

SELF STUDY REPORT

FIRST CYCLE

FOR SUBMISSION TO

NATIONAL ASSESMENT AND ACCREDITATION COUNCIL



quest for excellence

MOYNA COLLEGE

(Affiliated to Vidyasagar University)

Moyna, Dist.Purba Medinipur, West Bengal

DECEMBER-2015

Self Study Report

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Self Study Report

Preface

Moyna College started its journey in the year 1972 when some local enthusiasts came forward to establish the college as they felt the need of an institution of higher education in Moyna where students had to travel long distances for higher studies. It would not be out of place to remember the contribution of the authorities of Moyna Purnananda Vidyapith who leased a portion of the land of the school as well as a building for the college in its initial stage. Most of the land the college possesses at present was actually donated later by the school. Mention should be made of the unsung heroes who extended their unstinting generosity to raise the requisite fund for the approval of the affiliating university.

The college has remained anemic owing to paucity of land as well as funds. Nature has been malevolent on occasions when the college has been ravaged by floods causing damage to its assets/records. Lack of efforts was there; but when corruption joined hands, the college saw the blackest days of misfortune in its history. The college suffered for mismanagement and financial defalcation in the tenure of Dr. Amarendra Nath Bardhan, the former Principal of the college, who was suspended with effect from 28th May 2013 and then dismissed from his service with effect from 9th June 2014 after a disciplinary proceeding in terms of the West Bengal College Teachers (Security of Service) Act 1975 and the rules framed thereunder, though he went to High Court at Calcutta to quash the decision of the college. He has been finally dismissed from service with effect from 8th September 2015 after a prolonged disciplinary proceeding for the second time as per the order of High Court, though during the proceeding the Principal again went to the Court twice to stop the disciplinary proceeding against him. The administration has undergone a heavy workload during the past three years as it has conducted the enquiries and maintained all the formalities related to it in addition to routine activities of a college and developmental works. The Principal has now gone to the High Court at Calcutta, appealing for quashing the resolution of the Governing Body of the college. He has also gone to Vidyasagar University - the affiliating university with his appeal against the decision of the college. The hearing in the court is still pending, the university is yet to decide upon the date of hearing.

As long as the Principal was in his chair he neglected the matter of assessment and accreditation of the college by NAAC, for he wanted to avoid this assessment for obvious reasons. Last year in spite of our busy work schedule we submitted LOI; but we could not clear IEQA. This time we have attempted to study our strengths, weaknesses, opportunities and challenges and have prepared our Self Study Report with a concerted effort. We yearn to look ahead to a hopeful future.

Kalipada Maity
Teacher in Charge

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Executive Summary

Criterion 1: Curricular Aspects

‘Quest for Excellence’ is the caption in our logo. Our college has a vision in consonance with this motto. The mission of our college is to spread education among the poor and middle class section of the society and specially the girls of the locality. It is at the same time engaged in traditional, vocational and modern education. The college aims at making its students self-reliant, smart and having a sense of dignity and responsibility. The college intends to play a beneficial role in the life of the people of the surrounding area with a belief in the policy of maintenance of a healthy relationship with the society. The Governing Body, the teachers, the non-teaching staff and the students are working in tandem to turn the vision into reality.

Moyna College, affiliated to Vidyasagar University, offers undergraduate courses in Arts, Science and Commerce streams. No such affiliated college under Vidyasagar University is empowered to formulate its own curriculum or syllabus as per the statutes of the affiliating university. But the formulation of the curriculum is a collaborative process. The university conducts at the interval of a few years subject-wise workshops and seminars for revision of syllabus which are attended by the HOD or a senior member of department, where he/she places his/her suggestions on the basis of the conclusions reached in the syllabus related meetings held in the college. Meetings of the Academic Council and the departments are held regularly and the experiences are shared and proposals arise to cope with the problems related to classroom teaching and to achieve greater success, fulfilling the mission and vision of the college. At the time of deliberating over the syllabus the feedback from the students and other stakeholders are kept in mind. Department add different relevant topics with the syllabus provided by the university at the time of preparation of the teaching plan.

The syllabus is distributed among the teachers at the start of the academic session and teaching plans are prepared for effective implementation of the curriculum. The college helps the teachers to have access to modern technology in effectively imparting education.

Our college offers a self-financed course in B.Sc. Agro Service(Major). Besides, there are certificate and Diploma courses in Computer software and hardware, mobile repairing, Spoken English, different professional training programmes related to Agriculture, training for entry in services to cope with the needs of the dynamic employment market.

Our college organizes seminars, workshops for effective implementation of the curriculum. Thus the purpose of enrichment of curriculum is also served. Teachers are encouraged to participate in seminars, workshops and conferences to

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enrich themselves and thus to benefit the students by making them aware of the recent findings of researches and advancement of knowledge.

Our college offers courses on value education in collaboration with Ramakrishna Mission.

Besides, Our college undertakes different social welfare programmes including those of the three units of NSS and makes its students committed to the surrounding community. We organize various Awareness programmes to keep our students as well as the local people aware of various issues of the society and the world that demand our attention in recent times such as climate change, Human Rights, Gender Inequality, sustainability of nature, awareness against alcohol addiction etc.

Criterion II: Teaching-learning and evaluation

The admission process of the college is based on the guidelines laid down from time to time by the affiliating university and the Department of Higher Education, Government of West Bengal and UGC. The process is transparent and non-biased as we prepare and publish a merit list ranking all applicants. Then we admit students through counselling. Recently we have introduced an on-line admission process to make the system more accessible and transparent to the applicants.

On the teaching-learning front, the process begins with the preparation of the academic calendar and course plan for each subject. Learning is made student-centric by many activities such as collaborative learning, interactive learning and use of teaching aids including audiovisual aids. To nurture critical thinking, creativity and scientific temper among the students various methods such as field visits are arranged and the students are inspired to participate in seminars and workshops. The faculty members are encouraged to develop advanced level of knowledge and professional skills by participating in seminars, conferences and workshops, doing library work and publishing papers. There is provision for the facility of leave with pay for the faculty members who opt for doctoral work. On duty leave is given for attending seminars workshops orientation programme, refresher course and short-term course. Teachers are motivated to submit to UGC proposals for Minor Research Project. Evaluation of students is done through both formative and summative processes. The provision for five internal assessment tests for Honours students in each academic year and two for general students were there for many years in the syllabus prescribed by the university. Recently as per university syllabus revision, two internal assessments for Honours subjects and one for general subjects have been introduced. The percentile score of an average from these assessment tests count for ten percent marks in all the subjects in the final examination of the university. Besides these tests, the departments arrange for some additional class tests as and when necessary.

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Criterion III: Research, Consultancy and Extension

Moyna College being an undergraduate college located in an interior part of rural West Bengal, and at the same time being severely understaffed, it has been very much difficult for the teachers to carry out research. Some steps have been taken to provide facilities to the teachers who are willing to devote time to research in the college hours. The provision for remission of class and grant for purchase books in the research area have been granted by the college authority. Young teachers are involved in various activities apart from teaching-learning process. Many of the teachers are involved in individual research. They publish research papers in academic journals and present papers in academic conferences/ seminars. There is no scope for research for the students of the undergraduate level.

Agro-Service department has made arrangement for Farmers Consultancy to help the farmers of the locality in particular to cope with the problem related to cultivation.

There are three NSS units that undertake several welfare activities in the college and locality. Blood donation camps, Thalasamia test camps and AIDS awareness camps and other such socially relevant projects are regularly undertaken. Various Awareness programmes are organized by them in the locality. Spreading awareness of cancer, female diseases and child care has been our prime concern. Teachers from different departments have extended their help in organizing the camps.

Library has been a centre of learning resource to the students as well as the ex-students or the general public. The library is rendering a great service to the students as well as the general public of the area, not only by issuing books and journals/periodicals/newspapers but also by organizing various awareness programmes related to the recent issues that demand our serious attention such as organic farming, gender equality, human rights, environment pollution. Thus the institution has not confined itself to the boundary of its campus, it has established a connection with the society around.

Criterion IV: Infrastructure and learning resources

Moyna College functions out of two academic blocks, one of which is on lease from the Moyna Purnananda Vidyapith. We have been utilizing the classrooms by conducting classes in two shifts - morning and day. The problem of the inadequacy of classrooms is expected to be shortly addressed as funds for a new academic block has been sanctioned by Haldia Development Authority. The classrooms are spacious, well-lit and airy. All classrooms have white boards to make them chalk dust-free. The central library is well-stocked and has internet browsing, printing and photocopying facilities. Departments that have Honours

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courses have departmental libraries. Departments that have lab-based subjects have useful laboratories. Computers with internet connectivity are placed at different places in the college for access to the teachers. There are four classroom with ICT facility which shared by all departments. The college has a Girls' Hostel which at present can accommodate 25 girls on the ground floor; one more floors is under construction. Separate Common Rooms for boys and girls, room for the students' union, cycle stand, Canteen and 24-hour purified drinking water supply are some of the facilities provided to our students. Volleyball and basketball courts will be constructed very soon. While basic medical facilities are available in the college; in emergency cases students may be taken to the Moyna hospital (Rural Swasthya Kendra) which is only 1 km. away.

Criterion V: Student support and progression

The College publishes its updated annual prospectus that contains all relevant information for admission such as academic programmes /courses offered and intake capacity, available subject combinations and degrees, admission criteria and fee structure for various programmes, medium of instruction, rules and regulation including instruction related to attendance, etc. The College (a)provides financial aid to its students through free studentships, (b)facilitates the sanction of post metric scholarship under state government and central government schemes, other scholarships granted by private organisations, for the economically and socially backward students, or for the students to be selected on merit-cum-means basis and for a large section of female students who come of low income families of the local area, (c) arranges UGC sponsored remedial coaching classes for SC, ST, OBC (Non creamy Layer) and Minority students. The College nurtures the creativity of its students by offering them an opportunity to publish their creative writing in its annual magazine 'Abhibyakti'. Furthermore, wall magazines are published by many departments. Annual Cultural competitions, Annual social event organized by the Students' Union are other initiatives of the college in this line. The college motivates the students to participate in the Inter-college Cultural competitions, Sports competition organized by the university and State Government every year. The students are sent to the venue of competition under the supervision of a teacher in charge of sports/ cultural affairs and the expenses are born. The college has appointed a Coach, Director and a Deputy Director of sports for all round development of sports. In recent years the performance of some of our students has been excellent in the competitions.

Students, represented by the Students' Union remain involved in the decision - making process of the college. The General Secretary of the Students' Union is ex-officio member of the Governing Body of the college. Their representatives are included in many key committees such as the Cultural Committee, Sports Committee, Magazine Committee etc. Students take active role in celebration and commemoration of days of national and international importance. They take part

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in different welfare activities by participating as NSS volunteers. In all the activities the students' Union plays an active role.

Criterion VI: Governance, leadership and management

The highest decision making body of the college is the Governing Body which comprises teacher representatives, a non-teaching representative, two representatives of the government, two representatives of the affiliating university, the head of the local Panchayat Samity, and the general Secretary of the Students' Union. Under the leadership of our current President who is a young MD it has been possible to put an end to a long era of mismanagement and corruption. Enquiry has been conducted against the erstwhile Principal in terms of West Bengal College Teachers (Security of Service) Act 1975 and the rules framed thereunder and disciplinary step has been taken. Two FIR also been lodged against the principal and the then cashier. The Teacher in Charge and other teaching and nonteaching staff members are working hard to carry the college to a position of prestige.

Principal/Teacher-in-charge acts as the Secretary of the GB and also as the Drawing and Disbursing Officer of the college. The records and finances of the college are maintained under his stewardship.

The finances of the college are audited by an auditor selected by the government from the auditors empanelled by them. However, the audit for the last two financial years are yet to be completed as the erstwhile Principal took up the matter of audit for the year 2011-12 only in February 2013 and could not complete it as there were many lacunae in the accounts. Then he did take no more initiatives and neglected all duties and responsibilities and finally stopped attending the college from 3rd April 2013. He was then suspended on 28th May 2013 as mentioned earlier. There was no DDO in the college for many months. Though at a point of time the power of DDO was conferred on Teacher in Charge by Director of Public Instruction, Govt. of West Bengal, a heavy workload in an abnormal situation prevented the authority from arranging the audits for years pending. The college has, however, undertaken an internal audit of its own to investigate the financial irregularities by the erstwhile Principal in his tenure. After overcoming many difficulties it has been possible to complete the audit for the two years 2011-12 and 2012-13 which should have been completed in the tenure of the erstwhile Principal. We hope that the audits pending for 2013-14 and 2014-15 will be completed within a few months.

The Teacher-in-Charge is helped in his duties by various committees such

as the Finance sub-committee, the Academic Council, the Teachers' Council, the Development Committee, IQAC etc. which meet at regular intervals.

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Several welfare schemes are available for its teaching and non-teaching staff such as medical leave, group insurance, medical allowance, GPF.

There is the provision of refundable/non-refundable advance for an employee from his/her GPF. Under the patronage of the authority a registered co-operative society of the employees is run.

Criterion VII: Innovations and best practices

We are to highlight the activities of Department of Agro- Service and Department of History as our best practices.

Department of Agro-Service which organizes campus interviews and has 100% employment record in a year has strong relevance in the scenario of Moyna and the other areas of the district as these are chiefly agriculture-based. Consultancy services for farmers and application of the experiences gathered in close contact with the farmers in classroom teaching are remarkable about the department. As the college is situated in a rural area, this course is highly beneficial not only to the students but also to the public of the locality. The department often organizes Awareness camps such as Organic Farming, kitchen garden etc. related to cultivation for both students and the local farmers. The department also organizes Special Training Programmes such as Bee Keeping, pan cultivation, pisciculture etc. for both students and the general public.

Another best practice is the initiative of the Department of History to preserve, cultivate and disseminate the history and culture of the Moyna area. It is engaged in an ambitious project of collecting essays on local history and culture giving assignment to different scholars engaged in research in this area. It has organized a workshop on district heritage in collaboration with District Heritage Committee. The department has collected books on the history of Moyna. The valuable books or portions of books out of print have been preserved.

SWOC Analysis

Strengths

- The students who take admission in Moyna College have a homogeneous profile socially, economically, and linguistically – most of the students belong to poor families from backward classes and minority groups. Hence, teaching becomes comparatively easy when it comes to drawing on shared experiences as a learning

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process. The teachers are able to adapt their teaching methodologies as per the needs and understanding of the learners.

- Admission process of the college is very transparent and efficient.
- The teachers and the students share a cordial relationship.
- There are more than thirty secondary and higher secondary schools within the Moyna block area which act as a large feeding ground for the college.
- The campus is located in an idyllic setting with greenery all around.
- The college functions in a peaceful environment with few disciplinary issues, there being never any incident of ragging or sexual harassment.

Weaknesses

- Most of the students come of low income group families.
- Many students are first generation learners who lack guidance at home.
- There is a scarcity of classrooms and the rented building is in a vain situation. There is an immediate need to build two separate academic blocks for arts and science.
- There is a shortage of full-time teachers and permanent non-teaching staff.
- The college is situated in an interior part of rural West Bengal – the nearest railway station is about 23 kms away and the nearest highway is 14 kms away. The distance from Midnapore town or Kolkata is a handicap for the college. Hence, quality teachers are not available for many subjects. There are also many logistical and administrative problems because of the remoteness of the location.
- In an under-staffed college for a long period the teachers are so much engaged in the teaching-learning process that it has been very much difficult to organize many state-level or national-level

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seminars. In cases, resource persons are not available because of distance factor. It is also very difficult to provide accommodation to the resource persons and participants within the college campus or in its vicinity. Staff shortage and the problem of the location of the college have affected research and related activities.

Opportunities

- The teaching-learning process can undergo more changes as there is a great opportunity to take the help of technology.
- With the suspension of the erstwhile Principal, we now have the opportunity to put the college finances in order.
- A new college building is required to be built and funds for that has been sanctioned by HDA.

Challenges

- Liaisoning with authorities for filling up vacant teaching and non-teaching posts, and sanctioning of new posts.
- Organising state-level and national level seminars.
- Maintaining smooth flow of the teaching-learning process when teachers become engaged in other academic and professional activities.

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SECTION B

PREPARATION OF SELF-STUDY REPORT

Self Study Report

Profile of the affiliated/ constituent College

1. Name and Address of the College :

Name	Moyna college
Address	Vill- Anandapur, P.O. + P.S. – Moyna, Dist.- Purba Medinipur, Pin-721629, state-West Bengal.
Website	www.moynacollege.ac.in

1. For communication:

Designation	Name	Telephone With STD Code	Mobile	Fax	E-mail
T.I.C.	Kalipada Maity	03228 - 260247	9932385 413	03228- 260247	moynacollege14@gmail.com
Steering committee Co-Ordinator	Satyaranjan Das	03228 - 260247	9474972 064	03228- 260247	satyaranjandas04@gmail.com

2. Status of the Institution :

Affiliated College	✓
Constituent College	
Any Other(specify)	

3. Type of Institution :

a) By Gender

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

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b) By Shift

i. Regular	✓
ii. Day	
iii. Evening	

5. It is recognized minority institution :

Yes	
No	✓

6. Sources of funding :

Grant-in-aid	✓
Self-financing	✓
Any other	✓
Govdernment	✓

7. a. Date of establishment of the college : 23.11.1972

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

c. Details of UGC recognition :

Under section	Date Month and Year	Remarks
i. 2(f)	23.12.1993	
ii. 12(B)	23.12.1993	

(Certificate of recognition/approval u/s 2(f and 12(B) of the UGC act)

Enclosed as annexure 1

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

Under Section /clause	Recognition/Approval Details Institution/Department Programme	Day, Month and year	Validit y	Remarks
i	Vidyasagar University	15.11.1992	No	

(Enclose the recognition/approval letter)

Enclosed as annexure 2

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

Yes		No	✓
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If, yes, has the college applied for availing the autonomous status ?

Yes		No	✓
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9. Is the college recognized?

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

Yes		No	✓
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b. for its performance by any other governmental agency?

Yes		No	✓
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10. Location of the campus and area in sq.mts:

Location	Rural
Campus area in sq. mts.	14285.4 sq. mts
Built up area in sq. mts.	3572 sq. mts.

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

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

Auditorium / seminar complex with infrastructural facilities			YES
Sports facilities	Play ground		YES
	Swimming pool		NIL
	gymnasium		NIL
Hostel	Boy's	Number of hostels	NIL

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		Number of inmates	NIL
		Facility(mention available facilities)	NIL
	Girl's	Number of hostels	01
		Number of inmates	25
		Facility(mention available facilities)	Purified drinking water & Common Room
		Number of hostels	NIL
		Number of inmates	NIL
		Facility(mention available facilities)	NIL
	Residential facilities for teaching and non teaching staff (gives number available)		Nil
Cafeteria		Yes	
Health Centre		No	
First aid, Inpatient, Outpatient, Emergency care facility, First aid		First Aid	
Health Centre		No	
Facilities like banking, post office, book shops, banking & post office		Banking, Book shop	
Transport facilities to cater to the needs of students and staff		No	
Animal house		Yes	
Biological waste disposal		Yes	
Generator or other facility for management/regulation of electricity and voltage		Yes	
Solid waste management facility		Yes	
Waste water management		Yes	
Water harvesting		No	

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

Sl . No.	Program me level	Name of the program me /course	durat ion	Entry Qualificati on	Mediu m of instituti on	Sanction ed/ approve d student strength	No. of studen ts admitt ed
1	Under- Graduat e	B.A, B. Sc, B. Com	3 years	12 PASS	English , Bengali	450(Hon)	336 (Hons) 1 st total 1493
2	Vocatio nal	B. Sc (Mejor)	3 years	12 PASS	English , Bengali	30	29
3	Certifica te Course in Comput er	DTP, IT, Software , Hardwar e, Mobile Repairin g	6 mont h	Madhyami k Pass	English , Bengali	70	40
4	Diploma	Software , Hardwar e	2 year	12 PASS	English , Bengali	30	nil
5	Advance Diploma	Software , Hardwar e	1 year	Diploma	English , Bengali	20	nil

13. Does the college offer self-financed programmes?

Yes.

No. 04

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

Honorus	General
Education, Philosophy	Geography, Physical Education, Human Rights, Zoology.

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

Faculty	Department (eg. Physics, Botany, History etc.)	UG
Science	Physics, Chemistry, Zoology, Botany, Mathematic, Agro-Service	UG
Arts	Bengali, English, History, Pol.Sc., Sanskrit, Philosophy, Education, Sociology, Geography, Physical Education	UG
Commerce	Singal department offering all General subjects	UG

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

a.	Annual system	03
b.	Semester system	No
c.	Trimester system	No

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17. Number of Programmes with

a. Choice Based Credit System	No
b. Inter / Multi disciplinary approach	No
c. Any other	No

18. Does the College offer UG and /or PG Programmes in teacher Education.

Yes	
No	✓

19. Does the College offer UG or PG Programme in Physical Education.

Yes	
No	✓

20. Number of teaching and nonteaching position in the institution.

Position							Non teaching	Technical		
	Professor		Associate professor		Assistant professor					
	M	F	M	F	M	F	M	F	M	F
Sanctioned by the UGC/University/ state Govt. Recruited	0	0	2	0	6	2	7	1	0	0
Yet to recruit					9		8		0	
Sanctioned by the management										

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21. Qualifications of the Teaching Staff.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent Teacher							
Ph.D.						1	1
M.Phil.			1		2		3
P.G.			1		4	1	6
Temporary							
Ph.D.					2		2
M.Phil.					2	1	3
P.G.					13	10	23
Part-time teacher							
Ph.D.					01	01	02
M.Phil.							
P.G.					9	2	11

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

19

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

Categories	2011-12		2012-13		2013-14		2014-15	
	M	F	M	F	M	F	M	F
SC	173	86	141	172	192	176	190	132
ST	1	2	0	1	4	2	4	4
OBC	26	12	35	20	35	20	36	40
GEN	861	762	834	773	880	804	575	716
MC	45	24	31	24	30	36	26	27
PH	1	1	2	2	4	3	2	0

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

Type of Students	UG	Total
Students from the same state where the college is located	1493	
Students from the other states of india.	Nil	
NRI students	Nil	
Foreign	Nil	

25. Dropout rate in UG and PG 2012-13 to 2013-14 (average of the last two batches) -

4:1

26. Unit Cost of Education (*Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled*)

(a) including the salary component – Data not available.

(b) excluding the salary component – Data not available

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

No

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

B.A	37:1
B.Sc.	15:1
B.Com.	2:3

29. Is the college applying for Accreditation :

Yes	Cycle 1
-----	---------

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

N.A

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

224

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

201

33. Date of establishment of Internal Quality assurance Cell –

04.01.2014

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC. Not submitted as this is the first cycle.

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

No

**CRITERIA - WISEELUATIVE
REPORTS**

Self Study Report

CRITERION 1: 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 college's vision is stated clearly in the college logo that shows a hand holding a pen, symbolizing learning, along with the caption —quest for excellence.
- The college is striving to achieve excellence in learning.

Mission of the college

- To spread the light of higher education among the poor and middle class students, specially the girls students of the locality.
- To provide traditional, vocational and modern education.
- To make our students self-sufficient and self-reliant.
- To inculcate self-reliance in the women and the people belonging to the back word classes and upgrade their social status.
- To create a sense of discipline, smartness, sincerity and responsibility among the future citizens of the country.
- To play a beneficial role in the life of the people of the surrounding area with a belief in the policy of maintenance of a healthy relationship with the society.
- To address the issues related to global crisis of the recent times.

Objectives

The objective of the college is to pursue its goals sincerely and steadily. The vision is ambitions, but the college is striving to give a concrete shape to it.

The vision, mission and objectives of the college are communicated to the students, teachers, staff and other stakeholders through

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- The college logo, which clearly states the vision
- The college website, which clearly spells out the vision, mission, and objectives
- The college prospectus, which also bears the mission and vision.
- Various meetings and interactions with the staff members.
- Other activities planned from time to time.

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

The designing and development of the curriculum as well as the syllabus is done by Vidyasagar University, to which the college is affiliated. The syllabus is revised and updated from time to time by the university in consultation with the affiliated colleges. The Board of Studies of different departments conducts workshops and seminars to oversee effective designing and implementation of the curriculum. The Academic Sub-Committee prepare academic calendar in the beginning of every academic session. The Heads of Departments hold departmental meetings regularly and develop lesson plans for the coming academic session. For effective implementation of the curriculum, the syllabus and the number of classes are divided among the faculty members at the beginning of the academic session. The teachers prepare teaching plan in the basis of academic calendar, routine and the portion of the syllabus given to him. Sometimes they add some relevant topic to the given syllabus to make the learning easy and complete. Teachers also take extra classes to complete the assigned syllabus within the stipulated time. Tutorial classes are taken for the honours courses. Remedial coaching classes (UGC sponsored) for SC, ST, OBC and Minority students are also conducted.

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?

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The affiliating university Vidyasagar University conducts department-wise meetings / workshops in the course of designing the curriculum with the Head/ senior faculty members of all its affiliated Colleges. The College sends relevant teachers to participate in the meetings / workshops organized by the affiliating university. The teachers offer suggestions to update the syllabus, deliberate on the curriculum and on how to improve teaching practices. The participants in university meeting share the ideas and experiences gathered these with the colleagues in the departments of the college. The teachers of the College actively participate in the meetings, discuss issues/ problems and put their suggestions.

The university organizes seminars/workshops and thus help the teachers update their knowledge. The university nominees in the college G.B. are included in different subcommittees of the college and they also contribute to the process of translating the curriculum.

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

- Ensures that the classes are conducted regularly and plan wise.
- Arrange tutorial classes.
- Arrange remedial coaching class.
- There are sufficient number of books in the reading room with open access.
- Provides latest reference books.
- Provides internet facility in library of the College.
- Provides modern teaching aids, like LCD projector.
- Encourages the teachers to participate in special lectures organized by other colleges and universities.
- Some departments conduct educational tour and field survey.

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

The college has no scope to interact with industries or research bodies to determine curricular aspects or operationalise the curriculum.

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The college interacts with the affiliating university as it convenes workshops and meetings and invites teachers from all affiliated colleges regarding change or updating the curriculum/ syllabus. The senior faculty members from each Department of the College attend the said workshop and meetings and communicate/exchange their opinions/suggestions for effective operationalisation of 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 Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

As an affiliated college of Vidyasagar University, during the development of the curriculum, at least one senior faculty member of each department is called upon in all meetings / workshops of curriculum development and invited to put their valuable suggestions and opinion on the basis of the feedback from the different stakeholders, especially from students and departmental faculty members. Teachers participate actively and contribute in the curricular development. The final decision is being taken by the board of studies.

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

The College offers certificate courses in Computer basics, DTP, Computer software and Hardware, Mobile Repairing, Spoken English, diploma in Computer basics, DTP, software and Hardware, Mobile repairing and advance diploma course in Software and Hardware. Global Career with whom the college works in collaboration designs the curriculum in consultation with the college on the basis of needs assessment.

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

- The faculty members of the Departments meet from time to time to discuss how to successfully implement the curriculum.
- Assignments, class test and unit assessment tests are conducted in the class as a means of formative evaluation, and to assess how the students are coping with the syllabus.

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- Opinions expressed by external examiners at the time of final practical examinations towards improvement are considered.
- In the classroom the students raise question if they have queries. If they cannot follow a teacher in the classroom they allowed to request the teachers to repeat the lesson.
- Even outside the classroom the student can contact any of the teachers of the departments in relation to any problem /difficulty faced by him in his/her studies.
- The departments receive feedback against each teacher and analyze the feedback to prepare farther action nplan.

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 in collaboration with Global Career offers certificate courses in Computer basics, DTP, Computer software and Hardware, Mobile Repairing, Spoken English, diploma in Computer basics, DTP, software and Hardware, Mobile repairing and advance diploma course in Software and Hardware.

The college intends to cope with the problem of unemployment in the dynamic market of employment.

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

The College does not offer such courses.

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.

The college functions within the rules and statutes as laid down by the affiliating university, Vidyasagar University. Academic flexibility is given

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as per such laws and statutes. Academic flexibility is provided by offering choices for subjects /courses as follows:

COURSE	DEGREE	GENERAL SUBJECTS
English Honours	B.A. Honours	a. Bengali/ History/ Sociology b. Political Science/ Human Rights/ Philosophy c. Sanskrit/ Physical Education
Bengali Honours	B.A. (Honours)	b. Political Science/ Human Rights/ Philosophy c. Sanskrit/ Physical Education d. English/ Geography/ Education
History Honours	B.A. (Honours)	b. Political Science/ Human Rights/ Philosophy c. Sanskrit/ Physical Education d. English/ Geography/ Education
Sanskrit Honours	B.A. (Honours)	a. Bengali/ History/ Sociology b. Political Science/ Human Rights/ Philosophy d. English/ Geography/ Education
Philosophy Honours	B.A. (Honours)	a. Bengali/ History/ Sociology c. Sanskrit/ Physical Education d. English/ Geography/ Education
Education Honours	B.A. (Honours)	a. Bengali/ History/ Sociology b. Political Science/ Human Rights/ Philosophy c. Sanskrit/ Physical Education
Mathematics Honours	B.Sc. (Honours)	a. Physics/ Botany b. Chemistry c. Zoology

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B.A. General	B.A.	a. Bengali/ History/ Sociology b. Political Science/ Human Rights/ Philosophy c. Sanskrit/ Physical Education d. English/ Geography/ Education
B.Com. General	B.Com.	B. Com. Papers as per university Guidelines
B. Sc. General	B.Sc.(Pure)	a. Physics/ Botany b. Chemistry c. Mathematics
B. Sc. General	B.Sc.(Bio)	a. Physics/ Botany b. Chemistry d. Zoology
B.Sc.(Major)		Agro-Service, Botany, Chemistry

- **Credit transfer and accumulation facility:** Such facility is not available under affiliating university rules.
- **Enrichment courses:** The college offers certificate/ Diploma/ courses in computer basics, software/ hardware, mobile repairing, Spoken English. The Department of Agro-Service are offered training in pisciculture and Bee-keeping. Coaching for entry in Services are offered.
- **Lateral and vertical mobility within and across programmes and courses:** All classes are remain open to all students during the fifteen days of the academic session. During the period students may change their subject combination. Any student fail to qualify in the honours subject may convert himself to General Course.
- **Choice Based Credit System and range of subject options:** The College does offer such a system because the affiliating university is yet to introduce the same in the UG programmes.
- **Courses offered in modular form:** The College does not offer courses in modular form.

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

The College offers one self-financed programme –B.Sc (Major) degree in Agro-service, following the guidelines of Vidyasagar University, the affiliating university.

