.

**6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?**

The College has a “Grievance Redressal Cell” to redress the grievances of the stakeholders. The students approach the Cell for their grievances regarding academic matters, financial matters, health services, library and other central services.

The G. R. Cell itself is a mechanism to analyse the matter of grievence.

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

The college filed a defamation suit against S. B. Enterprise. The decision of the court is pending.

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

Yes. The college has introduced evaluation of the teachers and the overall institutional performance by the students. These analysed evaluated, reports are perused by the Principal. In turn the outcome of the feedback analysis is that necessary actions and initiatives are taken for further improvement of the quality improvement of the institution

### **6.3 FACULTY EMPOWERMENT STRATEGIES**

**6.2.12 6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?**

Efforts are made so that the faculty adopt Learner-centric education approach, academic planning, improved and use of modern teaching-learning aids and application of ICT resources to make the curriculum interesting and effective for the students to facilitate effective learning outcome.

The college promotes research culture by creating infrastructure to carry out research work and run projects and by giving permission to participate in Faculty development Programmes for quality enhancement of the teaching community.

The college provides support to the teachers participate in faculty improvement programmes like Refresher Courses, Orientation programmes and short term courses.

The institution organizes inter-disciplinary lectures among faculty members at the initiative Teacher of Council for promoting co-operation, sharing of knowledge and innovations.

It promotes the participation of students, faculty and staff in all co-curricula, extra-curricular, Community development & Social work.

Supporting membership and active involvement in local, state, national and international professional associations

**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?**

Provide, infrastructure and other space to carry out their work effectively

Permission to participate in Refresher courses/Orientation programmes/Short Term Courses to the teaching staff for professional development.

Staff development programmes for skill up-gradation and training of the staff Support and ensure the professional development of the faculty

The college organizes seminars, remedial classes etc.

Decentralized structure of the administrative system of the college in planning and implementing in all activities has developed an atmosphere of co-operation, sharing of knowledge, innovations and empowerment of all the staff.

Skill sharing across departments, creating/providing conducive environment, etc. for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty

**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.**

Each teacher submits self-appraisal reports for each academic session.

Teachers fill up self-assessment forms while placement is done at higher scales. Accordingly the Expert Committee for placement and promotion interviews the teacher candidate and recommends for placement/promotion. Necessary improvements in wanting areas are advised by the members of the Expert Committee.

**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 authority makes an assessment of these feedback forms and accordingly appraises the teachers about the outcome and communicates to the stakeholders the necessary steps to be adopted for overall improvement of the academic atmosphere.

**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?**

### **Welfare schemes available for teaching and non teaching staff**

Salary is paid on the 1<sup>st</sup> of Every Month from college fund before the actual amount is paid by the State government.

Group Insurance Policy for all staff and Faculty.

Quick Provident Fund Loan Facility 100% who have applied availed the benefit.

First Aid Unit and Health Check Up by the college Health Unit

Annual Sports and cultural programmes events are organised by the Student

Union and the staff can take part in.

Separate Canteen Facility for staff

A room is there in the college for the Teaching Staff to take rest.

All the full time permanent staffs are under the Pension-cum-Family-Pension-Gratuity scheme.

The employees' co-operative society grants loan to staff members.

**Percentage of staff have availed the benefit of such schemes in the last four years: 100%**

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

Govt. approved Part Time teachers are given by Govt. pay-scales and assurance of job.

The Administrative System is decentralized for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty.

Experienced and qualified faculties are retained in service.

## **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?**



As per the need of each unit of the college, the funds are allocated or grants are applied for as per UGC schemes for the building/development projects of the institution. Income/expenditure are closely monitored by the Bursar and the Accountant headed by the Principal. The institution is liberal yet follows the strategy of restraint as far as the expenditure is concerned. Proper procedure for purchases is adopted. Quotations are called for and prices are compared. The institution has formed a purchase committee for the purpose. The regular audit of the budget also exercises check on the expenditure.

**6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

The College has a mechanism for internal and external audit. The internal audit is carried out by the Governing Body of the College.

The external audit is carried out by a Government auditor as per the provisions of the West Bengal Government Rules & BSU Act every year. The Governing Body contacts the authorised Chartered Accountant of the Government who along with his team conducts external audit regularly.

There were no significant objections raised by the auditors.

**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.**

Fees/dues from the students are the major sources of institutional receipts. The State Govt's pay-packet scheme for T. S. and N. T. S. and various grants under the UGC schemes are other sources of receipts.

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

College Administration along with faculty members continuously pursue Govt. Officers as well as the philanthropists of the city for additional funding.

## **6.5 INTERNAL QUALITY ASSURANCE SYSTEM (IQAS)**

### **6.5.1 Internal Quality Assurance Cell (IQAC)**

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

After the first assessment, wherein the College was accredited at the C+ Level an IQAC was established on 06/09/2005. Later, Internal Quality Assurance Cell was restructured on 16/02/2012 and on 03/02/14. Following the 12<sup>th</sup> plan guideline of the UGC a new IQAC was established on 15/09/2014. The college has developed several quality assurance mechanisms within the existing academic and administrative system. These are as follows:

1. Planning, Implementation, Monitoring and Evaluation by the Governing Body (Highest Authority ) of the College
2. Post Assessment & Accreditation of NAAC initiative - Establishment of IQAC
3. Admission and Academic subcommittees.
4. Committee for Planning and Implementation of UGC grants.
5. Coordination with all stakeholders.
6. Suggests Academic Audit and Administrative Audit under the supervision of the Governing Body of the College.
7. Its main objective is to plan and implement quality initiatives and evaluate.
8. It circulates its plan and takes steps for implementation.
9. It supports to conduct seminars, awareness programmes, special on Curricula, Teaching-Learning & Evaluation, Research oriented seminars, applying for research grants and project managing, plans and implementation of advanced Learning Resources, ICT management and suggestions for empowerment of staff, kind of Leadership, governance pattern and in strategic perspective planning. It Plans and Supports effective implementation for Total Quality management, Curricula development, Teaching-Learning and evaluation, Research, and Extension activities for all stakeholders.

10. It collects, maintains and analyses documents and document evidences directly or through the College Office.
11. It analyses the feedback received from all stakeholders and inform the concerned about its outcome for correction and amelioration. It also appreciates & encourages and provides support required by all staff for their and quality sustenance and quality improvement in teaching, Research and administration.

**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 for implementation:

- Development of physical Infrastructure — Construction of more class-room, lift; Ladies Toilet, Drinking water facilities.
- Renovation of Students' Common Rooms and toilet in each floor of the college building.
- Modernising Central Computer Centre.
- Renovation and purchase of modern and necessary equipments for all science laboratories.
- Transparent and Technology oriented Admission Procedure, and installation of LAN.
- Computer in almost all the departments. Library Automation.
- Procurement of journals.
- Promotion of Research and Publication by Faculty.

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

Yes.

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

The students play the role of active learners who help in creating systems

according to their needs and requirements. They make suggestions regarding improvement in teaching-learning process, examination system, day-to-day facilities like library services, leisure or canteen services etc. they are also informed about the decisions taken or policies made by IQAC for their welfare through notices & announcements etc. As far as the alumni of the college are concerned, IQAC makes special efforts to involve them in the college programme.

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

The I. Q. A. C. engages staff from different constituents by notifying them and by interacting with them directly.

**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'

Strategies has been adopted by institutions to satisfy the needs of the students from diverse backgrounds including socio-economic backward community complying with all the norms of the Government.

Mechanisms to adopt Learner-centric education approach, academic planning, improved and use of modern teaching-learning aids and application of ICT resources to make the curriculum interesting and effective for the students to facilitate effective learning outcome.

Mechanism for the upkeep of the infrastructure facilities and promote the optimum use of the same to maintain the quality of academic and other programmes on the campus.

Mechanism is there to promote research culture & professional development among faculty members for quality enhancement of the entire institution.

Mechanism to participate in community services through extension Programmes to develop innovative, creative, value-based education for inculcating social responsibilities and good citizenry amongst its student community.

Mechanism for participation of the students in various cultural and sports activities to foster holistic personality development of students

Facilitating mechanisms like career and counselling cell, Remedial-coaching Classes for socio-economically backward students, grievance

redressal cell and welfare measures to support students.

**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.**

The institution has not provided any training to its staff for effective implementation of the Quality assurance procedures yet.

**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?**

'Yes' the institution undertake Academic Audit. After thorough analysis by IQAC and academic subcommittee of the college, strategies are evolved to raise the graph of achievements and widen the horizons.

The outcomes — such as student intake, results, research etc are analyzed and adequate measures are taken to the institutional activities for the betterment of the institution.

This audit definitely improves the quality of the institutional programmes. They are geared up toward their goals, for example the review of results brings out the low, average and high performance. Thereafter each student is taken care of according to her capacity. Remedial courses are conducted for the weak students.

Many times new additions are made in the infrastructure to improve the teaching learning process. Such as equipment, books, journals, software for the benefit of the students.

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

The college follows all university rules, UGC guidelines and DPI instructions and maintains standards in teaching-learning process and in conducting examination & evaluation. It also avails many welfare schemes offered by these agencies, conducts academic and co-academic programmes as per the calendar of the University.

**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?**

Academic calendar & Teaching Plan: The detailed layout of the teaching plan is offered in the Academic Calendar. The plans generally highlight the content and time schedule for completion of the chapters. This enables the Students to know the academic programme and the components to be learnt and to give examination. Moreover, the teachers would know the time frame for teaching – learning process and ensure the total attention for the completion of syllabi and possible revision. The Head of the Department distributes syllabus of the University for each subject taught in the College among the teachers in the respective department. Monitoring and necessary mid-term corrections are made primarily by the Head of the department in consultation with respective Teachers in the departmental meetings.

Learner-centric education approach through appropriate methodologies like Academic Calendar, Interactive & instructional techniques like audio-visual mode of teaching, ICT based learning, organizing seminars etc. This is accompanied by experiential teaching like projects-based learning, Field work, surveys, experiments and practical classes, etc.

Detail information about the evaluation methods and the Examination schedule is given in the Prospectus from the time of their admission in a course and also in the Academic Calendar at the beginning of a session

The Principal regularly meets the HOD and takes feedback on the teaching learning progress of each department.

Thus, the systematic planning, organisation and implementation of teaching – learning – evaluation is possible within the total scheme of university schedule. It is rational, realistic and scientific.

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

The institution communicates its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders through regular notification to students and staff.

The progress of the students is communicated to the students and their parents. Detail information are given in the Prospectus.

Through the institutional official website [wwwrbcec.org.in](http://wwwrbcec.org.in)

Policies and plans regarding the quality assurance are communicated to the faculty members, especially the newly appointed ones, in the beginning of the session through meetings with the Principal.

Policies and plans regarding the quality assurance are also communicated in meeting of the different sub-committees and in the meetings with the teacher's Council, Non-teaching staff and students.

Students are also made aware of such policies through orientation programmes conducted by the administration and by the heads of departments.

Policies and plans regarding the quality assurance are communicated to the alumni in the meeting with the alumni.

**Any other relevant information regarding Governance Leadership and Management which the college would like to include.**

The college promotes a culture of participative management. Several committees are constituted by the Governing Body of the College for overall management of the admission, distribution of syllabi, conduction of examinations, promotion of research and extension activities, development of infrastructure-facilities, encouraging cultural activities, maintenance of healthy campus life.

The college delegates authority and provide operational autonomy to the Departments. Involving others in decision making by the Head of the institution of R. B. C. Evening College has lead to empowerment & creation of leaders at every level of an organization.

Performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The College has a mechanism for internal and external audit. The internal audit is carried out by the Governing Body of the College.

The institution undertakes Academic Audit to improve the institutional activities.

## **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?**

The college undertakes various green initiatives relating to Environment Consciousness in the college campus. There is no formal mechanism for Green Audit. The institution takes all possible steps to make the campus eco-friendly. The use of plastics bags is avoided in the campus and the authority is planning to declare the entire campus as “No Plastic Zone” from the session 2015-16. Under the NSS programme the students and staff have planted some tree saplings during various tree plantation programmes organized by the institution and all these trees are taken care of and maintained by the institution.

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

- Plantation
- Energy conservation
- Efforts for Carbon neutrality
- E-waste management

**The initiatives taken by the college to make the campus eco-friendly are:**

- **Plantation**

The NSS Unit functioning under the supervision of the Programme Officer (Full time faculty) often organizes tree-plantation & maintenance programmes in and outside the campus. These planted trees are also maintained carefully by the college authorities. There is little scope for further plantations as there is no space inside the campus.

- **Energy conservation**

The college classrooms are airy and well lighted. The institution strictly maintains the policy that no electric equipments run unnecessarily. Thus enough measures are taken to use electricity carefully.



- **Efforts for Carbon neutrality**

The College at its own level has taken up certain preventive measure to check the emission of carbon Dioxide. The College developed the system for outside visitors, students and staff to park their vechiles outside the entrance. This helps in keeping the campus as much as possible clean. In order to reduce pollution and unnecessary wastage of vechicle fuel the College does not allow two wheelers by students on campus. The campus is also smoke free. The dead leaves and waste papers are not allowed to be put on fire.

- **Efforts for Carbon neutrality**

At present the e-waste are kept safely in the college store-room, However, the authority is thinking of disposing them off either by selling them as scrap matters or by handing them over to the e-waste management dealers.

## **7.2 INNOVATIONS**

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

**Use of ICT in Teaching-learning:** Some of the departments of the college have been equipped with LCD projectors. Besides, the faculties have been provided Laptops as per necessity. The faculties can also avail the net facility in Evnet and in the library.

**Infrastructural Innovations:** A lot of initiatives have been taken by the authority to ensure optimum utilization of the college hours for which the college remains open and is also available to the faculties. The library has been made fully equipped with rare, valuable, reference books which are available for the faculties for consultation at any time and adequate computers are also available for the faculties with internet for their use to ensure full utilization of the spare time available to them.

**Website:** To meet the requirement of the time, the institution too has launched its website. All the relevant information of the institution is made available on it.

**Teacher-Student Interaction:** The college authority always encourages informal interaction between the students and the teachers. The Principal and Head of the department of all the departments also interact with the students. Besides, the Principal also conducts routine

check of the departments and the attendance registers of the students. All efforts are made to provide latest teaching skills.

**Computerization of the Administrative Work:** The college administrative block has been fully computerized. The administrative staffs have computer literacy to understand the technicalities pertaining to working on the technology. The college is in the habit of preparing of Bills, Acquaintance Rolls, Salary Bills and other accounting and administrative work through computers and other electronic devices.

**Computerization of Library:** The library of the college has been fully computerized including the Digital data base. Resources available in the library have been made traceable in the said data base and are available online. The database also displays the current status of the book.

**Academic Innovations:** The College is trying its best to introduce some innovations which improve academic as well as moral excellence among students.

1. The college has introduced Remedial coaching Classes for the students of SC/ST/OBC students particularly poor and financially weak students. For this the UGC also has provided sufficient grants.
2. Seminars etc organized by various departments.
3. Field work by the Department of Geography.
4. Transparent Admission Procedure.
5. Laboratory upgradation.
6. Coaching Classes as preparation for competitive examination for Entry into Govt. and Non Govt. Services for the students of SC / ST / OBC students particularly poor and financially weak students. For this the UGC also has provided sufficient grant.
7. Research Promotion.
8. Introduction of On-line Admission from session 2015-16.

### **7.3 BEST PRACTICES**

#### **7.3.1 Elaborate on any two best practices which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.**

1. Promotion of Research Culture in the College.
2. Maintenance of good relationship between Teachers, Non-teaching

Staff and Students.

## **BEST PRACTICE 1**

### **1. Title of the Practice: Promotion of Research Culture in the College**

#### **2. Goal**

To encourage and inculcate Research Culture among the faculty of a UG College.

Encourage faculty to undertake research projects both major and minor and publish books and also research papers in national and international journals.

Encourage and provide necessary supports to the faculty to present papers and attend national and international conferences and seminars.

Encourage faculty to pursue M. Phil / Ph. D. programmes and organize college / regional / state / national / international level seminars and workshops.

#### **3. The Context**

The college has a good number of faculties who are interested in research works. The institute continues to encourage such teachers to pursue their research activities by providing reasonable facilities as far as practicable. A research committee has already been established in the college to assist the willing teachers regarding this. Research activities undoubtedly have a refreshing impact on the faculties, and, as an outcome of it, the students are also benefited. It keeps alive the process of updating as far as the teaching-learning method is concerned.

#### **4. The Practice**

The institution encourages and extends all help possible to promote research activities in the institution.

Full autonomy is given to the Principal Investigator by the institution to facilitate smooth progress and implementation of research schemes/projects. The Institution makes all necessary arrangements for

timely availability or release of resources for smooth progress and implementation of research schemes/projects.

Adequate infrastructure and human resources are provided by the institution for smooth progress and implementation of research schemes/projects and other research initiatives. The college authority has provided space in each department to carry out minor research projects and research activities for the faculty. Following full faculties undertook minor research projects funded by the UGC from April 2011 to March 2015.

Prof. Dilip Kr. Karak, Dept. of Commerce

Dr. Biva Kumari, Dept. of Hindi

Dr. Amit Kr. Bhandari, Dept. of Economics

Dr. Arpita Datta, Dept. of Chemistry

Prof. Subharun Goswami, Dept. of Commerce

Prof. Rituparna Roychoudhuri, Dept. of History

- The institution provides computer and internet facilities to most of the departments.
- At the encouragement of the college authority the following teachers are pursuing Ph. D course.

Prof. Aparajita Dhara, Dept. of Economics

Prof. Subharun Goswami, Dept. of Commerce

Prof. Durba Roychowdhuri, Dept. of English

Prof. Anand Srivastav, Dept. of Hindi

Prof. Dilip Kr. Karak, Dept. of Commerce

Prof. Chandan Sarkar, Dept. of Geography

Prof. Debajyoti Halder, Dept. of Physics

- The college granted leave to some of the teaching staff for completing their research undertakings.
- The authority encourages the faculties to organize seminars on different subjects.

## **5. Evidence of Success**

As a result of the Promotion of Research Culture in the college, more and more teachers are now interested in research activities and Major or Minor projects.

Teachers continue to publish papers in reputed journals and publish books in reputed publishing houses.

Teachers and students attend seminars inside and outside the college.

During the Post-Accreditation period 3 seminars were held in the college.

## **6. Problems encountered and resources required**

- At present the college cannot provide separate enclosure to individual teachers engaged in research activities.
- Due to shortage of teaching staff in the departments, time for research activities is a problem.
- More orientation and motivation is required for teachers to get involved in research activities.

## **Notes (Optional)**

Interest in research of the faculty has motivated the college to promote research culture in the institution. Within the limited resources and space available the college always stays besides the faculty to pursue active research in the institution.

## **Contact Details**

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Name of the Institution : Rishi Bankim Chandra Evening College.

PIN Code : 743165

Accredited Status : C+

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Mobile : 9433176659

## Best Practice II

### **Title of the Practice:**

### **Maintaining good relationship between teachers, non-teaching staff and students**

**Goal:** Those who are students now will be the future citizens. The knowledge and values that they gather in an educational institution mould their life to a great extent when they begin to work in the greater arena of the society. Humility, modesty, tolerance, sympathy, co-operation and an attitude to help others are some of the commendable qualities which not only bring success to human life but also make the social environment more favourable for nurturing human values, peace and progress. Therefore, a culture of maintaining good relationship among the students, teachers and other staff breed those good qualities among all.

**The Context :** In this age of social unrest, when we often read of campus violence or other unpleasant incidents in the newspapers, the amiable relationship between students and teachers or between students and the non-teaching staff has become all the more important. Most of the academic problems can easily be sorted out if all concerned maintain their patience and good will. Peaceful campus environment is the first major condition for academic progress, teaching-learning function and research activities. Parents who send their children to academic institutions also want this. Therefore, our college has put emphasis on maintaining a good relationship among all the persons connected with this institution – be it as learners or as teachers or as staff.

**Practice:** The teaching community of R. B. C. Evening college is almost like a family in which the members care for each other. It has its impact on the students and the Non-teaching staff. The faculties look upon the students as their own off-springs and look after their problems personally as well as collectively. Curricular matters are explained to the students even outside the class-rooms or beyond the stipulated class hours. Non-academic problems of the students are also attended to sometimes.

There is friendly relationship between the teachers and the non-teaching staff.

Avoidance of egoism and open-heartedness are the key to this relationship.

The teaching and Non-teaching staff exchange opinions with one another on any crucial matter related to the institution. Formal and informal meetings are often held for this purpose. The students are always made involved in discussions on matters related to them.

In meetings and discussions, counseling is made in favour of maintaining good relationship.

**Evidence of Success:** No incident of campus violence was reported in the recent past. The most challenging moments in any institution occur at the times of admission, examination and publication of results. In the last five years, no unpleasant incident took place at the time of admission, examination and academic promotion.

The institution could avoid excited arguments, slandering, scandal mongering, animosity, back-biting etc in the college programmes, academic meetings and other discussion.

Incident of student unrest, “dharna”, “gherao” etc could be avoided. In the the year 2014, a cricket match was organized between the teachers and the students. It created great enthusiasm among all and bred the spirit of co-operation and friendliness.

**Problems Encountered and Resources required :**

- Since it is an evening college, less time is available for student-teacher interaction.
- Problem of space is there for student counseling.
- More funds are required for organizing student-teacher programmes, campaigns and posterings in favour of a peaceful, healthy campus life.

**Contact Details:**

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## **D. EVALUATIVE REPORTS OF THE DEPARTMENTS**

### **EVALUATIVE REPORT OF THE DEPARTMENT OF ENGLISH**

**1. Name of the department : DEPARTMENT OF ENGLISH**

**2. Year of Establishment :**

January 1947 (As Department of English Rishi Bankim Chandra College that ran in the evening hours; 1948 to 1984 as Dept. of English of Rishi Bankim Chandra College (Evening Section) and from 1984 onward as Dept. of English, Rishi Bankim Chandra Evening College.

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG: B. A. – English Honours & English General

**4. Names of Interdisciplinary courses and the departments/units involved:**

Nil

**5. Annual/ semester/choice based credit system (programme wise):**

Annual system

**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**

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professor	2	2 (By CAS)
Asst. Professor	0	

**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 M. Phil /Ph. D. Students guided for the last 4 years
Sumanta Chaudhuri	M. A.	Associate Professor	Poetry	30 years	
Chandranath Adhikari	M. A., M. Phil.	Associate Professor	Fiction	29 years	
Dr. Debasish Sengupta	M. A., M. Phil., Ph. D	Guest Lecturer	Victorian Fiction	19 years	
Durba Roychaudhuri	M. A.	Part Time Teacher	European Renaissance	5 years	

**11. List of senior visiting faculty:** Nothing mentionable.**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:**

Honours Course: 10.00%; General Course: 10.00%

**13. Student -Teacher Ratio (programme wise):**

Student -Teacher Ratio (programme wise):	Level of Study	Ratio
	B. A. (Honour)	25 : 1
	B.A. (General)	173 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

Nil. The Department is supported by the general staff of the college.

