

SELF STUDY REPORT

FOR

RE-ACCREDITATION (CYCLE-II)

OF

COOCH BEHAR COLLEGE



COOCH BEHAR COLLEGE

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P.O & DIST- COOCH BEHAR

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TRACK ID : 08752

Submitted to:

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)

BANGALORE-560072

COOCH BEHAR COLLEGE

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NAAC ACCREDITED (AT B GRADE) COLLEGE

Ref. No. 697/AO-15

Date 17.12.2015

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that Cooch Behar College affiliated to North Bengal University (to Cooch Behar Panchanan Barma University from 30-07-2015) fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 17/12/15

Place: Cooch Behar


(Dr Pankaj Kumar Debnath)
Principal

Cooch Behar College

Principal
COOCH BEHAR COLLEGE
COOCH BEHAR

INSTITUTIONAL SWOC ANALYSIS

INSTITUTIONAL STRENGTH

- ❖ **Healthy student-teacher-management relationship**
- ❖ **Committed teachers and leaderships**
- ❖ **Pro-active management**
- ❖ **Qualified faculty members**
- ❖ **Transparent and democratic functionary**
- ❖ **Offering some programmes which no other colleges offering in Cooch Behar**
- ❖ **High participation and awards in sports**

INSTITUTIONAL WEAKNESS

- ❖ **Inadequate faculty**
- ❖ **Inadequate support staff**
- ❖ **No consultancy**
- ❖ **No Hostels**

INSTITUTIONAL OPPORTUNITIES

- ❖ **Opening of PG courses**
- ❖ **Collaboration with different Universities and colleges for faculty and student exchange programme**
- ❖ **Initiating consultancy**
- ❖ **Quality promotion and sustenance initiatives through IQAC**

INSTITUTIONAL CHALLENGES

- ❖ **Rural and semi-urban surroundings with less employment opportunities**
 - ❖ **Training students' for various competitive examinations**
 - ❖ **Creation of residential facilities**
-

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NAAC Steering Committee

Sl. No.	Name	Status
1.	Dr. Pankaj Kumar Debnath	Principal / Chairman
2.	Dr. Subhasis Bhattacharya	Coordinator
3.	Sri Abhijit Roy	Member
4.	Md. Tariqul Islam	Member
5.	Sri Keshab Mondal	Member
6.	Smt Jay Saha	Member

IQAC Committee

Sl. No.	Name	Status
1.	Dr. Pankaj Kumar Debnath	Principal / Chairman
2.	Dr. Dipankar Basu	Coordinator
3	Dr Siddhartha Shankar Laha	Management Representative
4	Dr Shyam Kr Jha	Management Representative
5	Sri Abhijit Roy	Teacher Representative
6	Sri Monimoy Chakraborty	Teacher Representative
7	Dr Subhasis Bhattacharya	Teacher Representative
8	Sri Keshab Mondal	Teacher Representative
9	Dr Parimal Sarkar	Teacher Representative
10	Dr Pritha Pandit Roy Chowdhury	Teacher Representative
11	Smt Sabita Roy	Administrative Staff
12	Sri Krishanu Chakraborty	Administrative & Technical Staff
13	Ward Commissioner, Ward no 10	Community Representative
14	Sri Rakesh Chowdhury	Alumni Member
15	Sri Gouranga Chakraborty	Students Representative

PREFACE

It is the matter of great pleasure to submit the Re-accreditation Report of our college to the National Assessment and Accreditation Council (NAAC) for Re-accreditation (Cycle-II). After the first Accreditation of our college, the IQAC of the college implemented diversified activities to meet the various quality related issues during the Post-Accreditation years. We have implemented multidimensional activities to enhance and enrich our academic practices. Cooch Behar College, Cooch Behar was established in 16th November 1970. It is located in Cooch Behar district of West Bengal. Basically, it caters to the needs of those students who belong to socially and economically backward classes and come from rural areas with no educational background or proper guidance at home. It is proud to mention that our college has completed 45 years.

Initially, Faculty of Arts and Commerce were started in 1970. Later, Faculty of Science was started in 2008. Besides this, our college has Arts, Commerce, Science and BBA Streams. It is affiliated to Cooch Behar Panchanan Barma University, Cooch Behar since 30th July, 2015. Before that it was affiliated to North Bengal University, Darjeeling.

The college was accredited for the first time in 2009 at B Grade with CGPA score 2.16. The college has made a substantial progress in providing quality education through augmenting infrastructure amenities and by providing commendable teaching-learning experience in the campus. There is no doubt that it aims to provide an opportunity for the institution to measure its effectiveness and efficiency and to identify areas of its strength and weakness.

Place – Cooch Behar

Date - 17.12.2015

Dr. Pankaj Kumar Debnath

Principal

Cooch Behar College

Seal

Principal's Message

It gives me great pleasure in presenting the Self-Study Report before the National Assessment and Accreditation Council (NAAC) for Re-Accreditation (Cycle-II). The chief objective of the college is to provide an opportunity of higher education for the students of rural area.

We have made sincere efforts and honest retrospection, while preparing this Re-Accreditation Report. Assessment and Accreditation of institutions of higher education has been recognized as the most effective quality ensuring the mechanism all over the world. We have prepared the Re-Accreditation Report (Cycle-II) along with the guidelines formulated by NAAC. We are very proud to submit this Re-Accreditation Report in the 45th Year of the college.

The present report reflects the sincere efforts of the college and its stakeholders for the overall improvement of the region. The college hopes to do well in accreditation (Cycle-II) process and its future endeavors.

Place – Cooch Behar

Date - 17.12.2015

Dr. Pankaj Kumar Debnath

Principal

Cooch Behar College

Seal

Our College: Looking from a down memory lane

Cooch Behar College was established on 16th November, 1970. The North Bengal University gave its affiliation on 8th October 1970. The College was affiliated by UGC vide its letter no. F.8.52/80(OP), dated: 16.05.1980.

In year 1968, Cooch Behar Evening College was shifted from the local Rambhola School to its own building. This building was actually a previous Match Box Factory. From 1968 onwards the aforesaid Match Box Factory was kept in desertion, and at that time the College has its disposal some books and a Bank Deposit of Rs. 50,000/- (Rupees Fifty thousand only). It was in the mind of the previous College authority to found a day College in Cooch Behar for catering to the needs of Society. Because, at that time ABN Seal College was the only day College in Cooch Behar. Some members of the Governing Body of the College Sri Mohini Mohan Dutta, Srimati Ahuti Roy, Sri Dinesh Paul, Sri Binoy Sen requested Dr. Sekhar Sircar to open negotiation on their behalf with the Govt. of West Bengal for opening a Day College in Cooch Behar. Dr. Sircar had some connection with some Govt. Official on the one hand and the Administrative Officers of the University of North Bengal on the other. The enthusiasm of Dr. Sircar with these immense and enormous help of them became successful in this regard. The Executive Committee of the University of North Bengal gave affiliation to the Cooch Behar College on 8th October 1970 and the Govt. of West Bengal gave recognition also. Dr. Sircar joined the College as Principal on 16th November, 1970. At that time the College was officially established with a deserted Match Box Factory, some broken Furniture, some brittle books, one solitary Class - IV Staff, Sri Kanu Shyam Roy. In the 1st Year only 68 students were admitted.

Consequently, an Ad-hoc Governing Body was formed with members like Late Binoy Chowdhury (MP), late Arun Bhattacharya (Advocate), Late Maziruddin Miah (Advocate). The University also ordered to from the College Governing Body subject to University

statutes. Following the University Statute, the College Governing Body was formed within 6 Months of which the District Magistrate Sri Ashoke Bose, IAS was its President and the then Principal as its Secretary. Dr. Sekhar Sirkar performed his duty as Teacher-in-Charge of the College from 16th November, 1970 to November, 1971. He handed-over the Charge as Teacher-in-Charge to Sri Dakshina Ranjan Kar Chowdhury. After the death of Sri Kar Chowdhury Dr. Sekhar Sirkar again took Charge of Principal of this College in 1975 and continued till 2003. It should be mentioned here that Sri Akhil Jail, IAS, the then District Magistrate and Ex-Officio President of the Governing Body had taken initiative to lease the land in favour of the College and subsequently the litigation against the College was settled down. During his tenure, College had received Grants from the U.G.C. Sri Bishnu Prasad Mukherjee had taken over the Charge of the College as Teacher-in-Charge in 2003 and continued till 2008. After that Dr. Pankaj Kumar Debnath took the Charge as Principal of this College from 2008.

Paradigm of Development after Cycle-I

In order to maintain quality, progression and eminence and sustain best practices it is vital for any institution especially of Higher education to subject itself into continuous assessment and evaluation. Guided by this impulse Cooch Behar College has decided to enter into Cycle-II of the institutional accreditation procedure envisaged by NAAC and come under the lenses of its monitoring system. Cycle-I of assessment took place in December, 2009 and the college was accredited at B grade with CGPA of 2.16. It will be appropriate here to mention that despite struggling with number of difficulties such as remote access, limited resource, inadequate faculty and staff strength, lack of infrastructure, huge population of first generation learners, the college managed to put up a fairly decent performance during Cycle-I in areas related to transparency of administrative and academic practices, governance, good result in university examinations and students' satisfaction over daily functioning of the institution. However, there remained many vital areas in which the peer team found the college not meeting the set standard. These areas consist of infrastructure, learning resources, ICT and other facilities, faculty and staff development, research and innovation, academic collaboration etc. The peer team observed that the college has a huge scope in terms of improvement and up-gradation and left with many valuable recommendations. Since Cycle-I of assessment the college has been sincerely engaged in working towards enhancing its quality status in terms of educational worth. The college has achieved sustainable improvement in vital parameters such as extension of infrastructural base, increased access to teaching-learning resources, quality development of faculty and staff and most importantly in research and extension activities of faculties which emerged as a matter of concern in observations of the previous NAAC peer team. The college after continuous and cumulative effort of 5 years over the recommendations of previous peer team now seeks to evaluate its progress once again and applies for reaccreditation from NAAC at the same time.

The college has put up its best efforts within its limitations to meet the standard of higher education and fulfill its own vision of taking quality education within the access of marginalized section of society which comprises its biggest chunk of student population. The college is fully aware of the fact that there are miles to go before it can indulge in any kind of satisfaction. Before the commencement of Cycle-II it will not be out of context here to come up with a comparative self study and analysis of the present status of the college with the previous one at the time of Cycle-I as observed by the accreditation agency. The analysis is presented here in terms of all the parameters related to curriculum, teaching-learning, evaluation, faculty research, infrastructure, learning resources, organization, governance, students' wellbeing and welfare.

The effort to make a comparison of the present scenario with the condition of the college during the time of first time evaluation may search light what we accomplished during this five years gap and what we not.

- ❖ During 2009, the college acquires 15135.24 sq mts of land of which total built-up area was 1800.87 sq mts. Now the total built up area is 4905.39 sq mts, which implies the infrastructural growth increases from 12% to 32% of the total land size.
- ❖ There were 21 rooms in the college during our earlier NAAC evaluation. Now on the eve of Cycle-II, the number becomes 48 of which 24 are class rooms of different department and the rest are used for Library, Laboratory and Office purposes.
- ❖ During 2011-12 the actual expenditure on Repair & Maintenance of College building was Rs 1,16,347.00, now in 2014-15 it is Rs 5,88,203.00. So, a five times increase in expenditure is visible in this sector.
- ❖ In 2011, the amount spent to purchase apparatus of Science laboratory was Rs 1,17,664.00. Now, in 2014-15 financial year the figure goes up to Rs 2,66,827.00. It indicates the technical strength of our laboratory based subjects.

- ❖ The scenario of present financial resource vis-a-vis 2009 can be compared by under mentioned data

Head	2008-09	2014-15
Grant-in-aid	69,05,834.00	1,81,62,750.00
Fee from aided courses	22,33,829.00	66,77,800.00
Donations	0.00	12,66,000.00
Fee from Self-funded courses	8,54,000.00	4,08,000.00
Other	47,775.00	14,26,990.00

- ❖ On an average the Library building size increases by 14% p.a within this 5 year term. The size of Library was 1700 sq ft at 2009, but now it becomes 2904 sq ft, which implies expansion at the level 70% in these 5 years.
- ❖ The book-student ratio reduces from 12:1 to 8.32: 1 during these five years.
- ❖ Our Principal acted as the NAAC Peer Team Member and/or Member Coordinator since September, 2012. He already visited 8 colleges of different States of India.
- ❖ There were 19935 books in the library during 2009, now in 2015 the number is 26068. Hence, within these 5 years period a clear 30% growth is observed in terms of availability of books in the library.
- ❖ During 2009, the college subscribed 5 journals in hard-copy mode. Now in 2015, the figure reaches to 11 in case of hard-copy mode and 150 in soft-copy mode (INFILIBNET).
- ❖ During 2008-09, the average expenditure of library to purchase books and journals was Rs 2,09,828.00, now in the year 2014-15 the figure is Rs 3,31,971.00. So a 58% increase in budget is clearly visible in the purchases of books and journals in library.
- ❖ During 2009, the share of library budget was only 10% in relation to total budget. Now the figure is 24%.
- ❖ In 2009, the library had no reading room, but now in 2015 we provide a spacious reading room in the library.

- ❖ We also added a Local Research Centre in the library in Cycle-II.
- ❖ There were only 20 computers during 2009, now it becomes 69. Hence 49% p.a. growth to the purchase of computers signifies that college gives technological up-gradation as its supreme priority to achieve educational goals. The purchase of newly IBM server also supports such document.
- ❖ In 2009 only 3 departments enjoyed the computer facility. Presently, most of the departments enjoy such facilities with ICT based teaching aids.
- ❖ There were only 6 terminals for internet users during 2009. Now Wi-Fi facilities with 10 VPN connections are available for teachers and staff.
- ❖ In 2009 the amount spent on maintenance of computer was Rs 3590.00, now in 2015 the corresponding figure is Rs 19200.00.
- ❖ In the year 2009 college served for 1617 learners now the strength grows up to 3049, which implies 88% growth in terms of intake. This surely signifies the demand scenario of the subjects and quality of teaching provide by the institution.
- ❖ The drop-out rate was 18% at the time of Cycle-I, now it reduces to 0.86%, which also strengthens the earlier claim.
- ❖ The amount of different types of scholarships distributed by the college was only Rs 62,125.00 distributed among 21 students. Now the figure for 2014-15 turns to Rs 16,30,200.00 distributed among 429 students.
- ❖ The average pass percentage was 83% during 2009 now it touches 87%.
- ❖ The number of first class also grows over these 5 years by more than 20%.
- ❖ The unit cost of education incorporating salary component was Rs 4641 and without salary component was Rs 778 during 2009. In the year 2015 these figures changed to Rs 7242.48 and Rs 1316.48 respectively. The unit cost of education almost doubled.

- ❖ The college introduced two most vital subjects like honours in Physics and Chemistry within these 5 year span.
- ❖ Considering the economic background of the students, especially in self financing course like BBA, the course fee was Rs 8000.00 during 2009 and which remains almost same till today.
- ❖ In 2009 we received feedback only from students, but now in 2015 we are in the system where we take comments/recomendations from our stakeholders like teachers, staff, members of Governing body, and parents as well.
- ❖ Compared to 2009, the most significant contribution is introduction of online admission process in 2015-16 sessions.
- ❖ The number of sanctioned full-time teaching post was 30 during 2009 and out of which only 14 were filled. Now the sanctioned post remains same at 30 but the number of full-time staff and Principal is 23, as a result 39% increase can be seen in this respect.
- ❖ Now out of 22 full-time faculties 10 are Ph D holders, i.e nearly 50% teachers secured doctorate degree. Moreover at least 4 faculties have been awarded Ph D degree during this time interval.
- ❖ Considering total number of teaching staff in terms of full time, part time, guest and contractual; it was 36 in 2009, but now the figure is 46. A 27% increase can be seen during these five years.
- ❖ The percentage of NET/SLET qualified full-time teachers during 2009 was 19%, now the corresponding figure is 95%.
- ❖ The field likes research, consultancy and extension, where our college achieved a lot of success within these 5 years. In 2009 only 3% of the faculties were actively engaged in research work. Now the figure is 81%.

- ❖ Within these 5 year one major project funded by ICSSR and three minor projects funded by UGC are sanctioned. One major project and four minor projects are applied for by the staff and waiting to get the sanctioning status from UGC.
- ❖ Another aspect where college puts remarkable success compared to 2009 is research publication by the faculties. The number of research publication was 04 during 2009 and it now becomes more than 120 considering international, national level of publications. Hence, over these 5 years a huge improvement is observed in this field.
- ❖ In 2009 out of 19 full-time faculties 14 participated in the International or National conferences/seminars in last 5 years, but only 5 presented papers in that programme. Now in 2015, out of our 22 full-time faculties all the 22 have participated in the Interanational or National conferences/seminars in last 5 years, and 18 are paper presenters.
- ❖ Within this five year span 3 teachers completed the Ph D course work.
- ❖ Every year college distributes trackshoot for Physical education students without taking any charge.
- ❖ During 2009 we have only one NSS unit and now there are two NSS units.
- ❖ The expenditure of the college on the salary of staff was Rs 1,53,15,060.00 during 2009 and in 2014-15 the figure is Rs 1,95,95,899.00. So a 27% increase is observed in the salary of the staff over this 5 year.
- ❖ During 2008-09, 23 meeting of different constituent committees were held for developmental works. In 2014-15 the figure more than 87 meeting were held. This identifies that college planning system becomes more precise before implementation.
- ❖ In 2009, the percentage of SC students in the college was 26.36%, but the figure during 2015 is 32.18%. Thus the college becomes successful to enhance the popularism of education among marginal people.

- ❖ College initiate an approach to honour the excellence by felicitation to students and teachers. Every year a ceremony is organise for this purpose and motivate the stakeholders to do their allotted job with maximum focus.
- ❖ Contractual non-teaching strength was 3 and now the strength is 14. The amount of expenses on this purpose is Rs 4,88105.00.
- ❖ College purchases a 82.5 KVA generator to supply power during shortages.
- ❖ During this 5 years college purchased 15 aquaguard to supply fresh drinking water for the students and staffs.
- ❖ The college engages 2 private security personel at the entrance of the college to prohibit unauthorise entrants.
- ❖ During this period college allotted BBA department at its new building campus.
- ❖ Within this span College added a new cycle and motor-cycle stand for staffs with an older one.
- ❖ A new block for Physics and Chemistry honours establishes during this period.
- ❖ The college durng 2011-15 sessions spend Rs 72,11,676.00 for building and extension activity from its own fund.
- ❖ Every year department of Political Science participates in mock parliament and secures a significant position in the competition.
- ❖ College initiates falicitation for students and teachers for their excellence witin this 5 year span.
- ❖ College received a fund fron UGC to improve the play ground quality and utilise it properly.

Executive and Criteria – wise Summary

Cooch Behar College, Cooch Behar, West Bengal was established on 16th November 1970. Basically, it caters to the needs of those students who belong to socially and economically backward classes and come from rural areas with no educational background or proper guidance at home. It is proud to mention that our college has completed thirty five years of journey on the way of higher education mainly for the marginal background students of this area.

Initially, Faculty of Arts and Commerce were started in 1970. The faculty of BBA and Science was started in 2006 and 2008 respectively. It is great pleasure to mention that, the President of our college, honourable Smt Renuka Sinha is the elected Member of Parliament. Our college was recognized by UGC under 2(f) on 16th May, 1980 and under 12 (B). The Teaching Faculty of our college is highly qualified, experienced and dedicated. Besides, Non-teaching and Technical staff members are also experienced and dedicated. Our college runs four U.G. Programmes, four Career Oriented Programmes and the college has the recognized centre of Netaji Subhas Open University. 3049 students are admitted (Part-I, II, III) in our college. Moreover, we take the advantage of the experience of the retired staff as and when required.

The Department of Economics and Commerce of the college organized U.G.C. sponsored two days National Level Seminar on **“Relevance of Swami Vivekananda in the Present Social and Economic Scenario”**. The conference was held on 1st and 2nd April, 2013.

The Department of Sanskrit of our College organized one week workshop on **“Different Aspects of Paniniyan Grammar”** on 14th to 20th September 2015. Science Department of our college had organized an invited talk by eminent scientist from IUCCA on **“Galaxies in our Universe”** on 10th August 2015. The department of Philosophy also organise two days

lecture programme sponsored by ICPR on “**Truth, Language & Reality**” on 18-19th February, 2015.

Every year the students and faculty members of Bengali, English, and Sanskrit Department publish the departmental magazine. Two NSS unit of the college organises regular programme as well as special camps where free health check-up camps, free medicine distribution programmes are arranged on regular interval. ‘Know Your State Club’ of the college organise a two day’s lecture on “**Human Rights**” on 4-5th December, 2014.

CRITERION I

CURRICULAR ASPECT

The vision of the college is to promote the students of remote and rural area for higher education for their personality development, self confidence to create scientific views and to prepare them to face the day to day competition.

Cooch Behar College offers B.A, B.Com, B.Sc and Management in U.G. courses. The subjects like Physical Education and Education also diversifies the need of the college among the students of the district. This is the only college in Cooch Behar District which offers Science, Commerce, Arts and Management simultaneously under one roof.

The college also runs four UGC sponsored Career Oriented Programmes. The college does not design course or syllabus. The college has to follow Affiliating University syllabus, some of our staff members are at Board of Study (BOS) in Parent University. The stated objectives of the curriculum are achieved from an inspection by Principal in meeting time to time. Principal conducts meetings and take review about syllabus along with IQAC committee.

Industrial tours/ geographical visits are arranged for the first hand knowledge to students. The institution has clearly set and defined mechanism of obtaining feedback from students, parents, alumni to improve the performance and quality of the institutional provisions.

CRITERION II

TEACHING - LEARNING AND EVALUATION

Our college constitutes admission committee comprising faculty members of all streams, to ensure the transparency in admission process. It gives wide publicity to the admission process through advertisement, hoardings, the college website and the prospectus. From 2015 college introduced online admission process where merit is the main criteria for admission. Admissions are done strictly according to the rules and regulations of Parent University and Government of West Bengal.

The teaching-learning process begins as per the academic calendar of the College and University. All the faculty members prepare the teaching plans of their subjects and teach their subjects accordingly. They maintain the record of their lectures in Daily Diary. Their Daily Diaries are reviewed by the Heads of Department and Principal. The faculty members teach their subjects through various methods of teaching such as Lecture Method, Explanation Method, Interactive Method, Question-Answer Method etc. Every year college conducted Remedial coaching for the slow learners where the study materials are also distributed.

The faculty members also make an extensive use of teaching-learning aids such as LCD Projectors, Computers, and Internet based material. The college has high-speed VPN and broadband internet connection available to its staff members and students. Seminars, Group-Discussion, Projects, and Study Tour are organized to expose students to advanced level of knowledge. The college also has Drama club and Know Your State Club which organize various programmes to enhance the knowledge and skills of students.

The college has its mechanism to evaluate the performance of teachers and students. The performance of the faculty members is analyzed on the basis of feedback obtained from students and the necessary instructions are given to the teachers for the improvement of their

teaching if needed. The faculty members are encouraged to attend and present their papers in Conferences, Seminars, and Workshops. They are also motivated to participate in Orientation Programmes, Refresher Courses and Short Term Courses etc to update their knowledge. Teachers are encouraged to undertake Major and Minor Research Projects. Self Appraisal Method is also adopted by our college for the evaluation of teachers.

The college has formed examination committee to conduct the evaluation process. It conducts internal tests, semester tests and common test. The faculty members also conduct Orientation Programme for entry level students. The results of the internal assessment are displayed before the commencement of the annual/semester theory examination so that students can appeal in case of any doubts. The performance of the teachers is evaluated through students by taking feedback from students at the end of every annual session. The performance of the students is continuously assessed by arranging unit tests, home assignments, group discussion, seminars and terminal examination.

Felicitation Programme is also organized by our college every year to felicitate the students who score highest marks in the individual subjects at the college level in University Examination. They are felicitated with prize and certificate of appreciation.

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

To promote the research activities among the faculty members and students, the institution constitutes the Research Committee. The institution promotes research by providing infrastructural facilities and other incentives like books, Journals and other research material. Out of the total 22 permanent teachers 10 faculty members are Ph.D. holders, 02 are registered for Ph.D. and some applied for Ph.D. registration. 03 faculty members are M. Phil. holders and all faculty members have qualified NET/SLET examinations.

04 faculty members have completed Minor Research Projects sanctioned by UGC. One faculty member completed a Major Research Project sanctioned by ICSSR. Most of the faculty members applied for Minor and Major Research Projects. 18 faculty members published chapters in the book and 03 faculty members have published books. Majority of faculty members attended and presented research papers in national and international conferences/seminars and also published the research papers in peer reviewed national and international Research Journals.

Apart from the research the Institution undertakes various extension activities such as organizing seven day Health Check-up Camp, Road Safety Programme, Plastic eradication Programme etc.

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

The college has a spacious campus which is spread over 3.74 acres of land. The college has well-constructed buildings of around 4905.39 sq. mts. spread into near about 56 rooms comprising classrooms, laboratories, library, reading room, staff room, girls' common room, administrative block, NSS office etc. The college has sports fields and facilities for the outdoor games such as Cricket, Athletics, Kabaddi, Football, Kho-Kho, Badminton and Volleyball. The indoor games facilities for the sports like Table Tennis, Chess, Carom, etc are also available in the Boy's Common room and within Multi Gymnasium.

The college followed the practice of adding to the infrastructure and teaching learning facilities according to the requirements at the commencement of every added course. As a result, at present, the college has adequate infrastructure and teaching learning facilities as per the affiliating university and state government norms. The management always offers helps as and when any infrastructural change is required.

The college has well equipped three laboratories and one multi-gymnasium for under graduate programmes.

The college has well maintained botanical garden. The college provides free access of internet to staff and students. The college has two active units of NSS. The college runs UGC sponsored Career Oriented Courses such as Communicative English, Eco-tourism, Women Studies and Computer Application for students.

The college specially takes care of health and hygiene of the students and staff members. Proper arrangement of drinking water is available in the college campus (Purified drinking water) for students, staff members and non teaching staff members separately. The first Aid facility is available in the Physical Education Department, and fire extinguishers are available in the Chemistry Department of the college.

The college has a Library Advisory Committee. The advisory committee discusses and finalizes the infrastructural and academic requirement of the library and chalks out the strategy regarding the working of the library affairs so that the facility can be utilized to the maximum extent by the staff and the students. The demand for the requirement of the books is collected from all the departments by the committee and books and journals are purchased accordingly. The college creates a 'Local Research Centre' at one part of the library. Newspaper stands in the campus provide an access to news and other information to the students. The Library collection includes 26068 Books, 11 Journals and 05 Daily News papers. The college has 69 computers, three LCD Projectors, five Cameras and two sound systems for teaching and learning facility.

The staff members and heads of departments identify the needs for maintenance and upkeep of the infrastructure, facilities and equipment. The Computers, their accessories and major technical equipments are maintained by Annual Maintenance Contract. The college

management and the Principal after the discussion with staff members implement the suggestion about the maintenance of the infrastructure.

An effective monitoring system through various committees ensures the optimal utilization of budget allocated. The maintenance and repair of the infrastructure is taken care by the College in a systematic manner. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the building. The laboratory equipments are maintained through concerning departments. The computers, their accessories and major technical equipments and other instruments are maintained as early as possible by hiring professional experts from departments of construction, electricity, carpentry, housekeeping, plumbing and security.

CRITERION V

STUDENT SUPPORT AND PROGRESSION

The institution publishes its updated prospectus at the beginning of the academic session every year. Prospectus provides all the necessary information the students need to know. Students are given financial aids in the form of scholarship and fee concession as per government norms. Nearly 70 % students of the institute get benefit from these scholarships. Special facilities are provided to the physically disabled student of the college. The institution encourages the students to participate in various co-curricular and extra-curricular activities. The college has set up Grievance Redressal Cell, Anti-Ragging Committee to take all necessary measures to ensure the safety and all round development of the students. Orientation Programme is conducted by every department at the beginning of every session to find out slow learners for entry level students. Remedial coaching is given to these students.

The institute also invites Guest Lectures to guide the students. A large number of students have moved to higher classes and have succeeded in getting employment. The college has an

Alumni Association to keep in touch with ex-students of the college. The college organizes meeting of Alumni every year and seeks their suggestions. In order to create and develop writing skills of students, the college invites articles from them and publishes them in college magazine 'Mukhopatra' every year.

The students of the college have brought laurels to themselves and to the institution by their performances in the sport activities. The college has two NSS unit of 200 volunteers. The NSS Unit of the college receives warm response in terms of participation in the programs. The college actively participates in the 'Annual BLUE' distribution ceremony organized by the Parent University. The institution follows the regular practice of receiving feedback from the students. The college constitutes students' union every year as per the notification by the affiliating University.

CRITERION VI

GOVERNANCE LEADERSHIP AND MANAGEMENT

The vision and mission of the college is to provide quality education to the socially and economically disadvantaged students of backward classes belonging to the rural areas through dissemination of knowledge in the branches of Arts, Commerce and Science and make their all-round personality development. The college has a well defined mechanism for governance and management of the institution. The college is run and managed by the **Governing Body of Cooch Behar College, Cooch Behar**. As per the parent university norms there is **Governing Body** (GB) comprising some members of the management, Principal, four representatives of teaching staff and two non-teaching staff which take necessary decisions for the better working and progress of the college.

The college has also set up IQAC to bring out qualitative improvement in the college. IQAC is effective in planning, maintaining, implementation, improvement of the institution. IQAC

advices on the activities and plans, proposed by various departments, also keeps regular watch on it and trying for good results.

The Management and the Principal encourage the active participation of teachers and non-teaching staff in the effective management of the institution by forming various committees. At commencement of academic year various internal committees, cells and bodies are constituted to facilitate the smooth functioning of the institute. These committees ensure active participation of staff members in organizing and executing different activities of the college. The principal motivates the students, teachers and non-teaching staff for academic enrichment and excellence. In addition to these, the college has formed several bodies / committees for good governance.

The faculties of the college are extended with full support for involvement in active research. The institution encourages faculty members to enroll for or provide resources for improvement programmes like refresher courses, orientation courses, and short term courses and provides with duty leave for the same. The institution encourages non teaching staff to enroll for improvement programmes and provides with duty leave for the same.

The college grooms leadership through various programmes and co curricular and extracurricular activities organized by NSS, Students' Union and Equal Opportunity Cell. The faculty members submit self-appraisal forms to the Principal at the end of each academic session. The Principal evaluates their performance and gives necessary suggestions to the teachers so that they can improve themselves in the field of teaching, research and extension.

CRITERION VII

INNOVATION AND BEST PRACTICES

The college makes efforts for the all-round development of students through NSS, Cultural programmes, debates, elocution, drawing competition, arranging college level sports and other extracurricular activities. The college has introduced various innovative methods in

teaching like seminar, invited talk, group discussion, interviews and power point presentation etc.

The college conducts a green audit of its campus through NSS units.

The college has introduced following innovative and best practices:

- Remedial Classes for the slow learners.
- Felicitation of students and teachers for excellence.
- Fee scholarships for students from college fund.
- Adaptation Programme for the Newly Admitted Students.
- Entry Level Coaching Cell to guide students about job opportunities and guest lectures are organized for the same purpose.
- NSS Unit of our college organizes birth and death anniversaries of various great personalities of the nation.
- Upgraded Computer Lab, Library, and Equal Opportunity Cell etc with internet facility.
- Organized National level Seminar and various state/college level seminar.

The college has introduced the following best practices:-

1. Felicitation of Students and Teachers for Excellence

Cooch Behar district is highly concentrated with reserve category (SC) people. It is the extreme north district of the state and the education scenario is gloomy. It is found that student from vernacular medium and from village school background found difficulty in grasping and understanding the subjects taught in English. But undoubtedly there are some meritorious students. College put the effort to maintain such merit with warm care. The event like remedial coaching, tutorial class and personal discussion are the main way out. Thinking the insufficiency of such above mentioned effort, college takes new initiatives 'Felicitation Activity' to boost up the merit based performance of the students and augmented research

activity of the teachers. The felicitation for such activity on the foundation day occurs every year.

2. Fee Scholarships for Students from College Fund

Like other parts of rural India, a section of students of our college come from such family background where higher education is not only a luxury but also remain untouchable due to financial impediments. Currently, the Government level financial support for reserve categories and minorities become very active in West Bengal and a large section of students are benefitted for such scholarships scheme. In our college, during 2014-15 nearly 56% (1676 out of 3004) students got such Government level support. But we observe that such support from Government level is necessary but not sufficient. Multi-dimensional poverty on the way of higher education may not be removed by only such Government level initiatives. Observing that section of students who are not belonging under the umbrella of Government level support mechanism but remain poor, college made an effort to identify and support themselves from its own fund in terms of half / full removal of tuition fees. In the programme, we create a friendly democratic space where a free flowing exchange of ideas between teachers and students can happen openly about issues that affect their daily lives.

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SELF-STUDY REPORT

Part I: INSTITUTIONAL DATA

A. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	COOCH BEHAR COLLEGE		
Address :	COOCH BEHAR COLLEGE, 1 NO. KALIGHAT ROAD, P.O. & DIST. – COOCH BEHAR		
City :	COOCH BEHAR	Pin : 736101	State : WEST BENGAL
Website :	www.coochbeharcollege.org.in		

2. For Communication:

**The Principal
Cooch Behar College
1 No, Kalighat Road,
P.O & Dist- Cooch Behar
State-West Bengal,
PIN-736101
Phone-03582-256798
Fax-03582-256798
Mobile-9832436849
E-mail- pankaj.debnath.econ@gmail.com**

3. Status of the Institution:

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

4. Type of Institution:

a. By Gender

i) For Men	<input type="checkbox"/>
ii) For Women	<input type="checkbox"/>
iii) Co-education	<input checked="" type="checkbox"/>

b. By Shift

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

5. It is a recognized minority institution?

Yes No

6. Sources of funding:

Government	<input checked="" type="checkbox"/>
Grant-in-aid	<input checked="" type="checkbox"/>
Self-financing	<input checked="" type="checkbox"/>
Any other	<input checked="" type="checkbox"/>

7. a. Date of establishment of the college: 16th November, 1970

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

COOCH BEHAR PANCHANAN BARMA UNIVERSITY*

* Cooch Behar Panchanan Barma University (CBPBU) from 30th July, 2015 vide Government Notification No 746 Edn(U)/IU(CB)-02/15 dated 30/07/2015. Earlier that the College was affiliated by North Bengal University (NBU) [Copy enclosed in Annexure]

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	16th May, 1980	
ii. 12 (B)	16th May, 1980	[College was established before 17 th June, 1972]

(Copy of 2F & 12B are enclosed in Annexure)

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

Under Section /clause	Recognition/Approval details Institution / Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	Not Applicable			

(Enclose the recognition/approval letter)

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

Yes

No

9. Is the college recognized?

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

Yes

No

b. for its performance by any other governmental agency?

Yes

No

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

Location *	URBAN
Campus area in sq. mts.	15135.24 sq mts.
Built up area in sq. mts.	4905.39 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**
(Under Construction)
- **Sports facilities**
 - Play ground
 - Swimming pool
 - Gymnasium

Play Ground Details

- *Cricket Playground: 132m boundary to boundary*
- *Football Playground: 90m x 120m*
- *Volleyball Playground: 18m X 9m*
- *Kho-Kho Court: 29m X 16m*
- *Table Tennis: 8.5m X 4m*
- *Badminton court: 12m X 24m*

Gymnasium Details

- *Timing: 8:00 am to 9:30 am and 3.30 pm to 5.00 pm*
- *Equipped with multi gym station, treadmill, cross trainers, spin bike, inclined bench, swizz balls & open weights. The facility is available to students of general & sports quota, teachers and non-teaching staff members on a nominal charge which is taken for the maintenance of the equipment.*

- **Hostel**
- **Residential facilities for teaching and non-teaching staff**
(give numbers available — cadre wise) -

- **Cafeteria**
The college runs a well maintained canteen in its premises which is open on all working days from 10:30 am to 5:00 pm. It has a seating capacity of 50 people and many more can be accommodated in the central lawn. A variety of refreshments are available and the menu changes on a daily basis. Care is taken to maintain adequate hygiene in and around the canteen. Canteen committee regularly visits the canteen to check the cleanliness. Apart from this, canteen waste is used in the bio-composting plant of the college to create manure.

- **Health centre -**
There is no so called Health Centre in the college but we provide First Aid and Students Health Home Facility for medical support to the students.

Health centre staff

Qualified doctor **Full time** **Part Time**

The college does not have provision for any qualified doctor on fulltime basis. But the college provides a doctor consultation during any emergencies on call. An initiative just taken by the college authority to arrange one allopathic and one Homeopathic doctor for routine check-up at least once in a month.

Qualified Nurse **Full time** **Part Time**

- **Facilities like banking, post office, book shops**
Photocopy facility with reasonable charge is available within the college premises.
- **Transport facilities to cater to the needs of students and staff**
- **Animal house**
- **Biological waste disposal**
- **Generator or other facility for management/regulation of electricity and voltage**
- **Solid waste management facility**
- **Waste water management**
- **Water harvesting**

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

(2015-16) (Part-I)

Programme Level	Name of the Programme / Course	Duration (yrs)	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted	
01	Under Graduate	B A (G)	03	Std XII and Merit as per Cut-off	English & Bengali	1050	739
		B A (H) Bengali	03		Bengali	120	111
		B A (H) English	03		English	88	82
		B A (H) Sanskrit	03		English & Sanskrit	81	74
		B A (H) Geography	03	Std XII and Merit as per Cut-off	English & Bengali	48	41
		B A (H) History	03			120	60
		B A (H) Political Science	03			48	29
		B A (H) Economics	03			32	01
		B A (H) Philosophy	03			120	91
		B Com (P)	03			150	16
		B Com (H) Accountancy	03			120	47
		B B A	03	Std XII and Merit as per Cut-off	English	92	34
		B Sc (P)	03	Std XII and Merit as per Cut-off	English & Bengali	81	36
		B Sc (H) Physics	03			10	10
		B Sc (H) Chemistry	03			10	09
		B Sc (H) Mathematics	03			41	37
		06	Certificate	Computer Application	01	Std XII and Merit as per Cut-off	English
Eco-Tourism	01			15			
Women Studies	01			15			
Communicative English	01			6			
07	UG Diploma	Computer Application	01	20	6		
		Eco-Tourism	01	20	6		
		Women Studies	01	20	3		
		Communicative English	01	20	0		
08	Advanced Diploma	Computer Application	01	10	5		
		Eco-Tourism	01	10	2		
		Women Studies	01	10	0		
		Communicative English	01	10	0		

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many? **01**

BBA Programme is self-financed course.

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

Yes	<input checked="" type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	02*
-----	-------------------------------------	----	-------------------------------------	--------	-----

Physics and Chemistry Honours are introduced from the Academic Year 2013-2014.

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

Faculty	Departments	UG	Honours Available
Science	Physics, Chemistry, Mathematics, Computer Science	✓	Physics, Chemistry, Mathematics
Arts	Bengali, English, Sanskrit, History, Political Science, Geography, Economics, Philosophy, Education Physical Education	✓	Bengali, English, Sanskrit, History, Political Science, Geography, Economics, Philosophy
Commerce	Commerce	✓	Accountancy
Any Other	BBA	✓	Not Applicable
Certificate Course	Computer Application, Eco-Tourism, Women Studies, Communicative English	✓	Not Applicable
U G Diploma	Computer Application, Eco-Tourism, Women Studies , Communicative English	✓	Not Applicable

Advanced Diploma	Computer Application, Eco-Tourism, Women Studies, Communicative English	✓	Not Applicable
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16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com)

a) Annual system	03
b) Semester system	01
c) Trimester system	00

BA, B.Sc, B.Com, All Certificate, UG Diploma & PG Diploma Courses are based on Annual System, and only BBA is based on Semester System.

17. Number of Programmes with

a) Choice Based Credit System	00
b) Inter/Multidisciplinary Approach	All
c) Any other (specify and provide details)	00

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 non-teaching positions in the Institution (2015)

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		M	F	M	F
	M	F	M	F	M	F				
Sanctioned by the State Govt.	00		03		27		22		02	
Recruited	00	00	03	00	16	03	07	04	01	01
Yet to recruit	00		00		08		11		03	
Sanctioned by the Management	00		00		25		14		02	
Recruited	00	00	00	00	17	08	12	02	01	01
Yet to recruit	00		00		00		00		00	

21. Qualifications of the teaching staff: (Except Principal)

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent Teachers							
Ph.D.	00	00	01	00	08	01	10
M.Phil.	00	00	00	00	00	01	01
PG	00	00	02	00	08	01	11
Guest Teachers							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	10	07	17
Part-time Teachers							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	01	01
PG	00	00	00	00	02	00	02
Contractual Teachers							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	05	00	05

22. Number of Visiting Faculty /Guest Faculty engaged with the College. 17

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

Categories	Year 1 2011-12		Year 2 2012-13		Year 3 2013-14		Year 4 2014-15	
	M	F	M	F	M	F	M	F
SC	283	79	358	97	379	60	324	84
ST	13	07	12	08	07	05	06	03
OBC	124	37	110	32	121	35	184	53
General	452	147	379	128	441	152	443	170
Others	11	00	125	25	110	20	01	00

24. Details on students enrollment in the college during the current academic year (Part-I, II, III) 2014-15:

Type of students	UG	PG	M. Phil.	Ph. D	Total
Students from the same state where the college is located	3031	Nil	Nil	Nil	3031
Students from other states of India	18	Nil	Nil	Nil	18
NRI students	00	Nil	Nil	Nil	00
Foreign students	00	Nil	Nil	Nil	00
Total	3049	Nil	Nil	Nil	3049

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

Programme	Part-III Enrolled	Appeared in Part III	Drop-out Rate (%)
Batch-I (2014-15)	BA=581	576	0.86%
	B Com =31	31	0.0%
	B Sc =72	70	0.0%
Batch-II (2013-14)	BA= 597	579	3.02%
	B Com = 30	28	6.67%
	B Sc = 57	56	1.75%

26. Unit Cost of Education -

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

(a) Including the salary component	Rs. 7242.48
(b) Excluding the salary component	Rs.1316.48

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

Yes No

If yes,

a. Is it a registered centre for offering distance education programmes of another University?

Yes No

b. Name of the University which has granted such registration.

Netaji Subhas Open University, Kolkata

c. Number of programmes offered

d. Programmes carry the recognition of the Distance Education Council.
Yes No

28. Provide Teacher-student ratio for each of the programme/course Offered (2015-16)
Part-I

Programme Level	Name of Programme / Course		No. of Teachers	No. of Students	Teachers Student Ratio
Under – Graduate (UG)	B.A.	Hons	22	489	1: 22.23
		Gen	25	739	1: 29.56
	B.Com.	Hons	05	47	1: 9.4
		Gen	05	16	1: 3.2
	B.Sc.	Hons	13	56	1: 4.3
		Gen	15	36	1: 15
	BBA		02	34	1: 17

29. Is the college applying for Accreditation:

Cycle 1 Cycle 2

Re-Assessment: Cycle 2

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

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

Cycle 1: 29-31 December 2009 Accreditation Outcome/Result: B, 2.16

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

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

32. Number of teaching days during the last academic year

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

33. Date of establishment of Internal Quality Assurance Cell (IQAC): 06-08-2010

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

The college already submitted four AQAR to NAAC

(i) AQAR 2010-2011 date: 17.11.2011

(ii) AQAR 2011-2012 date: 26.09.2012

(iii) AQAR 2012-2013 date: 27.03.2015

(iv) AQAR 2013-2014 date: 01.06.2015

(v) AQAR 2014-2015 date: 18.12.2015

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

B. Criteria-wise Analytical Report

B-1

CRITERION - I CURRICULAR ASPECTS

- ❖ **Curriculum Planning and Implementation**
- ❖ **Academic Flexibility**
- ❖ **Curriculum Enrichment**
- ❖ **Feedback System**

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:

Cooch Behar college has found inspiration in the immortal prayer of Upanishads: '*tomaso ma jyotirgamaya*' - 'from the darkness lead me towards light', darkness symbolizing ignorance and light symbolising wisdom. This is the timeless urge of mankind. Cooch Behar College since its inception has been relentlessly working towards imparting standard and effective education to its students a sizable section of which come from socially and economically downtrodden section of the society in order to bring positive change. We firmly believe as it is reflected in our motto in reaching out to the young men and women of marginalized sections of our society with quality education deeply rooted in our diverse cultures which is intrinsically universal in nature, which will create a young, aware and vibrant youth power fully conscious about their potentiality, rights and duties. Empowered with such education the young section will definitely bring light of knowledge, prosperity and bliss not only to their own lives or community but to the entire nation and mankind.

Mission:

The mission is delivering the requisite knowledge, skills and values towards nurturing attitudes and competencies among the graduation students. It also bring "to mould and 'grade up' the students to be both intellectually and spiritually competent, socially committed, sociable and responsible citizens capable of imparting knowledge, love, unity and inculcate 'National Integration' in the minds of all and to make higher education a part of the social environment through community participation and sustainable development'.

Goals & Objectives:

In order to accomplish the vision the institution has promulgated the Mission Statements as-

- To impart sound and meaningful higher education to the students.
- To expand the facility of higher education to all eligible students of the society.
- To help them achieve successful professional career.
- To expand the horizon of education through introduction of new subjects.
- To promote and encourage the achievement and to work for advancement of knowledge of different subjects on the demand of society.
- To empower the student to be self reliant and achieve excellence so that they can derive the benefit of national development.
- To help them to become ideal and responsible citizens of the country.
- To produce intellectually sound, morally upright and socially concerned students to be of service to the nation.

Communication of Mission & Vision Statement:

The vision and mission statements are stated in brief in the prospectus of the college and also presented in the website of the college. The statements are also displayed through Notice Board.

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).

Cooch Behar district is the farthest northern district of the state of West Bengal and have a long international boundary with Bangladesh and national boundary with Assam. Our college is situated at a relatively less developed city surrounded by villages. Most of the students usually come from economically backward families. Therefore, attainment of high academic excellence is not only the main motto of the

college. But the mission is to help them to achieve self-maximization and produce intellectually sound, morally upright, socially concerned students to be of service to the Nation. Thus the mission statement addresses the needs of the students in particular and the society in general. Mission statement also envelops in itself the catering to the needs of the poor students and staff. The institution also addresses the demand of the society through the opening of different subjects.

Initially, our college was affiliated under University of North Bengal (NBU). In the very recent, a new state university is established in Cooch Behar district, namely Cooch Behar Panchanan Barma University (CBPBU). The CBPBU undertook the colleges of Cooch Behar district since 30th July 2015. As a result the students admitted in the under-graduate courses in the session 2015-16 (Part-I) directly come in the purview of CBPBU, but the students of 2014-15 (Part-II) and 2013-14 (Part-III) sessions remain under the NBU.

The academic objective for any educational institution is to evolve a fruitful result only by setting up a clear action plan, and its execution in proper way. For effective implementation of the curriculum, the college is following the University manual as well as holiday list. Academic calendar of the institution for the year is prepared in conformity with the academic event list and holiday list forwarded by the University regarding the number of working days, holidays, schedule of internal examination, test examination, students union election etc. Before the commencement of the academic year, a general timetable for the institution is prepared by the institution by considering the weekly hour allotment for each curriculum as specified by the affiliating university. The Heads of different departments ensure the allotment of hours strictly according to the university stipulations and discrepancies if any are brought to the notice of the authority. He or she then prepares a departmental

timetable by convening a department meeting about allotting classes, hours and modules in the curriculum to different faculty. A copy of the same is given to each department for further follow up action and effective implementation. Each department then starts conducting classes. Through periodical review meetings at department level and at institutional level the implementation is monitored.

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

The Affiliating University and the college provide all facilities for effective paraphrase of the curriculum and improving teaching. The following are some of the initiatives taken in this direction.

- The University of North Bengal conducts Refresher Courses, Orientation Programme and Short term courses through UGC Academic Staff College for the benefit of the faculty members. Faculty members are deputed for orientation and refresher programmes in the subjects conducted by different Universities. This includes the latest trends in teaching pedagogy, trends in the use of ICT, Blended Learning, Creative Reading, etc. that helps in the updating and upgrading the subject knowledge.
- All departments offering Honours courses may use LCD projector of the college and laptop for integrating technology into the teaching -learning process.
- All class rooms are well ventilated with sufficient seating and electrification.
- All class rooms have white boards and green boards.
- Maintenance of discipline in the campus is given utmost priority to create an atmosphere conducive for learning.
- Teachers get opportunity to enrich themselves by attending seminars, lectures, workshops etc. conducted by different Universities and other institutions.

- Some teachers are given training in preparation of Power Point slides and use of LCD Projectors and Laptops.
- Remedial Coaching classes are held at the end of every academic session for the slow learners and needy students.
- The institution is provided with high speed internet connectivity. Teachers and students can make use of it for collecting information.
- College tries to reflect its own perception regarding the curriculum updating through the member of the Board of Studies of their respective subjects, who takes active part in the formation of curricula.

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.

When a curriculum is communicated to the Institution from the affiliating university, institution is taking all the initiatives for delivery of the curriculum in the effective manner. In this regard the college is taking the initiatives like applying student centric practices and making the students understand the curriculum by engaging teacher as facilitator. Further the institution is also providing required reference books, text books and journals to the students for effectively transmitting the curriculum to the students. The college faculty plays a positive role in effective delivery of curriculum with stress on achieving the objectives. As a part of practice every department holds meetings to chalk out their strategies for-

- Distribution of subject syllabus or part of it prescribed by the University.
- Planning for periodic evaluation in the form of tests, informing the students of the academic planning for the year. Times and portions for internal assessment and assignments are discussed at the departmental level and the same is given to the students in advance so that the students can prepare themselves for the test.

- We have two Wi-Fi Internet Broad band connections (BSNL), 10 VPNN connections which are accessible for the students and teachers for supplementing their preparation in addition to the library books.
- Some classes are held by using Power Point presentation and laptops.
- Seminar and workshops on relevant themes are organized to gain better understanding.
- Modern and emerging areas in the curriculum are supplemented by arranging expert lectures or attending other programmes/seminars organized by other colleges.
- Curriculum transaction is supplemented through library and computers with internet connectivity and other facilities.

Table 1.1: List of subjects having ICT in the Curriculum

Department	Subjects	Class
Computer Science (Gen)	Utility Software	Part-I
	Programme in C	Part-II
	Any RDBMS HTML/DHTML, Visual Languages	Part-III
Commerce	Introduction to Information Technology	Part-I
	Application of Information Technology in Business	Part-II
Mathematics (Hons)	Computer science & Programming	Part-III
Physics (Hons + Gen)	Fundamentals of computers & Programming in C	Part-III
BBA	Computer Application in Business	4 th semester
COP Computer Application	C Programming	Diploma
	Networking & Internet	Diploma
	Java & Web designing	Adv Diploma

However, the college has 04 (four) L.C.D. Projector for Audio Visual presentation in the classes. The Geography Department has 05 (five), Physics has 02 (two), Computer Science has 14, Chemistry has 02 (two), Mathematics has 05 (five) Computers with internet connection which enables them to have I.C.T. based learning particularly in

the Honours classes. Out of 22 (including principal) full time faculties, college provided 19 faculties laptop computer from UGC grant for the purpose of teaching and learning. Physics, Geography and Computer Science departments of the college have the facility to use audio-visual teaching learning methods. Considering the need of ICT in present day society the college introduced C.O.P. in computer application in 2008.

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

Acting as a bond between students and the University, the college communicates all the relevant notification and intimations in due time and help students’ registration for different programmes, apply for annual / semester examinations, get the results downloaded etc. The institution also displays the scores of unit tests and final test examinations achieved by the candidates well in the stipulated time so that those who scored less marks may put in hard work to get more marks in the external examination. Timely conduct of examination as per the schedule of the University is another area which the institution looks into.

Table 1.2: Field trips organised by various Departments

Department	Place of visits	Date	No of Students
Geography	Shilong, Meghalaya	Nov,2015	34
	Sundarban, WB	Dec, 2014	32
	Jabalpur, MP	Dec, 2013	32
	Kanyakumari, TN	Dec, 2012	30
BBA	Good hope Tea Estate, Malbazar	July, 2015	35
	Industrial Visits at Bhutan, Thimpu,	Sept, 2010	30

For effective operation of the curriculum the institution networks and interacts other authorities connected with job oriented training and arrange lectures on 'job oriented topics'. In this regard the college invites the senior executives from District Administration, Cooch Behar, DIC, and Fire Officer of Cooch Behar Fire brigade for

delivering lectures. Apart from this the college is arranging field trips to various neighbouring industries and organizations for the students.

Table 1.3: Workshop Organised by the Departments to Develop the Curriculum

Sl	Title of the Workshop	Date	Department
1	Awareness Programme of Vocational Courses	3rd April, 2010	NSOU, Cooch Behar College Study Centre
2	Interactive Workshop on ODL Learning (DEC Sponsored)	25th March, 2013	NSOU, Cooch Behar College Study Centre
3	Financial Awareness Programme (SEBI Sponsored)	3rd Oct, 2013	Dept. of Commerce & BBA
4	Opening of Physics & Chemistry Honours Course	23rd June, 2014	Dept of Physics & Chemistry
5	State Level Seminar on ODL and Vocational Education (DEB Sponsored)	21th Oct, 2014	NSOU, Cooch Behar College Study Centre
6	Bratachari Camp	7th to 22nd Nov, 2014	Department of Physical Education
7	Financial Education for Young Investors Workshop (SEBI Sponsored)	20 th Nov, 2014	Department of BBA
8	A Lecture on human Rights	4 th Dec, 2014	Know Your State Club
9	Present Day Bengali Literature	5 th Dec, 2014	Know Your State Club
10	Truth, Language, reality' (ICPR Sponsored)	18th February, 2015	Department of Philosophy
11	The difference between Indian & Western logic' (ICPR Sponsored)	19th February, 2015	Department of Philosophy
12	Introduction to NyayaVaisesika Philosophy with reference to Tarkasangraha	13th March, 2015	Department of Sanskrit & Philosophy
13	Overall View of Management in Organisation	21 st March, 2015	Department of BBA
14	Ongoing software development Programme and security aspects in the Industry	4 th July, 2015	Dept of Computer Science & BBA
15	'Introduction to logic'	4th August, 2015	Dept of Philosophy
16	Galaxies in the Universe	11 th Aug, 2015	Faculty of Science
17	Sales & Distribution management	3 rd Sept, 2015	Dept of BBA
18	Induction Meeting for PG Courses (NSOU Sponsored)	6th Sept, 2015	NSOU, Cooch Behar College Study Centre
19	The importance of Literature in Life	10 th Sept, 2015	Department of English & Bengali
20	Different Aspects of Paniniyan Grammar	14 th to 20 th Sept, 2015	Department of Sanskrit
21	Importance of education	28 th Sept, 2015	Department of Bengali
22	Everything is Possible in Life	3 rd Oct, 2015	Department of BBA
23	Special Lecture on Greece Crisis	17 th Dec, 2015	Dept. of Commerce, Economics & BBA
24	Opening Ceremony of Kerate & Self Defence Training Programme	18 th Dec, 2015	Dept. of Physical Education

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.

In spite of the limitation of being a college affiliated to a University in the matter of curriculum design and development processes, the college has taken some initiatives and measures on its own. The faculty members take part in various workshops and seminars and communicate the appropriate authorities regarding their suggestions in matter on the needs of the student communities. The college also shares the information database as well as the feedback with the University which, in turn, help in the development of curriculum.

Moreover, some faculty members of the college are members of Board of Studies under North Bengal University (NBU) and Cooch Behar Panchanan Barma University (CBPBU) and regularly give necessary suggestions and instructions whenever they attend the Board of Studies meeting. The feedback collected from teacher, students and other sources were discussed in the departments and represented in the Board of Studies through these members.

Md Tariqul Islam, Assistant Professor, Department of English

- Since year 2011 acted as a member of Board of Studies in English, at NBU.
- The committee revised the syllabus of BA English honours course in 2013.
- The committee attempts to produce an up-to-date list of existing teachers to the University every year for examination related works.

Dr Shasanka Gayen, Assistant Professor, Department of Geography

- Since year 2011 acted as a member of Board of Studies in Geography, in NBU.

Sri Sankar Saha, Coordinator, BBA Department

- Actively participated in the meeting of BBA syllabus framing.

Sri Avijit Roy, HOD, Dept. of Commerce now selected as a member of Board of Studies in Cooch Behar Panchanan Barma University, under BBA Department.

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

No, the curriculum is designed by the affiliating university. Hence the college does not involve in developing the curriculum for any of the course. But Md. Tariqul Islam, Assistant Professor, Department of English and Dr Shasanka Gayen, Assistant Professor, Department of Geography has helped to develop the curriculum of NBU.

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

The College has Internal Quality Assurance Committee (IQAC), which looks into the progress of curriculum-activity being executed in the Institution, once in every three months. Unit Tests performance and in other activities like curricular and extracurricular activities the college ensures whether the stated objectives are achieved or not. The College ensures the achievement of stated objectives in following way:

- Feedback from students, performance of students in the internal examinations and class interactions, reflect the attainment of stated curricular objects.
- The syllabus of each department is unitized and uploaded in the college website for the students.
- Teachers strictly follow the schedule and after the completion of each unit HODs are reported about this.
- At the departmental level there are bi-monthly review meetings which ensure implementation of the curriculum.
- Departments analyse the progress of students of their concerned subject and adopt necessary teaching approach.

- Regular enhancement of teaching-learning skills along with the theoretical inputs through participation in national and international workshops, seminars conferences discussion etc.
- Professional qualifications pertaining to the areas of specialization, paper presentations and publications in reputed journals.
- Participations in social outreach and extension activities.
- The faculty members monitor the overall performance of the students through class tests, home assignments, percentage of attendance, classroom discussion.
- Term examinations are held to ensure that the students are getting prepared for the ensuing University Examinations.
- For poor performers, remedial classes for SC/ST/OBCs are arranged and special attention is paid to identify the barriers.

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.

In addition to the regular courses, the institution is offering four certificate programs in different disciplines with a specific objective of skill development. This includes:

- Certificate/Diploma/Advance Diploma Course in Communicative English
- Certificate/Diploma/Advance Diploma Course in Basic Computer Applications.
- Certificate/Diploma/Advance Diploma course on Eco-tourism
- Certificate/Diploma/Advance Diploma course on Women studies.
- Remedial Coaching Class.
- Entry level Course Coaching Class

- NSOU Study centre-F-03 is functioning in this college, offering Masters/degrees/diplomas/certificate courses for the drop-outs/job holders/aged persons. Students of NSOU also receive different govt. of West Bengal sponsored scholarships.

Classes of the Certificate/Diploma (COP) course are held in before and after the normal classes, 3 days in a week and prepare students for the examination recognised by the affiliating University. The fee is charged as per direction of the University. Every year remedial classes are held during the gap of post-Test examination and pre-Final examination session. Normally, this is in the months of January to March of every year. The students whose performances are not satisfactory can participate in the remedial classes. The Entry level coaching class is organised over the year. Considering the tentative schedule of the examination, the coordinator prepares the class schedule and the classes are normally taken during the Sundays. The NSOU study centre is operating on Saturdays and Sundays only.

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

Yes, the institution is offering any programs that facilitate twinning/ dual degree. The students of normal under graduate courses are allowed to take admission in Add-on courses like Career Oriented Programme for Certificate/Diploma/Advance Diploma courses.

All the programs offered by the institute have the specific and distinct degree. The college offers a few add-on and parallel courses under NSOU. They are as follows:

1. Bachelors Degree Programme (B.D.P / BA)
2. Masters Degree in Bengali, English, History, Geography, Political science, Social Work, MLIS, Education, Mathematics, and Public Administration.

3. Diploma Courses in Journalism and Mass Communication, Library & Information Science etc.

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

❖ **Range of Core / Elective options offered by the University and those opted by the college:**

The college has flexible educational programmes. The college offers BA, B.Com and B.Sc Courses in Bengali, English, Sanskrit, History, Geography, Economics, Political Science, Philosophy, Education, Physical Education Accountancy, Physics, Chemistry, Mathematics and Computer Science as prescribed by the mother University. Only in case of BBA department optional papers are available in 5th and 6th semester. Many of these optional papers are designed to provide market relevant skills to students. The B.B.A Programme is very industry-friendly and our B.B.A students are the first to get absorbed. The NSOU, Cooch Behar College Study Centre provides various UG, PG, and Certificate Courses in distance mode and which can be treated as academic flexibility, because any regular students of the college gets the opportunity to learn another course from NSOU, Cooch Behar College Study Centre. The college also runs different Career Oriented Certificate / Diploma Programme in Communicative English, Eco-tourism, Women Studies, and Computer Application for the purpose of academic flexibility.

The institution has the following provisions in its programme:

(a) BA, B.Com, B.Sc Honours Courses-

i) Students seeking admission in any Honours subject should have passed 10 + 2 with minimum 55% marks in aggregate.

ii) Students are eligible for admission into any Honours subjects not offered/taken as Elective subjects at the 10 + 2 level provided he/she secured minimum 50% marks in aggregate but 60% in elective subject.

iii) Students who have passed 10 +2 in Science/ Commerce shall also be eligible for admission into Honours provided he/she secured minimum 50% marks in aggregate.

Table 1.4: Course Structure for Honours Course

	Subject	1st Year	2nd Year	3rd year
Compulsory	Environment Studies	100		
	Bengali/Alt English/Alt Hindi			50
	English			50
Elective	Elective I	150	150	
	Elective II	150	150	
Honours	Honours Paper	200	200	400
Grand Total		600	500	500

(b) BA, B.Com, B.Sc General Courses-

Students shall have passed 10 + 2 or any other equivalent examinations.

Table 1.5: Course Structure for General Course

	Subject	1st Year	2nd Year	3rd year
Compulsory	Environmental Studies	100		
	Bengali/Alt English/Alt Hindi			50
	English		50	
Elective	Elective I	150	150	100
	Elective II	150	150	100
	Elective III	150	150	100
Grand Total		550	450	400

(c) BBA

Students shall have passed 10 + 2 or any other equivalent examinations.

(d) Career Oriented Programme

Students shall have passed 10 + 2 or any other equivalent examinations.

(e) NSOU

Students shall have passed 10 + 2 or any other equivalent examinations.

The course structure and distribution of marks for different courses are given below

Table 1.6: Course Structure for BBA Course

	Subject	1st Semester	2nd Semester	3rd Semester	4th Semester	5th Semester	6th Semester
Compulsory	English						50
	Alt English				50		
	Environment Science		100				
Elective	Principle of Management	100					
	Business mathematics	100					
	Business Law	100					
	Accounting for manager	100					
	Cost & Management Accounting		100				
	Managerial Economics		100				
	Organisation Behaviour		100				
	Business communication & ethics		100				
	Marketing Management			100			
	Financial Management			100			
	HRM			100			
	Statistics			100			
	Computer Application in Business				100		
	Strategic Management				100		
	Entrepreneurship Development				100		
	Special Paper (Marketing/ Finance/HR)					400	
Special Paper (Marketing/ Finance/HR)						100	
Project						150	
Grand Total		400	500	400	350	400	300

❖ **Choice Based Credit System and range of subject options:-**

In our College Choice Based Credit System (CBCS) is not available but the CBCS is available only under NSOU, Cooch Behar College Study Centre.

❖ **Courses offered in modular form:-**

No

❖ **Credit transfer and accumulation facility:-**

No

❖ **Lateral and vertical mobility within and across programmes and courses:-**

General Subjects:

The college offers the options to the students to change the General subject (as per availability) combination within one week of admission completion. The college authority issues the form of subject change and after collecting these forms, the admission committee prepares the list on the basis of merit (specific subject marks at 10+2 level, sports certificate and its level in case of offering Physical Education). Then on the basis of the merit list and the requisite vacancy the students are allowed to change the General subjects.

Honours Subjects:

The college offers the options to the students to change the Honours subject (as per availability) within one week of admission completion. The college authority issues the form of subject change and after collecting these forms, the admission committee prepares the list on the basis of merit (as per admission norms). Then on the basis of the merit list and the requisite vacancy the students are allowed to change the Honours subjects.

❖ **Enrichment courses:-**

The college has four Career Oriented Courses on Communicative English, Eco-tourism Management, Women Studies and Computer Application. All the courses are at Certificate, Diploma and Advance Diploma level. The students are informed about the courses by campus advertisement and notices. The courses are funded by the University Grants Commission and affiliated by the mother University.

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

Yes

Self Financing Courses:

(a) BBA Department

- Self financed programme is run by the college only in BBA Department. The total seat available for BBA is 92 (2015-16).
- Admission for all programmes is strictly on merit basis. Separate cut-offs are issued for admission for undergraduate courses.
- The admission notice is put up in the college website after publication of 10+2 result with other subjects.
- The students fill up the online application and the college publishes the merit list. Then the enlisted students come to the college for e-counseling and submit the fees in the scheduled banks.
- The curriculum is prescribed by the mother University and the college has no scope to change it. But the Course Coordinator and teachers of the department actively engage in the meeting conducted by the University to introduce/change the curriculum.

Teachers Appointment & Academics

1. Appointment of teachers is made through open advertisement in at least 1 national daily, College websites and College notice board.
2. Selections are made through a Screening Committee and then a Selection Committee which consists of the Principal, HOD Commerce, and expert in the subject from the University Department.

3. Teachers of BBA usually have no M. Phil or Ph. D. and neither are they required to clear NET. However, high competency in the language/subject taught is expected as recruitment is on the basis of the recommendation made by the University Departments which oversee these courses.
4. The faculties for these courses are paid a fixed honorarium without any additional benefits, which is calculated on the basis of number of lectures delivered.
5. All the full time teachers have MBA with M.Com degree and the Course coordinator have NET (UGC) under Management specialization.
6. The department has many visiting faculty and the faculties of Commerce, economics, English and Computer Science share their expertise with BBA department.
7. The department organises industrial tour every year for better understanding of industrial unit functioning and different role.