- **Admission process:** The admission committee meets at the beginning of an academic session and decides on the criteria for admission of students in this programme. Generally students are admitted from a merit list prepared on the basis of the result of applicants in plus 2 level.
- **Curriculum:** Initially the curriculum was set / revised periodically by a board comprising of a faculty member of the department of Agro-service, a representative of the affiliating university, and a representative of Bidhan Chandra KrishiVishwavidyalaya. Presently the curriculum is revised by the board of studies in coordination with a representative of the Agro-Service Department.
- **Fee structure:** The fee structure is recommended every year by the Finance sub-committee and passed by the Governing Body. At present Rs – 11,230/- is to be paid by the students for each year of the course.
- **Teachers' qualification :** UGC norms are some times relaxed in terms of teachers' easy to get qualified teachers because there is a dearth of qualified teachers in this field, and also because the College is at a far-off place with problems in commuting.
- **Salary:** The salary of the teachers is revised from time to time by the Governing Body, on the recommendations of the Finance sub-committee. At present Rs. 9000/- as a consulted amount is paid to the teachers of the department.

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

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The college provides certificate and diploma courses in computer basics, software/hardware, mobile repairing, Spoken English etc. in collaboration with Global Career. Besides, Agro-Service department provides training in Bee-Keeping, Pisciculture, Kitchen Garden, Organic Farming etc.

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 in of such provision for the benefit of students?

No

1.3 Curriculum enrichment

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

The college has made arrangement for offering modern and vocational skill oriented programmes like certificate and diploma courses in computer basics, software/hardware, mobile repairing. In view of ever changing employment scenario the students are offered training in Spoken English. Coaching for entry in service is also offered. The Agro-Service department of the college provides training in Bee-Keeping, Pisciculture, Kitchen Garden, Organic Farming etc. Thus the college attempts at making its students self-reliant. The awareness programmes on women’s Rights, Human Rights and Gender Inequality are with a view to the upliftment of the women and the people of the backward classes of the society. The awareness programmes on Role of Youth in maintaining peace and order in society, Participation in Election are aimed of making the students disciplined and responsible. The college has a mission of establishing a connection with the surrounding community. Seminars have organized on Organic Farming, Prevention of AIDS, Investment Awareness, Awareness of female diseases, Child care, Cancer, Evil effects of drinking alcohol, Bad effects of smoking.

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?

The curriculum is entirely framed by the Vidyasagar University in consultation with the faculty from colleges. There is active participation of faculty members in modifying and enriching curriculum.

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

The institution ensures that the students are groomed to cater to the needs of the society and are socially responsible. Cross cutting issues like Gender, Climate change, Environmental education, Human Rights, ICT are all directly / indirectly dealt with in various extension activities or certificate/diploma courses. Environmental studies are a part of the curriculum framed by the affiliating university. The college also organize awareness programme of Gender Issue, Climate Change, Human Rights, Women Rights, Global Warming, Organic Farming, Biodiversity etc.

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

- **Moral and ethical values:** The College offers programmes of Value Education in collaboration with Ramakrishna Math and Mission, Tamluk.
- **Employable and life skills:** The college occasionally conducts workshops such as 'Workshop on Investment Awareness', organized by SEBI. The college conducts course in Computer, Spoken English Course, Programme of training for entry in services.
- **Better career options:** There is no formal system in the College.
- **Community orientation:** The College has three NSS units that undertake various community programmes. NSS units have in their programmes Blood Donation Camp, Thalasemia Test, Awareness programme on AIDS, Danger of Drinking Alcohol, Campaign for clean and healthy environment, Tree planting, awareness programme on soil responsibility. The college has organized Investment Awareness programmes. The college has helped the Students Union to organize Blood Donation Camps. Awareness programmes on Organic Farming, Human Rights, Women's Rights, danger of cancer, Child Care, Female Diseases have been organized. The college has organized Training Programme on first aid. The Agro-service Department offers various Training Programme for students, alumni and people for community.

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There is a farmers consultancy centre run under Agro-service department.

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

The College has no direct say in the formulation of the curriculum as it is the prerogative of the affiliating university. Hence the College does not formally collect feedback from stakeholders.

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 affiliating university conducts workshops / meetings in the course of updating the syllabus with the HODs / senior faculty members of all departments where the HODs air their views in accordance with the feedback / suggestions they gather from departmental meetings.

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?

There is no formal system of obtaining feedback from the students and stakeholders. However, teachers interact with the students and gather feedback informally and share their views in the departmental meetings. Such views are communicated to the affiliating university by the HOD / senior faculty member in the meetings / workshops conducted by affiliating university.

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?

The College has introduced the following courses in the last four years:

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Name of the Course	Year of introduction	Rationale for introduction
B.A. (Gen.) in Geography	2012	<ul style="list-style-type: none"> • High demand among students • High employability
B.A. (Hons) in Education	2013	<ul style="list-style-type: none"> • High demand among students • Opportunity for higher studies and research • High employability in school and education field
B.A. (Hons) in Philosophy	2013	<ul style="list-style-type: none"> • Opportunity for higher studies and research • Help for preparation of competitive examination • Helpful to nourish rational thinking , teaches to be ethical
B.A. (Gen.) in Physical Education	2013	<ul style="list-style-type: none"> • High demand among students • Opportunity for higher studies • High employability in school/colleges/coaching centre.
B.A. (Gen.) in Sociology	2013	<ul style="list-style-type: none"> • High demand among students • High employability in social sector
B.A. (Gen.) in Human Rights	2015	<ul style="list-style-type: none"> • High demand among students • High employability in emerging employment scenario
B.A. (Gen.) in Zoology	2015	<ul style="list-style-type: none"> • High demand among students • Opportunities for higher studies

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CRITERION 2: TEACHING-LEARNING AND EVALUATION

2.1 Student enrolment and profile

2.1.1 How does the institution ensure wide publicity to the admission process?

The institution ensures wide publicity to the admission process by way of:

- **Advertisement in Newspapers:**

Advertisement pertaining to admission process is published in local newspapers and the local magazine information regarding admission is also communicated to local cable for TV telecast.

- **College website:**

The collage has developed its own website for the convenience of the students, teachers and parents and all those willing to seek admission in the college. The website contains detailed information about the college. The website of the college is www.moynacollege.ac.in . Due care is taken to update the website regularly. Admission notification is prominently advertised on college website.

- **Distribution of prospectus:**

The college prospectus is uploaded on the website. It is updated at the beginning of an academic year.

The prospectus contains programmes offered number of seats category wise, rules and regulations of the university and the college and the procedure of selection, fee structure,

reservation criteria and other related information about a particular course.

Further, the prospectus provides an insight to the students regarding infrastructural facilities which include laboratories, playground, hostel, library, etc. and the faculty of the college.

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- **Flex Hoarding and Handbill:**

Hoardings in the form of huge notice boards are placed against the outer wall of the college building with all details of cut-off marks for each Honours subject and the combination of pass subjects offered. A number of smaller flex hoardings are hung at strategic points in the locality containing a short announcement on the courses offered by the college and the time frame. The college distribute a large number of handbill regarding the same.

- **Publicity in local cable network:**

A publicity campaign to publicize the dates of admission, cut-off marks for each subject, subjects offered, etc. is undertaken through the local cable network at the time of the on-going admission process.

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 College ensures transparency in ways as follows:

- The College adheres to the scheduled dates for receipt of application and relevant information pertaining to admission as provided in the annual prospectus and guideline affiliating university regarding minimum cut-off marks for applying a particular course.
- The selection of students to the college is done through the College Admission Committee, represented by teachers with the TIC / Teacher-in-Charge as the ex-officio Convener. The Committee actively ensures the transparency of the admission procedure. Till date, admission has been offered purely on merit basis i.e. on the basis of marks obtained by the applicants in XII standard (WBCHSE, CBSE, ISC Boards etc.).
- Admission sub-committee is formed comprising faculty members

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and concerned Head of the Departments as members. The sub-committees scrutinize the applications received through online system. The system itself prepares subject wise/ programme-wise list of applicants ranking all of them. Then list are displayed on the notice board and in the college website. The respective department are responsible for admissions according to the selection list.

- The Admission Committee notifies the number of seats in each subject in the general and reserved categories respectively.
- The admission process is done through an open house counseling system.

2.1.3 Minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college; Comparison with other nearby colleges of the affiliating university:

All colleges under the Vidyasagar University follow the same cut –off percentage of marks for admission at entry level for each of the programmes offered by the College.

Minimum and Maximum Percentage of Marks for admission at entry Level		
Course	Basis	Minimum Percentage
UG Programme	For Honours : Result in the 10+2 Exam.	45% marks in aggregate or 50% marks in the subject concerned.
UG Programme	Result in the 10 + 2 Exam	No minimum marks. Qualifying marks at the 10(+2) stage are eligible.

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Comparison at entry-level (programme wise) with neighboring college

Honours	Maximum percentage of marks for admission at entry level		
	Tamralipta Mahavidyalaya	Panskura Banamali College	Moyna College
Bengali	82	74	87
English	79.6	84	81.33
Sanskrit	88	84	69.83
Education	89	77	71.5
History	76.4	71	74
Philosophy	80.8	75	70.16
Mathematics	79.8	84	75.5

Honours	Minimum percentage of marks for admission at entry level		
	Tamralipta Mahavidyalaya	Panskura Banamali College	Moyna College
Bengali	60.6	54	40.5
English	58	67	46.33
Sanskrit	52.8	69	41.5
Education	56.7	61	43.5
History	39.2	46	40.83
Philosophy	48.8	65	45.5
Mathematics	67.2		57

A Comparative Study of Eligibility Criteria 2015-16

Honours	10% of Aggregate + subject Marks	
	Highest Merit Point	Lowest Merit Point
Bengali	128.30	78.40
English	135.00	75.50
Sanskrit	126.30	80.70
Education	135.40	78.10

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History	116.70	66.50
Philosophy	129.70	98.2
Mathematics	125.30	83.30
Agro Service		

Students Enrolment Data 2015 -2016

Subject	Number of application	Number of Students admitted
Bengali	257	100
English	144	72
Sanskrit	121	53
History	37	30
Education	113	42
Philosophy	51	35
Mathematics	59	31
B.A. General	478	394
B.Sc. General	35	19
Agro-Service	48	29
Commerce	2	2
Total -	1345	807

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 reviews the admission process and the profiles of students admitted annually. The admission committee reviews the profiles of students selected for admission and the problem regarding filling the seats in different departments.

Outcome:

- A growth in the number of students taking admission is observed.
- As result of the review admission process has been now transparent and the outcome is reflected in the standard of the students admitted in recent years.

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- iii. The percentage of marks for admission at entry level has been increased.
- iv. It helps in the choice of subject combination and balancing the enrolment of students in different subjects.
- v. It provides information about the potentiality of students in various activities like sports or any physical disability of a student.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion SC/ST OBC Women Differently-abled Economically weaker sections Minority community Any other

a) SC/ST/OBC:

The opportunity of is offered admission to SC/ST/OBC students as per the rules and regulations laid down by state higher education department and the University. Our institution sympathetically treats the students of these categories. In order to motivate students from SC/ST/OBC to seek admission in this institution, care is taken to facilitate financial assistance under State Govt. schemes. Besides, remedial classes are also arranged for such students. As per Government rules, the reservation quota is SC-21%, ST-6% and OBC-17%. Remedial coaching classes are arranged for students of scheduled communities as part of UGC-sponsored programmes. A committee for SC/ST/OBC-A/OBC-B has been formed to look in to the matter.

b) Women:

Our institution actively encourages admission of female candidates. The College attaches importance on education of the girl child. Being located in a remote area it is difficult for women to journey from mofossil distant area regularly. The college has a women hostel for those students. The college care about financial assistance available for women students. At present the number of female student is higher than male student in most of the programme.

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c) Differently-abled:

Their classrooms are kept in the ground floor for their convenience. There are ramps for the differently abled.

d) Economically weaker sections:

The College actively ensures that such students receive grants from the government. Students' concession available for the genuinely needy candidates. Students Union helps poor students from Student-Aid fund.

e) Minority community:

Remedial classes are arranged for students of minority communities as part of UGC-sponsored programmes. College helps the minority students to receive Govt. grant and scholarship.

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---

Subject	Year	Application	Admitted	Demand Ratio
Bengali	2011-12	192	91	2.10
	2012-13	160	82	1.95
	2013-14	180	107	1.68
	2014-15	162	101	1.60
English	2011-12	68	58	1.17
	2012-13	82	72	1.13
	2013-14	90	84	1.07
	2014-15	80	72	1.11
Education	2011-12	NA	NA	NA
	2012-13	NA	NA	NA
	2013-14	91	24	3.79
	2014-15	110	39	2.82
Sanskrit	2011-12	185	68	2.72
	2012-13	157	58	2.70
	2013-14	102	59	1.72

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	2014-15	57	44	1.29
History	2011-12	146	76	1.92
	2012-13	112	52	2.15
	2013-14	69	33	2.09
	2014-15	70	33	2.12
Philosophy	2011-12	NA	NA	NA
	2012-13	NA	NA	NA
	2013-14	1	1	1
	2014-15	10	5	2
Mathematics	2011-12	41	24	1.70
	2012-13	43	25	1.72
	2013-14	40	17	2.41
	2014-15	47	21	2.23
Agra-Services	2011-12	48	39	1.23
	2012-13	51	28	1.82
	2013-14	50	29	1.72
	2014-15	58	42	1.38

2.1 Catering to Student Diversity

The infrastructure development will create provision for catering to student diversity in near future.

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

The number of differently-abled students seeking admission in the College are rare. Nevertheless, the College is sensitive to the needs of differently-abled students. Manual help is extended whenever that is required. The authority arranges the classes on the ground floor for the differently-abled students. There is a ramp for the use of differently-abled students.

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 the details on the process.
Yes.

Curricular:

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- At the beginning of the commencement of classes, department-wise faculty members interact with students regarding: subjects taken and marks secured in the previous examination, computer skills, internet surfing habit for the study materials.
- About previous result socioeconomic background the faculty members receive detail of every students from admission subcommittee.
- Reviewing their knowledge in the subject acquired in H.S.(+2) level.
- After assessing their knowledge/needs and skills, faculty members take some introductory classes to acquaint them with the syllabus.

Co-curricular and Extension Activities:

Any candidate submitting a certificate of merit for any achievement in sports competition / cultural completion is indentified and the concerned teachers are requested to take special care of the candidates so that the candidate can poor from better.

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/Addon/Enrichment Courses, etc.)

All departments of the college take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice. Moreover, the college provides remedial classes for the socially-backward students and economically-weaker students.

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

The College sensitizes its students on gender, inclusion, environmental issues through curricular as well as extra-curricular means.

Curricular:

A compulsory foundation paper *Environmental Studies* is included in the syllabus of UG Part-III. Women issues are incorporated in the curriculum of subjects like Bengali, English, Philosophy, Human Rights, Sanskrit, Education, Sociology, and Political Science. For example, Sociology social

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problems like dowry, female foeticide, gender discrimination specially at work place, feminism are some women related topics incorporated. In political Science the issue of individual's right conferred by the Indian Constitution, political status of women discussed within the syllabus. In literature slights texts are read from feminist point of view in recent times. In the syllabus of philosophy different types of inequality argument for and against such inequality preventive measure and other issues are included.

Extra-curricular:

Celebrating national/international days to sensitize the students and teachers regarding gender issues, like World Women Day, Anti-Dowry Day, World Environment Day etc.

Different committees such as Anti-Ragging Committee, Sexual Harassment Readressal Committee organize awareness programme on such issues. The department of Philosophy has organized a national seminar on equality and discrimination.

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

The college identifies the educational/learning needs of advanced learners through classroom interactions, assignments & class tests.

Respond to special educational/learning needs of advanced learners through:

- Providing guidance for reference books, tutorial classes, interactive sessions and class test
- Apart from classroom teaching, assignments are given to the advanced group learners.
- Addresses of relevant websites are given.
- Departmental seminars on selected reference topics are also organized.

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

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challenged, slow learners, economically weaker sections etc.)?

The academic performance of the students from the disadvantaged sections of society, physically differently-abled, slow learners, economically weaker sections etc. who do not seem to keep pace with other in learning and sometimes seem at risk of drop out are identified by the faculties during the class room interactions, personal counseling in the outside of classroom and evaluation through written unit tests, class tests etc. Following

strategies are adopted for improving academic performance of these students:

- Repetition & revision of a topic.
- Encouraging students to participate in class - room interactions.
- Tutorial classes and remedial coaching.
- Delivering simple summary of the lecture.
- Using teaching aids.
- Practical demonstration, field trips/field studies are arranged.
- Some time tuition fees and other fees are refunded.

1.3. Teaching and Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blueprint, etc.)

The institution prepares the academic calendar based on the University calendar and maps but the teaching hours as per university norms. On the basis of class routine issued by college authority, the Academic Council prepares the time table before the commencement of each session. The college encourages lesson plan system, which helps every faculty member

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to plan and execute their classes effectively. Class tests are conducted to evaluate the performance of the students. The internal assessment committee prepare time table for assessment test.

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

IQAC has been formed in 2014 our college and the committee will take various steps to improve the teaching learning process. On the advice of IQAC LCD projector, White boards, have been installed. Initiative for UGC sponsored seminars have been taken. Importance has been attached on the steps to be taken in consideration of feedback received from students in relation to teaching and learning. Extension programmes which have certainly contributed to the enrichment of curriculum have gathered momentum under the encouragement of IQAC.

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.

The college adopts student-centric teaching methods. The teacher designs the delivery of the curriculum to suit students and healthy interaction between them. The teacher generally spends the first ten minutes to recapitulate the previous class by interacting with the students. The next thirty minutes, is spent on direct teaching, clarification / questioning. The teacher

encourages students to participate in class actively. The advanced students are encouraged to take up additional responsibilities like organizing events and participating in seminars by presenting papers or interacting with the resource persons. The slow learners are provided with remedial teaching.

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

The mission of our college is to train young girls and boys to become worthy citizens of the country, develop global competencies and the skills necessary for being successful in life. The strength of the institution lies in

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the practice of effective teaching learning process. The administration takes keen interest by creating necessary infrastructural facilities to support the faculties & students to sustain and enhance the quality of education.

The students are actively involved in various extension activities like Field Visit and Educational tours are organized. The college organizes seminars/workshops and encourage the students to participate in them and thus in future their critical thinking. In classroom the students are encourage to think uitically and to raise questions. Students and stuff members are encouraged to write on local history and culture and the department of history preserve the articles as database on the field.

Publishing college magazine entitled 'Abhibyakti' encourage their creativity.

Various cultural programmes are throughout the year students not only participate but are actively involved in organizing and handling programmes such as Fresher's Welcome, Teachers' Day celebration, RakshaBandhan etc., besides celebration of Independence Day, Republic Day and birth anniversaries of the frredom fighters/poets and other great men.

The programmes like seminars on climate change, Gender Equality, Camps for Thalasemia Test inculcate scientific temper in the students.

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

The teaching-learning technologies and facilities available and used by the faculty for effective teaching are:

- Modern teaching aids like LCD projector are available in some classes. Microphone used in large classes.
- The college has a central library with sufficient number of books and journals which enable the students to enrich their knowledge.

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

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The students and faculty are exposed to advanced level of knowledge and skills in different ways.

Blended learning:

The College provides internet facilities to the students and teachers for acquiring advanced knowledge and skills.

Expert lectures, seminars, workshops:

- The College conducts debates /quiz competitions /seminars/ expert lectures, experimental & field based project learning and encourages students to participate actively for capacity building.
- Faculty members are encouraged for higher studies by pursuing M.Phil/ Ph.D.. there are also related to participation in short term courses, orientation programmes & refresher courses from UGC-HRDCs. The teachers are encouraged to participate and present research papers in state/ national/ international level seminars/conferences/ workshops, to attend skill development training programmes, to apply for research projects from state/national funding agencies.

Teachers and students attend seminars / conferences / expert lectures organized by the College and other institutions of the state. Teachers also attend the same organized by the College/Universities of other states. Students are encouraged and guided by the teachers so as to participate successfully.

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

Academic, Personal and Psycho-Social Support & Guidance Services:

- The faculty members of the College engage both in academic and personal counselling regarding choice of subjects during admission, low attendance and poor marks in internal and final examinations etc. Slow learners are identified through classroom interactions and

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personal counseling are offered in the classroom by the teachers. The students can communicate with the teachers inside and outside the classroom regarding the problems.

- Tutorial/remedial classes are taken especially for the benefit of those students who need personal attention. Students are encouraged to interact with the teachers for their individual needs and problems in these classes.
- The teachers often mentor the students who perform better in classroom and final examination for advance study.
- The career counseling cell organize counseling programme to students regarding students guidance.

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

The faculty members use ICT (Information and Communication Technology), method of teaching which provide the opportunity to present the study material in an attractive, creative and up-to - date way. Some faculty members use online resources. We always encourage interactive method & computer-assisted learning. The college has arranged training for the teachers on how to use LCD projector, how to prepare power point presentations etc. the above mentioned approach students interested about classroom lecturing.

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

The College library has sufficient number of books, which plays a predominant role in the teaching-learning process for the faculty and the students. The library, besides providing books, journals, magazines, newspapers, C.D. act as a centre of learning resource by organizing different awareness programmes on Climate Changes, Gender Equality,

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Human Rights, Cancer, AIDS, Female diseases, Child Care, Evil effects of Alcohol etc.

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.

Because of the 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 helps the departments to complete the syllabi in time.

The College prepares an academic calendar as per instruction of the university for each academic session. Evaluation schedules are notified in the academic calendar. The curriculum is completed by the faculty members within the time frame phase by phase. Extra classes and extra practical classes are taken by the faculty members of the respective departments for the completion of the course content according to the departmental need.

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

The quality of teaching-learning is monitored by the TIC, Academic Sub Committee members and HODs of the concerned departments and issues are resolved through the following ways :

- classroom interaction between students and HODs
- regular interaction between HOD and faculty members
- interaction between TIC and HODs and students.
- Review of results of internal assessment tests and annual/final university examinations.
- Meeting of Academic Council.

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

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the curriculum.

Details of Qualifications of Teachers of the College:

Highest qualification	Associate Professor		Assistant Professor		Others		total
	M	F	M	F	M	F	
Permanent teachers							
Ph.D.	-	-	-	01	-	-	01
M.Phil.	01	-	02	-	-	-	03
NET/SET	-	-	04	01	-	-	05
PG	01	-	-	-	-	-	01
Govt. Approved Part-time teachers							
Ph.D.	-	-	-	-	01	01	02
M.Phil.	-	-	-	-	-	-	-
NET/SET	-	-	-	-	01	-	01
PG	-	-	-	-	08	02	10
Temporary Teachers							
Ph.D.	-	-	-	-	02	-	02
M.Phil.	-	-	-	-	02	01	03
NET/SET	-	-	-	-	02	-	02
PG	-	-	-	-	11	10	21

Recommendations are made by WBCSC for appointment of Asst. Professors on substantive basic. Part-time teachers can be recruited only after consent from the Director of Public Instructions (DPI), Government of West Bengal. The recruitment is done by a government-approved process constituting of a Selection Committee that mandatorily has a Government representative, subject expert from the university and other representatives from the college. Guest Teachers are engaged temporarily through walk-in-interview advertisement by the College for in a particular academic session as per departmental requirement. The Selection Committee (TIC of the College, Secretary of Teachers' Council, Head of and a subject expert from another college) of the College follows the norms and the guidelines of UGC as far as practicable.

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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 does not offer programmes in the above mentioned areas.

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

- a) No. of teachers released for Staff Development Programmes (2011-12 to 2014-15)

Name	Department	O.P.	R.C.	S.T.C.
Asok Kumar Maity	Commerce			
Purusuttam Mukherjee	Bengali			
Mrinmay Kumar Mahata	Bengali	01	01	01
Diganta Ghosh	English		01	
Satyaranjan das	English		01	
Kalipada Maity	Philosophy			01
Subhankar Mandal	Philosophy			
Uma Mishra	Sanskrit	01	01	01
Jayita Pramanik	Education			
Sachindranath Mandal	History		01	

Inspite of paucity of fund and infrastructure the college is trying its best to promote the enhancement of teacher quality. The teachers are being encouraged to submit proposals for minor Research Projects to UGC. Some books have been purchased for promoting research by the teachers. A space with to computers has been allotted for the teachers who are willing

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to devote time to research in the college hours. Teachers have been released from their normal duties in the college to participate in seminars/conferences.

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

- **Teaching learning methods/approaches:** Computer Skill Development Programme has been organized to make the faculty members uneasy with computers skilled in the use of computer and internet surfing for access to and dissemination of information in teaching learning process.
- **Handling new curriculum:** Vidyasagar University (affiliating university) always organizes workshop before any revision of curriculum. Last time it was done in 2013. One senior faculty from each department as invited by the University had participated in the workshop.

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 for promoting the development of teachers are as follows:

Support for Research –The College does not have its own budget for providing research grants. The teachers of minor research projects have full freedom to spend research grants as per the directives of the research funding agency like UGC, etc. the college in its limited capacity has purchased some books prescribed by individual researchers of different departments for supporting their research. A space equipped with a computer with net facility has been allotted to the teachers engaged in research who are willing to devote time to studies in leisure hours.

Study leave –The College gives *no objection permission* for higher study like M.Phil. / Ph.D. for two years (extendable by one year) in service life. However, the teachers get duty leave for attending staff development

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programmes conducted by UGC HRDC and other institutions. The teachers also get duty leave for attending seminars, workshops, conference, symposia etc.

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.

None.

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?

Student's evaluation has been introduced. The evaluations placed at the departmental meetings and necessary steps are taken are taken keeping in view the feedback/evaluation of the students.

2.5 Evaluation process and reforms

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

The evaluation processes are incorporated in the syllabi of the university which is being circulated to the stakeholders especially students and faculties of the College. At the beginning of the year, Departmental Heads and faculty members inform the students about it in the classroom. Time to time notifications about evaluation processes issued by TIC are being circulated to the classrooms and displayed in the College notice board.

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 has introduced the following evaluation reforms in

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concurrence with the affiliating Vidyasagar University:

- The B.A./B.Sc./B.Com examination system has changed from 2+1 system to 1+1+1 system since 2006.
- The College conducted Internal Assessment examinations -five for each Honours subject and two for each General Subject for the students each academic year. In the examination full marks in a paper are 20 and of every batch each academic year. These exams are of 10 marks each and they counted 10% marks out of 100 in a paper in the university examination from 2014 two internal assessment test for honours subjects and one internal assessment test is being conducted for general subjects.
- There has been a major syllabus revision by the University for all of the subjects at the same time. W.e.f. the session 2014 to 2015. The syllabus provides for reform in evaluation system.

The answer script evaluation system has been also changed. The answer scripts of final examination of 3rd year honours conducted by affiliating university are evaluated centrally in Vidyasagar University.

The College has framed its own Examination committee with all Heads of the Departments as members. The members are available all the time during examination periods. They follow all the directions and orders of Vidyasagar University. Students are not allowed to enter the examination building with personal belongings like, bags, mobile phones etc. to avoid unfair practices in the examination hall. The student adopting unfair means are seriously dealt with – they are reported against’ and debarred from the examination.

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

The College is effectively implementing all the evaluation reforms introduced by the university and by its own through the Examination committee.

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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.

Formative approaches:

- The College conducted Internal Assessment examinations – five for each Honours subject and two for each General Subject for the students of every batch each academic year. Up to 2013. These exams are of 20 marks each and they count for 10% out of 100 marks in a paper in each subject in university examination. From 2014 two internal assessment for each Honours subjects and one for each general subjects are being conducted. The average marks obtained count for the 10% out of 100 marks in the final examination.

Summative approaches:

The summative evaluation is done under the aegis of the affiliating university. The students write their exams in neutral venues to decrease the chance of unfair practices. All these approaches of evaluation have positively impacted the system.

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.

The College monitors the progress and performance of the students through continuous evaluation method. As per guidelines of the affiliating University, there is provision of continuous evaluation for the Students in an academic session following the time schedule mentioned in the academic calendar.

The University centrally conducts annual examinations. Unit tests and annual examination results are entered into the office register. The Head and faculty members of the concerned departments monitor the performance of the students on the basis of continuous unit tests and annual examination results.

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The progress and performance of the students is communicated in the class room by the faculty members. The results are displayed on Notice Boards.

Performance Chart for last four years- 3rd year examination.

Subject Honours	2012		2013		2014		2015	
	Appeared	Pass%	Appeared	Pass%	Appeared	Pass%	Appeared	Pass%
English	17	47	31	100	29	90	45	100
Bengali	51	100	54	97	58	100	44	100
History	54	81.6	33	94.73	22	100	23	100
Sanskrit	30	97	20	85.5	35	100	26	87
Philosophy	NA	NA	NA	NA	NA	NA	NA	NA
Education	NA	NA	NA	NA	NA	NA	NA	NA
Mathematics	4	100	6	90	5	83	4	100
Agro-Services	20	100	15	100	27	100	14	96

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 behavioral aspects, independent learning, communication skills etc.

As per the affiliating University norm the college assesses the students' success in learning by internal assessment for 10marks per paper and the university conducts external assessment for 90marks through (1+1+1) system annual examination. Internal assessment marks are sent to the University in time. To make transparency in the unit tests all answer scripts and mark sheets are preserved carefully in the college for University inspection.

Students are encouraged to participate in different activities. As an affiliated College, the institute has no independence to assign any

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weightage for behavioural aspects, independent learning, communication skills etc.

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.

If some students lag behind in their studies, the teachers revise or repeat the lessons for the benefit of slow learners.

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

Students can apply for review of answer scripts to the Controller of Examination of Vidyasagar University by filling up an application forwarded by the TIC of the College within 30 days from the declaration of University result. If the marks obtained by a student is changed after review a copy of new mark-sheet is sent to the College from where student can collect it. If students are not satisfied with the revaluation result, they can view their answer scripts by applying through the Right to Information Act. In college the student can view their answer scripts of internal assessment tests on demand.

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?

Though the College does not have clearly stated learning outcomes, these are expressed in various forms/activities. These are expressed in the vision and mission statement of the College in the prospectus and website of the College. These are discussed in departmental meetings, Teachers' Council meeting, TIC's and TC Secretary's speech in various programmes/activities. Students and staff are made aware of these through various meetings, classroom teaching, lab experiment, interaction sessions, and through various co-curricular, extra-curricular and extension activities organized by the College.

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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 College to facilitate the achievement of intended learning outcomes are structured through:

- Providing a supportive learning environment.
- Focus on continuous evaluation of students through, unit tests.
- Assignments and practicals for effective learning.
- Special support whenever needed by students by the teachers is provided to improve their caliber in the respective subject.

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?

Social and economic relevance of a particular programme is taken into account at the time of curriculum planning. The College on its own undertakes some activities to highlight the same. For example, now a days all the topics/issues in the syllabus of literatures or special sciences are seen from social perspective. So the issue which are dealt with in their curriculum have some special relevance directly or indirectly. focus is given on such areas that are relevant for competitive exams like NET, SLET, Teacher Eligibility Test (TET) etc. Entrepreneurship Development is taught as a thrust area in the B.Com programme.

For enhancing the research aptitude, apart from the lecture method, project based learning and computer assisted learning are practised in the curriculum. Mathematical modeling, use of statistical, use of charts and diagrams are also taught in many subjects.