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

<b>Name</b>	<b>Qualification</b>
Chandranath Adhikari	M. A., M. Phil
Dr. Debasish Sengupta	M. A., M. Phil, Ph. D.
Sumanta Chaudhari	M. A.
Durba Roychaudhuri	M. A.

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

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nothing at present.

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

**19. Publications:** July 2005—June 2015

- a. Publication per faculty :
- b. Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- c. 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)
- d. Monographs :
- e. Chapter in Books
- f. Books Edited :
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS :
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range

k. Impact factor

l. H-index

Faculty	a	b 1	b2	c	d	e	f	g	h	i	j	k	l
Chandranath Adhikari	1	1											
Durba Roychaudhuri	11					10		1					

**20. Areas of consultancy and income generated:** Not applicable.

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** None.

**22. Student projects:**

Percentage of students who have done in-house projects including inter departmental / programme:

Students having Geography General as combination: 100%

Students having Film Studies as combination: 100%

a. **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:** None.

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

None.

**25. Seminars/Conferences/Workshops organized & the source of funding**  
: The Department organized a saminar on “Bengali and Engalish Literature of 20<sup>th</sup> century India” in collaboration with the Bengali Dept.

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
B. A. Honours Part - I	103	58	43	15	
B. A. General Part - I		314	262	52	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. A. Honours Course	100%	---	---
B. A. – General Course	100%	---	---

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

Data is not available.

**29. Student progression**

Student progression	Against % enrolled
UG to PG	50%
PG to M. Phil.	NA
PG to Ph. D.	NA
Ph. D. to Post-Doctoral	NA
Employed Campus selection Other than campus recruitment	NA
Entrepreneurship/Self-employment	NA

**30. Details of Infrastructural facilities**

- a) **Library:** Apart From the Central Library the department has its own library which has a decent collection of books and journals.
- b) **Internet facilities for Staff & Students:** The department has internet access in EVNET and Laptop.
- c) **Class rooms with ICT facility:** None.
- d) **Laboratories:** Not Applicable

**31. Number of students receiving financial assistance from college, university, government or other agencies:** All the students belonging to SC/ST/ receiving scholarships from Govt.

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

The department organized a seminar in 2015 in collaboration with the Bengali Dept.

**33. Teaching methods adopted to improve student learning**

Student Centric Teaching-Learning process, Lecture Method, Audio-Visual Teaching Mode, Special Classes, Tutorials, Class Tests etc.

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

The Students and the Faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the college NSS Units and the Student Union of the College.

**35. SWOC analysis of the department and Future plans:**

**Strength:** Dedicated and qualified Faculty with proper teaching-learning infrastructural facilities like departmental library, and audio - visual mode of teaching makes the subject live and interesting for the

students.

**Weakness:** Shortage of Teaching Staff and departmental space.

**Opportunities:** Since it is an evening college, even employed students can take up our courses. Opportunities is there for teaching job through SSC and other jobs through State and Central commission.

**Challenges:** 1) to refine and develop the infrastructural facilities of the department. 2) To motivate students to prepare themselves adequately for higher studies.

**Future Plans:** To invite external experts to enrich the students.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF BENGALI**

**1. Name of the department : DEPARTMENT OF BENGALI**

**2. Year of Establishment :**

January 1947 (As Department of Bengali Rishi Bankim Chandra College that ran in the evening hours; 1948 to 1984 as Dept. of Bengali of Rishi Bankim Chandra College (Evening Section) and from 1984 onward as Dept. of Bengali, Rishi Bankim Chandra Evening College.

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG: B. A. – Bengali Honours and Bengali General.

**4. Names of Interdisciplinary courses and the departments/units involved:**

Nil.

**5. Annual/ semester/choice based credit system (programme wise):**

Annual system

**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**

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professor	1	1 (by CAS)
Asst. Professor	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 M. Phil /Ph. D. Students guided for the last 4 years
Rabindra Nath Ghosh	M. A., Ph. D.	Associate Professor	Drama	14 years	Nil
Dipsikha Debi	M. A., Ph. D.	Part Time Teacher	Mangal and Vaishnava	10 years	Nil
Kushal Chatterjee	M. A., B. Ed.	Guest Lecturer	Lok Sanskriti	1 year 3 months	Nil
Apurba Nandi	M. A., B. Ed.	Guest Lecturer	Pragadhunik Bangla Sahitya	1 year 3 months	Nil

**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):**

Student -Teacher Ratio (programme wise):	Level of Study	Ratio
	B. A. (Honour)	11 : 1
	B.A. (General)	195 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

The Department is supported by the general staff of the college. No staff



is there exclusively for the Dept.

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

<b>Name</b>	<b>Qualification</b>
Dr. Rabindranath Ghosh	M. A. , Ph. D.
Dr. Dipsikha Devi	M. A., Ph. D.
Kushal Chatterjee	M. A.
Apurba Nandi	M. A.

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

Nil

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

Nothing at present.

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

**19. Publications: July 2005—June 2015**

- a) Publication per faculty :
- b) Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- c) 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)
- d) Monographs :
- e) Chapter in Books
- f) Books Edited :
- g) Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS :
- h) Citation Index : Citation Range

- i) SPIN Range
- j) SJR Range
- k) Impact factor
- l) H-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l
<b>Dr. R. N. Ghosh</b>	5	5											
<b>Kushal Chatterjee</b>	1	1											
<b>Apurba Nandi</b>	1		1										

**20. Areas of consultancy and income generated:**

Not applicable.

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:**

None.

**22. Student projects:**

**a) Percentage of students who have done in-house projects including inter departmental / programme:**

Students having Film Studies or Geography as combination: 100%

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

Nil

**23. Awards/ Recognitions received by faculty and students:** None.

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

None.

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

The Dept. organized a seminar in January, 2015 in collaboration with the English Department.

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
B. A. Honours Part - I	38	20	16	4	
B. A. General Part - I		367	345	22	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. A. Honours Course	100%	---	---
B. A. – General Course	100%	---	---

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

Data not available.

**29. Student progression**

Student progression	Against % enrolled
UG to PG	50%
PG to M. Phil.	NA
PG to Ph. D.	NA
Ph. D. to Post-Doctoral	NA
Employed	NA
Campus selection	
Other than campus recruitment	
Entrepreneurship/Self-employment	NA

**30. Details of Infrastructural facilities**

- a. **Library:** Central library and departmental library.

- b. **Internet facilities for Staff & Students:** Only for Staff
- c. **Class rooms with ICT facility:** Not Applicable
- d. **Laboratories:** Not Applicable

**31. Number of students receiving financial assistance from college, university, government or other agencies :** All the SC/ST students.

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

The Dept. organized a seminar in January-15 in collaboration with English Dept.

**33. Teaching methods adopted to improve student learning**

Traditional lecture method. Question-answer session, Class Test, Remedial classes etc.

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

Students of this Dept. take part in IRS and External programme of NSS and the Students' Union.

**35. SWOC analysis of the department and Future plans:**

**Strength:** The teachers are competent and enthusiastic. The Dept. has its own library.

**Weakness:** There is space problem for departmental activity. Evening college is usually avoided by average students.

**Opportunities:** The honours classes are not overcrowded. Employed students may take up courses.

**Challenges:** To attract meritorious students and increase the rate of success.

**Future Plans:** To organize special class or seminar with external experts.

## EVALUATIVE REPORT OF THE DEPARTMENT OF HINDI

**1. Name of the department : DEPARTMENT OF HINDI**

**2. Year of Establishment :**

January 1947 (As Dept. of Hindi, R. B. C. College that ran in the Evening hours; 1948 to 1984 as Dept. of Hindi of R. B. C. College Evening Section) and from 1984 onwards as Dept. of Hindi, R. B. C. Evening College.

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG : B. A. – Hindi Honours and Hindi General.

**4. Names of Interdisciplinary courses and the departments/units involved:** Nil.

**5. Annual/ semester/choice based credit system (programme wise):** Annual system

**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**

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professor	---	---
Asst. Professor	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Dr. Biva Kumari	M. A., Ph. D.	Asstt. Professor	Translation	11 years	Nil
Dr. Sunita Shaw	M. A., M. Phil, Ph. D.	Guest Lecturer	Poems	8 year	Nil
Dr. Sanjay Jaiswal	M. A., M. Phil, Ph. D.	Guest Lecturer			Nil
Jay Prakash Shaw	M. A., M. Phil	Part Time Teacher		11 years	Nil
Anand Srivastava	M. A., M. Phil	Guest Teacher			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):**

Student -Teacher Ratio (programme wise):	Level of Study	Ratio
	B. A. (Honour)	23 : 1 (approx)
	B.A. (General)	52 : 1 (approx)

**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.:**

<b>Name</b>	<b>Qualification</b>
Dr. Biva Kumari	M. A., Ph. D.
Dr. Sunita Shaw	M. A., M. Phil, Ph. D.
Jay Prakash Shaw	M. A., M. Phil
Dr. Sanjoy Jayswal	M. A., M. Phil, Ph. D.
Anand Srivastav	M. A., M. Phil.

**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: UGC – Minor Research Project - One**

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

**19. Publications: July 2005—June 2015**

- a) Publication per faculty :
- b) Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- c) 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)
- d) Monographs :
- e) Chapter in Books
- f) Books Edited :
- g) Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS :
- h) Citation Index : Citation Range
- i) SPIN Range
- j) SJR Range
- k) Impact factor

m) H-index

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr. B. Kumari	7			5				2					
Dr. S. Shaw	10	8			1		1						
Dr. S. K. Jaiswal	1							1					
A. Srivastav	4	3						1					

**20. Areas of consultancy and income generated:** Not applicable.

Chandra Evening College, Naihati,

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** None.

**22. Student projects:**

a) **Percentage of students who have done in-house projects including inter departmental / programme:** Students having Geography General or Film Studies as combination : 100%

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

**23. Awards/ Recognitions received by faculty and students:** None.

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

1. Prof. Arun Hota, WBSU
2. Dr. Ved Rauan Pandey, Presidency University
3. Dr. Itu Singh, Khidderpore College
4. Dr. Gita Dubey, Scottish Church College
5. Dr. Vijay Bharati, Burdwan University
6. Madhulata Gupta, Seth Soorajal Jalan Girls' College
7. Alpana Nayak, Shri Shikshayatan College

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



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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
B. A. Honours	119	56	40	16	
B. A. General		101	82	19	

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. A. Honours Course	100%	---	---
B. A. – General Course	100%	---	---

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

Data not available.

**29. Student progression**

Student progression	Against % enrolled
UG to PG	50%
PG to M. Phil.	NA
PG to Ph. D.	NA
Ph. D. to Post-Doctoral	NA
Employed	NA
Campus selection	
Other than campus recruitment	
Entrepreneurship/Self-employment	NA

**30. Details of Infrastructural facilities**

- a. **Library:** The central library of the college.
- b. **Internet facilities for Staff & Students:** Only Staff
- c. **Class rooms with ICT facility:** Not Applicable
- d. **Laboratories:** Not Applicable

- 31. Number of students receiving financial assistance from college, university, government or other agencies:** All the SC/ST students receive Govt. stipend.
- 32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** None organized.
- 33. Teaching methods adopted to improve student learning :** Lecture method, inter-active method, Tests.
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**
- Students of this Dept. take part in NSS programmes.
- 35. SWOC analysis of the department and Future plans:**
- Strength:** Qualified and competent teacher.
- Weakness:** Lack of departmental space.
- Opportunities:** There is in general a great demand to study Hindi Honours.
- Challenges:** To motivate students for higher studies.
- Future Plans:** To organize national seminar.