Fee Structure

1. The fee structure for BBA is Rs 8000 per semester which remain unchange since 2008 considering the low economic level of the students.
2. The students directly deposit the course fees in the scheduled bank.
3. They have to pay examination fees separately.
4. No fees are collected to organise job interviews at campus.

Salary of the Staff

To keep in the mind the income-expenditure the college is unable to offer a lucrative salary. The Course coordinator receive Rs 20000 p.m. and the teacher receive Rs 14000 p.m. The remuneration for visiting outside faculty is Rs 125 per class.

(b) Certificate/Diploma/Advance Diploma Courses in

- **Communicative English**
- **Eco-tourism**
- **Women Study**
- **Computer Application**

These courses are approved by mother University and financed by UGC. Each year every course is collecting students by campus advertising and personal communication. The student's eligibility is same as approved by UGC during the initiation of the programme. The teachers of different departments of our college and other local colleges/office with expertise in the subjects take classes as per scheduled remuneration of the UGC.

Under the above courses (except Computer application) the students have to pay Rs 75 per month (Computer Application Rs150 p. m); as prescribed by the affiliating University.

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

Table 1.7: Detail of Skill Oriented Courses affiliation

Name of the program/Course	
Affiliating University	NBU (For 2014 and Earlier batches. CBPBU from 2015)
Duration of Course	Three Years
Curriculum	Curriculum is prescribed by the Affiliating University
Admission Criterion	As per merit, followed by roaster and reservations
Fee structure	Fee structure will be prescribed by the affiliating University.
Teachers Qualification	As per UGC and University Guidelines
Salary of Staff	As per State Government and UGC norms.

Yes, the institution is offering following restructured courses as self-financing programs:

(a) Certificate/Diploma Courses in

- ✓ **Communicative English**

- ✓ **Eco-tourism**
- ✓ **Women Study**
- ✓ **Computer Application**

(b) Entry Level Coaching for Competitive Examination

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

No, the North Bengal University offers distance as well conventional regular programs independently, but combination of these two is not offered in the college to the students. But in our college one Study Centre of Netaji Subhas Open University (F-03) offers Graduate, Post Graduate, Diploma and Certificate courses of various subjects. The students of our college take the advantage of these bilateral courses for their future placement.

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 does not have any autonomy regarding the curricula updating & remodeling, though the college tries to reflect its own perception regarding the curricular updating in respect of present day need of the society through the members of the Board of Studies. During the last four years there were no significant changes in the curricula except few subjects. In the Management programme and English Honours revised syllabus has been introduced from the academic session 2009-10 and 2014-15 respectively.

The College initiates various programs to supplement the University's Curriculum to ensure that the academic programmes and institution's goals and objectives are integrated. In this direction the college regularly conducts lectures by distinguished

personalities in various core areas of interest and arranges field trips, study projects. Apart from these other social relevant extension activities are also being organised through N.S.S.

- Introduction of add on courses/ and Certificate courses in addition to regular academic programs.
- Computer literacy programs have been taken up for the students and staff.
- Personality development is nurtured through nature club and NSS.
- The institution provides internet facility to the students to update themselves with recent knowledge.
- In addition to conventional lecture methods, interactive sessions, paper presentation, group discussion etc. are being conducted. Project work is an integral part of the department of BBA 6th Semester. Geography department is also conduct project work and field study report preparation as a part of their curriculum.
- Beside this, lectures and seminars are organized by inviting eminent personality and resourceful teachers.
- IQAC channelizes the efforts and measures of the institution towards academic excellence.

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 college, being affiliated to the University, does not have the option of formulating its own curriculum. Nevertheless, a sincere effort is made to modify and enrich the curriculum to suit the intellectual requirements of students through the involvement of faculties in Board of Studies of the University. Feedbacks obtained from students, teachers and parents are analyzed. The College always gives due importance to the

feedback provided by the alumni while applying for the new programmes. Relevant revisions are identified and communicated to the authorities of the University in the form of suggestions by the various faculty members, who are the members of the board of studies at the University to modify the curriculum.

Students' feedback is obtained by structured questionnaire. Annually the faculty carries out self evaluation by students in a questionnaire, where different aspects of curriculum & teaching are evaluated. The evaluation brings out the parameters such as depth of content, portion covered, teaching techniques used, availability of questionnaire answered by the students are collected & analyzed.

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?

Following efforts are made by the Institution under this section:

- Education on environment and awareness on climate change were provided in class and through awareness campaigns.
- Moreover, a paper on Environmental studies is introduced to Part-I students to inculcate the necessary awareness on climate change and other connected issues.
- Environmental awareness campaign was conducted in which posters were made with the slogans such as "Plant trees, Save the globe", "One man, One Tree", "Save Tree, Save Soil" etc.
- The campus has been declared "No Smoking Zone Area".
- By the joint and continuous efforts of these campaigns, NSS and Nature Club of the institution promote use of cloth, paper and jute carry bags in place of plastic bags.

- To address the issue of Human Rights a "Legal Awareness campaign" was organized in collaboration with the NGO (Nagarik Odhikar Suraksha Moncho) and Cooch Behar College to make the students and staff know their rights as a human being.
- Training in operating LCD projectors and preparation of Power Point presentations were arranged for the teachers to handle and utilize the potentials of ICT. Training in computer operation, typing using Microsoft office was provided to the administrative staff of the institution.
- Gender sensitization was done through display of posters on women safety tips and organising programmes like Women's Day celebration, discussions and debates.
- A UGC sponsored two days seminar was organized by this college in which eminent scholars presented papers.
- Another important programme of the college is the "Equal Opportunity Cell", which is dedicated towards ensuring that persons from across communal, regional and religious spectrums are able to access our pedagogical and extra-curricular resources and infrastructure with safety and dignity, and towards promoting diversity and inclusiveness within and without the college.

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

Moral and ethical values

Certain specially designed programmes enrich the curriculum by catering to the need for the development of various skills of the students. Our mission being to ensure holistic development of students, the college offers the following value added programmes:

- Classes based on moral and ethical values are held for the students by faculty members.
- Employable and life skills are offered by experts working in various departments.
- Our Sanskrit and Philosophy Department organised different programmes like ‘Introduction to Nyaya Vaisesika Philosophy with reference to Tarkasangraha’, ‘Truth, Language, reality’, ‘The difference between Indian & Western logic’ ‘Introduction to logic’ to raise the morality and ethical values.
- By undergoing the NSS training, students learn discipline, confidence, moral and ethical values.

Employable and Life Skills

Employable and Life skills are provided through training in soft skills and computer literacy. These are supplemented with entry level coaching on how to crack competitive examinations and other competitions. Similarly lectures on time management, stress management dealing with competition and failure are organised.

Community Orientation

All the student members of NSS actively and whole heartedly participate in community oriented activities. The aim is to stimulate the social conscience of students’ community, inculcate service mentality among students and to prepare them to be useful to the society. National Service Scheme (NSS) of the society.

- The students of the college, under the supervision of the NSS unit and other faculty members, undertook several extension activities like- Health and Hygiene awareness.
- Blood Donation Camp, Environmental awareness, Nature Club are also functioning in the college.

- Through the initiatives of the students Blood donation camps are organised in the college frequently.
- Students, by involving themselves in NSS, and in extra-curricular activities conducted by the Institute, get a closure orientation with the community.
- Department of English also organise one road safety programme with their students.
- Our extension officer was conducted one Health Check-up Camp in collaboration with Boy's Recreational Club, Dinhata where our students played an active role.
- Most of the teachers and students are active members of various social and non-Governmental organizations through which they render their services voluntarily when there is any accidental fire or landslides or roadblocks or help the victims of natural calamities.

Better career options

The Institution has Local Research Centre (Cooch Behar College Research Centre, CBCRC) and National Service scheme (NSS), which conduct enrichment programs to ensure holistic development of the students.

- Students get better career options in private sectors, public sector, and also in the defense services after having been trained in NSS.
- Through NSS certificate students get some advantage in competitive examination organised by State and Central government.
- Entry Level Coaching helps the students to be prepared for the competitive examinations.
- Sometimes on the basis of personal communication BBA coordinator arranges some campus interview for the BBA and B.Com students.

- A lot of students of our college receive scholarships issued by corporate house in every year (Jhindhal Foundation, Mahindra Scholarships).
- A communication with GENPAC, IIT Mumbai, HDFC Life is continuing on the same issue.

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

The Institute is always monitored by IQAC committee for the purpose of improving its quality towards the excellence. In this direction feedback from various stakeholders like students, parents, and departments is taken in to account.

Feedback of Students:

- Regular feedback from students is sorted to find out the need and requirements of students, so that necessary changes can be introduced to make the curriculum more enriching and useful for students.
- On the basis of feedback from the students, some department teachers started to issue photocopies of pages of rare and scarce reference books in the class room.
- Before educational tour, specific department teachers organise meeting with students to share their ideas regarding choices of location, mode of journey, costing of tour etc.

Feedback of Faculties:

- Taking into account of the difficulties and experiences of the students and teachers, the faculty members who are the members of the Boards of studies represent these ideas to make necessary addition or deletion in the prescribed curriculum.
- Faculties exchange their views regarding academic improvement during the Teachers Council Meeting.

- Through the feedback of faculties the college organise different programmes like seminar, workshop, and invited talk on various topics.
- Faculties of science always put tremendous effort to maintain students' equipment ratio by creating different groups. They always timely inform the authorities regarding the issues of space crisis and equipment needs.
- Faculties & staff of the college organise one picnic every year on a holiday.

Feedback of Parents:

- Discussions are held with the students' guardians regarding the introduction (at the time of their visit) of new courses whereas renowned educationists and teachers offer their feedback when asked for.
- The Parent Teachers meet of the college offers the much needed opportunity for face-to-face interaction with this important stakeholder.

Based on the feedback, the college organizes/conducts various curriculum enrichment programs like study projects, field trips, employability skills etc.

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

The monitoring process of the enrichment programme is done very carefully as well as with utmost importance.

- The Institute is much concerned about maintaining the excellence and its quality.
- The IQAC receives confidential feedback on its enrichment programs, which in turn reports to the Governing Body of the College. On the basis of recommendation of Governing Body of the College, the Principal adopts necessary Institutional Action Plan.

The following measures are taken by the college to evaluate its enrichment programmes:

- Every head of the department keeps track of student attendance and feedback.

- Feedback obtained is reviewed and the programme is subjected to modifications with respect to timing, approach etc.
- Class test, unit test, tutorial class, class room discussion etc. are conducted periodically to evaluate the effectiveness of the programme.
- The college regularly monitors the programmes and makes necessary improvements when needed.

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?

As Cooch Behar College is an affiliated College, it has no direct involvement in designing curriculum for the courses the institution offers. This College is affiliated to CBPBU University situated in Cooch Behar. This University designs the curricula to satisfy the need of the students following the guidelines given by the UGC. The University constitutes different Board of Studies; under gradate Council etc. for framing curricula, its successful implementation, monitoring etc. By virtue of being the members of such Board of studies, they contribute constructive ideas for designing the syllabus and other connected work.

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?

Feedback is considered as the stepping stone for better outcome of curriculum. The Institute has IQAC, which is monitoring the feedback system from all its stakeholders. Generally the college collects feedback from its students, faculties, departmental committees, departmental meetings and through other informal sources. If any valid comments are there in the feedback, it will be communicated to the university Board of Studies. Based on the filled feedback the required changes are brought in the

annual action plan of the college. So informal discussions are held with parents, educationists and feedback taken from students of final year of both non-semester and semester course are discussed in department councils and necessary modifications in curriculum are brought about specifically through members of Board of Studies and Principal in a general manner during Principal's meet. Informal discussions are again held with alumni yearly and opinions and suggestions are obtained. Parent-Teacher meetings are also conducted to discuss various matters. The view points are recorded, studies, analysed and presented to the University through the Head of the institution and members of Board of Studies. As the per the students feedback the college is initiating students projects in different departments, addressing various social relevant problem or issues.

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?)

As per the local needs and demands of the local community, the college is initiating to introduce new course at graduation level. Demand from students led us to ask the University to sanction them. Physics & Chemistry Honours have been introduced during the academic year 2014-2015. As this is market oriented course, and it has got job opportunities both in public and private sectors, these courses have been introduced.

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

- Guest Lecturers are promptly recruited by the college authority to maintain the teaching learning sequence from all aspects.
- From the academic session 2015-16 Environment Study is mandatory for Part-I students, earlier it was in Part-III class. To consider the huge students strength in Part-I, the college authority recruited one Guest Lecturer with specialization in Environment Study.

- To avoid the disturbances of college schedule timing (from 11 am to 5 pm), the practical classes (Practice) of Physical Education are conduct during 9.00 am to 11.00 am.
- To minimise the loss of class due to administrative works like meetings, Principal personally contact with respective members priory to fix-up the date and timings of the meetings.

B-2

CRITERION - II TEACHING - LEARNING AND EVALUATION

- ❖ **Student Enrolment and Profile**
- ❖ **Catering to Diverse Needs of Students**
- ❖ **Teaching-Learning Process**
- ❖ **Teacher Quality**
- ❖ **Evaluation Process and Reforms**
- ❖ **Student performance and Learning Outcomes**

2.1 Student Enrolment and Profile

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

Initially our college was affiliated to North Bengal University (NBU), but during 2013 a new State University namely Cooch Behar Panchanan Barma University (CBPBU) has been established and it undertakes the colleges of Cooch Behar district since 30th July 2015. Thus, before 2015-16 sessions our college was guided by the rules and regulation of NBU and from 2015-16 it is guided by the CBPBU.

The College ensures publicity and transparency in admission process by the following way:

- The Admission Committee consists of Principal, Head of all the departments, IQAC Coordinator, Teachers' Council Secretary, General Secretary Students' Union.
- Each candidate has full access to information related to the admission process. The college website (www.coochbeharcollege.org.in) lists the courses offered, eligibility criterion, admission process, admission schedule, fee structure of each course, status of seats, important notifications as well as the process for admission on the basis of sports and extra-curricular activity.
- The Admission Committee meets regularly to review the cut-offs, the seats available and the general working of the Committee.
- All the decisions of the Admission Committee including the cut-offs and the seats available are also monitored by the mother University (CBPBU).
- The Website is regularly updated with regard to cut-off lists and the number of seats available in each subject.

- The merit lists are also published in the College Notice Board and also provided to the district administration.
- At the time of admission, the eligibility of each candidate admitted is first checked by the college software system, then by the Convener of the Admission Committee, followed by the Clerk in Administration; and finally by the Principal.
- Before being admitted, therefore, the admissibility of each candidate is checked many times.
- The list of all candidates admitted is also forwarded to the University, which also helps in keeping the Admission Process transparent and above board.
- Our college strictly follows the reservation policy of the State government.
- Any student who has a grievance regarding admission can approach the Admission Committee members for help through Principal of the college.
- The University (CBPBU) from the office of the registrar is always available for guidance and redressal of grievances.
- The college prospectus incorporates detailed information about eligibility and available courses in the institute, fee structure, scholarships, infrastructure etc.
- Hoardings/Flex banner about admission are displayed on the main entrance of the college. Publicity from the students end is also an important factor during admission.
- The Special Categories or the differently able students get full support from the college Admission Committee. Each differently able candidate is assigned an escort who stays with him or her through the entire process facilitating the admission of the candidate.

- The names and phone numbers of the members of committee is prominently displayed on the College notice board, the Prospectus and on the college website.

Table 2.1 : Academic Committee Name and Phone Number

Sl	Name	Position	Phone
1	Dr Pankaj Kr Debnath	Principal	9832436849
2	Sri Joydeb Mondal	HOD, Bengali	9434338193
3	Md Tariqul Islam	HOD, English	9735646305
4	Dr Amal Chandra Roy	HOD, Sanskrit	9733452549
5	Dr Dipankar Basu	HOD, History	9474149607
6	Sri Keshab Mandal	HOD, Geography	8509103445
7	Dr Pritha Pandit Roy Choudhury	HOD, Pol Sc	9474016813
8	Dr Subhasis Bhattacharya	HOD, Economics	9775997751
9	Sri Swapan Chandra Barman	HOD, Philosophy	9733264926
10	Sri Dipak Chandra Das	HOD, Education	8927340396
11	Sri Abhijit Roy	HOD, Commerce	9434686028
12	Dr Parimal Sarkar	HOD, Physics	9475247369
13	Dr Rabindra Dey	HOD, Chemistry	9832047672
14	Sri Amal Sutradhar	HOD, Mathematics	9563175668
15	Sri Somnath Saha	HOD, Computer Sc	9851825507
16	Sri Bodrodozza Sarkar	HOD, Physical Education	9733250800
17	Sri Sankar Saha	HOD, BBA	9932625054
18	Sri Krishanu Chakraborty	Librarian	9614770397
19	Sri Gouranga Chakraborty	GS, Students' Union	9851202682

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 main criterion of admission is merit. Each year a cut-off list is issued for each course separately listing all additional requirements. Separate cut offs are announced for SC/ST/OBC and the physically challenged. No admission is made on the basis of test/interview. Detailed requirements are reproduced below:

Eligibility Criteria:

- The college admission is available to the students who completed 10+2 in the current year and for those also who completed the above qualification in just the preceding year of the current year.
- The Higher Secondary Examination of the West Bengal Council of Higher Secondary Education, West Bengal.
- The Senior Secondary School Certificate Examination of the Central Board of Secondary Education, New Delhi.
- The Indian School Certificate Examination (Class XII) of the Council of Indian School Certificate Examination, New Delhi.

Table 2.2: The Eligibility Criteria for Admission

Course	Category	Eligibility
Honours Course	Un-reserved	55% in Aggregate Or 50% in Aggregate + 60% in Elective
	Reserved (SC & ST)	50% in Aggregate Or 45% in Aggregate + 55% in Elective
General Course	Un-reserved	Qualified in 10+2 level
	Reserved (SC & ST)	Qualified in 10+2 level

The list of academic subjects:

Faculty of Science: Physics, Chemistry, Mathematics, Computer Sciences

Faculty of Arts: English, Bengali, Sanskrit, Economics, Political Science, History, Geography, Philosophy, Physical Education and Education

Faculty of Commerce: Commerce

Faculty of Management: BBA

* In Commerce we have only Accountancy Honours.

** The minimum eligibility marks do not ensure admission in any course. Rounding off a fraction of a mark is not permissible in any course.

Table 2.3: The Best of Four (BOF) calculations

BOF Calculation	
Honours	Marks of English as one Language Marks of Elective (Applied) Highest Marks of any two other subjects
General	Marks of English as one Language Highest Marks of any three other subjects

Table 2.4: The merit point calculation formula

Formula	
Honours	$(2 \times \text{Elective} + \text{BOF})/6$
General	$\text{BOF} / 4$

SCHEDULED CASTE AND SCHEDULED TRIBE CANDIDATES

28% of the total number of seat is reserved for candidates belonging to Scheduled Caste/Scheduled Tribes (22% for Scheduled Caste and 6% for Scheduled Tribes, interchangeable if necessary). A separate cut off is announced for all such candidates and if they have any problem they can approach the Admission Committee. The names and phone numbers of the members of this committee are prominently displayed on the College notice board and the website. The candidate seeking admission, however, must have to produce the original Caste Certificate in his/her own name during admission.

PHYSICALLY CHALLENGED STUDENTS

3% seats in all undergraduate courses are reserved for candidates with physical disability (not less than 40% disability) which is allocated as follows: 1% for persons with low vision or blindness; 1% for the hearing impaired and 1% for those with loco motor disability or cerebral palsy. However, if sufficient number of candidates is not available in a sub-category then candidates from other sub-categories are considered.

A separate cut-off is announced for all PWD candidates. An admission desk is provided for them on the ground floor.

OBC QUOTA

17% seats in every course are reserved for candidates belonging to the OBC category. 10% is reserved for OBC-A and 7% for OBC-B. The OBC status of a candidate is determined only on the basis of the certificate issued by the Officer-in-Charge of the Ministry of Backward Class and Welfare. The Caste Certificate must be in the name of the candidate seeking admission.

ADMISSION ON THE BASIS OF SPORTS

The candidates applied for the subject of Physical Education must have participating certificate in the event organised at district or state or national or International level. They must have to produce the original certificate at the time of admission. Any other certificates issued by any other informal bodies or clubs are not allowed by the College Admission Committee.

SCHOLARSHIPS TO SC/ST/OBC/Minorities STUDENTS

Candidates belonging to the Scheduled Castes/Scheduled Tribes are awarded scholarships by the state Government. Such students are required to submit the application form in the Office duly completed along with the required certificate of income, statement of marks of the last examination passed and caste certificate in their own name by the dates notified by the College on the Notice Board. No application is entertained if the same is not submitted by the prescribed date as notified by the Government/College.

ADMISSION PROCESS

- Admission list prepared is strictly according to merit and as per University rules and regulations and shall be based on the Major Discipline the student wants to study.
- On-line admission has been implemented from 2015-16 sessions. Before that off-line procedure of admission was in practice.
- The criteria for admission to different courses are notified on the College Notice Board, the College website and applicants can also personally contact the College Office for further details.
- All candidates seeking admission to undergraduate courses must fill a pre-admission form online. After the closing date of the admission form fill up, the college prepares the merit list with the help of software and publishes it in the college websites after checking. One copy of the same list also put up on the college notice board.
- SMS alert to all the selected candidates for final admission is given from college.
- Such merit list consists of stipulated vacancies in various subjects. Different dates are also mentioned to the students for the submission of admission fees to the scheduled bank and also by net banking facilities along with any other on-line payment system. After submission of admission fees in the bank, the students are asked to come to the college verification of original certificates and testimonials.
- During the verification process in the college following certificates are required. (i) Certificates of examinations passed with detailed lists of marks obtained; (ii) Certificate of the Date of Birth (Class X certificate); (iii) Certificate of Character from the Head of the Institution last attended; (iv)

Scheduled Caste/Scheduled Tribe/OBC/Certification of Disability, if applicable. (v) Certificates and testimonials in Sports etc.

- At the time of admission, candidates are required to produce all original certificates together with their photocopies and two recent passport size photographs.
- Applicants who do not appear in person at the time of admission or do not submit the required certificates or are unable to pay the fees within the time limit are excluded from the list of eligible candidates.
- Physical presence of the candidate seeking admission is essential. No parent/guardian is permitted to accompany him or her during the admission process.
- No student is allowed to take admission in two courses/colleges simultaneously. If a student is found admitted in two courses/colleges simultaneously his/her admission in all courses/colleges will be cancelled.
- No individual information is sent regarding acceptance or rejection of a candidate.
- No change from one course to another is allowed unless the candidate fulfils the admission criteria.
- Due to online process of admission, one student may apply for more than one honours course at the same time. During the admission process if the student already admitted in one subject but become enlisted in the 2nd/3rd list of another subject and willing for a change, he/she is allowed to change the honours course after cancellation of the initial admission.
- Candidates seeking admission under the Career Oriented Programme (COP) are required to apply through a separate form available from the College. The

admission to these categories will be on the basis of guidelines issued by the University as well as UGC.

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

Table 2.5: Comparative Marks of Admitted Students (Subject wise) (2015-16)

	Cooch Behar College	Tufanganj Mahavidlaya	University BT & Evening College
	Max	Max	Max
Bengali	90.0	87.8	88.2
English	87.0	90.7	91.0
Sanskrit	85.0	87.8	90.3
History	82.0	79.7	85.2
Geography	93.0	91.3	90.5
Political Science	80.0	87.7	76.3
Economics	45.0	NA	NA
Philosophy	91.0	89.0	86.0
Physical Education	NA	NA	NA
Education	NA	NA	NA
Commerce	92.0	53.5	80.4
Physics	90.0	NA	NA
Chemistry	86.0	NA	NA
Mathematics	92.0	NA	NA
BBA	73.25	NA	NA

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

Yes, the college has a mechanism to review the admission process.

Mechanism to review the admission process and student profile:

- The Admission committee reviews the admission process annually and a report is presented to the Principal and important suggestions are implemented forthwith.
- In the initial years all the Arts Departments would admit only those students who had studied these subjects in Standard XII. But later on students from commerce and science background were also allowed to take admission in these courses, on the recommendation of the Admission Committee.

- Earlier, students applying for the Commerce and BBA Courses were required to attain a particular percentage in subject like accounts and economics etc. Later on this condition was relaxed. Now a student is required only to have knowledge of the subject or from science background.
- Each year, after review the admission process is further simplified and made student friendly. Suggestions from parents and guardians are also taken into account.
- From this academic session the college adopts online admission process. Previously in offline system, if one student wished to apply for more than one honours subjects then he/she have to purchase more than one form and the cost was higher.
- Due to initiation of online admission process we minimise different manual errors which arise in the phases of data entry of each form, merit point calculation, form sorting, merit list preparation etc.
- Again, due to online admission and submission of fees in the bank, the college also minimises the time as well as hazards of cash handlings.

Outcome:

- Yes, the admission committee reviews the process and rectifies the lapses if any, which in turn contributes to the improvement of the process.
- Due to introduction of online admission system and also for reforms in previous years, the college found a upward rise in number of students in every year.
- In this year especially in BBA a remarkable number of students are admitted due to introduction of such online admission process.
- Not only the quantity but also the quality of students in every subject is quite better than previous year due to adoption of online admission process.

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 section**
- **Minority community**
- **Any other**

Cooch Behar College is under Cooch Behar Panchanan Barma University (CBPBU). We understand and respect our responsibilities towards society and are committed towards the same. For SC/ST, OBC and differently able students seats are reserved and their cut-off is significantly lower than that of other categories. Students from the economically weaker section are given financial support. Our endeavor is to not turn back any disadvantage student.

Policies adopted during the admission process:

- The Admission Committee of the College ensures that physically disabled students do not face any problems during the admission process.
- To make the admission process easy for differently abled students, their admission is conducted on the ground floor.
- Few students' volunteers are always available with every disabled student during the entire admission process.
- Equal Opportunity Cell ensures that students from the minority community don't face any problem in admission process.

- Students from the economically weaker section of the society are given fee waiver (like half free or Full free scholarships) and financial/Book aid.
- Reserved seats are not converted to open category seats before the exhaustion of the reserve category list. Cut-offs are taken down to the lowest level even if 1 seat remains unfilled.
- No student is ever turned down on account of State/Caste/Minority/Economic Status or any other criterion; all admission is on merit basis.

SC/ST/OBC/Differently-abled

Table 2.6: Reservation Percentage for Different Community in West Bengal

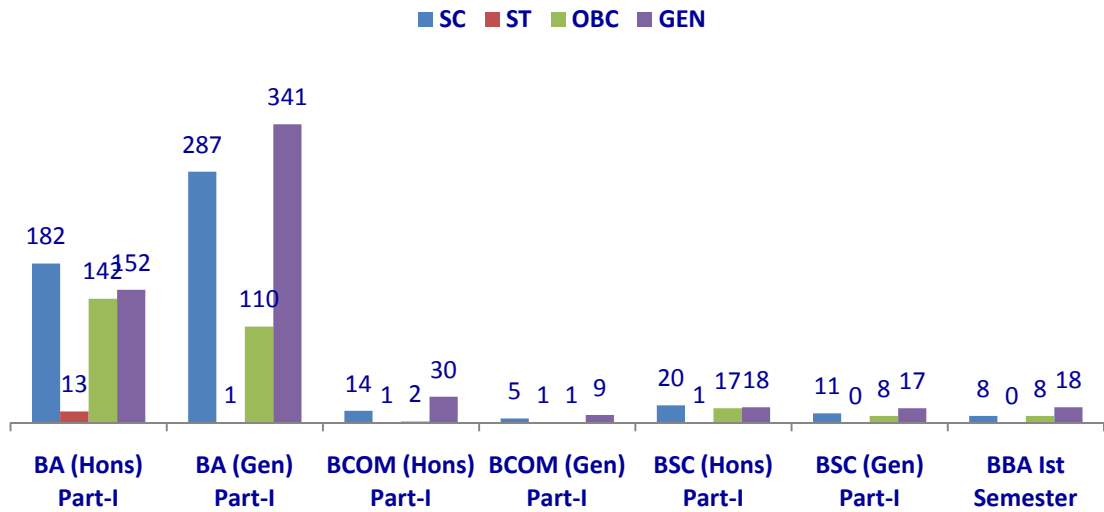
Sl	Community	Percentage
1	SC	22%
2	ST	6%
3	OBC	17%
4	PH	3%
Total		48%

Table 2.7: Students Admitted for the Year 2015-16 (Part - I)

Group	Total Seat	Total Admitted	SC	ST	OBC	GEN
BA (Hons) Part-I	657	489	182	13	142	152
BA (Gen) Part-I	1050	739	287	01	110	341
BCOM (Hons) Part-I	120	47	14	01	02	30
BCOM (Gen) Part-I	150	16	05	01	01	09
BSC (Hons) Part-I	61	56	20	01	17	18
BSC (Gen) Part-I	81	36	11	00	08	17
BBA Ist Semester	92	34	08	00	08	18

Students are admitted into the college in accordance with the reservation policy of the Government of WB. The quotas reserved for SC, ST, OBC and PH are strictly implemented according to Government guidelines. We provide front seating facilities for the PH students in the class rooms.

Figure: SC, ST, OBC & General Category Admission in 2015-16

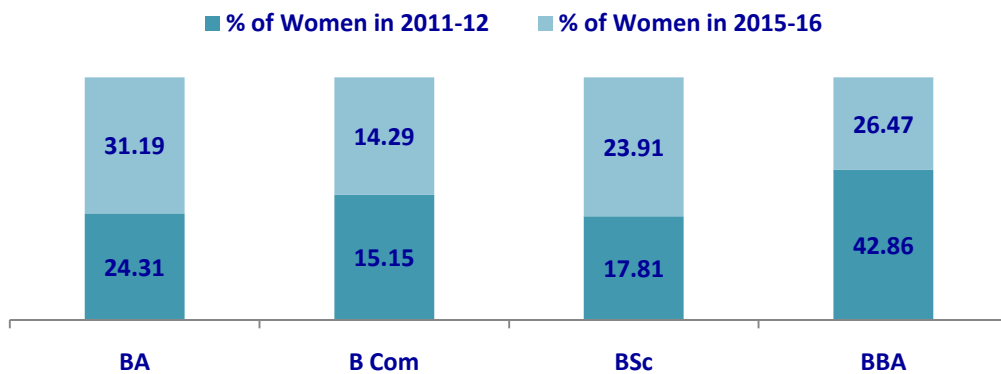


Women

Table 2.8: Pattern of Increase in Women Students between 2011 and 2015

Group	2011-12			2015-16		
	Total Admission	Women Admission	%	Total Admission	Women Admission	%
BA	1016	247	24.31	1228	383	31.19
B Com	66	10	15.15	63	09	14.29
BSc	73	13	17.81	92	22	23.91
BBA	14	06	42.86	34	09	26.47

Figure: Comparative Picture of Women Admission between 2011-12 & 2015-16



The college offers co-education pattern. Considering all obstacles and limitations the women strength of our college is not negligible. The college provides a separate girl's common room for the female students. There are sufficient numbers of toilet facilities for the female candidates of the college.

Minority community

The college under the direction from state government and its affiliating university offers every possible help to the students belonging to minority community. The Government is sanctioning minority scholarship of Rs. 3,000 per year for minority students. The college prescribes the name of the respective students for the allocation of scholarships after checking requisite certificates.

Sports

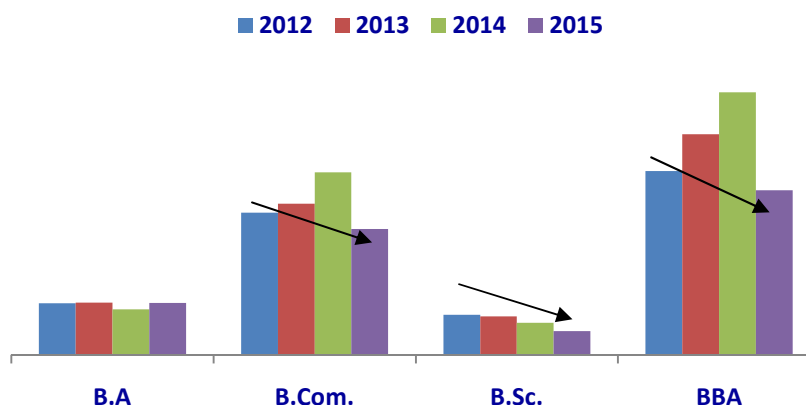
No seats are allotted in any programme under games and sports quota. But in case of allotting the subject like Physical Education the admission committee follows the norms like having a certificate of participation in District/ State/ National/International level.

- 2.1.6 Provide the following details for various programmers 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.**

Table 2.9: Year wise Comparative results of Applications and Admissions (Part-I)

Sl No	Programme	2012-2013		2013-2014		2014-2015		2015-2016		Demand Ratio
		No. of applications	No. of students admitted	No. of applications	No. of students admitted	No. of applications	No. of students admitted	No. of applications	No. of students admitted	
1	B.A	6175	1155	6432	1218	6760	1117	6514	1228	5:1
2	B.Com.	97	50	82	45	74	49	138	63	2.2:1
3	B.Sc.	542	79	573	80	882	102	1066	92	11.6:1
4	BBA	12	08	20	16	21	20	57	34	1.7:1

Figure: Demand Ratio Analysis (No of Admitted / No of form sale)



The picture indicates that number of applicants per year for any course especially for B.Sc & B.Com increases. The following Under Graduate programmes are offered by the institution during last four years.

- ❖ **Faculty of Arts:** English Department, Bengali Department, Sanskrit Department, Geography Department, History Department, Economics Department, Political Science Department, and Philosophy Department [Each and every department provides honours as well as general course]. Education Department and Physical Education Department. [There are only general course].
- ❖ **Faculty of Science:** Physics Department, Chemistry Department, Mathematics Department, and Computer Science Department. [Each department provides honours and general course except the Computer Science Department. The Physics and Chemistry honours course started from 2014-15 academic sessions].
- ❖ **Faculty of Commerce and Management:** Commerce Department and BBA Department [Commerce department provide Accountancy as honours and BBA is a professional course].

Students take admissions in our institution due to the following reasons:

- Cooch Behar College is the only college in the district which provides all the four streams i.e. Arts, Science, Commerce and BBA with add-on courses like Career Oriented Programme.
- Our college has qualified faculty members and congenial environment for teaching learning in the college campus.
- There are adequate infrastructure and sport facilities.
- College offers UGC sponsored Career Oriented Courses and Entry Level Coaching for SC/ST/OBCs for competitive examinations.
- Our College has two NSS wings, which perform very proactive role to build up moral character and social sensibility of the students.
- The College has a MoU with one state level open university namely Netaji Subhas Open University (NSOU). The NSOU Cooch Behar College Study Centre provides different Post Graduate courses where our students get the further higher educational options.

2.2 Catering to Diverse Needs of Students

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

- The College strictly adheres to the Government policies regarding the needs of differently abled students.
- Seats are reserved at the time of admission in various programmes.
- The Equal Opportunity Cell (EOC) of the college is a statutory body functioning for the differently able students. All differently-abled students are part of the cell.
- The Enabling Committee oversees admission of students with at least 40% disability for whom three percent seats in all undergraduate courses are reserved.

- The College provides front seating facilities for the PH students in the class rooms.
- The facility of writer and extra time is also provided in the examination to the differently abled students as per university norms.

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

- There is no written provision for the assessment of students' knowledge and skill before the commencement of a particular programme. The mark obtained in the qualifying examination is taken as a yardstick to judge a student's skill.
- After admission, the faculty members assess students' knowledge and skill for a particular programme through class tests, and assignments for the Honours students, on topics already taught.
- After completion of admission the college offers a chance to change the honours as well as general subjects by the way of subject change if any vacancies exist. Here, the college strictly follows merit basis for any subject change.

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 programmed of their choice? (Bridge / Remedial / Add-on / Enrichment Courses, etc.)

The college conducts a few informative classes for the new entrants for semester system students to give an orientation on the programme details, evaluation system, campus rules and regulations, library and other infrastructural facilities, co-curricular and extracurricular activities like sports, Red Ribbon Club, NSS and students support services like grievance Redressal Cell etc. Besides this, awareness campaign on Cyber crime and legal literacy are also offered.

To bridge the knowledge gap College has provision to provided Remedial Coaching Classes to educationally disadvantaged students. Weak and slow learners are identified from their performance in the class tests and interaction in the classroom, and then Remedial Coaching classes are arranged at the end of January to March.

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

- The college holds the tradition of imparting holistic education with emphasis on the ethical and moral principles.
- The Equal Opportunity Cell (EOC), Cooch Behar College is dedicated towards ensuring that persons from across communal, regional and religious spectrums are able to access our pedagogical and extra-curricular resources and infrastructure with safety and dignity, and towards promoting diversity and inclusivity within and without the college.
- Hence, the EOC works for affirmative action amongst and for differently-abled persons, persons from SC, ST and OBC categories, persons from minority religions.
- To this effect, the EOC organizes:
 - ✓ Workshops, lectures and interactive events against discrimination of all kinds for the student community at large;
 - ✓ Encourages greater admission of persons from the aforementioned communities in the student body; acts as a facilitator for resources and support which persons from aforementioned communities might need for a safer and equitable access to our resources and infrastructure;
 - ✓ It works with other statutory college bodies, such as the Women's Studies Department under COP, the Remedial Coaching Cell, as well

as with the Students' Council and with societies/clubs, part of the Extra-Curricular Activity Committee,

- ✓ It generates pertinent discourse on the ills of discrimination and the necessity of strong, pervasive action on all fronts against it, and of augmenting our own infrastructure and resources for the benefit of persons from aforementioned communities.
- To impart environment education, besides classroom teaching, poster displays and awareness campaigns are conducted by the NSS volunteers on 'NSS days '.
- Through the continuous efforts of students of National Service Scheme and staff, the college has been made plastic free and declared NO SMOKING ZONE AREA.
- Students' participation in compulsory social service makes them responsible citizens, conscious and sensitive to environmental changes.
- *Internal Complaints Committee* on “THE SEXUAL HARASMENT OF WOMEN AT WORK PLACE” is functioning in the college, which is always aware about non-occurrence of any violation against women.

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

- Advance learners from among the slow learners are identified through interactive classroom teaching, class test, and classroom discussions. Students are free to communicate with their faculty at any time and discuss their problems.
- Various extension lectures are organized to respond to learning needs of advanced learners.

- The students' also get opportunity to participate in several national events. They are constantly encouraged and guided for preparation of various competitions. Extra support is given to them for participating in state and national contests.
- They are also encouraged in creative writing, addressing peers on relevant topics in each subject, use of references and given role of student educators and leaders.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

- Cooch Behar College has a software programme to record the academic performance of all students and it helps us to analyze the result and performance of students in detail.
- For the economically weaker sections of the society, the Cooch Behar College has been running a fee waiver scheme under which students who cannot afford college education are granted full fee waiver, including waiver of annual fees. The Students' Welfare Committee keeps an eye on the performance of these students, hauling them up if they fail to attend classes but also attending to their various needs.
- Students in need of financial support are also offered the options like Payment of fees in two installments. The coordinator of the Committee is constantly in touch with differently able students solving their problems and motivating them to contribute with their studies.
- Most students so placed feel empowered because they do not have to beg for help, gain a sense of independence and worth and get some very useful training which will stand them in very good stead when they are ready for the job market.

- The academically poor students are identified through the regular departmental tests and corrective measures are initiated accordingly by holding remedial classes. We use marks as index for identifying slow learners.
- The college makes arrangements to get scholarship from SC/ST scholarship Board for the SC/ST students.
- For the socially backward and slow learners, special remedial classes are held.

2.3 Teaching-Learning Process

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

- Teaching-learning and evaluation process are the two pillars of the institution. The institution follows the Academic calendar designed by our College in consultation with mother University guidelines.
- The college devises the Academic Calendar based on the holiday list published by the affiliating university and is given in the college website prior to the commencement of the academic session.
- The college through the coordination of the Principal, all Heads of the Departments, makes an annual teaching plan at the beginning of the academic session to entrust the faculty members with the task of teaching different unitized portion of the prescribed courses. Each department performs continuous monitoring on the implementation of plan periodically.
- Before Commencement of the New Academic Session the Academic Committee prepares the general class Routine for all the Departments. The class Routine is circulated among the Departments for review and allotment of class to each teachers of the department and so finalised through a departmental meeting.

- The Class Routine is displayed in college notice board as well as departmental notice board.
- The syllabuses are unitized by each department through Departmental meeting to facilitate the preparation of Teaching Plan. The unitized syllabuses are presented in the college website for information of the students.
- Each department distributes the syllabus among the Teachers based on the class Routine and the unitized syllabus.
- Individual Teacher prepares their lesson plan based on the class Routine and Academic Calendar.
- The progress of teaching is periodically reviewed in the department meeting and adjustments are made accordingly if necessary.
- The teachers make the students aware about the shifting of paradigm of college education from school education during the introductory lectures.
- The students are made aware of the course pattern and the subject to be taught in each part of the course especially in commerce stream during the brief introductory classes.
- Class tests are conducted by concerned department in addition to the centralised Unit Tests arranged by the college, in order to identify the progress of the students.
- Tutorial classes are conducted to cater to the diverse needs of the students.

- Remedial classes are arranged to accommodate the needs of the backward and slow learners.
- Departmental teachers assist the students in their needs beyond the normal class hours also.
- During the post-test examination period special classes are also conducted in addition to the normal class routine to prepare the students for their examinations especially for the slow learners.
- To evaluate the students' learning capacity and performance, faculty members monitor the overall performance of the students through class tests, percentage of attendance, classroom discussion, student seminar presentations which are also part of assessment scheme.

Fig 2.1: Front page of Academic Calendar for the year 2014-15

COOCH BEHAR COLLEGE ACADEMIC CALENDAR ACADEMIC SESSION 2014(1ST JUNE 2014- 30TH MAY 2015)		
DATE	DAY	EVENTS
JUNE		
1	Sunday	College Closed
2	Monday	University Exam of Part-I, II, III (Class Suspended)
3	Tuesday	Meeting for opening new subject (Honours in Physics & Chemistry) University Exam of Part-I, II, III (Class Suspended)
4	Wednesday	Academic Committee Meeting Notification of issuance of Admission Forms for New Admission (Part-I, 2014-15) University Exam of Part I, II, III (Class Suspended)
5-7		University Exam of Part I, II, III (Class Suspended)
8	Sunday	College Closed
9	Monday	University Exam of Part-I, II, III (Class Suspended)
10-16		University Exam of Part-I, II, III (Class Suspended)
17	Tuesday	Issuance & Submission of Admission Forms for New Admission (Part I, 2014-15) University Exam of Part I, II, III (Class Suspended)
18-25		Submission of Admission Forms for New Admission (Part I, 2014-15) University Exam of Part-I, II, III (Class Suspended)
26	Thursday	University Exam of Part-I, II, III (Class Suspended)
27-30		Publication of Provisional Merit List of Honours Subjects Admission at 2.00 PM IOAC Meeting University Exam of Part-I, II, III (Class Suspended)
		Receive Complain regarding the Publication of Provisional Merit List of Honours Subjects Admission Admission form issue of newly introduced Physics & Chemistry Honours
JULY		
1	Tuesday	University Exam of Part-I, II, III (Class Suspended)
2-4		Publication of Final Merit List of Honours Subjects Admission at 3.30 PM Admission form issue of newly introduced Physics & Chemistry Honours
5		University Exam of Part-I, II, III (Class Suspended)
6		University Exam of Part I, II, III (Class Suspended)
7-8		Publication of Provisional Merit List of General Category Admission at 12.00 Noon
9	Wednesday	College Closed
10		University Exam of Part-I, II, III (Class Suspended)
11-12		Receive Complain regarding the Publication of Provisional Merit List of General Course Admission Admission merit list publication of newly introduced Physics & Chemistry Honours at 2.00 PM
13	Thursday	University Exam of Part-I, II, III (Class Suspended)
14	Monday	Publication of Final Merit List of General Course Category Admission at 3.30 PM University Exam of Part-I, II, III (Class Suspended)
15	Sunday	College Closed
16	Monday	Class Suspended due to academic year plan preparation Preparation of Time table Preparation of Lesson Plans Departmental Meetings Counseling for Admission in Geography & Mathematics Honours Spot Admission for Economics & Commerce Honours Notification of Class Commencement of Part-I (New Admission)

- The final evaluation of students is done according to the University schedule by the University.
- The exam results are declared and mark sheets are issued by the affiliating University.
- All the teaching faculty members maintain 'Teacher diary' in which every class taken with the topic covered in that particular period is entered and at the end of every month the same 'Teacher diary' is submitted to Principal for his perusal. The Principal holds meetings with the Heads of Departments periodically to ensure and to oversee the continuity of topics covered as per the earlier plan.

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

- The IQAC of the collage plays vital role in the improvement of teaching learning process. It has been instrumental in promoting quality enhancement and sustenance through self-appraisal, evaluation and feed backs.
- IQAC identifies the strengths and weaknesses in both administrative as well as academic activities and thereby identifies the prospective areas of correction and development opportunities.
- Feedbacks from various sources are playing a crucial role in assessing the teaching-learning process. These are obtained through teacher's feed back; suggestion and complaint boxes, personal feedbacks/communication from students, grievance redressal cell and to some extent from peer assessment.
- IQAC reviews the performances of the individual teachers in fulfilling the students' expectation as it is revealed in the student feedback. It discusses those issues in the

meetings with the department and helps the teachers to improve the learning process.

- IQAC periodically meets with the HODs to address various needs of the concerned department and ventilates those to the college authority to improve the infrastructure for better teaching learning process.
- Improvement of the infrastructure for effective teaching learning is also a prime concern of IQAC. There has been a remarkable progress in this area during the last few years. White boards, green boards, Laptops, projectors, video camera and desktop computer etc. add to the list of equipment. As part of improving the faculties, a small seminar hall and broad band internet connected spacious library have been constructed. In addition to this, Broad band connectivity is extended to computer room, administrative section, Principal's room.
- It records and monitors promotion, implementation and continuous improvement of innovations in co-curricular and extra-curricular activities, teaching methods, academic development, extension activities, cultural activities and overall development of the college.
- IQAC promotes quality enhancement, to keep abreast with the latest innovations and concepts in teaching and learning process.
- Special Lectures and workshops are organized periodically to get exposed to the recent trends.
- Teachers are given opportunity to attend seminars, workshops and conferences organized by universities, organizations and other institutions to update their knowledge in their subject.

- Participation of faculty in orientation and refresher courses conducted by academic staff colleges of different universities is also promoted.
- As a reflection of the social as well as academic commitment, faculty members are encouraged to undertake Minor and Major Research projects and publish their findings as books, research papers and articles.
- Above all teachers are motivated to be resource persons within and outside the institution.
- Opportunity for interaction with external experts is also utilized whenever possible.
- Apart from this, IQAC takes care of promotion and internalization of good practices, preparation and Submission of Annual Quality Assurance Report to NAAC and the Parent University, introduction of Teachers Diary for proper maintenance of academic records, maintenance of self-Appraisal Report of Faculty Members etc.

Table 2.10: The IQAC Committee of the College

SI No.	Name	Status
1	Dr Pankaj Kr Debnath	Administrative Staff (Principal)
2	Dr Dipankar Basu	Coordinator
3	Dr Siddhartha Shankar Laha	Management Representative
4	Dr Shyam Kr Jha	Management Representative
5	Sri Abhijit Roy	Teacher Representative
6	Sri Monimoy Chakraborti	Teacher Representative
7	Dr Subhasis Bhattacharya	Teacher Representative
8	Sri Keshab Mondal	Teacher Representative
9	Dr Parimal Sarkar	Teacher Representative

10	Dr Pritha Pandit Roy Choudhury	Teacher Representative
11	Smt Sabita Roy	Administrative Staff
12	Sri Krishanu Chakraborty	Administrative & Technical Staff
13	Ward Commissioner, Ward no 10	Community Representative
14	Sri Rakesh Chowdhury	Alumni Member
15	Sri Gouranga Chakraborty	Students Representative

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 provides various support structure and infrastructure facilities for the teachers as well as the students to improve the teaching - learning process.

- Well-stocked library which has plenty of Books, Journal, Magazines and internet facility.
- Reading Room with photocopy facility for the students' at subsidised rate.
- General Wi-Fi facility for the teachers and students.
- The faculties have been provided with the laptops for their activities.
- LCD Projectors, Modern Sound System, Digital Camera and TV Set to facilitate ICT based teaching and other modern teaching practices.
- Well equipped Laboratory for the Physics, Chemistry, Computer Science, Geography and BBA Department.
- Multi Gymnasium equipped with many modern gym-instruments for the Physical Education Department as well as for the general students.

- The teachers encourage the students to use library and thereby create the habit of independent learning.
- The teachers and students use the computer and laptops and general Wi-Fi facility to update their knowledge about the latest developments and information in the respective field of study.
- LCD Projector and sound System are often used in class room teaching for audio-visual system teaching process.
- Departmental Seminars are organised by various departments, Group Discussions are often arranged within the class and Debate Competitions are organised during the college social to impart interactive and collaborative learning habits among the students.
- The college has "Know Your State Club", "Drama Club". They often arrange special lecture and cultural programmes and exhibitions to create awareness and special interest among the students and to bring the learning process beyond the class room teaching.
- Students are encouraged to participate in regional/university/State Level Competitions and Sports Events etc.
- NSS Camps are organised by two NSS Units of the college to impart participative learning among the students and make them socially aware.
- Study Tour and Field survey are organised by Geography Department and BBA department.

- Moreover, the college Magazine "Mukhopatra" is published every year. Besides, wall magazines are also published by various departments to develop the thoughts and writing skills of the students.
- Remedial coaching classes are also arranged for the slow learners during every season.
- One NSOU study centre at the college campus creates the opportunity for our students to do Post Graduation in various subjects.

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 college nurtures critical thinking, creativity and scientific temper among the students to transform them into life -long learners and innovators in the following manner-

- Conducting class seminar, group discussion, science exhibition etc.
- The college encourages the students to participate in regional/ university/state level competitions, sports events and other cultural activities.
- The college has two NSS units which organise regular and special NSS Camps adopting a particular village.
- "Know Your State Club", and "Drama Club" often organise special Lecture Programme, Awareness Camps and Drama etc.
- Student Union organises Essay, Recitation, Music Competition and Inter Class Sports and Games Competition.

- Publishing Wall Magazine and College Magazine with students' own creative writing, Poetry and Essays.
- Tutorial classes are conducted to cater to specific need of the students.
- Organising study tours, field visits and excursion for 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 college has various technological facilities for the faculties for effective teaching.

These are:

- The college has LCD Projectors, Modern Sound system and other modern equipment for audio- visual class room teaching.
- The faculties and students use LCD Projector for Seminar presentation and for teaching learning process.
- Wi-Fi facility helps the teachers and the students to become aware about the latest developments in their respective field of study.
- Faculties use PPT for seminar and class lecture.
- Internet facility is available in computer lab, library, teachers' room, college office, principal chamber, science laboratories.
- Each departmental head has been given a laptop, and some departments like Geography, Physics, Chemistry, and Mathematics have desktop computer with printer facility.
- Department of Computer Science organises a ten days workshop on computer Programming (Basic Computing, Programming in C) each year for the students.

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

- Faculties are encouraged to organise and participate in Seminars, Conferences, Workshops, and Peer Lectures on different themes to get advanced level of Knowledge. In the academic year 2014-15, 5 out of 20 full-time faculties participated in International Seminars (25%), 16 out of 20 participated in National Seminars (80%)
- Seminars, Group Discussion are arranged in the college for the students.

Table 2.11: List of Special Lecture Organise in the College in 2014-15

Sl No	Name of Resource Person	Topic of Discussion	Date
1	Sri Debabrata Chaki, Editor, Uttarprasa	Indian Enclaves: History and Present Scenario	10th Sept, 2014
2	Sri Subrata Chakraborti, Education Officer, SEBI, Cooch Behar	Financial Education for Young Investors	20 th Nov, 2014
3	Prof Partha Protim Mukhopadhyay	A Lecture on human Rights	4 th Dec, 2014
4	Prof Partha Protim Mukhopadhyay	Present Day Bengali Literature	5 th Dec, 2014
5	Prof Kantilal Das, Professor, Dept. of Philosophy, University of North Bengal	Truth, Language, reality' (ICPR Sponsored)	18th February, 2015
6	Prof Amal Kumar Harh, Professor, Dept. of Philosophy, CBPBU	The difference between Indian & Western logic' (ICPR Sponsored)	19th February, 2015
7	Prof Raghunath Ghosh, Professor, University of North Bengal	Introduction to Nyaya Vaisesika Philosophy with reference to Tarkasangraha	13th March, 2015
8	Sri Koustav Ghosh of CTS & Suman Ghosh of Directorate of commercial taxes	Ongoing Software Development Programmes & Security Aspects in the Industry	4 th , July, 2015
9	Subir Ranjan Bhattacharya, Professor, Dept. of Philosophy, Calcutta University	Introduction to logic	4th August, 2015
10	Dr Kanak Saha, IUCCA, Pune	Galaxies of our Universe	10th Aug, 2015
11	Prof Dilip Roy, Professor, Dept. of Bengali, CBPBU	Jibone Sahityer Gurutoo	10 th Sept, 2015
12	Dr Saunak Samajdar, Associate Professor,	Importance of Literature	10 th Sept,

	Dept. of English, CBPBU	in Life	2015
13	Dr Sripraksh Pandey, Associate Professor, BRA University, Bihar	Seven days Workshops on Paniniyan Grammar	14th to 19th Sept, 2015
14	Prof Biswajit Kundu, Gobinda Prasad Mahavidlaya, Bankura	Importance of education	28 th Sept, 2015
15	Dr Swapan Rakshit, Deputy Registrar, NBU & Sri Bajadulal Paul, Retired Head Cleark	Workshop on Office Management	1 st Dec, 2015
16	Dr Swapan Rakshit, Deputy Registrar, NBU	Towards Positive Attitude	1 st Dec, 2015
17	Dr Ajit Kumar Roy, HOD, Dept of Commerce, NBU	Special Lecture on Greece Crisis	17 th Dec, 2015
18	Sri Rakesh Sarkar, Karete Trainer, Black Belt	Opening Ceremony of Kerate & Self Defence Training Programme	18 th Dec, 2015

- The faculty members participate in Orientation Programme, Refresher Courses, capacity Building Workshops and short Term Courses to upgrade their knowledge. In the academic year 2014-15, 10 out of 20 participated in Refresher Courses (50%)
- They also present papers in seminars/conferences and in Journals. In our College 10 faculties are directly involved with regular writing in Journal.
- The Guest Lectures are arranged by most of the Departments of the college.
- The teachers and students update their knowledge through Wi-Fi facility and Library.
- The Computer Science Department organised workshop for the faculties to upgrade their Computer aptitude for better class room teaching.

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

Academic Counseling is part of the normal class work of the teachers. This includes advising, counseling, and mentoring them regarding both their present course of study and future options. All members of the staff are approachable and available to

students as and when required, for guidance and advice. Beside this, the College also invites professional bodies and representatives from prestigious institutions and programme advisors to make presentations and counsel students on further and higher education. The college has various mechanism and platforms to provide academic/ personal and psycho-social support and guidance services to the students.

- Academic and personal counseling is given to the student by the faculty members at the time of admission.

Table 2.12: Events on Academic, Personal & Psycho-social Support

Sl No	Topic	Date	Resource Person
1	Vocational Courses Awareness Programme	3 rd April, 2010	In-Charge, Vocational Studies, NSOU
2	Lecture on Communal Harmony	25 th Nov, 2010	Maharaj, Ramkrishna Math, Cooch Behar
3	Inaugural Ceremony of Red Ribbon Club	23 rd Dec, 2010	Principal, Cooch Behar College
4	Software Training Programme	11 th & 12 th May, 2011	WEBEL, Cooch Behar
5	Observation of 22 nd Shrabon & 150 th Birthday of Rabindranath Tagore	8 th to 10 th Aug, 2011	President, GB, Cooch Behar College
6	Observation of National Education Day on the birthday of Moulana Abul Kalam Azad	11 th Nov, 2011	Principal, Cooch Behar College
7	Indian Airforce Employment Programme	22 nd Nov, 2012	Airman, Indian Airforce, Barrackpore
8	Falicitation Ceremony of Students & Teachers	26 th Feb, 2013	President, GB, Cooch Behar College
9	Interactive Workshop on ODL System (DEC Sponsored)	25 th March, 2013	Registrar, Diretor Study Centre, NSOU
10	Inauguration Ceremony of Know Your State Club	14 th Sept, 2013	President, GB, Cooch Behar College
11	Financial Awareness Programme (SEBI Sponsored)	3 rd Oct, 2013	Officer, SEBI, Cooch Behar
12	Employment After Graduation	7 th Dec, 2013	Deputy Director of Employment, Cooch Behar
13	State Level seminar on ODL & Vocational Education (DEB Sponsored)	21 st Oct, 2014	Diretor Study Centre, NSOU
14	Inauguration of Initiation day of Physics & Chemistry Honours	23 June, 2014	Principal, Cooch Behar College
15	Financial Education for Young Investors	20 th Nov, 2014	Sri Subrata Chakraborty, Education Officer, SEBI
16	Personality Contest of Girls	20 th Nov,	Ananda Bazar Patrika & P.C. Chandra

		2014	Group
17	Ongoing Software Development Programmes & Security Aspects in the Industry	4 th July, 2015	Sri Koustav Ghosh of CTS & Suman Ghosh of Directorate of commercial taxes
18	PG Course Induction Meeting	6 th Sept, 2015	Diretor Study Centre, NSOU
19	Seven Days Workshop on Paniniyan Grammar	14th to 19th Sept, 2015	Dr Sriprakash Pandey of BRA University, Bihar
20	Training Programme for Students' Computer Skill Development	5 th Oct-16th Oct, 2015	Dept. of Computer Science
21	Workshop on Office Management	1 st Dec, 2015	Dr Swapan Rakshit, Deputy Registrar, NBU
22	Workshop on Towards Positive Attitude	1 st Dec, 2015	Dr Swapan Rakshit, Deputy Registrar, NBU & Sri Bajadulal Paul, Retired Head Cleark
23	Special Lecture on Greece Crisis	17 th Dec, 2015	Dr Ajit Kumar Roy, HOD, Dept of Commerce, NBU
24	Opening Ceremony of Karete & Self Defence Training Programme	18 th Dec, 2015	Sri Rakesh Sarkar, Karete Trainer, Black Belt

- Faculties guide the students about their career during and beyond their class room teaching. They also counsel the students in their personal as well as family problems, if the students approach to the teachers.
- The teachers' council also supports financially the poor and needy students.
- The college organises personality development programmes and workshop for the students.
- There are career related Newspapers, Magazines etc. available in the reading room of the Library.
- The teachers encourage students to participate in seminars, workshop etc. of personality development for their overall benefit.

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

The Management of the college encourages the faculty to adopt new and innovative approaches. During the last five years the college provided the following facilities for innovative teaching practices-

- The college provided laptops to each faculty out of UGC scheme for their research activities and innovative teaching.
- Wi-Fi facility provided for all staff members as well as students.
- Faculty members are motivated to organise conferences, seminar and workshop.
- They are motivated to invite experts and guest lecturers from various fields to guide the students. Ten faculties from our college perform as a Guest Teacher in Post Graduate course at Cooch Behar Panchanan Barma University (CBPBU) and two faculties in Jalpaiguri Campus of North Bengal University. Four faculties of our college perform as an academic Coordinator for Post Graduate course in the study centre of Netaji Subhas Open University. Many faculties of our college are also performing as academic counselors in the above mentioned study centre for under graduate courses.
- LCDs and laptops are often used by the faculties for innovative teaching. Presently Geography, Physics, and Computer Science departments are using LCD and laptops regularly for teaching learning by PPTx.
- The faculties of the Computer Science Department guide the other faculties in adopting power point presentation for effective teaching.
- Sanskrit Department observes Sanskrit Language Day in order to create interest among the students in Sanskrit Language.

- Sanskrit department also organised one seven day's workshop on 'Paniniyan Grammar' in the year 2015.
- Many Departments organise literary competition, publication of wall magazine, Group Discussion etc. to make the teaching-learning process more effective. Departments like Bengali, English, Sanskrit, History, Geography, Philosophy, Political science, and BBA publish wall magazine every year.
- The college observes its Foundation Day by giving Prize to the toppers of various departments in university exam, champion or other medal winners of various sports events at University/ Regional/ State Level and also to the faculties for their research activity. This practice has created a healthy enthusiasm among the students and faculties.

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

The institute has rich library stocks with 26068 books, 11 Journals, and 05 Newspaper. Except this college subscribe INFILIBNET regularly for enhancement of research work.

- Every year it is enriched by adding books, magazines and Journals as per the need of the students and staff.
- There are three computers for the use of students at the library supported LAN with Wi-Fi facility.
- There is reprography facility at a subsidized rate for the students and staff at the library.
- A separate gallery is there for newspaper and magazines.

- Faculty members regularly use reference books, text books, research Journals available at the library to update their knowledge and to make the teaching-library process more effective.
- The student have been provided Library card which enable them to borrow books from the library.
- In addition to the control Library a separate library is maintained for Remedial and Entry level classes coaching students who mainly belong to SC/ST/M and other backward students.
- Few departments also maintain departmental library for the concerned department.
- A Local Research Centre is performing at one end of Library. Here, the books, journals and documents on Cooch Behar, Jalpaiguri district and of North east India are kept for researchers.
- The Library is under CCTV surveillance.

RULES AND REGULATIONS:

1. Only registered students are allowed to use the library.
2. The transaction is possible through students' membership card.
3. The students should produce their identity card and sign register at the entrance of the library.
4. Books are issued for a period of one month. Reference books, periodicals, magazines and dictionaries are not issued out.
5. Readers must observe strict silence and discipline in the library.

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

The faculties generally complete the curriculum within the planned time frame and academic calendar.

- Faculty members are committed to complete the course in due time.
- They often take extra classes to prepare the students for the final examination and to help them to prepare their field reports and laboratory work, if necessary.

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

The college has various committees like Academic Sub Committee, IQAC committee and above all Teachers Council to monitor and evaluate quality of teaching.

- At the primary level, the teaching -learning process is monitored by the Departmental meeting. The quality of teaching-learning is monitored mainly by the Head of the departments of the concerned subject and the IQAC.
- Parent-teacher meetings are also organised to identify various problems of the students and to work out possible solutions for them. Students' Feedback Reports are analysed by IQAC and report sent to the department to develop the teaching learning process over time.
- The Academic committee also monitors and evaluates the quality of teaching learning system where the students have their own representation to express their views.
- The AQAR over the last four years were also reviewed at the IQAC committee, Teachers' Council and the Governing Body to improve the teaching-learning process.
- The yearly budget provides funds to promote research activities of the faculties and to organise various seminars, workshop etc for improving quality of teaching learning process.

- The college has a Research Committee to review and monitor the research activities of the faculties.
- Internal and University level results also reflect the quality of teaching -learning.
- Personal and informal feedback or suggestions from students are also taken into account towards improvement in teaching-learning.

2.4 Teacher Quality

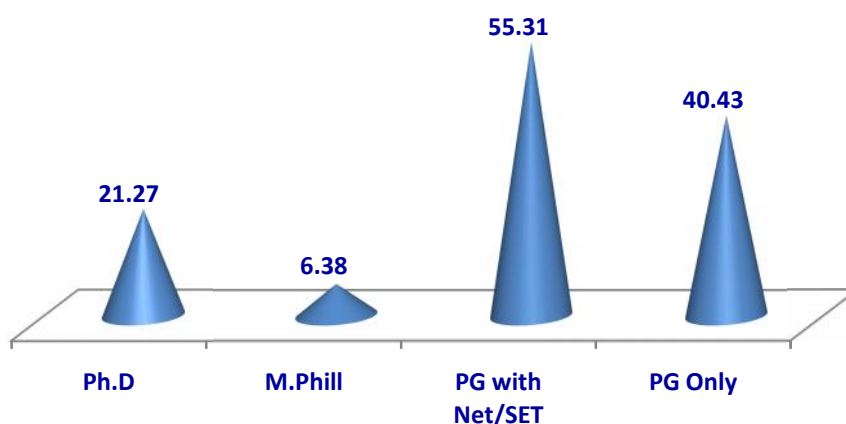
2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

College has a very limited scope to recruit Fulltime, Part-time and Contractual Lecturer. Only in case of recruiting Guest Faculty the college enjoys some autonomy.

Table 2.13: Qualification Profile of Teaching Staff Excluding Principal

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
Ph.D.	Nil	Nil	01	Nil	08	01	10
M.Phil.	Nil	Nil	Nil	Nil	Nil	01	01
P.G.	Nil	Nil	02	Nil	08	01	11
Part Time Teachers							
Ph.D.	Nil	Nil	Nil	Nil	Nil	Nil	Nil
M.Phil.	Nil	Nil	Nil	Nil	Nil	01	01
P.G.	Nil	Nil	Nil	Nil	02	Nil	02
Contractual Teachers							
Ph.D.	Nil	Nil	Nil	Nil	Nil	Nil	Nil
M.Phil.	Nil	Nil	Nil	Nil	Nil	Nil	Nil
P.G.	Nil	Nil	Nil	Nil	05	Nil	05
Guest Lecturers							
Ph.D.	Nil	Nil	Nil	Nil	Nil	Nil	Nil
M.Phil.	Nil	Nil	Nil	Nil	Nil	Nil	Nil
P.G.	Nil	Nil	Nil	Nil	10	07	17

Figure: Teachers' Qualification



- College takes a permission to recruit the qualified staff from the concerned Directorate of Public Instruction, Government of West Bengal.
- After creation of post, the same copy will be sent to the West Bengal College Service Commission (WBCSC), which is the main recommending authority of fulltime Assistant Professors in West Bengal. WBCSC recommends the name after completion of interview from the NET/SET candidates to the college authority. College Governing Body recruits the WBCSC recommended candidates.
- The recruitment of Part-time and Contractual lecturers is also done by the Directorate of Public Instruction, Government of West Bengal directly.
- The college also advertises about the recruitments of Guest Lecturer in the local / regional / State Level Newspapers in order to reach the best teachers.
- After getting applications, these are scrutinized and compiled.
- Then the college applies to the affiliating university for a panel of experts to conduct the interview as per UGC/ State Government norms.