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

The College does as follows:

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- The College collects and analyses data on student learning outcomes through classroom interactions, unit tests and final examination, assignments, projects, practical sessions, participation in departmental seminars.
- The learning outcomes of the students are analysed in the departmental meeting which is communicated by the HODs to the Academic Committee meeting.
- The head of the department in consultation with the departmental faculty members plans and executes various curricular and co-curricular activities for achieving the stated learning outcomes. Departments also arrange tutorial/remedial classes for the students whose progress is unsatisfactory.

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

The College monitors and ensures the achievement of student learning outcomes through:

- The Head and faculty members of the concerned departments monitor the performance / achievement of the students on the basis of the classroom interactions, unit tests and final examination, assignments, projects, practical sessions, participation in departmental seminars.
- To ensure the achievement the head of the department in consultation with the departmental faculty members plans and executes various curricular and co-curricular activities for achieving the stated learning outcomes.

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 ensures the attainment of these by the students through its curricular and co-curricular activities, extension and outreach programmes.

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CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of research

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

At present, the College has no recognized research centre of the affiliating

University or any other agency or organization. Students of Agro-Service department receive students of project from different agencies.

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.

The College has constituted research committees in different departments consisting of two senior teachers possessing P.hD degree from any minor college University and one or two teachers from the department. Committees examine the research proposals of the teachers to be submitted to UGC or any other agency and recommend submission of them to UGC. The committees have been framed so that they can advise the teachers engaged in research.

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

The college tries to grant leave if required by the teachers engaged in research. In spite of paucity of infrastructure small spare equipped with computer with net facility has been allotted for teachers who want to devote time to research in leisure time in the college. Some books have been purchased.

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

- The college encourages the eradication of the age – old superstitions and prejudices by organizing seminars and awareness programmes on gender inequality and Human Rights, N.S.S. Units organize Blood Donation camp, Thalassemia Test Camp. The college encourages the students to attend district science fair.
- Every year National Science Day is observed on 28th February with various programmes.

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

Details of members engaged in active research are as follows:

- To encourage research work the college remises class load to the teachers having research project. The college also provide seat grant to the teachers for purchasing of books in recommendation of the concerned research committee.
- Sri Kalipada Maity –Department of Philosophy –M.Phil work on Diagram Logic. Currently working on Ph.D. Thesis
- Sri Satyaranjan Das - Currently working on Ph.D. Thesis.
- Ms. Joyeeta Pramanik - Currently working on Ph.D. Thesis

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.

Department of Bengali:

Sl. No.	Topic	Year	Type of Lecture
1.	The Modern Bengali Short Stories	2012	Seminar
2	The Bengali Drama of Twenty-Century.	2014	Seminar
3	The Concept of Secularism in the Bengali Literature of the Twenty-Century.	2015	Seminar
4	The Modern Bengali Poem	2015	Seminar

Department of English:

Sl. No.	Topic	Year	Type of Lecture
1.	Tragedy : Shakespearean & Classical	2015	Departmental seminar
2	Romantic Poetry – Wordsworth	2015	Special Lecture

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3	Macbeth	2015	Film show and workshop
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Department of Education:

Sl. No.	Topic	Year	Type of Lecture
1.	Role of Education in Child Development : Some Issues	2015	Seminar

Department of Sanskrit:

Sl. No.	Topic	Year	Type of Lecture
1	Vyakarana Shastre Panini Abadana	2013	Seminar
2	Sanskrita Shikhyaya Upoyogita	2014	Seminar
3	Sanskrita Sahitye Adhunikata	2015	Seminar

Department of History:

Sl. No.	Topic	Year	Type of Lecture
1.	Varater Mukti Sangrame Charampanthi Andalon	2014	Seminar
2	Relevance of Gadhiji in contemporary India	2015	Seminar
3	Workshop on District Heritage	2015	workshop

Department of Philosophy:

Sl. No.	Topic	Date & Venue	Type of Programme
1.	BHARATIYA DARSHANE PRAMAN	2015	Seminar

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2.	BHARATIYA DARSANA MOKHSA:ATAMA O ISHWAR (DEPT. SEMENER)	2015	Seminar
3.	EQUALITY & DESCREMINATION ETHICAL,RELIGIOUS AND SOCIO-ECONOMIC ISSUCES.(national level)	2015	Seminar.
4.	THE BIMAL KRISHNA MOTILAL MEMORIAL LECTURE.	2015	Seminar

Department of Mathematics:

Sl. No.	Topic	Year	Type of Programme
1.	Number System & Sets in R	2014	Seminar
2.	Real Number &Sets in R	2015	Seminar

Department of Physics:

Sl. No.	Topic	Year	Type of Programme
1.	Nano science & Technology	2015	Seminar

Department of Agro-Service

Sl.N o.	Topic	Date & Venue	Type of Programme
1.	“Organic kitchen garden”	17/10/2015,Moyna College	Seminar
2.	“Beekeeping Training Camp”	17/11/2015 to 03/12/2015 Moyna College	Training Programme
3.	“Training Programmed on Pisciculture”	03/01/2013 to 08/01/2013 Dakshinhorkuli Primary School	Training Programme

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		(Moyna)	
4.	“World Soil Day”	05/12/2015 Moyna College	Seminar
5.	“Bittlevine Cultivation & Problems”	12/10/2014 Gogina Primary School	Seminar

Department of Geography

Sl. No.	Topic	Year	Type of Programme
1.	Global Warming	2015	Seminar
2	Under Ground Water Level	2015	Seminar

Department of Political Science

Sl. No.	Topic	Year	Type of Programme
1.	Participative Democracy	2014	Seminar

Central Library:

Sl. No.	Topic	Year	Type of Programme
1.	Awareness to Prevent Sexual Harasment.	2015	Workshop
2.	Public Consciousness on Human Rights.	2015	Workshop
3.	Rights of Women	2015	Workshop
4.	The Role of the Youth to Maintin Peace, Discipline and Harmony in the Society	2015	Workshop
5.	Savings, Investment and Security.	2014	Seminar

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N.S.S Unit:

Sl. No.	Topic	Year	Type of Programme
1.	Prevention of AIDS	2015	Awareness Programme
2.	Tobacco and Cancer	2015	Awareness Programme

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

The areas of research in respect of the teachers who have carried out or have been now doing research have been mentioned below.

Teachers Name	Area of research
Diganta Ghosh	Transfer of Literary Capability from L ₁ to L ₂ : Study at the tertiary Level.
Dr. Uma Mishra	Madhusudaner Sahitye Sanskrit Pravaba.
Dr. Parvin Banu	Manik Bandapadhyayer Upanyas Abeg Evam Maso Tatyar Banda
Dr. Anujit Patra	‘Organic Manures and Biofertilizer in relation to soil environment’
Kalipada Maity	Logic, Epistemology and Ethics.
Dr. Samiran Bera	Revolutionary movement in Midnapore.
Purusuttam Mukherjee	Tulshi Laharir Natak: Bangla Gananataker akti porjaya.
Moumita Pradgan	Paribaser Adhikar: Manab Adhikarer Pakshapat.
Suvendu Pramanik	Naxal Bari Movement in Bengal (1967-1975)
Satyaranjan Das	Indian English Literature, British Romantic Poetry.

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

No such eminent persons have been invited.

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.

No budget is earmarked for research.

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 provision to provide seed money to the faculties for research. As the basis of recommendation from respective research body

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

The College does not have such a provision.

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

Presently one teacher is involved in interdisciplinary research.

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

Presently the College has not equipment as such for research facilities. The computers with net facility are used by teachers engaged in individual research. Books are consulted by them in the library.

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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 detail : No

3.6.7 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.

Three teachers have applied to UGC for grant of minor research projects. The college has arranged the meetings of Research committees for recommending their proposals. Satyaranjan Das travelled Londal to present a research paper in 2015. John keats Bicentenary conference organized by Keats foundation. His application to UGC for travel Grant was forwarded by the TIC. Mr. Das's proposal for the grant has been accepted by UGC. after return from the conference the expenditure incurred by Mr. Das has been audited by the college authority and claim for re imbusement has been sent to UGC.

3.3 Infrastructure for research

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

The College does not offer research programme.for students, sum books and a small space with computer and net facility save been provided to the teachers engaged with active research.

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 intends to set up a research committee to look into research related activities. The College intends to all of rooms with computers at etc. for teachers when the new building will be constructed. The college is planning to purchase a good number of currently published books necessary for research.

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 instruments/facilities created during the last four years.

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No.

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

The College does not offer any research programmes.

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

There are books on research methodology and some books necessary for research in the library. The college has opened a research cell and providing to computers with net facility

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

No such facility has been created.

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): Nil.**
- **Original research contributing to product improvement: Nil.**
- **Research studies or surveys benefiting the community or improving the services: Nil**
- **Research inputs contributing to new initiatives and social development: Nil**

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

The College does not publish or partner in publication of research journal(s).

3.4.3 Give details of publications by the faculty and students:

- Publication per faculty –See below
 - Number of papers published by faculty and students in peer reviewed journals (national / international) – Satyaranjan Das – 3 , Kalipada Maity - 1 & Sovan Maiti-1
 - Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) - NIL
 - Monographs - **NIL**
 - Chapter in Books –2
 - Books with ISBN/ISSN numbers with details of Publishers - **1**
nectar ISBN – 978-93-84241-04-9 Edited by Kalipada Maity
 - Citation Index - **NIL**
 - SNIP - **NIL**
 - SJR - **NIL**
 - Impact factor - **NIL**
 - h-index –**NIL** NA
- Last major Publications by the Faculty Members:**
- **Name of the professor - Purusuttamm Mukherjee**
Department - Bengali

Title of Paper	Name of the Journal with	Edited by	Year of	ISSN/I SBN	Publish ed by
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	Volume No. & Issue No. / Edited book or anthology		Publication	No.	
Pravat Kumarer Chotogalpa	Edited book – Bangla Chhotogalpa : Parba-Parbantar	Dr. Tarun Mukhopadhyay	2005	ISBN – 81-86036-84-9	Ajit Kumar Jana, Aparna Book Distributer

- **Name of the professor – Diganta Ghosh**
Department - English

Title of Paper	Name of the Journal with Volume No. & Issue No. / Edited book or anthology	Edited by	Year of Publication	ISSN/ISBN No.	Published by
Exploiting L1 Knowledge in English Teaching Teacher Education Possibilities	Starting Stimulating and sustaining English Language Teacher Education and Development	Pavil Guashekar, Amal Pawl Daphae Panedec	2011	-	British Council

- **Name of the professor – Satyaranja Das**
Department - English

Title of Paper	Name of the Journal with Volume No. & Issue No. / Edited book or anthology	Edited by	Year of Publication	ISSN/ISBN No.	Published by
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	Issue No. / Edited book or anthology		ation		
<i>Interpreter of Maladies : Consequences of Displacement</i>	Heteroglossia Vol.IV	Dr. Indraani Deb	0975-167X	2007	Nistarini College
Rabindranath Thakur : An Indian Voice of Self-assertion	Wesleyan Journal of Research Vol.4 No.1	Dr. N.G. Mukherjee	0975-1386	2011	Bankura Christian College
<i>Silence! The Court is in Session : How far Avant-grade</i>	LITSCAPE Vol.7 No.1	Prof.(Dr.) T.J. Banerjee	0976-9064	2012	Vidyasagar University Teachers Consortium
Self-interest :The real Guide in R.K. Narayan's <i>The Guide</i>	Middle Flight Vol.1 No.1	Dr. Debdas Roy	2319-7684	2012	S.S. Mahavidyalaya
Asif Currimbhoy and his <i>Inquilab</i> and <i>The Refugee</i> : A Fresh Book	LITSCAPE Vol.8 No.1	Prof.(Dr.) T.J. Banerjee	0976-9064	2013	Vidyasagar University Teachers Consortium

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Derozio's Poetry : A Product of Renaissance and Romanticism	Heteroglossia Vol. VI Special Issue	Dr. Indrani Deb	0975-167X	2014	Nistarini College
John Keats: Binaries of Contradiction	Journal of the Department of English, Vidyasagar University	Prof.(Dr.) Debasis Bandyopadhyay	0973-3671	2013-14	Department of English, Vidyasagar University
Discrimination in the Field of Education	Equality and Discrimination : Religious, Ethical and Socio-economic Issues	Kalipada Maiti	2015	978-93-84-241-04-9	

- **Name of the Professor - Kalipada Maiti**
Department - Philosophy

Book

‘Equality and discrimination Ethical Religious and Socio Economic Issues’
–ISBN-978-93-84241-04-9.

Articles Published in Books

- i. ‘The Economic Issues are More Important Than Ethical Issues Regarding Sustainable Development’ ISBN - 978-81-923979-6-2
Edited By –Bharat Malakar

Articles Published in journal

- i. ‘On Diagram Logic’, ‘Departmental Journal of Philosophy Vidyasagar University’ ISSN- 0975-8461

- **Name of the Professor - Subhankar Mandal**

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Department – Philosophy

Articles Published in Books:

- i. ‘ Dharmee Baisamya’, published in ‘__Equality and Discrimination Ethical Religious and Socio Economic Issues’ – ISBN-978-93-84241-04-9. Editade by kalipada maity.

- **Name of the Professor - Koushik Jana**
Department - Philosophy

Articles Published in Books:

- i. Samatar Baisamyanti, , published in ‘__Equality and Discrimination Ethical Religious and Socio Economic Issues’ – ISBN-978-93-84241-04-9. Editade by kalipada maity.

- **Name of the Professor - Tushar Maity**
Department - History

Book

- i. ‘Medinipurer Lokojivan and Sanskritite Devi Shitala’ ISBN No. – 81-7102-091-7

Articles published in journal

- i. ‘Pahar Pujo’, - ‘*Suranjana*’ Mahishadal
- ii. ‘Loukik Achar : Anusthan o Banglar Nari Samaj’, ‘*Divolok*’, Krishnanagar

- **Name of the Professor - Dr. Uma Mishra**
Department - Sanskrit

Book

‘Madhusudaner Sahutye Sanskrita Pravab’, Shaibya Books, Kolkata, 1416 Bangabda

Article Published in Journal

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‘Madhusudaner Brajangna Prasange’, Swsakal Saraswata Sankhya(17th Edition) – 1415 Bangabda

- **Name of the Professor - Uttam Kumar Maji**

Department – Botany

Research Article

- i. Rajeshwary Ghosh, Uttam Kumar Maji, Rabindra Bhattacharya and Asru Kumar Sinha. The role of dermicidin isoform 2, a two faceted atherosclerotic risk factor for coronary artery disease and the effect of acetyl salicylic acid on it. Thrombosis Volume 2012, Article ID 987932 doi:10.1155/2012/987932.
- ii. Rajeshwary Ghose, Mau Bhattacharya, Gausal Khan, Somashree Chakroborty, Rabindra Bhattacharaya, Uttam K. Maji, Pradipta Jana, Asru K. Sinha, Diagnosis of essential hypertension in humans by the determination of plasma renal cortexin by enzyme linked immunosorbent assay. Clin Lab .2013;59(5-6):475-81.
- iii. Rajeshwary Ghosh, Sarbashri Bank, Uttam K. Maji, Rabindra Bhattacharya, Santanu Guha, Nighat N. Khan, A. Kumar, Sinha . The effect of Acetyl Salicylic Acid Induced Nitric Oxide Synthesis in the Normalization of Hypertension through the Stimulation of Renal Cortexin Synthesis and by the Inhibition of Dermcidin Isoform 2, A Hypertensive Protein Production . Int J Biomed Sci. 2014 sep; 10(3):158-66

BOOK CHAPTER

- i. U.K. Maji, R. Ghosh, S. Mazumder, R. Bhattacharyya, M. Bhattacharyya and A.K. Sinha (2011). Control of elevated blood pressures by acetyl salicylic acid (Aspirin) in randomized patients diagnosed to be hypertensive at presentation. In: Aspirin: Therapeutic Uses, Adverse Effects and

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Pharmacokinetics. Nova Science Publishers . Inc. (I.D.NO.2008-01870).

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.

None.

3.5 Consultancy

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

The A.S.D. has contacted with some industry of their field to provide financial assistance for research projec

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

The college provides consultancy from Agro-Service department to the farmers free of cost to solve their problems related to cultivation. Banner has been posted and information has been given on the wall by the side of the road to publicize the service provided by the college. The college also gives advertisements in local news paper in this regard.

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

The College has a plan to give some incentive to the staff for the service rendered.

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

N.A

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

The institute till now gives the service free of cost.

3.6 Institutional social responsibility (ISR) and extension activities

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 College organizes different extension activities in and outside the campus throughout the year to engage the students in different community oriented activities with a view to develop a sense of social responsibility, orientation towards public service and holistic development of the students. The College has three active NSS units, with 300 volunteers and three faculty members acting as Programme Officers. They organize different programmes as part of regular activities and special camp activities. They celebrate the birth anniversaries of great men and women, independence Day, Republic Day at etc. they organized Blood Donation Camp, Thalasemia Teat camp etc. They campaign for green and plastic free environment. They has organized first aid training, self defiance of women. They have planted trees in the campus and in the adopted village. The college has established a kinship with the neighborhood community by providing agricultural consultancy services on regular basis. Besides, the department of Agro-Service regularly organizes training programmes on pisciculture, bee keeping which create a scope for self employment. The department has organized Awareness programmes on organic farming. A large number of local farmers participated in the programme. Besides the library renders service to and local people. They also organize awareness programme on Human Rights, Women's Rights, Climate Change, Cancer, child care, female disease etc. Many programmes organized by different organizations for awareness building among the students and community people such as raising awareness about AIDS. Or provide help to common people as in local festival like 'Ras Mala', annual programme of the local club. The department of Bengali in collaboration with the department of Physical Education has organized Bratachari Camp to save the folk culture. The department of history has engaged

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themselves in collection and preservation of articles on local history and culture. The college has signed MOU with Block Agriculture department to arrange awareness programme regarding environment and agriculture related issues. The college is working in collaboration with Moyna 'Sabuj Banchao Mancha' to save environment. The students of the college have played an active role in time of flood affected areas of Moyna in site the river Kangsabati. The staff and students actively participate in the campaigning agents drinking alcohol. The college in collaboration with Moyna Alor Disha organised motivation and career counseling programme for local students passed Madhyamik & H.S examination.

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

The College encourages the students to involve in various social movements/activities through participation in numerous activities organized by NSS, and the library and other departments.

They also celebrate important days of national and international importance. Students are also motivated to participate in different seminars/workshops and discussions to give them exposure to current societal problems and generate awareness regarding their roles and responsibilities in society. Currently awareness programmes, have been organized on climate change, women's Rights, Human Rights, Role of youth in maintaining Peace and Harmony in present society importance of participations in Election Process.

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

The Governing Body has representatives from the affiliating university, the government, the teachers, the not-teaching staff, the Students' Union local Panchayat Samity. The college forms its opinion on overall performance and quality from these representatives of stakeholders. In occasional meetings with the guardians the college can get the feedback. There are two members in IQSE from the stakeholder.

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.

Institutional Plan:

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The College has three active NSS units. There is an NSS advisory committee of the College. Advisory Committee is composed of the TIC as President, three faculty members as the NSS Programme Officers, one social worker from the local area, Secretary of Teachers' Council, a senior faculty members, General Secretary of students Union for chalking out the plans and strategies for NSS activities in accordance with the general guidelines of the Vidyasagar University NSS wing to monitor all the units of the University as well as the Units of the affiliated colleges. The college has a plan to open NCC unit to extend the social work.

NSS regular activities:

The volunteers Participate as volunteer in our institutional activities such as college l admission, college foundation day celebration, fresher's welcome, they control the cultural programmes, large gathering sports etc. in order to maintain deiscipline within the campus.

NSS Units Conduct awareness programmes like discussion / symposium on First Aid, drug Abuse, Global warming, H.I.V. / Aids awareness, women empowerment and Gender Equality. Preventive measures have been taken to avoid cancer and problem of wrong treatment.

NSS Units observe independence day celebration, Republic Day celebration, Netaji's Birth Day celebra birthday celebration, Communal Harmony Day, and Vallabhai Patels birth Day celebration in the college campus.

NSS Units Organize annual voluntary Blood Donation Camp in the College Campus, where NSS volunteers, students, ex-students as well as teachers of the college, and some NSS units of Moyna College donated blood. NSS Units also organize Thalassemia Test camp for the students of the college. The NSS Units are going to organize training programme on self defiance of women.

NSS Special camp activities:

As per decision of the NSS advisory sub-committee the NSS Units has organize a special camp from 25.12.2015 to 31.12.2015 in this period they have organized six academic session to motivate the volunteers and make them aware about different issues related to social, environmental and medical problems. Besides, the volunteers went to the adopted village to know different types of information from the from the villagers. The volunteers raise a campaign against dowry system and bad effect of drinking alcohol. They have cleaned the adopted villages and planted trees

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in the villages. On the last day of the camp they organized a road show and awareness programme in the locality. The honourable B.D.O. and the members of the panchayat samity were also present in the awareness programme.

Other Activities:

Such activities give exposure about current societal problems and help to develop awareness about social responsibilities and citizenship roles, create scientific temper among the students. They learn to take up social responsibilities and become responsible citizens of the country. They get training to be disciplined and patriotic citizens, to develop overall qualities and to make them useful citizen. Budgetary details :some years back the college had three NSS Units. But as the former Principal indulged in misappropriation of funds and mismanagement and irregularity in all the spheres of the college, the NSS Units gradually became defunct for non-submission of UCs report to University. In 2014 the present TIC took initiative to open three Units and Vidyasagar University NSS wing gives permission to start activities on self finance basis. From this year collection of Rs. 100 per student has been raised.

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?

The College has NSS unit, which has programme officer for organizing in extension activities. The programme officers take active role regarding proper notification, involving the teachers and students etc. Programme schedule is notified in the display board and also circulate in the classroom in advance and propagated among the students. The students are motivated to participate in such activities. Students and faculty members participate actively in extension activities organized by the units like blood donation camp, tree plantation, awareness rallies with placards, seminars / discussion / symposium / workshop etc. The teachers also speak on various issues of importance in NSS special camps, AIDS awareness programme under the Vidyasagar University, national / international important day celebration 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 vulnerable sections are those who face discrimination and include women, scheduled castes, scheduled tribes, disabled, people living with HIV/AIDS etc. The College has organized some activities:

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- i. Awareness programme on women's rights. The ideas disseminated in these seminars help in empowerment of women the students from SC/ST communities who form a significant portion of our students community take part in the awareness programmes on the Rights promote empowerment of the weaker sections of the society.
- ii. The department of philosophy has organized a UGC sponsored two day national seminar on Equality and discrimination where the issue of inequality, merits and demerits of the preventive measures have been addressed by the experts. A large number of students and staff of the college have actively participated in the seminar and enlightened the seminar.
- iii. Anti Dowry Awareness Generation programme

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

Along with academic learning, students are encouraged to participate actively in the extension activities organized by the extension activity units of the college. The NSS activities provide diversified opportunities to students to develop their personality through community service. These activities help to inculcate their awareness about social responsibilities.

Campaign about clean environment is regularly organized in the college campus and in the adopted village. It gives the message to the other students and to the community regarding the cleanliness. Discussions are regularly arranged in the college by the NSS unit to generate awareness among students regarding various social issues and challenges. Various community development programmes such as health awareness campaign, environmental awareness campaign, discussions etc. organized by the NSS unit helps to develop social networking skills.

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

The College and local community share a very good rapport and are in constant touch with each other. Besides, public representatives, help the college authority in this regard. the experts help the college with their

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expertise time to time on various extra-curricular and extension and outreach activities/programmes of the College.

Some of the major initiatives undertaken by the College involving various communities are as follows:

Blood Donation Camp

The NSS, and Students' Union organize blood donation camp in the college premises regularly in coordination with the District Blood Bank.

Special lecture in library:

A large number of people from community has actively participated in the programmes organized by the college library.

Farmers' consultancy by faculty members of the college

A good number of farmers has come to consult with the faculty members of the college. The college gathers feedback from the farmers about the impact of such consultancy . we have a plan to use data in the teaching learning process in future.

Self employment after training

Many people are self employed after receiving training from Agro-Service department

Outsiders' enrollment in the career course

A good number of candidates from outside of our enrolled students has taken admission in the certificate and diploma computer courses and mobile repairing training programme.

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 College has good relationships with all the Educational Institutions located at moyna Block area, and with Moyna Block Office, Moyna Police Station, Hospital and surrounding locality for their extension activities. Sometimes NSS and other departments collaborate with local clubs and NGOs for effective organization of their programme. The college has signed mou with two local NGOs namely 'Alor Disha' and 'sabuj Banchao Manchao' for working with them for social welfare.

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

The College has yet not received any award for extension activities.

Collaborations

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.

At present the College has no official collaborations with research laboratories and industry for research activities. Some of the faculty members, being the research scholars of Universities under UGC affiliating university get support to use the research laboratories of that University.

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.

We have a plan to go for MOU with Bidhan Chandra Krishi Viswavidyalaya, Kalyani for academic upgradation of Agro-Service department.

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

The College has signed an agreement with Global Career to start certificate/diploma courses in Computer basics, software/hardware, mobile repairing technologies, Spoken English and coaching for entry in Services. There is also a collaboration with Ramakrishna Mission for conducting a course on Value education. We have agreement with Moyna Purnananda Vidyapith, our neighbouring school for using their playground for games and sports. Efforts are on to sign a collaboration with Moyna Rajbari for using the vacant land of their estate.

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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 has organised one national seminar during the last four years. On that occasion Prof. Tapan Kumar Chakraborty, Prof. Lopamudra Choudhury from Jadavpur University, Prof. Ramdas Sirkar, Prof. Papiya Gupta from Vidyasagar University., Prof. Atreyee Mukherjee from West Bengal State University have visited the college as resource persons.

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

We have MOU with Global Career for conducting programmes like certificate/diploma courses in Computer basics, software/hardware, mobile repairing technologies, Spoken English and coaching for entry in Services.

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

We have MOU for collaboration with Global Career for conducting different programmes. We have collaboration with 'Moyna Alor Disha' for Students recognition, motivation and Guidance. We have collaboration with 'Sabuj Bachao Mancha' for plantation of trees and spreading awareness of environmental issues.

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CRITERION 4: INFRASTRUCTURE AND LEARNING RESOURCES

3.1 *Physical facilities*

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

After considering the requirement the college authority resolves to create/enhance infrastructure and also to submit proposal to a funding agency, if required, as the college has not sufficient fund to afford for large projects.

4.1.2 Detail the facilities available for

- a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**
- b) **Extra –curricular activities –sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc**

Facilities under (a)

Class rooms- 14

Technology enabled learning spaces- 07(library- computers with net facility, hall adjacent to library with ICT, 3 Classrooms with LCD projectors, Seminar Hall, Researchers' Corner)

Laboratories-6 [Physics-1, Chemistry-1, Botany-1, Agro-service-1, Geography-1, Zoology-1]

Seminar hall- 1, containing 200 seats. Seminar hall is used for multiple Purposes. It is used to arrange seminars/workshops, to Conduct classes in which there are a large number of Students and also to organize cultural competitions.

Gardens: 4

Pond: 1

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Diesel Generator:	1
Demonstration Plot(Agro-Service):	3
Compost plant & Animal House:	2
Field:	1
Folk Museum:	1
History Museum:	1
Computer Lab & Language Lab:	1
Workshop of mobile repairing & Computer Hardware:	1

Facilities under (b):

Sports- The College uses a playground of the neighbouring school with whom there is an agreement in the interest of the students. There is a sports room/godown. The college intends to use a portion of the vacant land in Rajbari(the royal estate of Moyna) compound as playground permanently after the formal agreement with the trust is signed.

Outdoor & Indoor games- Facilities for Athletics and outdoor games like cricket, football, volleyball, khokho, badminton, Kabadi are available.

Facilities for indoor games like carom, chess are provided in the girls' & boys' common room.

NSS- The college has an NSS room.

Cultural Activities-The Seminar Hall is sometimes used for the cultural competitions every year. College fest is held in a temporary pandal erected by the decorators in the college premises.

Communication Skill Development: Spoken English Training Centre

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

The college makes arrangement beforehand for the development /augmentation of its infrastructure in line with the plan for academic growth on the basis of resolution in G.B.

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The infrastructure is developed and modernized every year. There is a system of regular restructuring & overhauling of the available infrastructure to meet new & emerging demands. Over the last few years space has been created and an additional shift has been introduced for the science subjects a) to accommodate new subjects like Philosophy (Hons.), Education (Hons.), Sociology (Gen), Physical Education (Gen), Human Rights (Gen), Zoology(Gen) b) to set up new laboratories for Zoology(Gen) and Godown/ Stock room for Physical Education, c) to set up History and Folk Museum. The hall adjacent to the library is used for classes also.

Existing physical Infrastructure: Classroom Building: 2(one rented from the neighbouring school)

Built up area (sq.m.) 357

Facilities developed during last 4 years: No new building has been constructed in this period. But repair, renovation and extension of existing building has been done. Renovation of college office has been done. Agro-Service and Botany laboratory have been renovated.

Facilities developed/augmented during last 4 years:

- A small segment in the library has been allotted to teachers for library work.
- Computer facility has been introduced in the library, Teachers' common room, TIC's chamber, IQAC room and the Researchers' Corner. Computer facilities have been augmented in the Office and the computers have been connected with LAN. Computer lab facility has been introduced.
- A canteen has been constructed and furnished with necessary furniture.
- Office has been renovated and given a clean look.
- Facility of a cycle stand has been introduced.
- The old diesel generator has been replaced with a high capacity diesel generator.
- A purified drinking water supply system has been installed.

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- Three classrooms & The Seminar Hall has been equipped with ICT facility
- A small hall adjacent to the library has been equipped with ICT facility.
- CC TV surveillance has been introduced at important points in the college building.
- Main gate of the college compound has been constructed.
- Construction of the first floor of the women's hostel is going on.
- Construction work of Activity Building is going on.
- The primary works for the construction of the new four-storied classroom building - Vidyasagr Bhavan like Soil Test, Plan and estimate, vetting of the plan and estimate has been complete. The construction work is expected to start soon.
- A Folk museum has been set up.
- A History museum has been set up.
- A Bank Counter has been opened.
- A Cheap Store has been opened.
- A shed for Physical Education activities and yoga centre has been constructed.

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

The College has built a ramp for the physically disabled. We, however, ensure that such students have their classes on the ground floor.

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

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Hostel Facility	A 25 -seat hostel for girls. The first floor is under construction.
Recreational facilities, gymnasium, yoga center, etc.	Separate Common Rooms for boys and girls have recreational facilities.
Computer Facility including access to internet in hostel	Not available at present, but the college has a plan to provide the facility on the completion of the building.
Facilities for medical emergencies	First Aid is available in the College. Moyna General Hospital is nearby and students are taken there in case of emergencies.
Library facility in the hostels	Not available at presents, but there will be a provision for the facility on completion of the construction.
Internet and Wi-Fi facility	Internet is available. Students have access to net in the library. Teachers have access to it in the Reserachers' corner.
Recreational facility-common	Available in the Students' Union office and women's hostel.