## EVALUATIVE REPORT OF THE DEPARTMENT OF CHEMISTRY

**1. Name of the department : DEPARTMENT OF CHEMISTRY**

**2. Year of Establishment :**

June, 1969 (From June 1969 to 1984 as Dept. of Chemistry, Rishi Bankim Chandra College, [Evening Section], and from 1984 onward as Dept. of Chemistry, Rishi Bankim Chandra Evening College.)

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG : B. Sc. (Pure); Chemistry General

**4. Names of Interdisciplinary courses and the departments/units involved: No.**

**5. Annual/ semester/choice based credit system (programme wise):** Annual system

**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**

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professor	---	---
Asst. Professor	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Arpita Dutta	M. Sc., Ph. D.	Assistant Professor	Organic Chemistry	5 years	Nil
T. K. Talukdar	M. Sc.	Guest Lecturer	Inorganic Chemistry	26 years	Nil

**11. List of senior visiting faculty: No.**

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 23%**

**b Student -Teacher Ratio (programme wise): 2013-14**

B. Sc. – General – 54 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Academic support staff Sanctioned – 1, Filled : 1

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

Name	Qualification
Arpita Dutta	Ph. D.
Tapan Talukdar	M. Sc.

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:** One (UGC Minor Research Project)

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:** UGC – Total grant Rs. 1,30,000/-

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

**19. Publications: July 2005—June 2015**

- a) Publication per faculty :
- b) Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- c) 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)
- d) Monographs :
- e) Chapter in Books
- f) Books Edited :
- g) Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS :
- h) Citation Index : Citation Range
- i) SPIN Range
- j) SJR Range
- k) Impact factor
- l) H-index

Faculty	a	b 1	b2	c	d	e	f	g	h	i	j	k	l
Dr. Arpita Dutta	13	13											

**20. Areas of consultancy and income generated: Nil**

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board: Nil**

**22. Student projects:**

- a) **Percentage of students who have done in-house projects including inter departmental / programme:** Students with Geography General or Film Studies General as combination: 100%
- b). **Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies :** Nil

**23. Awards/ Recognitions received by faculty and students:** None.

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

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

a) National : Not organized

b) International : Not organized

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
B. Sc. – General		53	52	1	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. Sc. - Pure	100%	---	---

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

This being a U. G. College, the question does not arise.

**29. Student progression :** Rate of progression to higher education is very low because only B. Sc. (Gen) course.

Student progression	Against % enrolled
UG to PG	NA
PG to M. Phil.	NA
PG to Ph. D.	NA
Ph. D. to Post-Doctoral	NA

Employed Campus selection Other than campus recruitment	NA
Entrepreneurship/Self-employment	NA

**30. Details of Infrastructural facilities**

- k) Library:** Department is keen to open a departmental library for the benefits of students.
- l) Internet facilities for Staff & Students:** Only Staff
- m) Class rooms with ICT facility:** Not Applicable
- n) Laboratories:** One laboratory (dimension – 25 ft X 36 ft)

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

Students belonging to SC/ST receive Govt. stipend.

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

Not organized.

**33. Teaching methods adopted to improve student learning:** Use of models to understand the stereo chemistry of compounds.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:** Students participate in NSS as volunteers.

**35. SWOC analysis of the department and Future plans:**

**Strength:** i) Teachers are motivated and energetic (MRP, Publication)

ii) Some students are very much sincere

iii) Practical class held regularly

**Weakness:** Very limited scope for higher education.

**Opportunities:** Opportunity in School Service Commission, Bank (P. O.), Other competitive exam (SSC, PSC, WBSC etc.) or MBA, MCA,

BCA, Hotel Management and other professional courses.

**Constraints:** Timing of the college which starts from 4:30 p.m.

**Future Plans:** To open honours course in Chemistry with proper infrastructure, sufficient teaching staff and academic support staffs required.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF PHYSICS**

**1. Name of the department : DEPARTMENT OF PHYSICS**

**2. Year of Establishment :**

June, 1969 (From June 1969 to 1984 as Dept. of Physics, Rishi Bankim Chandra College, [Evening Section], and from 1984 onward as Dept. of Physics, Rishi Bankim Chandra Evening College.)

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG: B. Sc. (Pure); Physics General.

**4. Names of Interdisciplinary courses and the departments/units involved:** N. A.

**5. Annual/ semester/choice based credit system (programme wise):** Annual system

**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**

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professor	---	---
Asst. Professor	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 M. Phil /Ph. D. Students guided for the last 4 years
Debajyoti Halder	M. Sc.,	Assistant Professor	Electronics and Communication	4 months	Nil
Suman Paul	M. Sc., Ph. D.	Guest Lecturer	Communication Electronics	10 years	Nil
Abhishek Adhikari	M. Sc.	Guest Lecturer	Hypeatine Technique	1 year	Nil

**11. List of senior visiting faculty: Nil****12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 41%****13. Student -Teacher Ratio (programme wise): Physics General - 53 : 01****14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Support staff (technical) – Sanctioned.****15. Qualifications of teaching faculty with D.Sc./D.Litt./ Ph.D./ MPhil./PG.:**

Ph. D. – 1, PG - 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: Nil.**

**18. Research Centre /facility recognized by the University: No**

**19. Publications: July 2005—June 2015**

- a. Publication per faculty : 4 approx
- b. Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- c. 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)
- d. Monographs : No.
- e. Chapter in Books : No.
- f. Books Edited : No.
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS: No.
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range
- k. Impact factor
- l. H-index

<b>Faculty</b>	<b>a</b>	<b>b 1</b>	<b>b 2</b>	<b>c</b>	<b>d</b>	<b>e</b>	<b>f</b>	<b>g</b>	<b>h</b>	<b>i</b>	<b>j</b>	<b>k</b>	<b>l</b>
Debajyoti Halder	17	4	13										
Dr. Suman Paul	16		15										

**20. Areas of consultancy and income generated: Nil**

**21. Faculty as members in a) National committees b) International**

**Committees c) Editorial Board: Nil.**

**22. Student projects:**

- a) **Percentage of students who have done in-house projects including inter departmental / programme:** Students having Geography or Film Studies : 100%
- b) **Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies :** Nil

**23. Awards/ Recognitions received by faculty and students: Nil.**

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

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

- a) National : Not organized
- b) International : Not organized

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Physics General		52	51	1	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. Sc. - Pure	100%	---	---

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? N. A.**

**29. Student progression :** Rate of progression to higher education is very low because only B. Sc. (Gen) course.

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	NA
PG to M. Phil.	NA
PG to Ph. D.	NA
Ph. D. to Post-Doctoral	NA
Employed Campus selection Other than campus recruitment	NA
Entrepreneurship/Self-employment	NA

### **30. Details of Infrastructural facilities**

- a) **Library:** Central library. The department is keen to open its own library.
- b) **Internet facilities for Staff & Students:** Yes. Dept. has got one computer with LAN connection and internet facility.
- c) **Class rooms with ICT facility:** No (EVNET is used)
- d) **Laboratories:** Yes. It has well-equipped laboratory with modern equipment.

### **31. Number of students receiving financial assistance from college, university, government or other agencies: SC/ST students.**

### **32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts: Not organized.**

### **33. Teaching methods adopted to improve student learning :**

Lecture method, Remedial classes for weaker students, inter-action, practical lessons.

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

Students and teachers take part in NSS programmes and external activities.

**35. SWOC analysis of the department and Future plans:**

**Strength:** The Dept. has efficient and dedicated faculties. The students are very much sincere and energetic. Theory and practical classes are held regularly.

**Weakness:** The laboratory needs new instruments and improved facility. Shortage of space, faculty and technical staff.

**Opportunities:** B. Sc. Graduates get opportunity for higher studies. They can undergo professional courses. They may get job in Education, Banking and corporate section.

**Challenge:** The timing of the college: 4:30 p.m. to 9:10 p.m. To motivate students for higher studies and better career.

**Future Plans:** Opening Physics Honours course. Upgradation of the laboratory.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF GEOGRAPHY**

**4. Name of the department : DEPARTMENT OF GEOGRAPHY**

**5. Year of Establishment : 2001**

**6. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG: Geography Honours, Geography General and Environment Science.

**4. Names of Interdisciplinary courses and the departments/units involved:**

B. A. / B. Sc. – Honours & General

**5. Annual/ semester/choice based credit system (programme wise):**

Annual system

**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**

<b>Teaching Posts</b>	<b>Sanctioned</b>	<b>Filled</b>
Professors	---	---
Associate Professor	1	1
Asst. Professor	---	---

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Satibrata Mitra	M. A., Ph. D.	Associate Professor	Industrial Geography	26 years	Nil
Sayantani Bhadra	M. A., Ph. D.	Guest Teacher		9 years	Nil
Chandan Sarkar	M. A.	Guest Teacher		8 years	Nil
Sovan Chatterjee	M. A.	Guest Teacher		1 month	Nil

**11. List of senior visiting faculty: N. A.**

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 1<sup>st</sup> year Theory 10% each and Practical Nil, 2<sup>nd</sup> year 10% Theory each and 10% Practical each and for 3<sup>rd</sup> year Theory 10% each and Practical 10% each.

**13. Student -Teacher Ratio (programme wise):** B. Sc. Honours - 32 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Group D sanctioned 1 and filled 1.

**15. Qualifications of teaching faculty with D.Sc./D.Litt./ Ph.D./ MPhil./PG.:** Ph. D. – 2, PG - 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:** Nil.

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

### 19. Publications: July 2005—June 2015

- m. Publication per faculty : 4 approx
- n. Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- o. 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)
- p. Monographs : No.
- q. Chapter in Books : No.
- r. Books Edited : No.
- s. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS: No.
- t. Citation Index : Citation Range
- u. SPIN Range
- v. SJR Range
- w. Impact factor
- x. H-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	j	k	l
Dr. Satibrata Mitra	3	3											
Dr. Sayantani Bhadra				2	2								

**20. Areas of consultancy and income generated:** Nil

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** None.



**22. Student projects:**

a) **Percentage of students who have done in-house projects including inter departmental / programme: 100%**

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

**23. Awards/ Recognitions received by faculty and students: N. A.****23. List of eminent academicians and scientists/ visitors to the department :**

Prof. Dr. Subhas Ch. Mukherjee (CU), Prof. Dr. Subhas Ranjan Basu (C. U.) for Seminars.

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

a) National : Not organized.

b) International : Not organized.

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Geography Honours	118	31	31	0	
Geography General		26	25	1	

\*M=Male F=Female

**26. Student profile programme/course wise: 2013-14****27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. A. / B. Sc. (Hons.)	99%	1%	---

B. A. / B. Sc. (Gen)	99%	1%	---
-------------------------	-----	----	-----

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? NET-3**

**29. Student progression :** Rate of progression to higher education is very low because only B. Sc. (Gen) course.

Student progression	Against % enrolled
UG to PG	90%
PG to M. Phil.	NA
PG to Ph. D.	2%
Ph. D. to Post-Doctoral	NA
Employed	NA
Campus selection	
Other than campus recruitment	90%
Entrepreneurship/Self-employment	NA

**30. Details of Infrastructural facilities**

- a) **Library:** Central library and departmental library.
- b) **Internet facilities for Staff & Students:** Available in Evnet.
- c) **Class rooms with ICT facility:** Evnet is used for ICT classes.
- d) **Laboratories:** Good.