- The committee conducts the interview as per the guidelines of Parent University and selects eligible and the most competent candidates.

The college now has 30 Full time faculty post (as per roster book), and of which only 22 are filled by the above mentioned procedure. The crisis of 08 Post are filled by 3 Part-time, 5 contractual and 17 Guest lecturers. As it is out of the scope of control of the college to fill the accurate number of full-time faculty as per demand, yet the college always tries to fill the gaps by recruiting NET/SET/MBA/MCA holders.

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 being a non-Government College does not have the authority to appoint any faculty. The Directorate of Public Instruction, Government of West Bengal is approached for appointment of additional teachers to teach new programmes when introduced. Qualified regular teachers are appointed by the Department of Higher Education Government of West Bengal on the basis of recommendation made by W.B. College Service Commission whereas qualified temporary teachers are selected and appointed by the college. During last three years, 5 contract basis full time and 3 part time teachers were appointed by Directorate of Public Instruction, Government of West Bengal against the sanctioned vacant posts to teach various subjects.

The knowledge necessary for handling new areas included in the new syllabus, the faculty makes use of library books and internet facility available in the college to

supplement the library books. Moreover, to encourage the staff to participate in workshops and seminars, teachers are sent on duty.

- The institution does not offer the subjects like BCA, Biotechnology and Bioinformatics yet.
- As far as IT is concerned, our institution has made a lot of effort to appoint the best quality teachers.
- Our college provides research facilities like library, internet, and local research centre and research recognition labs in Physics, Chemistry, and Geography etc. to attract the new faculty and to retain the existing teachers.
- Teachers are encouraged to participate in workshops, seminars, and conferences to which they are sent on duty leave to upgrade their knowledge.
- During the last four years, most of the teachers have participated in State / National and International conferences / seminars and workshops.
- Our college is very enthusiastic to provide teacher centric facilities.

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

a) Nomination to staff development programmes Academic Staff Development Programmes

Table 2.14: Number of teachers nominated for staff development programmes (2010-15)

Academic Staff Development Programmes	Number of Faculty Nominated
Refresher Course	10
HRD Programmes	02
Orientation Programmes	05
Staff training conducted by University	00

Staff training conducted by other University	02
Summer / winter schools, workshops, etc.	02

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**

- Our principal motivates teachers to teach by using modern teaching aids.
- Our college has latest versions of software such as TALLY, Windows, MS office, SQL, Turbo C etc.
- The computer department motivates staff members to learn power point presentation and the use of software.
- The teachers uses LCD projector for their presentation of seminars.

- **Handling new curriculum**

- The college has experienced and qualified staff to handle the new curriculum with ease.
- Two staff members of the college are members of Board of Studies.
- They play an active role in framing the new curriculum, whenever there is a change or reforms in the syllabus initiated by University, the same is conveyed to the HODS/Faculty by the Principal so that all faculties can handle or implement new syllabus effectively.

- **Content/knowledge management**

Nil

- **Selection, development and use of enrichment materials**

Nil

- **Assessment**

- IQAC of the college keeps the record of internal self assessment of the faculty.

- It also suggests/asks for the needs of the faculty in terms of their research and other activities.
- The suggestions are taken to improve the academic system.
- The performance based appraisal system records the annual performance of the teachers to improve the academic system.
- **Cross cutting issues**
 - The cross cutting issues like gender, climate change, environment education, human rights etc. find an ample space when it comes to apply them positively into the curriculum.
 - Through NSS, Equal Opportunity Cell and Visakha Committee, Workshops are organized to sensitize students on these issues.
 - Various programmes on women empowerment are arranged by Women Study Department of Career Oriented Course.
 - College in general and NSS organised tree plantation program.
 - Students are encouraged to make plastic free environment and eco friendly use of natural resources by the NSS.
 - Students are encouraged to use modern technology as an educational tool.
 - Different Career Orientation Programmes (COP) like Communicative English, Women Studies, Computer Application etc are successfully running in our Institution.
- **Audio Visual Aids/multimedia**
 - Lectures are generally given using Audio Visual Aids.
 - Teachers are provided internet facility for the preparation of teaching learning materials.
- **OER's**

Teachers make use of Internet available in the library and staff room for Open Educational resources.

- **Teaching learning material development, selection and use**

The affiliating University organizes orientation programmes/meetings whenever the need arises and invites faculty members to discuss on teaching learning material development, selection and use.

c) Percentage of faculty Participated under Programme during 2011-2015

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

Table 2.15: % of faculty Participated under Programme during Last Four Years

Departments	Invited as resource persons in Workshops/ Seminars / Conferences organized by external professional agencies	Participated in external Workshops / Seminars/Conferences recognized by national / international professional bodies	Presented papers in Workshops/ Seminars / Conferences conducted or recognized by professional agencies
Bengali	00	100%	100%
English	00	100%	66%
Sanskrit	00	100%	100%
History	00	100%	100%
Geography	00	100%	100%
Economics	00	100%	100%
Political Science	00	100%	100%
Philosophy	33%	100%	100%
Education	00	100%	100%
Physical Education	00	50%	50%
Commerce	00	100%	30%
Physics	00	100%	60%
Chemistry	00	100%	100%
Mathematics	00	100%	0%
Computer Science	00	100%	100%
BBA	00	100%	100%

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 is very passionate for the professional development of the faculty.
- In 2015, Governing Body of Cooch Behar College sanctioned an amount of Rs 5 Lakh to Research fund for research programme of teachers and students.
- The faculty members not having Ph D degree are encouraged to pursue their M. Phil and Ph. D through faculty development schemes.
- The faculty members are encouraged and motivated to participate in Refresher Course, Orientation Programmes, and National, International Seminars /Conferences and organizing national / international seminars / conference and provided required financial support.
- The faculty members are motivated to apply for Major and Minor Research Projects.
- The institute has more than 48 % Ph.D. holder teachers and 15% teachers have been registered for their Ph.D. work.
- Major and Minor Research Projects have been completed by some faculty members and one Major Research Project is completed during 2015 funded by ICSSR.
- Some of the faculty members have applied for Major/Minor Research Projects.
- Teachers are encouraged for research and academic publication. The institution provides duty leave to faculty members for participating and presenting papers in regional, state, national and international conferences.
- These provisions have contributed in improving research culture amongst staff as they have initiated their research activities.

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.

Our teachers are efficient and excellent in performing their duties. The average age of them is round about 36 years. At least 50% or more of them are actively engaged in research work on a regular basis. At this age, it is tough to get nomination for National or International forum for awards. They have many publications in National or International level Journals. We expect many of them can achieve such nomination in future. To stimulate them, college individually honours teachers every year on the foundation day programme for publication, participation in International Seminar etc.

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?

Yes, the college has introduced the system of evaluation of teacher by students from the session 2010-2011.

- The feedback is analyzed by the IQAC and recommendations are communicated to the teacher confidentially about his/her strengths and weaknesses for further necessary improvement in teaching and other dealings.
- The feedback mainly focuses on the various teaching skills of the faculty members, like presentation, communicative power, knowledge, content covered, innovative practices, manners, dressing, and rapport with the students.
- Teachers also submit the PBAS proforma to IQAC every year and there also IQAC can make a comment about those deficiencies.

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 prospectus of the college carries much of the required information regarding the evaluation process. At the very beginning of academic year, the respective teachers enlighten the students about the annual examination question paper pattern, its structure along with division of marks. Experienced teachers enlighten the students regarding how to prepare and present the answers and how evaluation takes place at the university level, so that the students can improve their answering skills. Question papers of previous exams are also made available to the students, which help them in understanding the pattern of questions.

- The college has a well functioning Examination Committee consisting of three teachers' member and one non-teaching staff.
- The committee handles the issues like examination form fill up, hall ticket distribution, seat & room arrangement, duty roster of teachers, publication of internal marks, reassessment & scrutiny etc.
- The college has a well developed software programme to control all the examination related activities.
- The stakeholders of the institution especially students and faculty are informed about the evaluation process by giving instructions in the prospectus.
- The University regulations about the examination, duration of each paper, distribution of marks and pattern of university question papers etc. are communicated to the students by the teachers and by also our website in the beginning of the academic session.
- The instructions issued by affiliating University time to time are promptly communicated to the students.

- The faculty members read the instruction even in the classrooms and copy of the same is also displayed on the students' notice board.
- The unitized syllabus and the questions papers of the previous university examinations are made available in the central library of the college and also in the college website.
- The important instructions about Unit Test, Seminars, Assignments, Projects works and Examination are communicated to the students by circulating notice in the classrooms and the same are also exhibited on the students' notice board.
- The institution also informs the students about their performance in the Unit Test, Terminal Examination and University Examination.
- The evaluation is an integral part of teaching learning process. So, the institution makes effective arrangements for the smooth application of the rules about the evaluation process.
- The college has developed proper mechanism for this purpose. Staff meetings are also conducted time to time, regarding evaluation process.

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

- The evaluation reforms are initiated by the college in accordance with the examination pattern of the affiliating university.
- The institution conducts unit tests and terminal examination which conform to the university examinations.
- Model questions based on the university examination are prepared and distributed to facilitate students.
- University Question Papers of previous examinations are also made available to the students to maintain the pace of their study and to acquaint them with pattern of university questions papers.

- Our college has adopted student centric learning through unit test, assignments, projects, seminars etc.

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?

- Being a recognized centre of university, all the annual and semester examinations are conducted by our college as per the university norms.
- All the rules and regulations of university examinations are strictly followed by our college.
- Whenever any reforms are made about examinations by the university, they are informed to the college well in advance.
- College makes the proper arrangements to conduct the examinations properly.
- Officer-in charge and convener of Examination Committee are appointed as per university norms for the effective conduct of exams.
- College constitutes Examination Committee for college level exams and conducts unit tests and terminal exams as per University guidelines.

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 assessment is done to measure the growth of students, for which purpose regular class tests and unit tests are conducted. These tests are used to improve both teaching and learning.

- The institution adopts class seminars, group discussion, study tour, project works, practical test, viva-voce and other co-curricular activities for formative evaluation.
- Summative evaluation is done by using various tools and methods for obtaining information about what has been learned by students.

- At the end of the academic session, the college conducts test examination. From the examination, students can get clear idea about their weaknesses in the respective subject.
- Remedial classes run in each department especially for weaker section of the class to improve their performance for final examination.
- The university does a summative evaluation through written examinations, practical examination, project works, Field Study etc, and both of these evaluation approaches impact the teaching learning methods effectively.

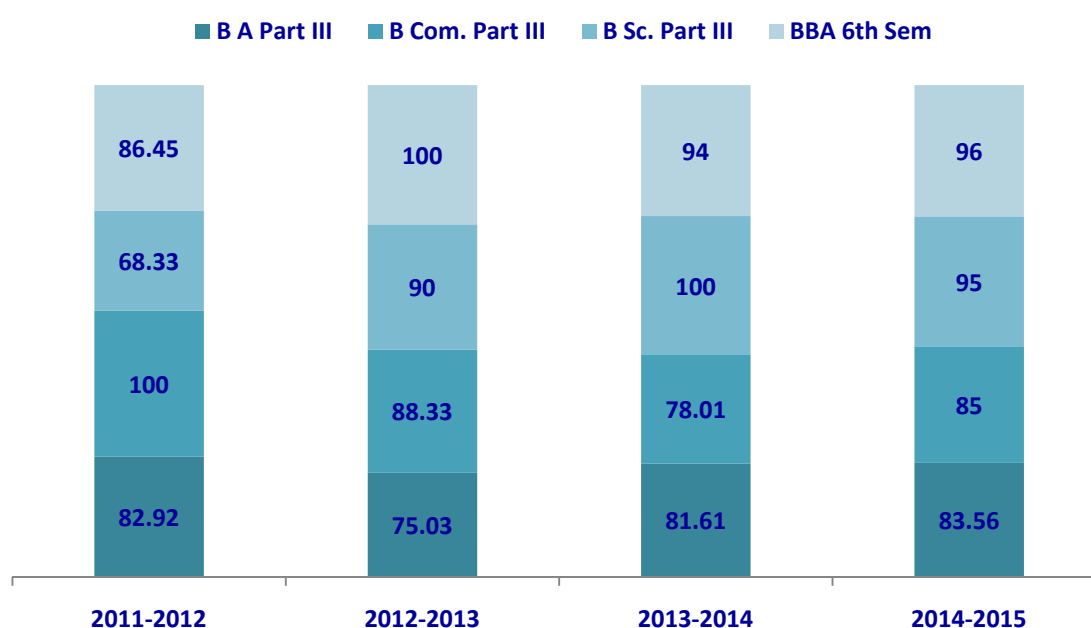
2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students' results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns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

- The institution monitors students' progress and performances in the class room through question-answer session, assignments, project work, unit test, class tests conducted by faculty members from time to time.
- Monitoring is also done by their performance in the internal examinations and final annual examinations. The answer scripts are shown to the students.
- The regularity of the students is monitored through attendance in class rooms for each and every class.
- The institution monitors students' performance in the co-curricular and extracurricular activities organized by NSS, physical education department etc.
- The institution encourages the students through display of the performance of good students on notice board, prize distribution ceremony etc.

Table 2.16: Pass Percentage of B.A, B.Com, B.Sc & BBA for last four years

Year	B A Part III	B Com. Part III	B Sc. Part III	BBA 6 th Sem
2011-2012	82.92	100	68.33	86.45
2012-2013	75.03	88.33	90.00	100
2013-2014	81.61	78.01	100	94.00
2014-2015	83.56	85.00	95.00	96.00

Figure: Over time Pass Percentage of B.A, B.Com, B.Sc & BBA



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.

Our aim is to make students critical thinkers, lifelong learners and independent researchers having both soft and hard skills. To achieve these objectives students are encouraged to make regular presentations, hone their communication skills, take up independent and relevant project work and be active both within and without the classroom.

- The institution uses assessment and evaluation both as an indicator for evaluating students' performance.
- Our institution follows the norms of Parent University for the internal and university assessment.
- The marks are also allocated to the students on their performance in co-curricular and extra-curricular activities, along with their evaluation in academic performance.
- General class room behavior and active participation in college activities of the students are also kept in mind when evaluation of a student is undertaken.

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 students are not satisfied with the evaluation of final examination conducted by the University, they can apply for revaluation.
- For this process, some revaluation fee is charged by the university from the students for rechecking and recounting.
- Students are also allowed by the university, to get the photo copy of their valued answer sheets for revaluation.
- The college has college level Examination Committee, to redress the grievances of students regarding evaluation.
- College conducts only the Unit Test and Test Examination to check the preparation level of the students.

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

Students have the liberty to lodge their grievances in written form to the Grievances Redressal Cell of the college. After receiving the grievance, the same is intimated to the concerned department for necessary clarification/ scrutiny or redressal. Students are shown the answer scripts of various internal tests conducted by the institution. The

students are allowed to submit their grievances regarding evaluation in the University Examinations through an application with prescribed fee to the Controller of Examinations for Re-evaluation/ Security of their Answer Scripts.

2.6 Student performance and Learning Outcomes

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

Yes

- a. The college has clearly stated learning outcomes. It aims at bringing about desired behavioral changes in the learners which include academic excellence, self-reliance, sincerity and hard work.
- b. The college makes these learning outcomes known to the students, teachers and the other stakeholders through its prospectus which carries the institutional objectives and in the introductory meetings.
- c. The same are also stated in the institutional website. The objective, vision and mission of the college is mentioned on the website of the college and also communicated to students.
- d. Moreover, the academic calendar is so prepared and implemented that most of the objectives are reflected and the expected outcomes are achieved.
- e. For staff members regular meetings and discussions are held to make them aware of the long term objectives of the institution and suggestions are also invited from the staff and students on how to achieve those objectives.

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

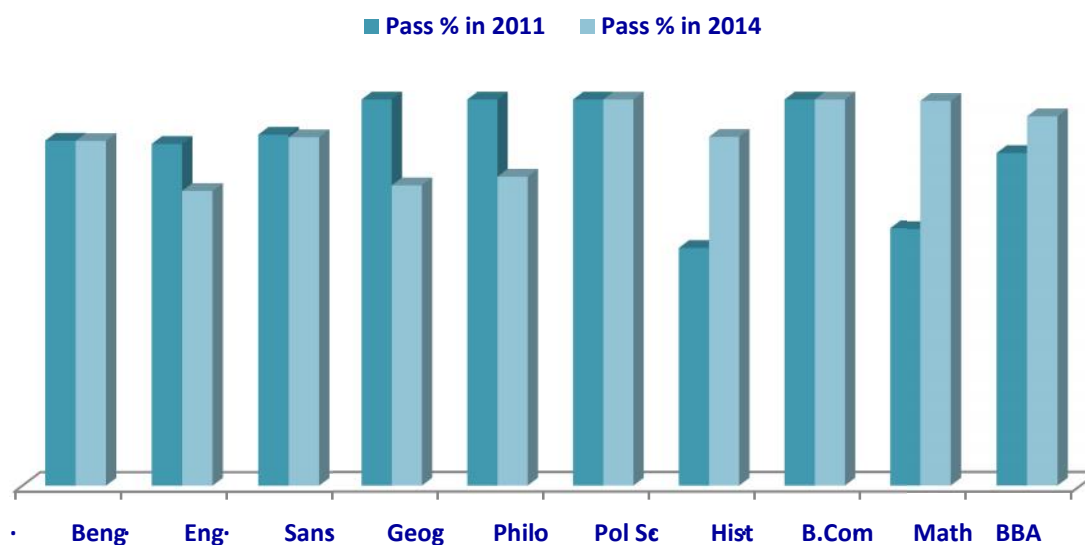
The achievement of learning outcomes are made through focused teaching plans, methodologies, assignments, seminars, power point presentations and group discussions.

- Centralized Unit test examinations make them attend the examinations with due seriousness.
- After publication of the first unit test examinations results, weaker students are identified and provisions for remedial classes during the tutorial hours are arranged.
- The facility available for teachers for attending seminars in other colleges and university on topics related to the newly introduced syllabi and other advanced topic make them up to date in the subject matter.
- In the annual system, evaluation takes place every year. Results are declared on the notice board and students can assess their performance regularly. The performance of students and teachers is monitored regularly. Departments also undertake a review of the results and take corrective action if required.
- The syllabus of most courses at Cooch Behar Panchanan Barma University is at par with the syllabi at the best universities and thus is so designed that it caters to the requirements of the college objectives. It takes into account the latest trends in socio-political thought and industry requirements.
- Our pedagogical practices also keep pace with the best practices at most major universities.
- The teacher pupil ratio at Cooch Behar College is also a healthy one(Except a few subjects) and facilitates better interaction.
- As a constituent college we have no control over the university evaluation system.

Table 2.17: Course Wise Pass Percentage

Course	Pass % in 2011	Pass % in 2012	Pass % in 2013	Pass % in 2014
Bengali(H)	89.74	73.53	83.33	89.67
English(H)	88.89	90.00	78.79	76.67
Sanskrit(H)	91.30	87.50	80.56	90.63
Geography(H)	100	100	100	77.78
Philosophy(H)	100	62.50	63.64	80.00
Political Science (H)	100	75.00	100	100
History(H)	61.54	75.76	66.67	90.32
BA (Gen)	31.88	36.14	79.87	63.41
B.Com(H)	100	93.33	92.86	100
B.Com (Gen)	100	83.33	63.16	70.00
Mathematics(H)	66.67	100	100	100
B.Sc (Gen)	70.00	80.00	100	90.00
BBA	86.45	100	94.00	96.00

Figure: Comparative Result Performance between 2011 & 2014



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?**

- We also encourage students to come up with innovative ideas and projects.
- The students of the Department of Political Science participated and secured position in the Mock Parliament which is also part of their syllabus.

- Students of English, Bengali, Sanskrit, Geography, History, Political Science, Philosophy honours bring out a wall magazine on their own

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

- Class tests, seminars and unit test examination result are the reliable source of data that provide feedback to learning.
- The teachers monitor the slow learners to find out the exact reason of their low performance and give necessary suggestions and motivations.
- There is accountability in the functioning of the college where the Principal of the college monitors and ensures the achievement of the learning outcomes.
- The performance of the teachers is given in the PBAS and submitted to IQAC in every year.

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

- The Academic Committee, Examination Committee, along with the IQAC of the college keeps an eye on the academic performance of the students.
- Attendance is compulsorily taken for every class.
- At the end of each periodical test, progress reports which consist of unit test results and attendance status are discussed in the department level for further action.
- The faculty members are encouraged to conduct surprise class tests, quizzes, etc. to monitor the academic progress of each student.

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

- The college has specified its graduate attributes clearly.
- The college is providing education to rural and reserve category youth of the area.

- The college endeavors that its students should become valuable and responsible citizens.
- Decision making, leadership skill, social and personal initiation through participation in National Service Scheme, Red Ribbon Club, Personality Development programmes, Office bearer ship in college union etc. are some of the chances available for the students for all round development of their personality.
- Democratic value is promoted in the Election of office bearers to college union.
- A full-fledged NSS unit renders chances to serve the society, developing a sense of community and commitment which are valued as quality attributes by the institution.

Any other

During 2015 the Cooch Behar College prepares to evaluate its own performance by NAAC in Cycle- II. The earlier one was on December, 2009. After the first time evaluation, college sets its target and a comparative analysis in terms of development in teaching learning and evaluation is given below.

Table 2.18: Development in teaching learning & evaluation in terms of 2009

Heads	Cycle-I	Cycle-II
Admission Process	Off-line Mode	On-line Mode
Academic Calender	Not exist	Exist
Unitised Syllabus	Not exist	Exist
No of Laboratories	03	06
Computer Lab	00	01
No of Computers	20	69
No of LCD Enabled Class Room	02	10
No Prospectus Sold	4662 (2009)	7885 (2014)
No of Honours Course	10	12
No of Students	1617	3049
Teacher Student ratio	1 : 45	1 : 14.38
No of full time Teachers	14	22
% of Teachers with PhD	22%	45%
% of Teachers with NET/SET	19%	95%
Additional Administrative load bear by faculty per week	10 hrs	15 hrs

No of on-going Research Projects	00	02
No of Major Projects Completed	00	01
Drop-out Rate	18%	0.86%
No of Special Lectures Organised	04	17

B-3

CRITERION - III RESEARCH, CONSULTANCY AND EXTENSION

- ❖ **Promotion of Research**
- ❖ **Resource Mobilization for Research**
- ❖ **Research Facilities**
- ❖ **Research Publications and Awards**
- ❖ **Consultancy**
- ❖ **Extension Activities and Institutional
Social Responsibility (ISR)**
- ❖ **Collaboration**

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?

Though our institution is not a recognized Research Centre, a number of teachers possess research degrees and are actively involved in research, research Projects, etc.

But by our own initiatives we built up a Local Research Centre in one part of our library where the regional research material on Cooch Behar, Jalpaiguri district and on North east are available in terms of books, Journals etc.

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 is basically an undergraduate college. No post graduate teaching takes place at the college level. The college, therefore, is not research driven. Whatever research takes place is individual and college has no provision for promoting research at an official level. However, that does not mean that there is no research taking place. Constant innovation and research is undertaken by the faculty of the college. The college has formed a Research Committee with the objective of motivating and facilitating faculty and students to undertake research projects and assignments.

The institution has Research and Extension Committee it consists of following members:

- Dr. Pankaj Kumar Debnath, Chairman – Principal
- Dr. Mridul Ghosh (Convener, Member, Teachers’ Council)
- Dr. Dipankar Basu (IQAC Coordinator)
- Dr Subhasis Bhattacharya (Teacher Member, GB)
- Dr Tamojit Roy (Member, Teachers’ Council)
- Dr. Parimal Sarkar (Member, Teachers’ Council)

- Dr. Amal Chandra Roy (NSS Programme Officer)
- Sri Swapan Barman (NSS Programme Officer)

The Committee recommends:

- To apply for Major & Minor Research Project.
- To publish research papers in various journals.
- Most of the faculty members are registered for Ph. D. & have applied for Major & Minor Research Projects.

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

- **Autonomy to the principal investigator**
 - Institution provides complete autonomy to principal investigator. The college motivates and facilitates faculty in their research projects.
- **Timely availability or release of resources**
 - Resources are made available and released in time for every department by the Institution.
- **Adequate infrastructure and human resources**
 - Most of the departments have adequate infrastructure and human resources. The college's infrastructure and facilities like library, computer labs etc. are readily available to all members of the faculty.
- **Time-off, reduced teaching load, special leave etc. to teachers**
 - Authority supports time-off in the form of leave for research, time to time.
- **Support in terms of technology and information needs**
 - Institution provides all kinds of informative and technological support possible whenever required.
- **Facilitate timely auditing and submission of utilization certificate to the funding authorities**

➤ Smooth and hassle free Auditing and UC submission to funding authorities are made sure by the institution time to time.

- **Any other**

Generally, the college does not itself fund research projects but is the medium to disburse funds for on-going research projects, but in 2015 Governing Body of Cooch Behar College sanction a Research Grant of Rs 5 Lakh to promote research activity. In this process, College extends full support to researchers in procurement and release of funds.

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

Ours is an institution for UG students and there is no provision for students for research.

➤ However, some of the departments motivate students to undertake research projects on various topics as part of internal assessment for their subject in which the students work in small groups and prepare project reports and give presentations.

➤ Students of BBA department undertake a project in 6th semester as a part of their curriculum. Each year students of this department undertake projects on banking, transport, FMCG industries etc.

➤ In this process, the faculty regularly guides and mentors them and helps them in their research works.

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

➤ There are 125 Research papers published by the faculty members in various journals having ISSN, ISBN numbers with impact factors.

➤ Faculty members have completed five Minor Research Projects.

- One faculty member has completed one Major Research Project.

Table 3.1: List of Faculty members with completed Research Project

SI No	Name & Designation of Teacher	Title of the work	Funded by	Year
1	Dr P K Debnath	Economic Structure of Forest Village: A study on Buxa Tiger Reserve Forest	UGC	2006
2	Dr P K Debnath & Dr S Bhattacharya	Survey Report on Backward villages of Cooch Behar District	WB Govt	2008
3	Prof A Roy	Commercial Bank and Problem of Priority sector lending with special reference to Cooch Behar and Jalpaiguri	UGC	2000
4	Dr S Bhattacharya	Health efficiency estimation: A study on Cooch Behar district	UGC	2011
5	Dr S Bhattacharya	Health seeking behaviour and Provider's efficiency status: A comparative study between Cooch Behar and Jalpaiguri district of West Bengal	ICSSR	2013

Table 3.2: List of Faculty members with ongoing Research Project

SI No	Name & Designation of Teacher	Title of the work	Funded by
1	Dr S Bhattacharya	The broken linkages of Maternal Healthcare: A Search in Forest Villages of Jalpaiguri District of West Bengal	UGC
2	Dr M Ghosh	Mahishkurar Upokotha: prantebasi mnusher jibonbed	UGC

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.

Table 3.3: List of Seminars/Workshops Organized in last Four Years

SI No	Name of the Topic	Level of Seminar/Eminent Personalities	Duration
1	Interactive Workshop on Vocational Training	DEC Sponsored Workshop	25 th March, 2013
2	Relevance of Swami Vivekananda in Present Economic Scenario	National Level Seminar, Swami Atmapriya Nanda, VC Belur University	1 st & 2 nd April, 2013
3	Financial Awareness Programme	Sponsored by SEBI	3 rd OCT, 2013
4	Employment after Graduation	Deputy Director of Employment	5 th Dec, 2013
5	Indian Enclaves: History and Present Scenario	Sri Debabrata Chaki, Journalist	10th Sept, 2014
6	ODL & Vocational Educational Training	DEB Sponsored State Level Seminar	20 th Oct, 2014
7	Financial Education for Young	Sponsored by SEBI	20 th Nov,

	Investors		2014
8	Personality Contest for girls	Ananda Bazar Patrika & P C Chandra Group	20 th Nov, 2014
9	A Lecture on human Rights	Prof Partha Pratim Mukherjee & Sri Raju Roy, Advocate	4 th Dec, 2014
10	Present Day Bengali Literature	Prof Partha Pratim Mukherjee	5 th Dec, 2014
11	Truth, Language, reality'	Prof Kanti Lal Das, Professor, University of North Bengal (ICPR Sponsored)	18th February, 2015
12	The difference between Indian & Western logic'	Prof Amal Kr Harh, Professor, CBPBU	19th February, 2015
13	To empower Women: Awareness for Legal Rights and Social Opportunities	Special lecture by Smt Amina Ahamed (Vice-Chairman, Cooch Behar Municipality) and Mr. Sanjay Das (ADM, Land Revenue & Project Director, DRDC, Cooch Behar District).	8 th March, 2015
14	Introduction to Nyaya-Vaisesika Philosophy (with Reference to Tarkasamgraha)	Special lecture by Prof Raghunath Ghosh (Professor, University of North Bengal).	13 th March, 2015
15	Computer Awareness Programme for Physical Education	Dept. of Computer Science	12 th June, 2015
16	Ongoing software development Programme and security aspects in the Industry	Sri Koustav Ghosh Of CTS & Suman Ghosh of Directorate of Commercial Tax	4 th July, 2015
17	'Introduction to logic'	Prof Subir Ranjan Bhattacharya, Professor, Calcutta University	4th August, 2015
18	Galaxies of our Universe	Dr Kanak Saha, IUCCA, Pune	10 th Aug, 2015
19	PG Induction Meeting	Director of Science, NSOU	6 th Sept, 2015
20	Seven Days Workshop on Paniniyan Grammar	Dr Sriprakash Pandey, BRA University, Bihar	14th to 19th Sept, 2015
21	Importance of education	Prof Biswajit Kundu, Gobinda Prasad Mahavidlaya, Bankura	28 th Sept, 2015
22	Student Computer Skill Development Programme	Dept. of Computer Science	5 th Oct, 2015
23	Workshop on Office Management	Dr Swapan Rakshit, Deputy Registrar, NBU & Sri Bajadulal Paul, Retired Head Cleark	1 st Dec, 2015
24	Towards Positive Attitude	Dr Swapan Rakshit, Deputy Registrar, NBU	1 st Dec, 2015

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

- Dr. Subhasis Bhattacharya, Department of Economics is working on Public Health and Child Nutrition aspect of the inhabitants of Western Doors region.

- Dr Tamojit Roy, Department of Commerce is working on International Finance and Equity Market trends.
- Dr. Mridul Ghosh, Department of Bengali is engaged in a research work on Amiyabhushan Mazumdar, famous literary personality of North Bengal.
- Dr. Pritha Pandit Roy Choudhury, Department of Political Science is engaged in research work on Swami Vivekananda's Philosophy.
- Smt Jay Saha, Department of Sanskrit is engaged in research work on Relationship between Sanskrit and modern Indian languages especially Bengali, computational possibilities of Sanskrit language, translation of Sanskrit texts into Bengali and Hindi and vice-versa.
- Dr Amal Chandra Roy, Department of Sanskrit is working on Vedic Philosophy.
- Smt Swati Ghatak, Department of Philosophy is engaged in research work on medical ethics and ART.
- Sri Keshab Mondal, Department of Geography is engaged in research work on measures of Air pollution, Human Health.

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

College faculty of different departments are actively engaged in inviting eminent experts of different subjects to visit the college and interact with students on a regular basis. Special Lectures, Departmental Seminars, Invited Talks are frequently organized for this purpose.

Table 3.4: List of Personalities visited and offering lectures

Sl No	Name & Designation	From Institute	Date
1	Prof Manimala Das, V.C.	Netaji Subhas Open Univ	3 rd April, 2010
2	Prof Indrajit Roy, V C.	CBPBU	14 th Dec, 2012
3	Swami Atmapriya Nandaji, Vice Chancellor	Belur University	1 st April, 2013
4	Deputy Director of Employment	DIC, Cooch Behar	5 th Dec, 2013

5	Sri Debabrata Chaki	Journalist, Editor	10th Sept, 2014
6	Sri Subrata Chakraborty	Education Officer, SEBI	20 th Nov, 2014
7	Prof Partha Pratim Roy	Jhargram Raj College	4 th Dec, 2014
8	Prof Raghu Nath Ghosh, Professor	NBU	13 th March, 2015
9	Prof Kantilal Das, Professor	NBU	18th Feb, 2015
10	Prof Anil Bhumali, V. C.	Raiganj University	4 th July, 2015
11	Prof Subhas Kr Mukhopadhyay, Professor	Calcutta University	14 th March, 2015
12	Dr Kanak Saha	IUCCA, Pune	11 th Aug, 2015
13	Sri Sanjoy Das	ADM, Cooch Behar	8 th March, 2015
14	Prof Biswajit Kundu,	Gobinda Prasad Mahavidyalaya, Bankura	28 th Sept, 2015
15	Prof Ajit Kumar Roy	HOD, Dept. of Commerce, NBU	17 th Dec, 2015

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

There is no provision of Sabbatical research. However, teachers can avail study leave for completing their Ph. D.

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

- Research initiatives undertaken by Prof. Subhasis Bhattacharya on health and nutrition related issues of inhabitants of Dooars region have come out with many important facts and findings. The research work is recognised and appreciated in various national and international seminars. Other research workers of similar nature of this region have been benefitted from his research work.
- Minor Research Project named “*Mahishkurar Upokotha: Prantebasi Manusher Jibonbed*” on literature of Amiyabhushan Mazumdar undertaken by Dr. Mridul Ghosh has also been widely recognised and cited in many research articles. This research initiative has gone a long way in highlighting the life and work of this eminent figure of North Bengal.

- The important publications of Dr. Tamojit Roy have been cited by many scholars in their respective articles.
- College faculties are involved in various initiatives aimed at sharing their research findings and experiences with the students and society at large. Research papers read at international seminars, published in eminent research journals are always discussed with students. Major findings of research components are shared with them and they are encouraged to take the issues to larger society.

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.

Generally the College does not have any budgetary provision for promoting research works. Recently in 2015 Governing Body of Cooch Behar College sanctioned an amount of Rs 5.00 lakh for research promotion activity. Normally research Grants have been provided by funding agencies such as UGC, ICSSR, ICPR, District Administration, Govt. of West Bengal etc. The college has disbursed the amount to individual researchers.

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?

Generally there is no such provision of seed money for research faculties. Recently in 2015 Governing body of Cooch Behar College sanctioned an amount of Rs 5.00 lakh for research promotion activity. However, the college always encourages its faculty members to apply for grants offered by various state and national funding agencies.

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

As ours college is an undergraduate college, there is no such budgetary provision for promoting student research projects. However, students of BBA and Geography under

the guidance of their departmental faculties have undertaken research projects and submitted reports under financial support of the college. Recently, Governing body of Cooch Behar College sanctioned an amount of Rs 5.00 lakh for research promotion activity.

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.

No specific interdisciplinary research project is undergoing at present at college level. However, faculty members are working on various interdisciplinary research projects of their own.

- Dr. Pankaj Debnath and Dr. Subhasis Bhattacharya have worked and submitted project report on backward villages of Cooch Behar District. They have worked in the areas of health and nutrition, literacy, infrastructure, and economic conditions of backward villages of Cooch Behar district.
- Dr. Subhasis Bhattacharya and Dr. Tamojit Roy have organized national seminar on *Relevance of Swami Vivekananda in Present Social and Economic Scenario*. Many encouraging research papers have been presented on economic thoughts of Swami Vivekananda.

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

The college makes arrangement for research related facilities such as computer access, internet, library and science lab, print and photo copy etc to the faculties and students for creating an optimum research environment. Free Wi-Fi has been provided to its faculty members and students. The college also subscribes various reputed Research-Journals.

List of Research Journals:

1. Sahitya Academy's Indian writing in English,

2. Economic and Political Weekly,
3. Uttarprasaanga,
4. Down to Earth,
5. Indian Journal of Labour Economics,
6. Indian Journal of Finance, Management Accounting,
7. Journal of Applied Finance,

The College also subscribes online research journals through infilibnet.

The college has well equipped laboratories for Physics, Chemistry, Computer Science, and Geography.

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

No, the college has not received any financial grant from any industry or any other beneficiary agency for developing research facility. But the college receives the institution over head charges from the projects handled by the faculties. Those collections are deposited in research fund for progress of research.

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

- **Minor Research Project:-**
- **Major Research Project:-**

The college is successful in creating a favourable research environment. The college always encourages and actively provides guidance to its faculties applying for research projects.

Details of ongoing Research Projects:

Table 3.5: List of Major/ Minor Research Projects undertaken by Faculties

Nature of the Project	Duration	Faculty: Title of the Project	Total Grant Amount (In Lakh)
Minor	2006	Dr P K Debnath	0.50
Minor	2008	Dr P K Debnath & Dr S Bhattacharya: Survey	0.50

		report on Backward villages of Cooch Behar district	
Minor	2000	Prof A Roy: Commercial Bank and Priority sector lending with special reference to Cooch Behar and Jalpaiguri	0.30
Minor	2011-12	Dr S Bhattacharya: Health efficiency estimation: A study on Cooch Behar district	1.10
Major	2013-14	Dr S Bhattacharya: Health seeking behaviour and Provider's efficiency status: A comparative study between Cooch Behar and Jalpaiguri district of West Bengal	6.00
Minor	2015-17	Dr S Bhattacharya: The broken linkages of Maternal Healthcare: A Search in Forest Villages of Jalpaiguri District of West Bengal	2.20
Minor	2015-17	Dr M Ghosh: Mahishkurar Upokotha: prantebasi manusher jibonbed	1.85

3.3 Research Facilities

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

As only UG courses are running in this college, there is no provision of research for the students of this college.

However, the following research facilities are available for students and faculties:

1. Library with ICT facilities.
2. Computer centre with board band internet.

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?

We have a research committee which is actively planning for the up gradation and creation of infrastructural facilities for research. We are planning to allot a separate room for minor and major research projects. Language lab for English department is another aspect which is on process. We are planning to collaborate with the other institutes and outside research agencies to undertake research projects jointly.

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

No.

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

- Minor projects
- Major projects
- Interdisciplinary projects
- Industry sponsored Students' research projects
- Any other (specify)
- Nature of the Project Duration Year From To Title of the project Name of the funding agency Total Grant Sanctioned Received Total grant received till date

➤ The faculties involved in research can avail themselves of the libraries and other study materials available in any of the university libraries. In order to visit different universities, they receive study-tour grants from ICSSR / UGC. They are free to avail all the facilities available in the college library.

➤ Research Committee extends its support for preparation of research proposals and financial assistance from UGC, ICSSR, ICPR, Govt. of West Bengal etc.

➤ The college encourages the faculty to publish research papers and articles.

➤ The faculty are regularly encouraged to participate in various workshops, seminars, trainings etc. organized by different institutions.

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

➤ We are having INFLIBNET facility in the library.

➤ There is a special section in the library for research on local languages and folklore.

➤ There is free Wi-Fi zone in our staff room so that we can continue research work even in staff room.

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.

At present there is no recognized research Institute in the College and no collaborative research facility. However, all staff members and students are permitted to use all available facilities as and when required with the prior permission of the staff in

charge of the same. But the college have a Local Research Centre, where research materials on Cooch Behar, Jalpaiguri and North east India are available.

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**

The reports of our studies and research works are submitted to U.G.C and other funding agencies in due course. Hence there is little scope for us to benefit the community directly with our research works, though the teachers are trying their level best. For Example:

- The survey of 10 backward villages of Cooch Behar district was completed by the Department of Economics during 2008. The output already submitted to the district administration and the authority applied these suggestions for the further development.
- Department of Economics also assists the Institute like Centre for Social Studies, Kolkata in the survey work on ‘Mapping of Socially Excluded’ during 2010 (Web version also available).
- Dr. Subhasis Bhattacharya, Department of Economics is also selected as Nodal Officer of the Survey works on ‘Old age, Widow & Disability Pension in West Bengal’ organized under SSSP for Cooch Behar District in 2015.

- **Research inputs contributing to new initiatives and social development**

The college already takes the initiatives like the establishment of **Local Research Centre** in library, where not only the college researchers but also the researchers of the district can avail the facility of research centre. The **Local Research Centre**

consists of Books, Journals, Periodicals, and Newspaper highlighting the facts and figures of Cooch Behar, Jalpaiguri districts and entire North-East India.

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

No

3.4.3 Give details of publications by the faculty and students:

- **Publication per faculty**
- **Number of papers published by faculty and students in peer reviewed journals (national / international)**
- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**
- **Monographs**
- **Chapter in Books**
- **Books Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-index**

Table 3.6: List of Faculty Publication

Sl No.	Name of Faculty	No. of Publication	No. of papers published in peer review & Journal	No of publications listed in International Database CEVSCO, WEB of Sci. etc	Monograph	Chapters in the Book	Books editor	Book with ISBN/ ISSN no. with detail of published
1	Dr. P.K. Debnath (Principal)	6	4	0	0	0	1	1
2	Prof A Roy (Commerce)	1	0	0	0	1	0	0
3	Prof M Chakraborti (Commerce)	0	0	0	0	0	0	0
4	Dr. T. Roy (Commerce)	7	3	0	0	2	2	0
5	Prof J Mondal (Bengali)	5	0	0	0	5	0	0
6	Dr. M. Ghosh (Bengali)	11	2	0	4	5	0	0
7	Md T Islam (English)	2	1	0	0	1	0	0

8	Prof P Sarkar (English)	0	0	0	0	0	0	0
9	Prof S Tamang (English)	0	0	0	0	0	0	0
10	Dr A C Roy (Sanskrit)	1	0	0	0	1	0	0
11	Prof J. Saha (Sanskrit)	5	5	0	0	0	1	0
12	Dr D Basu (History)	9	6	0	0	1	1	1
13	Prof B. Mohanta (History)	5	3	0	0	3	0	0
14	Dr. S. Bhattacharya (Economics)	21	4	0	1	14	2	0
15	Dr S Gayen (Geography)	12	4	0	3	5	0	0
16	Prof K Mondal (Geography)	12	4	0	0	8	0	0
17	Dr T K Das (Geography)	11	6	0	1	4	0	0
18	Dr. P. Pandit Roychowdhury (Pol Sc)	8	4	0	0	4	0	0
19	Prof S C Barman (Philosophy)	0	0	0	0	0	0	0
20	S. Ghatak (Philosophy)	5	4	0	0	1	0	0
21	Dr. P. Sarkar (Physics)	19	6	0	0	13	0	0
22	Dr R Dey (Chemistry)	0	0	0	0	0	0	0
23	Prof S Saha (Computer Science)	0	0	0	0	0	0	0
TOTAL		140	56	0	9	68	7	2

Annexure attached in Department Profile for details

3.4.4 Provide details (if any) of

• **research awards received by the faculty**

Although some of the faculties got recognitions and appreciations for their research, still research award has not been achieved by any one, yet.

• **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

➤ Dr Subhasis Bhattacharya was invited to present paper in Seminar in IIM Kolkata on 2012. One paper of Dr Bhattacharya also accepted in IIM Bangalore during 2015. He is also working as a Counselor in IGNOU, ABN Seal College, Cooch Behar. Under the guidance of Dr Bhattacharya two PG students of IGNOU submitted their dissertation paper.

➤ Dr. Mridul Ghosh, Department of Bengali was invited in a prestigious international seminar on 'partition literature' conducted by NSOU, Kolkata where eminent

authors of India, Bangladesh, Pakistan and Germany were present and delivered invaluable lectures.

- Sri Abhijit Roy, the HOD of Commerce has been awarded with the Life Time Membership of ISI Kolkata and *IAARF*. He is also an honorable fellow of ICMA.
- Teacher of Sanskrit Department, Smt. Joy Saha's paper has been accepted in World Sanskrit Conference in Thailand University, Bangkok.
- **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**
 - College authority grants on duty leave to attend conferences, Seminars and Workshops etc.
 - Library and lab facilities are made available for research works.

3.5 Consultancy

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

- The college conducts various workshops and individual lectures every year which enables people from the industry (Bankers, Financial Analysts, software professionals and many more) to interact with our faculty and students especially of Commerce and B.B.A departments.
- It is a part of the curriculum for the B.B.A students to visit any industry and prepare project report on the visit once in a year. Commerce students and interested students of other departments also occasionally join them.

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

- The College does not have a well-developed policy to promote consultation. We need to work in this area.

- Entry level coaching classes are organised free of cost once in a week (on Sunday) by our faculties. College students' even outsiders can take part in these classes.
- Advertisements are given in the college notice board and students, parents and other people are asked to take advantage of free consultancy service of the institution.

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

The staff members are allowed to use the infrastructure and resources for the consultancy services. Most projects undertaken are on honorarium basis and revenue generated from these projects is as per direction of the funding agencies (e.g. 7.5% in case of ICSSR, 1% in case of UGC). Some of the more recent ones are:

- Dr Subhasis Bhattacharya brought Rs 45000/- from ICSSR for institution overhead charges.

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

- Communicative English Class.
- Every year Dr Pankaj Kumar Debnath, Principal of CoochBehar College, gives lecture on General Budget analysis in the presence of the staff of L.I.C.I organized by the L.I.C.I, Cooch Behar.
- Dr Tamojit Roy, Department Of Commerce prepares accounts and provides financial advice to a voluntary organization Jalapiguri Kalakushali
- Dr. Tamojit Roy also uses his expertise in theatre and conduct workshops and training programmes in different schools and colleges of Jalpaiguri and Cooch Behar.

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

The consultancy projects are non-remunerative and as such no revenue is generated from these projects.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

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

- The college is actively involved with numerous projects through NSS for community development. The students and the faculty both make an active contribution towards these programs which promote the culture of service towards society.
- Besides, it promotes institution-neighborhood community network by organizing various one day activities like Blood Donation Camp, Disaster Management Camp, environmental awareness programmes etc.

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

- We have 2 NSS unit running in the college.
- Students and faculties associated with NSS play active role in community development and social awareness programmes like Tree plantation, Aids Awareness Programme, Socio Economic Survey etc.
- Every student involved in such activities gets certificates.
- Detail report and documentations are kept time to time by the concerned faculties.

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

- Our institution is highly concerned with its stakeholders.
- The college constantly takes student/teacher feedback on various issues like curriculum, quality of teaching, completion of syllabus etc.

- The college has an “*open door policy*” wherein any stakeholder be it students, parents, faculty, non-teaching staff or general public can have direct access to the Principal, for any queries, problems or suggestions to make the institute work better and improve its overall performance.
- Teachers/ HODs/Principal interact with guardians regularly.
- Direct interaction with the guardians with the H.O.Ds and other faculties are also encouraged.
- Opinion of guardians regarding various aspects like Cultural Programmes, Industrial Visits, NSS camps is given due importance.
- An Alumni Association is the pride of our college. The association organises meetings and has regular formal and informal interactions wherein alumni are free to give their valuable suggestions.

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

- The college organises number of outreach activities which are related to academic, social, cultural, community services etc.
- The NSS and other departments of the college engage the students in community development programmes which motivate the students to take up the cause of social service.
- The two NSS units of the college organise special seven day residential camp at nearby village annually, where people are not only provided awareness on various social, moral, ethical principles but also the students perform several community development programmes like economic survey and various cleaning activities etc.

- The students are also motivated by way of special lectures so as to instil moral and ethical values in them.

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 institute promotes participation of students and faculties in activities like NSS and celebration of various important National/ International Days such as World Literacy Day, Blood donation, International Mother Language Day 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?

Cooch Behar is one of the backward districts of West Bengal. The most of the rural population of Cooch Behar is poor and underprivileged. Therefore, every NSS camps are targeted for the well beings of this section. Students of Geography Department, NSS and other departments undertake social surveys through camps and field visits to identify the need of nearest localities and they try to serve them to the optimum level possible and help them by way of giving suggestions and reporting their problems to the local bodies.

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

The extension activities organized by the college give deep insights to our students and make them better individuals/citizens. This type of activities helps them to realise that they are social beings and it is a duty for every person of the society to serve for the well being of the society.

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

Cooch Behar College firmly believes that educational institutions cannot live in imaginary world but must engage with the larger community to keep themselves relevant. Therefore, the various outreach programmes that we have developed all concern the communities that depend upon us, particularly the disadvantaged and under privileged sections of society, through NSS activities.

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 NSS unit co-ordinates with the local body (Gram Panchayat), local clubs and primary schools of the localities to organise all its extension activities during the seven day special camp. With the active support of the government and non-government organisations of the locality, the unit organizes Tree Plantation, Village Cleanliness, free health and eye check up camp and other social awareness programmes.

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.

No, the Institution has not received award for extension activities during last four year.

3.7 Collaboration

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

The college does not have any formal collaboration with other research institutes. However, we are usually collaborate with other institution in the time of organising National and international seminar in the college. For example Ramkrishna Matth Cooch Behar was collaborated with us to hold the national seminar on 'Relevance of

Swami Vivekananda in present Social and Economic Scenario' in 2013. The college also assists the Institute like Centre for Social Studies, Kolkata during their survey for arrangement of field investigator, vehicle arrangement etc. College also assists the Government of West Bengal, Indian Railways etc. during the conduct of different competitive as well as departmental examination.

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.

Institution has made MoU arrangement with one State Open University, Netaji Subhas Open University (NSOU) which is running PG, UG and Diploma courses in several streams. The NSOU study centre occupy two rooms of the college and more than 4000 students are benefitted by the open learning method.

The students of our institution can avail the various courses offered by NSOU which are elsewhere not available. This helps the institution indirectly. Besides, the faculties of our institution can use their expertise in PG and UG courses offered in NSOU which indirectly helps to develop their knowledge base.

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

There is no interaction with industry, institution and community.

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.

Table 3.7: List of Eminent Personalities visits in last four Years

Year	Event	Level	Name of Resource person with Designation	Sponsored by
2013	Seminar	National	Swami Atmapriyananda, Vice Chancellor Belur University	UGC
2013	Honor to First Vice-Chancellor of CBPBU	College	Prof Indrajit Roy, Vice Chancellor, CBPBU	College
2014	Invited Talk	College	Sri DebabrataChaki, Journalist	College

2015	Honor to First Vice-Chancellor of Raiganj University	College	Prof Anil Bhuimali, Vice Chancellor, Raiganj University	College
2015	Honour for Excellence	College	Prof Subhas Chandra Mukhopadhyay, Retired Professor, Dept. of Geography, Calcutta University	College
2015	Invited Talk	College	Dr Kanak Saha, IUCCA, Pune	College
2015	Invited Talk	College	Sri Sanjoy Das, ADM, Cooch Behar	College
2015	Invited Talk	College	Sri Biswajit Kundu, Gobinda Prasad Mahavidlaya	College
2015	Invited Talk	College	Prof Raghu Nath Ghosh, Professor, NBU	College
2015	Seminar, ICPR	College	Prof Kantilal Das, Professor, NBU, Prof Amal Kr Harh, CBPBU	ICPR
2015	Invited Talk	College	Prof Partha Pratim Roy, Jhargram Raj College	College
2015	Workshop	College	Dr Sriprakash Pandey, BRA Bihar University	College
2015	Workshop	College	Dr Swapan Rakshit, Deputy Registrar, NBU	College

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

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

Table 3.8: List of Linkage Programme in Last Four Years

SI No	Topic	Collaborations with	Date
1	Inter-College Quiz Competition	ABN Seal College, Cooch Behar	1 st Feb, 2010
2	Awareness of Vocational	Netaji Subhas Open university	3 rd April, 2010

	course		
3	Communal Harmony	Ramakrishna Mission, Cooch Behar	25 th Nov, 2010
4	Opening of Red Ribbon Club	NSS, Cooch Behar College	23 rd Dec, 2010
5	Indian Air-force Academy	Equal Opportunity Centre	22 nd Nov, 2012
6	Know Your State Club	Political Sc Dept, Cooch Behar College	14 th Sept, 2013
7	Financial Awareness Campaign	SEBI, Cooch Behar	3 rd Oct, 2013
8	Employment Generation Campaign	District Industrial Corporation, Cooch Behar	5 th Dec, 2013
9	Financial Literacy Campaign	SEBI, Cooch Behar	20 th Nov, 2014
10	Lecture of Human Rights	Know your State Club of Cooch Behar College	4 th Dec, 2014
11	Legal Awareness Campaign	Know your State Club of Cooch Behar College	4 th Dec, 2014
12	Free Diabetes Detection Camp	Boys Recreation Club, Dinhata	20 th Sept, 2015
13	Road Safety Awareness Drive	Cooch Behar Traffic Control & Dept. of English	08 th Oct, 2015
14	Blood Donation Campaigns	Students' Union	30 th Nov, 2015

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

Before augmenting any linkage programme, following steps are taken by the authority to make success:

- Planing is mainly set-up at teachers' council meeting.
- Principal request the specific department to take the initiatives by the guidelines of IQAC.
- Specific department takes the initiatives to talk with the respective institution/industries.
- Students are informed through notice board and their respective representatives.
- Budget of the programme will be prepare and submit to the Principal & IQAC.
- On the eve of programme, specific teachers and staff are responsible with specific duties.

- After completion of the programme specific department will submit a report to IQAC and financial utilisation certificate to Accounts Department.

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

Table 3.9: Comparison of Present Research Consultancy & Extension with 2009

Head	Cycle-I	Cycle-II
% of faculty actively engaged in Research	3%	68%
No of on-going research projects	0	2
No of Major Projects completed	0	1
Total no of publication	7	140
Total no publication in Journal	01	56
Total no of Books Edited by Faculty	03	6
Total no of Contributed Chapters	05	68

B-4

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

- ❖ **Physical Facilities**
- ❖ **Library as a Learning Resource**
- ❖ **IT Infrastructure**
- ❖ **Maintenance of Campus Facilities**

4.1 Physical Facilities

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

- The policy of the College is to first create infrastructure for students then the faculty and finally the non-teaching staff.
- For creation and enhancement of infrastructure, various policies have been framed according to the strength of students in different subjects and need.
- In present era, technology, specifically Information Technology plays a significant role (Facilitator) in Effective Teaching and Learning.
- Infrastructure policy of the college focuses on the physical and the ICT infrastructure to facilitate the teaching and learning process.
- The college Governing Body in meeting with the Principal of the college discusses the requirements/suggestions obtained from different sources and makes decision for creation and enhancement of infrastructure of the institution on the basis of some parameters like availability of funds, time manpower, priority of need etc.
- Though we are totally dependent upon the grants received from the UGC/Govt. of West Bengal, in this regard, we have made excellent use of the funds granted to us so far.
- In the recent past, the college has received to leverage funds for the enhancement of infrastructure through other sources such as MPLAD funds and we have had some success in this area.
- The college also seeks funds from other agencies for the purchase of library books, computers projectors, photo copiers and construction of library and the building.
- The college makes sincere and committed effort to expand the infrastructure necessary for the substantial and comprehensive growth of institution.

4.1.2 Detail the facilities available for a) Curricular and co-curricular activities – class rooms; technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

The college has 24 classrooms (out of which 4 classrooms are projector-enabled), 04 practical laboratory rooms, one seminar room (with projector, Wi-Fi connectivity and audio system), one committee room (with seating capacity of 50 members); one computer labs; a well-equipped library, 1 staff room etc., for teaching and learning.

Table 4.1: List of Facilities available for Curricular and Co-curricular activities

Sl No	Facilities	Number
A. Curricular activities		
1	Class Room	24
2	Seminar/Conference Hall	1
3	Library with Reading Room & Local Research Centre	2
4	Spacious Staff room with TV+Wi-FiInternet connection	1
5	Principal Room	1
6	Girls Common Room	1
7	Boys Common Room	1
8	Laboratory	8
9	Computer Lab	2
10	Multi Gymnasium	1
11	Canteen	1
12	NSOU Office Room	1
13	NSOU Coordinator Chamber	1
14	Latrine for Boys	4
15	Latrine for Girls	4
16	Latrine for Teachers (Male)	5
17	Latrine for Teachers (Female)	3
18	Latrine for Staff (Male)	3
19	Latrine for Staff (Female)	3
B. Co-curricular Activities		
12	NSS Units office and Store Room	1
13	Students Union Office	1
14	IQAC/NAAC Room	1
15	COP(UGC) Room	1
16	College Office	1
17	College Garden	1
18	Open Space Theaters with Stage	1
C. Extra Curricular activities		
19	College Football Ground +Cricket Ground +)	1
20	College Kho-Kho Ground	1
21	Volley Ball Ground	1
22	Table-Tennis Set	2
23	Carom Boards, Chess, Dice Boards	

24	Javelin set	14
25	First-aid Box	2
26	Sports equipments store room	1
D. Specialised equipment and facilities for Teaching & Learning		
27	Desk Top Computers	50
28	Laptop Computers	19
29	LCD Projectors	3
30	Video Camera	4
31	Photo copier	3
32	Inject & Laser Printer (B/W)	15
33	Inject & Laser Printer (Colour)	01
34	Wi-fi Broadband Connections	02
35	Telephone Connections	12
36	Generator	1
37	Fax Machine	1
38	Water Cooler/ Aqua guard	10
39	CCTV Camera	5
40	TV + DTH Connection	2
41	Server	1
42	Scanner	03

Table 4.2: List of Equipments in Laboratory based Department

Name of the Instruments	Number of Instruments
Chemistry Dept	
Analytical balance (keroy)	08
Chainometric balance (keroy)	05
Electronic balance (digital)- 0.001 gm (sensitivity)	01
Dessicator	02
Rough balance with weight	01
Weight box	16
Thermometer	12
Refrigerator (Brand-Godrej, model-GDE 19 B ₁ /2008 capacity- 183 lit)	01
Digital conductivity meter (chemline)	04
Turbidity meter (digital, Nice)	01
P ^H meter (digital) complete with glass apparatus	01
Kipp's apparatus 1 lit capacity (Borosil)	02 pc
Melting point bath apparatus	1 Pc
Morter& pestle	2 Pcs
Physical Education Dept	
Multy Gym (6 station)	1 Pc
By-Cycle ergometre	2 pcs
Twister sitting stand	1 pc
Set-up beat	1 Pc
Horizontal Bar	1 set
Trade Mill	4 Pcs
Parallel Bar	1 Pc
Gymnastic Mats	1 pc
Table Tennis Board	1 pc
Big drum	2 pcs

Small drum	14 pcs (F-6 pcs)
Garden Umbrella	5 pc (M-3, F-2)
Javelin	3 pcs
Shot-Put	26 pcs
Barbell (Set)	4 pcs
Dumbbell	1 pc
Hurdle	1 pc
Take-off board	2 pcs
Stop Board	2 pcs
Volley Ball	1 pc
Foot ball	1 pc (bar-2 pcs)
Pump Machine	1 pc
High Jump Stand (Set)	6 pcs
Spade	7 pcs (M-4, F-3)
Racket	1 pc
Throwing Discuss	4 pcs
Tape (measuring)	8 pcs
Stortine Block	1 pcs
DeePs stand	6 pcs
First Aid Box	2
Relay Set	1 pc
Rope	1 pc
Clapper	2 pcs
Volley ball net	4 pcs
Rack	1 pc
Kho-Kho Pole	1 pc
Victory Stand	1 pc
Digital Camera (Sony)	1 pc
Geography Dept	
Topographical sheet	308 pcs
Rota meter	18 pcs
Planimeter	6 pcs
Digital Planimeter	1 pc
Pantograph	4 pcs
Prismatic Compass	10 pcs
Tripod Stand for Prismatic Compass	7 pcs
Plane Table and Tripod Stand	4 pcs
Alidade	5 pcs
Ground pin	27 pcs
Ranging Rod	32 pcs
Spirit level	5 pcs
Trough Compass	8 pcs
Alidade	5 pcs
Telescopic Alidade	1 pc
Tape	5 pcs
Chain	2 pcs
Staff	6 pcs
U Fork and Plumb Bob	5 pcs
Dumpy level and Tripod Stand	7 pcs
Theodolite and Tripod	6 pcs

Rocks and Minerals Box	7 pcs
Rocks and Minerals Separate Piece	6 pcs
Aben'y Level	4 pcs
Clinometers	3 pcs
Calculator	9 pcs
Bim Compass	2 pcs
Stencil	12 pcs
French Curve	12 pcs
Flexi Curve	1 pc
Pocket Stereograph	8 pcs
Mirror Stereograph	2 pcs
Aerial Photographs pair	14 pcs
Optical Square	7 pcs
Survey Umbrella	2 pcs
Hammer	1 pc
Magnifying Lenses	2 pcs
Globe	2 pcs
Rotating Pen	5 pcs
Rotating Ink	10 pcs
Over Head Projector	1 pc
Slide Projector	1 pc
Projector Screen	1 pc
Fortins Barometer	2 pcs
Thermometer	5 pcs
Hygrometer (Max. and Min.)	5 pcs
Rain Gauge	2 pcs
Camera	1 pc
Three Dimensional Model	35 pcs
Laminated Photographs	8 pcs
Wall hanging Display	10 pcs
Stop watch	1 pc
Slide set	2 pcs
Metallic Storage Unit	2 pcs
Weather Map	12 pcs
India Political and Road Guide map	2 pcs
Pointer	2 pcs
Sony Sound Box (MHC GZR888A)	1 pc
Sony Handy camera	1 pc
Binocular	1 pc
Digital Distance Meter	1 pc
Germin GPS Origon (550) Lico IMW118426	1 pc
LCD projector VPL CX 235	1 pc
Digital Camera DSC HX 200	1 pc
Sony 40" LED TV Model KLV 40 r 482 b Sal No. 3260081	1 pc
Airtel Connection with HD Set Top Box	1 pc
Water Current Meter Cup Type , Superior Quality with Accession	1 pc
Physics Dept	
Young's apparatus	4 pc
Dynamical App	3 pc
MI Appt	3 pc

Sonometer App	4 pc
Slotted Wt. 1/2or1 kg	45 pc
Travel Microscope	14 pc
Slide Calliperse	31 pc
Screw Gauge	23 pc
Meter Scale	
Stop Clock	
Cylind&Rectan Bars	6 pc
Tuning Fork Set	3 pc
Rubber Hammer	3 pc
Optical Lever	3 pc
Pullinger's Apparatus	3 pc
Reading Telescope	6 pc
Heater 500W	18 pc
Table Lamp	8 pc
Cu-Boiler	17 pc
Lens	
Stand with Clamp	
Water Head tank	7 pc
Optical Bench	4 pc
Physical Balance	4 pc
Weight box	6 pc
Thermometer	
Spherometer Double Disk	7 pc
Glass/plastic beker	
Lycopodium Powder	1 pc
Meter Bridge	8 pc
Cary-Foster Bridge	5 pc
4 way key	
Temp. Co-efficient Apparatus	3 pc
Deflection Magnetometer	4 pc
Vibration magnetometer	4 pc
Deadbeat SusCoil Galv	7 pc
Leclance cell	
Lamp & Scale arr	12 pc
Table Galvanometer	
Resistance Box	
Low Res 4 terminal	
Single res	
Bar magnet	
Plug commutator	
Multimeter Digital	5 pc
Sodium lamp house	10 pc
Sodium lamp	10 pc
Sodium lamp power supply	8 pc
P T Grating	4 pc
Logic Gate set	5 pc
DC Ammeter	
DC Voltmeter	
Pan Balance	2 pc

Spring balance	
Sprit level	
Cathetometer	2 pc
PN jn Diode Set	3 pc
Zener diode Apparatus	2 pc
Half-wave/Full-wave Rectifier	4 pc
Newton's ring Microscope app	4 pc
Magnifying lens	
Electric Lamp Holder- Wooden	
Bridge Rectifier	2 pc
Lamp & Scale arrng	
Searle's method Appa	
Statical method App	
Poiseuilles method app	
Measuring Cylinder	
Index error rodOptical	
Polari (Bi-quartz)	3 pc
OPAMP use as Inventing etc.	2 pc
Photo transistor	2 pc
L-C-R series / parallel	5 pc
Copper Voltmeter	
Power Supply	8 pc
Potentiometer	9 pc
Rheostat	
2 way key	
Prison Spectrometer	5 pc
Single slit	3 pc
Double Slit	6 pc
Transistor Set	3 pc
Int res analog volt by an OPAMP	3 pc
ST by Caprise meth	2 pc
HeNeAr gas dis tube	8 pc
photo transistor set	2 pc
30 cm meter scale	
Sc Cal (CASIO 991 MS)	2 pc
Needle-Nose Pliers	1 pc
Optical prism	5 pc
spirit level	
Electronic dryer	3 pc
Measuring cylindrical	
Fortien's Barometer	1 pc
Plug keys	
PO Box	6 pc
20 gm weight	
Fixed low Res	
Photo transistor only	3 pc
DC digital Ammeter	
DC digital Voltmeter	
AC digital Ammeter	
AC digital Voltmeter	

Bread board	4 pc
Kater's pendulum	2 pc
Silver voltmeter	2 pc
Pan Balance	2 pc
Jaeger's method app	2 pc
Stokes' method app	2 pc
plat res thermometer	2 pc
32 in SONY KDL-32NX650 LEDHDTV	1 pc
Tata Sky Connection with HD Set Top Box	
SONY LCD projector MO: VPL-EX271	1 pc
Lee's Apparatus	
Callender and Barne's App	1 pc
Ballistic Galvanometer	
Capacitance	2 pc
High Res	
Charge-discharge key	1 pc
Tap key	
Conductivity of glass set	2 pc
HV Power supply HeNeAr	3 pc
HeNeArgas disc tube Holder	4 pc
Air core Inductance	
Jolley,s Researv appa thermometer	1 pc
Electrical extension board	4 pc
Grating holder	8 pc
BBA Dept	
Over Head Projector	1 pc
LCD Projector Sony CX 120	1 pc
Desktop Computer	8 pc
Printer	1 pc
UPS	5 pc
Mathematics Dept	
Desktop Computer	5 pc
Printer	
UPS	5 pc
Computer Science Dept	
Desktop Computer	13 pc
Printer	1 pc
UPS	13 pc
LCD Projector	1 pc

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 infrastructural requirement is assessed on the basis of number of students and staff. Cooch Behar College meticulously planned optimum utilisation of the limited

physical space. We also use our grants keeping the long term development of the College as our goal.