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Room With audio-visual equipments	
Available residential facility for the staff and occupancy	Lady teachers are given accommodation in the women's hostel.
Constant supply of safe drinking Water	Available from a central water Purifying system with RO with 2,000 liters capacity.
Security	A night guard is employed. The important points in the premises are under the surveillance of CCTV.

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?

We have no health care unit; only first-aid is available. In cases of emergency, students & staff are taken to the Moyna Hospital which is 1km away. Free health check up camps are organized by NSS units.

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.

Common facilities available on the campus: spaces for,

IQAC	Yes
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Self Study Report

Women's cell	Yes
Counseling & Career Guidance	Yes
Placement unit	Yes
Health centre	No
Canteen	Yes
Recreational spaces	Girls' & Boys' Common Room

4.2 Library as a Learning Resource

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

The College library has an advisory committee, called Library Committee. It comprises 1) The TIC 2) All departmental heads 3) The Librarian 4) 1 non-teaching employee of the library 5) supervisor teachers for the departments without permanent teachers.

The updating & modification of the library is a continuous process. Some of the initiatives of the Library Committee are as follows:

- The library has started functioning from early hours, resulting in extension of working hours.
- The cataloguing of the books have been completed.
- Space for reading room has been expanded.
- The library has been furnished with new racks and other furniture.
- Computers with net facility has been introduced.

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- Number of books and journals have been increased on the basis of requisition of the departments or the suggestion of the users.
- Membership is given to the alumni.
- Automation has been recommended, and it is under process.
- Reprography and printing facility have been introduced.
- Students have been provided with the facility of lending two to three books.
- Open access provision has been introduced in the library.
- Awareness programmes are arranged for the students and the community.
- A small segment in the library has been allotted for the teachers.

4.2.2 Provide details of the following:

Total area of the library (in Sq.Mts)	260 sq.mts.
Total Seating Capacity	40
Working hours (on working days , on holidays, before examination days, examination day, during vacation	On working days – 8:30 A.M-05:00P.M, on holidays –Library remains closed, Days before examination – 8:30 A.M. – 05:00P.M, During Examination-08:00 A.M - 10:00A.M & 02:00P.M-05:00P.M, During recess -10:00 A.M – 04:00P.M.

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

- Enclosed as Annexure iv

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.

Orders for new books are placed by the departmental head in consultation with other teachers, when instructed by the authority. Besides, there is a Suggestion Box in front of the library and the library committee consults with the departments over the suggestions of the users. Most of the books are procured under the scheme of UGC book grant. Books are purchased in a way so that thirst for knowledge & need for good examination results are met with in a balanced manner.

Posters are pasted at the doorway about New Arrivals to inform the users about the current books available in the library.

Amount spent on purchase during last 4 years:

Library Holdings	Year - 1	Year - 2	Year - 3	Year- 4
	2011-2012	2012-2013	2013-2014	2014-2015

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	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Total Books	434	78839	425	78954	345	69003	496	90637
Reference Books	01	3400	Nil	Nil	Nil	Nil	14	5029
Journals/Periodicals	Nil	Nil	Nil	Nil	Nil	Nil	60	1500
E- Resources	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Any Other	Nil	Nil	Nil	Nil	Nil	Nil	Mag-48 C.D-50	70000

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

OPAC	Work is in progress
Electronic resources management package for e-Journals	No
Federated searching tools to search articles in multiple databases	No
Library website	A link in the college website
In – ours/remote access to e-publications	No
Library automation	Work in progress
Total number of computer for public assess	4
Total number of printers for public assess	1
Internet band With /speed 2mbops 10 mbps 1GB	Yes
Institutional repository	No
Content management system for e-learning	No
Participation in resource sharing networks / consortia (like INFLIBNET)	Efforts are on to introduce the facility in near future

4.2.5 Provide details on the following items:

Average number of walk-ins	150
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Average number of books	95
Ratio of library books to students Enrolled	9:1
Average number of books added during last four years	2010-2011-435 2011-2013-425 2013-2014-335 2014-2015-510
Average number of login to opac (OPAC)	Nil
Average number of login to e-Resources	Nil
Average number of e-resources downloaded / printed	No Data preserved
Number of information literacy trainings organized	Nil
Details of “weeding out” of books and other materials	The process of weeding has not taken place for a long time because of workload. Weeding out will be undertaken after recruitment of a fulltime librarian and digitalization of catalogue.

4.2.6 Give details of the specialized services provided by the library

Manuscripts	Nil
Reference	130
Reprography	Yes
ILL (Inter Library Loan Service)	Nil
Information deployment and notification	Done by the Librarian or TIC through notices
Download	Yes
Printing	Yes
Reading list/ Bibliography compilation	No
In-house/remote access to e-resources	No
User Orientation and awareness	Yes
Assistance in searching Databases	Yes

Self Study Report

INFLIBNET/IUC facilities	No
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4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

Support provided by the library staff to students & teachers:

The college library intends to cater to the needs of its users in different ways. Right now it renders the following services - Lending & reference. For home use, students in general courses are allowed to borrow two books at a time & retain it for a fortnight. Honours students are permitted to borrow three books at a time. There is a provision for a fine for the students failing to return books within the stipulated period. Students may read books & magazines in the Reading room in leisure period.

Defacing books by scribbling or in any other way is liable to punishment; books lost or damaged are supposed to be replaced by the borrower.

The library provides partially open access service to students & open access service to teachers. Teachers have access to the stock area for selection of books. They are allowed to issue books for reference use.

There is a library assistant to assist the users to access internet facility. Information literacy programme will be undertaken in near future.

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

The library has been shifted from the first floor to the ground floor. Moyna being a flood-prone area, a decision was taken earlier to shift the library from the Ground floor to the first floor. Keeping in mind the problems of the physically and visually challenged pupils, it has been shifted back as flood is no more a menace as it was decades ago. The library has a collection of CDs/DVDs of learning modules, films which can help the differently abled students.

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)**
28+2
- **Computer-student ratio**
1:50

Self Study Report

- **Stand alone facility** 13+2
- **LAN facility** 17+8
- **Wi-Fi facility** No
- **Licensed software** 32
- **Number of nodes/ computers with Internet facility** 17+10
- **Any other**

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

- Computer lab
- Computer in Teachers' Common Room
- Researchers' Corner with computer and net facility
- College website
- Online Admission
- Digitalization of service in Library
- Access to computer and internet facility in library.

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

- a) Institutional plans & strategies for deploying & upgrading its infrastructure & associated facilities:
- b) Space has been provided for a server room in the college with Manage Antivirus Server, Domain Server & SQL Server.
- c) It is required to install a Proxy Server in order to restrict use of illegal/non-academic sites.
- d) One ISP connection against Broad Band connections is required.
- e) We shall install a Firewall to protect network from external assaults like hacking.
- f) We have arranged training for the teachers in using the ICT modes and we have a plan to undertake further training & thereby reduce reluctance to or techno phobia of gadget teaching.

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)

Provisions made in the annual budgets for the purchase, upgradation, and maintenance of computers in the last four years are given below:

2011 –2012 –no separate account maintained in leasure book.

2012 –2013 –Rs. 24750

2013 –2014 –Rs. 30830.00

2014 – 2015 – Rs. 527828.00

Self Study Report

CRITERION 5: STUDENT SUPPORT AND PROGRESSION

5.1 Student mentoring and support

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

The institution, in keeping with its belief in reaching out, publishes every year its updated prospectus which was available in hardcopy two years back and is recently available only on website. This prospectus clearly gives a profile of the institution, the mission and vision of the college, the courses offered in various subject combinations including different certificate and diploma courses, value-added courses, the fee structure, the teachers in various departments, about a few prominent students who have made the institution stand taller and of course about other support staff. This apart, the prospectus also highlights the infrastructural facilities available in the college such as Girls' Hostel, Library, laboratories etc. Rules and regulations applicable to the students are also mentioned in the Prospectus. The college has all data updated on fairly regular basis on its website: <http://www.moynacollege.ac.in>. The college authorities may be contacted via phone call at landline No. (03228) 260247 or emails at moynacollege14@gmail.com

The college conducts admission online.

The college posts notices from time to time for the students, teachers and public. The tender notices, information about seminars, NSS activities, examination schedules are also circulated through the website.

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

Since the college has a number of students who are from a humble background, it endeavours to help them under a number of welfare schemes which are enumerated below:

- Stipend for SC/ST/OBC/Minority
- Grant from Labour Welfare Department
- Aid from State Govt.
- Kanyasree Project
- Aid from Jindal

Self Study Report

- Chief Minister's Fund
- Aid from the Ramakrishna Mission

Besides, many of the students avail Half/Full Free studentship.

The number of students receiving scholarship is:

Session 2011 -2012

Name of the Aid Scheme / Scholarship	Number of Students Receiving it in 1 st year	Number of Students Receiving it in 2nd year	Number of Students Receiving it in 3rd year
S.C/S.T./O.B.C. Entitlement Card			
Minority Stipend	15	10	05
S.C. Stipend	93	35	64
S.T. Stipend	Nil	Nil	Nil
O.B.C. Stipend	65	13	23
Chief ministers fund	Nil	Nil	Nil
Sitaram Jindal fund	Nil	Nil	Nil
West Bengal government Merit cum means fund	Nil	Nil	Nil
Biri Worker Aid	35	30	25
Swami Vivekananda scholarship	Nil	Nil	Nil
Handicapped Stipend	Nil	Nil	Nil
WBMDFC post matric Scholarship	Nil	Nil	Nil
WBMDFC talent support programme	Nil	Nil	Nil
Dr. Maitrayee Chakraborty	Nil	Nil	Nil

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Charitable Trust			
Ramkrishna Mission Merit cum Stipend	Nil	Nil	Nil

Session 2012-2013

Name of the Aid Scheme / Scholarship	Number of Students Receiving it in 1 st year	Number of Students Receiving it in 2nd year	Number of Students Receiving it in 3rd year
S.C/S.T./O.B.C. Entitlement Card			
Minority Stipend	13	20	07
S.C. Stipend	112	73	35
S.T. Stipend	01	Nil	Nil
O.B.C. Stipend	43	27	07
Chief ministers fund	Nil	Nil	Nil
Sitaram Jindal fund	05	02	Nil
West Bengal government Merit cum means fund	Nil	Nil	Nil
Biri Worker Aid	13	07	07
Swami Vivekananda scholarship	Nil	Nil	Nil
Handicapped Stipend	Nil	Nil	Nil
WBMDFC post matric Scholarship	Nil	Nil	Nil
WBMDFC talent support	Nil	Nil	Nil

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programme			
Dr. Maitrayee Chakraborty Charitable Trust	Nil	Nil	Nil
Ramkrishna Mission Merit cum Stipend	Nil	Nil	Nil

Session 2013-2014

Name of the Aid Scheme / Scholarship	Number of Students Receiving it in 1 st year	Number of Students Receiving it in 2nd year	Number of Students Receiving it in 3rd year
S.C/S.T./O.B.C. Entitlement Card			
Minority Stipend	20	10	10
S.C. Stipend	103	60	67
S.T. Stipend	0	01	Nil
O.B.C. Stipend	39	15	17
Chief ministers fund	7	Nil	Nil
Sitaram Jindal fund	05	03	Nil
West Bengal government Merit cum means fund	05	Nil	03
Biri Worker Aid	10	07	Nil
West Bengal Kanyashree Prakalpa	150	43	Nil
Swami Vivekananda scholarship	Nil	Nil	Nil
Handicapped Stipend	Nil	Nil	Nil

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WBMDFC post matric Scholarship	Nil	Nil	Nil
WBMDFC talent support programme	Nil	Nil	Nil
Dr. Maitrayee Chakraborty Charitable Trust	Nil	Nil	Nil
Ramkrishna Mission Merit cum Stipend	Nil	Nil	Nil

Session 2014-2015

Name of the Aid Scheme / Scholarship	Number of Students Receiving it in 1 st year	Number of Students Receiving it in 2nd year	Number of Students Receiving it in 3rd year
S.C/S.T./O.B.C. Entitlement Card			
Minority Stipend	17	02	08
S.C. Stipend	136	62	50
S.T. Stipend	0	1	Nil
O.B.C. Stipend	28	19	10
Chief ministers fund	40	09	03
Sitaram Jindal fund	03	Nil	Nil
West Bengal government Merit cum means fund	04	01	01
Biri Worker Aid	08	01	Nil

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West Bengal Kanyashree Prakalpa	166	02	Nil
Swami Vivekananda scholarship	Nil	Nil	Nil
Handicapped Stipend	01	Nil	Nil
WBMDFC post matric Scholarship	Nil	Nil	Nil
WBMDFC talent support programme	Nil	Nil	Nil
Dr. Maitrayee Chakraborty Charitable Trust	Nil	Nil	Nil
Ramkrishna Mission Merit cum Stipend	Nil	Nil	Nil

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

Half/full free studentship

5.1.4 What are the specific support services / facilities available for students?

Specific support services and facilities available for:

- **Students from SC/ST, OBC and/or economically weaker sections:**
They are provided with S.C./S.T, OBC and Minority Stipend or some other financial grant from government or some corporate organisations. The college issues notices from time to time regarding such scholarships and facilitates the process of applying for the stipends/aids. The college sanctions half/full studentships to many of the students from BPL and other economically weaker sections of the society.

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- **Students with physical disabilities:** There is provision of Physically Challenged Stipend for Students having physical disabilities.
- **Overseas Students:** The college does not have any overseas student.
- **Students to participate in various competitions (national and international):** The students are actively encouraged to participate in various competitions - sports and cultural- at the inter-college or district level and then to other higher levels. They are groomed and trained accordingly by the teachers who always accompany them to such events and the college incurs the expenditures for the purpose. The students achievers are encouraged by awards of cash prizes.

List of Student Achievers

Inter – college Sports Competition			
Year	Name of the student achiever	Event	Rank
2014 – 15	Amalendu Sardar	Discuss Throw	2 nd
2015 - 16	Amalendu Sardar	Discuss Throw	2 nd

District Aided college Sports Competition			
Year	Name of the student achiever	Event	Rank
2014 – 15	Amalendu Sardar	Discuss Throw Shot-put	1 st 2nd

Inter – college Cultural Competition			
Year	Name of the student achiever	Event	Rank
2014 – 15	Purnendu Mandi	Elocution	2nd
2015 - 16	Purnendu Mandi	Elocution	1st

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

There is provision for First aid in the college. Free health check up camp is organized by the NSS units.

- **Organizing coaching classes for competitive exam**

The College conducts coaching classes for competitive examination in collaboration in collaboration with Global Career.

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

The College offers add-on courses in Spoken English, Certificate/ Diploma Courses in Computer basics, software/hardware, mobile repairing in collaboration with Global Career. Agro-Service Department conducts various training programmes like those on Bee Keeping, Pisciculture etc. from time to time.

- **Support for “slow learners”**

The college pays special attention to those students who need it more. So keeping a constant watch on them and being mindful of their needs, all the teachers guide them personally. The students are free and encouraged to seek help from the teachers whenever they face any difficulty. This apart, the college also conducts UGC sponsored Remedial Course for economically weak section of students and sometimes special classes are taken by some teachers for slow learners. Tutorial classes are also arranged.

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

This being a rural college with limited resources, the students do not get much exposure to other institutions as they ought to. If only they participate in some seminar organized by any other college, they have some exposure to other educational institutions.

- **Publication of student magazines**

The students come up with a very beautiful annual magazine of their own, aptly titled ‘Abhibyakti’ (which means - in Bengali - expression). The students have opportunity to have their creative or academic writings published in the annual magazine. Besides, there are departmental wall magazines in some of the departments.

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

The College offers a course on Agro-service which teaches the students the theory as well as the practical aspects of agriculture, food processing etc. As a result, many students of the Agro-service department have undertaken entrepreneurial enterprises. The department, again, organizes training programmes to develop specific entrepreneurial skills like Pisciculture, Bee keeping etc.

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

Self Study Report

The students, with active support and encouragement from the college, participate in various games, both indoor and outdoor, and during the matches they are provided with nutritious food/drink etc.. In the college annual sports competition is held by Students' Union and a large number of students participate in different events with great enthusiasm.

Students are actively encouraged to participate in various competitions, sports and cultural - at the inter-college or district level and then to other higher levels. They are groomed and trained accordingly by the teachers who always accompany them to such events and the college incurs expenses for the purpose. The students are awarded for remarkable achievements at district level or inter-college level.

An annual Cultural competition is also organized by the Students' Union and students participate in it.

If any student lags behind in his lessons for participating in sports, the concerned teachers of the department readily help him/her.

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.

Though the college could not formally arrange for coaching the students for competitive examinations, the teachers nevertheless helped them out in their personal capacity. This year, in collaboration with Global Career, coaching for entry in services has been started.

Many of our students have qualified in competitive examinations and are absolved in different government and non-government services. There was no official system for preserving data till now. But though we teachers of different departments know about the success of our ex-students, it is not possible to provide a statistics of the successful students of our college.

We have given suggestion to Alumni Association to prepare a list of ex-students of our college who are established in different positions, as exhaustive as possible.

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

The teachers, with their years of experience, try and counsel the students in all aspects like personal, academic, psycho-social to help them at their personal level to prepare better for life. The college being a rural one and the atmosphere here being a homely one, the teacher-student relationship is one of much intimacy. So teachers' counseling is always there for the students.

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

The institution is yet to have a structured career guidance and placement cell but the department of Agro-service provides career counselling to their students.

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

There is a Students’ Grievance Redressal Cell and the cell considers the grievances expressed by the students and takes proper steps to solve the problem. Sometimes the G.S of Students Union conveys the grievances of the students to the TIC who solves them in consultation with the concerned staff members or otherwise.

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

Though the incidents of sexual harassment are rare in our college, the College has a committee to look into sexual harassment issues.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The college has a anti-ragging committee comprising of Teachers and a non-teaching member. The institution has been, by and large, free from the ragging menace.

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

Please refer to 5.1.3.

5.1.14 Does the institution have a registered Alumni Association? If “yes”, what are its activities and major contributions for institutional, academic and infrastructure development?

The College does have an Alumni Association. It has applied for registration. The Association meets annually for keeping in touch with the ex-students. They give constructive suggestions to the college authority with regard to infrastructure development, teaching learning etc. Alumni Association has started to prepare a list of students progression to higher studies or employment.

5.2 Student Progression

Self Study Report

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

A large number of students progress for higher studies every year, but the data has not been collected with the help of a formal mechanism.

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.

Programme wise pass percentage

BENGALI						EGHLISH					
Session	Year	Honours		General		Session	Year	Honours		General	
2014-15		M	F	M	F	2014-15		M	F	M	F
	1st	92	72				1st	90	80		
	2nd	85.71	93.33	77.52	63.87		2nd	100	100	67	100
	3rd	100	100	91	96		3rd	100	94	100	X
2013-14	1st	93.33	96.66	54.54	70.07	2013-14	1st	81	88	67	50
	2nd	94.11	96.87	83.13	95.31		2nd	90	89	100	X
	3rd	100	100	97.46	97.19		3rd	100	96	100	100
2012-13	1st	100	94.87	50.63	64.28	2012-13	1st	48	80	75	83
	2nd	90.47	100	88.97	95.97		2nd	88	100	100	100
	3rd	97.72	94.44	79.62	94.44		3rd	100	100	100	100
2011-12	1st	83.87	97.77	68.09	92.62	2011-12	1st	47	78	11	33
	2nd	92.85	93.33	87.36	94.05		2nd	65	69	100	66
	3rd	100	100	86.95	95.45		3rd	44	50	100	X

EDUCATION						SANSKRIT					
Session	Year	Honours		General		Session	Year	Honours		General	
2014-15		M	F	M	F	2014-15		M	F	M	F
	1st	93	100				1st	79	80		
	2nd	100	100	85.33	96.20		2nd	100	100	91	92
	3rd			92	97		3rd	80	94	90	98
2013-14	1st	91	100	89.37	90.03	2013-14	1st	92	93	78	88

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	2nd			89.53	96.18			2nd	92	100	95	98
	3rd			98.36	95.40			3rd	100	100	98	97
2012-13	1st			86	89.9		2012-13	1st	67	86	27	46
	2nd			88.2	61.58			2nd	92	96	92	97
	3rd			94.4	92.3			3rd	71	100	94	92
2011-12	1st			84	95		2011-12	1st	71	93	79	92
	2nd			92	97			2nd	100	100	88	96
	3rd			88	93			3rd	94	100	93	97

HISTORY						PHILOSOPHY					
Session	Year	Honours		General		Session	Year	Honours		General	
2014-15		M	F	M	F	2014-15		M	F	M	F
	1st	100	100				1st	NA	100		
	2nd	100	100	76.47	85.71		2nd		00	85	84
	3rd	100	100	87	94		3rd			100	100
2013-14	1st	66.67	100	62.5	52.72	2013-14	1st		100	77	51
	2nd	80	84.6	86.22	100		2nd			87	92
	3rd	100	100	93.55	100		3rd			100	100
2012-13	1st	71.13	81.25	30.61	36.36	2012-13	1st			38	51
	2nd	91.66	72.72	83.5	95		2nd			94	86
	3rd	89.47	100	100	83.33		3rd			75	81
2011-12	1st	75	57.89	82.5	91.55	2011-12	1st			81	100
	2nd	83.33	100	77.42	75.55		2nd			100	88
	3rd	83.87	78.26	100	100		3rd			82	100

POLITICAL SCIENCE				PHYSICAL EDUCATION			
Session	Year	General		Session	Year	General	
2014-15		M	M	2014-15		M	F
	1st				1st	NA	NA
	2nd	62	62		2nd	94.74	85.71
	3rd	100	100		3rd		
2013-14	1st	32	32	2013-14	1st	69.05	90
	2nd	75	75		2nd		
	3rd	100	100		3rd		
2012-13	1st	45	45	2012-13	1st		
	2nd	91	91		2nd		
	3rd	100	100		3rd		
2011-12	1st	68	68	2011-	1st		

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	2nd	80	80		12	2nd		
	3rd	90	90			3rd		

GEOGRAPHY					SOCIOLOGY			
Session	Year	General			Sessio n	Year	General	
2014-15		M	F		2014-15		M	F
	1st	-	-			1st	NA	NA
	2nd	100	100			2nd	75%	100%
	3rd	100	100			3rd		
2013-14	1st	50	100		2013-14	1st	87.5%	81.25%
	2nd	100	100			2nd		
	3rd	-	-			3rd		
2012-13	1st	100	100		2012-13	1st		
	2nd					2nd		
	3rd					3rd		
2011-12	1st				2011-12	1st		
	2nd					2nd		
	3rd					3rd		

PHYCIS					CHEMESTRY			
Session	Year	General			Sessio n	Year	General	
2014-15		M	F		2014-15		M	F
	1st	M	F			1st		
	2nd					2nd	87	50
	3rd	62	50			3rd	100	100
2013-14	1st	100	100		2013-14	1st	84	87
	2nd	55	50			2nd	100	100
	3rd	100	100			3rd		50
2012-13	1st	0	100		2012-13	1st	35	33
	2nd	43	50			2nd	100	100
	3rd	100	60			3rd	100	0
2011-12	1st	100	0		2011-12	1st	67	80
	2nd	38	75			2nd	80	100
	3rd	100	100			3rd	100	0

BOTANY					AGRO-SERVICE			
Session	Year	General			Sessio n	Year	General	
2014-15		M	F		2014-15		M	F
	1st	32	40			1st	32	40
	2nd	100	100			2nd	95	100
	3rd					3rd	92	100
2013-14	1st	75	33		2013-14	1st	96	100
	2nd	100	100			2nd	81	33
	3rd					3rd	100	0
2012-13	1st	70	83		2012-13	1st	83	100
	2nd	100	0			2nd	100	0

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	3rd					3rd	100	100
2011-12	1st	93	0		2011-12	1st	100	100
	2nd	79	100			2nd	84	100
	3rd					3rd	100	0

COMMERCE				
Session	Year	General		
2014-15		M	F	
	1st			
	2nd			
	3rd			
2013-14	1st			
	2nd			
	3rd			
2012-13	1st			
	2nd			
	3rd	100 %	0	
2011-12	1st			
	2nd	100 %		
	3rd			

MATHEMATICS					
Session	Year	Honours		General	
2014-15		M	F	M	F
	1st	20	75		
	2nd	33	100	60	33
	3rd	100	100	100	100
2013-14	1st	55	0	56	75
	2nd	100	100	100	100
	3rd	66	100	0	50
2012-13	1st	43	100	43	29
	2nd	0	0	0	100
	3rd	80	100	100	0
2011-12	1st	28	11	100	100
	2nd	0	33	100	0
	3rd	100	0	100	0

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

The career counseling cell helps the students in progression to higher studies or employment. It has not been possible to preserve data regarding how many of our students have been benefitted by our counseling or guidance in their progression.

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

To reduce the failure rate and risk of drop out, the institution tries to keep constant touch with the students, and to guide them, arranges Remedial Classes/ Tutorial classes.

Individual departments offer special nurturing session for their students in the interim period between the time of filling the forms for final examination and that examination. Occasional seminars and special lectures are held to promote skill development and enrichment of knowledge.

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5.3 Student Participation and Activities

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

We ensure the students' holistic development by encouraging the extracurricular activities. In the College premises, the students participate in a number of extra-curricular activities. Cultural competitions are held by Students Union in the college. The students participate in inter-college competitions also. The information about the achievement of the students in cultural competitions mentioned under 5.1.4 may be referred to. The students also participate in sports, both indoor and outdoor. They take part in annual competition in the college organized by Students' Union. There are facilities of Ludo, Carrom, chess etc. among indoor games and Football, Cricket, Volleyball, Kabaddi, khokho among outdoor games. The students participate in inter-college and district level competitions of sports also. Our students have secured rank there. The information given under 5.1.4 may please be referred to for the details.

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.

With active help and encouragement from the college, the students participate in a number of cultural, co-curricular and extracurricular events like singing, dancing, debating, elocution and recitation initially at the college level, then at the University level, and to other higher levels on the basis of performance.

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 staff of the College, both teaching and non-teaching, maintain personal relations with the students and officials of some private concerns (especially the teachers of Agro-Service Dept) or officials of govt. recruiting agencies like West Bengal School Service Commission or District Primary School Board. Alumni Association keeps contact with the ex-students and gives feedback and suggestion.

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 College publishes an annual magazine called *Abhibyakti*. In all of the last four years the magazine has been published.

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Besides, Departments of Bengali and English, Education and Philosophy, Sanskrit and History have published wall magazines.

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

Selection and constitution: The College has a Students' Union comprising all Class Representatives. The representatives are elected through an annual students' Union election. They elect for themselves a President and a General Secretary (GS), and the GS becomes an ex-officio member of the Governing Body, the highest decision-making body of the College. The Union also elects other secretaries like Academic Secretary, Cultural Secretary, Magazine Secretary, Games Secretary, Boys' Common Room Secretary, Girls' Common Room Secretary etc. to liaise with College authorities in organizing programmes in their respective domains.

Activities: The Union organizes various programmes like Freshers' Welcome, Annual Social Function, cultural competitions and sports competitions, Blood Donation camps in collaboration with the College. They also act as the first level of grievance redressal for the students.

Funding: A sum of Rs. 130 is collected from each student annually to meet the expenses for the various functions.

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

The GS of the Students' Union is an ex-officio member of the Governing Body. Student representatives are included in various subcommittees like Sports and Games, Cultural, Magazine, Girls' Common Room, Boys' Common Room Excursion, Women's Hostel, Career Counseling sub-committees.

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

The College holds at least one meeting / get-together with the Alumni Association annually. The college maintains a warm relation with its former faculty members. Some of them who are still active are involved with the college and participate in teaching and give their valuable suggestions.

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CRITERION6: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1. Institutional vision and leadership

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

The vision of the college is quest for academic excellence which it strives to achieve by degrees. The mission of the college is to spread the light of higher education among the poor and the middle class students, specially the girl students of the locality. The college is set to provide traditional, vocational and modern education. We aim at making our students self-reliant, especially those belonging to the backward classes and upgrading their social status. One of the objectives of the college is to inculcate a sense of discipline, smartness, sincerity and responsibility in the students. The college has an ambitious project to play a beneficial role in the life of the people of the community and establish a healthy relationship with them. Last but not least, the college attempts to address the global issues that demand our attention in recent times.

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

The top management, that is the Governing Body of the College, is responsible for major policy decisions. The TIC is the Secretary of this Body. The GB is helped by various sub-committees like the Finance Sub-Committee, the Infrastructure Development Sub-Committee etc. in designing and implementation of quality policies and plans.

6.1.3 What is the involvement of the leadership in ensuring:

- **The policy statements and action plans for fulfillment of the stated mission**
- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

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- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**

The TIC/TIC is the Head of the Institution. He plays the multidimensional role for smooth functioning of the College. He is helped by the Teachers' Council and different subcommittees to coordinate the academic and developmental activities of the College. The TIC under the guidance of G.B and in consultation with Teachers' Council, finance sub-committee, Infrastructure development committee prepare the policy statements and action plans for fulfillment of the stated mission and formulate action plans time-to-time for all operations and their incorporation into the institutional strategic plan.

The TIC interacts personally with all the stakeholders, faculty members, non-teaching staff, alumni, students and their parents. The committees in consultation with the TIC and student representatives help in running the day-to-day affairs of the College and are responsible for reinforcing the culture of excellence.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The TIC in coordination with Teachers' council, different subcommittees, Students' Union, NSS programmer officers monitors all the institutional activities, evaluate policies and plans of the College for effective implementation and improvement from time to time.

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

The TIC provides academic leadership by remaining at the helm of (1) Academic Council (3) Examination Committee (4) Magazine Committee (5) Library Advisory Committee (6) Seminar/Workshop/Scientific Programme Committee (7) Routine Committee (8) IQAC ect. TIC strives to adopt policies to enhance the standard of teaching learning in the

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college. He tries all the time to motivate the teachers and student to bring out the best in them. The honourable president and other members of governing body also work towards the same goal. The president has introduced Asita Dolui Memorial Prize on his personal initiative. The Teacher in Charge inspires the students to do better in their pursuit of curricular as well as co-curricular activities. The teachers are motivated to use newer and newer techniques in teaching and to pursue research activities.

6.1.6 How does the college groom leadership at various levels?

There is a decentralization of power by formation of subcommittees. Different subcommittees are formed with a combination of senior and junior faculty members. This combination of seniors and juniors helps grooming of leadership at various levels. The Students' Union consists of both boys and girls students from all streams,

Science, Arts, Commerce to represent the whole student body.

The G.S and the members as class representatives participate in running the day-to-day affairs of the College and bring contentious issues to the knowledge of concerned authority. This also helps in grooming of leadership.