**31. Number of students receiving financial assistance from college, university, government or other agencies:** SC/ST students receive Govt. stipend.

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** Spl. Lectures by Departmental Teachers.

- 33. Teaching methods adopted to improve student learning :** Lecture method, Charts, Maps, interactive mode, practical classes, tests, survey works.
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities:** Departmental students participated in NSS, NCC and Student Union programmes.
- 35. SWOC analysis of the department and Future plans:**

**Strength:** Teachers are competent and energetic. Honours students are sincere and studious.

**Weakness:** Lack of departmental space. Inadequate number of Full time faculty.

**Opportunities:** 1) Students in general are greatly interested in Geography. 2) Prospect of teaching job in schools and colleges. 3) Other jobs where Geographical knowledge is required.

**Constraints:** It is an Evening College. Span of time for academic works is limited.

**Future Plans:** To organize seminar with external experts.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF COMMERCE**

**1. Name of the department : DEPARTMENT OF COMMERCE**

**2. Year of Establishment :**

January 1947 (As Dept. of Commerce, R. B. C. College that ran in the Evening hours; 1948 to 1984 as Dept. of Commerce ; of R. B. C. College Section) and from 1984 onwards as Dept. of Commerce; R. B. C. Evening College.

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

### **UG**

B. Com. Hons. in Accounting

B. Com. Hons. in Marketing

B. Com. General

**P. G. course will start soon.**

**4. Names of Interdisciplinary courses and the departments/units involved:**

### **Interdisciplinary Course**

### **Department Involve**

Business Economics

Economics

**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

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professor	1	1
Asst. Professor	3	3

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Ranjit Kumar Dutta	M. Com., LLB	Associate Professor	Accounts & Finance	30 years	Nil
Dilip Kumar Karak	M. Com., M. Phil	Asst. Professor	Accounts & Finance	14 years	Nil
Parashar Banerjee	M. Com, M. B. A., Ph. D.	Asst. Professor	Accounts & Finance	5 years	Nil
Suvarun Goswami	M. Com, M. B. A.	Asst. Professor	Accounts & Finance, H. R.	5 years	Nil
Aloke Ghoshal	M. Com.	Govt. Part Time Teacher	Accounts	30 years	Nil
Subham Dastidar	M. Com., M. Phil.	Govt. Part Time Teacher	Accounts	8 years	Nil
Monalisa Sarkar	M. B. A.	Govt. Part Time Teacher	Marketing	7 years	Nil
Swarup Kr. Bhunia	M. C. A.	Govt. Part Time Teacher	Computer Science	9 years	Nil
Lakshmikanta Das	M. C. A.	Guest Teacher	Computer	8 years	Nil

**10. List of senior visiting faculty:** Nil.

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 33%

**13. Student -Teacher Ratio (programme wise):**

B. Com. Honours in Accountancy – 21 : 1

B. Com. Honours in Marketing - 1 : 1

B. Com. General - 42 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil. The department is supported by the general staff of the college.

**15. Qualifications of teaching faculty with D.Sc./D.Litt./ Ph.D./ MPhil./PG.:** Ph. D – 1, M. Phil – 2, P. G. - 6

**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:**

Two minor research projects funded by UGC.

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

**19. Publications: July 2005—June 2015**

a. Publication per faculty : 4 approx

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

c. 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)

- d. Monographs : No.
- e. Chapter in Books : No.
- f. Books Edited : No.
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS: No.
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range
- k. Impact factor
- l. H-index

Faculty	a	b 1	b2	c	d	e	f	g	h	i	j	k	l
Dilip Kr. Karak	9			9									
Suvarun Goswami	36	20		16									
Monalisa Sarkar	4	1		3									

**20. Areas of consultancy and income generated:** Nil

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** Nil.

**22. Student projects:** No.

a) Percentage of students who have done in-house projects including inter departmental / programme: 7%

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.

The Department organised a State-level seminar in 2008, funded by UGC.

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Hons. in Accounts & Finance	212	123	106	17	
Hons. in Marketing	13	6	4	2	
B. Com. General		161	151	10	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Hons. in ACFA	95%	5%	Nil
Hons. in MKTA	98%	2%	Nil

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?** NET – 2%, Civil Service – 2%, Defense Service – 5%.

**29. Student progression:**

Student progression	Against % enrolled
UG to PG	20%
PG to M. Phil.	5%
PG to Ph. D.	2%
Ph. D. to Post-Doctoral	NA
Employed	



Campus selection	NA
Other than campus recruitment	40%
Entrepreneurship/Self-employment	60%

**30. Details of Infrastructural facilities**

- a) **Library:** Yes, Central Library and Departmental Library.
- b) **Internet facilities for Staff & Students:** Yes
- c) **Class rooms with ICT facility:** No; classes done at Evnet.
- d) **Laboratories:** No

**31. Number of students receiving financial assistance from college, university, government or other agencies:** SC/ST students receive Govt. stipend.

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** A state-level seminar was organized by the Dept. in 2008.

**33. Teaching methods adopted to improve student learning :** ICT related classes are held, Class Test. Interactive session, learner-centric approach.

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

Students of this Dept. take part in NCC, NSS and Students Union programmes.

**35. SWOC analysis of the department and Future plans:**

**Strength:** Teachers are well qualified and dedicated.

**Weakness:** Huge no. of Students, Non availability of class room.

**Opportunities:** New courses can be launched. Commerce graduates

have wide job market.

**Constraints:** 1) To make the students attend classes regularly. 2) To prepare students for higher studies.

**Future Plans:** To start P. G. course in Commerce.

## EVALUATIVE REPORT OF THE DEPARTMENT OF HISTORY

**1. Name of the department : DEPARTMENT OF HISTORY**

**2. Year of Establishment :**

January 1947 (As Department of History Rishi Bankim Chandra College that ran in the evening hours; 1948 to 1984 as Dept. of History of Rishi Bankim Chandra College (Evening Section) and from 1984 onward as Dept. of History, Rishi Bankim Chandra Evening College.

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG : B. A. ; History Honours, History General

**4. Names of Interdisciplinary courses and the departments/units involved:**  
Nil.

**5. Annual/ semester/choice based credit system (programme wise):** Annual.

**6. Participation of the department in the courses offered by other departments:** Nil.

**7. Courses in collaboration with other universities, industries, foreign institutions, etc.:** Nil.

**8. Details of courses/programmes discontinued (if any) with reasons:** Nil.

**9. Number of teaching posts**

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professor	---	---
Asst. Professor	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Rituparna Roychoudhury		Asst. Professor	American History	5 years	Nil
Rita Das Deb	M. A.	Part Time Teacher	Islamic History	10 years	Nil
Anup kumar Deb Barman	M. A., B. Ed	Guest Teacher	Modern	16 years	Nil
Sanjoy Sengupta	M. A.	Part Time Teacher	Ancient	10 years	Nil

**11. List of senior visiting faculty: N. A.**

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 57%**

**13..Student -Teacher Ratio (programme wise): 5**

History Honours – 9 : 1

History General - 350 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: N. A.**

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

Name	Qualification
Rituparna Ray Chowdhury	M. A., M. Phil.
Rita Das Deb	M. A.

Sanjay Sengupta	M. A.
Anup Kumar Deb Barman	M. A. , B. Ed.

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.  
and total grants received: UGC, Rs. 1,10,000/-**

## 19. Publications: July 2005—June 2015

[illegible]

**20. Areas of consultancy and income generated:** Nil

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:**

Rituparna Roychaudhury is a life member of Paschimbanga Itihas Sansad, Kolkata, Annual member of Indian History Congress, member of Indian Association of Asian and Pacific Studies, Kolkata.

**22. Student projects:**

a) **Percentage of students who have done in-house projects including inter departmental / programme:** Students having Film Studies and Geography as combination : 100%

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

**23. Awards/ Recognitions received by faculty and students:** National Scholarship for Graduation – 2001 (Rituparna Ray Chaudhury)

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

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

a) National : Not organised

b) International : Not organised

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
History Honours	38	16	14	2	
History General		639	562	77	

\*M=Male F=Female

**27. Diversity of Students**

<b>Name of the Course</b>	<b>% of students from the same state</b>	<b>% of students from other States</b>	<b>% of students from abroad</b>
History Honours	100%	Nil	Nil
History General	100%	Nil	Nil

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?** Not recorded.

**29. Student progression :** to PG level negligible.

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	Not Recorded
PG to M. Phil.	---
PG to Ph. D.	---
Ph. D. to Post-Doctoral	---
Employed Campus selection Other than campus recruitment	Not Recorded
Entrepreneurship/Self-employment	---

**30. Details of Infrastructural facilities**

- a. **Library:** Central Library.
- b. **Internet facilities for Staff & Students:** Internet facility available.
- c. **Class rooms with ICT facility:** N. A.
- d. **Laboratories:** N. A.

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

SC/ST students get Government stipend.

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** Not organised

**33. Teaching methods adopted to improve student learning :** Lecture method, inter-active mode, providing study matters downloaded from internet.

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

Departmental students act as volunteers in NSS and participate in Student Union programme.

**35. SWOC analysis of the department and Future plans:** in separate sheet

**Strength:** Teachers are dedicated and sincere. Sufficient books are there in the library.

**Weakness:** Full time faculty is just one. Number of students is high in General course. No departmental library.

**Opportunities:** In the present world, History is an extremely important and relevant subject.

History is taught in almost all institutions and therefore teaching jobs are always available.

**Constraints:** More full time teachers are required. Modern teaching aids are required.

**Future Plans:**

To hold extension lecture by eminent scholars on various issues.

To organize a National Seminar funded by UGC.



## EVALUATIVE REPORT OF THE DEPARTMENT OF PHILOSOPHY

**1. Name of the department : DEPARTMENT OF PHILOSOPHY**

**2. Year of Establishment :**

January 1947 (As Department of Philosophy Rishi Bankim Chandra College that ran in the evening hours; 1948 to 1984 as Dept. of Philosophy of Rishi Bankim Chandra College (Evening Section) and from 1984 onward as Dept. of Philosophy, Rishi Bankim Chandra Evening College.

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG – Philosophy General.

**4. Names of Interdisciplinary courses and the departments/units involved:**  
Nil.

**5. Annual/ semester/choice based credit system (programme wise):**

Annual.

**6. Participation of the department in the courses offered by other departments:** Nil.

**7. Courses in collaboration with other universities, industries, foreign institutions, etc.:**

Nil

**8. Details of courses/programmes discontinued (if any) with reasons:** Nil.

**9. Number of teaching posts**

Teaching Posts	Sanctioned	Filled
Professors	-	-
Associate Professor	-	-
Asst. Professor	-	-
Govt. Part Time Teacher	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Sulakshana Saha	M. A.	Govt. Part Time Teacher		9 years	Nil
Amal Majumder	M. A., M. Phil	GuestTeacher		31 years	Nil

**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): 125 : 1 (B. A. – General)**

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: None at present.**

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

Sulakshana Saha	M. A.
Amal Majumdar	M. A., M. Phil.

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: None.**

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: None.**

**18. Research Centre /facility recognized by the University: None.**

**19. Publications: July 2005—June 2015**

- i. Publication per faculty : No.
- ii. Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) : No
- iii. 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)
- iv. Monographs :
- v. Chapter in Books :
- vi. Books Edited :
- vii. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS : No.
- viii. Citation Index : Citation Range
- ix. SPIN Range
- x. SJR Range
- xi. Impact factor
- xii. H-index

Faculty	a	b 1	b2	c	d	e	f	g	h	i	j	k	l

**20. Areas of consultancy and income generated: Nil.**

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board: None.**

**22. Student projects:**

**a) Percentage of students who have done in-house projects including inter departmental / programme:**

Students having Film Studies or Geography combination: 100 %.