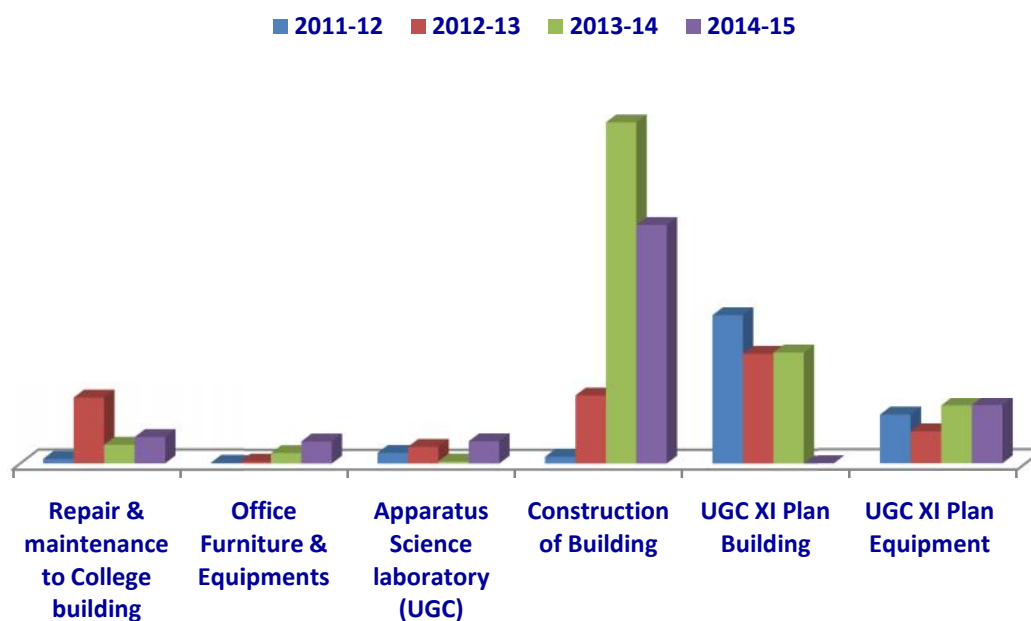
In the mean time the following facilities have been upgraded/ developed in the last 4 years.

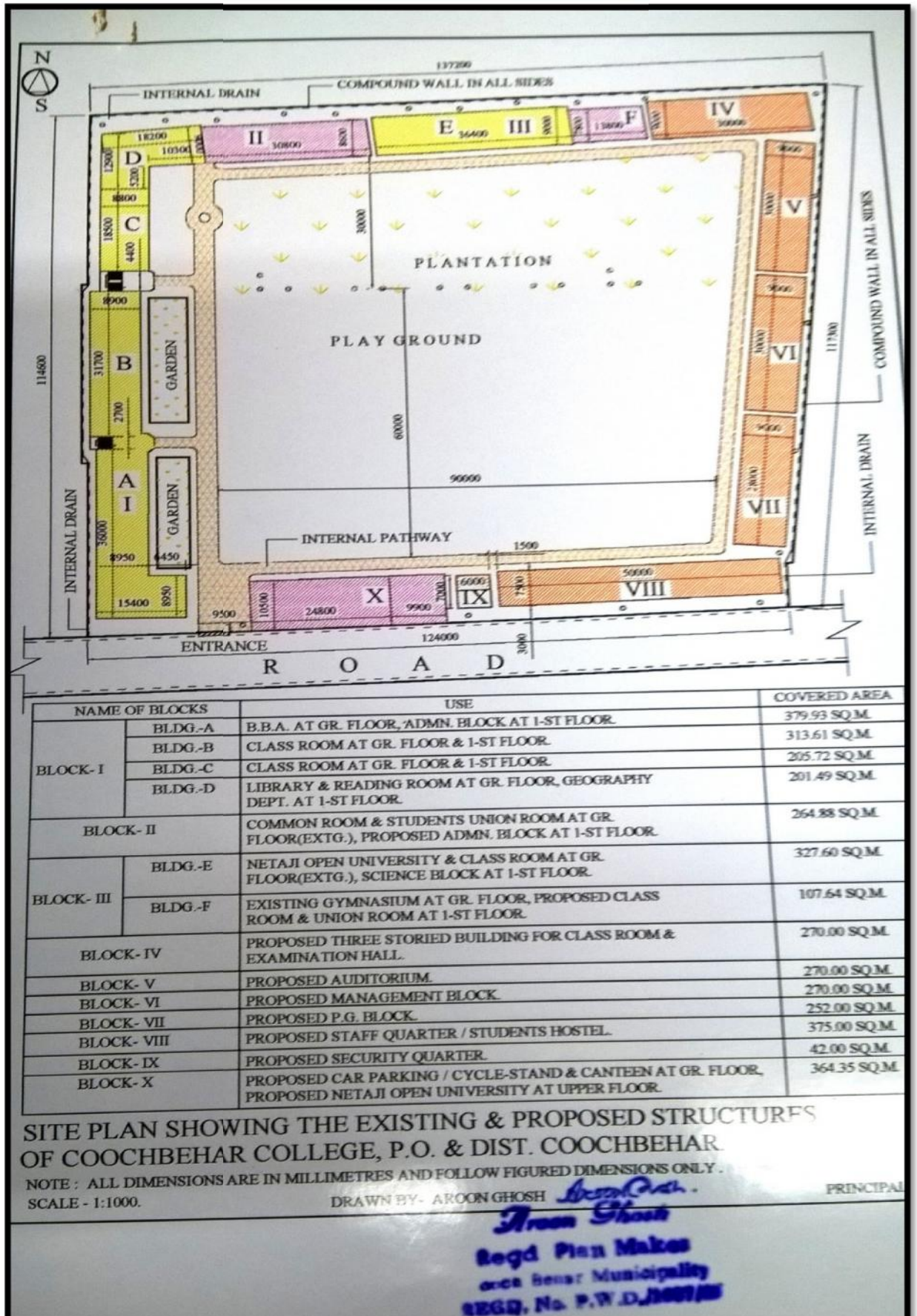
- Up-gradation of Seminar Room, BBA Department, New Physics Laboratory & class room, Girls Common Room, and Meeting Room.
- Upgradation and improvement of bathrooms for faculty members and students.
- Toilet facility for Girl students on each floor.
- Green-boards and White-boards and projectors in classrooms for effective teaching and learning.
- Availability of adequate furniture in every classroom.
- Recently we add another two rooms to the library to accommodate the increase in the number of volumes in the library.
- In one part of the library Local Research Centre were established.
- We are also in the process of installing CCTVs on and around the campus. Some part is already completed.
- IBM Server was purchased by the college for administrative as well as academic purpose and it also running successfully.
- We also see to it that no facility is off-limits for anyone desirous of using it. Though there are safeguards, there are very few restrictions imposed on students and faculty.

Table 4.3: List of Facilities and Amount Spent in Last Four Years

Year	Repair & maintenance to College building	Office Furniture & Equipments	Apparatus Science laboratory (UGC)	Construction of Building from own fund	UGC XI Plan Building	UGC XI Plan Equipment
2011-12	49,793.00	7,750.00	1,17,664.00	74,658.00	16,34,859.00	5,22,658.00
2012-13	7,12,076.00	22,441.00	1,84,320.00	7,50,255.00	12,08,912.00	3,42,622.00
2013-14	2,02,613.00	1,15,788.00	23,105.00	37,58,544.00	12,23,864.00	6,21,312.00
2014-15	2,85,121.00	2,44,069.00	2,46,328.00	26,28,219.00	0.00	6,25,263.00

Figure: Amount Spent in Last Four Years





NAME OF BLOCKS		USE	COVERED AREA
BLOCK- I	BLDG.-A	B.B.A. AT GR. FLOOR, ADMN. BLOCK AT 1-ST FLOOR.	379.93 SQ.M.
	BLDG.-B	CLASS ROOM AT GR. FLOOR & 1-ST FLOOR.	313.61 SQ.M.
	BLDG.-C	CLASS ROOM AT GR. FLOOR & 1-ST FLOOR.	205.72 SQ.M.
	BLDG.-D	LIBRARY & READING ROOM AT GR. FLOOR, GEOGRAPHY DEPT. AT 1-ST FLOOR.	201.49 SQ.M.
BLOCK- II		COMMON ROOM & STUDENTS UNION ROOM AT GR. FLOOR(EXTG.), PROPOSED ADMN. BLOCK AT 1-ST FLOOR.	264.88 SQ.M.
BLOCK- III	BLDG.-E	NETAJI OPEN UNIVERSITY & CLASS ROOM AT GR. FLOOR(EXTG.), SCIENCE BLOCK AT 1-ST FLOOR.	327.60 SQ.M.
	BLDG.-F	EXISTING GYMNASIUM AT GR. FLOOR, PROPOSED CLASS ROOM & UNION ROOM AT 1-ST FLOOR.	107.64 SQ.M.
BLOCK- IV		PROPOSED THREE STORIED BUILDING FOR CLASS ROOM & EXAMINATION HALL.	270.00 SQ.M.
BLOCK- V		PROPOSED AUDITORIUM.	270.00 SQ.M.
BLOCK- VI		PROPOSED MANAGEMENT BLOCK.	270.00 SQ.M.
BLOCK- VII		PROPOSED P.G. BLOCK.	252.00 SQ.M.
BLOCK- VIII		PROPOSED STAFF QUARTER / STUDENTS HOSTEL.	375.00 SQ.M.
BLOCK- IX		PROPOSED SECURITY QUARTER.	42.00 SQ.M.
BLOCK- X		PROPOSED CAR PARKING / CYCLE-STAND & CANTEEN AT GR. FLOOR, PROPOSED NETAJI OPEN UNIVERSITY AT UPPER FLOOR.	364.35 SQ.M.

SITE PLAN SHOWING THE EXISTING & PROPOSED STRUCTURES OF COOCHBEHAR COLLEGE, P.O. & DIST. COOCHBEHAR.

NOTE : ALL DIMENSIONS ARE IN MILLIMETRES AND FOLLOW FIGURED DIMENSIONS ONLY.
SCALE - 1:1000.

DRAWN BY- AROON GHOSH *Aroon Ghosh*

PRINCIPAL

Regd Plan Makers
Cooch Behar Municipality
REGD. No. P.W.D./2007/20

MASTER PLAN OF THE COLLEGE (SCANED COPY)

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

- The college does not have any specific infrastructure facilities to meet the requirements of the physical disabilities (differently-abled) students as such but as and when the need arises to cater their needs, proper and immediate attention is given to address their needs.
- The College has a special cell "Equal Opportunity Cell" to address the issues of students with physical disabilities. This committee is tasked with sensitization, and empowerment, of differently-abled members of the college as well as augmentation of resources and infrastructure for them.
- In the case of visually impaired student, separate room and amanuensis are allotted to him/her during the examinations and separate arrangement was also made for the sick students during examination on special request.

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

- **Hostel Facility – Accommodation available**

Not Available.

- **Recreational facilities, gymnasium, yoga center, etc.**

- Yes, a playground (size.90X67 sq mt) for football, cricket, (size.27X16 sq mt) Kho-kho, (size.16X18 sq mt) and Volleyball is available.
- A well equipped (six station) Multi-Gymnasium.
- Two Table-Tennis Board (Location- One in multi-gym and one in boys common room)
- Separate Boys & Girls common room for recreation.

- **Computer facility including access to internet in hostel**

There is no Hostel in the College. But the college has a Computer Laboratory where 13 Desk top Computers with Internet, one LCD Projector, and one laser jet Printer are available for the students and staff.

- **Facilities for medical emergencies**

There is no Permanent Health Facility in the college. But each student of the college is a member of Students Health Home. Students can avail the medical facilities free of cost during their ailments episode from Students Health Home. The college has first-aid boxes for emergency purpose. The chemistry Laboratory has one fire-extinguisher.

- **Library facility in the hostels**

There is no Hostel in the College. But the college has a Library where 26068 Books and 8 Journals. The Library with Internet, Wi-Fi, one photo-copier and one laser jet Printer is available for the students and staff.

- **Internet and Wi-Fi facility**

The college has Wi-Fi internet facility.

- **Recreational facility-common room with audio-visual equipments**

Yes, the college has separate common room for boys and girls.

- **Available residential facility for the staff and occupancy Constant supply of safe drinking water**

No, the college does not provide residential facilities for staff. But the college has 6 water purifier and each floor has constant supply of water.

- **Security**

The college has two hired security personnel and one permanent guard. There is one visitor's book in the gate and slip issue system to take permission in the college. A large portion of the entire area of the college is under CCTV surveillance and the college has an aim to cover the whole area under 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?

- There is no Health centre in the college.
- But college is planning to make an arrangement of one allopathy doctor and one homeopathy doctor who will examine the health of the students in a regular interval in the college. Students & also staff can avail the facilities free of cost.
- The college has first-aid boxes for emergency purpose.
- One of our Governing body members is the owner of a renowned multi-facility hospital. Here, the students of the college always get emergency services during their ailments episode.

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

The following are the common facilities available on the campus:

- Library
- Canteen
- Recreational spaces for staff and students
- Safe drinking water
- Indoor Sports facility
- Computer Lab with internet facility
- Sanitation Facility
- Parking Space for students and teachers vehicles and cycles
- Playground
- Water tank
- Power Generator
- Students Union Cell

- IQAC
- Grievance Redressal Unit
- Counseling and Career Guidance
- Conference Hall/ Auditorium
- Study -Centre,(NSOU)
- NSS
- Library
- Multi-Gymnasium

4.2 Library as a Learning Resource

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

Yes, the college has a Library Committee comprising Principal as Chairman, Librarian as convener and all HODs are as members.

The composition of the Library Advisory Committee is as under:

- Dr. Pankaj Kr Debnath (Principal) - Chairman
- Sri Krishanu Chakraborty (Librarian) - Convener
- Sri. Abhijit Roy
- Dr. Subhasis Bhattacharya
- Dr. Shasanka Gayen (on lien)
- Sri Joydeb Mondal
- Dr. Dipankar Basu
- Md. Tarikul Islam
- Dr. Rabindra Dey
- Dr. Amal Ch. Roy
- Smt. Pritha Pandit Roychoudhuri.

- Dr. Parimal Sarkar
- Sri. Amal Sutradhar
- Md. B. Sarkar
- Sri. Dipak Das
- Sri Gouranga Chakraborty

The Advisory committee discusses and finalizes the infrastructural and academic requirement of the library and chalks out the strategy regarding the working of the library affairs so that the facility can be utilized to the maximum extent by the staff and the students. The committee looks after:

- To suggest to the management purchase of new books, journals, Magazines as per the requirement of students and staff.
- Formulation of Library Rules.
- To look after subscription of Magazines/Journals.
- To suggest manpower requirements.
- To suggest infrastructural expansion and Library furniture requisition.
- To ensure user-friendly services and optimum library usage.
- To update Library services to incorporate latest technologies.
- To assess the fund requirement annually and review the utilization.
- The library operations are planned and executed effectively.
- The issue and return of books and access to references is user friendly.
- The library is kept open six days a week between 10.00 a.m. and 5.30 p.m. Students can utilize all the library facilities during this time.
- Library follows open access system which enables the faculty members to select and borrow the books of their choice.

- Honours students can borrow two books at a time and General students can borrow one book for one month at a time.
- Automated catalogue assists the students to find out the availability of books.
- Reference Books / CDs / Journals are also available in the library.
- A reading room is available.
- There is one Local Research Centre in the Library
- Photocopy facility is also available here.

4.2.2 Provide details of the following:

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

The library has adequate physical facilities such as reading room, reprography and internet facilities.

Table 4.4: Physical Facilities at Library

SINo	Questions	Comments
01	Total Area of Library	2904 sqft (to be completed in October.)
02	Total Seating Capacity	24 (reading room)
03	Working Hours Daily	10.00 a.m. to 5.00 p.m.
04	On holidays	Closed
05	Before examinations	10.00 a.m. to 5.00 p.m.
06	In examination days	10.00 a.m. to 5.00 p.m.
07	During vacations	Closed
08	Layout of the Library Plan attached	Plan attached

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

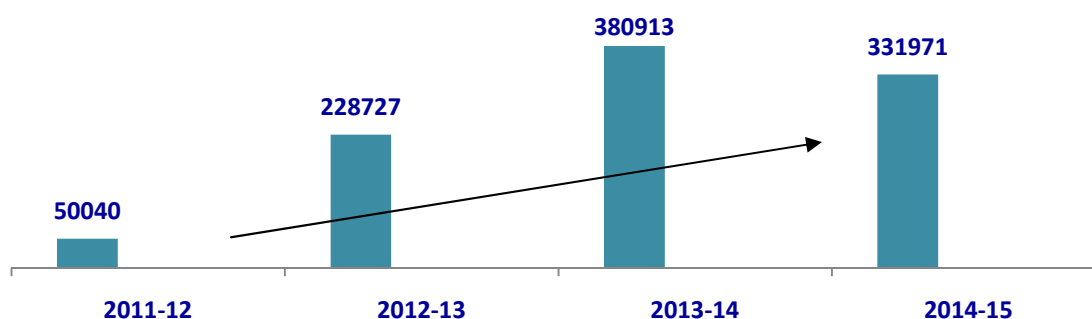
The Library ensures purchase of books, journals and other reading materials every year, according to the suggestions and recommendations made by the faculty members, subject to the availability of fund. The faculty members consult the latest

catalogues of various publishers and various websites, for online search for books and journals before making suggestions/recommendations for library purchase.

Table 4.5: List of Purchase by Library in Last Four Years

Session	Library Holdings	General Library		UGC XI th Plan Merge Scheme for SC.ST.OBC		Total No. of Books	Total amount (in Rs.)
		No.	Amount (in Rs.)	No.	Amount (in Rs.)		
2011-2012	Text books	0	0	113	36600.00	113	36600.00
	Reference books	0	0	0	0	0	0
	Other Books	0	0	0	0	0	0
	General Knowledge Books	0	0	0	0	0	0
	News papers	4	4440.00	0	0	4	4440.00
	Journals and Magazines	0	0	2	9000	2	9000.00
2012-2013	Text books	0	0	639	220363.00	639	220363.00
	Reference books	0	0	0	0	0	0
	Other Books	0	0	0	0	0	0
	General Knowledge Books	0	0	0	0	0	0
	News papers	4	5364.00	0	0	4	5364.00
	Journals and Magazines			1	3000.00	1	3000.00
2013-2014	Text books	165	80988.00	303	59677.00	468	140665.00
	Reference books	2	1870.00	0	0	2	1870.00
	Other Books	8	3,616.00	0	0	8	3616.00
	General Knowledge Books	608	119436.00	520	106962.00	1128	226398.00
	News papers	4	5364.00	0	0	4	5364.00
	Journals and Magazines	0	0	1	3000	1	3000.00
2014-2015	Text books	357	1,01,686.00	679	180741.00	1036	282427.00
	Reference books	0	0	0	0	0	0
	Other Books	78	24450.00	0	0	78	24450.00
	General Knowledge Books	17	15,149.00	0	0	17	15149.00
	News papers	5	6645.00	0	0	5	6645.00
	Journals and Magazines	0	0	1	3300.00	1	3300.00

Figure: Amount Spent for Books & Journals over Year



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

- OPAC

- **Electronic Resource Management package for e-journals**
- **Federated searching tools to search articles in multiple databases**
- **Library Website**
- **In-house/remote access to e-publications**
- **Library automation**
- **Total number of computers for public access**
- **Total numbers of printers for public access**
- **Internet band width/ speed 2mbps 10 mbps 1 gb(GB)**
- **Institutional Repository**
- **Content management system for e-learning**
- **Participation in Resource sharing networks/consortia (like Inflibnet)**

Table 4.6: List of ICT Facilities in Library

S.N	ICT Facility/Other Tools	Comment
01	OPAC	YES
02	Electronic Resource Management package for e-journals	NA
03	Federated searching tools to search articles in multiple databases	YES
04	Library Website	YES
05	In-house/remote access to e-publications	NA
06	Library automation	Local library software
07	Total number of computers for public access in the library	06
08	Total numbers of printers for public access	01
09	Internet band width/ speed 4mbps 30 GB	05
10	Institutional Repository	Nil
11	Content management system for e-learning	Nil
12	Participation in Resource sharing networks/consortia (like Inflibnet)	Nil

4.2.5 Provide details on the following items:

- **Average number of walk-ins**
- **Average number of books issued/returned**
- **Ratio of library books to students enrolled**
- **Average number of books added during last three years**
- **Average number of login to opac (OPAC)**
- **Average number of login to e-resources**
- **Average number of e-resources downloaded/printed**
- **Number of information literacy trainings organized**
- **Details of “weeding out” of books and other materials**

Table 4.7: Library Usage Data

S.N.	Items	Numbers
01	Average number of walk-ins	20
02	Average number of books issued/returned	30/20
03	Ratio of library books to students enrolled	8.32:1
04	Average number of books added during last four years	5241
05	Average number of login to OPAC	Nil
06	Average number of login to e-resources	Nil
07	Average number of e-resources downloaded/printed	Nil
08	Number of information literacy trainings organized	Nil
09	Details of “weeding out” of books and other materials	Nil

4.2.6 Give details of the specialized services provided by the library

- Manuscripts
- Reference
- Reprography
- ILL (Inter Library Loan Service)
- Information deployment and notification (Information Deployment and Notification)
- Download
- Printing
- Reading list/ Bibliography compilation
- In-house/remote access to e-resources
- User Orientation and awareness
- Assistance in searching Databases
- INFLIBNET/IUC facilities

Table 4.8: List of Specialised Services Provided by the Library

S.No.	Services	Comment
01	Manuscripts	No
02	Reference	Yes
03	Reprography	Yes
04	ILL (Inter Library Loan Service)	No
05	Information deployment and notification	Yes
06	Download	Yes
07	Printing	Yes
08	Reading list/ Bibliography compilation	Yes
09	In-house/remote access to e-resources	No
10	User Orientation and awareness	Yes
11	Assistance in searching Databases	Provided by the Librarian
12	INFLIBNET/IUC facilities	Yes

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

Library staff is always on its toes to help the faculty as well as the students in the library. They provide following support:

- Library staff is always accessible to help students and teachers in finding the books.
- They keep the library noise free so that serious studies could be carried out in the library.
- The staff provides the list of catalogues of various publishers to teachers so that new and relevant books can be purchased for library.

- The students are helped by the library staff to access the books they desire.
- Photocopying facility available.
- Searching old issues of journals.
- Issues the books very promptly and replaces the books in classified order.
- The library staff keeps an eye on the scarcity of books and suggests concerned teachers to fulfill the need.

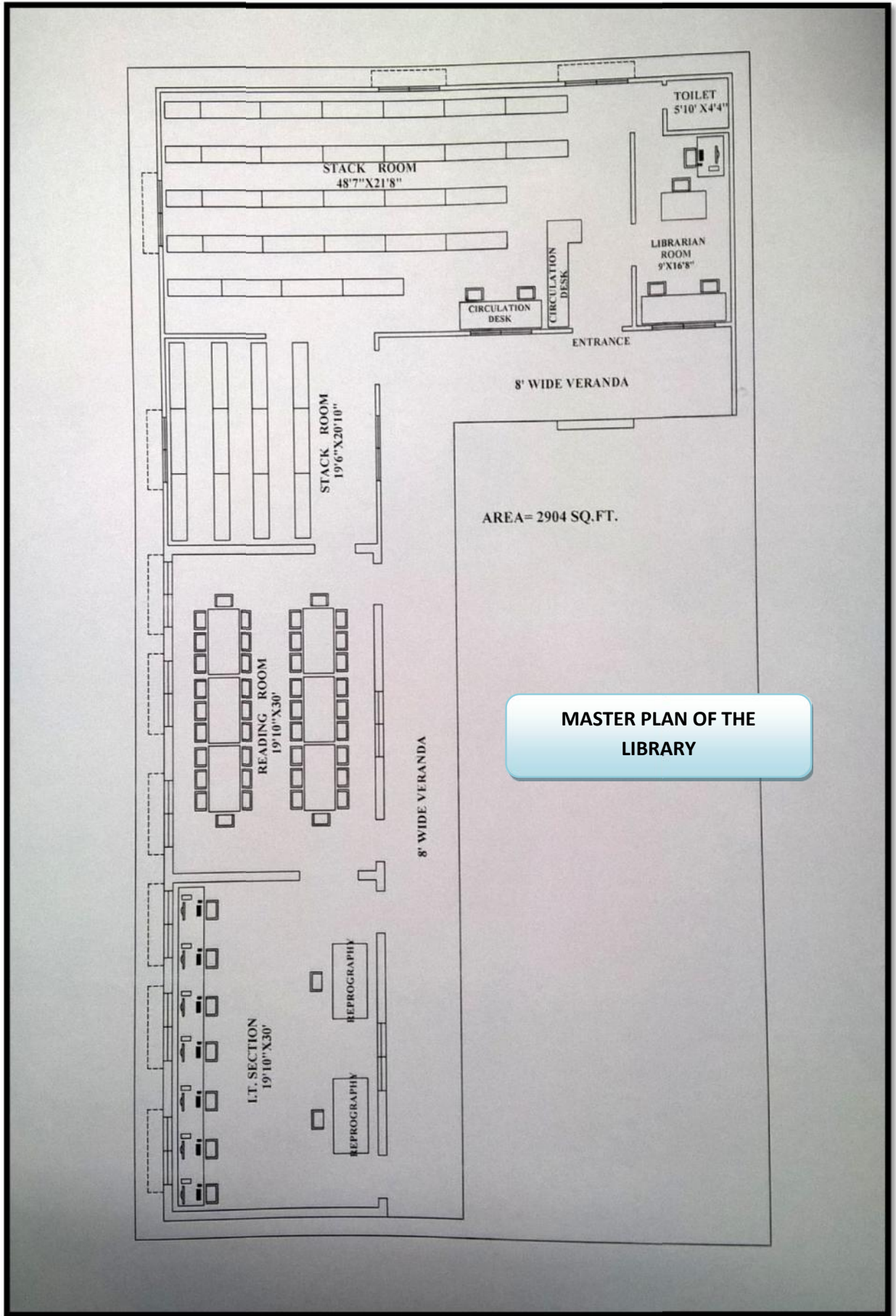
4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

We don't have any special facilities in the library for visually and physically-challenged persons. But they are helped when they need to borrow books.

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

We have an effective feedback system and analysis for improving the library services.

When the teachers realise the lack of books prescribed by syllabus and other related reading materials on the same subject, they meet the principal and the librarian and submit the list of books needed. This is discussed in the library committee meeting and place the order on the basis of priority and availability of fund. We normally get structured feedback from the users of the library on books and other necessary facilities which are analyzed to find out the drawbacks and achievements. The outcome of the feedback is discussed in library committee meeting for further improvement of the library facilities. Regular feedback and suggestions from faculty



MASTER PLAN OF THE LIBRARY

members and students about library facilities and services enable the effective functioning of the library. Their suggestions help improve library services such as:

- Provision of special racks to safeguard possessions of users.
- Increase in the number of reference books, magazines and newspapers.
- Provision of display racks for magazines, journals and competitive examination material.
- Installation of CCTV cameras.

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)

Table 4.9: List of the ICT in the College

SI No	Department	No. of Computer		Processor	RAM	HDD	Printer	Xerox
		Laptop	PC					
01	Bengali	2	0	INTEL CORE i5	4 GB	500 GB	0	0
02	English	1	0					0
03	Sanskrit	1	0					0
04	History	1	0					0
05	Geography	2	3	INTEL CORE i5, INTEL CORE i3, INTEL CORE 2 Duo	4 GB, 6GB, 1 GB	500 GB, 160GB	1	0
06	Political Sc	1	0	INTEL CORE i5	4 GB	500 GB	0	0
07	Economics	1	0					0
08	Philosophy	2	0					0
09	Commerce	3	0					0
10	Physics	1	1	INTEL CORE i5, INTEL CORE i3	4 GB	500 GB	1	0
11	Chemistry	1	1	INTEL CORE i5,	4 GB	500 GB	1	0

				INTEL CORE i3				
12	Mathematics	0	5*	INTEL CORE i5	6 GB	500 GB	0	0
13	Computer Sc	1	15*	INTEL CORE i5, INTEL CORE 2 Duo	4 GB, 6 GB, 1GB	500 GB, 160 GB	1	1
14	Physical Education	0	0	0	0	0	0	0
15	Education	0	0	0	0	0	0	0
16	Principal Chamber	1	2	INTEL CORE i5, INTEL CORE i3,	4 GB, 8 GB, 6 GB	500 GB	1	0
17	College Office	1	7*	INTEL CORE i3, INTEL CORE 2 Duo	8 GB, 6 GB, 1 GB	500 GB, 160 GB	5	0
	Accounts Room & Server Room	0	4	INTEL CORE i3, INTEL CORE i5	8 GB, 6 GB,	500 GB	2	2
18	IQAC/NAAC	0	2	INTEL CORE i3	8 GB	500 GB	1	0
19	Remedial Course	0	2*	INTEL CORE i3	8 GB, 6 GB	500 GB	0	1
20	Entry Level Coaching	0	3*	INTEL CORE i3	8 GB, 6 GB	500 GB	0	
21	Library	0	6	INTEL CORE i3, INTEL CORE 2 Duo	8 GB, 6 GB, 1 GB	500 GB, 160 GB	1	1
22	COP Course	0	7*	INTEL CORE 2 Duo	1GB	160 GB	0	0

Table 4.10: Computer-Student Ratio (For B.Sc. Computer Science)

Year	B.Sc. I	B.Sc. II	B.Sc. III
2013-14	1:1	1:1	1:1
2014-15	1:1	1:1	1:1
2015-16	1:1	1:1	1:1

Total no of computers – 69 (50 PC & 19 Laptop)

A. HCL Computers 29 nos.

- Intel Core i3 CPU 3.10GHZ & Intel core 2 Duo CPU 2.80GHZ
- 6 GB & 1 GB RAM
- 23 computers of 32 bit operating system
- 0 computers of 64 bit operating system
- 500 GB hard disk 6 nos. & 160 GB hard disk 23 nos.

B. HP computers- 9 nos

- Intel Core i3 CPU 3.60GHZ
- 8 GB RAM
- 64 bit operating system
- 500 GB Hard disk

C. Dell computers - 12 nos.

- Intel core i5 CPU 3.00GHZ & core i3 CPU 3.10GHZ
- 6 GB RAM & 4 GB RAM
- 64 bit operating system
- 500 GB Hard disk

- D. Server - 1
 - IBM X3500 M4 Tower Server
 - 16 GB Ram
 - 64 Bit Windows Server 2012 R2 Standard (OS)
 - 1 TB
- **Computer-student ratio**
1 : 44.19
- **Stand alone facility**
Available only for Teachers.
- **LAN Facility**
Available only in the first floor of Administrative building, and Science building.
- **WIFI Facility**
Available with BSNL Broad band speed 4 Mbps till 30 GB.
- **Licensed Software**
Available following versions.

Office Module, Accounts Module, Library Module, Online Admission Portal,

Windows Server 2012 R2 Standard (OS), Windows 8.1 pro, Windows 7 pro.

Windows 7 Home.
- **Number of Nodes / Computer with Internet facility**
There are total 20 computers with internet facility.
- **Other**
3 Dongle connections are available in the college for emergency purpose.

MTS Ultra Wi-Fi Dongle - 2 Pcs

Airtel 3G Dongle - 1 Pcs

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

- Computers are with BSNL broadband connectivity.
- Faculty members can access internet in the computer lab and staff room.
- Students can access internet in the library as well as in the Wi-Fi zone.

- The students and the society have a free access to the college website, www.coochbeharcollege.org.in.
- There are 2 computer labs with total 21 computers with internet facility which are available to students and faculty on the campus.
- There are also more than 24 desktops for the use of students and 19 laptops for the use of the staff.

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

The college has a plan to provide LAN connection and projectors in all the study rooms in the coming years so as to upgrade the IT infrastructure facility for the students. High speed internet connections are also on the anvil as well as better Wi-Fi facility.

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

The college makes a provision in the annual budget each year for maintenance of computers and their accessories. The year wise details of Annual Maintenance Contract (AMC) for computers are as follows:

Table 4.11: AMC Expenditure in Different Years

Year	AMC Amount (Rs)
2011-12	28,600.00
2012-13	32,520.00
2013-14	34,300.00
2014-15	39,460.00

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

- The college provides facilities to prepare computer-aided teaching/learning materials.
- The college has 19 Laptops and 50 Desktop computers and 4 projectors.

- Faculty members are free to utilize such facilities for power point presentation in the class rooms and in seminars.
- The college has 2 high speed Broad band Internet connections and every teacher and the students are free to browse the internet to collect teaching materials.

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

- The college has always been putting the students at the centre of the teaching learning process.
- The vision and the mission of the institution have always been to provide holistic knowledge to its students.
- The college understands that the teachers have to be reoriented from time to time for improving the teaching learning process. The teacher of the college attends orientation/refresher courses and workshops.
- Use of technology has become very vital in imparting quality based education.
- The institution encourages the staff to undergo training on the computer aided teaching and learning.
- The computer department of Cooch Behar College organizes training sessions on the use of Computer and Internet for learning resources.
- Computers with BSNL Broad Band internet connectivity are available to the faculty for computer aided teaching.
- The computer savvy teachers are always available for any need based assistance in the use of ICT.

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

No, the mother University CBPBU is newly established in 2013. But during the process of registration and examination form fill up the college joins the linkage with the university portal.

- College continuously updates AISHE (All India Higher Education Survey) data base.
- College is also registered under NIRF (National Institute Ranking Framework) for all India Level Ranking.

4.4 Maintenance of Campus Facilities

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

- The college ensures that the infrastructural facilities are properly maintained by marking allocation for it in its budget and ensuring that the financial resources are properly allocated and utilized for their upkeep.
- The funds allotted by the government and UGC are utilized for providing modern teaching and learning facilities.
- The decisions and proposals of individual department are discussed in the TC meeting and the Governing Body further evaluates final discussions of the council before implementation of any new project.
- For every activity, a monitoring committee is constituted with Principal and teaching staff and one faculty member as the convener of the committee.
- Proposal for construction of required physical infrastructure is submitted to the University Grants Commission and WB Government and the building projects are executed upon receiving approval and funds from the commission.
- Construction activity is carried out under the supervision of Building Committee and the PWD Engineer.

- The utilization of fund for every project is based on the decision taken by the Committee.


The details of budgetary allocations for their maintenance during the last four years are as follows:

Table 4.12: Budgetary allocations for maintenance

Sl No	Particulars	2011-12	2012-13	2013-14	2014-15
1	Building(Repairs)	530000.00	625000.00	650000.00	750000.00
2	Furniture(Repair)	45000.00	45000.00	50000.00	100000.00
3	Computers(AMC)	5000.00	5000.00	10000.00	10000.00
4	Others	25000.00	30000.00	50000.00	50000.00

The appropriate utilization of the amount received and allocated is given below in the form of utilization certificate as on 31st March, 2015:

All communications are to be addressed to the Joint Secretary by designation and not by name



विश्वविद्यालय आयोग

By Speed Post

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
1/3 B Sector III Salt Lake, Kolkata-700 098
Phone : (033) 2335 4767
Fax : (033) 2335 0586

No.F.WN5-010/12-13 (ERO)

To
The Principal/Teacher-in-Charge,
Cooch Behar College
Kalighat Road Cooch Behar
West Bengal 736101.

Sub: UGC Assistance to college during XII Plan- Regarding
Sir/Madam

March, 2014
Sanction No.222084
COOCH BEHAR COLLEGE
Received No.....279.....
File No.....1.....
Date.....22.04.2014.....

As you are aware that the University Grants Commission during XII Plan period has integrated the Under Graduate Assistance and Merged Scheme and renamed it as **Plan Block Grant (PBG)**. The allocation of XII plan PBG would be the allocation of XI Plan of Under Graduate Assistance (+) Merged Schemes minus the allocation made for Schemes viz Remedial Coaching for SC/ST/OBC & Minorities (b) Coaching for NET for SC/ST/OBC Minorities (c) Coaching for Entry in Services for SC/ST/OBC & Minorities (d) Equal Opportunity Centre in colleges (e) Higher Education for Persons with special needs (HEPSN). According to the XII Plan allocation for your college works out to:
Rs.3354975/- (Head 35 Rs.2683980 + Head 31 Rs.670995).

During XII Plan period the Commission has decided to allocate funds for PBG into broad categories namely Grants in Aid-Capital and Grants-In Aid-General. Further under Plan Block Grant each college is eligible for 80% of allocated grant for Capital Expenditure and 20% for General Expenditure.

The items that can be spent under the above categories are given below.

Head	Expenditure permitted to be incurred
Grants In Aid-Capital Expenditure (Head 35) - 80%	Buildings (not more than 50% of total grant allocated under PBG Head 35), Equipment, Books and Journals, Purchase of spares/repairs, Improvement of existing premises, etc., (Details given in XII Plan Guidelines)
Grants in Aid – General Expenditure (Head 31) – 20%	Contingency, Extension Activities, Field work/study tours etc., (Details are given in the XII Plan Guidelines)

9/11 Communication to
Prof. S. Bhattacharya - 1/2
Smt. L. Dasgupta - 1/2
Sri G. Sarker - 1/2
office file -

24/4/14

UGC XII PLAN ASSISTANCE SANCTION LETTER



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

No. WNS-010/12-13

(ERO) ID No. WNS-010

Date: 28-Mar-14

S.No. 222084

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

Received No. 174
Date 19.5.14
No. 11/11

Sub : Release of Grant-in-Aid during the Current financial year (2013-14), during Xlth Plan, to
Cooch Behar College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **981990** towards the scheme **Xlth Plan College Development** to the Principal, **Cooch Behar College** for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant	Approved allocation (Rs.)	Amount already sanctioned (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
Undergraduate Plan Block Grant				
Plan Block Grant-Head-31	670995	0	268398	268398
Plan Block Grant-Head-35	2683980	360000	713592	1073592
Total			981990	

The College is requested to note:

- SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
- ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
- General district: General-77.5%, SC-15% and ST-7.5%
- 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 1.B-(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,
Cooch Behar College
Kalighat Road Cooch Behar
West Bengal 736101

(b) Account No.: 3008094150

(c) Name & Address of Branch: Central Bank of India, Cooch Behar

(d) MICR Code of Branch: 736016002

(e) IFSC Code : CBIN0281032

(f) Type of Account : SB/Current/Cash Credit.

- 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.
- 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.

In communication
1. Prof. S. Ghattacharya
2. Smt - L. Dasgupta
3. Smt G. Saha

19/5/14

UGC XII PLAN FIRST GRANT SANCTION LETTER

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

For major repairs and high maintenance expenditure, the problems are discussed in G.B and Building Committee meetings and the Principal of the college submits the requirements/developmental plans/infrastructural augmentation needs to the Govt. of West Bengal and UGC. The Govt. of W.B. / UGC sanctions funds based on the requirements, students strength, and the nature of the academic programmes offered by the college. The Advisory Committee, Building Committee, Purchase Committee monitor the developmental works and ensures the optimal utilization of allocated funds. The college does minor repairs by adjusting received fund from different sources.

The college makes sure that all the infrastructure facilities and equipment of the college are properly maintained. The mechanisms that the college follows are:

- The College has no permanent caretaker. One group-D deputed by the Principal is responsible for the maintenance of the building and infrastructure. The College also has no trained electrician and trained plumber on its rolls and so all complaints cannot be attended too promptly. For more specialised repair and maintenance, experts in that field are called in.
- AMC exists in the college for maintenance of every infrastructural facility and equipment.
- Certified software experts are called when need arises for maintenance of computers and computer related software in computer labs.
- Regular repair and repainting of the college is done every four years.
- Regular audit of furniture and its repair and maintenance is ensured.

- The college has no gardener post to look after the garden area of the college. But it is maintained by hiring personnel.
- The college ensures that old machines and unusable material are weeded out on a regular basis.
- The old books are given in gift to local schools.

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

The college ensures that the computers and other instruments in computer labs are well kept and maintained by the teachers of computer science department.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)? Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

- The college caretaker keeps a check on water availability in the college and that all fans, lights and air-conditioners are in working order.
- A complaint book is maintained in the office for pupils to write down complaints of this nature which are then promptly attended to.
- The water pipes are replaced on a regular basis.
- The proper cleaning and maintenance of overhead and underground water tanks is ensured.

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

The college was accredited by NAAC during December, 2009. Now in compare to that time various fields are improved also in terms of Physical infrastructure. A comparative documentation may highlight the informations more properly.

Table 4.13: Comparative study of present infrastructure interms of 2009

Areas	2009	2015
Room	21	48
Seminar/Conference Hall	0	1

Internet connection	6 Terminals	Wi-Fi with 10 VPNN
Laboratory	4	8
Computer Lab	1	2
Latrine for Boys	2	4
Latrine for Girls	2	4
Latrine for Teachers (Male)	2	5
Latrine for Teachers (Female)	1	3
Latrine for Staff (Male)	1	3
Latrine for Staff (Female)	1	3
NSS Units	1	2
IQAC	0	1
Open Space Theaters with Stage	0	1
Desk Top Computers	10	50
Laptop Computers	2	19
LCD Projectors	3	4
Video Camera	1	4
Photo copier	1	3
Injet & Laser Printer (B/W)	5	15
Injet & Laser Printer (Colour)	0	01
Generator	0	1
Water Cooler/ Aqua guard	2	10
CCTV Camera	0	5
TV + DTH Connection	0	2
Server	0	1
Books in the Library	19935	26068
Journals	4 Printed	11 Printed, 150 Online
Students strength	1227	3049

B-5

CRITERION - V

STUDENT SUPPORT AND PROGRESSION

- ❖ **Student Mentoring and Support**
- ❖ **Student Progression**
- ❖ **Student Participation and Activities**

5.1 Student Mentoring and Support –

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

Yes, the college publishes updated prospectus annually.

The Prospectus of the college contains information regarding:

- A brief history of college.
- Goals and objectives.
- Rules and regulations of the College and University.
- Courses offered by the College.
- Subjects offered by this college.
- Courses structure.
- Fees structure.
- Eligibility of students to appear for University examinations.
- Co-curricular and Extra-Curricular faculties.
- Faculty members detail.
- Governing Body members detail.
- Students’ Union members detail.
- There is a tentative academic calendar in the prospectus.
- Other necessary information.

The institution tries its best to maintain the academic calendar. All the above mentioned things are also in the college website. The college ensures its commitment and accountability by striving continuously to fulfil its mission and vision. There is a provision for continuous evaluation of the students, maintenance of discipline as well as an evaluation of teachers by students. There is a mechanism of continuous vigilance on the part of the authority. A dedicated work culture is maintained among the teaching and non- teaching staff. The Students’

Union is an active part of the college. Moreover, students' feedback goes a long way in achieving the targets of the college. The college has been publishing its updated prospectus every year in English and in Bengali language and the same is being distributed to the students at the time of admission. From the academic session 2015-16 online admission process has started in the college, hence a downloadable (PDF) prospectus is given in the college website.

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

Table 5.1: Scholarships / fee-ships distribution by the College in last four years

Scholarship									
Sl No	Type of Financial Aid	Number of Benefited Students				Amount Spent (Rs)			
		2011-2012	2012-2013	2013-2014	2014-2015	2011-2012	2012-2013	2013-2014	2014-2015
1	SC	647	796	705	890	24,58,600	38,00,796	26,79,000	33,82,000
2	ST	7	36	17	16	3,800	1,36,800	64,600	60,800
3	OBC	781	700	325	429	29,67,800	26,60,000	12,35,000	16,30,200
4	PWD[#]	0	0	0	0	0	0	0	0
5	SWS*	43	34	79	126	15,400	12,165	28,345	45,305
6	MSS**	171	252	151	127	8,20,800	12,09,600	77,100	6,09,600
	Total	1649	1818	1277	1588	62,66,400	78,19,361	40,84,045	57,27,905

There is no Provision for Scholarships from Govt. end for PWD students, but all the PWD students receive Free Scholarships every year.

*** SWS = Student Welfare Scholarship**

****MSS = Minority Student Scholarship**

Figure: No of SC/ST/OBC/SWS/MSS Students received Scholarships

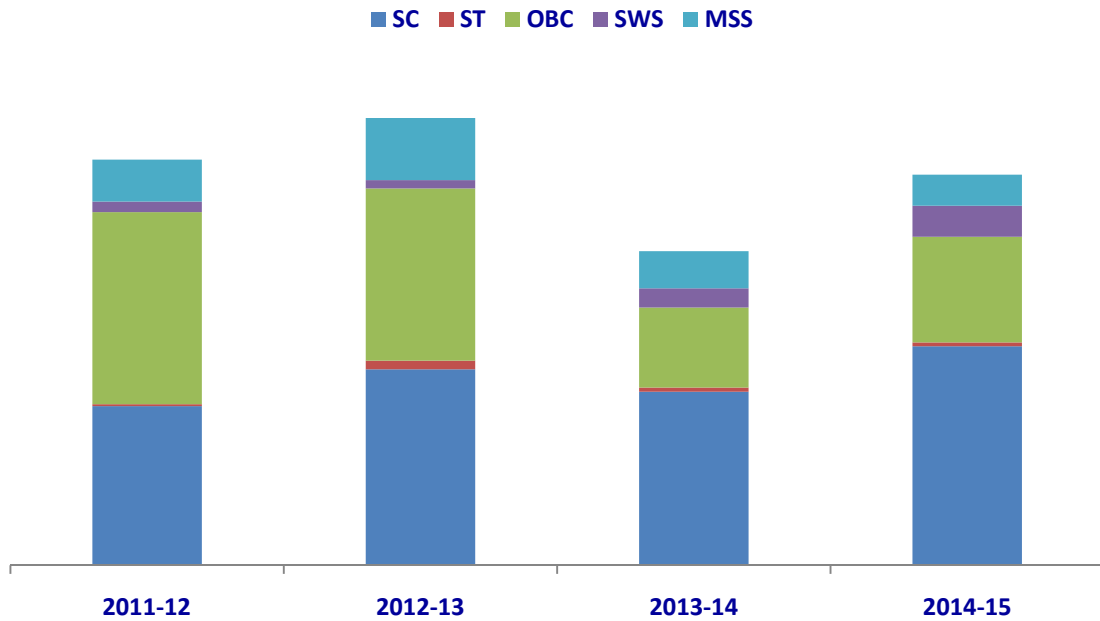


Figure: Amount of Scholarships received by SC/ST/OBC/SWS/MSS Students

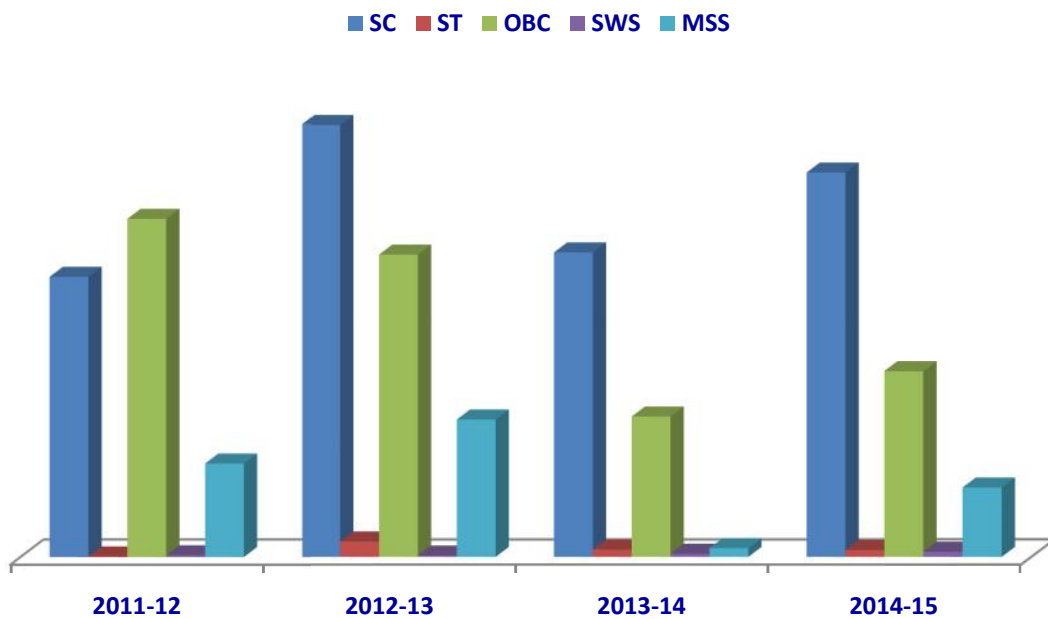


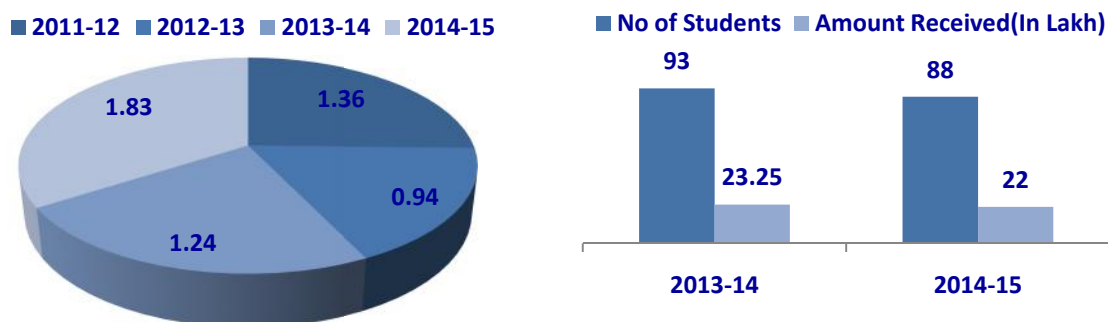
Table 5.2: Free -Ship (Half free/Full free) distribution by the College

Half free/Full free type of Financial Aid	Number of Benefited Students				Amount Spent (Rs)			
	2011-2012	2012-2013	2013-2014	2014-2015	2011-2012	2012-2013	2013-2014	2014-2015
Total	377	262	343	509	135810	94050	124050	183300

Table 5.3: List of Kanyashree Scholarship distribution by the College in last two years

Kanyashree Scholarship	Number of Benefited Students		Amount Spent (Rs)	
	2013-2014	2014-2015	2013-2014	2014-2015
Total	93	88	23,25,000	22,00,000

Figure: Distributed Amount of Free-ships and Kanyashree Scholarships in last four years



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

Table 5.4: List of Beneficiaries from Financial Assistance (Part - I + II + III)

Sl.No.	Year	No. of benefited students	Total enrolled students	Percentage
01	2011-12	2026	2245	90.24
02	2012-13	2080	2663	78.12
03	2013-14	1620	2788	58.11
04	2014-15	2097	3049	69.81

Figure: Comparative chart of Financial Assistance received in terms of total enrollment

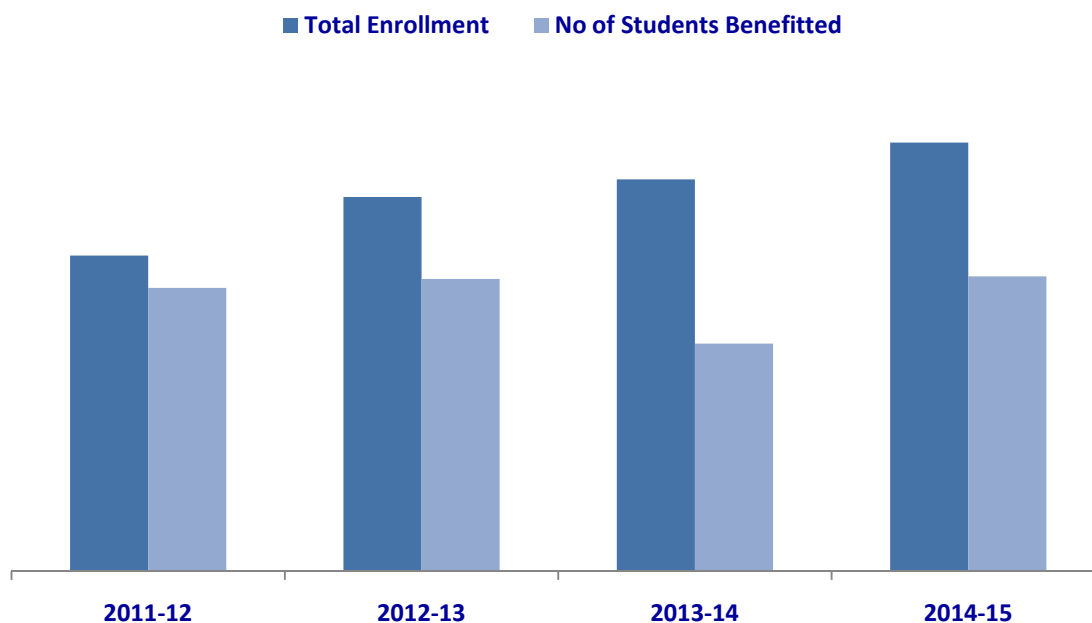


Table 5.5: Students Received Financial Assistance from Jhindal Foundation

Sl No	Year	No of Students	Rate (Rs)	Amount
1	2011-12	3	3600	10,800.00
2	2012-13	4	3600	14,400.00
3	2013-14	3	3600	10,800.00
		1	3000	3000.00
4	2014-15	2	3600	7200.00

5.1.4 What are the specific support services/facilities available for

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

- In the year 2011, college constituted the “Equal Opportunity Cell” to ensure that persons, both staff and students, from the reservation category get the educational and employment opportunities that they are entitled to as per Government of India regulations.
- They also get admission into courses at a much lower cut-off as compared to general category students, sometimes at entry levels.
- Students who belong to economically weaker sections of the society and cannot afford to pay the fees of the college are given financial aid through fee waiver.

- With the financial aid, students also get an opportunity to get training.
- College has developed a Scholarship Committee which works to help the students to get the scholarships under various schemes.
- College verifies the SC/ST scholarship application and delivers to the students to submit it in the appropriate branch to get the scholarship amount.
- College also verifies the scholarship application for women under the scheme “Kanyashree” under which each female student get Rs 25000/- per annum.
- If the students from economically weaker sections do not receive any scholarship, are exempted from paying their tuition fee, either fully or half of it.
- There are the provisions for remedial classes for the students from SC/ST and other minority communities.
- There is a coaching programme run by the College, namely, Entry-level Coaching class. This programme tries to arrange classes by the faculty members of this college as well as from other colleges to support the students appearing for different competitive examinations. Apart from this, the teachers of the college also personally help the students in their need.
- Four career oriented programmes are running in the institution, namely, Eco-tourism Management, Computer Application, Communicative English, and Women Study.
- Recently the Dept. of Computer Science has organised a programme for computer literacy for the students.
- **Students with physical disabilities**
 - For differently abled students college has constituted an “Equal Opportunity Cell”, which is a statutory body of the college.
 - All differently-abled students are part of it.

- No Governmental scholarship scheme is existent for such kind of students, but college gives them priority at the time of sanctioning Free Scholarships.
- **Overseas students**
We have no Overseas Students.
- **Students to participate in various competitions/National and International**
To support students participating in national and international competitions, college provides them:
 - Transport to and from college.
 - Pays the registration fees charged.
 - College also bears the expenses for costumes, kits and other requirements.
 - For each out-station event, a member of the staff is deputed to accompany and supervise the students.
- **Medical assistance to students: health centre, health insurance etc.**
 - The college provides membership of ‘Students’ Health Home’ to the students for any kind of medical treatment and support facilities. Each and every student has to spend Rs 10 p.a. for such purpose. By such membership, they receive the subsidy in case of major ailments and injury as well.
 - The college conducts health check-ups and awareness raising campaigns on key health and fitness issues by inviting eminent doctors and government health agencies to College.
 - Recently, college plans to depute an allopathy doctor and a homeopathy doctor who will be available on regular interval and provide free consultation and first-aid when necessary.
 - Our college has a very special concern for the health and hygiene of the college students, staff and other members.

- Proper arrangement of drinking water is present on the college campus with water filters and coolers at all different locations.
- Whenever any emergency arises, the patient is immediately rushed to the MJN and Subham Hospital which is in the neighborhood of the college.
- **Organizing coaching classes for competitive exams**

The UGC offered entry level coaching is running in the college. The Coordinator makes arrangement of the classes for different competitive examinations.
- **Skill development (spoken English, computer literacy, etc.)**
 - (i) To improve the spoken and written English of students, College is running a Communicative English language proficiency course. The aim of the program is to help the students to
 - Understand and respond to spoken language.
 - Learn how to speak fluently and use the appropriate expressions.
 - Read and comprehend different kinds of texts for different purposes.
 - Write coherently and effectively in formal and informal contexts.
 - (ii) A Course in Computer Applications also helps students of BBA to pick up valuable skills in Tally, Accounts Package etc.
 - (iii) Cooch Behar district is closely attached with Jalpaiguri and Alipurduar districts. A huge part of these two districts is covered by national reserve forest. Observing such phenomena, we started one career oriented course, namely, Eco-tourism management to open the tourism oriented job opportunity of the students.
- **Support for “slow learners”**
 - The institution understands that the college has to serve the basic education needs of one and all.

- The students from this border district being economically weak and below average have little avenues to go outside to get better higher education.
- The students who are slow in their learning or if their grasping power is not upto the mark, the faculty members identify such students at the beginning of the session.
- For them remedial classes in different subjects are conducted to enhance their skills and competence.
- College runs remedial classes for slow learners to help them to cope with the difficulties that they are facing in a particular subject.

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

College regularly arranges workshops, talks and seminars with different institutions, colleges, and corporate houses and other institutions. Different personality development and grooming sessions are also organized by calling major corporate houses and management institutes like HDFC Bank, Axis Bank, ICICI Bank etc. A correspondence with GENPAC is continuing for some ICT based training and recruitment as well.

- **Publication of student magazines**

The college publishes its annual Magazine 'Mukhopatra' every year. The students of the college very enthusiastically contribute articles to the Magazine. The college magazine is printed under the supervision of the college editorial board. All the major sections of the magazine are edited before it is sent for printing. The staff are always there to help the students chisel their artistic and creative skills. Beside this, the departments of Bengali, English, Sanskrit, Geography, History, Political Science, and Philosophy publish their departmental wall magazines every year.

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

With a view to encouraging and developing entrepreneurial skills among the students, this institution has organized the following programme:

- The Dept. of Computer Science and BBA have arranged a lecture session jointly on computer software.
- The college organises one lecture programme by Dr S. K. Rakshit, Deputy Registrar, University of North Bengal on educational management.
- The college does not have any recognised NCC unit. But some of our students participate in the NCC units of a nearby college (ABN Seal College) and perform satisfactorily.

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.

For the holistic development of students, college encourages students to participate in extracurricular and co-curricular activities. The students of this institution are very active in co-curricular activities. They secure many medals at different levels: college, University, District, State and National as well. The college distributes the uniforms to the students of Physical Education every year.

- **additional academic support, flexibility in examinations**
 - The College always supports students who participate in sports, games, debates and other co-curricular activities.
 - Since these students devote time to represent college and make the college proud, therefore college ensures that they do not lag behind in terms of education. So extra classes are arranged and extra help is given to all those students who need such support.
 - They are also given attendance for all the activities they participate in so that they do not lose out on marks for regularity.

- **special dietary requirements, sports uniform and materials**
 - Most of the sports participating students of the College come from poor background.
 - Every year quotations are invited for sports uniforms, kits and other materials.
 - All students of Physical Education receive sports uniforms from the college without any cost.
 - All students who participate in dance/music/theatre programmes also get refreshment from the College on their practice days.
 - They are also provided costumes and props for their performances, beside transport, logistical support and staff advisory.

- **Any other**

The College also recognizes the effort put in by the different students in fields such as NCC, NSS etc. and issues certificates and prizes to the winners/participants and highlights their achievements in the Annual Prize distribution ceremony.

 - Our team has won the first and the third position in the quiz competition at the District Level, organised by the Dept. of Parliamentary Affairs, Govt. of West Bengal in 2014.
 - The college participated in the Youth Parliament Competition at the District Level, organised by the Dept. of Parliamentary Affairs, Govt. of West Bengal and it secured 2nd position in the year 2010, 1st position in the year 2011, 3rd position in the year 2012 and again 1st position in the year 2014.
 - The students also got many “BEST PRIZES” like best Speaker, best Chief Minister, best Leader of the Opposition, best Parliamentarian.
 - The Secretary of our Youth Parliament, in the year 2014 has been declared as the best Secretary at the Divisional Level.

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.

Since this institution offers only under graduate courses, we do not have any scope to collect the data of above mentioned kind. With all such type of limitations, teachers collected the following data from their personal connection and from Alumni.

Table 5.6: Students cleared NET/SLET/JRF/CAT/SSC/Defense

SI No	Name	Level Cleared	Year	Department
1	Prabir Tarafder	NET	December, 2013	Commerce
2	Poulami Dey	NET (With JRF)	June, 2014	Economics
3	Monoj Debnath	NET JRF, SET	2011	Geography
4	Kousik Dey	NET	2011	Geography
5	Sheuli Ray	NET JRF, SET	2011	Geography
6	Rishikesh Pramanik	NET JRF	2011	Geography
7	Dayal Murshid	SSC	2011	Geography
8	Soma Roy	SSC	2011	Geography
9	Bhaswati Barman	SSC	2011	Geography
10	Akshay Chanda	NET, SET	2012	Geography
11	Soumik Das	NET	2013	Geography
12	Prasanya Sarkar	NET	2013	Geography
13	Basab Das	NET	June, 2012	Bengali
14	Archana Barman	NET	June, 2012	Bengali
15	Kanchan Dutta	SET	2013	Bengali
16	Ishwar Ch Barman	NET	Dec, 2014	Bengali
17	Krishna Mihan Bhowmik	SET	2014	Bengali
18	Arka Acharjee	NET, JRF	June, 2015	History

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

Academic Counseling:-

- The faculty helps the students in choosing right stream, at the time of the admission.
- They are informed about the scope and nature of the various subjects.
- The students are not compelled in choosing the subjects.
- They are given right kind of counseling which helps them shape their career.

Career counseling:-

- The students during the courses of their studies in the college come across various problems, which they cannot handle at their own and need proper guidance in decision making. The college provides them personal counseling. They share their problems with the teachers. The teachers concerned are very supportive in guiding them.
- The candidates at times face certain social issues or problems which tend to produce inferiority complex in them. The teachers make it sure that no such deterioration happens with the psycho-social understanding of the students. They are counseled to become better human beings and advised to stand tall for the social cause.
- This institution does not have any career-counseling cell.
- The faculty members offer academic counseling, if required.

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).

Table 5.7: Placement by BBA Department

Year	No of students	Placed in Company
2012	7	TCS, Airtel, Axis Bank, Adhunik Steel, Jayasree Tea Garden, Tata Motors
2013	8	Muthoot Finance, IDBI Bank, Punjab National Bank, ICICI Security
2014	1	Airport Authority of India
2015	8	United Bank of India, Maruti Suzuki

- The institution is very much concerned and sensitive about the employment of its students.

- Though there is no placement cell or Employment Guidance etc. in the College, yet the faculty members are equipped enough to provide any kind of information to students as and when the need arises.
- Only the BBA Department Coordinator manages to arrange for some campus placement for their students, but it is totally personal initiative.

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

Yes, College has an active Grievance Redressal Committee to handle grievances of students.

- Minor incidents of grievances are reported during admissions, elections and these are handled by the Committee concerned.
- Issues relating to resorting to unfair means like copying, cheating etc. in examination hall are handled by the Principal.
- The Principal himself looks into most complaints regarding canteen, cleanliness and discipline.
- Many complaints relate to face-offs between students themselves.
- Overall, we have had no major grievances reported in the last 4 years.

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

Provisions against the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Prohibition of and Punishment for Sexual Harassment) of Cooch Behar Panchanan Barma University, has been implemented at Cooch Behar College and it has oriented its existing policy and mechanism against sexual harassment to the provisions of the Act, and evolved a stringent, holistic approach to the same. Our Internal Complaints Committee comprises:

- Dr Pankaj Kr Debnath- Principal as Chairman
- Dr Pritha Pandit Roy-Chowdhury

- Smt Swati Ghatak
- Smt Jay Saha
- Smt Sabita Roy

College has a very strict policy against sexual harassment. In the last 4 years no cases of sexual harassment were reported.

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

Yes, the College has an anti-ragging committee to handle cases of ragging on campus.

The college has a healthy tradition in which the old students extend a warm welcome to the new entrants and also assure them of full support and guidance. Since the inception of the College, no incident of ragging of any kind has been reported in the college. There is an anti-ragging committee in this institution. However, no instance has been reported so far. The anti-ragging Committee comprises of:

- Dr Pankaj Kr Debnath- Principal as Chairman
- Sri Monimoy Chakraborty (Convener)
- Smt Swati Ghatak (Member)
- Smt Laxmi Dasgupta (Member)
- Sri Anupam Dey (Member)
- Sri Gouranga Chakraborty (GS, Students' Union)

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

The college has the following welfare schemes for students:

- Fee Waiver
- Learn & Earn Scheme.
- Book Bank.
- Track Shoot Supplement for Physical education students.
- Subsidized photocopying facility.

- Students' Aid Fund.
- Free medical aid and assistance with the association with Students Health Home.
- Free Wi-Fi and internet facilities.
- Free coaching for competitive examinations.
- Best meritorious student award for each subject in each year.
- Scholarships for SC/ST/OBC/Minority students
- Scholarships for women (Kanyashree)

There is a provision to exempt from paying the tuition fee fully or of six months for the student belonging to the economically weaker section, provided they do not get any other scholarship from any other authority.