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 provides operational autonomy to the various departments and committees and the College administration works towards a decentralized functioning system as follows:

TIC is the internal sanctioning authority of the finance of

- The College. The TIC delegates his financial authority to a senior faculty member who acts as the Bursar.
- The administration always seeks advice from the academic council in different academic activities.
- The Heads of various Departments look after the day-to-day administration of the Departments and interact with the TIC.

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- The various committees in consultation with the TIC make their own decisions regarding various co-curricular, extra-curricular and extension activities.
- The Students' union look after the affairs of the students and brings it to the competent authority.
- HODs give advice to the administration on departmental purchases & purchases of the College .

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 participatory management culture in all its activities. Such is the decision making process that no major decision can be taken by only one person. So, participative management is prevalent in all the spheres of the college. The opinion of the Students' Union is also given due importance in decision making.

6.2 Strategy development and deployment

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

Yes, the College has a formally stated quality policy, mentioned in the vision and mission statements of the College Prospectus. Keeping the union of the college in view TIC plans to cope with newer and newer challenges in consultation with Teachers' Council, the Academic Council and various sub-committees . The plans are discussed in the meetings of various sub-committees and implemented.

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

The TIC in consultation with G.B. including the Bursar and the coordinator of IQAC chalks out a perspective plan for development. In the next five years the College has plans to complete a four- storied classroom building with the financial assistance from HAD and UGC and a girls 'hostel with the financial assistance from UGC. The college has also planned to erect another four storied building with financial assistance from state Govt. as it has to give up the building rented by the neighboring school. The college intends to build an indoor stadium/gymnasium. The college will apply to W B council of Higher Education and Vidyasagar

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University for extension of affiliation for Chemistry (Hons.), Geography (Hons), Physical Education (Hons.) Pisciculture (Gen.) and Music (Gen.).

6.2.3 Describe the internal organizational structure and decision making processes.

Internal Organizational Structure

The TIC is the administrative Head of the institution. The College has a Teachers' Council with various subcommittees (consisting of convener and members) to take decision in academic co-curricular, infrastructure development and administrative matters. Some specific committees like Students Union Election Committee, Anti-Ragging Committee, Committee against Sexual Harassment take decisions in matter relating to administrative activities. The Heads of various Departments are responsible for the day-to-day administration of the Departments and they implement the decisions of Teachers' Council, Academic Council or other sub-committee to the TIC. A senior faculty of the College as Bursar assists the TIC. The College also has an elected Students' Council which plays an important role in institutional activities.

Decision Making Process:

It is a Government-Aided College. All major decisions, related to physical infrastructure development, student support and welfare scheme are made by the Governing Body. The internal decision-making process is participatory. The institution uses various data and information obtained from the feedback from students, HODs and faculty, committees and cells, the non-teaching staff in decision-making. The TIC meets the committees and discusses in the Teachers'-making. Council meeting. The decisions are then circulated to all the concerned sub-committee, faculty members or students for deployment.

6.2.4 Give a broad description of the quality improvement strategies of the institution.

The quality improvement strategies of the College in teaching & learning, community out reach, are described broadly as under

Strategies to improve the quality of Teaching & Learning process:

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- Transparency in the admission process by introduction of online admission process online publication of comprehensive list of applicants (rank-wise) and online admission.
- Preference to the previous academic records of students in the admission process for getting a large number of good quality students.
- Remedial coaching classes for the socially-backward and economically-weaker students to enable them to cope with the program of their choice.
- Preparation of academic calendar and teaching- plan (by individual teachers) at the beginning of the year.
- Use a modern teaching aids, well-equipped laboratories , well-stocked library with reading room and internet connection to make.
- Engagement to teachers on contractual basis to make up for the scarcity of full-time teachers. They are selected through a transparent interview system.
- Upgradation of the main library with new text books and reference books, internet connection, introduction of inflibnet .
- Permission to faculty members for study leave to enrich their knowledge through seminars, orientation programmes, refresher courses, etc.
- Organizing Seminars/Awareness programmes for curriculum enrichment .

Strategies to improve the quality in community outreach:

- The College has three active NSS units. The units have a year wise plan with their tours r on thrust areas in which different extension activities are organized in and outside the College throughout the year to engage the students in different community-centered activities.
- Students are also motivated to participate in various seminars and discussions to give them exposure to current societal problems and generate awareness regarding their roles and responsibilities in society.

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Strategies to improve the quality in human resource management:

- Encouragement to faculty members to attend various staff development programmes in UGC-HRDCS.
- Provision of UGC pay scale to teachers, additional increments to M.Phil./Ph.D. holder teachers as per UGC norms, annual increments and promotion to the faculty as per UGC norms.
- Provision of Self-Appraisal Reporting system for teachers at the time of promotion to higher scale.
- Access to computers to all sections of administration.
- Encouragement for teachers to attend seminar / symposium / workshop / invited lectures.

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 TIC meets with various committees and seeks reports on their performances, and these reports are submitted to the GB for decision making.

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 College provides necessary leave for

- Attending Refresher and Orientation Courses, and Academic Short Term courses.
- Higher studies such as Ph.D. and M.Phil.
- Attending seminars, conferences etc.
- The college recognizes the remarkable performance of the staff.

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

Date of G.B. meeting	Resolutions adopted
02.12.2014	Resuming the disciplinary proceedings against Dr. A. N. Bardhan, the suspended Principal, subsequent to the issuance of the charge sheet as per the order of Justice Dipankar Datta of Calcutta High court
24.12.2014	<ol style="list-style-type: none">1. Reappointment of contractual non-teaching staff2. Connecting office & library computers by LAN3. installation of online Admission and office software for transparent admission process4. Prayer to University and W. B. Council of Higher Education for opening for new subjects: Chemistry (H), Geography (H), Human Rights (G) Zoology (G), Music (G). Rs. 12 Lakh sanctioned for this purpose
14.01.15	<ol style="list-style-type: none">1. Revision of fees structure for the session 2015-162. engagement of Ms. Sujata Pal as Asst. Director of sports and Sri Pranabesh Hazra as coach.
02.03.15	<ol style="list-style-type: none">1. Constitution/ Re-organisation of different Sub-committees of the college2. Installation of RO water purifier with fund from BEUP of Rs. 2,00,000/-
01.06.15	<ol style="list-style-type: none">1. Installation of C.C.T.V. cameras at various locations of the college.
27.06.15	<ol style="list-style-type: none">1. Installation of DG Generator and building of college gate using funds from BEUP2. Preparation of site plan of the college3. Recruitment of teachers on contractual basis in several subjects4. Requisition of teachers in vacant substantive posts to WBCSC

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04.08.15	<p>Appointment of</p> <ol style="list-style-type: none"> 1. Sri Pranabesh Hazra as Coach, Prof. Badshah Ghosh of Panskura Banamali College as Director of sports and Prof. Dilip Biswas of Bajkul Milani Mahavidyalaya as Deputy Director of sports 2. Collaboration with welfare organization 'Moyna Alor Disha'
20.08.15	<ol style="list-style-type: none"> 1. Dismissal of Dr. Amarendranath Bardhan, the suspended Principal, from Service as per section 9.1(vii) of the West Bengal College teachers (Security of Service) Act. 1975 for defalcation of college and UGC funds and violation of different provisions of the statutes of Vidyasagar University.
03.10.15	<ol style="list-style-type: none"> 1. Formation of NAAC Steering Committee 2. Approval of Research Committees formed by the departments and provision of sanctioning seed grant up to Rs. 10,000/- for purchase of books for approved researches. 2. Signing of MOU with private companies Dupond and Max Revolution for construction and maintenance of demonstration plots. 3. Collaboration with private company Global Career for providing job oriented computer courses, Spoken English courses and coaching for competitive examinations 4. Opening of a consultancy centre jointly by the Agro-Service, Chemistry and Botany department to provide expert advice to local farmers 5. signing of MOU with Block Agriculture department for joint awareness campaign regarding agriculture and environment related issues 6. A MOU with 'sabuj' Banchao Mancha for conducting various joint campaigns for environment related issues.

6.2.8 Does the affiliating university make a provision for according

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the status of autonomy to an affiliate what are the efforts made by the institution in obtaining autonomy?

No, the affiliating university does not have a provision for according the status of autonomy to an affiliated institution.

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 grievances/complaints come from the students and teaching and non-teaching staff. The common and individual complaints from the **teaching staff** are discussed and solved in the Teachers' Council meeting in a healthy atmosphere. Faculty members are also free to express their individual complaints and problems directly to the TIC privately. The complaints of the **students** are freely brought to the notice of the TIC by individual students or through Students' Union.. The complaints / grievances are attended to promptly and resolved immediately if it is possible. If the solution of the problem demands action of particular sub-committee TIC convenes the meeting of the sub-committee and the problem is solved. The complaints from the **other stakeholders** are promptly attended by the TIC. In some cases, the TIC takes necessary action alone. In some cases, decisions are taken jointly by the TIC and concerned committee members.

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?

Yes, there has been court cases filed against the institute by the principal who is suspended by the GB for mismanagement of funds and other issues. The details are given below:

S l . n o .	In which court	W.P. No.	Any other responde nt party	Date of petition	Petitioner	Issue of contention	Court order / Status of case

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1	Calcutt a High Court	1763 3 (W) of 2014	Vidyasa gar Universi ty, Govern ment of West Bengal & ors	16/6/20 14	Dr. Amarendra nath Bardhan, Principal of the college dismissed by Governing Body w.e.f. 09/06/2014 on the basis of enquiry into the charge sheet served on 07/11/2013	Whether the charge sheet and enquiry report can be cancelled and squashed.	Enquiry proceed ings from the stage subsequ ent to issuanc e of charge sheet will have to be carried out afresh.
2	Calcutt a High Court	2767 4(W) of 2014	Vidyasa gar Universi ty, Govern ment of West Bengal & ors	18/09/2 014	Dr. Amarendra Nath Bardhan, Principal of the college	Whither disciplinary proceeding can be carried out simultaneou sly with criminal proceedings (The college has filed an FIR with the local police station on 24.06.14 as there are several charges of financial defalcation against Dr. A.N. Bardhan, the suspended Principal and again started enquiry	The case was dismiss ed , and the college could carry out discipli nary proceed ings

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						proceedings by seeking reply of Dr. A.N. Bardhan to the charge sheet as the Court Ordered the college on 25.06.2014 to proceed afresh in the charge sheet dated 07.11.2013)	
3	Calcutta High Court	MA T 620 of 2015 CAN 3998 of 2015 (Sec 5CA N39 97(S tay)	Vidyasa gar University, Govern ment of West Bengal & ors		Dr. Amarendra Nath Bardhan, Principal of the college	Appeal against J.Dipankar Datta's order that the college could carry outdepartme ntal proceeding	Still pending
4	Calcutta High Court	W. P. No. 1900 7 (W) of 2015	Vidyasa gar University, Govern ment of West Bengal & ors	04.08.2015	Ms. Sangita (Das) Mahapatra Contractual temporary teacher not renewed	i)Advertise ment (14.07.15) for recruitment of contractual teacher in Pol. Sc. has to be stayed immediately and quashed ii) The appointment of Sangita Mahapatra,c ontractual Part-time Teacher in	The Honour able court has ordered the petitioner to submit an affidavi t.

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						<p>Pol. Sc. Moyna College (She was appointed as lecturer on contract basis,though h not on the basis of any G.B. resoulation) to be approved and her pay is to be fixed . iii)An interium order not to proceed further on the basis of the advertiseme nt dated 14/07/15 and not to take steps with regard to the interview held on 20/7/15 and to allow the petitioner to resume the duty as a part time teacher in the college.</p>	
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	Calcutta High Court	W.P. 25485(W) of 2015 .	Vidyasaagar University, Government of West Bengal & ors	28.09.2015	Dr. A.N. Bardhan, Principal of the college dismissed by Governing Body w.e.f. 08/09/2015 on the basis of enquiry into the charge sheet served on 07/11/2013	i) The college dismissed Dr. A.N, Bardhan on 08/09/2015 after considering the enquiry report on charge sheet dated 07/11/13. ii) The Principal appealed to quash the order of dismissal on 08.09.2015	Case will pending but the petitioner has appeal before Vidyasaagar University.
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6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If yes, what was the outcome and response of the institution to such an effort?

The departments collect feedback on teaching. The TIC, HODs and the committees collect feedback from the students on its institutional performance in different meetings/interaction. The library collects feedbacks from the student /readers of its service rendered. The obtained data are analyzed and used for the improvement of its institutional performance.

6.3 Faculty empowerment strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The efforts made by the College to enhance the professional development of its staff are:

- The faculty members are encouraged to attend staff development programmes, such as orientation programmes, refresher courses, short term courses, seminars, workshops, conferences, etc.

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- The teachers are encouraged to carry out individual research for M. Phil./Ph.D. programme.
- The member of non-teaching staff are encouraged to attend the staff development programmes such as training programme on functioning and management of library, training on use of free and open source software in libraries etc.
- The computer skill development programme is being organized for teaching staff and non-teaching staff.

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

The strategies adopted by the College for faculty empowerment are:

- The faculty members are encouraged to attend Orientation Programme, Refresher Courses, short term courses, Seminars, Workshops, Conferences, Symposium, short-term training and they are sanctioned duty leaves. Detailed information regarding the programmes is also circulated from time to time.
- They are also encouraged to receive grants for research project/individual research from the funding agencies, like UGC etc. Duty leave is sanctioned to them to present research papers in seminars / conferences organized by other institutions/organizations. Satyaranjan Das, one of our teachers, has presented paper in 2015 John Keats Bicentenary Conference at London. The authority recommended his case to UGC for sanction of Travel Grant and his proposal has been accepted. After participating in the conference Mr. Das has submitted claim for reimbursement of the expenditure which has been audited by a C.A. on the initiative of the college.
- Books have been purchased for benefit of teacher researchers. Research corner with computer and Internet facility has been allotted to teachers engaged in research.

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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.

For promotion under career advancement scheme the teachers have to pass through a self-appraisal system that looks at the number of hours the teachers stays in the college, the number of classes s/he takes, other activities s/he takes part in, and any other relevant information IQAC supervises and monitors the matter .IQAC invites the information from all the teachers regarding their performance i.e. acquirement of a higher qualification, presentation of paper or publication etc. Thus the authority is well informed even about the teachers who do not come under the purview of Career Advancement Scheme.

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?

Promotion and new grade pay are considered as per report approved by the higher authority of the office of DPI. Outcomes and decisions are communicated to the appropriate stakeholders through the TIC. Sometimes teachers are honoured for remarkable achievement .

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

The College has several welfare schemes for its teaching and nonteaching staff. Many staff have availed the benefit of such schemes in the last four years (2011-12 to 2014-15):

Medical Leave –1. Yearly 20 days half pay medical leaves are given to all the staff members. All teaching staff and all non-teaching staff had availed medical leave at least once within the last four years. 2. Six months maternity leave is provided to its female staff. 3. 15 days paternity leave is provided to the male staff. No one staff has availed such leave.

Insurance –An insurance policy named Group Scheme Life Insurance is available to all the staff members of the college. The monthly premiums are deducted from the salary as per Groups - A, B, C, D.

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Medical Allowance - Medical allowance @ Rs.300 per month is paid to all members of the staff.

GPF –Provision of provident fund is available for all the staff members.

Loan –Provision of refundable/non-refundable advance from his/her GPF is available for medical treatment, marriage of dependants , buying of computer for higher study, buying of family consumer goods, like T.V., Refrigerator etc. The loan amount is deducted from salary. Five of the staff members have availed the benefit of such loan.

Gratuity –Gratuity benefit is provided after retirement Five(5) of the staff members have benefitted under Gratuity scheme on their retirement. An **Employees' co-operative** –An Employees'-operative is run under the patronage of authority when member can avail loans of an amount up to 2,00,000/- at the interest of only 8% p.a.

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

The College does not have any scheme as recruitment or retention is not in our hands.

6.4 Financial management and resource mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The institutional mechanisms to monitor available financial resources are:

- Finance sub-committee monitors effective and efficient use of available financial resources. A senior faculty member has appointed as Bursar who supervises the expenditure of the college on regular basis
- All financial accounts are audited by Statutory Auditor engaged DPI

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 external audit is statutory, where the auditor is selected from a

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panel by the Director of Public Instructions, Government of West Bengal. The College has no hand in the selection of the auditor. The audit is done over a period of a few days as convenient to the College and the auditor. The last statutory audit was done for the financial year 2011-12. The auditor has raised some objections in his audit report for the said financial year as follows:

There was a withdrawal of Rs. 130624 made during the year 2011-2012 by S. Maiti (Ex Cashier) from Punjab National Bank, Srirampur Branch out of which an amount of Rs.130000 appears to have not been expended at all and therefore shown in the Balance sheet against his name.

Students Fees Collection Register was not properly maintained.

Tuition and other fees are collected from the students and accounted for on cash basis. No students wise reconciliation is however done for the same in absence of a proper fees structure for the year under audit.

The Governing Body (2010-14), expressing deep dissatisfaction with the way statutory audits were done, in the tenure of Dr. Amarendra Nath Bardhan, the formerly Principal of the college constituted an Internal Audit Committee in 2012 to audit the accounts of the college from 2005-2006 to 2012-2013.

A chartered account company was given the responsibility of conducting the internal audit by the Governing Body. The objective of the audit was to contribute to the improvement of risk management and evaluating the Internal Control Systems by identifying its exposure to risks. The audit report, apart from pointing out numerous fraudulent, irregular and illegal acts, have suggested the following: a) upgradation of the accounting system to a computerized financial accounting package, b) Paper management of bank accounts by maintaining only the essential accounts with specific purpose of its operation.

Compliance: The GB has sanctioned the upgradation of accounting system; an accounting software package will be installed very soon. Bank accounts at present cannot be closed as the Principal has dismissed on the basis of findings of enquiry into charges of financial irregularities which implied defalcation also to which the bank accounts are related and he has filed a writ petition to Calcutta High Court and submitted an appeal to Vidyasagar University disciplinary proceedings against the Principal are

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going on. However, financial transactions are being done only from a few bank accounts.

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

The major sources of receipts/funding of the College are:

- The component of staff salary is fully sanctioned by the state government.
- Financial grant for library books/journals is received from the UGC.
- Student scholarships are received from various schemes under state and central governments or some private companies.
- Student's fees collection is a important source of college fund.
- Different grants for purchasing equipments/ teaching aids/developing infrastructure are received from the UGC and state government; sometimes the college makes payment of a moderate amount for repair or extension of infrastructure.
- A portion of the fund for organizing extension and outreach programmes are received from the students
- Major source of development fund is received from, BEUP grant of local MLA and MPLAD grants.

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

The college persuaded the chairman of Haldia Development Authority to sanction on amount for construction of a classroom building if 2013. We were fortunate that Hon'ble Suvendu Adhikary has sanctioned an amount of Rs 2,92,00000.00 for construction of a building ,the matter implementation of the project is under process .We have submitted a proposal for construction of a four storied building to Dept. of Higher

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Education Govt. of West Bengal. We hope that the government will favorably consider our proposal.

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 policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**
- b) How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**
- c) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**
- d) How do students and alumni contribute to the effective functioning of the IQAC?**
- e) How does the IQAC communicate and engage staff from different constituents of the institution?**

a) Yes, IQAC formally meets and points out the deficiency in teaching learning, students support and extension activities and forwards positive decisions to G.B or concerned constituent of the college.

b) A Blood Donation Camp, First Aid Training, SEBI's investor Awareness programme and a UGC-sponsored Seminar in the department of Philosophy in 2015 have been the outcome of the strategy adopted by IQAC. It has also decided on students' Feedback and departmental seminars. The decisions have been implemented.

c) Yes, one Ex-Principal of a college is in our IQAC Dr.N.C. Maity has contacted Ramakrishna Mission for arrangement of Value Education Course.

d) One of the members of IQAC is the General Secretary of Students' Union. He/She can give his /her opinion in the meeting of IQAC, IQAC has not still been able to liaise with Alumni Association.

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e) Most of the fulltime teachers, G.S, Student Union , Govt. nominee in G.B ,University nominee in G.B, a guardian are members of IQAC So a connection can be established with different constituents of the college directly or indirectly.

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 operationalization.

At present the College does not have a focused integrated framework for quality assurance of the academic and administrative activities. The college has a plan to elicit Self-Appraisal from teachers and provide for recognition for remarkable performance regular basis.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If yes, give details enumerating its impact.

Yes, the institution provides computer training, training for effective use of teaching techniques of teaching etc.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If yes, how are the outcomes used to improve the institutional activities?

No such audit is carried out.

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

At present the teachers' Performance appraisal has been possible under the career Advancement scheme for the teachers are mandatorily required to submit them for promotion to higher scale /position. The internal quality assurance mechanisms of the College are aligned with the requirement of the external agencies like affiliating University. The College is also striving to align with the requirements and guidelines provided by the NAAC.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The institutional mechanisms to review the teaching-learning process:

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Structure:

Interaction/meeting with

- TIC and Academic Council
- TIC, Academic and Routine Committees
- TIC and Class Representatives, Academic and Library Advisory Committees

Methodologies of Operation

- Academic Council monitors the teaching-learning activities
- HODs monitor the concerned departments through the interaction with students and teachers, results of unit tests and University examination
- Routine Committee prepares class routine.
- Library Advisory Committee takes interest in the improvement of library services
- individual students', class representatives or G.S, Students' Union make complaints before TIC consults with the concerned Teachers/HOD of Teachers' Council or Academic Council and thus the teaching learning process is reviewed and necessary step is taken to upgrade it.
- Students' Feedback are reviewed if departmental meetings and steps are taken.

Outcomes

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- Results have improved.
- New subjects have been introduced.
- Science stream classes have been shifted to morning.
- The library has been shifted to the ground floor.

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

Meetings are held in various forums with internal and external stakeholders. Information about Students' Feedback are given in the college website.

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

None

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CRITERION 7: INNOVATIONS AND BEST PRACTICES

7.1 Environment consciousness

7.1.1 Dose the institute conduct a Green Audit of its campus and facilities ?

No, the College has not yet conducted any kind of Green Audit of this campus and facilities. Sum species of trees and plants of colorful flowers are grown/conserved by our botany and agro –service department. The college compound with its cave of green grass is a delight for one's eyes there are three well maintained sadden and three demonstration plots in our college. There is a consciousness about environment among students and staff. The college has continuous effort to save environment and save abuse of natural reserved. We have planet to conduct seen audit in near future.

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

i. Energy conservation :

- In our college buildings there are sufficient windows. so , there is no necessity for electric lights in the day time and we have only day time classes. At night and incase of foul weather the electric light are switched on . Light and fans are switched off by staff and students when they leave the class room so that the use of electricity can be minimized. The teachers make over to the students about importance of energy savings in class and NSS programs .
- From the year 2012 all computers purchased in the TIC ‘ s room ,Library , different sectors office , professors common room are LCD monitors to consumption reduce thee electricity . It also helps in conservation of electricity.

ii. To compost plant:

There are two compost plant used by Agro-service Department to recycle the lives of the tree and stool of Birds and Animals in animal house .

iii. Plastic free campus :

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The students of NSS and Agro-service Department working for the plastic free campus. we have a plan to motivate the people of the community to reduce / refuse plastic bag .

iv. Efforts for Carbon neutrality:

- **College location is far away from industrial area .**
- **LPG is used in chemistry department laboratory and for cooking in the hostel which is carbon neutral.**
- **The college has established a LAN for office business which facilities paperless transition.**

v. Plantation :

A number of trees exist at different places in the college. There is a small garden maintained by the department of Botany and Agro-Service. NSS is involved with plantation we have collaboration 'Sabuj Banchao' (save the green), NGO working for environment and planted a good number of trees and planted in college campus and in the surrounding area.

vi. Hazardous waste management:

There is as such no hazardous waste in the college. Little waste if ever found is managed as per waste management process for this type of waste materials.

vii. The college collects store e west and west of laboratory and sale for recycle.

viii. Tobacco free campus :

The college strictly prohibits the use of tobacco in any from inside the campus

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.

During the last four years the college has taken many innovative steps for smooth functioning of the college. Some of them are presented below

i. Innovations in Admission Procedure:

Manual admission procedure is replaced by online system.

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ii. Innovative Infrastructure Facilities:

- a) An additional shift has been started in the morning to cope with the scarcity of classrooms.
- b) Establishment of internet connectivity in different segments of the college.
- c) All blackboards are replaced by white boards.
- d) Use LCD projector in class teaching if necessary.
- e) we have plant trees by the side of the pond at the back of the existing building and raise paved terrace round encircling the trees to siton .
- f) We have established two dual culture plant namely Compositor & Animal House.
- g) We have establish a community hall with ICT for extension programme like move-show & workshop and awareness programme under library.
- h) We allotted large classes in the seminar hall to manage the scarcity of classroom .

iii. Innovative Strategies In Consultancy and Extension :

- a) We have introduced famer's consultancy and the experience gathered from the activity is utilized in teaching.
- b) Every year we organize an educational tour .
- c) The N.S.S. unite and different departments has started Awareness programme among people from

The local community to fulfill their social responsibility .Occasionally they organize awareness programme in the locality in collaboration with other Club or local body.

iv. Introduction of Asita Dolai Memorial Prize

The students of each of the departments who secure the highest marks are awarded Asita Dolai Memorial Prize .The President of our G.B. contributes for the prizes every year . The college encourages the achievers by awarding cash prize to the students who secure rank in inter college competitions.

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.

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Two best practices which have contributed to the achievement of the institutional objectives and / or contributed to the Quality improvement of the core activities of the college are given

BEST PRACTICE – I

1 . Title of the practice

Farmers consultancy by Dept. of Agro Service,Botany and chemistry.

2 . Goal

- a) To provide consultancy to the farmers especially of the surrounding area .
- b) To help the poor and uneducated farmers to solve problems related to cultivation .
- c) To make a meaningful contribution to social welfare.
- d) To establish a relationship between the college and the surrounding community .
- e) To make farmers aware about modern agricultural invention and motivate them to follow it.
- f) To encourage the farmers to cultivate scientifically .
- g) To encourage the farmers to test the soil of their agricultural land for proper use of the land .

3 . The Context

In 1998 this course was introduced in our college which was first in eastern India as well as in West Bengal . Our locality is an agriculture based area. This course imports agricultural education in their practice . Most of the rural community students who have agricultural family background seek higher education in this college. Keeping these local need in mind , the college has introduced this B.Sc. Major course in Agro-Service. Previously the department has initiated summer training Programme for the community .Last year the college authority Plan for Farmer's consultancy programme to facilitate both the community by providing expert advice and the students by using data gathered from the programme in teaching learning.

3 . The Practice

The Agro Service department provides consultancy service to the farmers especially of the surrounding area to solve the problems related to cultivation . The teachers of the department or the external experts visiting the department give the useful suggestions to the farmers free of cost

Self Study Report

every Wednesday and Saturday . The poor farmers who are in most cases in dark about modern scientific agricultural education including technology , are given information by experts in the field. They are kept abreast of latest findings about seeds technology, fertilizers and pesticides. At present our local area is Organic farming . The farmers are also made aware of alternative cultivation for financial gain. The most striking feature of the practice lies in the fact that the experience gathered during consultancy is utilized in classroom teaching . The farmers are also invited to the various Awareness programmes . Seminars of the department . They sometimes participate in the trainings organized by the department ,like those in Pisciculture and Bee-Keeping. This course is being run from the year 1998 onwards successfully and fruitfully. The course is run with the help of funds from the UGC, the Government of West Bengal , and Vidyasagar University. It is run in collaboration with Bidhan Chandra Krishi Vishwavidyalaya, Mohanpur, West Bengal. This university provides expertise in terms of employment consultation ,project making, higher education, provide training in agri-clinic and agri – marketing under a Central Government scheme called MANAGE in Ramkrishna Mission, Narendrapur and BCKV Nadia.

5 . Evidence of success .

If we go through the feedbacks of the farmers who came to the Agro Service department for consultancy , we can form an idea about the success of the effort . The farmers have given feedback that they have been immensely benefited by the department experts , Many of them have participated in the seminars / training programmes organized by the department. Many villagers have been able to earn their livelihood after participating in the training . They have been self employed.

6 . Problems encountered and resources required problems

Laboratory, Library, and field practical facility are available but more and modern , up-to-date equipments and other facilities are necessary. The problem of non-availability of teachers for the subject is difficult to overcome.

Requirements

- h) This is a self-financing course that can be brought under B.Voc programme of UGC that way, it can be turned into a government sponsored programme.
- i) More financial support for improvement of infrastructure, field-practical & Laboratory –practical.

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- j) More and more interactions with farmers, other government departments and collaboration with industry.
- k) Government and non-government (company) projects related training or demonstration.

Notes (Optional)

Being the first to introduce Organization of Vocational Agriculture course in West Bengal, we want that our department extends its area of activity.

Contact Details

Name of the T.I.C. – Kalipada Maity
Name of the Institution : - MOYNA COLLEGE
City :- Moyna
PIN – 721629
Accredited Status :- Not yet accredited
Work Phone :- 03228 – 260247
Website :- www.moynacollege.ac.in
e-mail :- moynacollege14@gmail.com

BEST PRACTICE – II

1 . Title of the Practice ; Cultivation of the History and Culture of Moyna in the department of History.

2 . Goal :

- l) To train the students in the study of history .
- m) To make the students of the college and the general public aware of the heritage of Moyna.
- n) To enable the students to uphold the history and heritage of Moyna.

3 . The Context :-

Moyna has a history which goes long back. Moynagarh is historically famous as it was the fort and residence of Raja “Lausen” of “ Dharma Mangal Kavya “. The dilapidated “Rajbari” and the “Parikha” (The protective ditch around the rampart) are still existent . The “Rasmela” on the occasion of “RasPurnima” in the Bengali month of “Agrahayan” is 455 years old .One of the remarkable features of “Rasmela” is the participation of people from both Hindu & Muslim communities in it . There are many ancient temple in different places of the area.

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4 . The Practice :

The teachers & students are involved in collecting books /documents /write ups related to the history and culture of Moyna and preserving them in museum day by day . The volume of the collection is on the arise . The department has already organized a Work shop on district heritage which was attended by Pranab Bahubalindra , formerly teacher of Tamralipta Mahavidlaya , now on the staff of the department of Bengali of our college and secretary , Tamralipta , Moynagarh, Mahisadal, Kashigore, Heritage committee as a resource person . we have a plan to undertake a project of beautification of the Rajbari compound in near future.

4. Evidence of Success :

The project has been undertaken recently . But we have already received acclamation from the scholars and teachers or persons related to the study of history and culture of Moyna .The students have been very much interested in the project .

6 . Problems Encountered and Resource Required :

- o) Inadequacy of infrastructure .
- p) Inadequacy of funds.
- q) Staff shortage.

Resources required :

- r) Enrichment of collection
- s) Permanent room
- t) Full time teacher
- u) Full time Non – teaching employee .