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

None.

**23. Awards/ Recognitions received by faculty and students:** None.

**24. List of eminent academicians and scientists/ visitors to the department:** None

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

a) National : None.

b) International : None.

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			M*	F*	
Philosophy General	---	104	86	18	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Philosophy General	100 %	Nil	Nil

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?** None.

**29. Student progression : to PG level negligible.**

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	Data not available
PG to M. Phil.	---
PG to Ph. D.	---
Ph. D. to Post-Doctoral	---
Employed	
Campus selection	---
Other than campus recruitment	
Entrepreneurship/Self-employment	---

**30. Details of Infrastructural facilities**

- a. Library: College Library.
- b. Internet facilities for Staff & Students: Yes.
- c. Class rooms with ICT facility: N. A.
- d. Laboratories: N. A.

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

SC/ST students get Govt. stipend.

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

**33. Teaching methods adopted to improve student learning : Class Room interaction learner centric approach.**

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:** Participation through N. S. S. , N. C. C. and Student Union programmes.

**35. SWOC analysis of the department and Future plans:**

**Strength:** Philosophy is the most popular subject among the students of Arts. It is the core subject upon which all Arts subjects are based.

**Weakness:** There is no full time teacher in the Department

**Opportunities:** Graduates with Philosophy combination may opt. for teaching job, go for writing books or editing treatises.

**Constraints:** To motivate students for higher studies.

**Future Plans:** To organize seminar, special lectures etc.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF FILM STUDIES**

**1. Name of the department: DEPARTMENT OF FILM STUDIES**

**2. Year of Establishment :** July, 1995

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG : B. A., B. Sc. - General

**4. Names of Interdisciplinary courses and the departments/units involved:**  
N. A.

**5. Annual/ semester/choice based credit system (programme wise):** Annual.

**6. Participation of the department in the courses offered by other departments:** Nil.

**7. Courses in collaboration with other universities, industries, foreign institutions, etc.:** N. A.

**8. Details of courses/programmes discontinued (if any) with reasons:**  
Nil.

**9. Number of teaching posts**

<b>Teaching Posts</b>	<b>Sanctioned</b>	<b>Filled</b>
Professors	---	---
Associate Professor	---	---
Asst. Professor	---	---
Govt. Part Time Teacher	1	1

**12. 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 M. Phil /Ph. D. Students guided for the last 4 years
Sumana Chandra	M. A.	Govt. Part Time Teacher	Indian Cinema	17 years	N. A.

**11. List of senior visiting faculty:** Not regular.

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 0%

**13. Student -Teacher Ratio (programme wise):** 64 : 1 B. A. / B. Sc - General

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** One.

**15. Qualifications of teaching faculty with D.Sc./D.Litt./ Ph.D./ MPhil./PG.:** PG – 1.

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

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

**18. Research Centre /facility recognized by the University:** N. A.

**19. Publications: July 2005—June 2015**

- a. Publication per faculty :
- 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 Science Directory, EBSCO host, etc)
- d. Monographs :
- e. Chapter in Books :
- f. Books Edited :
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS : No.
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range
- k. Impact factor
- l. H-index

Faculty	a	b 1	b2	c	d	e	f	g	h	i	j	k	l
Sumana Chandra	2	1		1									

**20. Areas of consultancy and income generated:** N. A.

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** N. A.

**22. Student projects:**

**a) Percentage of students who have done in-house projects including inter departmental / programme:** 100%

**b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies :** 20% approx

**23. Awards/ Recognitions received by faculty and students:** University Gold Medal as PG faculty. Student: 1<sup>st</sup> runner up at e-bioscope, Bongflick online festival 2014-15.

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

Mr. Moinak Biswas, Head of the Department, Film Studies, Jadavpur University in 2012 (Dec).

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

a) National : Digital Media Practice in Dec. – 2012  
Source of funding : Ratan Tata Trust  
Collaboration : Jadavpur University Media Lab.

b) International : None.

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Film Studies - General		26	25	1	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U. G. General	100 %	Nil	Nil

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? Not known.**

**29. Student progression: to PG level negligible.**

Student progression	Against % enrolled
UG to PG	10%
PG to M. Phil.	---
PG to Ph. D.	---
Ph. D. to Post-Doctoral	---

Employed	
Campus selection	---
Other than campus recruitment	
Entrepreneurship/Self-employment	30%

### **30. Details of Infrastructural facilities**

- a. Library: Central library.
- b. Internet facilities for Staff & Students: At Evnet
- c. Class rooms with ICT facility: Under Construction
- d. Laboratories:

**31. Number of students receiving financial assistance from college, university, government or other agencies:** SC/ST students receive Govt. stipend.

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** A team of digital media technician visited the college as external experts to enhance teaching learning skills.

**33. Teaching methods adopted to improve student learning :** Audio-visual aids used like screening of films.

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

Students participate in NSS, NCC and Student Union programmes.

**35. SWOC analysis of the department and Future plans:**

**Strength:** Students have great interest in this subject.

**Weakness:** Shortage of staff and departmental space.

**Opportunities:** Diversification and augmentation may be done in the

course matter of this subject. The course may be related to media, marketing and advertisement.

**Constraints:** More emphasis is to be laid on the technical part of the curriculum.

**Future Plans:** To invite external experts and to open technical lab.

## EVALUATIVE REPORT OF THE DEPARTMENT OF ECONOMICS

**1. Name of the department : DEPARTMENT OF ECONOMICS**

**2. Year of Establishment :**

January 1947 (As Department of Economics Rishi Bankim Chandra College that ran in the evening hours; 1948 to 1984 as Dept. of Economics of Rishi Bankim Chandra College (Evening Section) and from 1984 onward as Dept. of Economics, Rishi Bankim Chandra Evening College.

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG Honours, UG General

**4. Names of Interdisciplinary courses and the departments/units involved:** B. Com. – Indian Financial System and Financial Operation.  
B. A. – General, B. Com. – Honours, B. Com. - General

**5. Annual/ semester/choice based credit system (programme wise):**

**6. Participation of the department in the courses offered by other departments:** Departmental teachers take classes in the Commerce Dept. in relevant subjects.

**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**

Teaching Posts	Sanctioned	Filled
Professors	---	---

Associate Professor	1	1
Asst. Professor	3	2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Ashok Kumar Kundu	M. A., Ph. D.	Associated Professor	Devl. Economics	27 years	N. A.
Aparajita Dbhara	M. Sc., M. Phil.	Asst. Professor	Econovetr	12 years	Nil
Amit Bhandari	M. A., Ph. D.	Asst. Professor	Finance Labour	5 years	2
Babu Dhar	M. A.	Govt. Part Time Teacher	Economics Statistics	15 years	Nil

**11. List of senior visiting faculty: Nil.**

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 0%**

**13. Student -Teacher Ratio (programme wise):**

Economics General – 40 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

Nil. The Dept. is supported by the general staff of the college.

**15. Qualifications of teaching faculty with D.Sc./D.Litt./ Ph.D./ MPhil./PG.: Ph. D. – 2, M. Phill - 1**

Dr. Ashok Kundu	M. A., Ph. D.
Dr. Amit Kr. Bhandari	M. A., Ph. D.
Aparajita Dhara	M. Sc., M. Phil.

Babu Dhar

M. A.

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

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

UGC : Minor Project – Rs. 1,01,000/-

ICSSR : Major Project – Rs. 4,50,428/-

**18. Research Centre /facility recognized by the University:** None at present.

**19. Publications: July 2005—June 2015**

- a. Publication per faculty : Attached Sperateley.
- b. Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- c. 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)
- d. Monographs :
- e. Chapter in Books :
- f. Books Edited : Attached separately with CVs
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS : No. : Faculty members
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range
- k. Impact factor
- l. H-index

Faculty	a	b 1	b2	c	d	e	f	g	h	i	j	k	l
Dr. Ashok Kundu	5	4											
Aparajita Dhara	1		1										

**20. Areas of consultancy and income generated:** Nil.

Chandra Evening College, Naihati,

**21. Faculty as members in a) National committees b) International**

**Committees c) Editorial Board:** Nil

**22. Student projects:**

a) **Percentage of students who have done in-house projects including inter departmental / programme:** 150 students

b). **Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies :** N. A.

**23. Awards/ Recognitions received by faculty and students:** N. A.

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

Prof. Ajitava Roychoudhury, Professor, Jadavpur University

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

a) National : UGC Sponsored State Level Seminar, Nov, 2013.

b) International : None.

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Economics General		64	56	8	

\*M=Male F=Female



**27. Diversity of Students**

<b>Name of the Course</b>	<b>% of students from the same state</b>	<b>% of students from other States</b>	<b>% of students from abroad</b>
Economics General	100%		

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?** NET - 2

**29. Student progression:**

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	N. A.
PG to M. Phil.	---
PG to Ph. D.	---
Ph. D. to Post-Doctoral	---
Employed	
Campus selection	N. A.
Other than campus recruitment	
Entrepreneurship/Self-employment	N. A.

**30. Details of Infrastructural facilities**

- a) **Library:** College central library.
- b) **Internet facilities for Staff & Students:** Net facility at Evnet.
- c) **Class rooms with ICT facility:** N. A.
- d) **Laboratories:** N. A.

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

**32. Details on student enrichment programmes (special**

**lectures/workshops/seminar) with external experts:** UGC-sponsored State level seminar November, 2013.

**33. Teaching methods adopted to improve student learning :** Lecture method, Question-answer session, class test etc.

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

The students of this Dept. take part in ISR and extension activities organized by NSS and student Union.

**35. SWOC analysis of the department and Future plans:**

**Strength:** The teachers are qualified and research-oriented. The Dept. has research journal.

**Weakness:** Lack of Departmental space.

**Opportunities:** The departmental teachers may effectively contribute to teaching-learning, Job opportunity in the educational and Governmental institutes.

**Challenge:**

To attract more students to Economics Honours.

To motivate students for higher studies.

**Future Plans:** To open a research centre in the Dept.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF JOURNALISM & MASS COMMUNICATION**

**1. Name of the department : DEPARTMENT OF JOURNALISM  
& MASS COMMUNICATION**

**2. Year of Establishment : 2009-10**

**3. Names of Programmes/Courses offered (UG, PG, M.Phil.,  
Ph.D., Integrated Masters; Integrated Ph.D. etc.)**

UG – Journalism & Mass Communication – General.

**4. Names of Interdisciplinary courses and the departments/units  
involved: Nil**

**5. Annual/ semester/choice based credit system (programme wise): Annual**

**6. Participation of the department in the courses offered by  
other departments: Nil.**

**7. Courses in collaboration with other universities, industries, foreign  
institutions, etc.: Nil.**

**8. Details of courses/programmes discontinued (if any) with  
reasons: Nil.**

**9. Number of teaching posts**

<b>Teaching Posts</b>	<b>Sanctioned</b>	<b>Filled</b>
Professors	---	---
Associate Professor	---	---
Asst. Professor	---	---

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Ujjal Ganguly	M. A.	Guest Teacher	Public Relation	7 years	N. A.