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 has an Alumni Association.
- It meets at least once in a year and guides and mentors students passing out of college.
- Most of our students go on to post graduate studies and are mentored by their seniors who have passed out.
- However, we must admit that we have not been able to tap our Alumni base as well as we should have.
- The Association organises various programmes on the foundation day of the institution.

5.2 Student Progression

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

Table 5.8: Scenario of student Progression in last four years

Student Progression	%			
	2011-12	2012-13	2013-14	2014-15
UG to PG	41.24	48.73	49.64	46.44
Employed	NA	NA	NA	NA
Campus Selection (BBA):	44.00	50.00	12.50	33.33
Other Than Campus:	NA	NA	NA	NA

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.

Academic performance is compared over years is as follows:

Result analysis of Cooch Behar College for the last four years

Table 5.9: Result analysis of Cooch Behar College 2011-2012

Course	Distinction	Pass (%)	No of 1 st Class	2 nd Class (%)
Bengali(H)	00	89.74	00	89.74
English(H)	00	88.89	00	88.89
Sanskrit(H)	00	91.30	04	80.95
Geography(H)	00	100	02	90.00
Philosophy(H)	00	100	00	100
Political Science (H)	00	100	00	100
History(H)	00	61.54	00	61.54
BA (Gen)	00	31.88	00	31.88
B.Com(H)	00	100	05	88.46
B.Com (Gen)	00	100	00	100
Physics(H)	NA	NA	NA	NA
Chemistry(H)	NA	NA	NA	NA
Mathematics(H)	00	66.67	02	66.67
B.Sc (Gen)	00	70.00	00	70.00

Table 5.10: Result analysis of Cooch Behar College 2012-2013

Course	Distinction	Pass (%)	No of 1st Class	2nd Class (%)
Bengali(H)	00	73.53	0	73.53
English(H)	00	90.00	0	90.00
Sanskrit(H)	00	87.50	02	90.47
Geography(H)	00	100	0	100
Philosophy(H)	00	62.50	0	62.50
Political Science (H)	00	75.00	0	75.00
History(H)	00	75.76	0	75.76
BA (Gen)	00	36.14	0	36.14
B.Com(H)	00	93.33	03	78.57

B.Com (Gen)	00	83.33	0	83.33
Physics(H)	NA	NA	NA	NA
Chemistry(H)	NA	NA	NA	NA
Mathematics(H)	00	100	08	33.33
B.Sc (Gen)	00	80.00	0	80.00

Table 5.11: Result analysis of Cooch Behar College 2013-2014

Course	Distinction	Pass (%)	No of 1st Class	2nd Class (%)
Bengali(H)	00	83.33	0	83.33
English(H)	00	78.79	0	78.79
Sanskrit(H)	00	80.56	02	93.10
Geography(H)	00	100	03	80.00
Philosophy(H)	00	63.64	0	63.64
Political Science (H)	00	100	0	100
History(H)	00	66.67	0	66.67
BA (Gen)	00	79.87	0	79.87
B.Com(H)	00	92.86	01	92.86
B.Com (Gen)	00	63.16	0	63.16
Physics(H)	NA	NA	NA	NA
Chemistry(H)	NA	NA	NA	NA
Mathematics(H)	00	100	05	44.44
B.Sc (Gen)	00	100	0	100

Table 5.12: Result analysis of Cooch Behar College 2014-2015

Course	Distinction	Pass (%)	No of 1st Class	2nd Class (%)
Bengali(H)	00	89.67	0	89.67
English(H)	00	76.67	0	76.67
Sanskrit(H)	00	90.63	06	79.31
Geography(H)	00	77.78	01	92.85
Philosophy(H)	00	80.00	0	80.00
Political Science (H)	00	100	0	100
History(H)	00	90.32	0	90.32
BA (Gen)	00	63.41	0	63.41
B.Com(H)	00	100	01	87.50
B.Com (Gen)	00	70.00	0	70.00
Physics(H)	NA	NA	NA	NA
Chemistry(H)	NA	NA	NA	NA
Mathematics(H)	00	100	09	40.00
B.Sc (Gen)	00	90.00	01	94.44

Figure: Comparative Chart of Pass Percentage of Honours Students over last four Years

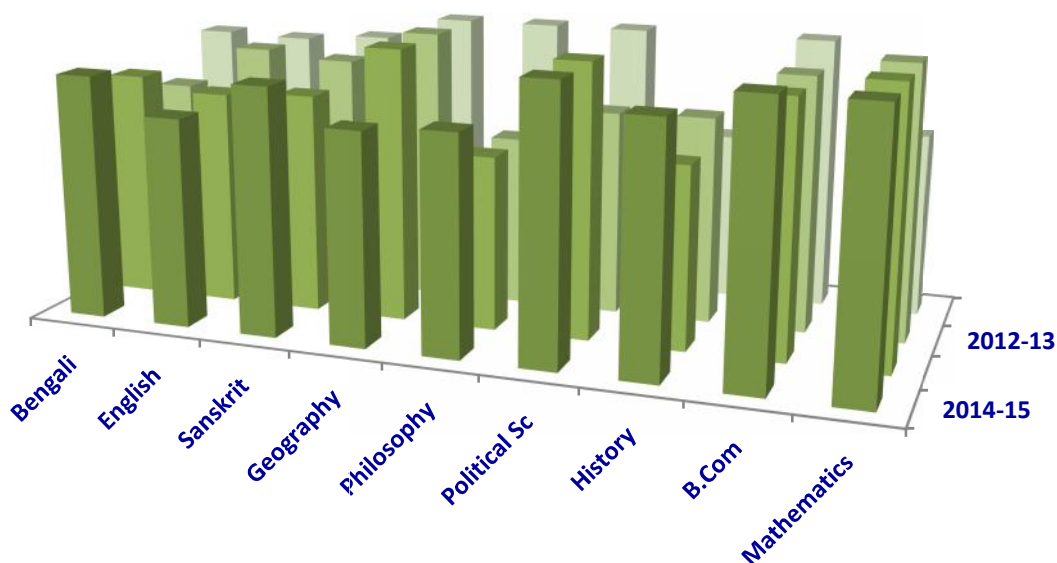
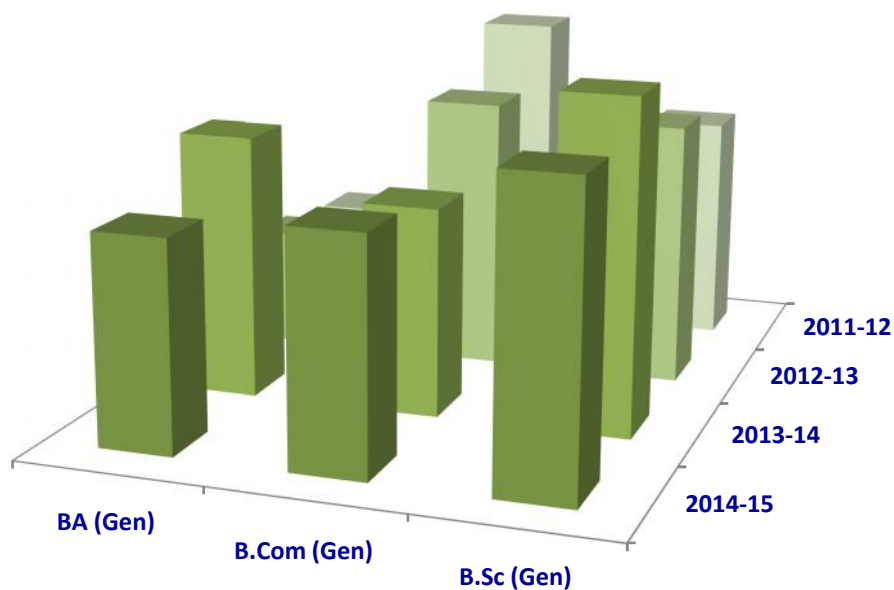


Figure: Comparative Chart of Pass Percentage of General Students over last four Years



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

The faculty at Cooch Behar College teaches with the basic presumption that all our students will proceed to post-graduate courses. Therefore, our students are geared towards higher education from the beginning.

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

- Teachers do regular counseling of students who are at risk of failure or drop out.
- Special classes are held, and personal counseling is done if the drop out is likely to be for personal reasons. We also contact parents and counsel them.
- The institution is committed to bring down the dropout rate.
- The socio-economic, cultural and psychological issues contribute to the drop out factor. To deal with the socio cultural problems, the Equal Opportunity Cell and Grievance Cell address the problems of the students.
- The students who are academically weak or seem to fail in the exams are provided coaching through extra classes and free remedial classes in the college.
- The Teachers' Association of the college also plays a significant role in providing financial assistance to brilliant and needy students.

5.3 Student Participation and Activities

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

The college offers a wide range of sports to students like Cricket, Kho-Kho, Volleyball, Badminton, Table Tennis, Football, Athletics, Chess, and Kabaddi. NSS and Games & Sports department organise different programmes

In NSS:

- Afforestation & Plantation
- Cleanliness drive
- Blood donation Camp
- NSS Special Camp
- Red Ribbon Club
- Other Programmes

Games & Sports:

- International level
- National Level
- State level
- Inter-college Level

The other programmes organised by various departments are:

- Quiz Competition at the District Level, organised by the Dept. of Parliamentary Affairs, Govt. of West Bengal: two teams had participated from this institution— one secured the 1st and the other 3rd position. Youth Parliament Competition at the District Level organised by the Dept. of Parliamentary Affairs, Govt. of West Bengal.
- The team from the institution secured the 2nd position, the Speaker has been declared as the best Speaker (2010).
- The team from the institution secured the 1st position, the Speaker has been declared as the best Speaker, and two students secured best Parliamentarian (2011).
- The team from the institution secured the 3rd position (2012).
- The team from the institution secured the 1st position, the Speaker has been declared as the best Speaker, the leader of the Opposition has been declared as the best Leader of the Opposition, and one member has been declared as one of the five best parliamentarians (2014).

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. –

Table 5.13: List of BLUE Holders of North Bengal University 2012-2015

S. No.	Name of the Students	Year	Name of Games/Sports
01	Pujan Sarkar of BA I	2015	Kho-Kho
02	Jahanur Hoque of BA III	2015	
03	Tanmoy Barman of BA III	2015	

04	Malati Roy Singha of BA III	2015	Kho-Kho	
05	Milan Rahaman of BA III	2015		
06	Rafiqul Islam of BA III	2014		
07	Jahanur Hoque of BA II	2014		
08	Pankaj Kr Sarkar of BA III	2014		
09	Tarun Sarkar of BA III	2014		
10	Rashidul Hoque of BA II	2014		
11	Tanmoy Barman of BA III	2014		
12	Sanjit Roy Singha of BA III	2014		
13	Malati Roy Singha of BAIII	2014		
14	Banasree Roy Sarkar of BA III	2014		
15	Suchitra Barman of BA III	2014		
16	Mampi Barman of BA III	2014		
17	Joy Routh of BA I	2013		Kho-Kho
18	Pankaj Kr Sarkar of BA II	2013		
19	Jayanta Barman of BA III	2013		
20	RashidulHoque of BA I	2013		
21	Monoranjan Barman of BA III	2013		
22	Banasree Roy Sarkar of BA II	2013		
23	Tanmoy Barman of BA I	2013		
24	Bhaskar Barman of BA III	2013		
25	Monoranjan Barman of BA II	2012	Kho-Kho	
26	Jayanta Barman of BA II	2012		
27	Pankaj Kr Sarkar of BA I	2012		

Figure: Year wise BLUE Holder 2012-15

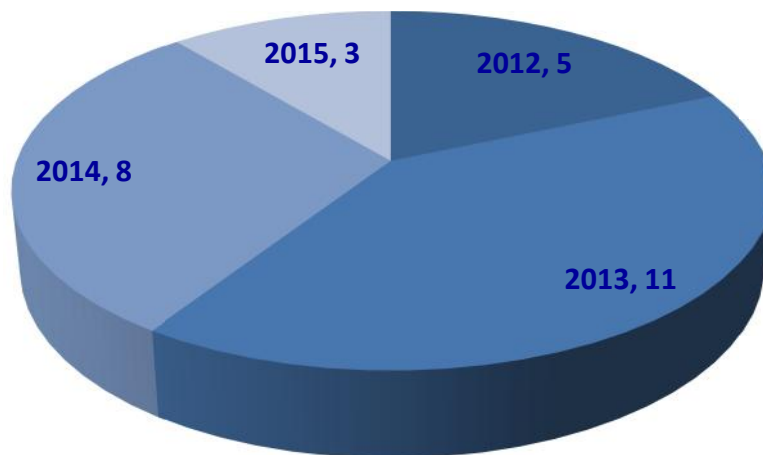


Table 5.14: Awards of Students in various games and Sports 2012-2015.

SI No	Name of the student	Class	Name of Activity / Event	Prize / Medal	Year
1	Pujan Sarkar	BA I	BLUE Holder of University for Kho-Kho	BLUE	2015
2	Md. Jahanur Hoque	BA III		BLUE	
3	Tanmoy Barman	BA III		BLUE	
4	Malati Roy Singha	BA III		BLUE	
5	Sri Milan Rahaman	BA II	East-zone Inter-University Kabaddi Meet, Bilaspur University, Chattisgarh	Member of the Group	2015
6	Smt. Aparna Barman	BA II	International Ring Ball Championship, G. B. Panth University of Agriculture & Technology, Uttarakhand	Member of the Group	2015
7	Prosenjit Roy	BA I	Govt. & Non-govt. College Athletics & Badminton Championship, Govt. College of Physical Education for Women, Dinhata	1 st in Discus Throw	2015
8	Rashidul Hoque	BA II		1 st in High Jump	
9	Banasree Roy Sarkar	BA II		1 st in 100 mt Run	
10	Banasree Roy Sarkar	BA II		1 st in 200 mt Run	
11	Rafiqul Islam	BA III	BLUE Holder of University for Kho-Kho	BLUE	2014
12	JahanurHoque	BA II		BLUE	
13	Pankaj Kr Sarkar	BA III		BLUE	
14	Tarun Sarkar	BA III		BLUE	
15	Rashidul Hoque	BA II		BLUE	
16	Tanmoy Barman	BA III		BLUE	
17	Sanjit Roy Singha	BA III		BLUE	
18	Malati Roy Singha	BA III		BLUE	
19	Banasree Roy Sarkar	BA III		BLUE	
20	Suchitra Barman	BA III		BLUE	
21	Mampi Barman	BA III		BLUE	
22	PujanSarkar	BA I	North-east Inter-University meet on Kho-Kho (Men), Mithila University, Darbhanga	Member of the Group	2014
23	Md. JahanurHoque	BA II			
24	Tanmoy Barman	BA II			
25	Subrata Sen	BA II	46 th Inter-College Athletic meet, SahedKshudiram College, Kamakhyaguri	3 rd in 20 Km walking race	2014
26	Mitali Roy Singha	BA III	North – zone Kho-Kho Inter-University (Women), Mithila University, Darbhanga	Member of the Group, Secure 3 rd position	2014
27	Cooch Behar College	NA	Inter-College Kabaddi Tournament, North Bengal University	Runners-up champion, beating AC College	2014
28	Ranita Das	BA II	Inter-College Athletic & Football (Men & Women), A.B.N.Seal College, Cooch Behar	2nd in Discus throw	2014
29	Banasree Roy Sarkar	BA II		2nd in 100 mt	
30	Mampi Barman	BA III		2nd in Javelin throw	
31	Cooch Behar College	NA		Runners-up in Athletic Group of women	
32	Joy Routh	BA I	BLUE Holder of University for	BLUE	2013

33	Pankaj Kr Sarkar	BA II	Kho-Kho	BLUE	
34	Jayanta Barman	BA III		BLUE	
35	Rashidul Hoque	BA I		BLUE	
36	Monoranjan Barman	BA III		BLUE	
37	Banasree Roy Sarkar	BA II		BLUE	
38	Tanmoy Barman	BA I		BLUE	
39	Bhaskar Barman	BA III		BLUE	
40	Rashidul Hoque	BA I	State Athletic Meet-2013, Salt Lake Stadium, Kolkata	3 rd 200 mt run	2013
41	RashidulHoque	BA I	45th Inter-College Athletic Meet, AC College, Jalpaiguri	1st in 100 mt	2013
42	Rashidul Hoque	BA I		1st in 200 mt	
43	Rashidul Hoque	BA I		3rd in 1500 mt	
44	Cooch Behar College	NA	Panu Dutta Majumder Memorial Inter-college Kho-Kho Tournament, 2013, Falakata College	Champion in men	2013
45	Cooch Behar College	NA		Champion in women	
46	Md. Jahanur Hoque	BA I		Man of the match	
47	Mitali Roy Singha	BA I		Woman of the match	
48	Cooch Behar College	NA	Non-Govt Inter College Athletic & Football Meet, Mekhiligang College, Cooch Behar	Football Champion beating Boxirhat College	2013
49	Cooch Behar College	NA		Women Group Champion in Athletic	
50	Mampi Barman	BA III		3rd in 200 mt run	
51	Banasree Sarkar	BA I		2nd in 100 mt run	
52	Amita Barman	BA II		2nd in Shut-put Throw	
53	Kaberi Goswami	BA I		2nd in High Jump	
54	Aparna Barman	BA I		2nd in 1500 mt run	
55	Malati Roy singha	BA I		2nd in Long-Jump	
56	Jayanti Roy	BA I		3rd in 800 mt run	
57	Rashidul Hoque	BA I		1st in 100 mt run	
58	Rashidul Hoque	BA I		2nd in 200 mt run	
59	Rashidul Hoque	BA I	Player of the Tournament		
60	Cooch Behar College	NA	Gyatri Devi Friendly Cricket Tournament, M.J.N.Stadium, Cooch Behar, Organised by A.B.N.Seal College	Champion by defeating Tufanganj Mahavidlaya	2013
61	Monoranjan Barman	BA II	BLUE Holder of University for Kho-Kho	BLUE	2012
62	Jayanta Barman	BA II		BLUE	
63	Pankaj Kr Sarkar	BA I		BLUE	
64	Cooch Behar College	NA	Panu Dutta Majumder Memorial Inter-college Kho-Kho Tournament,	Champion by defeating Saheed Kshudhiram College, Kamakhyaguri	2012
65	SuchitraBaman	BA I		Women of the Match	
66	Mampi Barman	BA I			
67	Banasree Barman	BA I			

68	Manoj Barman	BA I	13th Inter Non-Govt Swami Viekanda Athletic Meet & Football Championship Tournament, Sitalkuchi College	1st in 800 mt run	2012
69	Anukul Ch. Gupta	BA III		1st in 1500 mt run	
70	Jayanta Barman	BA II		3rd in Long Jump	
71	Suchitra Barman	BA II		2nd in 1500 mt run	
72	Suchitra Barman	BA II		1st in Discus Throw	
73	KaberiGoswami	BA II		2nd in High Jump	
74	Mampi Barman	BA I		1st in Shut-put	
75	Mampi Barman	BA I		1st in High Jump	
76	Mampi Barman	BA I		2nd in 800 mt	
77	Cooch Behar College	BA I		Athletic Group Champion	

Table 5.15: List of proud recipients of Meritorious Scholarship, 2010-15

Year	Number	@ Rs	Amount
2011-12	10	9,000	90,000
	6	10,500	63,000
2012-13	12	9000	1,08,000
	6	10,500	63,000
2013-14	16	9,000	1,44,000
	8	10,500	84,000
2014-15	8	9,000	72,000
	2	10,500	21,000

Figure: Distribution of Meritorious Scholarships during 2011-15

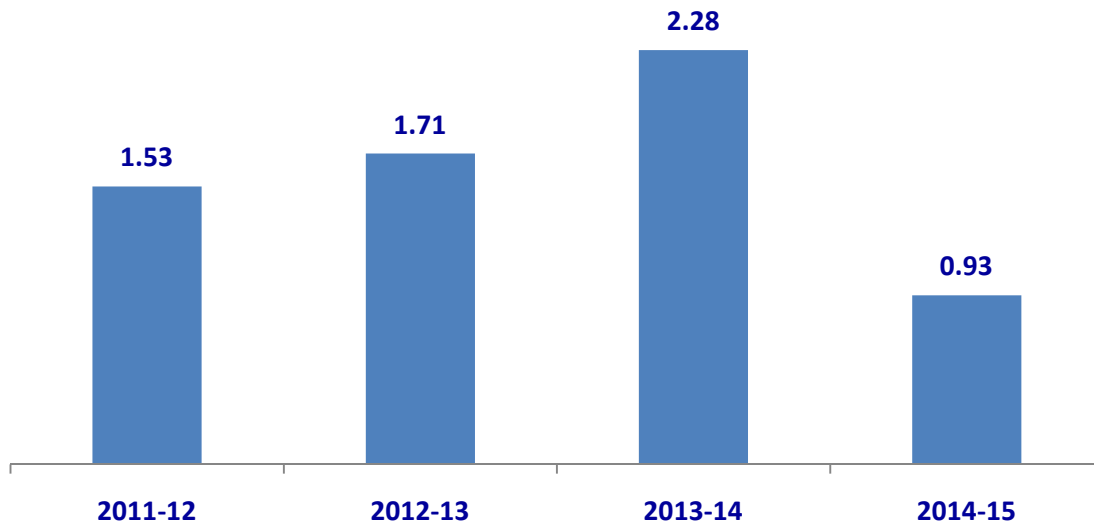


Table 5.16: Placement in Government Service 2009-15

S.No.	Name	Placement	Subject
1	Sri Swapan Chandra Barman	Assistant Professor, Cooch Behar College	Philosophy
2	Monoj Debnath	Research Scholar in NEHU	Geography
3	Kousik Dey	Assistant Primary Teacher	Geography
4	Sheuli Ray	Asst. Teacher in Higher Secondary School	Geography
5	Rishikesh Pramanik	NET Qualified	Geography
6	Dayal Murshid	Asst. Teacher in Higher Secondary School	Geography
7	Soma Roy	Asst. Teacher in Primary School	Geography
8	Bhaswati Barman	Block data Entry Operator	Geography
9	Akshay Chanda	NET, Guest Teacher in Cooch Behar College	Geography
10	Soumik Das	NET Qualified	Geography
11	Prasanya Sarkar	NET Qualified	Geography
12	Prabir Tarafder	NET, Guest Lecturer, Gayan Jyoti College	Commerce
13	Basab Das	NET, Guest Lecturer, Cooch Behar College	Bengali
14	Achanta Barman	NET Qualified	Bengali
15	Kanchan Dutta	SET Qualified	Bengali
16	Ishwar Ch Barman	NET Qualified	Bengali
17	KrishnaMohan Bhowmik	NET Qualified	Bengali
18	Arka Acharjee	NET, JRF	History
19	Bhaswati Barman	Guest Lecturer, Cooch Behar College	Ph Edu
20	Bappa Sarkar	Assistant Professor, Dinhata College	Geography
21	Bipul Sarkar	Assistant Professor, A.C. College	Geography

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 institute has a clearly set and well-defined mechanism of obtaining the feedback from the students to improve the performance and quality of the institutional provisions.
- The Internal Quality Assurance Cell collects the exit level feedback from the outgoing students regarding learning processes.
- The inputs obtained from the students are further used to improve the overall performance and quality of the institutional provisions.
- The institute distributes a feedback form to the students of the third year honours on the last day of their Part III Examinations and collects those filled up forms.

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

- The institution has been publishing Annual Magazine “Mukhopatra” every year comprising different languages and subject section.
- Creative endeavors like articles, stories, poems by students find a place of prominence in the magazine. Besides providing an opportunity to publish their creation, the magazine also involves them as Students Editors in all the areas of its publication right from editing, designing and printing.
- Publication of College Magazine rests in the hands of Students' Union.
- A Teacher-in-charge is appointed to guide and advise the Magazine Editor.
- The institution encourages the students to contribute articles for the Magazine to hone and harness their writing skills and to develop and sharpen their creativity.
- The institution encourages the students to publish the wall magazines from various Departments separately.

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

Yes, institution has students' Union elected by the students of this College. All the students of the institution are the members of the said union. The tenure of Students' Union Office Bearer is one year. The executive Committee of the students' Union consists of the following:

- | | | |
|---------------------------|---|----------------------------------|
| 1. President | - | Principal, Ex-officio |
| 2. Vice-President | - | Directly elected by the students |
| 3. General Secretary | - | -do- |
| 4. Magazine Editor | - | -do- |
| 5. Outdoor Game Secretary | - | -do- |

6. Indoor Game Secretary	-	-do-
7. Debating Secretary	-	-do-
8. Social and Cultural Secretary	-	-do-
9. Five Prof-in-charge	-	Appointed by the Principal

The details of its selection, constitution, activities and funding are as follows:

ELECTIONS

- Elections to the Students Council are held by secret ballot in the second week of December or a nearby date as decided by a meeting of the staff and the Principal.
- The elections are conducted by a duly constituted Election Committee.
- The rules and procedure of the election (subject to the rules as stated in the constitution), the dates for nominations and withdrawal, introduction, campaigning, polling, counting of votes and declaration of results are notified by the Election Committee with the approval of the Principal.
- Nominations are made on Nomination forms only, available with the election Committee, duly signed and supported by relevant documents.
- The nomination forms are submitted to the Election Committee, who scrutinizes them.

Qualification of Candidates for Nomination:

- ❖ The candidate must be a regular, full-time student of the college.
- ❖ The candidate should in no event have any academic arrears in the year of contesting the elections.
- ❖ The candidate should have attained the minimum percentage of attendance as prescribed by the university or 75% attendance, whichever is higher.
- ❖ No candidate can contest for the same post for more than two terms.

- ❖ The candidate should not have any previous criminal record, that is to say, he should not have been tried and/or convicted for any criminal offence or misdemeanor.
- ❖ The candidate shall also not have been subject to any disciplinary action by the university or college authorities.
- ❖ Participation in extracurricular activities in the college is essential and should be mentioned in the nomination form along with results.

Instructions to candidate for college elections:

- ❖ No posters or hand bills shall be pasted in or around the college.
- ❖ Hand bills may be distributed only personally amongst students.
- ❖ Any candidate or his/her supporters engaged in campaigning on the day of election will cause the disqualification of the candidate on the spot.
- ❖ Drum beating is not allowed for election campaign.
- ❖ No candidate shall indulge in any activity which may create mutual hatred or cause tension between different castes, religions, etc.

COMPOSITION

- All regular students of the college shall be members of Cooch Behar College Students' Union and will form the General Body.
- Cooch Behar College Students' Union shall have an Executive Committee (EC) comprising elected student office bearers and the Chairperson. The President will be the Principal of the college.
- The students' office bearers of Cooch Behar College Students' Union shall be elected by the General Body of students every year and will constitute the Students' Council (SC).

AIMS AND OBJECTIVES OF THE STUDENTS' UNION

- To promote the social, cultural and intellectual development of the students of the College.

- To look after and promote the welfare of the students and their well-being in the College.

ACTIVITIES OF THE STUDENTS' UNION

In pursuance of the above aims and objectives the Union is empowered to:

- Hold debates, arrange lectures, organize social functions and raise funds for such activities and perform other activities which will further the realization of the above aims and objectives.
- Organize inter college activities, the annual cultural festival and inter college competitions and other similar functions.
- Meet, discuss and make representations on matters concerning the common interest of the college.
- Forward any particular grievance of any member of the Cooch Behar College Students' Union after careful scrutiny and discussion in the Students' Council to the Principal for suitable action.
- Look after the overall interest and welfare of the students.
- Strive for the progress and development of the college.
- Organize Freshers' welcome, Social, College sports and other various College functions.
- Celebrate of college foundation day and other days of National and State importance like Independence Day, Republic Day, State days etc.
- Arrange and provide facilities in the Students' Common Room so that students can pass their leisure time.
- Arrange training for the College teams of various games & sports/cultural items etc. to develop their skill.
- Select teams/participants to represent the college in various competitions.

- Publish College Magazine.
- They help the teaching faculty in numerous ways right from reception of the guests, hospitality and discipline to decoration during the organizations of various conferences, seminars and other functions.
- The council forms a bridge between the students and the administration. This helps in promoting healthy atmosphere in the college.

FINANCES

The financial year of the Union is from 1st January to 31st December of the following year.

- There is an annual subscription of the union which is be collected through the college office along with the fees. The annual subscription can be increased or decreased by the GB.
- The accounts of the Students' Union are handled by the Principal.
- All issues concerning expenditure are decided by the Students' Union. For all major expenses, the approval of the Principal is obtained.
- It sponsors for different advertisements in the annual magazine.

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

The following academic and administrative bodies have the students' representations:

- Governing Body of the College- General Secretary of the Students' Union is a permanent member of the highest body of the college.
- Academic Committee- General Secretary of the Students' Union is a permanent member of this committee of the college.
- Admission Committee- General Secretary of the Students' Union is a permanent member of this committee of the college
- Library Committee- General Secretary of the Students' Union is a permanent member of this committee of the college.

- Students' Scholarship Committee- General Secretary of the Students' Union is a permanent member of this committee of the college.
- Cultural Committee: The committee is constituted to promote the cultural activities among the students. Culturally talented students are spotted by committee members and the efforts are made to develop their skills and talents by encouragement, right training and performances.
- Games and sports Committee: Organizing Games and Sports in the College, selecting teams/participants for inter-college sports meet, State Level Sports etc.
- Students' Union looks after the interest and welfare of the students, create and developing atmosphere conducive to academic and administration.
- Magazine Editorial Board: Publish College Magazine.

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 its Alumni meet on the college foundation day every year. This meet gives an opportunity to our alumni to interact with their old friends, classmates and teachers and share their memorable experiences with all. It further provides a platform for our students to share their success stories and continue to build a bond with the college. All the students who pass out of the College are members of the Alumni Association. Retired faculties are regularly invited to College on major functions but most of all for the Annual Day Function of the College. Their views and help is sought when required.

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

Cooch Behar College entering in the phase of NAAC Cycle-II to evaluate its performance after Cycle-I. Hence, it is important to document the positive sides of development within this 5 years. A comparison in terms of indicators of student support and progression is shown below.

Table 5.17: Comparison of present Student Support & Progression with 2009

INDICATORS	Cycle-I (2009)	Cycle-II (2015)
Student Strength	1617	3049
Dropout Rate	18%	0.86%
No of beneficiaries from Freeships	200	509
No of beneficiaries from Govt Scholarships	21	1676
Feedback received from Stakeholders (Category)	1	4
Pass Percentage	83%	92%
No of First Class	6	18
No of First Class in last 4 year	20	55
No of NET/SET last 5 year	03	18
Our student Join in our Institution as Teacher	0	1+2
% of students join in PG	30	46.44
No of University BLUE Holder(Sports) in last 5 year	0	27
No of Position holder in Athletic meet in last 5 year	7	29
No of Wall Magazines	1	7
NSS Unit	1	2
Students Union Fund(Rs)	1,14,590.00	2,75,400.00
Expenditure on Games & Sports(Rs)	86,431.00	1,86,672.00
Geography Educational Tour Expenses(Rs)	880.00	29,778.00
Students Health Home Expenses (Rs)	13,530.00	45,305.00

B-6

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

- ❖ **Institutional Vision and Leadership**
- ❖ **Strategy Development and Deployment**
- ❖ **Faculty Empowerment Strategies**
- ❖ **Financial Management and Resource Mobilization**
- ❖ **Internal Quality Assurance System (IQAS)**

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 seek to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision:

Cooch Behar college has found inspiration in the immortal prayer of Upanishads: '*tomaso ma jyotirgamaya*' - 'from the darkness lead me towards light', darkness symbolizing ignorance and light symbolising wisdom. This is the timeless urge of mankind. Cooch Behar College since its inception has been relentlessly working towards imparting standard and effective education to its students a sizable section of which come from socially and economically downtrodden section of the society in order to bring positive change. We firmly believe as it is reflected in our motto in reaching out to the young men and women of marginalized sections of our society with quality education deeply rooted in our diverse cultures which is intrinsically universal in nature, which will create a young, aware and vibrant youth power fully conscious about their potentiality, rights and duties. Empowered with such education the young section will definitely bring light of knowledge, prosperity and bliss not only to their own lives or community but to the entire nation and mankind.

Mission:

The mission is delivering the requisite knowledge, skills and values towards nurturing attitudes and competencies among the graduation students. It also bring "to mould and 'grade up' the students to be both intellectually and spiritually competent, socially committed, sociable and responsible citizens capable of imparting knowledge, love, unity and inculcate 'National Integration' in the minds of all and to make higher education a part of the social environment through community participation and sustainable development'.

Goals & Objectives:

In order to accomplish the vision the institution has promulgated the Mission Statements as-

- To impart sound and meaningful higher education to the students.
- To expand the facility of higher education to all eligible students of the society.
- To help them achieve successful professional career.
- To expand the horizon of education through introduction of new subjects.
- To promote and encourage the achievement and to work for advancement of knowledge of different subjects on the demand of society.
- To empower the student to be self reliant and achieve excellence so that they can derive the benefit of national development.
- To help them to become ideal and responsible citizens of the country.
- To produce intellectually sound, morally upright and socially concerned students to be of service to the nation.

Communication of Mission & Vision Statement:

The vision and mission statements are stated in brief in the prospectus of the college and also presented in the website of the college. The statements are also displayed through Notice Board.

The college was established in 1970 at the time of Bangladesh War when one of the primary objectives of the organizers was to accommodate the distress victims of the Bangladesh War as the district is situated in the border of Bangladesh and Assam. Therefore, the college had the objective to expand the facility of higher education for the people living in the remote areas of the district and the adjoining areas. This was very much in tune of the national policy to spread the facility to every nook and corner of the nation.

Since inception, the college has been running Arts and Commerce courses with the subject option of B.A. Honours in Philosophy and B.A. General in History, Political Science, Economics, Bengali and English and B.Com Honours and General. Subsequently, the college has broadened the scope of mission statement to enhance the capacity of the masses and make them part of national development. The college has introduced various subjects such Geography, Sanskrit, Physical Education and Education of which Honours option is available in all subjects except Physical Education and Education. From 2006 the college introduced B.B.A. course and from 2008 Science stream has been introduced with physics, Chemistry, Mathematics and Computer science of which Honours option is available in Mathematics in addition Honours in Physics and Chemistry have been introduced from 2014-15 academic session. Students' enrolment has been increasing year after year in keeping pace with the higher Education Policy of the Nation. In 2009-10 academic sessions, we had 1815 no of students, whereas in 2014-15 academic sessions there were 3049 no of students. Infrastructural facilities and human resources also have been increasing to fulfil the stated Vision & Mission with the gradual increase of students' enrolment. Different academic, co-curricular & extra-curricular activities also have been satisfactory and adequately provided to ensure proper fulfillment of the Vision & Mission of our institution.

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

The Governing Body is the sole authority in design and implementation of its quality policy and plans. The Governing Body is the Statutory Body and guided by the statute of the affiliated University. The policies, rules and other directives of the State Govt. and UGC are also implemented through this Body.

The Principal is the ex-officio Secretary of the Governing Body. He is the person who is responsible for implementing and executing all the decisions taken by the Governing Body, all rules & regulations as directed and formed time to time by the affiliating University, the State Govt. and the UGC. The Principal ensures that all provisions of the University, State Govt. & UGC are followed.

The Governing Body constitutes different sub-committees for assisting the Principal in implementing and executing various plans and proposals. These Sub-Committees are formed taking the members from the faculty, the non teaching staff, the members of the Governing Body as well other academic & administrative personnel including the General Secretary of the democratically elected Students' Union.

In addition, there is the Teachers' Council. The Principal is the Chairman of the all the sub-committees. The Principal through all these committees and Teachers' Council primarily design various plans & proposal through meetings of these committees.

The various proposals taken in these various committees are referred to the Governing Body. The Governing Body takes proper decision regarding all such proposals. The Principal then implements and executes all such decision through such committees.

The progress of various plans and proposal are also continuously monitored and evaluated by the Principal himself as well as by the various respective committees.

6.1.3 What is the involvement of the leadership in ensuring:

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

The leadership through the Principal of the college is involved in ensuring the policy statements and action plans for the fulfillment of the stated Missions. The Principal actually is the 'Key Person' behind implementing, executing, monitoring and reviewing all such policy statements and action plans. He co-ordinates all such activities. He is responsible for all such ongoing programmes.

The various sub-committees constituted by the Governing Body including the Teachers' Council take different short term and long term proposals as per directives of the UGC, State Govt., University and the management. Every committee has its own domain of action and activities. Different academic, administrative and financial proposals taken by such committees are referred to the Governing Body for decision and approval thereof.

The members of the Governing Body take various decisions suggested by various committees as well as by the rules & directives of the University and the State Govt. The Governing Body then sanctions and allots fund for implementing such policies. Major part of such fund comes from the UGC grant and State Govt. sanction. Apart from these sources, collections of students Fee in different developmental aspects are also used.

The Principal then with the direct help of various committees takes measures for implementation and execution of all such programmes. Different stakeholders of the college are also consulted in taking such decisions as well as implementing and executing these decisions. Apart from these, the various State Govt. Departments and agencies also help directly as well as indirectly for formulations and incorporation of the same into institutional strategic plan.

The management keeps a close eye on such undergoing activities and encourages the participations of the staff and stakeholders in the process of decision making in institutional functioning.

The teaching, non-teaching and students are constantly encouraged and for that prize and certificate are awarded to them for the performance, works and research in every year.

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

The college adopts a definite and time bound plan of actions to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time.

The various committees constituted by the Governing Body are primarily responsible for monitoring and evaluation of various policies and plans. In the beginning of academic year, a planning exercise is conducted by the IQAC and approved by the Governing Body. The meetings of different sub committees are held regularly at possible limit of intervals depending upon the importance and time required of execution of such policies and plans.

In the meeting, under the chairmanship of the Principal, discussions are held regarding the ongoing works and policies. The positions as well as negative effects are thoroughly analysed and accordingly further steps are suggested for effective implementation and improvement.

All such suggestions /resolutions are referred to the Governing Body where these are approved depending on the merit of such suggestions/ resolutions. Proper directives are also given for the future course of actions.

Again, as per decisions/directives of the Governing Body, meeting of Sub-committees are held. Plans are then chalked out for effective implementation of policies & plans. Actions are then taken by the Principal to execute all such action/suggestions/directives.

Again, after suitable internal meetings are held for further evaluation and in the same way the system operates in a roundabout throughout a year and even year after year. During these entire exercises, feedbacks are taken from different stakeholders Govt. programmes and policies, University guideline and norms of UGC are strictly followed and maintained.

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

The top of the management take some definite procedures and methods through which academic leadership is provided to the faculty directly as well as indirectly.

The faculty has representation in the Governing Body, which is the apex Body of college Management. Four members are elected for four years. Out of total 11 members of the Governing Body, 4 are teachers. The Governing Body members are not only the Academic Leaders but they are also leaders of Administration and Financial activities.

The faculty including the GB Members of teaching community takes active role in performing and conducting different plans, programmes and proposals of different committees as well as of different co-curriculum and extracurricular activities. The names of faculty in different committees and activities are nominated by Teachers' Council in a meeting conducted in the purpose. These committees help them to provide Academic Leadership. Meetings of these committees are held regularly as and when are needed under the chairmanship of the Principal. Thorough discussions are held and accordingly plans and programmes are chalked out. These plans and programme are referred to Governing Body through IQAC. After having approval from Governing Body, these plans, proposals and programmers are implemented again through these various committees. Periodic reviews are also taken and through

this entire system, Academic leadership is provided to the faculty by the top management.

6.1.6 How does the college groom leadership at various levels?

The teaching and non-teaching staff takes part in different committees, programmes and activities as member and/or as co-ordinator/convener /programme officer. All academic, administrative, financial, curricular, co-curricular and extracurricular activities are decided, implemented and reviewed by the committees. The Principal inspire, motivate and encourage the staff to participate and to complete the assigned project/work/programmes/policy.

Some programmes related to skill development are conducted at regular intervals. The staff members actively participate in such programmes. They also take part in such activities/programmes conducted by other institutions.

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 delegate authority and provides operational autonomy to the departments/units of the institution in prescribed systematic manner and thus ultimately works towards decentralised governance system. The college has different sub-committees constituted by the Governing Body. The sub-committees are formed from the members of Governing Body, teaching, non-teaching staff, General Secretary of the Students' Union. Each sub committees have separate function prescribed by the Governing Body. Final decisions are taken in the Governing body on the basis of the suggestions/decision given by the different sub committees. The sub committees then take different measures to execute those decisions.

Moreover, the Principal conducts regular meetings with teaching, non-teaching staff and students in general and Students' Union in particular. The decisions are taken for

effective implementation of suggestions. In addition to academic responsibility, the teaching staff also takes up administrative works and is on the functional committees that cater all aspects of governance of the college.

The management gives suggestions/decisions on various aspects on the basis of the Principal's report and feedback it gets from the students and different other stakeholders. The suggestions of the management are communicated to the teaching, non-teaching and students and implemented by the principal through various sub-committees. The principal also assigns various academic and administrative bodies of the college on the basis of suggestions of the management.

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

Yes, the college promotes a culture of participative management in the arena of academic and administrative functioning. Members of different academic, administrative and other units/departments of the college take part in the activities/works of the institution as per capacity /work distribution by different committees of the members. Every one of the different stakeholders besides their regular duties/works is involved/ takes part in the activities to run the governance of the college. The participatory management has not only intensified the institutional life activity in the college but also extended it beyond. The General Secretary of Students' Union is not only the member of the Governing Body, but he/she also represents some of the other Sub-Committees. The non-teaching members also represent different Sub Committees.

Thus, all the internal stakeholders take part in all activities and programmes.

6.2 Strategy Development and Deployment.

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

The quality policy of the college is clearly mentioned in the vision statement.

The quality policy of the institution is pushed forward by a comprehensive action plan which comprises of necessary arrangements in the administrative and academic structure like facilitating operational autonomy, decentralization of governance, cultivation of leadership qualities and participatory management. The college reviews its stated quality policy by analysing the administrative and academic performance and outcome.

Our college has formed IQAC and has been started attending needs for the quality and standards. A number of mechanisms have been taken to translate quality to its various out come. The Governing Body grants permission for the development of perspective plan by the respective bodies. The respective bodies/ committees/ units/ departments are committed to device and execute the quality policies those are approved by the Governing Body. The Principal holds meeting in regular intervals with the different stakeholders of the college and with the different sub committees/ units/ departments to redress and grievances in execution of the policy. In regular intervals, the Principal, being the head of the institution, keeps vigilance for reviewing the progress in the implementation the plan and policies /works.

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

The college has a perspective plan for development. The college is governed with focus on the continuous improvement of physical and academic ambience and infrastructure both quantitatively and qualitatively.

The perspective plan covers all aspects of academic, financial and administrative aspects of the college. The perspective plan is prepared by the IQAC based on the activities proposed by various departments/units. The college Governing Body considers and approves the plan.

The following aspects are considered for inclusion in the plan:

- Opinion of new UG and PG courses.
- To get approval of more permanent faculty members.
- Increase of physical infrastructure.
- To get approval of more permanent non teaching staff.
- To use more & more ICT based teaching learning methods.
- To organise national & international Seminar.
- To encourage the staff members to attend various staff development activities/courses.
- To give more basic support services to the students.

6.2.3 Describe the internal organizational structure and decision making process.

The internal organization structure of the college comprises of the Governing Body as its highest decision making body, various sub committees constituted by the Governing Body The Principal ,the Bursar, Secretary of the Teachers' Council & the Head Clerk , & the Coordinator IQAC . A chart is shown to describe the internal organization.

The Governing Body is the apex body for decision making. The different Committees constituted by the Governing Body and all other departments/units take decisions subject to approval of the Governing Body. The IQAC recommends all such suggestion/plans/decisions to the Governing Body through the principal. The Principal Co-ordinates all such plans/ suggestion/decision to the Governing Body. The Governing Body then takes final decisions and approves the decisions taken by all such committees/units/departments.

Statutes relating to Governing Bodies of Colleges

Constitution of Governing Body:

(1) Save of otherwise provided in Statute 8 the Governing Body of a college shall consist of the following members:

- (a) a President to be elected in the manner prescribed in paragraph (2).
- (b) the Principal of the college who shall be the Secretary of the Governing Body. Ex-officio;
- (c) four members to be elected from amongst themselves by the whole-time teachers of the college, whole-time librarians and whole-time physical instructors holding appointment against post approved by the State Government/Competent Authority at a meeting to be convened for the purpose by the Principal of the college and presided over by him or, in his absence, by the senior most teacher available.

Note:- The Principal shall not vote in this election.

- (d) two members to be elected from amongst themselves by the whole time non-teaching employees of the college holding appointments against post approved by the State Government/Competent Authority at a meeting to be presided over by the college authorized by the Principal.

Note: In the case of a tie in an election referred to in clause (c) or clause (d) the presiding officer shall draw lots and declare the result in the same meeting;

- (e) two members to be nominated by the State Government, at least one of whom shall be an educationist;
- (f) two members to be nominated by the Executive Council of whom at least one shall be a woman, in case of a Women's College;

(g) one representative of the regular student of the college who shall be the duly elected General Secretary of the Students Union and who shall continue to be a member so long as he continues to be the General Secretary.

In the absence of a union or a duly elected General Secretary of the Students Union, the regular students of the college shall elect one representative from amongst themselves under the arrangements made by the Principal of the college or, in his absence, by a teacher of the college authorized by the Principal.

(h) not more than two members to be nominated by the Vice-Chancellor in consultation with the Vice-Chairman of the council of Undergraduate concerned from the donors, if any included in the list of donors of the college;

Provided that such members shall include persons required to be included in the Governing Body of the college under the terms and conditions of donation to the college;

Provided further that after the commencement of those Statutes no condition shall be attached to any donation to a college requiring representation of the donor in the Governing Body of the college;

Provided also that no teacher or other employee of the college who is a donor shall be nominated as such member.

(2) The president of a Governing Body of a college shall be elected by members in categories (b) to (h) of paragraph (1) at the first meeting of the Governing Body to be convened by the Principal and to be chaired by him.

The President may or may not be elected from among those members, provided that no teacher or non-teaching employee or student shall be eligible to be elected as the President.

Statute 2

(a) The term of office of the Governing Body of any college constituted under Statute 1 shall be four years with effect from the date of election of the President of the Governing Body or from date of expiry of the term of office of the previous Governing Body, whichever is later:

Provided that the first Governing Body constituted under paragraph (c) shall commence functioning from the date of election of the President and shall hold office of four years from the date of such election:

Provided further that if the formation and/or functioning of the first Governing Body in accordance with the previous of these Statutes is not possible for any reason whatsoever, the University shall appoint an administrator, who shall have all the powers and function of the Governing Body, till such Governing Body is actually formed and/or starts functioning.

(b) at least three months before the expiry of the term of office of the members of the Governing Body of a college, the Secretary of the Governing Body shall take necessary steps to ensure that the election nomination of members of the Governing Body under Statute 1 is completed no later than one month before the expiry of the terms of office of such outgoing members.

(c) The Principal of every college affiliated to this University shall take necessary steps to constitute the first Governing Body of that college including election of the President under the Statutes within six months with effect from the date on which the Statutes come into force and the term of office of the Governing Body so constituted shall be four years from the date of nomination of the President.

(d) after the expiry of the term of four years and subject to the provisions of paragraph (a), a Governing Body of a college shall cease to function and if, in the meantime, the new Governing Body has not been formed in accordance with these statutes or is unable to take over the management of the college, the University shall either extend the life of the erstwhile Governing Body for a period not exceeding eighteen months or appoint an Administrator for period not exceeding eighteen months who shall have all the powers and functions of the Governing Body until a new Governing Body is constituted or until a Governing Body takes over charge, as the case may be, in accordance with the statutes. The Administrator shall take steps for the constitution of the new Governing Body within six months of his appointment, where such Governing Body has not yet been constituted.

Statute 3

Filling up of casual Vacancy:

(a) Any casual vacancy in the office of a member of the Governing Body of a college other than ex-officio member shall be filled by any authority or an electorate which nominated or elected the member whose seat has become vacant and in the same manner as prescribed in Statute 1.

(b) A member nominated or elected to fill a casual vacancy shall hold office for the remainder of the terms of office of the member in whose seat the vacancy has occurred.

(c) The office of an elected or nominated member of the Governing Body shall become vacant if -

(i) He absents himself from four consecutive meeting of the Governing Body without obtaining level of absence from the Governing Body; or

(ii) He is found to be of unsound mind or convicted of any offence involving normal turpitude; or

(iii) he ceases to be a member of the constituency from which he has been elected or nominated.

Statute 4

Actions of Governing Body not to be invalidated by reason of vacancies:

(a) No action by the Governing Body shall be invalidated by reason of any vacancy in the office of any member thereof.

(b) For the removal of doubt, it is also hereby declared that notwithstanding any failure of the State Government, the Executive Council or the Vice-Chancellor to nominate any member or members under clause (e) or clause (f) or clause (h), as the case may be, of statute 1, the constitution of a Governing Body under these Statutes shall be deemed to be complete.

Statute 5

Power and function of the Governing Body:

(a) The Governing Body of every college shall be responsible for the proper management of the affairs of the college and may exercise all such powers and functions as may be necessary for the purpose.

(b) In particular, and without prejudice to the generality of the foregoing provisions, the Governing Body of a college shall be responsible for ensuring -

(i) that review is made of the result of the college and the University examinations and measures are adopted for academic improvement and maintenance of academic standards;

(ii) that posts are created and appointments made of the Principal and teachers and other staff in accordance with the provisions of any law or any rules or

orders for the time being in force to provide the institutional and other services necessary for the efficient and effective operation of the college;

(iii) that the number and qualifications and the method of recruiting the teachers, librarians and non-teaching staff and the conditions of their service are in accordance with the provisions of any law or any rules or orders for the time being in force;

(iv) that the laboratory and other instructional facilities available are adequate for the instructional programme;

(v) that the buildings in which the college is located are suitable for the purposes for which they are intended and are maintained at a satisfactory state of repair and sanitation;

(vi) that the library is properly equipped;

(vii) that the financial resources of the college are sufficient to ensure efficient and effective management of the college;

(viii) that all information, returns, reports and other materials required by the University, the U.G.C. and the State Government are promptly collected, prepared and made available to the University, the U.G.C. and the State Government;

(ix) that all books, registers and accounts required to be maintained are kept up-to-date;

(x) that due provision is made for the well-being of students, management of their hostels, health, recreation and sports;

(xii) that proper assistance and facilities are given to the Inspector of Colleges and other persons appointed by the University for inspection and report;

(xiii) that directions issued by the University from time to time are carried out and compliance with them reported speedily to the University; and

(xiv) that all properties and funds of the college are properly controlled and administered.

(xv) the Governing Body may appoint an Academic Sub-Committee and such other Sub Committees as it may think fit, to advise the Governing Body for the efficient administration of the college. Such Sub-Committees may include teachers of the college who are not members of the Governing Body. The Principal shall ordinarily be the Chairman of the Sub-Committees as may be formed.

Statute 6

Meeting of the Governing Body:

(a) Meeting of the Governing Body of a college shall be held at least four times in a year.

(b) For a meeting of the Governing Body of a college and quorum shall be the simple majority of the total number of the Governing Body.

(c) The secretary shall send copies of minutes of the previous meeting along with the notice of the meeting ordinarily seven days before the date of the meeting. The President may reduce the period of notice in case of emergency.

(d) The Secretary shall call a meeting if the President so directs him in writing or if at least fifty percent of the members of the Governing Body requisition a meeting.

Statute 7

Functions of the Secretary of the Governing Body:

The Secretary of the Governing Body of every college shall:

(i) convene the meeting of the Governing Body, maintain the records, conduct the official correspondence and keep the minutes of proceeding of meeting of the Governing Body;

(ii) send to the Executive Council, when called upon by the Executive Council to do so, originals or certified copies of such records, correspondence or minutes referred to above as may be required by the Executive Council; and

(iii) operate the college funds jointly with the President or any other member of the Governing Body (other than a teacher, employee or student of the college) as may be authorized by the Governing Body of the College.

Statute 8

Special provision regarding Governing Bodies of certain college:

(1) (a) In the case of a college established and administered by any Trust or Registered Society or under a scheme laid down by a competent court and already granted affiliation on that stipulation, the Governing Body shall be constituted in accordance with the terms of the memorandum and articles of association or the Deed of Trust, as the case may be:

Provided that the Governing Body of such a college shall also include the members as envisaged in clauses (c), (d), (e), (f) and (g) of Statute 1 of these Statutes, if not already included.

(b) Within three months from the date of coming into force of the Statutes under this Chapter, the Governing Body of a College, as envisaged in clause (a) shall be reconstituted accordingly.

(c) Any notice in writing in this behalf shall be sent by the University to the Secretary or the President of the Governing Body of such of a college and in that case such notice shall be deemed to have been duly served on the Governing Body of the college.

(d) If the Governing Body of such a college is not reconstituted within the period referred to in clause (b), the Executive Council may appoint an administrator to take

over the management of the college. The Administrator shall cause reconstitution of the Governing Body of the college within three months from the date of his appointment in accordance with the provisions of clause (a).

(2) Notwithstanding anything contained in paragraph (1), in the case of a college established and administered by a minority based on religion or language and affiliated to the University under the stipulation as contained in the Memorandum and Articles of Association or the Deed of Trust, as the case may be, the Governing Body of such a college shall be constituted in accordance with the terms of the said Memorandum and Articles of Association or Deed of Trust, as the case may be.

Statute 9

Notwithstanding anything contained anywhere in this statute and elsewhere, the Governing Body of a college established or managed by the University, shall be reconstituted by the Principal in accordance with the provisions of Statute 1 with the Vice-Chancellor, University of North Bengal as ex-officio-Chairman of the Governing Body, three being on President. The venue of the meeting of the Governing Body shall be such may be directed by the Vice-Chancellor of the Governing Body. The term of office of the Governing Body of any such college shall be for a period of four years with effect from the date of the first meeting of the Governing Body after its reconstitution. In all other respects the provision of the Statutes 2 to 7 shall apply to such a college.

* This present Governing Body is constituted on 22.08.2015

Interpretation

10. In these Statutes, unless the context otherwise requires-

(a) "College" means a college affiliated to the University of North Bengal but does not include a Government college, and

(b) "Donor" in relation of any college, means any person or Body or Association which has made to such college a donation of sum of Rs. 5,000/- or more and has made full payment of such donation either in a lump or by installments or who has made over to the college a property values in the opinion of the Executive Council, at not less than Rs. 5,000/-.

Table 6.1: Names of Governing Body Members

Name of the Members of Governing Body	Designation
Smt. Renuka Sinha, MP, Loksabha	President
Dr. Pankaj Kumar Debnath	Principal/Secretary
Sri Suvojit Kundu	Government Nominee
Sri Nurul Amin Chowdhury	Government Nominee
Dr. Sidhartha Sankar Laha	University Nominee
Dr. Shyam Kumar Jha	University Nominee
Prof. Monimoy Chakrabarti	Teachers' Representative
Dr. Subhasis Bhattacharya	Teachers' Representative
Dr. Parimal Sarkar	Teachers' Representative
Prof. Joydeb Mondal	Teachers' Representative
Sri Gokul Chandra Sarkar	Non-teaching Representative
Sri Anupam Dey	Non-teaching Representative
Sri Gouranga Chakraborty	General Secretary, Students' Union

POWERS & FUNCTIONS OF SUB-COMMITTEES

The following committees / Sub-Committees are formed by the G.B of the college for a period of four years keeping in view the smooth running of the academic and allied issues of the college. All the committees / Sub-Committees are accountable to the G.B. for their actions. The principal is advised to provide with all the necessary papers, as and when required to the convenor of the concerned committee / Sub-Committee. The convenor of each committee / Sub-Committee will convene the meeting, maintain the resolution and look after the proper execution of the decisions of different committees / Sub-Committees. The principal will execute the decisions of different committee / Sub-Committee with necessary approval of the G.B, if necessary.

ACADEMIC COMMITTEE:

The duties and powers of the Committee shall be

1. The Academic Committee shall have general supervision over all matters pertaining to the educational activities and policies of the College.
2. It shall receive and examine all reports submitted to it with respect to the curriculum.
3. To take responsibility for general planning in academic matters and to make recommendations accordingly to the Governing Body;
4. To keep under review and at least once once in every years to report to the Governing Body on the appropriateness of the existing establishment of Part time / Guest Lecturers to the current academic needs of the College;
5. Make recommendations on student appeals which may be referred to the academic committee by the Principal. Students must make their appeals in writing and be willing to meet with the committee.
6. The committee should have a key role in the formulation and approval of policy on teaching and learning, research and community engagement.
7. The committee will prepare college time table with prior consultation of all departments and principal of the college.
8. Key communication strategies of the Academic committee can be usefully classified as vertical – between Governing Body of the College and mother University and horizontal – between the different sub-committee, Teachers council and students. The Chair of the Academic committee plays a key role in both the vertical and the horizontal communications.

FINANCE COMMITTEE:

The duties and powers of the Committee shall be:

1. To advise the Governing Body on all matters of financial policy and practice, and in particular on the financial implications of proposals under consideration;

2. To verify a statement of accounts for the preceding year and present it to Governing Body;
3. To prepare annual estimates of income and expenditure for the oncoming year and present them to the Governing Body and to monitor these estimates during the year to which they relate;
4. To review each year all charges made by the College;
5. To recommend the G.B. for approval regarding donations for academic and educational purposes.
6. To review the audit report of the college.
7. To note and verify the serial number with money receipt of forms / booklets before and after issuance for the students by convenor / any member of the committee.
8. To verify the salary and other bills above Rs 3000/- [Three thousands] only.

LIBRARY COMMITTEE:

The duties and powers of the Committee shall be

1. To provide from the annual allocation made by the Governing Body for the purchase of books and periodicals and for the day to day running expenses of the Library;
2. To make rules for the use of the Library by members of the College and others to whom the privilege of the Library may from time to time be extended by the Committee;
3. To consider matters concerning the archive and to make recommendations relating thereto to the Governing Body.
4. To prepare an annual report for presentation to the Governing Body. The Committee shall meet at least once a Term.
5. The committee informs all departments about their allotment from different grants and requested to place the orders.

6. Each and every kind of purchase for the library must be authenticated by the librarian.

TENDER, PURCHASE AND CONSTRUCTION COMMITTEE:

The duties and powers of the Committee shall be

1. The Committee will take necessary steps to purchase all types of materials of the over Rs. 3000/- and will scrutinize the requirements placed by different sections of the college.
2. The Committee will prepare the notice for inviting Tenders/Quotations over Rs. 3000/- taking help from a technical expert, if necessary, and will make comparative study for purchasing materials.
3. The Committee will scrutinize whether the supplied materials have been received as per Tenders/Quotations and also the entry of the purchased materials have been made properly in the registrar.
4. The Convener will look after whether the recommendations of the Committee/ Sub-Committee are properly approved from the G.B.
5. The signatories of the college accounts will sign cheques(except salary cheques) only after proper verification by the Convener & Bursar.

LEAVE, SERVICE BOOK & PLACEMENT-PROMOTION AND PAY-FIXATION COMMITTEE:

The duties and powers of the Committee shall be

1. To check, verify and prepare the Leave Statement of the staff as per rules and will update them from time to time.
2. The Committee will look after and prepare papers regarding Promotion/ Pay-revision/ Pay-fixation and other benefits of the staff as per Govt. orders from time to time.
3. The Committee will take proper initiative to prepare the Service Book of all staff and update them from time to time and will prepare the Pension Book of the staff whenever necessary.

4. The Convenor will seek all necessary documents from time to time for proper maintaining of point 1, 2 & 3 above.
5. They will communicate any kind of problems, suggestions, solutions etc. to the G.B. from time to time and seek their valued opinions, if necessary, before execution of the concerned specified problems.

ADMISSION COMMITTEE:

The duties and powers of the Committee shall be

1. The Committee will assist the Principal in all aspects of student admission/ provisional admission in the college and will verify whether the admission process is properly carried out as per the Committee guidelines.
2. The Committee will look after the admission/ provisional admission process, and will formulate guidelines for all admission/ provisional admission taking suggestion of the Teachers' Council, if necessary.
3. The Committee will look after and will note the sl. no. of the admission/ provisional admission forms issued to the students.
4. They will assist the Principal in preparation of the Merit List for admission of the students and will take decisions regarding any specific case of admission as per NBU guidelines and the college guidelines, if any.
5. The Committee will also verify the number of vacant seats before, during and after admission considering the number of actual admission and the no. transferred students, the Principal will supply the information, whenever necessary.

STUDENTS' WELFARE COMMITTEE:

The duties and powers of the Committee shall be

1. The Committee will invite and approve the application from the students for free studentship and also will formulate guidelines in this regard.

2. The Committee will look after various needs and requirements of the students of the college.
3. They will consider the students' demand for various facilities and will take decision regarding the possible solutions on priority basis and recommend the matter to appropriate authority or the G.B. for necessary approval.

U.G.C. COMMITTEE :

The duties and powers of the Committee shall be

1. The Committee will prepare plans proposals as per guidelines of the U.G.C. for the development of the college before the commencement of each five year plan and/ or any mid-term proposal if required.
2. The Committee will allocate different grants, received by the college from UGC, among various departments according to their needs and as per the guidelines of UGC corresponding to the specific grant.
3. The Committee will verify and review the progress of compliance of different proposals on timely manner.
4. The Committee looks after other matters relating to the U.G.C. referred by the Principal.

CULTURAL COMMITTEE:

The duties and powers of the Committee shall be

1. To take initiative to organize various cultural activities within the college.
2. To suggest various steps to maintain a healthy cultural environment within the college.
3. To organize special cultural event, if necessary, as per instruction of the Principal.
4. To prepare an Annual Report about various cultural activities of the college.

GAMES AND SPORTS COMMITTEE:

The duties and powers of the Committee shall be

1. To take initiative to organize various intra-college games and sports competition.

2. The Committee will take necessary steps for participation of the students of the college in various District level / State level inter college games and sports meets organized by the University or the State Govt.
3. To consider various needs of the students to provide adequate facilities regarding games and sports.
4. To organize special sports event whenever instructed by the State Govt./ NBU.
5. To prepare an Annual Report regarding games and sports activities of the college and the performances of the students in those events.

BBA MONITORING COMMITTEE:

The duties and powers of the Committee shall be

1. To take initiative for proper running of the BBA Centre of the college.
2. To consider various needs of the students as well as the staff of the centre.
3. To prepare plans and programs in order to safeguard the interest of college in running the centre properly.
4. To review the annual accounts of the centre and verify the budget of the centre.
5. The convenor of the Committee along with one other member will review the activities of the centre periodically.
6. The Committee will review academic scenario of the centre and suggest the Principal suitable measures to run the centre properly.