PROFILES OF DEPARTMENTS

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Department of Bengali

1.Name of the department	Bengali	
2. Year of Establishment	General Course –1972 Honours Course –1994	
3.Names of Programmes / Courses:	B.A. (General) B.A. (Honours) in Bengali Compulsory Bengali for all UG courses	
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	Distance Education in PG is discontinued due to want of students.	
9. Number of teaching posts		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	01	01
Assistant Professor	01	01
Govt. Approved Part-time Teacher	03	03
Contractual Part-time Teacher (management appointee)	Nil	Nil

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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
Purusuttam Mukherjee	M.A., M.Phil.	Associate Professor	Drama	21
Mrinmay Kumar Mahata	M.A.	Assistant Professor	Folklore	5
Dr. Parvin Banu	M.A., Ph. D.	Part-time Teacher	Folklore	17
Dibyendu Maity	M.A.	Part-time Teacher	Baishnab Sahitya	15
Kuhely Maity	M.A.	Part-time Teacher	Fiction	14

11. List of senior visiting faculty

Dr. Pranab Bahubalindra, Formerly Prof. of Tamralipta Mahavidyalaya.
Dr. Susnata Jana, Associate Prof., Midnapore College

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

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

13. Student -Teacher Ratio (programme wise)

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
45:1	233:1	48:1	325:1	57:1	278:1	45:1	253:1

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

Nil

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15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
01	01	03

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	Nil
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17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	Nil
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18. Research Centre /facility recognized by the University	Nil
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19. Publications :

Purusuttam Mukherjee

Articles Published in Books

- i. 'Pravat Kumarer Chhotogapa' Published in the book 'Bangla Chhotogalpa : Parba-Parbantar', ISBN – 81-86036-84-9

20. Areas of consultancy and income generated	Nil
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21. Faculty as members in a. National committees b. International Committees c. Editorial Boards

a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil

22. Students Projects

% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in	Nil

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organization outside the institution i.e. in research laboratories/ industry/ other agency									
23. Awards / Recognitions received by faculty and students					Nil				
24. List of eminent academicians and scientists / visitors to the Department					Nil				
25. Seminars/ Conferences/Workshops organized & the source of funding					Nil				
26. Student profile programme/course wise									
Year	Hono urs	Year	Applica tions Receive d	Admitted		Appeare d in the final Examinat ion		Pass Percentage	
2014- 15				M	F	M	F	M	F
	H	1st	162	23	88	12	60	92	72
	H	2nd		16	51	14	45	85.71	93.33
	H	3rd		15	32	15	29	100	100
2013- 14	H	1st	180	27	80	15	60	93.33	96.66
	H	2nd		24	46	17	32	94.11	96.87
	H	3rd		22	41	20	38	100	100
2012- 13	H	1st	160	31	51	20	39	100	94.87
	H	2nd		37	52	21	38	90.47	100
	H	3rd		50	63	24	30	97.72	94.44
2011- 12	H	1st	192	37	54	31	45	83.87	97.77
	H	2nd		40	39	28	30	92.85	93.33
	H	3rd		25	31	24	27	100	100
Year	Gener al	Year	Appli cation s Recei ved	Admitted		Appeared in the final Examinati on		Pass Percentage	
2014- 15				M	F	M	F	M	F
	G	1st	1153	368	323	103	172		
	G	2nd		137	195	89	138	77.52	63.87

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	G	3rd		50	90	44	79	91	96
2013-14	G	1st	1100	527	472	209	264	54.54	70.07
	G	2nd		140	203	83	128	83.13	95.31
	G	3rd		86	199	79	107	97.46	97.19
2012-13	G	1st	895	459	378	235	238	50.63	64.28
	G	2nd		197	242	136	174	88.97	95.97
	G	3rd		50	63	44	54	79.62	94.44
2011-12	G	1st	850	436	356	210	217	68.09	92.62
	G	2nd		139	147	95	101	87.36	94.05
	G	3rd		97	93	92	88	86.95	95.45

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100%	Nil	Nil
2013-14	100%	Nil	Nil
2012-13	100%	Nil	Nil
2011-12	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

Many ex-students are engaged in education defense but no data is preserved.

29. Student progression :

	2014-15	2013-14	2012-13	2011-12
UG to PG	Many students opt for PG but no specific data is preserved.			
Employed Campus selection	Nil	Nil	Nil	Nil
Employed Other than Campus	Nil	Nil	Nil	Nil
Entrepreneurship/Self-employment	Nil	Nil	Nil	Nil

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30. Details of Infrastructural facilities :

Number of books in Central Library	4030
Number of books in Departmental Library	211
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five class room for all departments.
Laboratories	Folk Museum

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

SC – 37, OBC – 10, Nabanna – 06, Minority – 03, Kanyashree – 35, Sheela Kanoria foundation – 02, Bidi Workers – 01, Ramakrishna Mission – 02 in 2014-15. Department wise data of the previous years are not available. 264 – from all student of general course.

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

Sl. No.	Topic	Year	Type of Lecture
1.	The Modern Bengali Short Stories	2012	Seminar
2	The Bengali Drama of Twenty-Century.	2014	Seminar
3	The Concept of Secularism in the Bengali Literature of the Twenty-Century.	2015	Seminar
4	The Modern Bengali Poem	2015	Seminar

33. Teaching methods adopted to improve student learning

Lecture, Questioning-Answering, Project, Field Survey, Story Telling etc.

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

Students participate in NSS, Bratachari, Awareness Camp, Rally

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35. SWOC analysis of the department and Future plans :

Strengths	A large number of students take admission into the Bengali Department.
Weakness	We have a poor student teacher ratio.
Opportunities	Centre for studying local dialect.
Challenges	Starting Creative Writing Course is a challenge to us.
Future Plan	Our future plan is to open PG in Bengali. We want to publish a departmental journal. We would like to organize state/national level seminar.

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Department of English

1.Name of the department	English	
2. Year of Establishment	General Course –1972 Honours Course –1998	
3.Names of Programmes / Courses:	B.A. (General) B.A. (Honours) Compulsory English for all UG courses	
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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	02	02
Govt. Approved Part-time Teacher	02	02
Contractual Part-time Teacher (management appointee)	Nil	Nil

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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
Diganta Ghosh	M.A., M.Phil.	Assistant Professor	Women's Studies American Literature English Language Learning	12
Satyaranjan Das	M.A.	Assistant Professor	Indian English Literature	14
Nimai Charan Das	M.A., PGELT	Part-time Teacher	American & Indian English Literature	15
Malay Pradhan	M.A.	Part-time Teacher	American Literature	15

11. List of senior visiting faculty

Prof. Asutosh Das, Formerly Prof. of Moyna College.

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

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
15%	30%	Nil	Nil	Nil	Nil	Nil	Nil

13. Student -Teacher Ratio (programme wise)

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
152:6	8:6	160:4	40:4	165:4	54:4	145:4	60:4

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

Nil

Self Study Report

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
Nil	01	03

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

Nil

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

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications :

Diganta Ghosh

Articles Published in Books

i. "Exploiting L1 knowledge in English Teaching" in *Starting, Stimulating and Sustaining English Language Teacher Education and Development*.

Satyaranjan Das

Sl No.	Paper published	Journal	ISSN	Year	Published by
1	<i>Interpreter of Maladies: Consequences of Displacement</i>	Heteroglossia Vol. IV	0975-167X	2007	Nistarini College
2	Rabindranath Thakur: An Indian Voice of Self-assertion	Wesleyan Journal of Research Vol.4 No.1	0975-1386	2011	Bankura Christian College
3.	<i>Silence! The Court is in Session: How far Avant-garde?</i>	LITSCAPE Vol.7 No.1	0976-9064	2012	Vidyasagar University English Teachers Consortium
4.	Self-interest: The	Middle	2319-7684	2012	S.S.Mahavi

Self Study Report

	Real Guide in R.K.Narayan's <i>The Guide</i>	Flight Vol.1 No.1			dyalaya
5.	Asif Currimbhoy and his <i>Inquilab</i> and <i>The Refugee: A Fresh Look</i>	LITSCAPE Vol.8 No.1	0976-9064	2013	Vidyasagar University English Teachers Consortium
6.	Derozio's Poetry: A Product of Renaissance and Romanticism	Heteroglossi a Vol.VI Special Issue	0975-167X	2014	Nistarini College
7.	John Keats: Binaries of Contradiction	Journal of the Department of English,Vid yasagar University	0973-3671	2013-2014	Department of English,Vid yasagar University
8	Discrimination in the Field of Education	Equality and Discriminati on : Religious, Ethical and Socio-economic Issues(Edite d Book)	978-93-84-241-04-9	2015	Moyna College
20. Areas of consultancy and income generated			Nil		
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards					
a. National committees			Nil		
b. International Committees			Nil		
c. Editorial Boards			Nil		

Self Study Report

22. Students Projects		
% of students who have done in-house projects including inter departmental/programme		Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency		Nil
<div> <div> 23. Awards / Recognitions received by faculty and students </div> <div> <p><u>Purnendu Mandi</u> –</p> <p>1st Prize in inter college cultural competition (elocation) in 2014</p> <p>2nd Prize inter college cultural competition (elocation) in 2015</p> <p><u>Satvaranjan Das</u></p> <p>a)National Scholarship 1984</p> <p>b) 1st Rank in B.A. (Honours in English) Examination- 1992, Vidyasagar University</p> <p>c) Prof. N. Banerjee Memorial Medal 1992</p> <p>d)Govt. of West Bengal Special Stipend 1993 on the basis of the result of B.A. Honours Examination 1992</p> <p>e) 1st Rank in M.A. (English) Examination, Vidyasagar University</p> <p>f)University Gold Medal for 1st Rank in M.A. (English) Examination 1994</p> <p>g) Presented a paper in 2015 John Keats Bicentenary Conference organised by Keats Foundation at London.</p> </div> </div>		
24. List of eminent academicians and scientists / visitors to the Department		Nil
25. Seminars/ Conferences/Workshops organized & the source of funding		Nil

Self Study Report

26. Student profile programme/course wise

Year	Honours	Year	Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	H	1st	80	45	27	29	20	90	80
	H	2nd		19	35	14	31	100	100
	H	3rd		9	19	7	19	100	94
2013-14	H	1st	90	36	48	22	36	81	88
	H	2nd		15	24	10	19	90	89
	H	3rd		13	24	11	23	100	96
2012-13	H	1st	82	39	33	25	25	48	80
	H	2nd		24	35	16	23	88	100
	H	3rd		14	20	13	18	100	100
2011-12	H	1st	68	30	28	19	23	47	78
	H	2nd		30	37	23	29	65	69
	H	3rd		09	11	8	9	44	50

Year	General	Year	Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	G	1st							
	G	2nd		3	2	3	1	67	100
	G	3rd		3	X	3	X	100	X
2013-14	G	1st	35	14	15	3	6	67	50
	G	2nd		5	4	3	X	100	X
	G	3rd		1	1	1	1	100	100
2012-13	G	1st	45	27	13	8	6	75	83
	G	2nd		3	4	1	1	100	100
	G	3rd		4	3	4	3	100	100
2011-12	G	1st	40	27	9	9	3	11	33
	G	2nd		6	6	4	6	100	66
	G	3rd		6	6	6	6	100	X

Self Study Report

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100	Nil	Nil
2013-14	100	Nil	Nil
2012-13	100	Nil	Nil
2011-12	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

One of the students has been recruited as Assistant Professor of English

29. Student progression :

	2014-15	2013-14	2012-13	2011-12
UG to PG	No data maintained			
Employed Campus selection	No data maintained			
Employed Other than Campus	No data maintained			
Entrepreneurship/Self-employment	No data maintained			

30. Details of Infrastructural facilities :

Number of books in Central Library	1630
Number of books in Departmental Library	120
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five class room for all Departments
Laboratories	Nil

Self Study Report

31. Number of students receiving financial assistance from college, university, government or other agencies	<u>2014-15</u> Honours – 75 General – 264 from all general departments		
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts			
Sl. No.	Topic	Year	Type of Lecture
1.	Tragedy : Shakespearean & Classical	2015	Departmental seminar
2	Romantic Poetry – Wordsworth	2015	Special Lecture
3	Macbeth	2015	Film show and workshop
33. Teaching methods adopted to improve student learning	Apart from traditional methods like chalk and talk, dramatization, analysis, group discussion, film show, workshops, discussion of related topics beyond syllabus.		
34. Participation in Institutional Social Responsibility (ISR) and Extension activities	Student participate NSS, awareness Programme.		
35. SWOC analysis of the department and Future plans :			
Strengths	<ul style="list-style-type: none">• Students with comparatively higher marks enroll.• Linguistically homogenous classes.• Dedicated faculty.		
Weakness	<ul style="list-style-type: none">• Students have poor English language skills.		
Opportunities	<ul style="list-style-type: none">• Training the students for proficiency in English.		
Challenges	<ul style="list-style-type: none">• Organizing state-level and national-level seminars.		
Future Plan	<ul style="list-style-type: none">• Starting communicative English classes.		

Self Study Report

Department of Education

1.Name of the department	Education	
2. Year of Establishment	General Course – 2007-08 Honours Course – 2013-14	
3.Names of Programmes / Courses:	B.A. (General) B.A. (Honours)	
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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	01	01
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Part-time Teacher (management appointee)	03	03
Contractual Teacher (management appointee)	01	01

Self Study Report

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
Jayita Pramanik	M.A., B.Ed.	Assistant Professor	Education Technology	01
Anamika Das	M.A., B.Ed.	Contractual Part-time Teacher	Special Education	02
Sudeshna Das	M.A., B.Ed.	Contractual Teacher	Education Technology	02
Sayanti Das	M.A., B.Ed.	Contractual Part-time Teacher	Education Technology	4 months
Prasenjit Samanta	M.A., B.Ed.	Contractual Part-time Teacher	Teacher Education	4 months

11. List of senior visiting faculty

Nil

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

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
90	90	100	100	NA	100	NA	100

13. Student -Teacher Ratio (programme wise)

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
18:1	254:1	8:1	424:1	NA	556:1	NA	477:1

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

Nil

Self Study Report

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:		
Ph.D.	M.Phil.	P.G.
Nil	Nil	05
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received		Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received		Nil
18. Research Centre /facility recognized by the University		Nil
19. Publications :		Nil
20. Areas of consultancy and income generated		Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards		
a. National committees	Nil	
b. International Committees	Nil	
c. Editorial Boards	Nil	
22. Students Projects		
% of students who have done in-house projects including inter departmental/programme		Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency		Nil
23. Awards / Recognitions received by faculty and students		
24. List of eminent academicians and scientists / visitors to the Department		i. Prof. Amit Maity, Palpara Mahavidyala

Self Study Report

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Year	% of students from the same state	% of students from other state	% of students from other countries																																																																																																																																	
2014-15	100	Nil	Nil																																																																																																																																	
2013-14	100	Nil	Nil																																																																																																																																	
2012-13	100	Nil	Nil																																																																																																																																	
2011-12	100	Nil	Nil																																																																																																																																	
28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.	Nil																																																																																																																																			

Self Study Report

29. Student progression :

	2014-15	2013-14	2012-13	2011-12
UG to PG	NA	NA	NA	NA
Employed Campus selection	NA	NA	NA	NA
Employed Other than Campus	NA	NA	NA	NA
Entrepreneurship/Self-employment	NA	NA	NA	NA

30. Details of Infrastructural facilities :

Number of books in Central Library	330
Number of books in Departmental Library	50
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five class room for all Departments
Laboratories	NA

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

Honours – 37.
General -264 from all department in the year 2014-15

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

Sl. No.	Topic	Year	Type of Lecture
1.	Role of Education in Child Development : Some Issues	2015	Seminar

33. Teaching methods adopted to improve student learning

Lecture, Demonstration, Questioning-Answering method, story telling method.

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

NSS, Sports & Cultural Competition.

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	<ul style="list-style-type: none">• Student teacher relation is very good.• Students are attentive and studious.
Weakness	<ul style="list-style-type: none">• Insufficient staff.• Student teacher ratio is very poor.• Insufficient books in college Library.• Infrastructure is very poor.
Opportunities	<ul style="list-style-type: none">• The department will arrange for different type of teaching aids for better teaching learning.
Challenges	<ul style="list-style-type: none">• We shall organize UGC sponsored seminar/workshop in the department.
Future Plan	<ul style="list-style-type: none">• The department will provide ICT based learning if possible.

Self Study Report

Department Sanskrit

1.Name of the department	Sanskrit																		
2. Year of Establishment	General Course – 1972 Honours Course – 2005																		
3.Names of Programmes / Courses:	B.A. (General) B.A. (Honours)																		
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																			
	<table><tr><td></td><td>Sanctioned</td><td>Filled</td></tr><tr><td>Professor</td><td>Nil</td><td>Nil</td></tr><tr><td>Associate Professor</td><td>Nil</td><td>Nil</td></tr><tr><td>Assistant Professor</td><td>01</td><td>01</td></tr><tr><td>Govt. Approved Part-time Teacher</td><td>01</td><td>01</td></tr><tr><td>Contractual Part-time Teacher (management appointee)</td><td>03</td><td>03</td></tr></table>		Sanctioned	Filled	Professor	Nil	Nil	Associate Professor	Nil	Nil	Assistant Professor	01	01	Govt. Approved Part-time Teacher	01	01	Contractual Part-time Teacher (management appointee)	03	03
	Sanctioned	Filled																	
Professor	Nil	Nil																	
Associate Professor	Nil	Nil																	
Assistant Professor	01	01																	
Govt. Approved Part-time Teacher	01	01																	
Contractual Part-time Teacher (management appointee)	03	03																	

Self Study Report

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
Uma Misra	M.A. Ph.D.	Assistant Professor	Kavya	05
Mrinmoy Bhattacharya	M.A.	Govt. Approved Part-time Teacher	Smriti	11
Subrata Maity	M.A., B.Ed.	Contractual Part-time Teacher	Veda	02
Manas Ghorai	M.A., B.Ed.	Contractual Part-time Teacher	Vyakarana	03
Sanchita Shahoo	M.A., B.Ed	Contractual Part-time Teacher	Darshan	01

11. List of senior visiting faculty

i. Debendranath Pal, Ex-Associate Prof., Moyna college

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

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
25	25	15	15	Nil	Nil	Nil	Nil

13. Student -Teacher Ratio (programme wise)

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
22:1	169:1	34:1	301:1	46:3	364:1	47:1	354:1

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

Nil

Self Study Report

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
01	Nil	04

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	Nil
18. Research Centre /facility recognized by the University	Nil

19. Publications :

Dr. Uma Mishra

Book

‘Madhusudaner Sahutye Sanskrita Pravab’, Shaibya Books, Kolkata, 1416 Bangabda

Article Published in Journal

‘Madhusudaner Brajangna Prasange’, Swsakal Saraswata Sankhya(17th Edition) – 1415 Bangabda

20. Areas of consultancy and income generated	Nil
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21. Faculty as members in a. National committees b. International Committees c. Editorial Boards

a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil

22. Students Projects

% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil

Self Study Report

23. Awards / Recognitions received by faculty and students					Nil				
24. List of eminent academicians and scientists / visitors to the Department					Nil				
25. Seminars/ Conferences/Workshops organized & the source of funding					Nil				
26. Student profile programme/course wise									
Year	Honours	Year	Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	H	1st	57	22	22	14	15	79	80
	H	2nd		11	26	9	23	100	100
	H	3rd		11	18	10	16	80	94
2013-14	H	1st	102	21	38	12	26	92	93
	H	2nd		16	22	12	8	92	100
	H	3rd		11	27	9	26	100	100
2012-13	H	1st	157	26	32	18	21	67	86
	H	2nd		21	32	11	28	92	96
	H	3rd		11	14	7	13	71	100
2011-12	H	1st	185	27	41	17	30	71	93
	H	2nd		20	19	10	15	100	100
	H	3rd		18	15	16	14	94	100

Year	General	Year	Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	G	1st		242	234	60	116		
	G	2nd		89	161	60	118	91	92
	G	3rd		34	75	29	65	90	98
2013-14	G	1st		377	394	142	220	78	88
	G	2nd		105	170	58	108	95	98
	G	3rd		65	93	63	86	98	97

Self Study Report

2012-13	G	1st		327	308	168	188	27	46
	G	2nd		163	209	108	148	92	97
	G	3rd		42	45	36	39	94	92
2011-12	G	1st		355	327	169	200	79	92
	G	2nd		122	118	83	85	88	96
	G	3rd		76	65	71	62	93	97

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100	Nil	Nil
2013-14	100	Nil	Nil
2012-13	100	Nil	Nil
2011-12	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

No Data Available

29. Student progression :

	2014-15	2013-14	2012-13	2011-12
UG to PG	Many students opt for PG but no specific data is preserved.			
Employed Campus selection	Nil	Nil	Nil	Nil
Employed Other than Campus	Nil	Nil	Nil	Nil
Entrepreneurship/Self-employment	Nil	Nil	Nil	Nil

30. Details of Infrastructural facilities :

Number of books in Central Library	1145
Number of books in Departmental Library	95
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five class room for all Departments
Laboratories	NA

Self Study Report

31. Number of students receiving financial assistance from college, university, government or other agencies		Honours – 56, General – 264 (all general departments)	
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts			
Sl. No.	Topic	Year	Type of Lecture
1	Vyakarana Shastre Panini Abadana	2013	Seminar
2	Sanskrita Shikhyaya Upoyogita	2014	Seminar
3	Sanskrita Sahitye Adhunikata	2015	Seminar
33. Teaching methods adopted to improve student learning		Lecture, Illustration, demonstration, Bilingual	
34. Participation in Institutional Social Responsibility (ISR) and Extension activities		Nil	
35. SWOC analysis of the department and Future plans :			
Strengths	We deliver our lectures according to the lesson plan and syllabus.		
Weakness	We have no departmental Library		
Opportunities	Good and Friendly relationship between teachers and students.		
Challenges	We would like to build up a departmental Library having all facilities for the well being of students.		
Future Plan	We would like to arrange seminar/workshop of national level. We want to increase number of tutorial classes.		

Self Study Report

Department of History

1.Name of the department	History	
2. Year of Establishment	General Course – 1972 Honours Course – 1995	
3.Names of Programmes / Courses:	B.A. (General) B.A. (Honours)	
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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	02	01
Govt. Approved Part-time Teacher	03	03
Contractual Part-time Teacher (management appointee)	01	01

Self Study Report

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
Sachindranath Mandal	M.A.	Assistant Professor	South-East Asia.	10
Tushar Maity	M.A., B.Ed.	Govt. Approved Part-time Teacher	Ancient India	18
Dipak Kumar Das	M.A.	Govt. Approved Part-time Teacher	Modern India	16
Samiran Bera	Ph.D.	Govt. Approved Part-time Teacher		15
Suwendu Pramanik	M.Phil.	Contractual Part-time Teacher	Modern India	6 months

11. List of senior visiting faculty

Prof. Gobinda Kar, Assistant Professor, Bajkul Milani Mhavidyalaya

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

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
12.5%	12.5%	Nil	Nil	Nil	Nil	Nil	Nil

13. Student -Teacher Ratio (programme wise)

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
18:1	38:1	19:1	81:1	36:1	112:1	46:1	115:1

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

Nil

Self Study Report

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:		
Ph.D.	M.Phil.	P.G.
01	01	03
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received		Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received		Nil
18. Research Centre /facility recognized by the University		Nil
19. Publications : <div style="text-align: right; margin-right: 50px;">Tushar Maity</div> <p><u>Book</u></p> <p>ii. 'Medinipur Lokojivan and Sanskritite Devi Shitala' ISBN No. – 81-7102-091-7</p> <p><u>Articles published in journal</u></p> <p>iii. 'Pahar Pujo', - 'Suranjana' Mahishadal</p> <p>iv. 'Loukik Achar : Anusthan o Banglar Nari Samaj', 'Divolok', Krishnanagar</p>		
20. Areas of consultancy and income generated		Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards		
a. National committees	Nil	
b. International Committees	Nil	
c. Editorial Boards	Nil	
22. Students Projects		
% of students who have done in-house projects including inter departmental/programme	Nil	
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil	

Self Study Report

23. Awards / Recognitions received by faculty and students	Kalipada Maity i. Awarded silver medal for stood second place in P.G. ii. Awarded silver medal for Scoring highest Marks in Advance Logic(Special Paper in P.G.)
24. List of eminent academicians and scientists / visitors to the Department	Nil
25. Seminars/ Conferences/Workshops organized & the source of funding	Nil

26. Student profile programme/course wise

Year	Honours	Year	Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	H	1st	70	24	09	9	09	100	100
	H	2nd		17	12	12	06	100	100
	H	3rd		17	09	14	09	100	100
2013-14									
	H	1st	69	25	08	18	05	66.67	100
	H	2nd		19	19	15	13	80	84.6
	H	3rd		17	07	16	06	100	100
2012-13									
	H	1st	112	30	22	14	16	71.13	81.25
	H	2nd		33	17	24	11	91.66	72.72
	H	3rd		23	18	19	14	89.47	100
2011-12									
	H	1st	146	45	31	28	19	75	57.89
	H	2nd		31	19	24	12	83.33	100
	H	3rd		33	25	31	23	83.87	78.26

Self Study Report

Year	General	Year	Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	G	1st		56	40	8	11		
	G	2nd		25	30	17	21	76.47	85.71
	G	3rd		18	22	16	18	87	94
2013-14	G	1st		132	121	40	55	62.5	52.72
	G	2nd		33	49	23	26	86.22	100
	G	3rd		33	38	31	36	93.55	100
2012-13	G	1st		128	118	49	66	30.61	36.36
	G	2nd		82	84	59	60	83.5	95
	G	3rd		16	20	14	18	100	83.33
2011-12	G	1st		159	119	80	71	82.5	91.55
	G	2nd		47	63	31	45	77.42	75.55
	G	3rd		36	35	31	34	100	100

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100	Nil	Nil
2013-14	100	Nil	Nil
2012-13	100	Nil	Nil
2011-12	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

No data available

Self Study Report

29. Student progression :

	2014-15	2013-14	2012-13	2011-12
UG to PG		2	3	3
Employed Campus selection	Nil	Nil	Nil	Nil
Employed Other than Campus	Nil	Nil	Nil	2
Entrepreneurship/Self-employment	Nil	Nil	Nil	2

30. Details of Infrastructural facilities :

Number of books in Central Library	1620
Number of books in Departmental Library	105
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five class room for all Department
Laboratories	Museum

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

Honours - OBC-9, Kanyashree- 5, MC -2, SOMCS – 1, Nabanna-2 in 2015.
General – 264 from all department.

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

Sl. No.	Topic	Year	Type of Lecture
1.	Varater Mukti Sangrame Charampanthi Andalon	2014	Seminar
2	Relevance of Gadhiji in contemporary India	2015	Seminar
3	Workshop on District Heritage	2015	workshop

33. Teaching methods adopted to improve student learning

Lecture, Group Discussion, Audio visual, Power point Presetation.

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

- i. Workshop on District Heritage
- ii. Collection of articles on History and Culture of

Self Study Report

	<div>iii. Moyna Awareness programme on preservation of History.</div> <div>iv. Students participation in NSS</div>
35. SWOC analysis of the department and Future plans :	
Strengths	Teacher student relationship.
Weakness	The students come of poor families. There in many cases first generation learner. Besides students of rural area do not want to opt for History honours as there is not much employment opportunities.
Opportunities	The department has an opportunity to enrich the museum of the history and culture of Moyna attractive to the public.
Challenges	The department wants to make the students and general public highly conscious of the heritage of the area.
Future Plan	The department has planned to collect more and more documents related to the history and culture of moyna.

Self Study Report

Department of Philosophy

1.Name of the department	Philosophy	
2. Year of Establishment	General Course –1972 Honours Course –2013	
3.Names of Programmes / Courses:	B.A. (General) B.A. (Honours) in Philosophy	
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	N.A.	
9. Number of teaching posts		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	02	02
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Part-time Teacher (management appointee)	04	04

Self Study Report

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
Kalipada Maity	M.A., M.Phil.	Assistant Professor	Advance Logic	09
Subhankar Mondal	M.A.	Assistant Professor	Advance Logic	01
Sonali Pal	M.A.	Contractual Part-time Teacher	Vedanta	07
Koushik jana	M.A.	Contractual Part-time Teacher	Vedanta & ethics	03
Prasenjit hati	M.A. SET	Contractual Part-time Teacher	Advance Logic & cognitive science.	01
Nabin kumar maity	M.A.	Contractual Part-time Teacher	Advance Logic & cognitive science	01

11. List of senior visiting faculty

Prof.sujit Maity (Bajkul milani mahavidyalaya)

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

2014-15	2013-14	2012-13	2011-12
40	50	40	40

13. Student -Teacher Ratio (programme wise)

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
1:1	28:1	1:3	83:1	NA	113:1	NA	125:1

Self Study Report

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./ M.Phil. / P.G. etc.:							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding: 5px;">Ph.D.</td> <td style="width: 33%; padding: 5px;">M.Phil.</td> <td style="width: 33%; padding: 5px;">P.G.</td> </tr> <tr> <td style="padding: 5px;">NIL</td> <td style="padding: 5px;">01</td> <td style="padding: 5px;">05</td> </tr> </table>	Ph.D.	M.Phil.	P.G.	NIL	01	05	
Ph.D.	M.Phil.	P.G.					
NIL	01	05					
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	Nil						
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	Nil						
18. Research Centre /facility recognized by the University	Nil						
19. Publications : <div style="text-align: right; margin-right: 50px;">Kalipada Maiti</div> <p><u>Book</u></p> <p>‘_Equality and discrimination: Ethical Religious and Socio Economic Issues’ –ISBN-978-93-84241-04-9.</p> <p><u>Articles Published in Books</u></p> <p>ii. ‘The Economic Issues are More Important Than Ethical Issues Regarding Sustainable Development’ ISBN - 978-81-923979-6-2 Edited By –Bharat Malakar</p> <p><u>Articles Published in journal</u></p> <p>ii. ‘On Diagram Logic’, ‘Departmental Journal of Philosophy Vidyasagar University ’ ISSN-0975-8461</p> <div style="text-align: right; margin-right: 50px;">Subhankar Mondal</div> <p><u>Articles Published in Books:</u></p> <p>ii. ‘ Dharme Baisamya’, published in ‘_Equality and Discrimination : Ethical Religious and Socio Economic Issues’ –ISBN-978-93-84241-04-9. Editade by kalipada maity.</p>							

Self Study Report

Koushik Jana

Articles Published in Books:

- ii. Samatar Baisamyanti, , published in ‘_Equality and Discrimination : Ethical Religious and Socio Economic Issues’ –ISBN-978-93-84241-04-9. Editade by kalipada maity.

Lipika Adhikari (Student)

Articles Published in Books:

- i. Samata O Baisamya, , published in ‘_Equality and Discrimination : Ethical Religious and Socio Economic Issues’ –ISBN-978-93-84241-04-9. Editade by Kalipada maity.

20. Areas of consultancy and income generated	Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards	
a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil
22. Students Projects	
% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil
23. Awards / Recognitions received by faculty and students	<ul style="list-style-type: none"> i. Stood 2nd in PG and awarded silver medal. ii. Stood highest marks in Advance Logic(special paper) in PG and awarded <i>Shayamapada Bhattacharya</i> and <i>Charubala Debi Memorial</i> Medal.