**11. List of senior visiting faculty: Nil**

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 100%**

**13. Student -Teacher Ratio (programme wise): 86 : 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-1**

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

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

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

**19. Publications: July 2005—June 2015**

- a. Publication per faculty : Attached Speratey.
- b. Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- c. 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)

- d. Monographs :
- e. Chapter in Books :
- f. Books Edited : Attached separately with CVs
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS : No. : Faculty members
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range
- k. Impact factor
- l. H-index

Faculty	a	b 1	b2	c	d	e	f	g	h	i	j	k	l

**20. Areas of consultancy and income generated:** Nil.

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** N. A.

**22. Student projects:** N. A.

**a) Percentage of students who have done in-house projects including inter departmental / programme:** Student having Film Studies combination : 100%

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

**23. Awards/ Recognitions received by faculty and students:** Nil

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

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

**funding:**

a) National : Not organized.

b) International : Not organized.

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Journilsm - General		35	31	4	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (General)	100 %	---	---

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? N. A.**

**29. Student progression :**

Student progression	Against % enrolled
UG to PG	35%
PG to M. Phil.	---
PG to Ph. D.	---
Ph. D. to Post-Doctoral	---
Employed Campus selection Other than campus recruitment	Nil
Entrepreneurship/Self-employment	50 %

**30. Details of Infrastructural facilities**

- a. **Library:** Common Library
- b. **Internet facilities for Staff & Students:** At Evnet.
- c. **Class rooms with ICT facility:** N. A.
- d. **Laboratories:** Yes

**31. Number of students receiving financial assistance from college, university, government or other agencies:** SC/ST students receiving Govt. grants.

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** Not organized.

**33. Teaching methods adopted to improve student learning :** Practical implementations, class room lectures, interactive model.

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

**35. SWOC analysis of the department and Future plans:**

**Strength:** Students are highly enthusiastic.

**Weakness:** Lack of teaching staff and departmental space.

**Opportunities:** Wide job market for graduates.

**Constraints:** To motivate students for the inculcation of excellence.

**Future Plans:** To use enhanced technology and equipments.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF POLITICAL SCIENCE**

**1. Name of the department : DEPARTMENT OF POLITICAL  
SCIENCE**

**2. Year of Establishment :**

January 1947 (As Department of Political Science Rishi Bankim Chandra College that ran in the evening hours; 1948 to 1984 as Dept. of Political Science of Rishi Bankim Chandra College (Evening Section) and from 1984 onward as Dept. of Political Science, Rishi Bankim Chandra Evening College.

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D.,  
Integrated Masters; Integrated Ph.D. etc.):** UG – Political Science  
General.

**4. 4. Names of Interdisciplinary courses and the departments/units  
involved:** No

**5. 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**

<b>Teaching Posts</b>	<b>Sanctioned</b>	<b>Filled</b>
Professors	---	---
Associate Professor	---	---
Asst. Professor	---	---



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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Kallol Debnath	M. A.	Guest Teacher	Political Sociology of India	3 years	N. A.
Srimanto Ghosh	M. A.	Guest Teacher	Local Self Government	2 years	N. A.

**11. List of senior visiting faculty: Nil**

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 100%**

**13. Student -Teacher Ratio (programme wise): 419 : 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-2**

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

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

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

**19. Publications: July 2005—June 2015**

- a. Publication per faculty : Attached Sperateley.
- b. Number of papers published by faculty and students in peer

reviewed journals (b 1 : national / b 2 : international) :

- c. 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)
- d. Monographs :
- e. Chapter in Books :
- f. Books Edited : Attached separately with CVs
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS : No. : Faculty members
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range
- k. Impact factor
- l. H-index

Faculty	a	b 1	b2	c	d	e	F	g	h	i	j	k	l

**20. Areas of consultancy and income generated:** Nil.

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** Nil.

**22. Student projects:**

a) **Percentage of students who have done in-house projects including inter departmental / programme:** Students having Geography or Film Studies combination: 100%.

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

**23. Awards/ Recognitions received by faculty and students: Nil.**

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

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

a) National : Not organized.

b) International : Not organized.

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Political Science - General		438	403	35	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (General)	100 %	---	---

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? N. A.**

**29. Student progression :**

Student progression	Against % enrolled
UG to PG	20%
PG to M. Phil.	---
PG to Ph. D.	---
Ph. D. to Post-Doctoral	---
Employed Campus selection	Nil

Other than campus recruitment	
Entrepreneurship/Self-employment	50 %

**30. Details of Infrastructural facilities**

- a. **Library:** Common Library
- b. **Internet facilities for Staff & Students:** for staff
- c. **Class rooms with ICT facility:** N. A.
- d. **Laboratories:** N. A.

**31. Number of students receiving financial assistance from college, university, government or other agencies:** SC/ST students receive Govt. stipend.

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** Not organized.

**33. Teaching methods adopted to improve student learning:** Conventional.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:** Students participate in NCC, NSS and Student Union programme.

**35. SWOC analysis of the department and Future plans:** No.

**Strength:** Students have great interest in this subject.

**Weakness:** No full time faculty.

**Opportunities:** Graduates may look for teaching job and other Govt. and Non-Govt. employment.

**Constraints:** No departmental library.

**Future Plans:** To have a space for the departmental activity.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF SANSKRIT**

**1. Name of the department : DEPARTMENT OF SANSKRIT**

**2. Year of Establishment : 2008**

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.) : UG Sanskrit Honours.**

**4. Names of Interdisciplinary courses and the departments/units involved: None.**

**5. Annual/ semester/choice based credit system (programme wise): Annual**

**6. Participation of the department in the courses offered by other departments: N. A.**

**7. Courses in collaboration with other universities, industries, foreign institutions, etc.: N. A.**

**8. Details of courses/programmes discontinued (if any) with reasons:**  
None

**9. Number of teaching posts**

<b>Teaching Posts</b>	<b>Sanctioned</b>	<b>Filled</b>
Professors	---	---
Associate Professor	---	---
Asst. Professor	1	---
Govt. Part Time Teachetr	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of M. Phil /Ph. D. Students guided for the last 4 years
Dr. Arundhaty Chakraborty	M. A., M. Phil, Ph. D.	Part Time Teacher	Inscription	10 years	N. A.
Dr. Bani Baran Sengupta	M. A., Ph. D.	Guest Teacher	Vedas	45 years	N. A.

**11. List of senior visiting faculty: 1 – Dr. Bani Baran Sengupta**

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 50%**

**13. Student -Teacher Ratio (programme wise):**

Session – 2012-13 ; Sanskrit Honours – 8 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** None at present. The Dept. is supported by the college staff.

**15. Qualifications of teaching faculty with D.Sc./D.Litt./ Ph.D./ MPhil./PG.: Ph. D. - 2**

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:** None.

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:** None.

**18. Research Centre /facility recognized by the University:** None.

### 19. Publications: July 2005—June 2015

- a. Publication per faculty : Attached Sperateely.
- b. Number of papers published by faculty and students in peer reviewed journals (b 1 : national / b 2 : international) :
- c. 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)
- d. Monographs :
- e. Chapter in Books :
- f. Books Edited : Attached separately with CVs
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS : No. : Faculty members
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range
- k. Impact factor
- l. H-index

Faculty	a	b 1	b2	c	d	e	F	g	h	i	j	k	l

**20. Areas of consultancy and income generated:** Nil.

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** None.

**22. Student projects:**

a) **Percentage of students who have done in-house projects including inter departmental / programme:** None.

b) **Percentage of students placed for projects in organizations**

outside the institution i.e. in Research laboratories/Industry/other agencies: None.

**23. Awards/ Recognitions received by faculty and students: Nil.**

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

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

a) National : Not organized.

b) International : Not organized.

**26. Student profile programme/course wise: 2012-13**

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Sanskrit Honours	17	5	4	1	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (General)	100 %	---	---

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? N. A.**

**29. Student progression :**

Student progression	Against % enrolled
UG to PG	Data not available
PG to M. Phil.	---
PG to Ph. D.	---



Ph. D. to Post-Doctoral	---
Employed	Nil
Campus selection	
Other than campus recruitment	
Entrepreneurship/Self-employment	---

**30. Details of Infrastructural facilities**

a) **Library:** College Library

b) **Internet facilities for Staff & Students:** Yes.

c) **Class rooms with ICT facility:** N. A.

d) **Laboratories:** N. A.

**31. Number of students receiving financial assistance from college, university, government or other agencies:** S. C. / S. T. students.

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

**33. Teaching methods adopted to improve student learning :** Class-room interaction, test, remedial classes etc.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:** Student of this Dept. take part in NSS programme.

**35. SWOC analysis of the department and Future plans:**

**Strength:** Teachers are qualified and dedicated.

**Weakness:** Number of students is poor.

**Opportunities:** Teaching job, translation job are open for graduates in Sanskrit.

**Constraints:** To have departmental library and space.

**Future Plans:** To organize special lectures with external expert.

## **EVALUATIVE REPORT OF THE DEPARTMENT OF MATHEMATICS**

**1. Name of the department : DEPARTMENT OF MATHEMATICS**

**2. Year of Establishment :**

June, 1969 (From June 1969 to 1984 as Dept. of Mathematics, Rishi Bankim Chandra College, [Evening Section], and from 1984 onward as Dept. of Mathematics, Rishi Bankim Chandra Evening College.)

**3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.) :**

UG : B. Sc. General degree course.

**4. Names of Interdisciplinary courses and the departments/units involved:**  
Nil.

**5. Annual/ semester/choice based credit system (programme wise):** Annual

**6. Participation of the department in the courses offered by other departments:** Nil.

**7. Courses in collaboration with other universities, industries, foreign institutions, etc.:** Nil.

**8. Details of courses/programmes discontinued (if any) with reasons:** Not applicable.

**9. Number of teaching posts**

<b>Teaching Posts</b>	<b>Sanctioned</b>	<b>Filled</b>
Professors	---	---
Associate Professor	---	---
Asst. Professor	1	0

**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 M. Phil /Ph. D. Students guided for the last 4 years
Tapas Roy Mahapatra	Ph. D.	Guest Teacher			N. A.
Bikash Chakraborty	M. Sc.	Guest Teacher	Complex Analysis	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: 100%**

**13. Student -Teacher Ratio (programme wise): 56 : 1**

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: One staff for Computer Lab.**

**15. Qualifications of teaching faculty with D.Sc./D.Litt./ Ph.D./ MPhil./PG.: Ph. D – 1, PG - 1**

**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: July 2005 - June 2015**

- a. Publication per faculty : Attached Sperateley.
- b. Number of papers published by faculty and students in peer

reviewed journals (b 1 : national / b 2 : international) :

- c. 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)
- d. Monographs :
- e. Chapter in Books :
- f. Books Edited : Attached separately with CVs
- g. Books with ISBN / ISSN NUMBER WITH DETAILS OF PUBLISHERS : No. : Faculty members
- h. Citation Index : Citation Range
- i. SPIN Range
- j. SJR Range
- k. Impact factor
- l. H-index

Faculty	a	b 1	b2	c	d	e	F	g	h	i	j	k	l
Bikash Chakraborty	2	2											

**20. Areas of consultancy and income generated:** Nil

**21. Faculty as members in a) National committees b) International Committees c) Editorial Board:** Bikash Chakraborty is a member of i) Calcutta Math Society ii) Indian Math Society iii) Ramanuj Math Society.

**22. Student projects:**

**a) Percentage of students who have done in-house projects including inter departmental / programme:** Students having Geography or Film Studies as combination : 100%

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

**23. Awards/ Recognitions received by faculty and students: Nil**

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

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

a) National :

b) International :

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

Name of the Course/programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage
			*M	*F	
Mathematics - General		54	53	1	

\*M=Male F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. Sc. - General	100%	---	---

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?** Last year one student got defence service.

**29. Student progression :**

Student progression	Against % enrolled
UG to PG	N. A.