Different Sub Committees constituted by Governing Body in its meeting held on 22.08.2015 for four years

1) ACADEMIC COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Prof Monimoy Chakraborty, Secretary, Teachers' Council,

Members:

1. Secretary, Teachers' Council, {Prof Monimoy Chakraborty}
2. HOD, Bengali, {Prof Joydeb Mondal}
3. HOD, English, {Prof Md. Tariqul Islam}
4. HOD, Sanskrit, {Dr Amal Chandra Roy}
5. IQAC, Coordinator {Dr Dipankar Basu}
6. HOD, Geography, {Prof Keshab Mandal}
7. HOD, Political Science, {Dr Pritha Pandit (Roy Chaudhuri)}
8. HOD, Economics, {Dr Subhasis Bhattacharya }
9. HOD, Philosophy, {Prof Swapan Chandra Barman}
10. HOD, Education, {Prof Dipak Chandra Das}
11. HOD, Commerce, {Prof Abhijit Roy}
12. HOD, Physics, {Dr Parimal Sarkar}
13. HOD, Chemistry, {Dr Rabindra Dey}
14. HOD, Mathematics, {Prof Amal Sutradhar}
15. HOD, Computer Science, {Prof Somnath Saha}
16. HOD, Physical Education, {Prof Badruzza Sarkar}
17. HOD, BBA {Prof Sankar Saha}
18. Librarian {Sri Krishanu Chakraborty}
19. General Secretary, Students' Union, { Sri Gouranga Chakraborty}

[Total Members: 20*]

2) ADMISSION COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Prof Monimoy Chakraborty, Secretary, Teachers' Council,

Members:

- 1) Secretary, Teachers' Council, {Prof Monimoy Chakraborty}

- 2) HOD, Bengali, {Prof Joydeb Mondal}
- 3) HOD, English, {Prof Md. Tariqul Islam}
- 4) HOD, Sanskrit, {Dr Amal Chandra Roy}
- 5) IQAC, Coordinator {Dr DipankarBasu}
- 6) HOD, Geography, {Prof KeshabMandal}
- 7) HOD, Political Science, {Dr PrithaPandit (Roy Chaudhuri)}
- 8) HOD, Economics, {Dr Subhasis Bhattacharya }
- 9) HOD, Philosophy, {Prof Swapan Chandra Barman}
- 10) HOD, Education, {Prof Dipak Chandra Das}
- 11) HOD, Commerce, {Prof Abhijit Roy}
- 12) HOD, Physics, {Dr Parimal Sarkar}
- 13) HOD, Chemistry, {Dr Rabindra Dey}
- 14) HOD, Mathematics, {Prof Amal Sutradhar}
- 15) HOD, Computer Science, {Prof Somnath Saha}
- 16) HOD, Physical Education, {Prof BadruzzaSarkar}
- 17) HOD, BBA {Prof Sankar Saha}
- 18) Non Teaching member { Sri Gokul Sarkar}
- 19) Non Teaching member { Sri Anupam Dey}
- 20) General Secretary, Students' Union, { Sri Gouranga Chrakraborty}

[Total Members: 21*]

3) FINANCE COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Prof Monimoy Chakraborty

Members:

1. One Teacher Member, Governing Body {Prof MonimoyChakraborty}

2. Teacher Member, Governing Body, {Dr Subhasis Bhattacharya }
3. Teacher Member, Governing Body, {Dr Parimal Sarkar }
4. Teacher Member, Governing Body {Prof Joydeb Mondal }
5. University Nominee, Governing Body {Dr Siddhartha Sankar Laha }
6. One Non-Teaching Staff {Sri Gokul Sarkar }

[Total Members: 7]

4) TENDER, PURCHASE & CONSTRUCTION COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath }

Convener: Prof Abhijit Roy

Members:

1. Teacher Member, Governing Body, {Dr Parimal Sarkar }
2. Teacher Member, Governing Body, {Prof Joydeb Mondal }
3. Bursar (Prof Abhijit Roy)
4. Member Teachers' Council, {Dr Pritha Pandit (Roy Choudhuri)}
5. Member Teachers' Council, {Prof Md Tariqul Islam }
6. Member Teachers' Council, {Prof Somnath Saha }
7. Member Teachers' Council, {Dr Tapan Kumar Das }
8. University Nominee, Governing Body, {Dr Siddhartha Sankar Laha }
9. One Non-Teaching Staff {Sri Gokul Sarkar }

[Total Members: 10]

5) UGC COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath }

Convener: Dr Rabindra Dey & Dr Subhasis Bhattacharya as Joint Convener from Member Teachers' Council

Members:

1. Secretary, Teachers' Council, {Prof Monimoy Chakraborty}
2. IQAC Coordinator
3. HOD, Bengali, {Prof Joydeb Mondal }
4. HOD, English, {Prof Md. Tariqul Islam }
5. HOD, Sanskrit, {Dr Amal Chandra Roy }
6. HOD, History, {Dr Dipankar Basu }
7. HOD, Geography, {Prof Keshab Mandal }
8. HOD, Political Science, {Dr Pritha Pandit (Roy Chaudhuri)}
9. HOD, Economics, {Dr Subhasis Bhattacharya }
10. HOD, Philosophy, {Prof Swapan Chandra Barman }
11. HOD, Education, {Prof Dipak Chandra Das }
12. HOD, Commerce, {Prof Abhijit Roy }
13. HOD, Physics, {Dr Parimal Sarkar }
14. HOD, Chemistry, {Dr Rabindra Dey }
15. HOD, Mathematics, {Prof Amal Sutradhar }
16. HOD, Computer Science, {Prof Somnath Saha }
17. HOD, Physical Education, {Prof Badruzza Sarkar }
18. Librarian, {Sri Krishanu Chakraborty }
19. One Govt. Nominee of Governing Body

[Total Members: 20]

6) BUILDING COMMITTEE (As per UGC Norms)

Chairman: Principal, {Dr Pankaj Kumar Debnath }

Convener: Principal of the College

Members:

1. University Representative

2. PWD/ZP Representative
3. Member Teachers' Council, {Prof Abhijit Roy}
4. Member Teachers' Council, {Prof Keshab Mandal}
5. One member from user teaching Department.
6. Accountant, {Smt Laxmi Dey}
7. University Nominee, Governing Body, {Dr Siddartha Sankar Laha}

[Total Members: 8]

7) CULTURAL COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Dr Tamojit Roy, Member Teachers' Council

Members:

1. Member Teachers' Council, {Dr Tamojit Roy}
2. Member Teachers' Council, {Prof Sathi Ghatak}
3. Member Teachers' Council, {Prof Jay Saha}
4. One Non teaching Staff {Smt Sabita Roy}
5. General Secretary, Students' Union, { Sri Gouranga Chakraborty}
6. Cultural Secretary, Students' Union.

[Total Members: 7]

8) GAMES & SPORTS COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Prof Badruzza Sarkar, Contractual Teacher, Dept of Physical Education

Members:

1. HOD, Dept of Physical Education, {Prof Badruzza Sarkar}
2. NSS Coordinator, (Dr Amal Chandra Roy}
3. NSS Coordinator, (Prof Swapan Chandra Barman }

4. Member Teachers' Council, {Prof Pallab Kr Sarker}
5. Member Teachers' Council, {Prof Satish Tamang}
6. One Non teaching Staff {Sri Santeswar Roy}
7. General Secretary, Students' Union, { Sri Gouranga Chrakraborty}
8. Games & Sports Secretary, Students' Union

[Total Members: 9]

9) EQUIPMENT MAINTENANCE COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Prof Somnath Saha

Members:

1. Teacher Member, Governing Body, {Dr Parimal Sarkar}
2. Member Teachers' Council, { Dr Rabindra Dey }
3. Teacher of Dept of Computer Sc, {Prof Somnath Saha}
4. Teacher of Dept of Computer Sc, {Prof Dibyendu Dey}
5. Member Teachers' Council, {Prof Keshab Mandal}
6. BBA Dept {Prof Sankar Saha}
7. Members' from Non-teaching Staff, {Sri Anupam Dey}

[Total Members: 8]

10) STUDENTS' WELFARE COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Dr Pritha Pandi (Roy Chaudhuri)

Members:

1. Secretary, Teachers' Council, {Prof Monimoy Chakraborty}
2. Member Teachers' Council, {Dr Pritha Pandi (Roy Chaudhuri)}
3. Member Teachers' Council, { Dr Rabindra Dey }

4. Member Teachers' Council, {Dr Tamojit Roy }
5. Dept of BBA,{Prof Subhendu Chakraborty}
6. One Member from Non-teaching Staff,{Smt Laxmi Dasgupta}
7. General Secretary, Students' Union, { Sri Gouranga Chakraborty}
8. Students' Welfare Secretary.

[Total Members: 9]

11) INFRASTRUCTURE MAINTENANCE COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Dr Mridul Ghosh

Members:

1. Member Teachers' Council, {Prof Bappa Mohanta}
2. IQAC Coordinator, {Dr Dipankar Basu}
3. Member Teachers' Council, {Dr Amal Chandra Roy}
4. Member Teachers' Council,{Dr Mridul Ghosh}
5. Members' from Non-teaching Staff, {Sri Gokul Sarkar}
6. Members' from Non-teaching Staff, {Sri Jagadish Das}

[Total Members: 7]

12) BBA MONITORING COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Coordinator of BBA department, {Prof Sankar Saha}

Members:

1. Coordinator of BBA department, {Prof Sankar Saha}
2. HOD, Commerce Dept, {Prof Abhijit Roy}
3. HOD, Economics Dept, {Dr Subhasis Bhattacharya}
4. HOD, English Dept.{Prof Md. Tariqul Islam}

5. Bursar
6. University Nominee, Governing Body, {Dr Siddartha Sankar Laha}

[Total Members: 7]

13) NSOU MONITORING COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Dr Rabindra Dey, Coordinator, NSOU

Members:

1. Coordinator, NSOU, {Dr Rabindra Dey}
2. One Senior Assistant Coordinator, NSOU, {Prof Joydeb Mondal}
3. IQAC Coordinator, {Dr Dipankar Basu}
4. One Ex-Coordinator, NSOU, {Dr Subhasis Bhattacharya}
5. University Nominee, Governing Body, {Dr Shyam Kumar Jha}

[Total Members: 6]

14) RESEARCH & EXTENSION COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Dr Mridul Ghosh, Member Teachers' Council

Members:

1. IQAC Coordinator, {Dr Dipankar Basu}
2. Teacher Member, Governing Body, {Dr Subhasis Bhattacharya}
3. Member Teachers' Council, { Dr Mridul Ghosh }
4. Member Teachers' Council, {Dr Tamojit Roy}
5. Member Teachers' Council, {Dr Parimal Sarkar}
6. Member Teachers' Council, {Dr Amal Chandra Roy}
7. NSS Programme Officer, {Pro Swapan Chandra Barman}
8. NSS Programme Officer, {Dr Amal Chandra Roy}

[Total Members: 9]

15) **ANTI-RAGGING COMMITTEE**

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Secretary, Teachers' Council, {Prof Monimoy Chakraborty}

Members:

1. Secretary, Teachers' Council, {Prof Monimoy Chakraborty}
2. Member Teachers' Council, {Prof Swati Ghatak}
3. One female staff from Non-teaching Group, {Smt. Laxmi Dey}
4. One male staff from Non-teaching Group, {Sri Anupam Dey}
5. General Secretary, Students' Union, { Sri Gouranga Chakraborty}

[Total Members: 6]

16) **INTERNAL COMPLIANCE COMMITTEE FOR SEXUAL HARRASMENT**

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Prof Jay Saha

Members:

1. Member Teachers' Council, {Dr Pritha Pandit (Roy Chaudhuri)}
2. Member Teachers' Council {Prof Swati Ghatak}
3. Member Teachers' Council {Prof Jay Saha}
4. Two female staff from Non-teaching Group, {Smt Sabita Roy}
5. Two female staff from Non-teaching Group, {Smt Laxmi Dey}

[Total Members: 6]

17) **CANTEEN COMMITTEE**

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Prof Swati Ghatak

Members:

1. Secretary, Teachers' Council, {Prof Monimoy Chakraborty}
2. IQAC Coordinator, {Dr Dipankar Basu}
3. Member Teachers' Council, {Prof Satish Tamang}
4. Member Teachers' Council, {Prof Swati Ghatak}
5. Member Teachers' Council, {Prof Bappa Mohanta}
6. Member Teachers' Council, {Prof Rumpa Roy}
7. One staff from Non-teaching Group, {Sri Santeswar Roy}
8. General Secretary, Students' Union, { Sri Gouranga Chakraborty}

[Total Members: 8]

18) GRIEVANCE REDRESSAL COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: IQAC Coordinator, {Dr Dipankar Basu}

Members:

1. Secretary, Teachers' Council, {Prof Monimoy Chakraborty}
2. IQAC Coordinator, {Dr Dipankar Basu}
3. Convenor, BBA {Prof Sankar Saha}
4. Convenor NSOU { DR Rabindra Dey}
5. Member Teachers' Council, (Prof Jaydeb Mondal]
6. Member Teachers' Council, {Prof Rumpa Ray}
7. University Nominee, Governing Body,{Dr Shyam Kumar Jha}
8. University Nominee, Governing Body,{Dr Siddartha Sankar Laha}
9. Head Clerk {Smt Sabita Roy}
10. Librarian {Sri Krishanu Chakraborty}
11. General Secretary, Students' Union, { Sri Gouranga Chakraborty}

[Total Members:12]

19) LIBRARY COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Librarian

Members:

1. Secretary, Teachers' Council, {Prof Monimoy Chakraborty}
2. IQAC Coordinator
3. HOD, Bengali, {Prof Joydeb Mondal }
4. HOD, English, {Prof Md. Tariqul Islam }
5. HOD, Sanskrit, {Dr Amal Chandra Roy }
6. HOD, History, {Dr Dipankar Basu }
7. HOD, Geography, {Prof Keshab Mandal }
8. HOD, Political Science, {Dr Pritha Pandit (Roy Chaudhuri)}
9. HOD, Economics, {Dr Subhasis Bhattacharya }
10. HOD, Philosophy, {Prof Swapan Chandra Barman }
11. HOD, Education, {Prof Dipak Chandra Das }
12. HOD, Commerce, {Prof Abhijit Roy }
13. HOD, Physics, {Dr Parimal Sarkar }
14. HOD, Chemistry, Dr Rabindra Dey{ }
15. HOD, Mathematics, {Prof Amal Sutradhar }
16. HOD, Computer Science, {Prof Somnath Saha }
17. HOD, Physical Education, {Prof Badruzza Sarkar }
18. Librarian, {Sri Krishanu Chakraborty }
19. General Secretary, Students' Union, { Sri Gouranga Chakraborty }

[Total Members: 20]

20) GARDENING & BEAUTIFICATION COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Convener: Prof Swati Ghatak & Dr Rabindra Dey

Members:

1. Member Teachers' Council, {Prof Swati Ghatak}
2. Member Teachers' Council, {Dr Amal Chandra Roy}
3. Member Teachers' Council, {Dr Rabindra Dey}
4. Member Teachers' Council, {Sri Suman pandit }
5. Member Non-teaching Staff, {Smt Sabita Roy}
6. Member Non-teaching Staff, {Smt Laxmi Dasgupta}
7. General Secretary, Students' Union, { Sri Gouranga Chrakraborty}
8. Girls common room secretary

[Total Members: 8]

21) NAAC STEERING COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Coordinator: Dr Subhasis Bhattacharya

Members:

1. Member Teachers' Council, {Prof Abhjit Roy}
2. IQAC Coordinator { Dr. Dipankar Basu}
3. Member Teachers' Council, { Prof Md. Tariqul Islam }
4. Member Teachers' Council, { Dr Mridul Ghosh }
5. Member Teachers' Council{ Prof. Joy Saha}
6. Member Teachers' Council { Dr Subhasis Bhattacharya}

[Total Members: 7]

22) IQAC COMMITTEE

Chairman: Principal, {Dr Pankaj Kumar Debnath}

Coordinator: Dr. Dipankar Basu

Members:

1. Teacher Representative, {Prof Abhjit Roy}
2. Teacher Representative, {Prof. Manimoy Chakraborti}
3. Teacher Representative, { Dr Subhasis Bhattacharya}
4. Teacher Representative, {Prof. Keshab Mondal}
5. Teacher Representative, { Dr. Dipankar Basu}
6. Teacher Representative, { Dr. Parimal Sarkar}
7. Teacher Representative, {Dr. Pritha Pandit (Roy chowdhury) }
8. Administrative Staff, { Smt. Sabita Roy}
9. Librarian, { Sri Krishanu Chakraborty }
10. Community Representative, {Commissioner, word no. 10}
11. Alumni Representative { Sri Rakesh Chowdhury}
12. Member Teachers' Council { Prof Subhasis Bhattacharya}
13. Management Representative, {Dr Shyam Kumar Jha}
14. Management Representative, {Dr Siddartha Sankar Laha}
15. General Secretary, Students' Union, { Sri Gouranga Chakraborty}

[Total Members:16]

AIMS, COMPOSITION, POWER & FUNCTIONS OF STUDENTS' UNION

Aims and objects

The Aims and objects of the Students' Union shall be-

- a) to bring unity among the students and safe-guard their rights.
- b) to promote discipline, sense of responsibility, in integrity and fraternity among the students, nurturing academic, scientific, cultural and social interest and outlook amongst them.

- c) to aid, help and facilitate the study of needy and poor students, specially coming from the disadvantaged sections of the society.
- d) to foster healthy and cordial relation with the teaching and non-teaching staff members of the college.
- e) to work in favour of upholding the principles of Democracy, Secularism, Patriotism and National integrity.
- f) to encourage participation in fight against superstition , obscurantism, communalism, secessionism and all sorts of social evils.

Specific activity areas

The Students' Union shall specifically be engaged in the following activity areas:

- a) to organize Quiz, Debates, Symposia, Science Fairs, Academic Lectures (including popular science) by eminent teachers/experts in the respective fields.
- b) to organize recitation, musical and cultural programmes of moral standing.
- c) to publish college magazine and Wall Magazines containing articles contributed mostly by the exiting students. Some intuitive articles from eminent personalities may also be published with permission of the Principal.
- d) to organize common room activities and indoor games in the college.
- e) to organize Annual Sports as well as the games activities throughout the year.

Membership and fees

- Every student of the college shall be a member of the Union. For Foreign Student, he/she must have valid international Passport and Visa. A member shall be entitled to cast vote or contest in the election of the Council, provided he/she has cleared the prescribed session charges of the college and no disciplinary action has been taken against him/her by way of suspension.

- Every member shall be liable to pay the Union fees and Session Fees as may be prescribed by the college from time to time.

Rights of a member

Unless otherwise provided -

1. Every member shall have equal rights in the activities of the Students' Union irrespective by the college from time to time.
2. Every member shall have the right to elect and seek election to the Council.
3. A member who does not appear at or does not come out successful in the University examinations which are due to him consecutively for two years, shall be disqualified to contest the election and/or to hold the office of the Union.
4. A member who is suspended by the college or expelled from college/University examination or found guilty in the Report Against cases by the University shall be disqualified to contest election and/or to hold office of the union.
5. For Foreign students-expiry of visa period to stay in India.

Cession of Membership

Unless otherwise provided -

Unless otherwise provided for these Regulations, a student shall cease to be a member as well as office bearer of the Union, if and when he/she.

1. is in default of session charges and tuition fee for at least one month, if not otherwise exempted.
2. appears at the Final Part III Examination of the University, except of the caretaker body as stated in U Reg. (SU) 10.
3. is found to be admitted in other college taking transfer from the parent college,

4. is subject to any disciplinary action taken by the college/University authority.
5. is convicted of any criminal offence in any court of law.
6. For Foreign students membership shall cease in the event of expiry of visa period.

The term of office of the Elected Members

The term of office of the elected members of the Executive Body of the Students' Union shall be up to 31st December every year. However the Caretaker Union comprising the Vice President, General Secretary, Assistant General Secretary and treasurer will function under the overall guidance of the Principal of the College till notification of the date of election of the next body of the Students' Union is announced.

Composition and functions of the Council

(i) The General Secretary Council of the Students' Union shall consist of the following -

- (a) President
- (b) Vice President
- (c) General Secretary
- (d) Assistant General Secretary (Joint Secretary)
- (e) Treasurer
- (f) Secretaries of different sections viz. Sports, Cultural, Magazine, Canteen etc.
- (g) Class Representatives

(ii) The Council shall elect the office Bearers in the first meeting of its term of office and such Office Bearers shall assume charge of respective offices immediately. This meeting shall be convened by the President of the Union normally within 10 days of the election of class Representatives, but not beyond three weeks from the date of election with due approval from the University under any circumstances.

(iii) All the elections under these Regulations shall be held in accordance with simple majority voting system and through secret ballot.

(iv) In the same first meeting of the Council, all sectional Sub-Committees shall be formed. Besides the General Secretary and the concerned Sectional Secretary, each of such Sub-Committee shall consist of four other elected members of the Council, One of them must be a girl student in the case of co-educational college. The functions of each such Sectional Sub-Committees shall be supervised by the regular teacher of the college nominated by the Principal as Sectional President.

(v) In the event of a vacancy arising for whatsoever reason in any office of the Union, the President shall call a meeting of the Council to elect new Office Bearer.

Meeting of the General Council

(i) The General Council comprising all the elected Class Representatives shall be the highest body and will take all Policy decisions regarding smooth functioning of the Students' Union. The Council in its first meeting convened and presided over by the President, normally within 10 days of the election of class representatives, will elect Office Bearers and form Sub-Committees.

(ii) At least one meeting shall be held in every 3 months for the Council as well as for the Sectional Committee. Minutes of such meeting shall be kept by the concerned Secretaries.

(iii) The budget for the year shall be presented by the General Secretary before the Council within 45 days of the first meeting of the Council. The presentation of the Budget shall require previous consent of the President.

(iv) Proposals regarding financial matters, if any, not provided for in the Budget, must be placed in the same manner as in the case of Budget, through the Secretary.

(v) The Council will decide any matter by vote whenever differences would arise. All the members must abide by the decision of the Council.

(vi) Any proposal other than Budget and financial matters may be placed by any member of the Council for consideration in the meeting.

(vii) A member must give 72 hours' clear notice to the General Secretary so that the proposal may be put in the Agenda Paper.

In emergency circumstances, a proposal may also be placed before the Council even if that is not included in the Agenda paper, with due consent of the President.

(viii) An emergency meeting may be called by the President on 24 hours' notice if he/she considers that emergency circumstances have arisen.

(ix) A requisition meeting of the Council may be called by the President within a week on receipt of a petition signed by at least fifty per cent of the total elected members of the Council.

(x) Unless otherwise provided in these Regulations, all meetings of the Council will be called by the General Secretary and those of the departmental Committees by the concerned sectional Secretaries with prior permission of the President or the Teacher-in-Charge of the respective section of the Union. At least three days' notice shall be given for ordinary meetings. Extra-ordinary meetings may be convened on 24 hours' notice by the General Secretary after having consent of the President.

(xi) All resolutions of the Council and the Departmental Committees will be considered as adopted if the majority of the members present in the meeting vote for them and are duly signed by the President declaring them as passed.

Executive Body and Sectional/ Departmental Committees

(i) The Executive Body of the Students' Union shall consist of the following Office Bearers.

(a) President

- (b) Vice President
- (c) General Secretary
- (d) Treasurer
- (e) Assistant General Secretary (Joint Secretary)
- (f) Secretaries of different Sectional Committees

(ii) There shall be the Secretaries of the following Sections or Departments -

- (a) Cultural
- (b) Games and Sports'
- (c) Magazine and Literary
- (d) Bijnan Parisad
- (e) Students' Welfare and Social service (inclusive of Students' Aid Fund)
- (f) Common Room (Two Secretaries-one each for Boys and Girls respectively in case of Co-educational College)
- (g) Canteen
- (h) Any other Sub-Committee at the discretion of the Principal.

(iii) Each departmental Committee shall be constituted with the General Secretary, the Departmental Secretary and four other ordinary members including Assistant Secretary of the Department, provided that at least one of the members shall preferable be a girl student for a co-educational college.

(iv) The Secretaries shall carry out the day to day activities of their respective Sections/Departments and shall be responsible to the Council in particular and to the students in general for their Section.

(v) In case, if any Secretary is removed from his/her office or the office falls vacant due to any reason, the Assistant Secretary of the Section shall perform the duties of the Secretary for the unexpired portion of the term of office of the concerned Secretary.

(vi) The Executive Body of the Students' Union shall meet at least once in a month excluding the Summer Recess and Puja Vacation period.

Fund

(a) The Fund of the Union shall be built up with the amount of fees for Students' Union collected from the students and it shall be limited to the amount so collected for one year only for which the Council is to function. Unutilized Magazine and Sports' Fund, if there be any, can no way be diverted to other ends and shall be transferred to the Students' Welfare Fund of the College at the end of the term.

(b) The unutilized fund of the previous year, except those of Magazine and Sports, shall be the property of the running Council but in no case any fund of the forthcoming Council of the Union shall be added to it.

Budget and Accounts

(a) The Annual Budget for the year shall be prepared by the General Secretary, in consultation with the Treasurer and the Sectional Secretaries, for allocating funds from Union fees to meet expenditures under different heads including emergency expenditure.

(b) The fund of the Students' Union shall be maintained through a Separate Bank Account in the name of "Students' Union Fund" of the college under the control of the Principal. On written appeal from the General Secretary, Principal shall release fund for specific purpose. The General Secretary and the Treasurer shall be held responsible for all expenditures of the Union.

(c) The Sectional Secretaries, after allocation of fund, may draw amounts jointly with the General Secretary. The Sectional Secretaries shall keep proper accounts of expenditure of their sections and shall submit the same, supported by proper vouchers - duly counter-signed by the General Secretary and the Treasurer, to the respective

Teacher-in-Charge, who after verification shall forward the same to the President/Principal.

(d) The President shall cause an audit to be made for all such accounts by the Bursar of the College, in absence of Bursar by any senior teacher of the college who may be so appointed by the Principal. The General Secretary and Treasurer shall be jointly and severally responsible for maintaining Accounts of the Students' Union and shall submit the Audited Accounts of expenditures of the Union at the end of the term of the Principal.

The President and his/her functions

(a) The Principal of the college or the Head of the institution, by whatever name called, shall be the ex-officio President of the Union. The President shall ordinarily preside over the meeting of the Council. A resolution shall not be considered as passed by the Council unless it is duly signed by the President.

(b) The President shall convene the first meeting of the newly elected Council within stipulated date and shall preside over the meeting. In other cases the Principal may nominate one of the senior teachers of the college to preside over the meeting on his/her behalf.

(c) In case of difference of opinion on any issue, the President may request the Council to re-consider the proposal. In case of stalemate situation over any such issue, the President shall refer the matter to the Governing Body of the college for final decision within one month. The president shall have to right to vote except in the case of a tie.

(d) In an emergency situation precipitating a crisis leading to the violation of the constitutional obligations, the Principal as President may suspend, prorogue or

dismiss the Council with prior approval of the Governing Body of the college and due information to the University.

The Vice President and his/her functions

(a) The Vice President shall be elected by the Council From amongst its elected members in the first meeting of the Council convened and presided over by the President.

(b) The Vice President shall assist the President in conducting the meeting of the Council. The Vice-President may preside over a meeting of the Council with the consent of the President if necessary and will conduct the meeting. Any resolution passed in such meeting of the Council; otherwise, it shall not consider as finally and validly passed.

Teacher-in-Charge his/her functions

(a) There shall be one Teacher-in-Charge for each department/section of the Union. He will be nominated from amongst the regular whole-time teachers of the college by the Principal in consultation with the Teachers' Council. He will supervise the respective sectional activities and act as the President of the and Departmental Committee.

(b) All resolutions of the Departmental Committee shall be duly approved and signed by the Teacher-in-Charge of the respective department before they are declared as adopted. The Teacher-in-Charge may take part in deliberations of the Departmental meeting but he shall have no right to vote.

The General Secretary and his/her functions

(a) The General Secretary shall be the Executive Head of the Union and shall be elected by the Council from amongst its elected members in the first meeting of the Council convened and presided over by the President.

(b) He/She shall carry out the day to day functions of the Union and shall be responsible to the members of the Council in particular and to the Students of the college in general of the Council.

(c) He/She shall not be removed from the office during his/her tenure of office except in special circumstances leading to gross violation of the norms of the Constitution, defalcation of funds or in the event of his/her being subjected to the provision of disqualifications referred to elsewhere in the Regulations and in such a case the President shall give his recommendation to the Governing Body of the College, which shall be the final authority to decide the issue.

The Assistant General Secretary and his/her functions

(a) The Assistant General Secretary or Joint Secretary shall be elected by the Council from amongst it's the Assistant elected members. If there is more than one shift in the college, he/she will be elected from the shift other than the one from which the General Secretary has been elected and in such a case, his election shall be taken up after the election of the General Secretary is completed.

(b) The Assistant General Secretary shall assist the General Secretary in discharging his/her duties and shall perform the duties of the General Secretary in his/her absence.

(c) When the office of the General Secretary falls vacant by any reason, the Assistant General Secretary shall assume the office of the General Secretary and discharge the duties of the General Secretary for the rest of the period of his/her tenure of office. The Assistant General Secretary performing the duties of the General Secretary shall not be entitled to attend the meeting of the Governing Body of the college.

The Assistant General Secretary may be removed from the office under the circumstances and in the manner as referred to in U. Reg. (SU) 19 of these regulations.

Figure: College Administration



The Treasurer and his/her functions

(a) The treasurer shall be elected by the Council from amongst the elected representative at the first meeting of the Council convened and presided by the President.

(b) The Treasurer jointly responsible with the General Secretary for all expenditures of the Students' Union. He/She shall coordinate amongst the General Secretary and the Sectional Secretaries regarding maintenance of accounts of the expenditures of Union activities keeping records for audit of accounts by the Bursar of the College.

(c) The Treasurer may be removed from the office under the circumstances and in the manner as referred to in U. Reg. (SU) 19 of these regulations

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

- **Teaching and learning**
- **Research and development**
- **Community engagement**
- **Human resource management**
- **Industry interaction.**

The college has development and adopted its own various quality improvement strategies for each of the following:-

- Teaching and Learning.
- Research and development.
- Community engagement.
- Human Resource Development and
- Industry interactions

Teaching and Learning

- Apart from the lecture method of teaching, group discussions, field studies, debates, tutorials, seminars, study tour etc are adopted for proper understanding of the subjects.
- For effective teaching the faculty members use teaching learning aids such as charts, slides projector, OHP, LCD etc.
- The college has well experienced faculty members. The faculty members of various departments participate actively in academic programmes.

- The library staff is well qualified and their services and experience is used in updating library for the optimum use for the students.
- The evaluation methods are communicated to the students by the teachers in the class rooms and also displayed on the notice board of the college.
- The teachers are given full permission to enrich their knowledge through Seminars, Refresher Courses, Orientation Courses, etc.
- The IQAC the self-appraisal method to evaluate the performance of faculty, which is used for correcting shortfalls.
- The college encourages the teachers to participate in self-enriching courses whenever different institutions organize them.

Research & Development

A Research Committee is formed to encourage research activities among the teachers and students. An amount of Rs 5 Lakh is earmarked by the Governing Body as Research Fund for this purpose in its meeting held on 14th Sept, 2015. The Research Committee in consultation with IQAC will sanction research grants to the willing & deserving teachers & students. Various departments have already organised special lectures inviting eminent academicians, departmental seminars and workshop by using this Research Fund. During 2014-15 academic session, an amount of Rs 57140.00 is utilised for different such type of research activities using the Research Fund.

The faculty members are encouraged to participate in different faculty development programmes. During these five years 13 no of refresher courses/ orientation Programmes /faculty Development Programmes of short duration have been attended by 2 no of teachers.

The faculty members are encouraged to get Research Funding from UGC and ICSSR. During this five years an amount of Rs. 3,33,000.00 has been sanctioned out of total approved amount of Rs. 4,15,000.00 by UCC & ICSSR for conducting minor and major Research

Projects. Some other faculty members have already applied for Minor Research Projects to UGC and waiting for approval.

The faculty members are encouraged to publish research articles in national/international Journals of repute. During these five years 120 no of research articles have been published by 18 no of teachers. They are also encouraged to do MPhil/Ph.D. during these five years 4 no teachers have completed Ph.D. and 11 no of teachers are non Ph.Ds.

Faculty members are encouraged to present research papers in different national/international seminars/ workshop/conference. During these five years 126 no of research papers have been presented research papers and one faculty presented one research paper in IIM Calcutta in 2012.

Community Engagement

➤ College engages various programs for community engagement like blood donation camp, NSS Camp free medical check-up, Youth Festivals, Tree Plantation, Celebration of birth/death anniversaries of great leaders, Cleanliness Drive, Vermi-compost manure plant etc.

Human Resource Management

- The institution recruits faculty members on the recommendation of the West Bengal College Service Commission and non-teaching staff as well as Guest Lecturers staff based on the guide lines provided by the University, State Government and UGC.
- The faculty development activities are strongly supported by providing adequate admissible leaves, performance of the faculties is assessed on the basis of Academic Performance Indicator/ feedback.
- Faculties and staff for self funded programs are provided attractive salaries to hire the best among the available.

Industry Interaction

- The College organizes field tours to various industries. The students come to learn a lot from these visits.
- Due to such visits, students get practical knowledge of the contents in the curriculum and the professional management.

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 management and the Principal interact with each other regularly and the Principal apprised them the developments taking place in the college. In the meeting of the Governing Body, the information gathered from different sources is discussed. The Principal places an annual report on all aspects of the entire working of the institution to the Governing Body, Feedback from all the stakeholders are collected periodically, consolidated and analyzed and placed before the top management for future action and improvement.

Parents

- Parent's teachers meetings and parent counselling sessions are held twice in a year to convey the students' progress.
- Oral discussions with the Principal and teachers on one on one basis.

Students

- Students are kept informed through written circulars, displays on the notice board & notices uploaded in the College website.
- Information is sent through notices & circulars to the class through the class representatives/ sport representatives and teachers.
- Information is also disseminated through the college websites and the annual magazine.

Alumni

Alumni are informed through social media networking sites, email, college website, telephonic conversations and annual magazine and also through personal interaction with teaching and non-teaching staff members.

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

The management always encourages and supports the involvement of the staff in improving the institutional process. The management, through the Principal, involves the staff members in various activities and decision making process related to the curricular, extra-curricular and administrative development of the college. The staff members involve themselves through various committees, Teachers' Council and HODs of different departments.

- The Management encourages the faculty to pursue higher studies like M.Phil., Ph.D.
- The college provides leave facility to participate in seminars, conferences, workshops etc.
- Faculty members are deputed to attend orientation and refresher courses regularly to keep themselves abreast of current developments.
- One can obtain memberships with local, national or international professional associations voluntarily.
- Faculty members are extended library and internet facilities for academic developmental activities.
- Faculty members are encouraged to organize workshops, seminars, conference etc.
- Faculty members are encouraged to give lectures in professional associations as resource persons.

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

The following 30 no of resolutions are made the Governing Body. The details of such enumeration of the resolutions made by the Governing Body in the last year and the status of implementation of such resolutions are discussed below:

Table: 6.2: Significant Governing Body Resolution of last year

SL. NO.	Governin g Body meeting date	Resolution taken	Status of Implementation of such resolution
1.	25.6.14	To introduce Physics (Honours) and Chemistry (Honours) courses from 2014-15 academic sessions.	Physics (Honours) and Chemistry (Honours) are introduced from 2014-15 academic session.
2.	5.7.14	To consider recommendation of the West Bengal College Service Commission of a candidate for substantive appointment to the post of Assistant Prof. of History.	Sri Bappa Mohanta joined the post of Assistant Prof. of History on 9.7.14
3.	19.7.14	To consider recommendation of the West Bengal College Service Commission of a candidate for substantive appointment to the post of Assistant Prof. of Sanskrit.	Sm. Joy Saha joined the post of Assistant Prof of Sanskrit on 13.8.14
4	5.9.14	To consider the proposal for Re-accreditation by NAAC (2 nd - Cycle)	Decision Implemented
5.	5.9.14	To consider proposal for financial grant for purchase of furniture, laboratory equipment , Computer & allied instruments and electrical fittings for onward submission to the Secretary ,Higher Education Dept, Govt. of West Bengal	Submitted the proposal and waiting for approval
6.	5.9.14	To consider application of Sri Keshab Mandal Assistant Prof. of Geography seeking 8 weeks study leave for research.	Decision Implemented
7	5.9.14	To consider application of faculties of science regarding requisition of laboratory rooms and class rooms	Decision Implemented
8.	5.9.14	To consider enhancement of daily wages of temporary non teaching staff	Decision Implemented
9.	5.9.14	To consider panel of Guest lecturers in Chemistry , Mathematics and Physical Education, Assistant Librarian (purely temporary) & Group –D (purely temporary) of walk in interview held on 23.08.14	Decision Implemented

10.	4.12.14	To report the grant of Rs. 12,26,000.00 of MPLIED fund and to consider the details of the execution of the construction work	construction work completed by NOV, 15
11.	4.12.14	To consider the Govt. order regarding on-line admission from 2015-16	Decision of on- Line admission implemented in 2015-16 academic session
12.	4.12.14	To consider the proposal of Sri Tamajit Roy for opening a Drama Club within the College & to organize a theatre	Decision Implemented
13.	4.12.14	To consider application of Dr. Shasanka Gayen for promotion under CAS	Decision Implemented
14.	10.02.15	To consider Resolution of library Sub-Committee of dated 15/01/15 in regard to full automation of existing library	Works started for full automation of existing library.
15.	10.02.15	To consider AMC of College Automation Software	Decision Implemented
16.	10.02.15	To consider the construction of the remaining part of work of the room of north side beside Library room	Construction work is expected to be completed by Dec, 15
17.	10.02.15	To consider submission of application for sanctioning of staff pattern to the Govt of West Bengal.	Submitted to the Govt of West Bengal.
18.	10.02.15	To consider submission of application for sanctioning of new teaching posts to the Govt of West Bengal.	Submitted to the Govt of West Bengal.
19	26.02.15	To consider recommendation of the West Bengal College Service Commission of a candidate for substantive appointment to the post of Assistant Prof. of English.	Sri Satish Tamang joined the post of Assistant Prof. of English on 9.3.15
20	13.04.15	To consider submission of requisition against vacancies for the posts of Assistant professor and Librarian to the West Bengal College Service Commission	Submitted to the West Bengal College service Commission.
21.	13.4.15	To consider AMC of two canon copier machines & computers	Decision implemented
22.	13.4.15	To consider the construction of server room, purchase & installation of 1 KV AC.	Decision implemented
23	13.4.15	To report installation of CC TV	CC TV is installed on 7/4/15
24.	28.5.15	To consider recommendation of the West Bengal College Service Commission of a candidate for substantive appointment to the post of Assistant Prof. of Geography	Dr. Tapan Kumar Das Joined the post of Assistant professor in Geography on 8/7/15
25.	27.6.15	To consider sending of Letter of Intent to the NAAC for re-accreditation	Decision to be implemented by 2nd week of December,2015
26	27.6.15	To consider application of Head, Dept of Physics for purchase of apparatus/equipments for B.Sc Physics (Honours) Course	Decision implemented

27.	27.6.15	To consider application of Head, Dept of Chemistry for requisition of Guest Lecturers	Decision implemented
28.	27.6.15	To consider proposal for AMC of Wi-fi system and of cyber room	Decision implemented
29.	27.6.15	To consider proposal for completion of (i) unfinished construction of the room at the east part of the campus (State Govt. Fund of Rs. 6,84,997.00) and (ii) unfinished construction of the room at the North side of the College (funded by UGC XIth plan) from College own fund.	Works completed
30	27.6.15	To consider proposal for extension of the concrete road on the eastern part of the College from College own fund	Work is in progress

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Till the affiliating University has not a permission to offer the status like autonomy to affiliated college.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

- The college has a Grievance Redressal Cell which interacts with the students to help them sort out their grievances.
- It attends to both registered and unregistered grievances of the students.
- Students are free to share their grievances with the teachers of the Principal also.
- The necessary action is taken after issues are discussed in the concerned cell.
- The grievances regarding exam and results are communicated through the Principal to the affiliating university authorities.
- The grievances of the staff members are handled by the Governing Body, Principal and Teachers' Council.

- The affiliating University also has Grievance Redressal Cell for all its affiliated college stakeholders.

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

No, during the last four years, there have not any instances of cost cases field by and assist the institute.

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 institution has a clearly set and defined mechanism of obtaining the feedback from the students to improve the performance and quality of the institutional provisions.
- The faculty members collect the feedback from the graduates regarding learning process.
- Further it is used to improvise the overall competency of the students.
- Faculty obtained the information of problems of students from the above policy.
- Good results are gained by the institution in both academic and administrative work.
- The measures are taken to solve the problem.
- Institution is getting tips/suggestions to improve in all manners through this feedback.

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 management and Principal is able to rightly identify faculty members' and individual's strengths, areas of interest and accordingly assign responsibilities.

- It projects the freedom of individuals, appreciating their innovations and thereby motivation is achieved.
- Responsibilities of every staff are communicated to them through notices that clearly defined their role in the implementation of any given assignments.
- Besides they are also informally counselled so as to make them aware of their duties.
- The institution promotes professional development of the faculty to the greatest possible extent.
- Various efforts are made to enhance the professional development of teaching and non-teaching staff.
- Faculty members of the institution actively participate in national and international seminars and conferences.
- The institution encourages faculty members to enrol for orientation, refresher and short term courses and workshops.
- Faculty members are motivated for research works, registration for Ph.D. and necessary facilities are provided.

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?

- Institution motivates the staff members to attend seminars, conferences, refresher, orientation courses and other training programmes.
- The faculty members are always ready to attend the refresher/ orientation/ short term courses/ training programmes to update their knowledge, current issues regarding their subjects, newly introduced technologies etc.
- It also helps for their placement/promotions.
- The college is committed to faculty welfare and it offers a platform for talent.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The institution has formal means used for assessing the performance of the teaching and non-teaching staff of the College. The formal mechanisms for the performance assessment of the faculty are API (Academic Performance Indicator) report and feedback from students and peers. Firstly, the college instructs each and every teaching faculty to submit his/her API (Academic Performance Indicator) reports indicating the work load, participation in various seminars, conference workshop and symposia and involvement in co-curricular, extra -curricular and extension activities. The duly filled up API (Academic Performance Indicator) reports are checked and verified by the Principal. The confidential report based on verified factual data is prepared by the Principal and the same is communicated to the management for further action.

Secondly, our College takes feedback from students regarding performance of individual teacher on various aspects. The feedback form has a well-defined set of questions that help the students to evaluate the teaching capacity and define how far the teacher has succeeded in reaching out to the students. The Principal collects the data and analyses it statistically and ascertain the weighted score of each faculty. The Principal personally hands over the results of the students' assessment individually to the faculty. If there are any issues of concern, the faculty member is individually informed and directed to overcome the lacunae without lowering self-esteem. These practices enable our faculty member to particularize their plans for effective teaching process.

Surprise class visits by the Principal and casual conversations with students, parents, alumni and colleagues are the informal mechanism to assess the performance of the

staff. The participation of the teachers in various College activities is closely monitored by the Principal. Informal feedbacks given by the students during casual conversations are taken note of and the merit of such remarks are enquired into and communicated to the staff.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The Management closely monitors the performance and work culture of the teaching as well as the non-teaching faculty. API (Academic Performance Indicator) reports of the faculty are the basis of the performance evaluation. The Principal evaluates the performance of the staff formally through the feedback from the stakeholders and informally through grapevine communication he received from the stakeholders. The merits of such information are impartially and meticulously assessed. Suggestions are made whenever necessary and are communicated to the concerned individuals. Exceptional material facts are reported to the management. These measures help to improve the performance of the institution by improving and enhancing the quality and growth in academics, extracurricular and administrative services and thus to fulfil the objectives of the institution.

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 have a "Cooch Behar College Credit Co-operative Society" This Co-operative was established 1990 and presently it has 14,06,605.00 amount of Thrift Fund. All the permanent members are the members of the Co-operative Society.

The Co-operative gives short terms and medium term loan to the members. The borrowing rate of interest is only 8.5 which are less in compared to the Banks. Any member can take the benefit of it without any hazards instantly. The entire teaching

and non-teaching community have been benefitted of the welfare scheme has been successfully running since its inception.

Table: 6.3: Distributions of loans in the last four years

Year	No of staff benefited	Amount of loan sanctioned
2010-11	16	817000
2011-12	14	783500
2012-13	15	1605000
2013-14	12	861000
2014-15	10	875000

In addition to this welfare scheme we have very special two such schemes. The Teachers' Council members contribute Rs. 50/- per month to a fund which is known as Teachers Council Fund. On various urgencies of staff and students and to meet immediate need, this Fund is utilised.

The non-teaching staff has also a fund to help the non-teaching staff as well as students in their need. They contribute @ Rs. 20 to 50/- per month for this purpose.

Any permanent staff can avail refundable and/or non-refundable loan from their Provident Fund deposit as per existing norm of the State Govt.

Above all, each staff gets a medical allowance @ Rs. 300.00 per month for their health check up.

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

The institution strictly follows the rules and regulations of the State Govt. and University. There is no such scope by institution such as ours to take measures for attracting and retaining eminent faculty.

However, in order to attract and retain eminent faculty, a conducive working environment is created. Felicitation is provided for research publications, paper presentations and research articles. Faculty members are appreciated and recognized for the contribution they make by actively participating and fulfilling their responsibilities in various committees and their grievances are addressed as the situation demands.

6.4 Financial Management and Resource Mobilization

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

The college has an internal administrative & financial affairs coordinating and monitoring mechanism through Finance Committee, Internal Audit Committee and Purchase & Tender Committee. The committees have their own power and functions. Apart from that audit work is done by independent C.A. firm appointed by the Directorate of Public Institution, Govt. of West Bengal.

No major audit objections were noted during the last few years.

- In June, 2009 the college has introduced new Software named College automation Software through which the entire financial management system have been running.
- The financial resources of the college are managed in a very effective and foolproof manner.
- Proper accounts are maintained by college through cash book, ledger and voucher file.
- Each and every transaction is supported by the vouchers.
- All the collections are deposited in the Bank. Only duly authorized persons can operate through the bank.
- All expenditure recurring and nonrecurring are incurred through checks.

- Audit is done by the government audit firm every year.
- All such type of actions is reported to the Governing Body for approval.

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 Principal is the financial head of the institution. He looks after the proper utilisation of the funds. Bursar keeps close & regular touch with all the transaction and activities of finance. The accountant and her office maintain & perform all regular activities of financial management.

Internal Audit is done by Bursar as well as by Chartered Accountant every year. The external Audit is done by Chartered Accounting Firm recommended by the Directorate of Higher Education, Govt of West Bengal. Every year external audit is done. These were no major Audit objections needed compliances.

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.

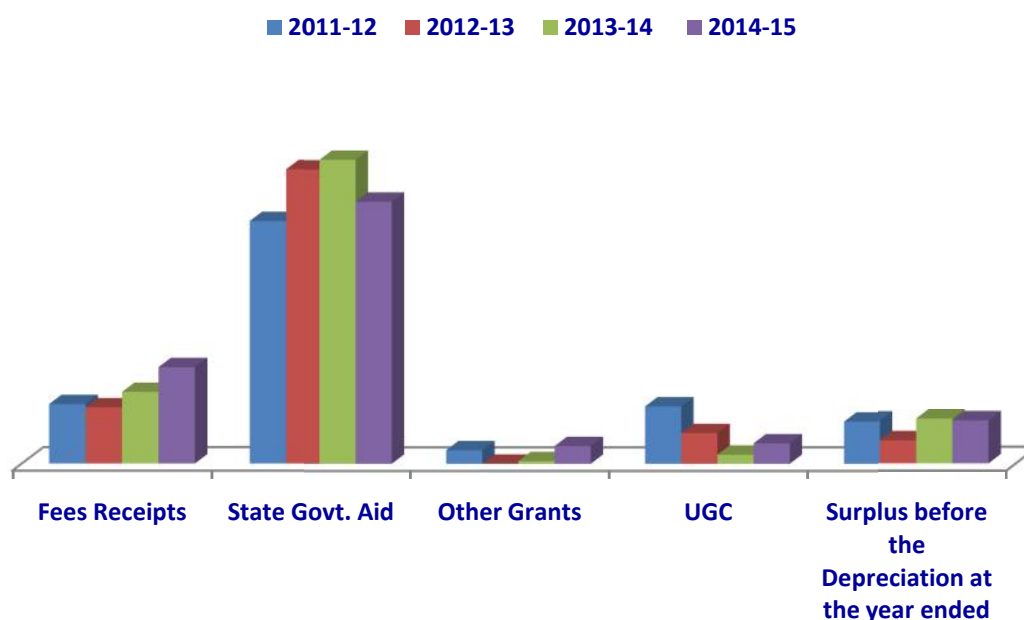
The college is totally Grants in Aid institution. It receives total salary from the State Government. The State Government also grants fund in respect of building construction, purchase of books and journals, purchase of ICT related items, making of benches and purchase of furniture.

The college receives various grants from U.G.C. Another major source of receipts is collection of fees from the students. Apart from all such sources, the college also received MPLAD fund once for construction of room. Any type of deficit is managed from the collection of Students' Fees.

Table-6.4: Details of audited income and expenditure statement of academic and administrative activities of the previous four years

A/C Head	2011-12 (Rs)	2012-13 (Rs)	2013-14 (Rs)	2014-15 (Rs)
Fees Receipts	41,16,289	38,89,837	49,59,946	66,77,800
State Govt. Aid	1,68,00,352	2,03,91,566	2,10,66,650	1,81,62,750
Other Grants	9,34,840	0.00	1,84,000	12,66,000
UGC	39,75,000	21,25,000	6,25,000	14,16,990
Surplus before the Depreciation at the year ended	29,21,960.94	15,76,393.18	30,66,428.07	29,40,560.15

Figure: Audited income and expenditure statement of academic and administrative activities of the previous four years



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 have received MPLAD fund of Rs. 12,26,488/- as additional funding to construct a room in 2004. The construction work is completed by Dec, 2015. No such type of additional funding has received by the constitution till now.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- a. **Has the institution established an Internal Quality Assurance Cell (IQAC)? If ‘yes’, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

- Yes, the institution is having its IQAC Cell. Following is the composition of the same:

Table-6.5: IQAC Committee

Sl. No.	Name	Status
1.	Dr. Pankaj Kumar Debnath	Principal / Chairman
2.	Dr. Dipankar Basu	Coordinator
3	Dr Siddhartha Shankar Laha	Management Representative
4	Dr Shyam Kr Jha	Management Representative
5	Sri Abhijit Roy	Teacher Representative
6	Sri Monimoy Chakraborti	Teacher Representative
7	Dr Subhasis Bhattacharya	Teacher Representative
8	Sri Keshab Mondal	Teacher Representative
9	Dr Parimal Sarkar	Teacher Representative
10	Dr Pritha Pandit Roy Choudhury	Teacher Representative
11	Smt Sabita Roy	Administrative Staff
12	Sri Krishanu Chakraborty	Administrative & Technical Staff
13	Ward Commissioner, Ward no 10	Community Representative
14	Sri Rakesh Chowdhury	Alumni Member
15	Sri Gouranga Chakraborty	Students Representative

The Committee is planning and monitoring the internal quality pertaining to academic, curricular and co-curricular activities for the welfare of the students. The IQAC conceives plans, executes growth oriented programmes and keeps a critical eye over the functioning of all the components of the College to frame or reframe strategies for quality improvement. The Institutional policy with regard to quality assurance is enumerated as below:

- Imparting quality and responsible education and orientation for all round development of the students by implementing University approved curriculum/syllabi.
- Continuous up-gradation of facilities and human resources with a commitment to strive for improvements in all aspects of quality management.
- Introducing special programmes to inculcate values and patriotic feeling in the youth.
- Encouraging faculty to submit proposals to the Principal for workshops, seminars, conferences, and invited talks.

- Developing strategies for further improvements in sports, academic and cultural activities.
 - Introducing career oriented add-on programmes.
 - Visiting NAAC accredited colleges for establishing bench marks in respect of the quality parameters.
- b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**

The management usually approves all the decisions of the IQAC. It is involved in the decision making process. The following decisions were taken by the IQAC and approved by the Management for implementation.

- Introduction of Honours in Physics and Chemistry.
- Recruitment of one Faculty in permanent post.
- Upgradation of playground construction of three buildings (ongoing).
- Construction of one BBA Block.
- Construction of Security Room, Cycle stand for staff.
- Participation in seminars and other faculty development programmes.
- Publication of seminar proceeding.
- Conducted programmes on Human Rights and Moral Values, quiz competition, debate, personal counselling regarding different problems of students, sports and games, playground upgradation.
- ICSSR Major Research Project, Ph. D. submission by two faculties, annual cultural programme, freshers' welcome, literary activities, Saraswati Puja, participation in Youth Parliament, Community upliftment programmes through (NSS).

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

The IQAC has external members who contribute to the development of the college. The IQAC meets external members and on regular intervals. The Management of the institution tracks the activities and evaluates the decisions made by IQAC. Some of the IQAC decisions that are approved by the management are as follows:

- More technical equipments for enhanced office works.
- Use of networks like college website for a better communication with the stake holders.
- Students play a vital role in various aspects of the administration of the College through representation in functional committees.
- Their feedback on teachers and curriculum has helped the college to improve.
- Alumni of the college also contribute to quality improvement through interaction with the college.

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

The students and alumni constantly supports and suggests valuable inputs to improve quality in terms of academics, infrastructure etc. They make suggestions regarding improvement in teaching learning process, examination system, day-to-day facilities like library services, sports services etc. They are also informed about the decisions taken or policies made by IQAC for their welfare through notices, announcements etc. As far as the alumni of the college are concerned, IQAC makes special efforts to involve them in the college programme.

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

All strategies of IQAC are formulated in consultation with other faculty members. The staff members and students are involved at the time of execution of the plans. The

IQAC maintains constant communication with the staff of the institution through its chairman i.e. Principal by way of internal memo/notices/meetings.

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

The institution has an integrated framework for quality assurance of the academic and administrative activities. The IQAC conduct meetings to discuss several quality enhancement initiatives to be adopted, which are implemented after discussion in the regular staff meeting. Faculties undertake several quality enhancement initiatives in teaching, learning and evaluation and counsel students to improve their academic performance. Students and teachers are encouraged to participate in conferences, present papers and publish research work in journals and remain updated on their subjects. A record of such activities is maintained and analyzed as part of quality assurance.

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

The institution provides and organize training program to its staff. The college have organised a special training programme especially for nonteaching staff on 01/10/2015. The workshop was organised on "OFFICE MANAGEMENT". Dr. Swapan Kumar Rakshit, Deputy Register, North Bengal University and Sri Brajadulal Pal, Head Clerk (Retired) was the Resource Person for that workshop.

In addition to that the college organised different seminars / special lectures / workshops for effective implementation of the quality assurance procedure. Further the teaching and non-teaching members also attend programmes meant for such to different universities and other colleges.

If any training program is organised by Faculty members are deputed to attend orientation and refresher courses regularly to keep themselves abreast of current

developments. Non-teaching staff is also promoted to attend various training programs organized by other institution and university. The institution orally promotes the staff to follow measures taken by IQAC for effective implementation of the Quality assurance procedures.

Their impacts are as follows:

- Improved results in University Examination;
- Improved teaching methodologies;
- Extensive use of ICT tools in the teaching learning process;
- Greater acceptance of teachers by the students;
- Improved communication skill amongst the students;
- Used the latest Audio visual aids for improving teaching learning process.
- The teaching departments and office is provided with computers, broadband internet printers, scanners, LCD projector etc.
- The institution encourages the faculty to pursue higher studies like M. Phil., Ph.D. and Post Doctoral degree.

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

The institution undertakes academic audit. Towards the end of each session, an academic audit is undertaken for each academic sub committees under the initiative of the IQAC. The audit team consists of the Principal, Quality System Management Representative and IQAC co-coordinator. The team visits each sub units and evaluates the academic, co-curricular and extra-curricular activities of the unit and strengths are appreciated and weaknesses are identified and remedial measures are

suggested to overcome them. While conducting audit, the team focuses on the following:

- Completion of academic activities as per the preset academic calendar /teaching plan.
- Student feedback on teacher performance.
- Internal evaluation procedures and records.
- Analysis of results of University Examination and of Unit Tests and Term Examinations.
- Tutorship and mentoring system prevailing in the department.
- Student support activities and student participation in curricular and extra-curricular activities.

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

The structural and functional aspects of Internal Quality Assurance Mechanism are quite consistent to the requirement of the external quality assurance agencies / regulatory authorities. In both the cases, the common aim is to provide quality education and betterment of academic environment thus ultimately upgrading the health of the institution.

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

The institution has a clearly defined, set mechanism to continuously monitor the learning outcome. As the college emphasizes more on developing the students into professionals, highly qualified, morally committed, value oriented characterization and experienced faculties have been appointed. As per the suggestion of the IQAC, teaching methods implemented include PPT, group discussions etc. Learner teacher

interaction is encouraged. We follow the system of Continuous Internal Assessment (CIA) and then Summative Assessment (written examinations) in the college. The major teaching learning activities are lectures, tutorials (extra teaching), discussions in the class rooms, group activities and seminars. CIA activities are carefully prepared by each faculty.

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

The Institution communicates its quality assurance policies, mechanism and outcomes to the various internal stakeholders like parents, students and staff through notices, internal memos, meetings, etc. Specifically, the institution communicates its quality assurance policies to the parents during orientation programmes, admission interviews, parent- teachers meeting, to the students during orientation programmes and to the staff during staff meetings and other informal interactions. The quality assurance policies of the institution are communicated to various external stakeholders through information brochures, advertisements, websites, etc. The vision and mission displayed at the front office, College website and in the College prospectus and other publications convey the quality policies/objectives and mechanisms of the college.

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

- Transparency is always maintained by the principal. The Principal communicate the decisions to all the concerned is stakeholders and share the problems with them. Active involvement of all stakeholders in running the College smoothly is the practice of the leadership and management.

Table 6.6: Comparative analysis over 2009 & 2015

Heads	Cycle-I (2009)	Cycle-II (2015)
Total Built –up Area (Sq mt)	1800.87	4905.39
No of Students	1617	3049
No of Full time Faculty	14	22
No of Part time Faculty	13	25
No of Non-Teaching staff	14	30
Dropout Rate	18%	0.86%
No of Honours Subject	10	12
No of PhD Teachers	6	10
No of Books in the Library	19935	26068
Student Book Ratio	12 : 1	8.32 : 1
No of Laboratory	3	5
No of Academic & Administrative Meetings	24	87
No of Computers	20	69
General Fund (Rs)	52,01,422.00	74,13,837.00
Development Fund (Rs)	10,16,706.00	2,07,034.00
Library Fund (Rs)	2,22,922.00	3,28,342.00
Cash in Bank (Rs)	76,54,088.53	1,03,48,834.86
Collection from Students (Rs)	23,40,948.00	66,98,555.00
State Govt Grants Received (Rs)	64,40,372.00	1,80,12,750.00
UGC Grants Received (Rs)	19,22,354.00	18,34,490.00
MPLAD (Rs)	0	12,26,000.00
Bank Interest (Rs)	2,02,710.00	9,59,889.25

B-7

CRITERION VII: INNOVATIONS AND BEST PRACTICES

- ❖ **Environment Consciousness**
- ❖ **Innovations**
- ❖ **Best Practices**

7.1 Environment Consciousness

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

There is no formal conducting of green audit in the College but the College is totally eco friendly. For this, the Principal and the whole staff, NSS volunteers and the students are committed and because of their commitment and involvement, the campus can claim to have a lush green campus which is maintained since its genesis with a lot of efforts. Beautification committee carries out programme for cleaning its compound regularly and periodically. Posters and wall papers with slogans such as **"One man one tree"**, **"Save trees! Save life"**, **"less pollution is the best solution"**, **"Green planet is a Clean Planet"**, **"Save paper! Save Trees"** **"Think before U Print"** etc. are prepared and a procession was organized to promote awareness about the importance of trees and to keep environment clean.

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

- **Energy conservation.**

- The College campus has moderate climate.
- Functions are generally conducted during the day time in the seminar hall that has natural ventilation.
- This natural ventilation enables free air flow providing a comfortable environment.
- The Classrooms, Seminar hall and administrative section are fitted with glass windows to enable the natural light to pass through thereby reducing the use of artificial lighting.
- The faculties and students are encouraged to turn off the light and fans when they are not in use.
- The College has installed many CFLS and energy saver devices in the class rooms and office. This help a lot in conservation of energy.

- Lights, Fans, Coolers and Computers are strictly used only when some work is going on.
- The college has made arrangements for the parking of the vehicles of the staff and students in the college ground in a separate place.
- This helps in keeping the campus clean to a greater extent. The dead leaves and the waste papers are not allowed to be put fire. The leaves are buried in soil itself and the papers are disposed off.
- **Use of renewable energy.**
The college has planned to establish renewable energy sources such as solar energy unit, wind energy unit etc in near future.
- **Water Harvesting.**
The drain / waste water is utilized for watering the trees and gardening. One water reserver of Municipality supplied water has been constructed.
- **Check dam construction.**
No initiative has been taken on this front.
- **Efforts for carbon neutrality.**
The College has initiated a number of measures to ensure carbon neutrality. The process is taking wings and we are sure that the result will be evident in the next couple of years.
- The College has made arrangements for the parking of the vehicles of the Staff/students in a separate part of the college ground and within the college premises no vehicles are permitted.
- Presently there are more than 175 trees and plants in the college.
- Our college is proud to have a lush green campus with many indigenous plants and tree which increases the carbon sequestration and keeps the environment pollution free and also helps to reduce the temperature and emits fresh air rich in oxygen.

- More saplings have been planted in the campus to neutralize the effect of carbon dioxide. This helps in keeping the campus clean.
- The dead leaves and waste papers are not burnt but scientifically decomposed off by burying them in the soil.
- The college campus is declared as smoke free zone.
- **Plantation**
 - Principal, Staff and College students take keen interests in plantation drives and organize special programmes for plantation of plants.
 - The greenery in and around the college is the result of the combined efforts of the students, staff, National Service Scheme (NSS), Sanitation and Beautification Committee etc.
 - In collaboration with Social Forestry Departments different plantation drives are undertaken during July-August every year.
- **Hazardous waste management.**
 - The college is taking strong steps to make the campus polythene free.
 - The waste materials like plastic bags, plastic pouch, plastic bottles and papers etc are regularly collected and disposed through the NSS Unit of the college.
 - The college campus is plastic free zone and hence plastic bags are strictly prohibited in the campus.
- **E-waste management.**

The College does not have much of e-waste generation. When some computers are to be repaired, it is given to the hardware shops where the hardware mechanic replaces the worn out one with a new one.

7.2 Innovations

7.2.1 Give details of innovations introduced in the last four years which has created a positive impact on the functioning of the college.

The College has made several innovations which have helped in smooth functioning of the College. These innovations are in academics, administration and other levels of the College working. The centralised test examination of under graduate level prepares the students for final examinations.

- **Feedback mechanism**

- Students provide feedback about the teachers at the end of each session. Informal interaction between the students and the concerned teachers are encouraged.
- The Principal and Head of the department of the concerned departments also interact with students.
- Students of all the departments are encouraged to approach their heads as well as the Principal directly or indirectly through Suggestion Box.
- Besides, the Principal also conducts routine check-up of the departments and the attendance registers of the students.
- The Principal, pertaining to teaching quality encouraged the HODs and teachers for improvement. All efforts are made to provide and improve latest teaching skills.
- Feedback is also received from Library users, Teachers, Government nominees, non-teaching staff, and parents.

- **Computerization of Administrative staff**

- The college administrative block has been computerized.
- The administrative staff has undergone through computer learning training to understand the technicalities pertaining to work on the technology.
- The college has automated office software for admission, accounts, examination, results, and library.

- One IBM Server newly purchased (2014) [IBM X3500 M4 Tower Server, 16 GB Ram, 64 Bit Windows Server 2012 R2 Standard (OS), 1 TB] for the smooth functioning of the college work.

- **Computerization of Library**

- The college library is equipped with computer facilities.
- The process of computerization accession is already initiated in the library.
- A space in library room has been separately reserved for computer with internet facilities.
- A three-in-one printer and one photo copier is kept in the library for photocopying or printing the materials.
- In one part of the college library a 'Local Research Centre' is established to promote research on local area and north-east India.

- **Academic Innovations**

The College is trying its best to introduce many innovations which can improve academics as well as moral excellence of the students. The college has introduced Remedial Classes for the 'slow learners'. For this the UGC has also provided sufficient grants for extra classes. Teacher maintains Teachers' Diary to note down the syllabus covered. The teachers also conduct programmes like Group Discussions, Best Copy Showing and ICT methods of learning.

- ❖ **Technology Access in the class rooms**

- Use of technology has been a part and parcel of our teaching pedagogy for the past few years. Most of our class-rooms are technologically well-equipped with LCD projectors and laptops.
- There are one well-furnished and well equipped computer laboratories for the students to enable them to enrich their learning with ICT.

- Some of our faculty members have been proactive in this direction and attended various workshops to enable themselves to employ technology in their teaching.
- The computer science department took sessions in college to enable the rest of the teachers and staff to use technological infrastructure available in the college effectively.
- The college has also provided video recording facilities for students who wish to make field visits, and projects on social issues.
- Blackboards are being gradually replaced by White Boards, Green boards and LCD Projectors.

❖ **Academic Calendar**

- The college committee prepares and circulates academic calendar for the smooth running of the college every year.
- The highlights of the calendar are:
 - ✓ The number of Working Days.
 - ✓ Holidays and Vacations.
 - ✓ Unit Test and Test examination schedule.
 - ✓ NSS camp and programme schedule.

❖ **Innovative methods of teaching**

Numerous innovative methods of teaching have been introduced at our college during the last few years. The creative urge of both teachers and students is constantly on display. This motivates many to be more interactive and learn by observation.

- The Department of Political Science brings out a broadsheet like 'Youth Parliamentarian' each term purely on students' initiative though under the

guidance of a faculty member. This makes students alive to all topical issues, discuss and research them in depth. The college has started an innovative technique of teaching & learning through PPT, Seminars and Group Discussion.

- The Guardian – Teacher meeting is the best innovative practice of the college to share the ideas of the parents and teachers. The college welcomes the suggestions from the parents and takes initiatives in that respect.
- During admission 20 to 25 students are divided into different small groups and they help the teachers in the supervision and counseling.
- The concentration is paid on to increase the regularity of the students. Outcome of the scheme is noteworthy.
- Special coaching is provided to slow learners.
- The Department of Bengali, Sanskrit, English, Geography, History, Philosophy and Political Science use Wall Magazine as a means of education by encouraging students to write, translate and then act out challenging and relevant texts.
- Theatre is, in itself, a powerful medium of education. It also transforms the personality of students by making them more aware, more confident and more co-operative. The students of Bengali and English department have also set up a 'Drama Club' with the help of one teacher of Commerce department who has also a great level of efficiency in this field.
- ICT enabled projects are conducted by the BBA and Geography department regularly.

❖ **Providing equal opportunities/facilities to differently abled students**

- Cooch Behar College has a very proactive and sympathetic approach towards differently-abled students. It ensures that they are provided easy physical access, the opportunity for optimal learning and advancement.
- The Equal Opportunity Cell also facilitates students from the reserved categories, minorities, and anyone else in need of special assistance. Regular coaching sessions are held for students willing to improve their communication skills/employability skills. Awareness raising sessions are also conducted on a regular basis.

❖ **Book Supply and Prize Schemes**

- For the past 03 years, the teachers of Cooch Behar College have been running a scheme under which students who cannot afford books are provided with books from the Teachers Council of the college from the stock of the teachers' personal collection. This is an entirely voluntary effort run solely on book sellers' supply of reference books to the teaching staff of the college. A link to the 'Book Bank' contains the list of books available with the faculty which can be made available to students, so as to widen their reading and references.
- One retired teacher of our college donates prize for best students of Chemistry every year.
- On the foundation day of the college, the meritorious students who have secure highest marks in University examinations are felicitated every year. Teachers are also felicitated for their excellence in different research projects.

- **Interactive Website**

- The Cooch Behar college website (www.coochbeharcollege.org.in) not only provides up-to-date information on all aspects of the college and provides information that comes under mandatory disclosure rules but is also an interactive website for students and teachers.
- The Academic Calendar, Sports Calendar, Unitized Syllabi and Staff Profile all are regularly updated in the website.
- The college has undertaken online admission process from 2015 where the college website plays a very significant role.

- **NSOU Study Centre**

The college has a MoU with a state open university, namely Netaji Subhas Open University (NSOU). Our pass out students, aged persons and in-service people get the opportunity to complete masters and different diploma-certificate courses from such study centre.