Self Study Report

24. List of eminent academicians and scientists / visitors to the Department				Prof. Tapan kumar chakraboti.(J.U) Prof. papia Gupta. (v.u.) Prof.Lopamudra Chaudhury.(J.U.) Prof. Ramdas Sirkar (V U) Prof. Atree Mukharjee (J.U.) Prof. Arun Mahato (J.U.)					
25. Seminars/ Conferences/Workshops organized & the source of funding :									
Sl. No.		Topic		Date & Venue			Source of Funding		
1.		BHARATIYA DARSHANE PRAMAN		14.01.2015 Moyna College			College		
2.		BHARATIYA DARSANA MOKHSA:ATAMA O ISHWAR (DEPT. SEMENER)		2015			College		
3.		EQUALITY & DESCREMINATION ETHICAL,RELIGIOUS AND SOCIO-ECONOMIC ISSUCES.(national level)		30.03.2015 &31.03.2015 Moyna College			U.G.C.		
4.		THE BIMAL KRISHNA MOTILAL MEMORIAL LECTURE.		04/12/2015			College		

26. Student profile programme/course wise									
Year	Honours	Year	Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	H	1st	10	3	2	0	1	NA	100
	H	2nd			1		1		00
	H	3rd							
2013-14	H	1st	1		1		1		100
	H	2nd							
	H	3rd							

Self Study Report

Year	General	Year	Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
				M	F	M	F	M	F
2014-15									
	G	1st		63	58	18	32		
	G	2nd		19	36	13	24	85	84
	G	3rd		7	14	6	13	100	100
2013-14	G	1st		74	92	23	59	77	51
	G	2nd		19	35	15	23	87	92
	G	3rd		9	20	9	18	100	100
2012-13	G	1st		67	69	32	47	38	51
	G	2nd		29	37	16	29	94	86
	G	3rd		8	16	8	16	75	81
2011-12	G	1st		78	58	26	30	81	100
	G	2nd		34	36	17	31	100	88
	G	3rd		11	12	11	12	82	100

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100%	Nil	Nil
2013-14	100%	Nil	Nil
2012-13	100%	Nil	Nil
2011-12	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

Data not available

29. Student progression :

	2014-15	2013-14	2012-13	2011-12
UG to PG	N.A.	N.A.	N.A.	N.A.
Employed Campus selection	N.A.	N.A.	N.A.	N.A.
Employed Other than Campus	Data not available	do	do	do
Entrepreneurship/Self-employment	N.A.	N.A.	N.A.	N.A.

Self Study Report

30. Details of Infrastructural facilities :

Number of books in Central Library	1145
Number of books in Dept. Library	Nil
Internet facilities for Staff & Students	Yes. Central Library & Research Room.
Class rooms with ICT facility	Yes. Share with other Dept.
Laboratories	Nil

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

Honours – 01,
General – 264 from all department

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

Sl. No.	Topic	Year	Type of Programme
1.	BHARATIYA DARSHANE PRAMAN	14.01.2015 Moyna College	Dept Seminar
2.	BHARATIYA DARSANA MOKHSA:ATAMA O ISHWAR (DEPT. SEMENER)	30.03.2015 &31.03.2015 Moyna College	Dept Seminar
3.	THE BIMAL KRISHNA MOTILAL MEMORIAL LECTURE.	04/12/2015	Dept Seminar

33. Teaching methods adopted to improve student learning

Lecture, Demostration, Questionary, Answering, Story Telling, Explanation of Eligory, Power Point Presentation.

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

Awareness programe inter disciplinary lecture in community.

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	Number of faculty and number of application in the current year.
Weakness	Lack of infrastructure and absence of separate classroom to be used exclusively by the department.
Opportunities	Recent time moral issues are being more important in decision making procedure. Management of industry and other social sectors are seeking moral advice and the subject has restore the lost glory.
Challenges	To prepare the students for service sector.
Future Plan	<ul style="list-style-type: none">• Opening the departmental Library.• Organizing the national and international seminar in near future.• To take an initiative to make a positive impact in respect of social and moral crisis of the present times.

Self Study Report

Department of Political Science

1.Name of the department	Political Science	
2. Year of Establishment	General Course – 1972	
3.Names of Programmes / Courses:	B.A. (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 :		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	02	Nil
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Part-time Teacher (management appointee)	Nil	Nil
10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt, /Ph.D. / M. Phil. etc.)	One teacher has tendered resignation as she has been appointed in a college at a close distance from her residence. Advertisement was published for contractual teacher requirement. But a teacher who was appointed without following any proper	

Self Study Report

	<p>procedure or adopting resolution in G.B. meeting filed a writ petition in Calcutta High Court. It has not been possible to engage any teacher particularly for the department. Now teachers engaged for Human Rights Department are teaching in the department.</p>		
11. List of senior visiting faculty	<p>1. Prof. Ranjit kumar Maity, Retired faculty of Pingla Thana Mahavidyalaya 2. Prof. Sujit Ghosh, Assistant Prof. of Bajkul Milani Mahavidyalaya</p>		
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :			
2014-15	2013-14	2012-13	2011-12
50	100	100	100
13. Student -Teacher Ratio (programme wise)			
2014-15	2013-14	2012-13	2011-12
40:1	69:1	74:1	84:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled		<p>Nil</p>	
15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:			
Ph.D.	M.Phil.	P.G.	
NA	NA	NA	
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received		<p>Nil</p>	
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received		<p>Nil</p>	

Self Study Report

18. Research Centre /facility recognized by the University	Nil							
19. Publications	Nil							
20. Areas of consultancy and income generated	Nil							
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards								
a. National committees	Nil							
b. International Committees	Nil							
c. Editorial Boards	Nil							
22. Students Projects								
% of students who have done in-house projects including inter departmental/programme	Nil							
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil							
23. Awards / Recognitions received by faculty and students	Nil							
24. List of eminent academicians and scientists / visitors to the Department	Nil							
25. Seminars/ Conferences/Workshops organized & the source of funding	Nil							
26. Student profile programme/course wise								
Year	Honours/ General	Applicat ions Receive d	Admitted	Appeared in the final Examination	Pass Percentage			
2014-15	G	1st	M	F	M	F	M	F
	G	2nd	33	51	11	14	62	100
	G	3rd	4	10	4	10	100	100
	2013-14	G	1st	74	27	31	10	32
2013-14	G	2nd	16	16	8	13	75	77
	G	3rd	2	7	2	7	100	71
2012-13	G	1st	64	29	29	19	45	82

Self Study Report

	G	2 nd		21	19	12	9	91	77
	G	3 rd		9	6	7	6	100	66
2011-12	G	1 st		51	26	26	13	68	53
	G	2 nd		27	20	20	5	80	100
	G	3 rd		23	21	20	20	90	95

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100	Nil	Nil
2013-14	100	Nil	Nil
2012-13	100	Nil	Nil
2011-12	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

No Data Available.

29. Student progression(% against enrolled) :

	2014-15	2013-14	2012-13	2011-12
UG to PG	NA	NA	NA	NA
Employed Campus selection	NA	NA	NA	NA
Employed Other than Campus	NA	NA	NA	NA
Entrepreneurship/Self-employment	NA	NA	NA	NA

30. Details of Infrastructural facilities :

Number of books in Central Library	520
Number of books in Departmental Library	Nil
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	5 Class Room for all Departments.
Laboratories	Nil

Self Study Report

31. Number of students receiving financial assistance from college, university, government or other agencies		Total 264 students from general course in 2015.	
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :			
Sl. No.	Topic	Year	Type of Lecture
1.	Participative Democracy	2014	Seminar
33. Teaching methods adopted to improve student learning			
		Lecture are given and Class Test are taken.	
34. Participation in Institutional Social Responsibility (ISR) and Extension activities		Work shop - Awareness on participation in electoral process in collaboration with BDO.	
35. SWOC analysis of the department and Future plans :			
Strengths	Developing political conciseness of the future citizens is a top priority and hence the department has a strong relevance.		
Weakness	Contractual teacher recruitment process pending.		
Opportunities	There are two post of fulltime teacher in the department and W.B.C.S.C. is likely to recommend candidate in 2016.		
Challenges	We would like to start B.A. honours in Political Science after the two posts of full time teacher are filled by W.B.C.S.C.		
Future Plan	We have a plan to build up a department library. We would like to organize awareness programme in larger number.		

Self Study Report

Department of Physical Education

1.Name of the department	Physical Education	
2. Year of Establishment	General Course – 2013-14	
3.Names of Programmes / Courses:	B.A. (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	NSS	
7. Courses in collaboration with other universities, industries, foreign institutions, etc	Nil	
8. Details of courses/programmes discontinued (if any) with reasons	Nil	
9. Number of teaching posts		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	Nil	Nil
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Part-time Teacher (management appointee)	03	02

Self Study Report

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
Mr. Pranabesh Hajra	M.P.Ed., NSNIS	Contractual Part-time Teacher	Athletics	2+
Mr. Sovan Maiti	M.P.Ed., M.Phil.	Contractual Part-time Teacher	Kabadi Kho-Kho	Nil

11. List of senior visiting faculty

Prof. Dilip biswas, Assistant Prof.,
Bajkul Milani Mahavidyalaya.

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

2014-15	2013-14	2012-13	2011-12
100%	100%	NA	NA

13. Student -Teacher Ratio (programme wise)

2014-15	2013-14	2012-13	2011-12
25:1	70:1	NA	NA

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./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
Nil	01	01

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

Nil

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

Nil

Self Study Report

18. Research Centre /facility recognized by the University	Nil																																			
19. Publications : <p style="text-align: center;">Mr, Sovan Maiti</p> <p><u>Articles Published in Journals</u></p> <p>i. 'Comparison of Leg Strength Speed and Agility between Football and Kho-Kho Players', in 'A multilingual Multidisciplinary Reviewed journal ' ISSN No. – 2231-1408</p>																																				
20. Areas of consultancy and income generated	Nil																																			
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">a. National committees</td> <td>Nil</td> </tr> <tr> <td>b. International Committees</td> <td>Nil</td> </tr> <tr> <td>c. Editorial Boards</td> <td>Nil</td> </tr> </table>		a. National committees	Nil	b. International Committees	Nil	c. Editorial Boards	Nil																													
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Self Study Report

24. List of eminent academicians and scientists / visitors to the Department	i. Dr. Badsha Ghosh, Assistant Professor, Panskura Banamali College ii. Prf. Dilip Biswas, Assistant Professor, Bajkul Milani Mhavidyalaya																																																															
25. Seminars/ Conferences/Workshops organized & the source of funding	Nil																																																															
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Employed	NA	NA	NA	NA																																																												

Self Study Report

Other than Campus				
Entrepreneurship/Self-employment	NA	NA	NA	NA
30. Details of Infrastructural facilities :				
Number of books in Central Library	170			
Number of books in Departmental Library	Nil			
Internet facilities for Staff & Students	Yes			
Class rooms with ICT facility	Five class room for all Departments			
Laboratories	01			
31. Number of students receiving financial assistance from college, university, government or other agencies	Department wise separate data not available. Total 264 students receiving financial assistance from all general course.			
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	Nil			
33. Teaching methods adopted to improve student learning	<ul style="list-style-type: none"> i. Class Test on regular interval particularly weaker students. ii. Providing study materials, notes on selected topics. iii. Extra Class for revision of important chapter. iv. Special attention to weaker section of the students. v. Conducting inter disciplinary class. vi. Guest lecture. vii. Tutorial class. 			
34. Participation in Institutional Social Responsibility (ISR) and Extension activities	<ul style="list-style-type: none"> i. Students are participating in various activities like clean and green and other activities like blood donation camps. ii. NSS iii. Brtachari iv. Awareness Programme in neighbor schools. 			

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	Location of the college Dynamic leadership
Weakness	Shortage of academic, lack of infrastructure, support staff of teaching, to meet all the needs of each individual students
Opportunities	Scope of expansion, inter disciplinary subject and scope in jobs.
Challenges	Lake of career guidance and specialization at different level of education.
Future Plan	<ol style="list-style-type: none">1. The department plan to conduct seminars workshop in every year.2. The faculty members will work towards increasing their knowledge qualification and also try to multiple skill which will help full to the college and student3. Multi gym facility, indoor hall, swimming pool.

Self Study Report

Department of Geography

1.Name of the department	Geography	
2. Year of Establishment	General Course – 2012	
3.Names of Programmes / Courses:	B.A. (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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	Nil	Nil
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Teacher (management appointee)	1	1
Contractual part-time Teacher (management appointee)	1	Nil

Self Study Report

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
Kalisankar Kar	M.A. B.Ed, NET	Contractual Teacher	Environment Geography	3

11. List of senior visiting faculty

Prof. Rabin Das, Assistant Prof, Bajkul Milani Mahavidyalaya

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

2014-15	2013-14	2012-13	2011-12
Nil	Nil	Nil	Nil

13. Student -Teacher Ratio (programme wise)

2014-15	2013-14	2012-13	2011-12
54:3	48:2	19:1	

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./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
Nil	Nil	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

Self Study Report

18. Research Centre /facility recognized by the University	Nil		
19. Publications :			
Nil			
20. Areas of consultancy and income generated	Nil		
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards			
a. National committees	Nil		
b. International Committees	Nil		
c. Editorial Boards	Nil		
22. Students Projects			
% of students who have done in-house projects including inter departmental/programme	Nil		
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	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 :			
	Topic	Date & Venue	Source of Funding
	Environment Consciousness	18.12.2015 Moyna College	Moyna College

Self Study Report

26. Student profile programme/course wise

Year	Honours/ General		Applica tions Receive d	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	G	1 st		30	23	20	16	-	-
	G	2 nd		5	8	5	7	100	100
	G	3 rd		2	1	2	1	100	100
2013-14	G	1 st		17	11	8	8	50	100
	G	2 nd		4	6	3	5	100	100
	G	3 rd		-	-	-	-	-	-
2012-13	G	1 st		12	7	8	7	100	100

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100%	Nil	Nil
2013-14	100%	Nil	Nil
2012-13	100%	Nil	Nil
2011-12			

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

Nil

29. Student progression (% against enrolled):

	2014-15	2013-14	2012-13	2011-12
UG to PG	NA	NA	NA	NA
Employed Campus selection	NA	NA	NA	NA
Employed Other than Campus	NA	NA	NA	NA
Entrepreneurship/Self-employment	NA	NA	NA	NA

30. Details of Infrastructural facilities :

Self Study Report

Number of books in Central Library	290		
Number of books in Departmental Library	Nil		
Internet facilities for Staff & Students	Yes		
Class rooms with ICT facility	Five class room for all Departments		
Laboratories	Yes		
31. Number of students receiving financial assistance from college, university, government or other agencies	264 students from all general course in 2015.		
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :			
Sl. No.	Topic	Year	Type of Lecture
1.	Global Warming	2015	special lectures
2	Under Ground Water Level	2015	special lectures
33. Teaching methods adopted to improve student learning		Lecture, Demonstration, Workshop, Field Work.	
34. Participation in Institutional Social Responsibility (ISR) and Extension activities		Conduct and participate in awareness programme with Sabuj Banchao Mancha.	

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	<ul style="list-style-type: none">• Enriched collection of collection of book in college library.• Inspite of poor infrastructure and faculty member departmental overall result is good.
Weakness	<ul style="list-style-type: none">• Lack at sufficient equipment in Lab.• Student Teacher Ratio is poor• No full time staff
Opportunities	<ul style="list-style-type: none">• Inter disciplinary programme.
Challenges	<ul style="list-style-type: none">• To develop the infrastructure• Number of teaching and non teaching staff
Future Plan	<ul style="list-style-type: none">• Department is planning to open U.G. (Hons.) course for next academic session.• Laboratory improvement

Self Study Report

Department of Sociology

1.Name of the department	Sociology	
2. Year of Establishment	General Course – 2013	
3.Names of Programmes / Courses:	B.A. (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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	Nil	Nil
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Teacher (management appointee)	01	01
Contractual Part-time Teacher (management appointee)	01	01

Self Study Report

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
Bulti Pradhan	M.A., B.Ed.	Contractual Teacher	NA	3
Bappaditya Bar	M.A., B.Ed.	Contractual Part-time Teacher	NA	2

11. List of senior visiting faculty

Nil

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

2014-15	2013-14	2012-13	2011-12
100%	100%	NA	NA

13. Student -Teacher Ratio (programme wise)

2014-15	2013-14	2012-13	2011-12
43:1	40:1	NA	NA

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./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
Nil	Nil	02

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

Nil

Self Study Report

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	Nil
18. Research Centre /facility recognized by the University	Nil
19. Publications	Nil
20. Areas of consultancy and income generated	Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards	
a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil
22. Students Projects	
% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil
23. Awards / Recognitions received by faculty and students	Nil
24. List of eminent academicians and scientists / visitors to the Department	Nil
25. Seminars/ Conferences/Workshops organized & the source of funding	Nil

Self Study Report

26. Student profile programme/course wise

Year	Honours/ General		Applica tions Receive d	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	G	1 st	63	30	33	14	19	NA	NA
	G	2 nd	23	8	15	4	12	75%	100%
2013-14	G	1 st	40	18	22	8	16	87.5%	81.25%

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100%	Nil	Nil
2013-14	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

Nil

29. Student progression (% against enrolled):

NA

30. Details of Infrastructural facilities :

Number of books in Central Library	217
Number of books in Departmental Library	Nil
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five class room for all departments
Laboratories	NA

Self Study Report

31. Number of students receiving financial assistance from college, university, government or other agencies		264 students from all general course in 2014-2015.	
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :			
Sl. No.	Topic	Year	Type of Lecture
1.	Domestic Violence	2015	Special Lecture
33. Teaching methods adopted to improve student learning		Lecture, Questioning and Answering, Group Discussion, Individual study	
34. Participation in Institutional Social Responsibility (ISR) and Extension activities		Awareness Programme on ‘Gender Inequality’ on 10.08.2015 at Dakshin Moyna.	

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	Good teacher-student relationship.
Weakness	i. No permanent Teacher. ii. Number of books in library is poor.
Opportunities	Inter-disciplinary studies.
Challenges	Computer application for teaching.
Future Plan	i. To open Honours Course. ii. Conducting UGC support Seminar and Workshop iii. To take care for better result.

Self Study Report

Department of Human Rights Education

1.Name of the department	Human Rights Education	
2. Year of Establishment	General Course – 2015	
3.Names of Programmes / Courses:	B.A. (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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	Nil	Nil
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Part-time Teacher (management appointee)	01	01

Self Study Report

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
Moumita Pradhan	M.Phil	Contractual Part-time Teacher		01
11. List of senior visiting faculty				
			Prof. Shubhra Debnath, Assistant Professor, Bajkul Milani Mahavidyalaya	
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :				
2014-15	2013-14	2012-13	2011-12	
NA	NA	NA	NA	
13. Student -Teacher Ratio (programme wise)				
2014-15	2013-14	2012-13	2011-12	
NA	NA	NA	NA	
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./ M.Phil. / P.G. etc.:				
Ph.D.	M.Phil.	P.G.		
Nil	01			
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received			Nil	
17. Departmental projects funded by DST			Nil	

Self Study Report

- FIST; UGC, DBT, ICSSR, etc. and total grants received	
18. Research Centre /facility recognized by the University	Nil
19. Publications : Nil	
20. Areas of consultancy and income generated	Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards	
a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil
22. Students Projects	
% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil
23. Awards / Recognitions received by faculty and students	Nil
24. List of eminent academicians and scientists / visitors to the Department	Nil
25. Seminars/ Conferences/Workshops organized & the source of funding :	Nil
26. Student profile programme/course wise	NA

Self Study Report

27. Diversity of Students :	NA		
28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.	NA		
29. Student progression(% against enrolled)	NA		
30. Details of Infrastructural facilities :			
Number of books in Central Library	135		
Number of books in Departmental Library	Nil		
Internet facilities for Staff & Students	Yes		
Class rooms with ICT facility	Five Class Room for all Departments		
Laboratories	NA		
31. Number of students receiving financial assistance from college, university, government or other agencies	Total 264 students from all general departments in 2015.		
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:			
Sl. No.	Topic	Year	Type of Lecture
1.	Child Labour	2016	Departmental Seminer
33. Teaching methods adopted to improve student learning	Lecture, Questioning answering, assignment etc.		
34. Participation in Institutional Social Responsibility (ISR) and Extension activities	Nil		

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	Being new subject has chance for getting priority to authority.
Weakness	Lac of resource within the college premises.
Opportunities	Have chance to develop augment the resource and infrastructure as per requirement.
Challenges	To motivate more student to opt this subject.
Future Plan	Creation of permanent post. Organize awareness programme for stake holders.

Self Study Report

Department of Commerce

1.Name of the department	Commerce	
2. Year of Establishment	General Course – 1992	
3.Names of Programmes / Courses:	B.Com. (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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	01	01
Assistant Professor	Nil	Nil
Govt. Approved Part-time Teacher	02	02
Contractual Part-time Teacher (management appointee)	Nil	Nil

Self Study Report

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
Asok Kumar Maity	M.Com.	Associate Professor	Accounting Group	34
Pratimatilak Maity	M.Com.	Govt. Approved Part-time Teacher	Marketing Management Group	25
Sukumar Maji	M.Com.	Govt. Approved Part-time Teacher	Accounting Group	20

11. List of senior visiting faculty

Nil

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

2014-15	2013-14	2012-13	2011-12
NA	NA	Nil	Nil

13. Student -Teacher Ratio (programme wise)

2014-15	2013-14	2012-13	2011-12
NA	NA	2:3	2:3

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

Nil

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
Nil	Nil	03

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

Nil

Self Study Report

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	Nil
18. Research Centre /facility recognized by the University	Nil
19. Publications	Nil
20. Areas of consultancy and income generated	Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards	
a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil
22. Students Projects	
% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil
23. Awards / Recognitions received by faculty and students	Nil
24. List of eminent academicians and scientists / visitors to the Department	Nil
25. Seminars/ Conferences/Workshops organized & the source of funding :	Nil

Self Study Report

26. Student profile programme/course wise

Year	Hono urs/ Gener al	Year	Applicat ions Receive d	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	G								
2013-14	G								
2012-13	G	1st							
		2nd							
		3rd	02	02	00	02	00	100 %	0
2011-12	G	1st							
		2nd	02	02	0	02	0	100 %	
		3rd							

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	NA	Nil	Nil
2013-14	NA	Nil	Nil
2012-13	100%	Nil	Nil
2011-12	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

Nil

29. Student progression(% against enrolled) :

	2014-15	2013-14	2012-13
UG to PG			
Employed Campus selection			
Employed Other than Campus			02

Self Study Report

Entrepreneurship/Self-employment				
30. Details of Infrastructural facilities :				
Number of books in Central Library	240			
Number of books in Departmental Library	NA			
Internet facilities for Staff & Students	Yes			
Class rooms with ICT facility	Five Class Room for All Department			
Laboratories	NA			
31. Number of students receiving financial assistance from college, university, government or other agencies				
		2 Students 50% of Tuition Fees		
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:				
Sl. No.	Topic	Year	Type of Lecture	
1.	Money Management	2014	Special lecture	
2.	5 days Industrial Training Programme for all 3rd Year students.	Every year	workshop	
3.	Career Cancellling organized by RICE	2014	Special Lecture	
33. Teaching methods adopted to improve student learning				
		i. Project ii. Case Studies iii. Computer Training		
34. Participation in Institutional Social Responsibility (ISR) and Extension activities				
		Nil		

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	<ul style="list-style-type: none">i. Good Student-teacher relationship.ii. Students result 100% success.
Weakness	<ul style="list-style-type: none">i. The roll strength of the department is very thin. Due to lack of students the surrounding feeder schools (H.S.) have closed their Commerce Department. So, the flow of students has been blocked. Besides, presents students are interested in honours course.ii. Inadequacy of staff .iii. Practical Lab. is not sufficient.
Opportunities	<ul style="list-style-type: none">i. Comparatively high score of job facilities both in public sector and private sector.ii. Scope of engagement in professional activities.
Challenges	Now we intend to take a campaigning programme from school to school about the future and prospect of commerce students.
Future Plan	Though we have no sufficient number of staff, in our department, we are interested to open any commerce-oriented Professional course like Tax Practice, Account-Keeping, Insurance Management etc.

Self Study Report

Department of Mathematics

1.Name of the department	Mathematics	
2. Year of Establishment	General Course – 1998 Honours Course - 2005	
3.Names of Programmes / Courses:	B.Sc. (General) B.Sc.(Honours)	
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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	01	Nil
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Part-time Teacher (management appointee)	03	03
Contractual Teacher (management appointee)	01	01

Self Study Report

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
Sonali Rath	M.Sc. , B.Ed.	Contractual Teacher	Dynamical Oceanology & Dynamical Meteorology	01
Debika Ghosal	M.Sc. , B.Ed.	Contractual Part-time Teacher	Dynamical Oceanology & Dynamical Meteorology	03
Tamal Kanti Kar	M.Sc. , B.Ed.	Contractual Part-time Teacher	Dynamical Oceanology & Dynamical Meteorology	01
Anup Samanta	M.Sc.	Contractual Part-time Teacher	Operation Research	01

11. List of senior visiting faculty

i. Prof. Himadri Shekhar Maity,
assistant Professor, Moyna College

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

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
100%	100%	75%	75%	50%	50%	50%	50%

13. Student -Teacher Ratio (programme wise)

2014-15		2013-14		2012-13		2011-12	
H	G	H	G	H	G	H	G
10:1	9:1	9:1	12:1	21:1	17:1	19:1	15:1

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

Nil

Self Study Report

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:		
Ph.D.	M.Phil.	P.G.
Nil	Nil	04
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received		NIL
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received		NIL
18. Research Centre /facility recognized by the University		NIL
19. Publications		Nil
20. Areas of consultancy and income generated		Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards		
a. National committees	Nil	
b. International Committees	Nil	
c. Editorial Boards	Nil	
22. Students Projects		
% of students who have done in-house projects including inter departmental/programme	Nil	
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil	
23. Awards / Recognitions received by faculty and students		
		Nil

Self Study Report

24. List of eminent academicians and scientists / visitors to the Department						Nil			
25. Seminars/ Conferences/Workshops organized & the source of funding						Nil			
26. Student profile programme/course wise									
Year	Honours / General		Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	H	1 st	47	14	7	10	7	20	75
	H	2 nd		4	1	3	1	33	100
	H	3 rd		2	2	2	2	100	100
2013-14	H	1 st	40	15	2	9	0	55	0
	H	2 nd		3	3	2	2	100	100
	H	3 rd		3	2	3	2	66	100
2012-13	H	1 st	43	18	7	7	2	43	100
	H	2 nd		12	4	4	3	0	0
	H	3 rd		9	3	5	1	80	100
2011-12	H	1 st	41	15	9	11	2	28	11
	H	2 nd		7	3	5	3	0	33
	H	3 rd		4	0	4	0	100	0

Year	Honours / General		Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	G	1 st		33	8	21	7		
	G	2 nd		7	3	5	3	60	33
	G	3 rd		2	1	2	1	100	100
2013-14	G	1 st		22	10	9	4	56	75
	G	2 nd		2	1	2	1	100	100
	G	3 rd		0	2	0	2	0	50
2012-13	G	1 st		23	7	9	2	43	29
	G	2 nd		0	2	0	2	0	100
	G	3 rd		1	0	1	0	100	0

Self Study Report

2011-12	G	1 st		22	4	2	2	100	100
	G	2 nd		1	0	1	0	100	0
	G	3 rd		2	0	2	0	100	0

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100	Nil	Nil
2013-14	100	Nil	Nil
2012-13	100	Nil	Nil
2011-12	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

No Data Available

29. Student progression(% against enrolled) :

	2014-15	2013-14	2012-13	2011-12
UG to PG	04	04	05	04
Employed Campus selection	Nil	Nil	Nil	Nil
Employed Other than Campus	No Data Available	No Data Available	No Data Available	No Data Available
Entrepreneurship/Self-employment	No Data Available	No Data Available	No Data Available	No Data Available

30. Details of Infrastructural facilities :

Number of books in Central Library	600
Number of books in Departmental Library	Nil
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five Class Room for All Departments
Laboratories	Yes

Self Study Report

31. Number of students receiving financial assistance from college, university, government or other agencies		Honours – 14 Student. General – 11(from all science departments)	
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :			
Sl. No.	Topic	Year	Type
1.	Number System & Sets in R	2014	Semin
2.	Real Number &Sets in R	2015	Semin
33. Teaching methods adopted to improve student learning		Lecture, Question-Answering, Project, Demonstration, Discovery Method.	
34. Participation in Institutional Social Responsibility (ISR) and Extension activities		NSS and Awareness Programme	

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	<ul style="list-style-type: none">• Good no of students apply for admission.• Good teachers student ratio.
Weakness	<ul style="list-style-type: none">• No permanent teacher at present.
Opportunities	<ul style="list-style-type: none">• Sufficient teaching aid are there to make teaching effective and interesting.
Challenges	<ul style="list-style-type: none">• Arrange national and international seminar.• Improve the students progression profile.
Future Plan	<ul style="list-style-type: none">• Appoint competent teacher.• Increase the number of visiting faculty.• Arrange tutorial class throughout the year.