PG to M. Phil.	---
PG to Ph. D.	---
Ph. D. to Post-Doctoral	---
Employed	---
Campus selection	
Other than campus recruitment	
Entrepreneurship/Self-employment	---

**30. Details of Infrastructural facilities**

- a) **Library:** Central Library
- b) **Internet facilities for Staff & Students:** Yes.
- c) **Class rooms with ICT facility:** No.
- d) **Laboratories:** For programming language.

**31. Number of students receiving financial assistance from college, university, government or other agencies:** All SC/ST students get financial assistance from Govt.

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** Not organized.

**33. Teaching methods adopted to improve student learning :** Usual method (with help of chalk and duster)

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

Students take part in different programs organized by NSS, Student Union.

**35. SWOC analysis of the department and Future plans:**

**Strength:** Teachers are dedicated and most of the students are sincere.

**Weakness:** No full time faculty. Lack of departmental space.

**Opportunities:** Science graduates may go for SSC, WBCS, UPSC and Banking jobs.

**Constraints:** It is a Evening college. A departmental library and separate ICT class-room is required.

**Future Plans:** To organize seminar or special lectures with external expert.

## **E. POST-ACCREDITATION INITIATIVES**

### **Post-accreditation Initiatives:**

This institution was first accredited by NAAC in the year 2005. The PEER Team acknowledged the significant contribution of this college in providing opportunities of higher education to a large number of students who were either jute mill workers or apprentices in different factories. The team made some valuable suggestions for the consideration of the college for bringing further improvements in the quality of all its programmes and activities in future.

Considering the recommendation of the Peer Team, the college adopted the following measures and initiative in the post-Accreditation period:

- The computerization of the college library has been completed. Cataloguing and book-accession are done through computers. E-catalogues are available to the users, and the records of issuing books are electronically preserved.

The common works of the library are also done through computers. Internet is also available in the library.

- During the post-accreditation period, a good number of books and journals were purchased for the college and departmental libraries.
- A separate section in the college library has been dedicated to the works of Rishi Bankim Chandra after whom the college is named.
- The college office has been fully automated through the installation of computers and other electronic devices. All the works including cash intake, accounting, record-keeping etc are done through computers.
- A Research Committee has been set up by the college to generate research culture among the teachers who may take the advantage of the minor and major research projects funded by different agencies.

- The Peer Team recommended that the need of a full-fledged hostel for students might be sympathetically considered by the management. In the year 2010-11 the college received a grant of Rs. 40,00,000/- from UGC to construct a ladies' hostel. Since the college did not have an additional piece of land at that time, it took some time for us to look for a suitable piece of land and finalize the purchase of it. We had to keep in mind that the hostel should be within a short distance from the college for the convenience of the students as well as for the administrative advantage.

The purchase of land was properly registered, and the plan and estimate of the Hostel building was done by a reputed concern who were selected through the process of tendering. Thereafter, the plan and estimate were submitted to the municipal authority for being sanctioned and vetted. On getting clearance from the Naihati Municipal authority e-tender was floated for the construction work. All these took a long time since different authorities and agencies were involved in the process.

- In the post-Accreditation period the management took urgent steps to fill up the vacant teaching posts sanctioned by the Govt. of West Bengal. The following posts were filled up during the last eight years :

Sl. No.	Department	No. of Govt. approved post
1	Bengali	1 (one) Part time lecturer
2	English	1 (one) Part time lecturer
3	Hindi	1 (one) Part time lecturer
4	Sanaskrit	1 (one) Part time lecturer
5	History	2 (two) Part time lecturers
6	Philosophy	1 (one) Part time lecturer
7	Economics	1 (one) Part time lecturer
8	Commerce	4 (four) Part time lecturers
9	Film Studies	1 (one) Part time lecturer
10	History	1 (one) Full time Asst. Professor
11	Commerce	2 (two) Full time Asst. Professors
12	Physics	1 (one) Full time Asst. Professor
13	Chemistry	1 (one) Full time Asst. Professor
14	Economics	1 (one) Full time Asst. Professor

The above chart shows that a total of 6 (six) full time Asst. Professors and 13 (thirteen) part time lecturers were appointed during the Post Accreditation period. This account does not include the teaching staff that the college appointed on its own capacity during that period.

- After the first Peer Team visit, the college set up an Internal Quality



Assurance Cell on 06/09/2005. Thereafter, the IQAC body was restructured on 16/02/2012 and 03/02/2014. Later, on 15/ 09/ 2014, the old IQAC body was replaced by a new one following the 12<sup>th</sup> plan guideline of the UGC.

- The infrastructure expansion was a great challenge for the college authority. Rishi Bankim Chandra Evening College came into existence in 1984 after the trifurcation of the erstwhile Rishi Bankim Chandra College. But it took a long time for the property and land area of the parent college to be distributed among the three colleges that emerged after the trifurcation. When Rishi Bankim Chandra Evening college received its own share of land after the execution of the partition deed, the college authority did not waste time and speedily undertook the task of infrastructure expansion. Construction of new building started soon in the vacant piece of land that the college received from the parent college. A four-storied building was constructed to provide additional spaces for class-rooms, library, laboratories, offices, departments etc.
- The college has set up a career counseling cell to sensitize and motivate students regarding their self development and also to make them productive members of the society. It is expected that graduates of this college will find out suitable careers getting useful tips from this cell.
- A parent teacher Association has been formed so that it may play an effective role in the over-all development of the college.
- The departments have been supplied with laptops and internet facilities. Students may access internet in the college library. For ICT related subjects course-works are done in EVNET, the college computer centre.
- The Teachers' Council and the Students' Union of the college have been asked to carry on campaign among the students to reduce the drop-out rate.

## **F. DECLARATION BY THE HEAD OF THE INSTITUTION**

I certify that that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.



**Signature of the Head of the institution  
with seal:**

Place:

**Naihati,**

**Dist: North 24 Parganas,  
West Bengal.**

**Date: 24. 08. 2015**

## **G. CERTIFICATE OF COMPLIANCE**

(Affiliated Colleges and Recognized Institutions)

This is to certify that **RISHI BANKIM CHANDRA EVENING COLLEGE** (Name of the institution) fulfils all norms

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

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.



**Date: 24.08.2015**

**Principal/Head of the**

**Institution**

**Place: Naihati,**  
**Seal)**

(Name and Signature with Office

**Dist: 24 Pgs (N),**  
**West Bengal**

## Annexure : I

Rishi Bankim Chandra Evening College, Naihati, West

Annexure - 1

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

February, 1978

No.F.8-12/96(CFP-I)

The Registrar,  
Calcutta University,  
Senate House,  
Calcutta-700073.

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

Sir,

I am directed to refer to your letters No.UGC/2761/L-8 dated 27.2.97 and UGC/2515/L-8 dated 29.1.97 respectively on the above subject and to say that the names of the following college(s) have been included in the above list under Non-Government college(s) teaching upto Bachelor's Degree:-

Name of the college	Year of Estt.	Remarks
Rishi Bankim Chandra Evening College, P.O.Naihati-24PGS(N) W.B.-743165. (Prof. Mrinal Kanti Chakraborty)	1984	The colleges are eligible to receive central assistance in terms of the rules framed under Section-12-B of the UGC Act, 1956.
Rishi Bankim Chandra College for Women, P.O.Naihati-24 PGS(N) West Bengal. (Dr. Tapan Kumar Banerjee)	1984	


Yours faithfully,  
  
( E.D. Mehta )  
Under Secretary

Copy forwarded to:-

1. The Principal, Rishi Bankim Chandra Evening College, P.O.Naihati-24 PGS(N) West Bengal-743165.
2. The Principal, Rishi Bankim Chandra College for Women, P.O.Naihati, 24 PGS(N) West Bengal.
3. The Secretary, Govt. of India, Ministry of Human Resource Development, Deptt. of Education, T-14 Section, New Delhi.
4. Joint Secretary, UGC Eastern Regional Office, L.B-8, Sector-III, Salt Lake, Calcutta-700091.

C.P. Agrawal  
( C.P. Agrawal )  
Section Officer

## Annexure – II

  
**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद**  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission


***Certificate of Accreditation***


*The Executive Committee of the  
National Assessment and Accreditation Council  
on the recommendation of the duly appointed  
Peer Team is pleased to declare the*

***Rishi Bankim Chandra Evening College***  
*Xaihati, North 24 Parganas, affiliated to University of Calcutta, West Bengal*

***Accredited***  
*at the C<sup>+</sup> level.*

Date: May 20, 2005



  
Director

• This certification is valid for a period of Five years with effect from May 20, 2005  
• An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C<sup>+</sup> grade, 65-70-C<sup>++</sup> grade, 70-75- B grade, 75-80- B<sup>+</sup> grade, 80-85-B<sup>++</sup> grade, 85-90- A grade, 90-95-A<sup>+</sup> grade, 95-100-A<sup>++</sup> grade (upper limits exclusive)

### Annexure – III



## West Bengal State University

Barasat, Berunanpukuria, P.O. Malikapur,  
North 24 Parganas, West Bengal, PIN 700126

Date: 08.09.2014

### TO WHOM IT MAY CONCERN


This is to certify that **Rishi Bankim Chandra Evening College, Naihati, North 24 Parganas, West Bengal** is affiliated to the **West Bengal State University** since 2008 and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college as per approval, example ;

Sl No	Name of the Course(s) and Duration	Affiliation	
		Permanent	Temporary
(I)	Three year B.A. Hons. Courses in Bengali, English, History, Hindi, Sanskrit. Three year B.A General Course	Permanent	
(II)	Three year B.Com Hons and General Course	Permanent	
(III)	Three year B.Sc Hons. Courses in Geography and Economics. Three year B. Sc General Course.	Permanent	

Signature

Name:

Designation

  
Registrar,  
West Bengal State University,  
Barasat, North 24 Parganas,  
West Bengal - 700126

[Seal]

## Annexure IV

# Subject Combinations

<b>Honours Courses (B. A.)</b>	<b>Subject Combinations (any two)</b>
<b>Bengali</b>	History/Political Science, Philosophy, Film Studies, English and Journalism
<b>English</b>	History/Political Science, Philosophy, Film Studies, Journalism, , El. Hindi
<b>Hindi</b>	History/Political Science, Philosophy, Film Studies, Journalism, El. Bengali and El. English
<b>History</b>	Political Science/History, Philosophy, El. Bengali/El. Hindi, Film Studies, Journalism and Economics
<b>Sanskrit</b>	Political Science, Philosophy, El. Bengali/El. English, Film Studies, Journalism and Economics
<b>Honours Courses (B. Sc)</b>	<b>Subject Combinations (any two)</b>
<b>Economics</b>	Mathematics (Compulsory) and Film Studies/History/Political Science/Elective Bengali/Journalism
<b>Geography</b>	(a) Mathematics , Physics/Film Studies, Journalism, Chemistry and Economics (b) History/Political Science, Economics, Film Studies, El. Bengali
<b>Honours Courses (B. Com)</b>	<b>Subject Combinations (any two)</b>
<b>B. Com (Honours)</b> Accounting & Finance	As per university norms
<b>B. Com (Honours)</b> Marketing	As per university norms
<b>General Courses</b>	<b>Subject Combinations (any three)</b>
<b>B. A (General)</b>	Economics, History, Political Science, Film Studies, Elective English, Philosophy/Geography, Elective Bengali, Elective Hindi and Journalism
<b>B. Sc (General)</b>	Physics/Film Studies, Mathematics and Chemistry
<b>B. Com (General)</b>	As per university norms