- **UGC/ICSSR Sponsored Research Project**

Since last four years three UGC Minor Research Projects and one Major Research Projects of ICSSR have been sanctioned and some of them have produced interesting results, these projects not only helped the concerned departments in teaching but also set up high standard of education which may ignite the natural insight of the students towards education and research.

- **NSS Unit**

Two NSS Units of the College have been working excellently on and off the campus. The on campus activity involves, plantation, organization of cleanliness drive, no-polythene use, declaration of no smoking zone, maintenances of general cleanliness and hygiene etc. Off campus activities involve literacy campaign, AIDS/HIV awareness drive, arranging seminars like legal awareness campaign etc.

- **Practice of Best Scripts display**

Best scripts of different departments (Honours) are displayed in the departmental notice board so that students belonging to the respective departments may have the scope to compare and improve upon their standard.

- **Extra-Curricular and Co-Curricular Activities**

- College students and the faculties are always encouraged to participate in debate, seminar and symposiums of regional and state level and other indoor and outdoor games in inter-collegiate sports meet being held under mother University every year.
- Generally they come home with prizes.
- Every year some students of our college are awarded BLUE from the mother university.
- Basically a very good and healthy interaction is developed during the course and the result is reflected in the teaching learning process.
- This symbiotic relation between the students and faculty members due to these innovative activities has gained much of appreciation in the sphere of higher education in our district.

7.3 Best Practices:

7.3.1 Elaborate on any two best practices as per the annexed format which contributed to the achievement of the Institutional Objectives and / or contributed to the Quality improvement of the core activities of the college.

- **Best Practice - I**

- 1. Title of the practice**

Felicitation of Students and Teachers for excellence.

- 2. Goal**

- ❖ To ensure better academic performance of students.

- ❖ To develop confidence in students to face the examinations.
- ❖ To involve the teachers in research oriented activity.
- ❖ To boost up the academic vision of the major stakeholders.
- ❖ To encourage students for Co-curricular / curricular activities.
- ❖ To encourage students in general to be involved in such activities that can lead them to the path of success.

3. Context

Cooch Behar district is one of the most backward districts of West Bengal. Majority of the total population of the district are belongs to SC category. Besides poor economic conditions, the educational scenario of the district is gloomy. Many social and economic factors are there behind this condition. But instead of these stumbling blocks there are some students who have shown their excellence in different sectors. The college is very sincere in nurturing of such with utmost care. Programmes like remedial coaching, tutorial class and personal discussion are adopted for further improvement of the students. So, the college takes new initiatives 'Felicitation Activity' to boost up the merit based performance of the students and augmented research activity of the teachers. The felicitations of such activities are arranged on the foundation day of the college every year. And, it is seen that the feedback of such felicitations activity is very positive.

4. The Practice

Students are informed by the faculties, notice board and college websites about the annual felicitations programme. The 'Teachers' Council' with the help of IQAC prepares the list of awardees after checking results details of the students and research publication of the teachers. Then the probable awardees are informed by letter and also by phone. Then in the meeting of 'Teachers' Council' detail schedule and prize

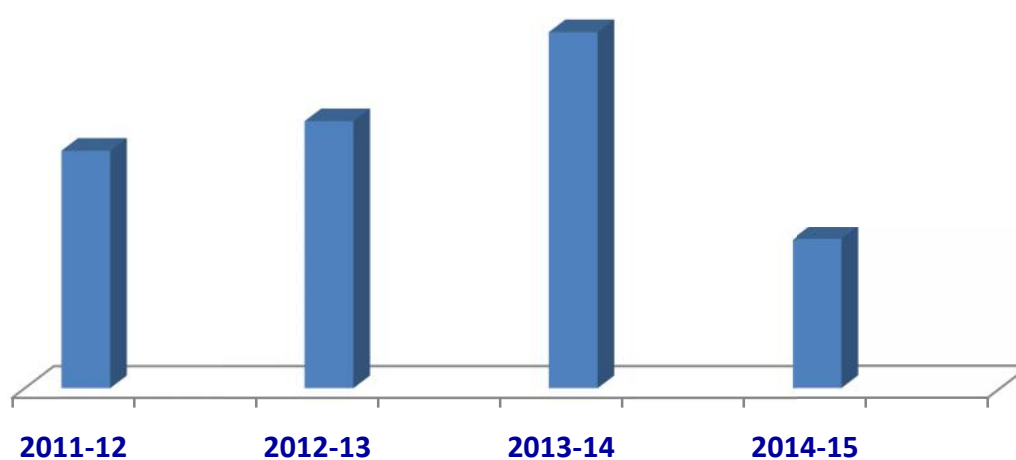
items are prepared and some teaching and non-teaching staffs deputed to purchase the prize materials. In that event another retired teacher offers cash of Rs 500 to two students of Chemistry Honours and Chemistry General.

5. Evidence of success

Table 7.1: Recipients of Meritorious Scholarship, 2011-15

Year	Number	@ Rs	Amount
2011-12	10	9,000	90,000
	6	10,500	63,000
2012-13	12	9000	1,08,000
	6	10,500	63,000
2013-14	16	9,000	1,44,000
	8	10,500	84,000
2014-15	8	9,000	72,000
	2	10,500	21,000

Figure: No of Students Received Meritorious Scholarships



Students are appreciated and apprised of their performance. As a result of this, the relationship between faculty and students has improved and the students gained confidence. Potential improvements were visible and students had cleared the subjects with better marks. It was also observed that students adopted better learning teaching

under the guidance of the teacher. The competitiveness among the students to performing more accurately surely sharpened and observed by the teachers.

6. Problems encountered and resources required

The effort is concentrated only with the quality perspectives.

There were constraints in time that could be developed to each student by the teacher, since each student varied in the time required for grasping some topics. Lack of interest among the student's like absenteeism are found, as they prefer to go to their native place during study holidays.

7. Notes

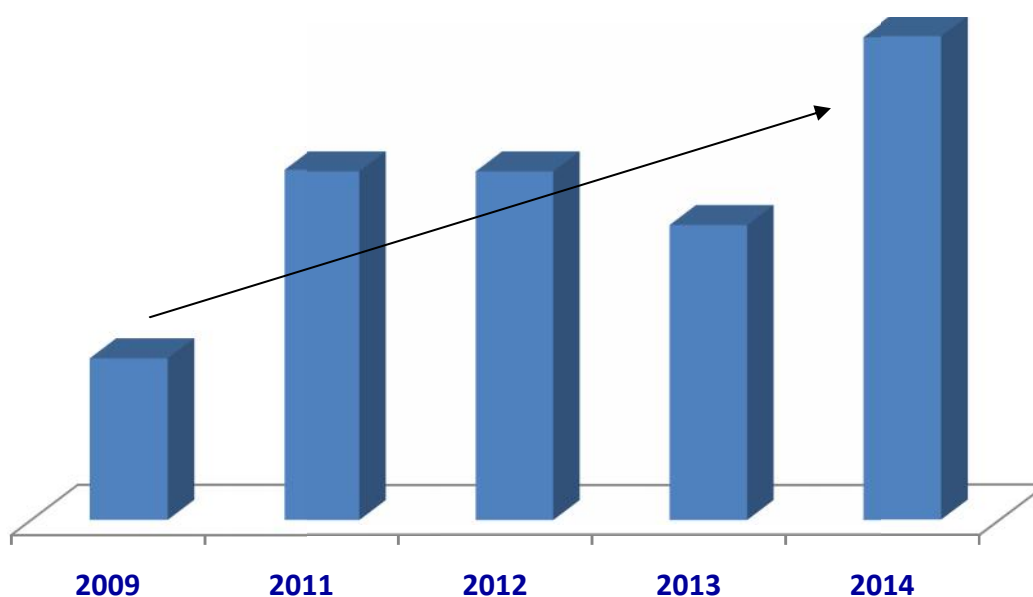
This practice can be adopted by other college to help students to excel academically and to develop a sense of confidence in them. In order to encourage the students in their studies the college every year felicitates those students who have shown good academic achievement in different examinations conducted by the affiliated University. Students who get highest mark in every department are felicitated. Students of all the programmes of studies viz. Arts, Commerce and Science are covered. Each year in an annual function the achievers are felicitated in the presence of a distinguished guest along with Principal and other teachers. This annual prize distribution to the toppers creates an atmosphere of high interest and enthusiasm among the students.

The college honors its teachers every year who have shown significant contribution in research and innovation in order to encourage their further involvement in such practices and develop the overall participation of the college in research related activities. Those faculty members who have participated and presented papers in international seminar and conferences or have contributed papers in international or national journals are felicitated.

Table 7.2: Success of Students in Government Service/Research 2011-15

S.No.	Name	Placement	Subject
1	Sri Swapan Chandra Barman	Assistant Professor, Cooch Behar College	Philosophy
2	Monoj Debnath	Research Scholar in NEHU	Geography
3	Kousik Dey	Assistant Primary Teacher	Geography
4	Sheuli Ray	Asst. Teacher in Higher Secondary School	Geography
5	Rishikesh Pramanik	NET Qualified	Geography
6	Dayal Murshid	Asst. Teacher in Higher Secondary School	Geography
7	Soma Roy	Asst. Teacher in Primary School	Geography
8	Bhaswati Barman	Block data Entry Operator	Geography
9	Akshay Chanda	NET, Guest Teacher in Cooch Behar College	Geography
10	Soumik Das	NET Qualified	Geography
11	Prasanya Sarkar	NET Qualified	Geography
12	Prabir Tarafder	NET, Guest Lecturer, Gayan Jyoti College	Commerce
13	Basab Das	NET, Guest Lecturer, Cooch Behar College	Bengali
14	Achanta Barman	NET Qualified	Bengali
15	Kanchan Dutta	SET Qualified	Bengali
16	Ishwar Ch Barman	NET Qualified	Bengali
17	KrishnaMohan Bhowmik	NET Qualified	Bengali
18	Arka Acharjee	NET, JRF	History
19	Bhaswati Barman	Guest Lecturer, Cooch Behar College	Ph Edu
20	Bappa Sarkar	Assistant Professor, Dinhata College	Geography
21	Bipul Sarkar	Assistant Professor, A.C. College	Geography

Figure: No of First Class Holder in Different Subjects



- **Best Practice - II**

1. **Title of the practice**

Fee Scholarships for Students from College Fund

2. **Goal**

- ❖ To provide support to the needy and meritorious students.
- ❖ To remove financial barrier for the learners on the way of higher education.
- ❖ To identify the students who are not obtaining any Government provided scholarships but actually need some kind of support.
- ❖ To understand those students expectation and comprehend them about the availabilities.

3. **Context**

Like other parts of rural India, a section of students of our college come from such background where higher education is not only a luxury but also remains untouchable due to financial impediments. Currently, the Government level financial support for reserve categories and minorities become very active in West Bengal and a large section of students are benefitted from such scholarship schemes. In our college, during 2014-15 nearly 56% (1676 out of 3004) students got such Government level support. But we hold that such support from Government level is necessary but not sufficient.

Multi-dimensional poverty on the way of higher education may not be eradicated only by such Government level initiatives. Observing that section of students who are not belonging under the umbrella of Government level support mechanism but poor, college made an effort to identify and support them from its own fund in terms of half / full removal of tuition fees. In the programme, we create a friendly democratic space where a free flowing exchange of ideas between teachers and students can happen openly about issues that affect their daily lives.

4. The Practice

- The college put the notice on the notice board seeking the application from students for such fee removal scholarship scheme.
- After receiving the application with valid documents the scholarship committee shortlisted the students.
- During screening, the committee remain very much careful about the norms that any students received any kind of Government level support remain out of such screening list.
- The list of valid students eligible for such scholarships is published in the college notice board.
- The date of reimbursement is also published on the notice board.
- The college office disburses the fees on the stipulated dates.

5. Evidence of success

- The impact of the programme has been very encouraging.
- Students' attachment with the institution and teachers faster.
- They do not feel like aliens.
- Nearly 20% students received such scholarships during 2014-15 sessions and the percentage has some upward strength over the year.
- College become proud about such utilisation of fund for helping the alienated students.
- They face their new life more easily.

Table 7.4: No of students Received Freeships

Half free/Full free type of Financial Aid	Number of Benefited Students			
	2011-2012	2012-2013	2013-2014	2014-2015
	377	262	343	509

Figure: Trends in Freeships distribution

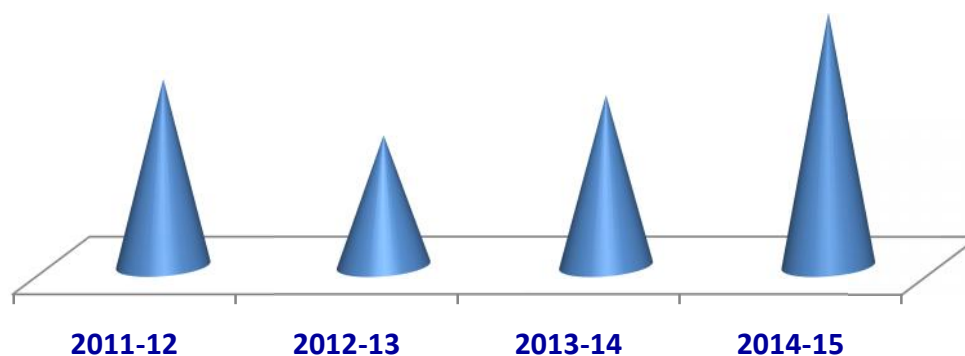
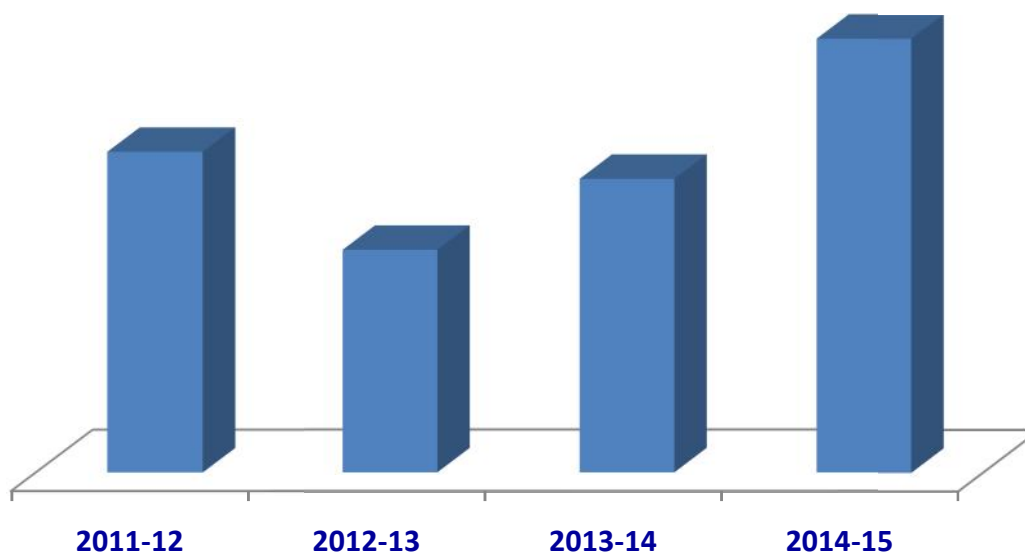


Table 7.5: Amount Spent on Freeships

Half free/Full free type of Financial Aid	Amount Spent on Freeships (Rs)			
	2011-2012	2012-2013	2013-2014	2014-2015
	135810	94050	124050	183300

Figure: Distribution of Freeships Amount



6. Problems encountered and resources required

- The checking of income proof by the scholarship committee is a trivial task.

7. Notes

The college has in its credit a number of activities aimed at student's welfare and benefit. As the students are vulnerable to dropouts, irregular attendance and poor educational resources it becomes a responsibility of the parental institution to extend assistance of every possibility in order to lend a hand of support to the talents.

The first and foremost challenge before the college is to resist the dropout rate. As more than 65% of the students come from a rural and poor socio- economic background it becomes increasingly difficult for them to continue their studies uninterrupted. To check this circumstances the college has come out with effective measures the foremost among which is a scheme of free studentship to the student's not availing benefit of any other scholarship. It will be appropriate to mention here that this is a unique initiative on behalf of any college or educational institution of the entire vicinity and has earned praise and appreciation from students, parents and local population.

The relaxation in fees has been offered in two major categories namely complete free studentship and relaxation of upto 50 %. It has to be mentioned here that many students in the college receive benefit of Government scholarships and aids. Regular Government scholarships have been offered to SC/ST/OBC and minority students under schemes. Apart from this a few nongovernmental organizations such as Jhindal, Mahindra etc also offer scholarships to selected students of our college. But in spite of these a major population of students remains uncovered by these aids. Again, there is also a large population of students who miss the BPL list by a thin margin. These students who do not receive any financial aid from Government and are also not

covered by BPL traditionally constitute the population which is prone to dropouts and abrupt disruption in studies. Hence, the college has come out with this concept of free studentship which has been offered only to those students who do not come under BPL list and also do not receive benefit of any other scholarship governmental or nongovernmental. The effect of this free studentship is one year. In completion of one year students need to apply as fresh candidates. This concept of free studentship has been received with very favorable response and proved as an effective measure in curving the predicaments of students in carrying out their studies uninterruptedly.

CONCLUSION

Cooch Behar College subjected itself for NAAC assessment for the first time in 2009 and was accredited with B. This time the college is entering Cycle-II of assessment and accreditation. In between these years the college has worked extensively towards the suggestions and recommendations of the previous peer team and to its best ability and understanding has improved the overall academic condition to a considerable extend. Taking into concern the remote and rural setting of the college and a huge population of SC, ST and Minority students the college can be considered a hope of ray for the youth of this region. It is not only a social responsibility but also a humanitarian concern that the college delivers its duty with full accountability and sincerity. The college according to its own estimation has acted upon this expectation. Now, it is time to assess its quality and status along the line of the national criterion which is carefully envisaged by NAAC. This time around like the previous visit the college hopes to receive invaluable guidance and suggestions from the peer team so to set the future course of the college in an informed and planned manner.

C. Inputs from the Departments

C-1

Department of Bengali

Evaluative Report

1. Name of the department : **Bengali**

2. Year of Establishment : **Pass: 1970 Honours: 2002**

3. Names of Programmes / Courses offered

(UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :

- **U G (B A Honours)**

- **U G (B A General)**

4. Names of Interdisciplinary courses and the departments/units involved:- **Nil**

5. Annual/ semester/choice based credit system (programme wise)

- **All courses are based on Annual Evaluation System; there is no provision of choice based credit system.**

6. Participation of the department in the courses offered by other departments

- **Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :

- **Nil**

8. Details of courses/programmes discontinued (if any) with reasons

- **Nil**

9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	Not Applicable	Not Applicable
Associate Professors	Nil	Nil
Assistant Professors	3	2
CWTT	Nil	Nil
PTT	Nil	Nil
Guest Faculty	1	1

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Sri Joydeb Mondal	M.A	Assistant Professor	Madhya Yuger Sahitya	13	Nil
Dr Mridul Ghosh	M.A, Ph. D	Assistant Professor	Upanyas O Choto Golpo	5	Nil

Sri Basab Das	M.A	Guest Lecturer	Rabindranath		Nil
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11. List of senior visiting faculty :
Nil

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

- B.A. (Honours) -- 21.43 % Lecture Based
- B.A. (General) -- 16.28% Lecture Based
- B.Com. (General) -- 33.33% Lecture Based
- B.Sc. (General) -- 33.33% Lecture Based

13. Student -Teacher Ratio (programme wise) :

Course	Student Teacher Ratio
B.A. (Honours)	51:1

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

The entire administrative staff supports the teaching & non-teaching work fully and no department (except the practical based) get special or separate administrative staff. All of them share according to the work responsibility.

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

Name	Qualification
Sri Joydeb Mondal	M.A
Dr Mridul Ghosh	M.A, Ph.D
Sri Basab Das	M.A

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

Title	Agency	Period	Grant/Amount
“মহিষকুড়ার উপকথা: প্রান্তবাসী মানুষের জীবনবেদ”	U.G.C. Ref. No: PHW-151/14-15 (ERO) Dt. 03-02-2015	2 year w.e.f. 03-02-2015	One lakh ninty five Thousand

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

- Dr Mridul Ghosh received a UGC funded minor research project of Rs 1.95 Lakh on 2015-16

18. Research Centre /facility recognized by the University:

- Nil

19. Publications:

* a) Publication per faculty

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

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database, - International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers-01
- Citation Index
- SNIP
- SJR
- Impact Factor
- h-index

Name	Total publications	Number of papers published in peer reviewed journals (National and International)	Number of publications listed in database	Monographs	Chapters in Books	Books Edited	Books with ISBN /ISSN	E-Lessons	Citation Index
Sri Joydeb Mondal	05	00	00	00	05	00	00	00	00
Dr Mridul Ghosh	11	02	00	04	05	00	00	00	00
Sri Basab Das	02	01	00	00	01	00	00	00	00

* Details of Publications: Copy attached in Annexure

20. Areas of consultancy and income generated :-

- Nil

21. Faculty as members in :-

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

- Nil

22. Student projects: -

- a) Percentage of students who have done in-house projects including inter departmental/programme:-
b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:-
- Nil

23. Awards/ Recognitions received by faculty and students. -

- Nil

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

- 1) Sri Biswajit Kundu of Gobinda Prasad Mahavidlaya, Bankura on 28.09.2015
- 2) Dr Dilip Kumar Roy, Professor, CBPBU on 10.09.2015

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

a)National

b) International

c) Special Lecture

- Sri Biswajit Kundu of Gobinda Prasad Mahavidlaya, Bankura on 28.09.2015
- Dr Dilip Kumar Roy, Professor, CBPBU on 10.09.2015

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled M F	Pass percentage
BA Part-I (Hons)	1180	111	67 44	NA
BA Part-II (Hons)	NA	100	65 35	86.32%
BA Part-III (Hons)	NA	87	67 20	89.67%

27. Diversity of Students:

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
BA Part-I (Hons)	100	0	0
BA Part-II (Hons)	100	0	0
BA Part-III (Hons)	100	0	0

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

- There is no scope to collect the data, since the college deals only with under graduate courses.

29. Student progression:

- ❖ Many of our students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available.

30. Details of Infrastructural facilities

a) Library

- The College Library has a separate dedicated section for the department that is well equipped with textbooks, reference books and periodicals. The collection of books is regularly updated.

b) Internet facilities for Staff & Students

- ❖ Staff uses internet in the Staff Room and Library
- ❖ Students uses internet in Library

c) Class rooms with ICT facility

- ❖ The Department have two Laptops
- ❖ CD/DVDs
- ❖ One Sound System

d) Laboratories

- Nil

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

- The College sanctions free studentships (Half Free/Full Free) to 20% of total admitted students. Besides students also get scholarships for SC/ST/Minority from Govt.

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

Nil

33. Teaching methods adopted to improve student learning

Nil

34. Participation in Institutional Social Responsibility (ISR) and Extension activities Our students actively participate in NSS & Extension activities.

35. SWOC analysis of the department and Future plans

Strengths –

- ❖ The subject have a lot of scope in West Bengal specially.
- ❖ We have dedicated and devoted teachers who are more than willing and enthusiastic about nurturing the students.

Weaknesses -

- ❖ Lack of infrastructure is a matter of primary concern.
- ❖ The major chunk of students in our department comes from marginal, economically downtrodden households.

Opportunities –

- ❖ Innovative and more participatory, coherent method of teaching needs to be applied.
- ❖ Sessions of interdisciplinary nature can be organized more regularly for overall development of our students.

Challenges -

- ❖ To overcome the adverse effects of weak socio-economic condition of the students which is causing irregular attendance, drop out, malnutrition, lack of consistency and lack of concentration is a major challenge.
- ❖ As a result it creates gap in learning and this gap widens with each passing year and becomes increasingly difficult to bridge.

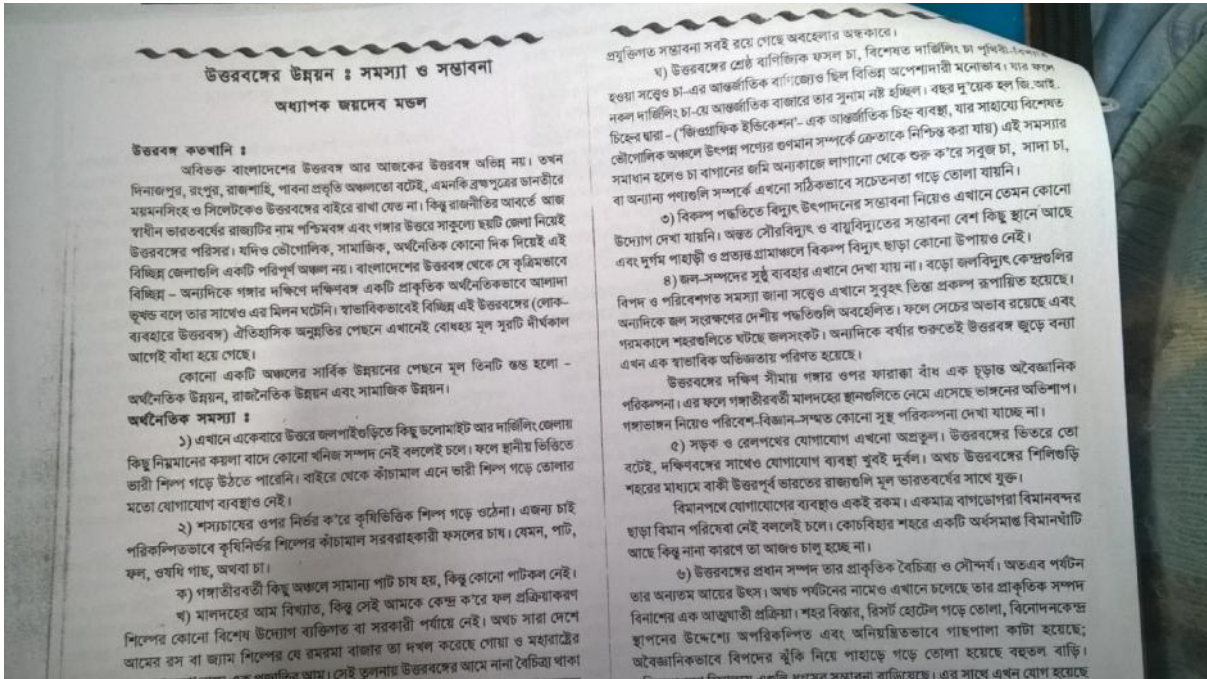
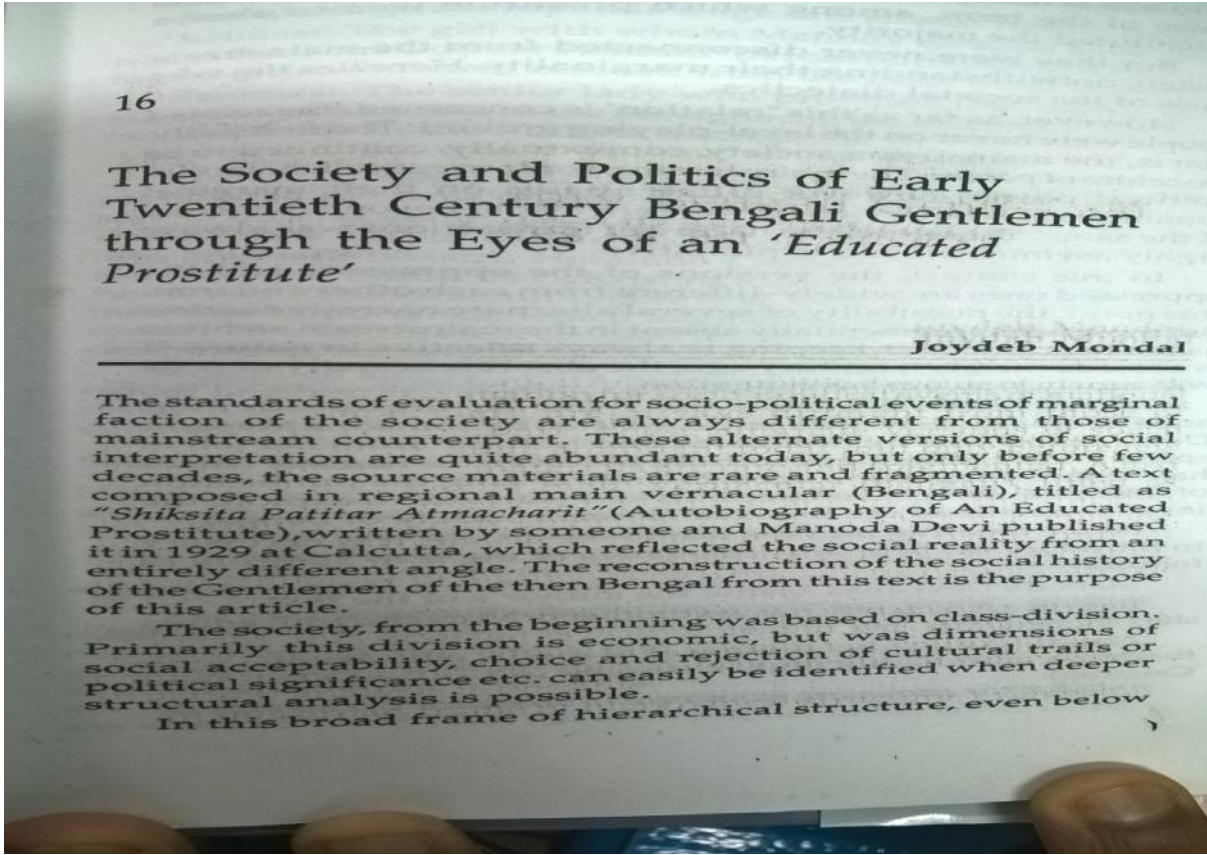
Future Plan -

- ❖ Work out a dedicated remedial mechanism for weak students with continuous assessment and classroom based study system.
- ❖ Set up a departmental newsletter cum magazine.

Signature of the HOD
(Sri Joydeb Mondal)
Date:

Signature of the Principal
(Dr P.K.Debnath)
Date:

Annexure: Copy of publication of Sri Joydeb Mondal



LIST OF PUBLICATION BY DR MRIDUL GHOSH (Bengali Dept)

• **Journal Publication**

Name of journal	ISSN NO	Issue No	Vol. No	Date & Year of Publication	Name of Article	Pages from to	Impact factor any
<i>Manobhumi</i>	2231-6515	5th	5th	January 2015	<i>Jiboner nana rong: Amibhushoner golpo</i>	97-104	Peer reviewed journal
<i>Harit</i>					কোচবিহারের নাট্যচর্চার প্রেক্ষিতে 'রূপ-কথা'		Accepted for publication

• **Conference Proceeding**

Name of Conference	ISBN NO	Date & Year of Publication	Name of Article	Pages from to
<i>International Seminar on Partition Literature</i>	ISBN 978-93-82112-11-2	10th February 2014	দেশভাগের প্রেক্ষাপটে অমিয়ভূষণের দুটি উপন্যাস	P.306 - 315

Name of Edited Volume	Date & Year of Publication	Name of Article
<i>Godhya shilpi vivekanond</i>	Accepted for publication	'পরিব্রাজাক' ও স্বামী বিবেকানন্দের ভারত চেতনা
"Thoughts of Swami Vivekananda in the Present Social and Economic Scenario"	Accepted for publication	"কম যোগঃ সমাজ উন্নয়নের চাবিকাঠি"
<i>THEORY AND PRACTICE OF HUMAN RIGHTS: THE INDIAN CONTEXT</i>	Accepted for publication	HUMAN RIGHTS AND INDIAN WOMEN (MANOBADHIKAR O BHAROTIYA NARI)
<i>Different Perspectives of Education in Modern Society</i>	Accepted for publication	"সবজনীন প্রাথমিক শিক্ষায় কোচবিহার জেলার অগ্রগতিঃ একটি প্যারামেট্রিক"

❖ **News Paper/Magazine Contribution**

Title	Journal Name	Publishing year
"স্বাতন্ত্র্যে বাস্তব চিত্রঃ অমিয়ভূষণের গল্প"	আলোর পাখি	শারদীয়া সংখ্যা ১৪১০
"ছোটগল্পের অমিয়ভূষণ"	পূর্বোত্তর	অক্টোবর ২০০৭
"কোচবিহারের সাহিত্য চর্চায় শিশু সাহিত্য"	আমাকে বলতে দাও	শারদীয়া ১৪১২
"শিক্ষায় অবক্ষয় ও উত্তরণের পথ"	উত্তর ভূমিকা	শারদ সংখ্যা ১৪১৫

C-2

Department of English

Evaluative Report

1. Name of the department : ENGLISH

2. Year of Establishment : Pass: 1970 Honours: 2004

3. Names of Programmes / Courses offered

(UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :-

U G (B A Honours)

U G (B A General)

4. Names of Interdisciplinary courses and the departments/units involved: Nil

5. Annual/ semester/choice based credit system (programme wise)

- All courses are based on Annual Evaluation System; there is no provision of choice based credit system.

6. Participation of the department in the courses offered by other departments

- Communicative English of COP is taught by English Department.
- Compulsory English of BBA is Taught by English Dept.

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

Posts	Sanctioned	Filled
Professors	NA	NA
Associate Professors	Nil	Nil
Assistant Professors	03	03
CWTT	Nil	Nil
PTT	Nil	Nil
Guest Faculty	02	02

* All Posts sanctioned are for entry level, i.e. Assistant Professor, who are promoted to Associate Professor on attaining eligibility (by the screening of University & State Government Education Directorate).

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Md. Tariqul Islam	MA (Eng)	Assistant Professor	English Language Teaching	05 years	Nil
Pallab Kumar Sarker	MA (Eng)	Assistant Professor	Postcolonial Literature	01 year	Nil
Satish Tamang	MA (Eng)	Assistant Professor	Postcolonial Literature	01 year	Nil
Samir Dey	MA (Eng)	Guest Lecturer	Postcolonial Literature	07 years	Nil
Rini Sen	MA (Eng)	Guest Lecturer	Postcolonial Literature	02 years	Nil

11. List of senior visiting faculty :-

- Nil

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

- B.A. (Honours) -- 1 % Lecture Based
- B.A. (General) -- 0% Lecture Based
- B.A. (Comp. Eng) -- 0% Lecture Based
- B.Com. (Comp. Eng.) -- 0% Lecture Based
- B.Sc. (Comp.Eng.) -- 0% Lecture Based
- B.B.A. -- 2 % Lecture Based

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

24:1

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

The entire administrative staff supports the teaching & non-teaching work fully and no department (except the practical based) gets special or separate administrative staff. All of them share according to the work responsibility.

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG. :-

Name of the Faculty Member	Qualification
Md. Tariqul Islam	MA (Eng)
PallabKumar Sarker	MA (Eng)

Satish Tamang	MA (Eng)
Samir Dey	MA (Eng)
Rini Sen	MA (Eng)

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:

Name	Total publications	Number of papers published in peer reviewed journals (National and International)	Number of publications listed in database	Monographs	Chapters in Books	Books Edited	Books with ISBN /ISSN	E-Lessons	Citation Index
Md Tariqul Islam	02	01	00	00	01	00		00	
Sri Pallab Sarkar	00	00	00	00	00	00		00	
Sri Satish Tamang	00	00	00	00	00	00		00	
Smt Rini Sen	00	00	00	00	00	00		00	
Sri Samir Dey	00	00	00	00	00	00		00	

20. Areas of consultancy and income generated :

Nil

21. Faculty as members in :

a) National committees

Nil

b) International Committees

Nil

c) Editorial Board
Nil

d) Others if any

1. Md. Tariqul, the H.O.D. of the Dept., Islam is a member of the Board of under graduate studies of The University of North Bengal.

22. Student projects: -

a) Percentage of students who have done in-house projects including inter departmental/programme:
Nil

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

23. Awards/ Recognitions received by faculty and students. -

Md. Tariqul Islam has been awarded by the Cooch Behar College authority for his publication of a paper in a national journal in the year 2014.

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

Dr. Sounak Samajhdar, Associate Professor and H.O.D of English, Cooch Behar Panchanan Barma University, visited the department on 10/09/2015.

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

a) National –
Nil

b) International –
Nil

c) Departmental –

A seminar has been Jointly organized by the department of English and the department of Bengali on 10/09/2015. The seminar was graced by the presence of eminent scholars Dr. Sounak Samajhdar, H.O.D of English and Professor Dilip Roy, H.O.D of Bengali , Cooch Behar Panchanan Barma University.

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A.(Hons) Part-I	989	82	59	23	NA
B.A.(Gen) Part-I	NA	38	30	08	NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
English Hons	100%	Nil	Nil
B.A(Gen)	100%	Nil	Nil

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

- ❖ There is no scope to collect the data, since the college deals only with under graduate courses. From some other sources (Alumni) it is found that Nur Hossain (Pass-out of 2009) obtained NET from the department in 2012.
- ❖ However about 70% of the students passed out of this department have qualified TET and RLST conducted by the WBCSSC for the recruitment of Assistant Teachers in schools all over West Bengal .

29. Student progression

- ❖ Many of our students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available.

30. Details of Infrastructural facilities

a) Library :-

- ❖ The College Library has a separate dedicated section for the department that is well equipped with textbooks, reference books and periodicals. The collection of books is regularly updated.

b) Internet facilities for Staff & Students:

- ❖ Centralized Internet facility is available to staff and students get the facility in library

c) Class rooms with ICT facility:

- ❖ The Department has no separate LCD / Overhead Projector. But frequently the department uses pptx base lecture by using the LCD projector of the College Office.

d) Laboratories:

- ❖ The department is going to set up a language laboratory for the development of the students of the department. In this regard three faculty members of the department Md. Tariqul Islam , Pallab Kumar Sarker and Satish Tamang visited the language lab. of jalpaiguri

Engineering College on 16.06.2015 and sought valuable suggestion from Dr.Jhampati,the Principal of the college and submitted to the G.B for necessary approval.

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

- ❖ The College sanctions Free studentships (Half Free/Full Free) to 20% of total admitted students. Besides students also get scholarships for SC/ST/Minority from Govt.

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

- ❖ A seminar was jointly organized by the Dept. of English and the Dept. of Bengali on 10/09/2015. The seminar was graced by the presence of Prof. Dilip Roy and Dr.Sounak Samajhdhar, H.O.D. of the Dept. of English and the Dept. of Bengali respectively of CBPBU, Cooch Behar.

33. Teaching methods adopted to improve student learning –

- ❖ Students are encouraged to explore the Internet for various examples relevant to a topic and to use e-journals.
- ❖ Students are encouraged to give presentations on different topics.
- ❖ Regular home assignments

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

- ❖ Our students are active members of NSS units of the college.
- ❖ Our students actively participated in the extension activity organised by the college
- ❖ The students of the Dept. participated in a road safety awareness drive exclusively organized by the English Dept.

**35. SWOC analysis of the department and Future plans –
Strengths –**

- ❖ The Dept. has three Whole time teachers and two part time guest lecturers. So the faculty is able to provide ample time to the needs of the students. Organisation of workshops, seminars, extension activities etc can easily be done as the workload is divided among the teachers.

Weaknesses -

- ❖ There is only one classroom allotted to the Dept. which is not enough to the needs of the Dept. The two newly appointed whole time

teachers are not so experienced but this shortcoming will be overcome in future.

Opportunities –

- ❖ The Dept. has great possibilities as English is a global Language. English is a compulsory subject in almost all competitive examinations. So the students of the Dept. will have advantage in such examinations. The Dept. can equip the students to pursue different courses in future to build up their career.

Challenges -

- ❖ The Main Challenge for the Dept. is to make the students equip to face the challenges of the coming years. The students have to be familiarized with different job oriented courses.

Future Plan -

- ❖ The Dept. plans to set up a language laboratory in order to develop students' proficiency in language. The Dept. also plans to organize periodical literary fests with an intention to bring out the latent creativity of the students.

Signature of the HOD
(Md Tariqul Islam)
Date:

Signature of the Principal
(Dr P.K.Debnath)
Date:

ANNEXURE

RESEARCH ACTIVITY OF MD. TARIQUL ISLAM

- **Journal Publication**

Name of the Journal	ISSN	Issue & Vol	Date of Publication	Article Name
<i>East Indian Journal of Social Science</i>	2277-4483	<i>Vol-II, No-1</i>	<i>May, 2014</i>	<i>Othello and the burden of tragedy</i>

- **Chapter in Books**

Teaching of English and Development of Language and Communication Skills, Published Sept, 2015.

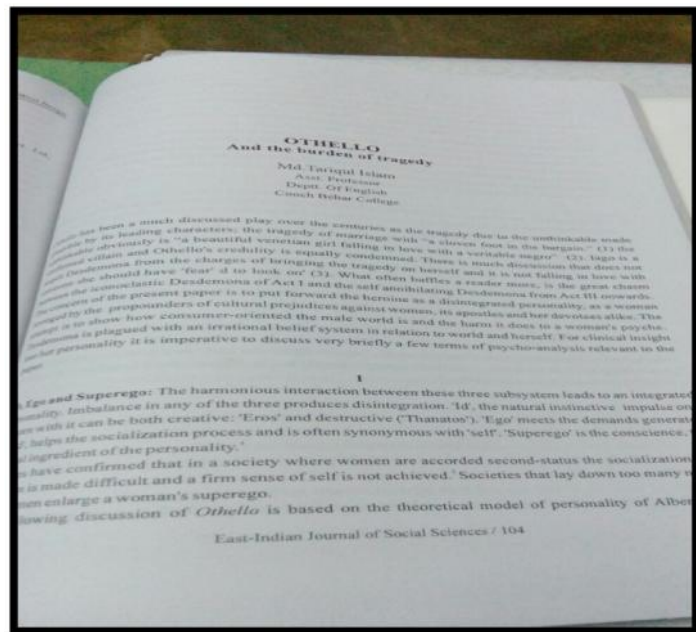
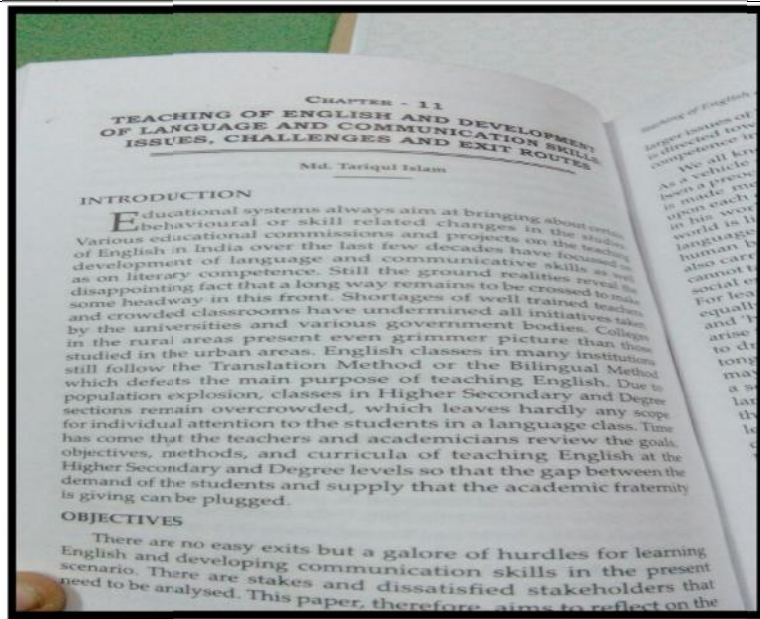
- **Seminar/Conference/Workshop/Symposium Presentation**

Title of paper presented	Title of seminar/Conference	Organized by	Whether International/National & Date
<i>Participated</i>	<i>Recent reforms in Education in India: Trends & challenges</i>	<i>UBTE College & Tufanganj College, Cooch Behar</i>	<i>UGC Sponsored National Seminar, 01-02 October, 2010</i>
<i>Participated</i>	<i>Relocating literatures between the wars and beyond</i>	<i>Dept. of English, Gour Mahavidlaya, Malda</i>	<i>UGC Sponsored National Seminar, 23-24 December, 2010</i>
<i>Re-reading Dickens Social concern in Bleak House</i>	<i>UGC Sponsored National Seminar</i>	<i>UBTE College, Cooch Behar</i>	<i>22nd March, 2013</i>
<i>Participated</i>	<i>Good Governance of the study centres of NSOU</i>	<i>NSOU, Cooch Behar College Study Centre</i>	<i>DEC-Sponsored, 25th March, 2013</i>
<i>Participated</i>	<i>Relevance of Swami Vivekananda in the present social & economic scenario</i>	<i>Dept. of Economics & Commerce, Cooch Behar College</i>	<i>UGC Sponsored National Seminar, 1-2 April, 2013</i>
<i>Participated</i>	<i>Philosophy, Science & Technology</i>	<i>Dept. of Philosophy, CBPB University</i>	<i>ICPR Sponsored, 21st November, 2013</i>
<i>Participated</i>	<i>South Asia: Literature & Performance</i>	<i>Dept. of English, NBU</i>	<i>International Seminar, 15-16th December 2014</i>
<i>Revisiting communicative competence</i>	<i>Teaching of english & development of language & communication skills</i>	<i>Dept. of English, Pramatesh Barua College, Gouripur, Assam</i>	<i>12-13th March, 2015</i>
<i>The images of man in post war literature</i>	<i>Looking back at the 1st world war</i>	<i>Dewanhat College</i>	<i>WBSCHE sponsored State level seminar, 18th March, 2015</i>
<i>Population growth & its effect on</i>	<i>Planet Earth & its Preservation</i>	<i>NBU-NSS unit Sponsored,</i>	<i>International Seminar, 25-26th</i>

<i>Environment in India</i>		<i>Maynaguri College</i>	<i>March, 2015</i>
<i>Participated</i>	<i>Higher Education in North Bengal</i>	<i>WBCUPA, TPM Mahavidyalaya</i>	<i>State level Seminar, 30th March, 2015</i>

- Acted as Resource Person to Other Institutes

Role	Name of the Institute
<i>Resource Person</i>	<i>BDP Dept. NSOU, Cooch Behar College Study Centre</i>
<i>Resource Person</i>	<i>PG Dept. RBU, Sitalkuchi College, Cooch Behar</i>
<i>Resource Person</i>	<i>PG Dept. CBPBU, Cooch Behar</i>
<i>Resource Person</i>	<i>Academic Coordinator, PG Dept. NSOU, Cooch Behar College Study Centre</i>
<i>Member</i>	<i>Board of Studies, NBU, Darjeeling</i>



ANNEXURE: DEPARTMENTAL PROGRAMME (ENGLISH)

A SEMINAR ON IMPORTANCE OF LITERATURE IN LIFE

JOINTLY ORGANISED BY
THE DEPARTMENT OF ENGLISH

&

THE DEPARTMENT OF BENGALI

Date-10.09.2015

Venue-Cooch Behar College, Cooch Behar.

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vi.	PHOTOGRAPHS
vii.	SIGNATURE SHEET
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ix.	FINANCIAL REPORT
x.	OTHER IMPORTANT DOCUMENTS

ORGANISERS

DEPARTMENT OF BENGALI

<u>Name</u>	<u>Designation</u>
i. Mr. Joydeb Mondal	Assistant Professor
ii. Dr. Mridul Ghosh	Assistant Professor
iii. Mr. Basav Das	Part-Time Lecturer

DEPARTMENT OF ENGLISH

<u>Name</u>	<u>Designation</u>
i. Mr. Tariqul Islam	Assistant Professor
ii. Mr. Pallab kumar Sarkar	Assistant Professor
iii. Mr. Satish Tamang	Assistant Professor
iv. Mr. Samir Dey	Part-Time Lecturer
v. Miss. Rini Sen	Part-Time Lecture

AIMS AND OBJECTIVES

- i. To profoundly understand the role of literature in life by bringing in the views and comments of the guest experts.
- ii. To help the students, teachers and scholars of literature in their intellectual endeavors.
- iii. To create awareness and generate interest in literature.

INTRODUCTION OF THE SPEAKERS

PROFESSOR DILIP ROY

Head of the Department

Department of Bengali
Cooch Behar Panchanan Barma University
DR. SHAUNAK SAMAJDHAR
Head of the Department
Department of English
Cooch Behar Panchanan Barma University

FULL REPORT

Clive Staples Lewis -A famous British writer said, “literature adds to reality,it doesnot simply describe it.It enriches the necessary competencies that daily life requires and provides;and in this respect, it irrigates the deserts that our lives have already become.”

Literature and life is truly, indivisible. There is a beautiful bond between literature and life.Thus, to discover the wonders and enhance our understanding of literature and life; a seminar was jointly organized by the Department of Bengali and The Department of English of Cooch Behar College on 10.09.2015 in Cooch Behar College, Cooch Behar , with guest speakers –Professor Dilip roy, Cooch Behar Panchanan Barma University and Dr. Shaunak Samajdhar ,Cooch Behar Panchanan Barma University and The Guest of Honor-Dr.Pankaj kumar Debnath,Principal, Cooch Behar College.

12.00 : Welcome Speech by Dr.Mridul Ghosh-Host of the Day.

12.10 pm: Lightening of the lamp by The Guest of Honor- Dr.Pankaj kumar Debnath and Guest Speakers- Prof.Dilip Roy, Dr.Shaunak Samajdhar.

12:30 pm: i) Welcome Song by Mr.Subhajit Sarkar,(Student 1st year English Honors).ii)Welcome Song by Miss. Polly Karmakar ,(Student 2nd year Bengali Honors).

12:40 pm: Speech by Dr.Pankaj Kumar Debnath- He stressed on the significance of Literature in Life and prime role of Literature in interpretation of life.

1:00pm: The first Speaker of the Day- Professor.Dilip Roy in his speech emphasized on the relationship of Literature and Life.He said Literature gives joy and a deep understanding of life and acts as a mirror to our lives, life presents question and literature answers it.

1:45 pm: The Second Speaker of the Day- Dr.Shaunak Samajdhar gave a memorable and energetic speech.He emphasized that literature reflects life; it teaches us some ethical and moral lessons like, How to live life? What is Life? Secondly, he said life is transitory; it's only literature which has power to give life permanence, and make every mortal element eternal.

2:30 pm: Refreshments

2:45 pm: Question and Answer Session in which students, Teachers and the Guest Speakers participated. It was an interesting and productive segment of the programme.

3:15 pm: Vote of Thanks was given by Dr.Mridul Ghosh. Assistant Professor, Department of Bengali.

3:20 pm: The Concluding Speech was given by Professor. Dilip Roy.

Photo Gallery



Prof.Dilip Roy(1st Guest Speaker,Dr.Pankaj kumar Debnath(Principal),Dr.Shaunak Samajdhar(2nd Guest Speaker). (from left to right)



Dr.Mridual Ghosh,The Host,Department of Bengali



Lightening of the Lamp
Prof.Dilip Roy(1st Guest Speaker,Dr.Pankaj kumar Debnath(Principal),Dr.Shaunak Samajdhar(2nd Guest Speaker). (from left to right).



Dr.Pankaj Kumar Debnath
Principal



Prof. Dilip Roy, The Guest Speaker



Dr. Shaunak Samajdhar, The Guest Speaker



Welcome Song by Mr. Subhajit Sarkar,
Student 1st year English Honors.



Welcome Song by Miss
Student 1st year Bengali Honors.



Inauguration of the Wall Magazine by Prof. Tariqul Islam, Head of The English Department.



The Wall Magazine, Department of English.

ANNEXURE: ROAD SAFETY AWARENESS PROGRAMME (ENGLISH)

THE ROAD SAFETY AWARENESS DRIVE

ORGANISED BY
THE DEPARTMENT OF ENGLISH
COOCH BEHAR COLLEGE

DATE-08.10.2015

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ORGANISER DEPARTMENT OF ENGLISH

<u>Name</u>	<u>Designation</u>
i.Mr . Tariqul Islam	Assistant Professor
ii.Mr.Pallab kumar Sarkar	Assistant Professor
iii.Mr.Satish Tamang	Assistant Professor
iv.Mr.Samir Dey	Part-Time Lecturer
v.Miss.Rini Sen	Part-Time Lecturer

AIMS AND OBJECTIVES

- i. To promote and encourage road safety.
- ii. To spread public awareness regarding the road safety rules and policies.
- iii.To educate public about the basic road safety rules and ways to avoid road accidents and Traffic congestion.

Full report

Road Accidents has become an everyday affair in our lives.It is a very significant public issue.The Road Accidents are occurring and ever-increasing in alarming rate.There is a dire need of a public awareness campaigns and programmes, which are productive and efficient. Thus, to deal with this vital issue, The Department of English, Cooch Behar College organised A Road Safety Awareness Drive on 08.10.2015 at Station More, Cooch Behar.The programme began at 11 am in the presence of Prof.Tamojit Roy, Department of Commerce, Cooch Behar College, Mr.Bimal Sarkar, Traffic Inspector, Cooch Behar Traffic Police. The Teachers of the English Department, Cooch Behar College and the Students.The Teachers and the Students distributed Pamphlets to the public. The leaflets informed the people about The Road Safety Rules and its legal aspect too. The Drive successfully ended at 2pm with the thanks giving speech by Prof. Tariqul Islam, Head of the Department of English, Cooch Behar College.

Photo gallery



Teachers and Students, Cooch Behar College.



Teachers with the Traffic Personnels, Station More, Cooch Behar.



Student distributing Pamphlets.



Prof. Tariqul Islam Head of The English Department. Cooch Behar College distributing Pamphlets.

C-3

Department of Sanskrit

Evaluative Report

- 1. Name of the Department :** SANSKRIT
- 2. Year of Establishment :** 2006
*Honours courses have been started from 2007

- 3. Names of Programmes / Courses offered**
(UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :

- UG (B.A Honours)
- UG (B. A. General)

4. Names of Interdisciplinary courses and the departments/units involved:
Courses are designed centrally by the university under which colleges are affiliated. The university syllabus does not provide any scope for interdisciplinary courses. Hence, this department is not in a position to offer any interdisciplinary course or is not involved in any such course offered by other department.

5. Annual/ semester/choice based credit system (programme wise):
All courses are based on Annual system. There is no provision for semester or choice based credit system.

6. Participation of the department in the courses offered by other departments:
As the university course structure does not provide any scope for participation of one department in teaching-learning affairs of other department, this department is not involved in any such course. However, one of our faculties Ms. Jay Saha takes regular classes of Women's Studies programme offered by the college under Career Oriented Programmes.

7. Courses in collaboration with other universities, industries, foreign institutions, etc:
NIL

8. Details of courses/programmes discontinued (if any) with reasons:
All the courses/programmes offered till date, are running successfully and no course/programme is discontinued.

9. Number of teaching posts

Posts	Sanctioned	Filled
Professors	Not Applicable	Not Applicable
Associate Professors	Nil	Nil
Assistant Professors	02	02
CWTT	Nil	Nil
PTT	Nil	Nil
Guest Faculty	01	01

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Dr. Amal Ch. Roy	MA, Ph. D	Assistant Professor	Veda	5	Nil
Ms. Jay Saha	MA, M. Phil	Assistant Professor	Sanskrit Linguistics	1	Nil
Smt Arpita Das	MA	Guest Lecturer	Veda		

11. List of senior visiting faculty:

NIL

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

B.A Honours 22%

B.A Pass 22%

13. Student -Teacher Ratio (programme wise):

21:1

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

The college centrally shares the academic and administrative work load of all the departments. No department gets special administrative or academic staff.

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG.:-

Name	Qualification
Dr. Amal Ch Ray	M.A. Ph. D
Ms. Jay Saha	M.A. M. Phil
Smt Arpita Das	M.A

16. Number of faculty with ongoing projects from

a) National – NIL

*** UGC minor project applied for the year 2015-16.**

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:

Publication per faculty

Name	Total Publications	Number of Papers published in Peer Reviewed Journals	Number of Publications listed in International Database	Monographs	Chapters in Books	Books Edited	Books with ISBN/ISSN	E-Lessons	Citation Index
Dr. Amal Ch. Roy	01	00	00	00	01	00	00	00	00
Ms. Jay Saha	05	05	00	00	00	01	00	00	00

Details of Publications attached in Annexure I

20. Areas of consultancy and income generated:- NIL

21. Faculty as members in:-

a) National committees: NIL

b) International Committees: NIL

c) Editorial Boards:

Name	Editorial Boards
Ms. Jay Saha	1. Proceedings of Nikhila- Samskrita-Chatra-Sammelanam, Special Centre for Sanskrit Studies, JNU, New Delhi, 2012
	2. India Policy Foundation Newsletter, 2014, IPF, New Delhi
	3. Editor, <i>Bharatagauravaya</i> , Newsletter, 2015 Bharatgaurav Anundoram Barooah Sanskrit Bhawan, Guwahati, Assam.

d) Others

Name	Institution
Ms. Jay Saha	Co-ordinator, Bharatgaurav Anundoram Barooah Sanskrit Bhawan, Guwahati Assam. Pin- 781034

22. Student projects: -

a) Percentage of students who have done in-house projects including inter departmental/programme:- NIL

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:- NIL

* This is an undergraduate college. Hence, research works or project works are not particularly included in their syllabus.

23. Awards/ Recognitions received by faculty and students.

Ms. Jay Saha

1. Secured First position in Gauhati University (B.A Sanskrit, Honors), 2007
2. Awarded with PG Merit Scholarship for the year 2007-09 by University Grant Commission (UGC)
3. Awarded with Junior Research Fellowship (2009-14) by University Grant Commission(UGC) in June 2009
4. Selected in 'Travel Grant to Authors' Scheme by Sahitya Akademi, 2013-14

Students

1. Puja Paul, B.A 2nd Year Honors secured first position in Sanskrit shlokagayana pratiyogita in Inter-College Sanskrit competitions, 2015 organized by Cooch Behar College.
2. Satyajit Ray B.A 2nd Year Honors secured second position in Sanskrit bhasana pratiyogita in Inter-College Sanskrit competitions, 2015 organized by Cooch Behar College.
3. Prasenjit Ray, Siben Ray and Kakoli Ray secured 2nd position in Sanskrit prashnottara pratiyogita in Inter-College Sanskrit competitions, 2015 organized by Cooch Behar College.

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

Faculties visiting the Department this year:

- **Dr. Raghunath Ghosh**, distinguished philosopher of Nyaya Darshana and Retd. Professor of Philosophy, North Bengal University, visited the Department on 13th March, 2015 and delivered a special lecture on *“Introduction to Nyaya-Vaisheshika Philosophy with Reference to Tarksamgraha”*.
- **Dr. Shyam Kr. Jha**, Assistant Professor, Mathabhanga College, visited the Department on 22nd August, 2015 and delivered a lecture on *“Samskrita Prabeshika”* specially designed for the newly admitted students (Honors) of the Department.
- **Dr. Sriprakash Pandey**, Associate Professor, Department of Sanskrit, BRA Bihar University, visited the Department from 14th September to 19th September, 2015 for conducting a workshop on *“Different Aspects of Sanskrit Grammar”*. The workshop was attended by faculty members and students of this college as well as by various neighboring colleges.

- **Dr. Gurucharan Das, senior Sanskrit scholar and expert on Grammatical tradition of Sanskrit, Associate Professor, Department of Sanskrit, Mathabhanga College, visited the department on 17th September, 2015 and delivered a special lecture on “Sanskrit Grammar” designed to guide students on grammar related portions of the syllabus of Honors courses. This special lecture was a part of the workshop on “Different Aspects of Paniniyan Grammar”.**

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

a)National – NIL

b) International – NIL

***Though the Department did not organize any seminar of national or international stature, it organized a one week workshop titled “Different Aspects of Paniniyan Grammar” with external resource persons, faculty members of different colleges as well as students as participants. This was a special initiative as the entire funding of the workshop was born by the College. Here is a brief report of the workshop:**

Title of the Workshop: One Week Workshop on Different Aspects of Paniniyan Grammar

Duration: 1 Week (14th September 2015 to 20th September 2015)

Resource Person: Dr. Sreepakash Pandey, B.R.A Bihar University, Muzaffarpur, Bihar – 842001

Guest Lecturer: Dr. Gurucharan Das, Assistant Professor, Mathabhanga College, Cooch Behar

Co-ordinators: Dr. Amal Ch. Ray, Assistant Professor, Dept. of Sanskrit, Cooch Behar College, and Ms. Jay Saha, Assistant Professor, Dept. of Sanskrit, Cooch Behar College

Introduction: Sanskrit grammar or Paninian Grammar comprises a considerable part of the syllabus of students of Sanskrit Honors and General by the University in undergraduate level. The workshop was a unique concepts visualized and totally funded by the College to give an in depth knowledge of grammar from an eminent expert of the subject. This workshop was specially designed to benefit the students in following ways

❖ Paniniyan Grammar is the basis of Sanskrit. This workshop helped students in understanding the technicality of Paniniyan Grammar as this knowledge is essential for learning Sanskrit language.

❖ Students find the portion of grammar the most difficult in the whole syllabus. This workshop will enable them to understand the grammar more clearly and improve their performance in the examination.

❖ Teachers also benefited from the workshop as it worked as a refresher of their previous knowledge and also enriched them with a clue about how to take the subject of grammar to the targeted students.

Participants

- 1. Around 120 students of different colleges.**
- 2. Faculties of Sanskrit of Different Colleges**

Source of Funding: Cooch Behar College

Budgetary Allocation: Rs.11915/-

Brief Programme Report: The inaugural session began at around 11 am. MP, Cooch Behar Renuka Sinha inaugurated the workshop in presence of a large audience comprised of students and faculty of different colleges. Ms. Jay Saha, Assistant Professor, Dept. of Sanskrit introduced the topic and objective of the workshop. She also introduced the resource person to the audience. The workshop began with traditional Vedic chanting and a dance performance by a girl of Third Year Sanskrit Honors. The Principal in his opening speech highlighted the uniqueness of such an effort made by a College without depending on any kind of external funding. He expressed satisfaction over the large number of students present and wished success to the workshop. Dr. Shreeprakash Pandey, who came as the resource person also praised the initiative and highlighted the importance of such programmes which are beneficial for the students. MP, Cooch Behar, Renuka Sinha also lauded the effort and congratulated the organizers. She extended her best wished for the successful completion of the workshop. The inaugural session ended with a thanks giving speech by the HOD, Dr. Amal Ch. Ray, Dept. of Sanskrit.

The workshop used to begin everyday at 2pm and ended around 4.30 pm. For first 4 days *Pratyahara, Sandhi (svara, vyanjana and visarga)* were taught. Students and faculty members of various colleges including Cooch Behar College took part into the teaching learning process with high enthusiasm. For the rest of the three days *Karaka* was discussed. Discussion and question-answer method of teaching was adopted to which students responded highly. Dr. Shreeprakash Pandey was highly adorned by the participants for his methodical and systematic approach. Students were given classroom tasks and exercises and were helped to prepare their lessons after the scheduled time by the faculty of the Department.

Concluding session was organized on the last day of the workshop (20th September, 2015) in which Principal in Charge Dr. Subhashish Bhattacharjee took part and congratulated the organizers and participants for this highly successful workshop. He praised the teaching-learning method of the resource person. Dr. Shyam Kumar Jha, Mathabhanga College took part as guest and wished the organizers for future programmes of similar nature. Participants are distributed with certificates by the guests. Some of the participants of various other colleges shared their experience of content and satisfaction. They voiced their willingness to join in future workshops organized by the Department of Sanskrit, Cooch Behar College and requested the organizers to organize such workshops more frequently.

Special Lecture as part of Workshop “Different Aspects of Paniniyan Grammar”

Date: 17th September, 2015

Time: 12Noon – 2 pm

Resource Person: Dr. Gurucharan Das, Assistant professor, Dept. of Sanskrit, Mathabhanga College. He is a senior faculty and also an eminent grammarian with various books including commentary on *Laghusiddhantakaumudi*. He is a popular teacher in entire North Bengal for his teaching method and expertise in Sanskrit grammar.

Introduction: The special lecture titled Sanskrit Grammar was a part of the workshop “Different Aspects of Paniniyan Grammar”. The lecture was designed to share knowledge especially of those portions of grammar which are prescribed in the syllabus of Honors students. The lecture helped the students in acquiring knowledge about how to approach questions on Grammar in examinations, how to prepare answers in an effective way etc.

Brief Programme Report: Ms. Jay Saha introduced the topic and the guest to the audience. Principal welcomed Dr. Gurucharan Das and extended his gratitude to him for his kind presence. Dr. Das expressed his satisfaction over the initiative and shared information regarding structure of Panini’s *Ashtadhyayi*, *Karaka*, *Samasa*, *Pratyayas*. According to the opinion of the students the lecture proved highly beneficial to them. Dr. Amal Ch. Ray, HOD, Dept. of Sanskrit delivered valedictory speech.

26. Student profile programme/course wise:

Sesson 2015-16

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	

BA Part I (H)	699	74	45 29	NA
B.A Part II (H)	N/A	62	31 31	94.20
B.A Part III (H)	N/A	54	27 27	90.63
B.A General	N/A	433	288 145	NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.A (Honors)	100%	Nil	Nil
B.A (General)	100%	Nil	Nil

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

- ❖ Any comprehensive data could not be obtained but by means of personal communication it can be said that a good number of students (approximately 20%) who have graduated from this Department have successfully cleared State School Service Commission and various other state level competitive examinations.

29. Student progression –

- ❖ Many of our students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available.

30. Details of Infrastructural facilities -

- a) **Library:-** A Separate Departmental library is functional along with central library which maintainse a separate section of Sanskrit books.
- b) **Internet facilities for Staff & Students:-** Internet facility is available to staff members in staff room and to students in library.
- c) **Class rooms with ICT facility: -** No ICT facility in class rooms at present. However, we have DVD's and CD's of Sanskrit based learning materials which we use availing centra ICT fecilities of the college
- d) **Laboratories: -** Not applicable

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

The College sanctions free (half free and full free) studentship to 20% of students who are not aviling any other financial assistance. Besides, SC/ST/Minority students also receive scholarships provided by the Government.