Self Study Report

Department of Physics

1.Name of the department	Physics	
2. Year of Establishment	General Course – 1998	
3.Names of Programmes / Courses:	B.Sc. (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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	01	Nil
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Teacher (management appointee)	2	1

Self Study Report

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
Sk Masiur Rahaman	M.Sc., B.Ed.	Contractual Teacher	Electronics	03

11. List of senior visiting faculty

Nil

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

2014-15	2013-14	2012-13	2011-12
100%	100%	100%	100%

13. Student -Teacher Ratio (programme wise)

2014-15	2013-14	2012-13	2011-12
73:1	31:1	74:1	77:1

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./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
Nil	Nil	01

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

Nil

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

Nil

Self Study Report

18. Research Centre /facility recognized by the University	Nil
19. Publications :	Nil
20. Areas of consultancy and income generated	Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards	
a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil
22. Students Projects	
% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil
23. Awards / Recognitions received by faculty and students	Nil
24. List of eminent academicians and scientists / visitors to the Department	Nil
25. Seminars/ Conferences/Workshops organized & the source of funding	Nil

Self Study Report

26. Student profile programme/course wise

Year	Honours / General	Applica tions Receive d	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15			M	F	M	F	M	F
	G 1 st		40	15	31	15		
	G 2 nd		11	4	8	4	62	50
	G 3 rd		2	1	2	1	100	100
2013-14	G 1 st		37	12	20	4	55	50
	G 2 nd		7	4	4	3	100	100
	G 3 rd		0	2	0	2	0	100
2012-13	G 1 st		41	14	16	4	43	50
	G 2 nd		12	6	4	5	100	60
	G 3 rd		1	0	1	0	100	0
2011-12	G 1 st		49	13	13	4	38	75
	G 2 nd		8	3	6	3	100	100
	G 3 rd		2	0	2	0	100	0

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100	Nil	Nil
2013-14	100	Nil	Nil
2012-13	100	Nil	Nil
2011-12	10	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

No data available

29. Student progression(% against enrolled) :

	2014-15	2013-14	2012-13	2011-12
UG to PG	No data available			
Employed Campus selection	Nil	Nil	Nil	Nil

Self Study Report

Employed Other than Campus	No data available		
Entrepreneurship/Self-employment	No data available		
30. Details of Infrastructural facilities :			
Number of books in Central Library	185		
Number of books in Departmental Library	Nil		
Internet facilities for Staff & Students	Yes		
Class rooms with ICT facility	Five class Room for all Departments		
Laboratories	Yes		
31. Number of students receiving financial assistance from college, university, government or other agencies	11 students from all general course of science stream in 2014-15.		
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts			
Sl. No.	Topic	Year	Type of Lecture
1.	Nano science & Technology	2015	Seminar
33. Teaching methods adopted to improve student learning	Demonstration, Lab Work, Project, Remedial Coaching etc.		
34. Participation in Institutional Social Responsibility (ISR) and Extension activities	Nil		

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	<ul style="list-style-type: none">• Good infrastructure in laboratory.• Sufficient collection of books in college library.
Weakness	<ul style="list-style-type: none">• No permanent teaching post.
Opportunities	<ul style="list-style-type: none">• Quality students flow.
Challenges	<ul style="list-style-type: none">• Overcome the scarcity of quality teacher
Future Plan	<ul style="list-style-type: none">• Vacancy fill up.• Post creation.• Improve the performance of students in final examination.

Self Study Report

Department of Chemistry

1.Name of the department	Chemistry	
2. Year of Establishment	General Course – 1998	
3.Names of Programmes / Courses:	B.Sc. (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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	01	Nil
Govt. Approved Part-time Teacher	01	01
Contractual Part-time Teacher (management appointee)	01	01

Self Study Report

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
Nilima Das	M.Phil.	Govt. Approved Part-time Teacher	Organic Chemistry	09
Dwijendralal Maji	Ph.D.	Contractual Part-time Teacher	Organic Chemistry	15

11. List of senior visiting faculty

Dr. Subrata Mavoi, Assistant Professor, Mahishadal Raj College.

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

2014-15	2013-14	2012-13	2011-12
50%	50%	50%	50%

13. Student -Teacher Ratio (programme wise) :

2014-15	2013-14	2012-13	2011-12
44:1	68:1	73:1	71:1

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./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
01	01	Nil

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

Nil

Self Study Report

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 :	
20. Areas of consultancy and income generated	Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards	
a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil
22. Students Projects	
% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil
23. Awards / Recognitions received by faculty and students	Nil
24. List of eminent academicians and scientists / visitors to the Department	Nil
25. Seminars/ Conferences/Workshops organized & the source of funding	Nil

Self Study Report

26. Student profile programme/course wise :

Year	Honours / General	Applica tions Receive d	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15			M	F	M	F	M	F
	G 1 st		38	15	23	14		
	G 2 nd		27	4	24	4	87	50
	G 3 rd		2	1	2	1	100	100
2013-14	G 1 st		86	19	51	8	84	87
	G 2 nd		24	6	15	5	100	100
	G 3 rd		0	2	0	2		50
2012-13	G 1 st		74	20	41	9	35	33
	G 2 nd		45	6	32	5	100	100
	G 3 rd		1	0	1	0	100	0
2011-12	G 1 st		95	14	51	5	67	80
	G 2 nd		27	4	25	4	80	100
	G 3 rd		2	0	2	0	100	0

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	100%	Nil	Nil
2013-14	100%	Nil	Nil
2012-13	100%	Nil	Nil
2011-12	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

No Data Available

Self Study Report

29. Student progression(% against enrolled) :

	2014-15	2013-14	2012-13	2011-12
UG to PG	No Data Available	No Data Available	No Data Available	No Data Available
Employed Campus selection	Nil	Nil	Nil	Nil
Employed Other than Campus	No Data Available	No Data Available	No Data Available	No Data Available
Entrepreneurship/ Self-employment	No Data Available	No Data Available	No Data Available	No Data Available

30. Details of Infrastructural facilities :

Number of books in Central Library	260
Number of books in Departmental Library	Nil
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five Class Room for All Departments
Laboratories	Yes

31. Number of students receiving financial assistance from college, university, government or other agencies	11 students from all general subject(Science).
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	Nil
33. Teaching methods adopted to improve student learning	Lecture, Project, Field study, Question-answer, Discovery, Demonstration
34. Participation in Institutional Social Responsibility (ISR) and Extension activities	Students participate in NSS, awareness programme.

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	<ul style="list-style-type: none">• Small but supportive library for Chemistry pass subject.• Effective collection of books in college library.
Weakness	<ul style="list-style-type: none">• No fulltime permanent teaching post.• Shortage of chemicals supplied to the laboratory.
Opportunities	<ul style="list-style-type: none">• Flow of quality students.
Challenges	<ul style="list-style-type: none">• Organic workshop and seminar for students.• Overcome the weakness due to poverty of college.
Future Plan	<ul style="list-style-type: none">• Ensure the quality of class by filling the vacant post of borrowing more visiting faculty from outside.

Self Study Report

Department of Botany

1.Name of the department	Botany																		
2. Year of Establishment	General Course – 1997																		
3.Names of Programmes / Courses:	B.Sc. (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																			
	<table><tr><td></td><td>Sanctioned</td><td>Filled</td></tr><tr><td>Professor</td><td>Nil</td><td>Nil</td></tr><tr><td>Associate Professor</td><td>Nil</td><td>Nil</td></tr><tr><td>Assistant Professor</td><td>1</td><td>Nil</td></tr><tr><td>Govt. Approved Part-time Teacher</td><td>1</td><td>1</td></tr><tr><td>Contractual Part-time Teacher (management appointee)</td><td>1</td><td>1</td></tr></table>		Sanctioned	Filled	Professor	Nil	Nil	Associate Professor	Nil	Nil	Assistant Professor	1	Nil	Govt. Approved Part-time Teacher	1	1	Contractual Part-time Teacher (management appointee)	1	1
	Sanctioned	Filled																	
Professor	Nil	Nil																	
Associate Professor	Nil	Nil																	
Assistant Professor	1	Nil																	
Govt. Approved Part-time Teacher	1	1																	
Contractual Part-time Teacher (management appointee)	1	1																	

Self Study Report

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
Uttam Kumar Maji	M.Sc. B.Ed.	Approved Part-Time Teacher	Taxonomy and Geology	14 year
Rupalekha Ghorai	M.Sc. B.Ed.	Contractual Part-time teacher	Plant Pathology	6Year

11. List of senior visiting faculty

Nil

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

2014-15	2013-14	2012-13	2011-12
50%	50%	50%	50%

13. Student -Teacher Ratio (programme wise)

2014-15	2013-14	2012-13	2011-12
30:1	30:1	30:1	30:1

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

Nil

15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
Nil	Nil	2

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

Nil

Self Study Report

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 : <u>Research Article</u> <div style="margin-left: 20px;"> <p>iv. Rajeshwary Ghosh, Uttam Kumar Maji, Rabindra Bhattacharya and Asru Kumar Sinha. The role of dermicidin isoform 2, a two faceted atherosclerotic risk factor for coronary artery disease and the effect of acetyl salicylic acid on it. Thrombosis Volume 2012, Article ID 987932 doi:10.115/2012/987932.</p> <p>v. Rajeshwary Ghose, Mau Bhattacharya, Gausal Khan, Somashree Chakroborty, Rabindra Bhattacharaya, Uttam K. Maji, Pradipta Jana, Asru K. Sinha, Diagnosis of essential hypertension in humans by the determination of plasma renal cortexin by enzyme linked Immunosorbent assay. Clin Lab .2013;59(5-6):475-81.</p> <p>vi. Rajeshwary Ghosh, Sarbashri Bank, Uttam K. Maji, Rabindra Bhattacharya, Santanu Guha, Nighat N. Khan , A. Kumar, Sinha . The effect of Acetyl Salicylic Acid Induced Nitric Oxide Synthesis in the Normalization of Hypertension through the Stimulation of Renal Cortexin Synthesis and by the Inhibition of Dermcidin Isoform 2 , A Hypertensive Protein Production . Int J Biomed Sci. 2014 sep; 10(3):158-66</p> </div> <u>BOOK CHAPTER</u> <div style="margin-left: 20px;"> <p>ii. U.K. Maji, R. Ghosh, S. Mazumder, R. Bhattacharyya, M. Bhattacharyya and A. K. Sinha (2011). Control of elevated blood pressures by acetyl salicylic acid (Aspirin) in randomized patients diagnosed to be hypertensive at presentation. In: Aspirin: Therapeutic Uses , Adverse Effects and Pharmacokinetics. Nova Science Publishers . Inc. (I.D.NO.2008-01870).</p> </div>	
20. Areas of consultancy and income generated	Nil

Self Study Report

21. Faculty as members in a. National committees b. International Committees c. Editorial Boards

a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil

22. Students Projects

% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil

23. Awards / Recognitions received by faculty and students

Nil

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

Nil

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

Nil

Self Study Report

26. Student profile programme/course wise

Year	Honours / General		Applica tions Receive d	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	G	1 st		36	6	22	5	32	40
	G	2 nd		20	1	17	1	100	100
	G	3 rd							
2013-14	G	1 st		43	5	29	2	75	33
	G	2 nd		18	3	11	3	100	100
	G	3 rd							
2012-13	G	1 st		30	6	23	5	70	83
	G	2 nd		33	0	28	0	100	0
	G	3 rd							
2011-12	G	1 st		38	1	31	1	93	0
	G	2 nd		19	1	19	1	79	100
	G	3 rd							

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of student countries
2014-15	100%		
2013-14	100%		
2012-13	100%		
2011-12	100%		

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

Nil

29. Student progression (% against enrolled):

	2014-15	2013-14	2012-13	2011-12
UG to PG	Nil	Nil	Nil	Nil
Employed Campus selection	Nil	Nil	Nil	Nil

Self Study Report

Employed Other than Campus	Nil	Nil	Nil	Nil
Entrepreneurship/Self-employment	Nil	Nil	Nil	Nil
30. Details of Infrastructural facilities :				
Number of books in Central Library	290 pieces			
Number of books in Departmental Library	Nil			
Internet facilities for Staff & Students	Yes			
Class rooms with ICT facility	Five class room for all Departments			
Laboratories	Yes			
31. Number of students receiving financial assistance from college, university, government or other agencies	08 Students only			
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	Environmental awareness Programme No of Students -59 Expert one.			
33. Teaching methods adopted to improve student learning	Lecture, Discussion, Demonstration, Examples.			
34. Participation in Institutional Social Responsibility (ISR) and Extension activities	Nil			

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	<ul style="list-style-type: none">• Student teacher relation is very good.• Students are attentive.
Weakness	<ul style="list-style-type: none">• Insufficient staff• Student teachers ratio is poor.• Laboratory facility is insufficient.• Infrastructure is very poor.
Opportunities	<ul style="list-style-type: none">• The College authority will try to improve the department laboratory in all aspects.
Challenges	<ul style="list-style-type: none">• The laboratory, teachings aids and other electronic instruments is not sufficient. Therefore teachers and Students are always faces the different types of problems. So that we take some measures to overcome this problems.
Future Plan	<ul style="list-style-type: none">• To improve the environmental quality department will arrange to sowing few flowering plants and other tree species in a local areas, College campus. For betterment of financial purpose few social forestry programme will be adopted jointly by students and local people.

Self Study Report

Department of Zoology

1.Name of the department	Zoology																		
2. Year of Establishment	General Course – 2015																		
3.Names of Programmes / Courses:	B.Sc. (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																			
	<table><tr><td></td><td>Sanctioned</td><td>Filled</td></tr><tr><td>Professor</td><td>Nil</td><td>Nil</td></tr><tr><td>Associate Professor</td><td>Nil</td><td>Nil</td></tr><tr><td>Assistant Professor</td><td>Nil</td><td>Nil</td></tr><tr><td>Govt. Approved Part-time Teacher</td><td>Nil</td><td>Nil</td></tr><tr><td>Contractual Part-time Teacher (management appointee)</td><td>01</td><td>01</td></tr></table>		Sanctioned	Filled	Professor	Nil	Nil	Associate Professor	Nil	Nil	Assistant Professor	Nil	Nil	Govt. Approved Part-time Teacher	Nil	Nil	Contractual Part-time Teacher (management appointee)	01	01
	Sanctioned	Filled																	
Professor	Nil	Nil																	
Associate Professor	Nil	Nil																	
Assistant Professor	Nil	Nil																	
Govt. Approved Part-time Teacher	Nil	Nil																	
Contractual Part-time Teacher (management appointee)	01	01																	

Self Study Report

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
Monalisa Maity	M.Sc., B.Ed.	Contractual Part-time Teacher	Ecology	01

11. List of senior visiting faculty

Nil

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

2014-15	2013-14	2012-13	2011-12
NA	NA	NA	NA

13. Student -Teacher Ratio (programme wise)

2014-15	2013-14	2012-13	2011-12
NA	NA	NA	NA

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./ M.Phil. / P.G. etc.:

Ph.D.	M.Phil.	P.G.
Nil	Nil	01

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

Nil

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

Nil

Self Study Report

18. Research Centre /facility recognized by the University	Nil
19. Publications	Nil
20. Areas of consultancy and income generated	Nil
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards	
a. National committees	Nil
b. International Committees	Nil
c. Editorial Boards	Nil
22. Students Projects	
% of students who have done in-house projects including inter departmental/programme	Nil
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	Nil
23. Awards / Recognitions received by faculty and students	
Nil	
24. List of eminent academicians and scientists / visitors to the Department	
Nil	
25. Seminars/ Conferences/Workshops organized & the source of funding	
Nil	
26. Student profile programme/course wise	
NA	
27. Diversity of Students :	
NA	
28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services,	
NA	

Self Study Report

etc.	
29. Student progression (% against enrolled)	NA
30. Details of Infrastructural facilities :	
Number of books in Central Library	60
Number of books in Departmental Library	Nil
Internet facilities for Staff & Students	Yes
Class rooms with ICT facility	Five class rooms for all departments
Laboratories	Yes
31. Number of students receiving financial assistance from college, university, government or other agencies	Not yet granted
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	Nil
33. Teaching methods adopted to improve student learning	
34. Participation in Institutional Social Responsibility (ISR) and Extension activities	Nil

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	Student teacher ratio.
Weakness	Meagre infrastructure in laboratory, number of students in the first year very low.
Opportunities	Initiatives may be taken to motivate larger number of students
Challenges	Appointment of new teachers, opening of Honours in future
Future Plan	Betterment of the laboratory.

Self Study Report

Department of Agro-Service

1.Name of the department	Agro-Service	
2. Year of Establishment	1996-1997	
3.Names of Programmes / Courses:	B.SC. (Major) Vocational Agriculture	
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		
	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	Nil	Nil
Assistant Professor	Nil	Nil
Govt. Approved Part-time Teacher	Nil	Nil
Contractual Part-time Teacher (management appointee)	02	01

Self Study Report

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
Dr. Anujit Patra	B.Sc. (Ag)Hons. M.Sc. (Ag.) Soil Chemistry. B.Ed. Ph.D. (Soil Chemistry) N.W.D.P.R. A.	Contractual Part-Time Teacher	Soil Chemistry	19 Year

11. List of senior visiting faculty

- Dr. S.S. Sahoo (BCKV) Soil Science Dept.
- Dr. Pranab Chatterjee (BCKV) Seed Science Dept.
- Dr. Paritosh Ghanti (BCKV) Department of Horticulture
- Dr. Manabendra Roy (BCKV) Department of Agronomy
- Dr. Mohasin Khan (BCKV) Department of Entomology

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

2014-15	2013-14	2012-13	2011-12
100%	100%	100%	100%

13. Student -Teacher Ratio (programme wise)

2014-15	2013-14	2012-13	2011-12
28.5:1	30:1	22.5:1	28.5:1

Self Study Report

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./ M.Phil. / P.G. etc.:		
Ph.D.	M.Phil.	P.G.
1	Nil	Nil
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	Nil	
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	Nil	
18. Research Centre /facility recognized by the University	Nil	
19. Publications :	Nil	
20. Areas of consultancy and income generated	Farmers Consultancy Programme introduces free of cost.	
21. Faculty as members in a. National committees b. International Committees c. Editorial Boards		
a. National committees	Nil	
b. International Committees	Nil	
c. Editorial Boards	Nil	
22. Students Projects		
% of students who have done in-house projects including inter departmental/programme	10%	
% of students placed for projects in organization outside the institution i.e. in research laboratories/ industry/ other agency	80%	

Self Study Report

23. Awards / Recognitions received by faculty and students	Nil		
24. List of eminent academicians and scientists / visitors to the Department	<ul style="list-style-type: none">• Dr. S.S. Sahoo (BCKV) Soil Science Dept.• Dr. Pranab Chatterjee (BCKV) Seed Science Dept.• Dr. Paritosh Ghanti (BCKV) Department of Horticulture• Dr. Manabendra Roy (BCKV) Department of Agronomy• Dr. Mohasin Khan (BCKV) Department of Entomology• Mr. Sudarshan Ghorai ADO Naikuri Block.• Mr. Ashok Kumar Paik Krishi Karmadhyak, Moyna Block.		
25. Seminars/ Conferences/Workshops organized & the source of funding :			
Sl.No.	Topic	Date & Venue	Source of Funding
1.	“Organic kitchen garden”	17/10/2015,Moyna College	Moyna College
2.	“Beekeeping Training Camp”	17/11/2015 to 03/12/2015 Moyna College	Moyna College
3.	“Training Programmed on Pisciculture”	03/01/2013 to 08/01/2013 Dakshinhorkuli Primary School (Moyna)	Moyna College
4.	“World Soil Day”	05/12/2015 Moyna College	Moyna College
5.	“Bittlevine Cultivation & Problems”	12/10/2014 Gogina Primary School	Moyna College

Self Study Report

26. Student profile programme/course wise

Year	Honours/ General		Applications Received	Admitted		Appeared in the final Examination		Pass Percentage	
2014-15				M	F	M	F	M	F
	Major	1 st	58	36	6	22	5	32	40
	Major	2 nd		21	2	19	2	95	100
	Major	3 rd		12	3	11	3	92	100
2013-14	Major	1 st	50	27	2	27	2	96	100
	Major	2 nd		11	3	11	3	81	33
	Major	3 rd		27	0	27	0	100	0
2012-13	Major	1 st	51	23	5	23	5	83	100
	Major	2 nd		28	0	28	0	100	0
	Major	3 rd		14	1	14	1	100	100
2011-12	Major	1 st	48	38	1	31	1	100	100
	Major	2 nd		19	1	19	1	84	100
	Major	3 rd		20	0	20	0	100	0

Self Study Report

27. Diversity of Students :

Year	% of students from the same state	% of students from other state	% of students from other countries
2014-15	93.33	6.66	Nil
2013-14	100	Nil	Nil
2012-13	100	Nil	Nil
2011-12	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

03

29. Student progression (% against enrolled):

	2014-15	2013-14	2012-13	2011-12
UG to PG	1	3	1	2
Employed Campus selection	4	7	4	6
Employed Other than Campus	7	2	8	7
Entrepreneurship/Self-employment	0	1	3	4

30. Details of Infrastructural facilities :

Number of books in Central Library	586
Number of books in Departmental Library	Nil
Internet facilities for Staff & Students	Yes, Share with other Department
Class rooms with ICT facility	Yes, 05 Room with ICT are use with other department.
Laboratories	Yes,01(Agriculture Lobaratory)
Infrastructure	Flower Garden – 03 Vegetable Garden – 03 Dual Culture-02,Compost Plant (Vermicompost,Enrichcompost) birds & Rabit & Ginipic jointly Dept.

Self Study Report

31. Number of students receiving financial assistance from college, university, government or other agencies	2014-15 SC-07,OBC-02,Kanyashree-03 2015-16 SC-3,OBC-02, Kanyashree-05,Birdi Worker-01,Birla Scholar-01,Bikash Bhavan Scholarshiv-01
32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :	<ul style="list-style-type: none"> • Special lectures by BCKV Professor- 14 Classes. • 02 Seminar with ADO/Krishi Karmadhyak (Moyna)&Subject S Specialist.
33. Teaching methods adopted to improve student learning	Lecture methods, Demonstration powerpont Present , Field work method &Laboratory method, review card prepatation.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities	<ul style="list-style-type: none"> • “ORGANIC KITCHEN GARDEN” as extension programme. • “PISCICULTURE TRAINING PROGRAMME” as social responsibility. • Farmers consultancy service.

Self Study Report

35. SWOC analysis of the department and Future plans :

Strengths	<ul style="list-style-type: none">• Plenty of students flow.• % of employment through campus selection.• Space for self employment.• Collaboration with local body.• The department has establish a good relation with local farmers.
Weakness	<ul style="list-style-type: none">• Being self financing course absence of govt. grant.• Requirement of regular augmentation of laboratory to make the course effective development of science.• Number of teacher.
Opportunities	<ul style="list-style-type: none">• Good number of teacher from BCKV visit the college and deliver lecture.• Being a college located in a area with agricultural background have opportunity to arrange regular field survey. This is the only vocational department in Eastern India in the subject.
Challenges	<ul style="list-style-type: none">• Appoint new teacher.• Augmentation of library and laboratory with newer books and equipments.• Up gradation of the course as a B.Sc. honours couse.
Future Plan	<ul style="list-style-type: none">• Opening of diploma, advance diploma, B.Voc. Course on Organic Farming under community college scheme of UGC.• Opening a soil test centre.• Organize more training programme.

ANNEXURES

Self Study Report

ANNEXURE - 01

UNIVERSITY GRANTS COMMISSION
INDIAN SHAN ZAFAR 4.1.1.
NEW DELHI-110002.

No.F.8-143/91 (QP-I)

December, 1993

The Registrar
Vidyasagar University
Midnapore
West Bengal-721102.

23 DEC 1993

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

Sir,
I am directed to refer to your letter No. WJ/IC/253/93-94
dated 14th October, 1993 on the above subject and to say that
the name of the following college has been included in the
above list under Non-Govt. Colleges teaching upto Bachelor's
Degree :-

<u>Name of the college</u>	<u>Year of Estt.</u>	<u>Remarks</u>
Moyna College, Moyna (Dt. Midnapore) (Chmi Prasanta Kr. Samanta	1972	The College is eligible to receive central assistance in terms of the rules framed under Section 12-B of the UGC Act, 1956.

Yours faithfully,

R. L. Sonthi
(R L SONTHI)
UNDER SECRETARY

Copy forwarded to :-

- ✓ 1. The Principal, Moyna College, Moyna (Dt. Midnapore)
2. The Secretary, Govt. of India Ministry of Human Resources
Development (D-Ptt. of Education, T-14 Section) New Delhi
3. All Officers/Sections in the UGC Office.
4. S.O. Pd-III/CB-IV UGC Office.
5. Incharge Computer Cell UGC Office.
6. Guard file.

D. D. Mehta
(D D MEHTA)
SECTION OFFICER

Self Study Report

ANNEXURE - 2A

GOVERNMENT OF WEST BENGAL
EDUCATION DEPARTMENT
UNIVERSITY EDUCATION BRANCH

DBB-Edn. (U) DATED CALCUTTA, the 23rd May, 1985

N O T I F I C A T I O N

In exercise of the power conferred by sub-section (1) of section 5 of the Vidyasagar University Act, 1981 (West Bengal Act XVIII of 1981), the Governor is pleased hereby to appoint the 1st day of June, 1985 as the date with effect from which the Colleges specified below within the limits of the district as defined in clause (6) of section 2 of the said Act shall -

- (1) be deemed to be affiliated to the Vidyasagar University of Midnapore and continue to be so affiliated until the University otherwise directs; and
- (2) cease to be affiliated to the University of Calcutta to which they may have been affiliated before the said date;

Provided that the said Colleges exist on the said date.

Names of Colleges
=====

1. Jhargram Raj College, P.O. Jhargram, Dist. Midnapore.	2. Bajkul Milani Mahavidyalaya, P.O. Kismat Bajkul, Dist. Midnapore.
3. Mahisadal Raj College, P.O. Mahisadal, Dist. Midnapore.	4. Midnapore College, P.O. & Dist. Midnapore.
5. Raja Narendralal Khan Women's College, Cope Palace, Dist. Midnapore.	6. Sevayatan Sikshan Mahavidyalaya, P.O. Jhargram, Dist. Midnapore.
7. Belda College, P.O. Belda, Dist. Midnapore.	8. Bhattar College, P.O. Dantan, Dist. Midnapore.
9. Egra Sarada Shashi Bhusan College, P.O. Egra, Dist. Midnapore.	10. Mahisadal Girls' College, P.O. Mahisadal, Dist. Midnapore.
11. Kaibalyadayini College of Commerce, P.O. & Dist. Midnapore.	12. Garbeta College, P.O. Garbeta, Dist. Midnapore.

Self Study Report

ANNEXURE – 2B

13. Hugberia Gangadhar Mahavidyalaya,
P.O. Hugberia,
Dist. Midnapore.
14. Moyna College,
P.O. Moyna,
Dist. Midnapore.
15. Prabhat Kumar College,
P.O. Contai,
Dist. Midnapore.
16. Pingla Thana Mahavidyalaya,
P.O. Maligram,
Dist. Midnapore.
17. Panskura Banamali College,
P.O. Panskura,
Dist. Midnapore.
18. Rabindra Gatabarsiki Mahavidyalaya,
P.O. Ghatal,
Dist. Midnapore.
19. Ramnagar College,
P.O. Depal,
Dist. Midnapore.
20. Sabang Sajani Kanta College,
P.O. Latunia,
Dist. Midnapore.
21. Seva Bharati Mahavidyalaya,
P.O. Kapgari,
Dist. Midnapore.
22. Silda Chandrasekhar College,
P.O. Silda,
Dist. Midnapore.
23. Sitananda College,
P.O. Handigram,
Dist. Midnapore.
24. Tamralipta Mahavidyalaya,
P.O. Tamluk,
Dist. Midnapore.
25. Vivekananda Mission Mahavidyalaya,
P.O. Bar-Basudevpur,
Dist. Midnapore.
26. Vivekananda Gatabarsiki College,
P.O. Manikpara,
Dist. Midnapore.
27. Vogada Satsangha Palpara Mahavidyalaya,
P.O. Palpara,
Dist. Midnapore.
28. Kharagpur College,
P.O. Kharagpur,
Dist. Midnapore.
29. Narajole Raj College,
P.O. Narajole,
Dist. Midnapore.
30. Vidyasagar Teachers' Training College,
P.O. & Dist. Midnapore.

BY ORDER OF THE GOVERNOR.

Sd/- C.N. Penn Anthony
Secretary to the Government of West Bengal.

U/85/39 Affln./32 dated 29.5.85

Copies of the Notification may be forwarded to each of the principals of the thirty Colleges in the Midnapore District for information and guidance. Another communication incorporating further details will follow on receipt of direction expected very soon from Government.

Sd/- Prof. B. C. Mukherjee
VICE-CHANCELLOR
Vidyasagar University
Midnapore.

Self Study Report

ANNEXURE – 3A



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

No. WHW-020/09-10

(ERO) ID No. WV6-012

Date: 31-Mar-15

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S.No. 225578

Sub : Release of Grant-in-Aid during the Current financial year (2014-15), during XIth Plan, to

Moyna College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **3445000** towards the scheme **Women's Hostel Special Scheme** to the Principal, **Moyna College** for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant	Approved allocation	Amount already sanctioned	Amount being sanctioned now	Total grant including the grant now being sanctioned
Special Scheme	(Rs.)	(Rs.)	(Rs.)	(Rs.)
2nd instalment				
Women's Hostel	5300000	1325000	3445000	4770000
Total			3445000	

The College is requested to note:

- SC component: 15%, ST component: 7.5%, General component (including Minorities): 77.5%
- No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

- The sanctioned amount is debitable to Head 2.A(i)b and valid for payment during the financial year 2013-14 only.
- The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

(a) Details (Name & Address) of Account Holder:
Principal,

Moyna College
Moyna, Midnapore (East)
West Bengal 721629

(b) Account No.: 3170000100050085

(c) Name & Address of Branch: Punjab National Bank, Srirampur, Midnapore

(d) MICR Code of Branch: 721024704

(e) IFSC Code : PUNB0317000

(f) Type of Account : SB/Current/Cash Credit.

You are requested to confirm the receipt of the above amount in your account by sending back the enclosed stamped receipt within 7 days.

- The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
- The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
- The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
- The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
- A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.

Self Study Report

ANNEXURE – 3B



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

10. The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
11. The University/College shall follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation policy [both vertical (for SC,ST&OBC) and horizontal (for persons with disability etc.) in teaching and non-teaching posts.
12. The University/College shall fully implement the Official Language Policy of the Union Govt. and comply with the Official Language Act, 1963 and Official Languages (used for official purposes of the Union) Rules, 1976 etc.
13. **The grants should not be used for Self-Financing/Unaided Courses.**
14. It may be noted that the accounts of the grant-in-aid institution shall be subject to inspection by Officers of the ERO, UGC, Kolkata.
15. **The interest earned by the University/Colleges/Institute on this grant-in-aid shall be treated as additional grant and may be shown in the UC/Statement of expenditure to be furnished by grantee institution.**
16. The sanction issues in exercise of the delegation of powers vide UGC Order No. 130/2013 [F.No.10-11/12(Admn.IA&B)] dated 28.5/2013.
17. The University/Institutions shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutes, 2009.
18. **The University/Institutions shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).**
19. The accounts of the University/Institutions will be open for audit by the Controller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
20. The annual accounts i.e. balance sheet, income and expenditure statement and receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
21. Funds to the extent of Rs. _____ are available under the scheme.
22. This issue with the concurrence of UGC vide Diary No 3037 (UGC) dated 30.03.2015
23. This issue with the approval of _____ vide Diary No. _____ dated _____

Details of the amount is being released:

General component (3A): Rs.	2669875
SC componen (3B)t:Rs.	516750
ST componen (3C)t: Rs.	258375
TOTAL:	3445000

Yours faithfully,

(Dr. G. Srinivas)
Joint Secretary

Copy forwarded for information and necessary action to:

1. Principal,
Moyna College
Moyna, Midnapore (East)
West Bengal 721629
He/She is requested to abide by these instructions/Guidelines of sanction order
- Registrar/ Director, Co-ordinator, College Development Council, Vidyasagar University
3. Auditor General, Govt. of West Bengal
4. The Secretary, Higher Education, Govt. of West Bengal
5. The Director of Public Instructions (Higher Education) Govt. of West Bengal
6. Special Scheme

(Dr. G. Srinivas)
Joint Secretary

Self Study Report

ANNEXURE - 04