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

Brief description of programmes organized last year:

1. SPECIAL LECTURE I

Title of the Lecture: INTRODUCTION TO NY YA-VAI E IKA PHILOSOPHY WITH REFERENCE TO TARKASA GRAHA

Date: 13th March, 2015

Time: 12.30 pm – 2.30 pm

Resource Person: Prof. Raghunath Ghosh, Dept. of Philosophy, NBU. He is an eminent international scholar and expert in Nyaya-Vaisheshika Philosophy.

Introduction: Tarkasamgraha is a text that is prescribed and constitutes an important portion in the syllabus of Third Year Honors, Sanskrit. Students often find the text difficult because of their non-familiarity with the basic nuances of Nyaya-Vaisheshika Philosophy, the technical terms and the methodical language. We therefore organized this special lecture

- To make the students feel acquainted with the text and make them prepare to follow the class lectures.

- Grow their interest into what they are studying and help them enjoy their lessons.

Participants:

1. Faculties of various other Departments
2. Students and Faculties of Sanskrit Department
3. Students and Faculties of Philosophy Department

Total No of Participants: 200 Approximately

Source of Funding: Cooch Behar College

Budgetary Allocation: Rs. 5000/-

Brief Programme Report:

The Programme began with traditional Vedic chanting and ceremonial Sanskrit Song presented by the girls of third Year Sanskrit Honors which was then followed by lighting of the earthen lamp by the Principal and invited Guest. Ms. Jay Saha, Faculty, Dept. of Sanskrit introduced the speaker and the topic to the audience which was then followed by welcoming of the guest with flower. The Principal welcomed the guest and delivered the inaugural speech.

The speaker began his lecture in a pact room of students and with inimitable style introduced the philosophical school to the beginners. He said that *Ny ya-Vai e ika* represents the rational and logical part of Indian Philosophy. It has important contributions in the sphere of linguistic philosophy also. *Tarkasa graha* is the most widely read basic text book of not only *Ny ya-Vai e ika* philosophy but also of Indian Philosophy as a whole. He introduced the

subject matter of the text in most easy and analytical way possible. His lecture also proved useful in training the students regarding the language and methodology of Indian Philosophy. The programme ended with a thanks giving speech by Ms. Swati Ghatak of Philosophy Department.

2. Special Lecture II

Title of the Lecture: Samskrita Praveshika

Date: 22nd August, 2015

Time: 1pm – 2.30 pm

Resource Person: Dr. Shyam Kumar Jha, Assistant professor, Dept. of Sanskrit, Mathabhanga College. He is a member of Sanskrit Bharati, Cooch Behar Chapter and has done considerable work in popularizing Sanskrit as a spoken language.

Introduction: The lecture was specially designed by taking into consideration the need of the students who have newly joined the department after completing their High School. A considerable number of these students lack a basic knowledge of the language, the script and the grammar as many of them come without a background of Sanskrit of higher secondary standard. The lecture was arranged to give a basic idea of the language and to

- Make the students acquainted with the Devanagari script and Sanskrit phonetics and phonology.
- To encourage them to adopt the language in its spoken form

Participants:

1. Students and Faculties of Sanskrit Department

Source of Funding: NIL

Budget: NIL

Brief Programme Report:

The Programme began with an introduction of the topic and the speaker to the audience by Dr. Amal Ch. Roy, Assistant Professor, Dept. of Sanskrit. The Principal welcomed the guest and delivered the inaugural speech.

The speaker began his lecture by explaining the place and importance of Sanskrit in today's life and nation. He shared information with the students regarding emerging fields in Sanskrit Studies and their scope. He then discussed the script and pronunciation of Sanskrit which was then followed by a brief discussion about various topics and texts prescribed in the syllabus. The lecture ended with a thanks giving speech by Ms. Jay Saha, Assistant Professor, Dept. of Sanskrit.

3. Special Programme on Sanskrit Day

Group Discussion with students regarding various Sanskrit programmes in print and television media

Date: 28th August, 2015

Time: 12 Noon – 2 pm

Introduction: Every year the day of Rakshabandhan is celebrated centrally as Sanskrit day all over the country. Cooch Behar College also organized a group discussion and audio-visual programme to mark the event. In this programme students and faculties of the Dept. discussed about existing Sanskrit related programs in media and the scope of such programs.

Participants:

1. Students and Faculty members of Department of Sanskrit
2. Faculty members of various other Departments

Source of Funding: NIL

Budget: NIL

Brief Programme Report:

The programme started with an inaugural address by the Head of the Dept. Dr. Amal Ch. Roy. He explained the importance of celebrating Sanskrit Day in the occasion of Raksha Bandhan and narrated the historical background of the commencement of the day. The Principal in his speech specified the role of Sanskrit in language education. He expressed his expectation from the students of a good knowledge of the language. Dr. Amal Ch. Roy then described the role of print and television media in spreading and popularizing the language among the mass. He also informed students about various existing Sanskrit magazines and newspapers and encouraged the students to follow them. Ms. Jay Saha in her speech detailed the role of television and social media in the growth of Sanskrit. She informed the student about various existing materials in the domain. The student and teachers together watched various programmes of Sanskrit aired by National Channels and heard speeches of eminent personalities regarding Sanskrit.

4. Celebration of Sanskrit Week

Title of the Programme: Inter-College Sanskrit Competition

Date: 1st September, 2015

Guests as Judges:

1. **Dr. Shyam Kr. Jha, Assistant Professor, Mathabhanga College, Cooch Behar.**

2. Mr. Samiran Manjhi, Principal trainer, Samskrita Bharati.

Introduction: In accordance with previous years this year also the country celebrated 'Sanskrit Week' from 29.08.2015 to 03.08.2015. Cooch Behar College also participated in these nationwide celebrations with an inter-college Sanskrit completion, first of its kind in the district of Cooch Behar where students of all various colleges of the vicinity participated in different competitions and learned the language in a joyful manner. The competitions organized are as follows:

Inter-College Sanskrit Competitions:

- i) ***Gita-Gayana-pratispardha* (Sanskrit Songs Competition).**
- ii) ***Shlokagayana-pratispardha* (Sanskrit Verse Recitation Competition).**
- iii) ***Bhashana-pratispardha* (Speech Recitation Competition).**
- iv) ***Prashnottara-pratispardha* (Quiz Competition).**

Participants:

1. Students of Sanskrit of different Colleges such as A.B.N Seal College, BT & Evening College, Alipurduar College, Mathabhanga College and Cooch Behar College.
2. Faculties of Sanskrit of neighboring colleges such as BT & Evening College, Alipurduar College, Mathabhanga College and Cooch Behar College.
3. Faculty members of various other departments of Cooch Behar College.
4. Students of Sanskrit Department of Cooch Behar College.

Source of Funding: Cooch Behar College

Budgetary Allocation: Rs. 7523/-

Brief Program Report:

Concerned authorities of different colleges were sent invitations well before the Competition day. Colleges confirmed accordingly. In the day of event activities started by 10 a.m. Students registered themselves in to different competitions they wish to participate. After the registration process the program started at 11 am with an inaugural session where the Principal, judges, guests and other faculty members took part. The inaugural session started with *Saraswativandam* performed by Puja Paul of first year Sanskrit Honors. Ms. Jay Saha, Assistant Professor, Dept. of Sanskrit introduced the programme explaining the necessity of such events in regular basis so to cater in house talent and also to encourage the students of Sanskrit. The Principal in his inaugural speech said Sanskrit has a unique place in the language family of India because of its grammar, literature and linguistic value. It is the duty of the academic institutions to introduce this language to the next generation. After brief addresses of the guests the inaugural session ended with a valedictory address. The

competitions started around 12 noon and continued till 2pm. *Gita-Gayana-pratispardha* (Sanskrit Song Competition), *Shlokagayana-pratispardha* (Sanskrit Verse Recitation Competition), *Bhashana-pratispardha* (Speech Recitation Competition) took place in this session. In Sanskrit Song Competition, Chandrima Saha and Kakali Sarkar of ABN Seal College secured first and second position respectively. Third position was secured by Sushmita Karji of BT & Evening College. In Sanskrit Verse Recitation Competition first, second and third position was secured by Puja Paul of Cooch Behar College, Anima Barman of Mathabhanga College and Preyashi Debnath of ABN Seal College. In Speech Recitation Competition Dipayani Dey of Alipurduar College, Satyajit Ray of Cooch Behar College and Dipak Barman of ABN Seal College secured first, second and third position respectively. After these three competitions the event halted for a short recess and tiffin. The next sessions began in 2.30 pm for the remaining quiz competition. The competition took place among three colleges namely ABN Seal College, BT & Evening College and Cooch Behar College. ABN Seal College secured first position. Members of the winning team are Arpita Paul, Anushree Debnath and Rafiq Ahmed. Prasenjit Roy, Shibben Roy and Kakali Das of Cooch Behar College secured second position. In the valedictory session prizes and certificates are distributed among winners.

Programmes organized in previous years

Here is a glimpse of some of the programmes organized in previous years:

Sanskrit Drama

1. Title of the Programme: Sanskrit Drama: *Chaturnam Murkhapanditanam Katha*

Date: 21.08.2015

Participants: Students and Faculty members of Department of Sanskrit, Cooch Behar College, and Students and Faculty members of various other Departments.

Brief Programme Report: Students of Sanskrit Department under the direction of Dr. Amal Ch. Ray, Assistant Professor, Department. of Sanskrit played a drama named *Chaturnam Murkhapanditanam Katha*. The story was based on a popular story of Panchatantra.

2. Title of the Programme: Cooch Behar College Sanskrit Competitions

Date: 23.02.2011

Judge/ Guest: Dr. Omkarnath Pathak, Assistant Professor, ABN Seal College, Cooch Behar -736101

Introduction: In order to i) encourage students to take Sanskrit as a medium of entertainment, ii) inform them about the rich and diverse literature of Sanskrit iii) and give them an experience of joy of learning, Sanskrit Department organized two sets of competitions among the students of the Department.

The categories were:

Shloka-patha-pratಿಯogita (Shloka recitation competition)

Sanskrita-bhashana-pratಿಯogita (Sanskrit Speech Competition)

Participants: Students and Faculty members of the Department of Sanskrit

Students and Faculty members of various other Departments

Brief Programme Report: Dr. Amal Ch Ray, HOD, Dept. of Sanskrit welcomed the guests and audience after ceremonial lighting and Vedic Chanting by Departmental students. The Principal in his welcome speech highlighted the need of organizing such student enrichment programmes and thanked Dr. Omkarnath Pathak for agreeing to judge the competitions.

The competition proceeded in two sessions. In first part *Shloka-patha-pratಿಯogita (Shloka recitation competition)* held in which Maushumi Ray, Bijayeta and Nirupama Pandit all from 1st year Honors secured 1st, 2nd and 3rd position. In *Sanskrita-bhashana-pratಿಯogita (Sanskrit Speech Competition)* Sujit Kr. Barman and Mithun Barman secured 1st and 2nd position. Winning students were honored with cup and certificate as a mark of their success.

33. Teaching methods adopted to improve student learning

- The faculty adopts a ‘personal reach out’ approach as the students come from moderate background of resources. Most of the students come with a severe lack of understanding of the language. So, teachers need to take an extra effort to create a base of the language.
- Besides the regular syllabus students are trained with other basic Sanskrit learning kits comprised with exercise books, text books, dvds and cds designed and produced by organizations such as Rashtriya Sanskrit Sansthanam and Sanskrit Bharati.
- Students are provided with written or digital materials to prepare them for syllabus and examinations. Class room exercises, home works, assignments etc are given.
- Special classes are accommodated in the regular class routine in order to encourage creativity among the students. Students and teachers together read Sanskrit magazines, watch Sanskrit related programmes available online. Students are encouraged to speak in Sanskrit in these classes.
- Personal interaction with teachers, group discussion, writing original pieces in Sanskrit are encouraged among students to build their knowledge of the language.

- Eminent teachers, experts on different areas of Sanskrit are occasionally invited to share their knowledge with students.
- Audio-visual equipments are used as frequent as needed. The department has a collection of cds of eminent experts presenting on different topics of Sanskrit which are also a part of the syllabus.
- Class tests and unit tests are conducted to evaluate the progress of the students. Guardians are encouraged to take note of the report of progress, but so far the response from their part is not encouraging.

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

1. Dr Amal Ch. Ray is in charge of NSS activities in College.
2. A very large number of our students (more than 50 %) are enrolled in NSS and they take active, leading part in various activities conducted by NSS.

35. SWOC analysis of the department and Future plans –

Strengths –

- ❖ Our biggest strength is our students who are diverse, catholic and inclusive. Every year a considerable number of students from minority community come to our department. The secular and universal nature of the language is very vibrant in public psyche and the language is growing in this remote region whereas the picture is rather grim in other parts of West Bengal. This overall healthy environment provides a jubilant working atmosphere and confidence about the bright prospect of the language in this region.
- ❖ We have dedicated and devoted teachers who are more than willing and enthusiastic about nurturing the students. Teachers have specialization in both traditional Sanskrit pedagogy as well as new and emerging methods of teaching learning. Teachers are willing to apply and experiment newer teaching methods.
- ❖ The department is fortunate to have willing college governing authorities who are determined to development the department into a seat of quality Sanskrit learning.
- ❖ Sanskrit is one of the most sought after subjects of our college. Though most of the students come from a compromised background of educational quality yet we manage to uphold a fairly good result every year. In 2011-12 sessions 04

students, in 2012-13 session 02 students, in 2013-14 session 02 students and in 2014-15 sessions 06 students got first class from affiliated North Bengal University. The mobility from UG to PG from our college is more than 65% approximately.

Weaknesses -

- ❖ Absence of infrastructure is a matter of primary concern. We lack in dedicated departmental room. We do not have lecture halls with basic facilities such as mike and quality sitting arrangement. Computers, printers, audio-visual equipments for e-learning etc are also not available. A modern library with enough amounts of books is also in need.
- ❖ Due to lack of educational institutions around the vicinity we need to accommodate huge number of students. For general course the number of students is as high as 400 per class. Shortage of faculty strength is a matter of concern. It creates immense pressure on the faculties in providing quality attention and education.
- ❖ The major chunk of students in our department comes from marginal, economically downtrodden households. Their socio-economic condition is a powerful deterrent for the students to attend the classes regularly, give sufficient attention in studies throughout the year. This creates difficulties in normal functioning of the teaching-learning activities.
- ❖ Most of the students come with a very poor knowledge of Sanskrit from their schools. They face difficulties in following day to day classes and are not eligible enough to comprehend the topics discussed in their syllabus.

Opportunities –

The Department of Sanskrit is relatively young in the college as it was set up in 2007. A lot can be done to improve the present state of our Department:

- ❖ If we can develop the infrastructural base of the department students can benefit from it. A modern, well equipped library with enough sitting and reading arrangement after the scheduled class timings with computer and internet facilities will help students who otherwise do not get enough scope of studying.

- ❖ E-learning methods needs to be more aggressively applied and experimented as it has the potential to bring positive difference in imparting education to students who have limited scope in the traditional set up.
- ❖ Innovative and more participatory, coherent method of teaching needs to be applied. A blend of traditional pedagogy which is very effective in mastering Sanskrit language with modern system can be worked out and applied. Targeted and effective short term lessons focusing on reading, writing and spoken capacity of the students could be designed.
- ❖ Students needs to be trained and made aware of the computational possibilities of Sanskrit. Computational Linguistics has potential of extensive research and employment for the students of Sanskrit. Training in computational Sanskrit will help our students prepare for jobs other than teaching profession and compete with advance students of other premier institutions of the country.
- ❖ Students need to be made aware of various associated field in Sanskrit which have employment possibilities such as Yoga, Ayurveda, Archeology, Museumology, Iconography etc. Arrangements can be made to impart basic knowledge of these fields by organizing lectures and special sessions.
- ❖ Sessions of interdisciplinary nature can be organized more regularly for overall development of our students. Experts of Science, English, Mathematics, History and Philosophy with knowledge of Sanskrit and related Sanskrit texts could be invited to help students build an understanding of these disciplines and their place in Indian intellectual tradition.
- ❖ Research possibilities of our Department are immense. Cooch Behar has a rich heritage of Sanskrit. Again, the linguistic diversity of this region makes it a ideal place for research in areas like Manuscripts of Sanskrit, Relationship (linguistic and other) between Sanskrit and Rajbanshi language and other north-eastern languages, tracing the legacy of Sanskrit in Nepal, Bhutan, Bangladesh, Tibbet and various other parts of the regions .
- ❖ We need to create well equipped research cell in our Department to carry out these researches. Collaboration with other research organizations, university etc can also be worked out.
- ❖ Students could also be introduced to research with small research assignments to build a research driven educational orientation.

- ❖ The Department needs to engage more in extra-curricular part of education such as publishing Sanskrit magazine, visiting libraries and other related institutions etc to build up a wide understanding of the language and its literature.

Challenges -

- ❖ To overcome the adverse effects of weak socio-economic condition of the students which is causing irregular attendance, drop out, malnutrition, lack of consistency and lack of concentration is a major challenge.
- ❖ Absence of infrastructure and constrained faculty number create challenge in imparting effective learning. Lack of ICT facility in class room, computer literacy among students and lack of sufficient computers for the students to use is a challenge in introducing effective e-learning tools.
- ❖ To bridge the void of a weak base of Sanskrit and fulfill the gap of school learning is another challenge. The syllabus prescribed in BA does not reach out to these children and is meant for advance students. As a result it creates gap in learning and this gap widens with each passing year and becomes increasingly difficult to bridge. To give individual attention to each student and work on their shortcomings and difficulties is a challenge especially in cases of irregular students.

Future Plan

- ❖ Work out a dedicated remedial mechanism for weak students with continuous assessment and classroom based study system.
- ❖ Fully equip class rooms with ICT facility and work out a comprehensive e learning scheme for students to help them in building efficiency over the language as well as meeting the demands of syllabus.
- ❖ Work out an enrichment programme for fresh students to help them prepare for the BA Honors course which will be conducted every year.
- ❖ Work out a modern departmental library with enough books for students use and knowledge and of research purpose for the faculties.
- ❖ To engage in research activities such as Manuscripts of Sanskrit in Cooch Behar, their discovery, preservation and edition. Relationship (linguistic and other) between Sanskrit and Rajbanshi language and other north-eastern languages, tracing the tradition of Sanskrit in Nepal, Bhutan, Bangladesh, Tibbet and various other parts of the regions, The legacy of Sanskrit and

Thakur Panchanan Barma, exploring the possibility of Sanskrit in strengthening the spirit of unity in Eastern and Northeastern region, the tradition of Tantra in North east region etc.

- ❖ Collaboration with universities and other research organizations for research assistance and exploring possibilities of offering interdisciplinary courses, computational linguistic training programmes for students and various other courses (certificate or other) which will be beneficial for students.
- ❖ Organizing national seminar to highlight the tradition, scope and future plans for Sanskrit in this region.
- ❖ Set up a departmental newsletter cum magazine in Sanskrit.

Signature of the HOD
(Dr Amal Chandra Roy)
Date:

**_*_*_

Signature of the Principal
(Dr P.K.Debnath)
Date:

ANNEXURE (Research Publication of Smt Jay Saha)

Details of Journal Publication (Name of the journal, ISBN No, Issue No, Vol. No, Date & Year of Publication, Name of the article, Page):

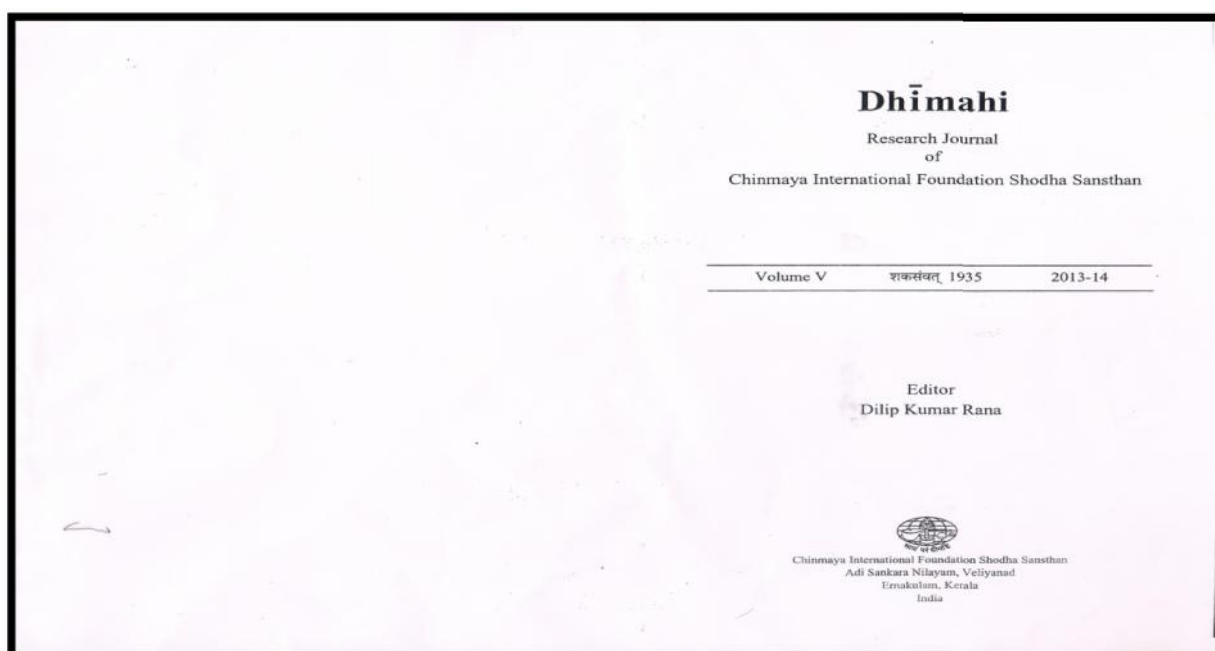
Title of the Paper	Publication Type	Journal Name/ISSN/Page No	Year	Refereed or not	Author
Understanding Indian Poetics Through the Light of Kashmir Saivism (With reference to the first Ullasa of Kavyaprakasha	Research Paper	Padmaparaga, Research Journal of Kashmir University, Dept.of Sanskrit Srinagar/2250-351X/Issue:VIIt / p219-235	2014	Refereed	Sole Author
Vedasmhitaya Bhashikapratyasattih Madhyandinasamhitaya Bhashikadhyayanavidhi	Research Paper	Lalita, Kishore Vidyaniketanam, Varanasi/0975-6256/Vol.VI, No. / p28-32	2014	Refereed	Sole Author
Bharatgaurav Anundoram Barooah's Role of a Modernist as the Father of the First Sanskrit Sonnet of the World	Research Paper	Dhimahi International Journal, CIF, Kerala/0976-3066/Vol V/p236-249	2014	Refereed	First Author
Some Verbs, Causative in Form but Noncausative in Sense: The Paniniyan Perspective	Research Paper	The Heritage, Guwahati/2229-5399/Issue No. 4, Vol I/p32-45	2012	Refereed	Sole Author
Lexical Causatives in Sanskrit	Research Paper	Vishveshvaranand Indological Journal, VVRI, Hoshiyarpur/0507-1410/Vol.XLIX, Pts i-ii/p85-95	2011	Refreed	Sole Author

Book Edited [Name of the Book, ISBN No, Date & Year of Publication, Name of the Article, Pages, Publishing House]

Title of the Book	Year	Publication Type	ISBN	Editor/Co-Editor	Publisher (City/Country)
Vagullasah (Pratham Bhagah), Conference Preceeding of First Nikhil Sanskrit Chatra Sammelanam	2014	Book Edited	97893-80651-78-1	Co-Editor with Kumar Nripendra Pathak at.al	SCSS, JNU & Viddyanidhi Prakashan, New Delhi/ India

Detail of News Paper/Magazine Publication (Name of the News Paper, date & year of publication, name of the article, [page])

1. **'Karna-Kunti Samvadah'**, Translation of *Karnakunti Samvaad* of Rabindranath Tagore, published in **Sanskrita Pratibha, Sahitya Akademi**, New Delhi, Ed. Prof. Radhaballabh Tripathi, January-March 2015
2. Article titled "**Bharotvodher Vismrito Kandari Bharatgaurav Anundoram Barooah**" Published on Annual Bengali Magazine "Thahar", Guwahati, October,2014
3. "**Prathamah Parthah**", Partial Translation of 'Prothom Partho' of Buddhadeb Basu, Published in Sankalpa, Souvenir of Golden Jubilee Year, Vivekananda Sporting Club, 2014
4. Article titled "**Attempts of Stalling Sanskrit in Secondary Education: A Story of Continuous Hostality and Deprivation**", India Policy Foundation News Letter, 2013
5. Rendered articles on **Netaji's & Swami Vivekananda's speech** published in magazine '**Deshapremik**' on January 2007 from Guwahati.
6. Published article, **translation of Netaji's speech** in *Dainik Asom*, leading news daily of Assam, on October 21,2003.



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Department of Sanskrit

UNIVERSITY OF KASHMIR
Hazratbal, Srinagar - 190006 Kashmir
Email: sanskrit@universityofkashmir.ac.in

REF. No-F(Padma) -Accept-Sansk-Journal-2014/262

Date: 05-02-2014

JAY SAHA
Research Fellow (Ph. D.),
Special Centre for Sanskrit Studies,
Jawaharlal Nehru University, New Delhi.

Sir/Madam,

I feel pleasure to inform you that your paper entitled
"UNDERSTANDING INDIAN POETICS THROUGH THE LIGHT OF KASHMIRI SAIVISM" WITH
REFERENCE TO THE FIRST ULLASA OF KAVYAVAKASA has been accepted for publication
in the Departmental Tri-Lingual Research Journal "Padma Parag",
ISSN : 2250-351X .

Yours truly

Editor (Padma Parag)

Self Attached
Jagdish
2/10/14

ललिता

कवि-भारती

प्रवर्तकः

पं० शिवदत्त शर्मा चतुर्वेदी
स्व० पं० नंदकिशोर द्विवेदी

परामर्शकाः

प्रो० प्रभुनाथ द्विवेदी
प्रो० बालशास्त्री
डॉ० देवनारायण यादवः
डॉ० हरिप्रसाद अधिकारी

सम्पादकमण्डलम्

प्रो० अवधेशनारायणमिश्रः
प्रो० शीतलाप्रसाद उपाध्यायः
प्रो० सदाशिवकुमार द्विवेदी
डॉ० शिवरामशर्मा

संरक्षकाः

जगद्गुरुश्रीमद्रामानुजाचार्यस्वामिश्रीवासुदेवाचार्य 'विद्याभास्कर' महाराजाः

प्रधानसम्पादकः

डॉ० कमलाकान्तत्रिपाठी

सम्पादकः

डॉ० संजीवशर्मा

प्रबन्धसम्पादकौ

डॉ० राजेश कुमार श्रीवास्तवः
डॉ० दीपञ्जय श्रीवास्तवः

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iv]

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A Cultural Perspective*

*A Study of Javana-Citta in
Abhidhamma Philosophy*

*Relocating Śabda-pramāṇa in
Buddhist Epistemology*

पूर्वनीमांसादर्शनाभिमतं युगविवेचनम्

*The concept of Sākṣin in the
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*Reflection of Vedic Concepts in
Vāman Purāṇa—An outcome of
transmitted Vedic ideas by Vyāsa*

*Yoga Vibhātis in
Bhāgavata Purāṇa*

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वागुल्लासः

प्रथमः भागः

(प्रथमनिखिलसंस्कृतच्छात्रसम्मेलनस्य शोधपत्रावलिः)

सम्पादकाः

कुमारनृपेन्द्रपाठकः, विश्वबन्धुः, जगसादा.

भण्डारिकारत्नवेदी, प्रवीणकुमारदिनेदी,

नागचणदत्तगिरी, हरीशचन्द्रकुकरेगी, यशनाारायणदिनेदी



विशिष्ट संस्कृत अध्ययन केन्द्र
जगन्नाथलाल नेहरू विश्वविद्यालय
नई दिल्ली



विद्यानिधि प्रकाशन
दिल्ली

C-4

Department of Physics

Evaluative Report

1. Name of the department: **PHYSICS**
2. Year of Establishment : **2008**
3. Names of Programmes / Courses offered
(UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) : **UG
(Honours & General)**
4. Names of Interdisciplinary courses and the departments/units involved : **Nil**
5. Annual/ semester/choice based credit system (programme wise) :- **ANNUAL**
6. Participation of the department in the courses offered by other departments:- **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of courses/programmes discontinued (if any) with reasons : **NA**

9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	NA	NA
Associate Professors	1	1
Assistant Professors	0	0
CWTT	NIL	NIL
PTT	NIL	NIL
Guest Faculty	3	3

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Dr Parimal Sarkar	M.SC., B.ED., PH.D.	Associate Professor (Re-Designated)	Solid State Physics	15.5	Nil
Sri Bappaditya Chakraborty	M.SC., B.ED.	Guest Lecturer	Condensed Matter Physics	4	Nil
Sri Amit Kumar Saha	M.SC., B.ED.	Guest Lecturer	Condensed Matter Physics	1	Nil
Smt. Priyanbada Mukherjee	M.SC., B.ED.	Guest Lecturer	Nuclear & Particle Physics	1	Nil

11. List of senior visiting faculty : 1 (PROPOSED) Dr. D. K. Sarkar, Ex-Associate Prof Of Physics of Dinhata College

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

B. SC. (HONS THEORY) Physics	75%
B. SC. (HONS PRACTICAL) Physics	NIL%
B. SC. (GEN THEORY) Physics	75%
B. SC. (GEN PRACTICAL) Physics	100%

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

B.SC. (HONS) – 7:2;
B.SC. (GEN) – 50:1

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

Staff (technical): SANCTIONED: NIL; FILLED: NIL

Administrative staff: NIL: 2; FILLED: NIL (However from College administration 2 persons are posted)

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG. :-

M. SC., B. ED.&Ph. D. -1;
M. SC.& B.ED.-3;

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

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

18. Research Centre /facility recognized by the University: - NIL

19. Publications:

* a) Publication per faculty :

Dr. P. Sarkar: 6

* Number of papers published in peer reviewed journals (national / international) by faculty and Students : 6

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

• Monographs: NIL

• Chapter in Books: NIL

• Books Edited: NIL

• Books with ISBN/ISSN numbers with details of publishers: NIL

• Citation Index: NIL

• SNIP: NIL

• SJR: NIL

• Impact Factor : 1 (Average)

- h-index: **NIL**

20. Areas of consultancy and income generated :-**NIL**

21. Faculty as members in :- **01**

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

a) **Dr. P. Sarkar : LIFE MEMBER, INDIAN LIQUID CRYSTAL SOCIETY (under INTRNATIONAL LIQUID CRYSTAL SOCIETY)**

22. Student projects: -

a) Percentage of students who have done in-house projects including inter departmental/programme:- **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:- **NIL**

23. Awards/ Recognitions received by faculty and students. - **NIL**

24. List of eminent academicians and scientists/ visitors to the department. - **ONE DR. KANAK SAHA ,IUCAA, PUNE VISITED FACULTY OF SCIENCE ON 11.7.2015**

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

a)National – **NIL**

b) International – **NIL**

26. Student profile programme/course wise: **2015-16 SESSION**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
B.SC. (HONS) PART-I	277	10	7 3	NA
B.SC. (GEN) PART-I		79	61 18	NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.SC.	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 –

Student Progression	Against % enrolled
UG to PG	SOME OF THE STUDENTS
PG to M.Phil.	NIL
PG to Ph.D	NIL
Ph.D to Post-Doctoral	NIL
Employed	

<ul style="list-style-type: none"> • Campus Selection • Other than Campus recruitment 	NIL FEW
Entrepreneurship/self employment	FEW

30. Details of Infrastructural facilities -

a) **Library : SEMINAR LIBRARY**

b) **Internet facilities for Staff & Students : YES**

c) **Class rooms with ICT facility : YES**

d) **Laboratories HONS-2; GEN-1**

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

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

33. Teaching methods adopted to improve student learning – AUDIO-VISUAL INTERACTIVE CLASSES, REMEDIAL & TUTORIAL CLASSES.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities – Our students actively participate in NSS & Extension activities.

35. SWOC analysis of the department and Future plans – Strengths –

- ❖ **Motivated faculty members**
- ❖ **The department is very supportive and cooperative**
- ❖ **The department is always ready to help and guide students and also tried best to tackle their problems on various issues.**
- ❖ **Excellent central Library**

Weaknesses -

- ❖ **College situated at backward zone of the state.**
- ❖ **Less number of senior Professor, Associate Professors and Professors**
- ❖ **Lack of space and proper infrastructure.**

Opportunities –

- ❖ **Scope of physical science is huge worldwide in respect to job.**
- ❖ **As the college situated at the center of the district so location helps a student to search job or to move in higher education.**

Challenges -

- ❖ **Getting funded projects from different funding Organization for Departmental student**
- ❖ **Organizing industrial training for our Departmental students beyond academics.**

- ❖ Organizing at least one industrial tour yearly to make the student habituated with all the current works in an industry.
- ❖ Getting experience Faculty like Professor, Associate Professors and Professors
- ❖ Getting more number of quality students.
- ❖ To enhance the education system.
- ❖ Modifying the syllabus with utmost care
- ❖ Increasing the rate of students transition from UG to PG for higher education
- ❖ To enable the students to get good placements in industries.
- ❖ To eliminate the diversity among students by bringing them at an equal level.
- ❖ To make our students more confident as many of them belong to lower strata of society and encourage the students to aspire for higher achievements and to empower them to assert themselves in society.

Future Plan -

- ❖ Departmental Expansion;
- ❖ 5 Permanent teacher & 3 permanent non-teaching post sanction and creation.
- ❖ Departmental library is required to be implemented where the availability of valuable text books, peer journals and reference books will be enough.
- ❖ Organizing at least one national or international conference or seminar for our departmental student knowledge enhancement
- ❖ Providing at least one model class room for our department.
- ❖ Planning to start free coaching center for UGC-NET, SET and other computer related competitive examination
- ❖ Increasing our internet broadband connection from 4Mbps to 8Mbps.

Signature of the HOD
(DR. PARIMAL SARKAR)
 Assoc. Prof. of Physics
 Date:

Signature of the Principal
(DR. P. K. DEBNATH)
 Date:

Annexure I. (Research Publication of Dr Parimal Sarkar)

❖ Research Experience

• Journal Publication:

1. *Published an article " Molecular Structure and Packing in the Crystalline State of 4-n-Ethyl-4'-Cyanobiphenyl (2CB) by Single Crystal X-ray Diffractometry" in the Journal Molecular Crystals and Liquid Crystals (G&B Sc. Pub) ISBN 1542-1406 (Print), 1563-5287 (Online) Vol No & Year 325, 1998, pp 91-97, Impact Factor 0.58, Co-authors Pranab Sarkar, P. Mandal and T. Monisekaran.*
 2. *Published an article " The Temperature Dependence of Static dielectric Permittivities and Dipole Moments of Two Mesogens and Their Mixture " in the Journal Molecular Crystals and Liquid Crystals (G&B Sc. Pub) ISBN 1542-1406 (Print), 1563-5287 (Online) Vol No & Year 330, 1999, pp 87-94, Impact Factor 0.58, Co-authors S. Paul and P. Mandal.*
 3. *Published an article " Small Angle X-Ray Diffraction Studies on the Homologous Series of 4-(trans-4'-n-Alkylcyclohexyl) Isothiocyanatobenzenes " in the Journal Molecular Crystals and Liquid Crystals (G&B Sc. Pub) ISBN 1542-1406 (Print), 1563-5287 (Online) Vol No & Year 330, 1999, pp 159-165, Impact Factor 0.58, Co-authors P. Mandal, S. Paul, R. Paul, R. Dabrowski and K. Czuprynski.*
 4. *Published an article " X-Ray Scattering Studies on Two Nematogenic p-Alkylphenyl-2-Chloro-4-(p-Alkylbenzoyloxy)-Benzoates and Their Mixtures " in the Journal Phase Transitions (G&B Sc. Pub), ISBN 0141-1594 (Print), 1029-0338 (Online), Vol No & Year 71, 2000, pp 1-12, Impact Factor 0.86, Co-authors Pranab K. Sarkar, S. Paul and P. Mandal.*
 5. *Published an article " DSC, Density and Refractive Index Studies on Two Nematogenic p-Alkylphenyl- 2-Chloro- 4-(p-Alkylbenzoyloxy)- Benzoates and Their Mixtures " in the Journal Phase Transitions (G&B Sc. Pub), ISBN 0141-1594 (Print), 1029-0338 (Online), Vol No & Year 72, 2000, pp 25-41, Impact Factor 0.86, Co-authors S. Paul and P. Mandal.*
 6. *Published an article " X-Ray Diffraction, Optical Birefringence, Dielectric and Phase Transition Properties of The Long Homologous Series of Nematogens 4-(trans-4'-n-Alkyl Cyclohexyl) Isothiocyanatobenzenes " in the Journal Liquid Crystals T&F Ltd., ISSN: 0267-8292 (Print), 1366-5855 (Online), Issue-4, Vol No & Year 30(4), 2003, pp 507-527, Impact Factor 2.349, Co-authors P. Mandal, S. Paul, R. Paul, R. Dabrowski and K. Czuprynski.*
- #### • Conference Proceeding Publication
1. *Published an article " X-ray Scattering Studies on Two Nematogens (p-Alkylphenyl-2-Chloro-4-(p-Alkyl- Benzoyloxy)-Benzoates" in the Conference 16th International Liquid Crystal Conference Abstract Proceeding (held at Kent, Ohio USA), ISSN- Abstract No. B3P.04, date & Year of publication- June 1996, pp-80, Co-authors Pranab Sarkar, Parimal Sarkar, S. Paul and P. Mandal.*
 2. *Published an article " The Temperature Dependence of Static Dielectric Permittivities and Dipole Moments of Two Mesogens and Their Mixture" in the Conference 17th*

- International Liquid Crystal Conference Abstract Proceeding (Held at Strasbourg, France), ISSN- Abstract No. P3-113, date & Year of publication- 1998, pp-178, Co-authors , S. Paul and P. Mandal.*
3. *Published an article " The Temperature Dependence of Static Dielectric Permittivities and Dipole Moments of Two Mesogens and Their Mixture" in the Conference 17th International Liquid Crystal Conference Abstract Proceeding (Held at Strasbourg, France), ISSN- Abstract No. P3-113, date & Year of publication- 1998, pp-178, Co-authors S. Paul and P. Mandal.*
 4. *Published an article " Small Angle X-Ray Diffraction Studies on The Homologous Series of 4-(trans-4ⁿ-Alkylcyclohexyl) Isothiocyanatobenzenes " in the Conference 17th ILCC Abstract Proceeding (Held at Strasbourg, France), ISSN- Abstract No. Abstract No. P3-112, date & Year of publication- 1998, pp-178, Co-authors S. Paul., R. Paul, P. Mandal, K. Czuprynski and R. Dabrowski.*
 5. *Published an article " Dsc, Density and Refractive Index Studies on Two Nematogenic p-Alkylphenyl- 2-Chloro- 4-(p-Alkylbenzoyloxy)- Benzoates and Their Mixtures " in the Conference The 18th ILCC Abstract Proceeding (Held at Sendai, Japan), ISSN- Abstract no. 24D-101-P, date & Year of publication- 2000, pp-212, Co-authors S. Paul and P. Mandal.*
 6. *Published an article " Dependence of Some Mesomorphic Properties on Alkyl Chain Length in the Homologous Series of Nematogenic 4-(trans-4ⁿ-Alkyl Cyclohexyl) Isothiocyanatobenzenes (nCHBT)" in the Conference The 18th ILCC Abstract Proceeding (Held at Sendai, Japan), ISSN- Abstract no. 24E-3-P, date & Year of publication- 2000, pp-212, Co-authors , P. Mandal, S. Paul, R. Paul, R. Dabrowski and K. Czuprynski.*
 7. *Published an article " A Comparative Study of Some Physical Properties in Two Systems: One Possessing Non-Terminal Polar Group and Another Having Terminal Polar Group" in the Conference The 19th ILCC Abstract Proceeding (Held at Edinburg, UK), ISSN- Abstract no. date & Year of publication- 2002, Co-authors P. Mandal.*
 8. *Published an article " Macroscopic and Microscopic Properties of Two Nematogenic Benzoates Containing Lateral Chloro Group and Behaviour of their Eutectic Mixture " in the Conference Symposium of Condensed Matter Physics (at Jadavpur University, Kolkata, India), ISSN- Abstract no. Invited Lecture, Abstract no. I – 5, date & Year of publication- August, 2003, Co-authors P. K. Mandal.*
 9. *Published an article " A Comparative Study of Some Physical Properties in Two Systems: One Possessing Non-Terminal Polar Group and Another Having Terminal Polar Group" in the Conference 10th National Conference of Liquid Crystals (Held at Garden City College, Bangalore), ISSN- Abstract of papers. date & Year of publication- Oct, 2003, Co-authors P. Mandal.*
 10. *Published an article " Optical Birefringence, Density and X-ray Scattering Studies on two Nematogens and there mixtures " in the Conference 4th National Seminar on Liquid Crystals (NSLC-96) at Thapar Institute of Engineering and Technology, (Deemed*

University) Patiala- Punjab, India, ISSN- Abstract of papers. date & Year of publication- Nov. 1-3, 1996, Co-authors Pranab Sarkar, S. Paul and P. Mandal.

- 11. Published an article " Molecular structure and packing in the crystalline state of 4-n-ethyl-cyanobiphenyl (2cb) by single crystal x-ray diffractometry " in the Conference 5th National Seminar on Liquid Crystals (NSLC-97) at the Department of Chemistry, University of Jammu, JK, India, ISSN- Abstract of papers. date & Year of publication- Dec. 18-20, 1997, Co-authors Pranab Sarkar, P. Mandal and T. Monisekaran.*
- 12. Published an article " The temperature dependence of static dielectric permittivities and dipole moments of two mesogens and their mixture " in the Conference 5th National Seminar on Liquid Crystals (NSLC-97) at the Department of Chemistry, University of Jammu, JK, India, ISSN- Abstract of papers. date & Year of publication- Dec. 18-20, 1997, Co-authors Pranab Sarkar, P. Mandal.*
- 13. Published an article " Small Angle X-ray Diffraction Studies on the Homologous Series of 4-(trans-4'-n-Alkylcyclohexyl)Isothiocyanatobenzenes " in the Conference 6th National Seminar on Liquid Crystals (NSLC-98) at Goa University, India, ISSN- Abstract of papers. date & Year of publication- Oct. 29-31, 1998, Co-authors , S. Paul, R. Paul, P. Mandal, R. Dabrowski and K. Czuprynski.*

C-5

Department of Chemistry

EVALUATIVE REPORT

1. Name of the department : **CHEMISTRY**
2. Year of Establishment : **B.Sc Chemistry (Gen) 2008**
B.Sc Chemistry (Hons) 2014
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :- **UG**
4. Names of Interdisciplinary courses and the departments/units involved
:- **Nil**
5. Annual/ semester/choice based credit system (programme wise)
:- **Annual based system**
6. Participation of the department in the courses offered by other departments
:- **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : - **Nil**
8. Details of courses/programmes discontinued (if any) with reasons
:- **Nil**
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	01	01
CWTT	Nil	Nil
PTT	Nil	Nil
Guest Faculty	04	04

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Dr. Rabindra Dey	M.Sc, NET, Ph.D	Assistant Professor	Physical Chemistry	05 years	Nil
Mr. Arindam Ghosh	M.Sc , NET	Guest Lecturer	Inorganic	06 Months	Nil
Smt. Bijeta Mitra	M.Sc, NET	Guest Lecturer	Organic	03 Months	Nil
Smt. Sudesna Pal	M.Sc	Guest Lecturer	Organic	03 Months	Nil

Smt. Nabanita Mandal	M.Sc	Guest Lecturer	Physical	03 Months	Nil
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11. List of senior visiting faculty :- Nil.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :- B.Sc chemistry (Hons) – 65% (Lecture and practical)
- B.Sc chemistry (Gen) – 75% (Lecture and practical)

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

Course	Year	Student teacher ratio
B.Sc (Hons)	1st year	2:1
B.Sc (Hons)	2nd year	2:5
B.Sc (Gen)	1st year	20:1
B.Sc (Gen)	2nd year	14:1
B.Sc (Gen)	3rd year	4:1

Total Student strength Chemistry (Hons) + (Gen) = 195

Total faculty members = 05

Student Teacher ratio = 39:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Sanctioned by GB : 01
Filled :01

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG. :-

Name of the Faculty Member	Qualification
Dr. Rabindra Dey	M.Sc, NET, Ph.D
Mr. Arindam Ghosh	M.Sc , NET
Smt. Bijeta Mitra	M.Sc, NET
Smt. Sudesna Pal	M.Sc
Smt. Nabanita Mandal	M.Sc

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

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

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

19. Publications:

* a) Publication per faculty
Nil.

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

Nil.

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

Nil.

- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact Factor
- h-index

20. Areas of consultancy and income generated :-

Nil.

21. Faculty as members in :-

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

Nil

22. Student projects: -

a) Percentage of students who have done in-house projects including inter departmental/programme:-

Nil.

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

Nil.

23. Awards/ Recognitions received by faculty and students. -

NAME OF THE CANDIDATE	AGENCY	BASED ON	AMOUNT	YEAR
Smita Paul	Sheela Kanoria foundation	Higher secondary marks	Rs-3500 (one time)	2014
Tanmita pal	Sheela Kanoria foundation	Higher secondary marks	Rs-3500 (one time)	2014

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

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

a)National –

b) International –

c) Departmental-

Name of the seminar	Source of funding
“GALAXIES IN THE UNIVERSE”	COLLEGE FUND

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. 1st Year Chemistry(Hons)	138	09	08	01	NA
B.Sc. 1st Year Chemistry(Gen)	NA	75	56	19	NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.Sc (Hons)	100	0	0
B.Sc (Gen)	100	0	0

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

Most of the students qualified different national and state competitive examinations like SSC, School service commission, banking sector, RRB, Defense service. But data is not available.

29. Student progression –

Student Progression	Against % enrolled
UG to PG	10%
PG to M. Phil.	Nil
PG to Ph. D	Nil
Ph. D to Post-Doctoral	Nil
Employed • Campus Selection • Other than Campus recruitment	Many of our Students qualified in various Competitive Exams but exact data are not available
Entrepreneurship/self employment	Many Students Self employed after completing ITI, Vocational,Diploma etc

30. Details of Infrastructural facilities -

a) Library : Seminar library.

b) Internet facilities for Staff & Students:-

For Staff in common Staff room and students can excess free internet in library.

c) Class rooms with ICT facility :

Department has no separate LCD but college will provide LCD for our department very soon. At present department uses LCD from college office for PPT classes.

d) Laboratories : **03**

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

College has Sanctioned free studentship (half free/full free) 20% of the admitted students for a particular year. In addition minority, SC/ ST scholarships from Govt. received by the student.

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

Name of the seminar	Name of the expert	Date
“GALAXIES IN THE UNIVERSE”	Dr. Kanak Saha (Scientist, IUC ,Pune)	11-08-2015

33. Teaching methods adopted to improve student learning –

Our teaching involves demonstration on the dimension of the topic in the class. Teachers elaborate the topic with different examples for the ease of understanding the topic. Chemistry is the subject of reactions, interactions, relation among the metals. Teachers teach the student logically and show them some real life examples.

Teacher also teaches them from e-materials regularly and supplies the e-materials to the students. In addition to the class lecture, tutorial classes are also taken regularly with the help of LCD projectors and power point presentation.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities – **NIL**
Our students actively participate in NSS & Extension activities.

35. SWOC analysis of the department and Future plans –

Strengths –

1. The department is very supportive and cooperative.
2. The department is always ready to help and guide students also tried best to tackle their problems on various issues.
3. Faculty members are very active and concern about their duties and responsibilities.
4. High speed internet facilities around 4 Mbps constant.

Weaknesses -

1. Department has no senior professors, Associate Professor and Professors.
2. Lack of space and poorer infrastructure of the department.
3. No sufficient reference books in seminar library.
4. Maximum good quality books are written by foreign writers so students are facing difficulties to understand many contents in 1st year due to language problem.

Opportunities –

1. Scope for studying PG course different university and also job oriented technical courses like food technology, polymer chemistry, biochemistry etc.
2. As the college situated at the centre of the district so location helps a student to search a job or to move in higher education.

3. To get job in graduate level through collaboration with different industries, pharmaceutical companies may can be done

Challenges -

1. Getting funded projects from different funding organization for departmental students.
2. Organizing industrial training for our departmental students beyond academics.
3. Organizing at least one industrial tour yearly to make the students habituated with all current works in industry.
4. Getting experience faculty like professors, Associate Professor and Professors.
5. Getting more number of quality students.
6. To enhance education system.
7. Modify the syllabus with utmost care.
8. Increasing the rate of students' transition from UG to PG for higher education.
9. To enable the students to get good placements in industries.
10. To eliminate the diversity among students by bring them at an equal level.

Future Plan -

1. A Gas plant is required to be set up for safety and good flow of gas to the burner. And number of units required to be increased.
2. More laboratories and class rooms are required to be set up.
3. Separate departmental library is required to set up where the availability of valuable books, peer journals and reference books will be enough.
4. Providing at least one model class room for our department.
5. Planning to start a free coaching center for UGC-NET, SET and competitive examination.
6. Increasing our internet broadband connection from 4 Mbps to 8 Mbps.

**Signature of the HOD
(Dr Rabindra Dey)**

Date:

**_*_*_*_

**Signature of the Principal
(Dr Pankaj Kr Debnath)**

Date:

C-6

Department of Mathematics

Self-evaluation Report

1. Name of the department: **DEPT. OF MATHEMATICS**

2. Year of Establishment: **2008**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph. D etc.): **UG**

4. Names of Interdisciplinary courses and the departments/units involved: **Nil**

5. Annual/ semester/choice based credit system (programme wise):

All courses are based on annual evaluation System; there is no provision of choice based credit system.

6. Participation of the department in the courses offered by other departments:
Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc:
Nil

8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of Teaching posts:

Posts	Sanctioned	Filled
Professors	Not Applicable	Not Applicable
Associate Professors	0	0
Assistant Professors	1	0
CWTT	1	1
PTT	0	0
Guest Faculty	2	2

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience (in Yrs)	No. of Ph.D Students guided for the last 4 Years
Amal Sutradhar	M. Sc.	Contractual Guest Lecturer	Operator Theory	4 Yrs.	Nil
Kousik Das	M. Sc., SET	Guest Lecturer	Pure Mathematics	1 Yrs.	Nil

Avijit Chakraborty	M. Sc.	Guest Lecturer	Pure Mathematics	1 Yrs.	Nil
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11. List of senior visiting faculty: Nil

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

100% lectures and practical classes are taken by the temporary faculty members.

13. Student -Teacher Ratio (programme wise):

Course	Student Teacher Ratio
Honours	11.44:1
Pass	23.44:1

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:

Name	Qualification
Amal Sutradhar	M. Sc.
Kousik Das	M. Sc., SET
Avijit Chakraborty	M. Sc.

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: Nil
- b) International Committees: Nil
- c) Editorial Boards: Nil
- d) Others (if any): Nil

22. Student projects:

a) Percentage of students who have done in-house projects including inter departmental/programme: Nil

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

23. Awards/ Recognitions received by faculty and students:

NAME OF STUDENTS	YEAR	POSITION	University
Subhendu Saha	2012	First class Fifth in UG	NBU
Subhajit Tarafdar	2014	First class Third in PG	NBU

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

Dr. Kanak Saha, IUCAA, Pune, INDIA

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

a) National:

One Seminar Jointly Organised with Dept. of Physics, Dept. of Chemistry, Dept. of Computer Science on “Galaxies in the Universe” by Dr. Kanak Saha, IUCAA, Pune on 11.08.2015

b) International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
B. Sc. Part-I (Honours)	428	37	28 09	N.A.
B. Sc. Part-I (Pass)	N.A.	53	41 12	N.A.

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B. Sc.(Honours)	100%	0%	0%
B. Sc.(Pass)	100%	0%	0%

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

One student named Tapash Roy got admission to IIT, Chennai for M. Sc. in Mathematics through JAM-2014.

29. Student progression:

Student progression	Against % enrolled
UG to PG	Most of the students are enrolled in PG
PG to M. Phil.	Nil
PG to Ph. D.	Nil
Ph. D. to Post-Doctoral	Nil

Employed	Nil
Entrepreneurship/Self employment	Most of the students are self employed

****Many of our students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available.**

30. Details of Infrastructural facilities

a) Library:

There is no departmental library facility for our department.

b) Internet facilities for Staff & Students:

There is no separate internet facility for our department, but college centrally provides the facility for staffs and students.

c) Class rooms with ICT facility:

The Department has no separate LCD / Overhead Projector, but college provides the facility in certain situations.

d) Laboratories:

There is a Numerical and Computer Lab.

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

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

33. Teaching methods adopted to improve student's learning:

Our teaching involves demonstration depending on the different topics in the class. Teachers elaborate the topic with different examples for the ease of understanding of the topic. Teachers teach logically and inspire them with real life examples.

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

35. SWOC analysis of the department and Future plans:

STRENGTHS:

- ❖ The Mathematics Department is one of the best department of the college and the department is very supportive, cooperative, motivated and dedicated. The department is always careful about the achievement of objectives of teaching-learning.**
- ❖ The department also helps and guides the students to tackle their problems on various issues.**

WEAKNESS:

- ❖ The department has no full time teacher.**

- ❖ We don't have any seminar library facility for the students. Most of the students are financially weak and the contribution of university to this purpose is very minimum.
- ❖ Lack of space and proper infrastructure.

OPPORTUNITIES:

Undoubtedly this subject has some dynamic and bright field. Students have a large field of research work in Mathematics in future. The jobs like Public service examination, College service examination, Indian Civil Service Examination, West Bengal Civil Service examination, Banking Service examination etc. are having some advantage to the students of Mathematics department. So, expansion in this sector may become the opportunity to the students.

CHALLENGES:

- ❖ To enable the students to get admission to different Universities.
- ❖ To eliminate the diversity among students by bringing them at an equal level.
- ❖ To make our students more confident as many of them belong to lower strata of society and encourage the students to aspire for higher achievements and to empower them to assert themselves in society.

FUTURE PLANS:

- ❖ Master's course in Mathematics.
- ❖ More interactive seminars.
- ❖ Interaction with other colleges on various platforms.
- ❖ Publication of a departmental magazine.
- ❖ To inculcate a sense of social responsibility in students.
- ❖ Promoting self-learning in students

Signature of the HOD
(Amal Sutradhar)

Date:

Signature of the Principal
(Dr P.K. Debnath)

Date:

**_*_*_

C-7

**Department of Computer
Science**

Evaluative Report

1. Name of the department: - **COMPUTER SCIENCE**

2. Year of Establishment :- **2008**

3. Names of Programmes / Courses offered

(UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :-

PROGRAM	COURSE	DURATION	FULL TIME/ PART-TIME
B.Sc General in COMPUTER SCIENCE	UG	3 YEARS	FULL TIME

4. Names of Interdisciplinary courses and the departments/units involved

:- **NIL**

5. Annual/ semester/choice based credit system (programme wise)

:- **UG courses annual system**

6. Participation of the department in the courses offered by other departments:-

- ❖ Faculty participates in the course offered by the department of mathematics, physics, physical education and commerce.
- ❖ UGC Career Oriented Programme in Certificate, Diploma and Advanced Diploma Courses in Computer Application is taught by Computer Science Department.

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :

NIL

8. Details of courses/programmes discontinued (if any) with reasons

NA

9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	NA	NA
Associate Professors	00	00
Assistant Professors	01	01
CWTT	01	01
PTT	00	00
Guest Faculty	00	00

- All Posts sanctioned are for entry level, i.e. Assistant Professor, who are promoted to Associate Professor on attaining eligibility (by the screening of University & State Government Education Directorate).

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
SRI. SOMNATH SAHA	M.TECH, B.TECH	Assistant Professor	CSE	8 yrs	NIL
SRI. DIBYENDU DEY	MCA, B.Sc(H)	Contractual Guest Lecturer	CSE	3 yrs	NIL

11. List of senior visiting faculty :-
NIL

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

- B.Sc. (General) -- 50% (Lecture & Practical) Based**

13. Student -Teacher Ratio (programme wise) :- 3:10 (TEACHER : STUDENT)

Course	Year	session	Student Teacher Ratio
B.Sc. (General) Part-I	1st	2015-2018	7 : 1
B.Sc. (General) Part-II	2nd	2014-2017	7 : 1
B.Sc. (General) Part-III	3rd	2013-2016	2.5 : 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/PG. :-

Name of the Faculty Member	Qualification
Sri. SOMNATH SAHA	M.TECH, B.TECH
Sri. DIBYENDU DEY	MCA, B.Sc(H)

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

NIL

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

NA

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

NA

19. Publications:

* a) Publication per faculty Nil

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

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database, - International Social Sciences Directory, EBSCO host, etc.)
 - Monographs
 - Chapter in Books
 - Books Edited
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation Index
 - SNIP
 - SJR
 - Impact Factor
 - h-index
- Nil

20. Areas of consultancy and income generated :-

NIL

21. Faculty as members in :-

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

Nil

22. Student projects: - Nil

a) Percentage of students who have done in-house projects including inter departmental/programme:-

Nil

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

Nil

23. Awards/ Recognitions received by faculty and students. -

Nil

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

Four (04)

- 1) Prof Dr Anil Bhui mali, V.C Raigang University.Raiganj,West Bengal.
- 2) Mr. Koustav Ghosh, Programmer Analyst, Cognigant Technology Solution Pvt Ltd.
- 3) Mr. SUMAN Ghosh Software Developer, Directorate Of Commercial Taxes, Govt. Of West Bengal.
- 4) Dr. Kanak Saha, Scientist, IUCAA, Pune, India.

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

- a) National –
- b) International –
- C) Departmental –

Name Of Seminar	Source Of Funding
" Ongoing Software Development Programs and Security Aspects in the Industry "	College Fund
"GALAXIES IN THE UNIVERSE "	College Fund

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass %
			*M	*F	
B.Sc in computer Science (1 ST YEAR)	NA	14	09	05	NA

*M->MALE *F->FEMALE

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.Sc	100	00	00

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

- There is no scope to collect the data, since the college deals only with under graduate courses.

29. Student progression –

- Many of our students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available.

30. Details of Infrastructural facilities

a) Library:-

There is no departmental library but in the central library. Total 70 no of subjective and reference books are present out of which (1st year – 36, 2nd year - 39, 3rd year - 14) and extra book related to the subject out of syllabus but important of carrier – 06

b) Internet facilities for Staff & Students:-

All the faculty members are provided with laptop along with 4 mbps internet with wifi connectivity. Internet facility is available for the student also.

c) Class rooms with ICT facility:

we are taking class in the particular classes, details given below:- total class room

ICT FACILITY: -

The Department has no separate LCD / Overhead Projector. But the Department uses ppt base lecture by using the LCD projector of the College.

d) Laboratories: -

One (01), With 13 Computers.

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

Name of the Course/programme (refer question no. 4)	Selected	Enrolled							Number of students receiving financial assistance
		*M	*F	GEN	SC	ST	OBC-A	OBC-B	
(1 ST YEAR)	14	09	05	06	06	00	02	00	Applied for
(2 ND YEAR)	14	13	1	04	05	00	01	04	07
(3 RD YEAR)	5	4	1	04	01	00	00	00	01
Pass Out	1	1	0	00	01	00	00	00	01

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

Special Lecturer, Training on Computer Basic and Seminars are arranged with external as well as internal experts. Details are given below:-

NAME OF SEMINAR	NAME OF EXPERTS	DATE
" Ongoing Software Development Programs and Security Aspects in the Industry "	Mr. Suman Ghosh Mr. koushik ghosh (Industrial Expert)	04/07/2015
"GALAXIES IN THE UNIVERSE"	Dr. Kanak Saka(Scientist)	11/08/2015
"COMPUTER AWARENESS PROGRAM FOR PHYSICAL EDUCATION STUDENT"	Sri. Somnath Saha Sri. Dibyendy Dey	12/06/15 to 16/06/15
"COMPUTER TRAINING PROGRAM FOR PHYSICS DEPT."	Sri. Somnath Saha Sri. Dibyendy Dey	04/04/15 to 18/04/15
"STUDENT COMPUTER SKIL DEVELOPMENT PROGRAMME"	Sri. Somnath Saha Sri. Dibyendy Dey	05/10/15 to 16/10/15

33. Teaching methods adopted to improve student learning –

Our teaching way involves demonstrating the topic in the class. We use to elaborate the topic first then we throw them some examples on it for the ease of understanding the topic. Moreover Computer Science is basically a science fiction and technical subject, so we teach them logically and use to show them some real life examples, some of which may sometime contain reasoning also.

We use to teach them from the e-materials regularly and supply those materials to the students day by day as their study materials.

In addition to this face to face interaction in the class, some lectures are also being taught with the help of LCD projectors and PPT.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities –
Our students actively participate in NSS & Extension activities.

35. SWOC analysis of the department and Future plans –
Strengths –

- ❖ Motivated faculty members
- ❖ The department is very supportive and cooperative
- ❖ The department is always ready to help and guide students and also tried best to tackle their problems on various issues.
- ❖ Excellent central Library
- ❖ High speed internet facilities around 4 Mbps constant.

Weaknesses -

- ❖ Less number of senior Professor ,Associate Professors and Professors
- ❖ Lack of space and proper infrastructure.
- ❖ No Departmental Library
- ❖ The minimum criterion to take Computer Science (General) according to our mother University is that you have qualified marks in Mathematics in the 10+2 level. These may be another reason that for which department becomes closed to the bright Science background qualified interested students of 10+2 level. For which number of student is also very less.

Opportunities –

- ❖ Scope of computer is huge worldwide in respect to job.
- ❖ At least basics of computer can aid a student to involve in data entry work.
- ❖ Use of computer helps in an E- Business.
- ❖ As the college situated at the center of the district so location helps a student to search job or to move in higher education.

Challenges -

- ❖ Getting funded projects from different funding Organization for Departmental student
- ❖ Organizing industrial training for our Departmental students beyond academics.
- ❖ Organizing at least one industrial tour yearly to make the student habituated with all the current works in an industry.
- ❖ Getting experience Faculty like Professor ,Associate Professors and Professors
- ❖ Getting more number of quality students.
- ❖ To enhance the education system.
- ❖ Modifying the syllabus with utmost care
- ❖ Increasing the rate of students transition from UG to PG for higher education
- ❖ To enable the students to get good placements in industries.
- ❖ To eliminate the diversity among students by bringing them at an equal level.
- ❖ To make our students more confident as many of them belong to lower strata of society and encourage the students to aspire for higher achievements and to empower them to assert themselves in society.

Future Plan -

- ❖ Departmental library is required to be implemented where the availability of valuable text books, peer journals and reference books will be enough.
- ❖ Organizing at least one national or international conference or seminar for our departmental student knowledge enhancement
- ❖ Invoking more computers with internet facilities in the lab so that more students can provide internet facilities for their learning purpose.
- ❖ Providing at least one model class room for our department.
- ❖ Planning to start free coaching center for UGC-NET, SET and other computer related competitive examination
- ❖ Increasing our internet broadband connection from 4Mbps to 8Mbps.

Signature of the HOD
(Sri Somnath Saha)

Date:

._*._*._*._*

Signature of the Principal
(Dr P.K.Debnath)

Date:

C-8

Department of Commerce

Evaluative Report

1. Name of the department : - **COMMERCE**
2. Year of Establishment : - **General introduce in 1970
Honours introduce in 1980**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.): - **UG (B.Com Honours)
UG (B.Com General)**
4. Names of Interdisciplinary courses and the departments/units involved:-
Nil
5. Annual/ semester/choice based credit system (programme wise) :-
All courses are based on Annual Evaluation.
6. Participation of the department in the courses offered by other departments:-
COP (computer application)- Financial Accounting Package
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
NIL
8. Details of courses/programmes discontinued (if any) with reasons
:- **NA**

9. Number of teaching posts

Posts	Sanctioned	Filled
Professors	NA	NA
Associate Professors	2	2
Assistant Professors	2	1
CWTT	NIL	NIL
PTT	1	1
Guest Faculty	NIL	NIL

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
ABHIJIT ROY	M.COM, FCMA	Associate Professor	Accounts & Finance	17 y. 10 m.	Nil
MONIMOY CHAKRABARTI	M.COM, ACMA	Associate Professor	Accounts & Finance	17 y. 9 m.	Nil

DR TAMOJIT ROY	M.COM, Ph D.	Assistant Professor	Accounts & Finance	8 y. 10 m.	Nil
PARAMESH CHANDA	M.A., LLB	Part Time Lecturer	Philosophy, Law	12 y.	Nil
Dr Subhasis Bhattacharya	M.Sc, Ph D	Assistant Professor of Economics	Economics	15 Y	Nil
Sri Somnath Saha	M. Tech	Assistant Professor of Computer Sc	Computer Science	2 Y	Nil
Md Tariqul Islam	M.A	Assistant Professor of English	English	5 Y	Nil
Dr Mridul Ghosh	M.A, Ph D	Assistant Professor of Bengali	Bengali	5 Y	Nil

11. List of senior visiting faculty:–

NIL

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

B. COM. (HONS) 26%

B. COM. (GEN) 29%

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

B.COM. (HONS) – 15:1;

B.COM. (GEN) – 7:1

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

Staff (technical): SANCTIONED: NIL; FILLED: NIL

Administrative staff: SANCTIONED: NIL; FILLED: NIL

The entire administrative staff supports the teaching and non teaching works fully and no department (except the practical based subject) get

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG. :-

M. COM., ICMA. - 2;

M. COM.,Ph - 1;

M. A., LLB -1

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

NIL

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

NIL

18. Research Centre /facility recognized by the University: -
NIL

19. Publications:

* a) Publication per faculty:

Name	Total publications	Number of papers published in peer reviewed journals (National and International)	Number of publications listed in database	Monographs	Chapters in Books	Books Edited	Books with ISBN /ISSN	E-Lessons	Citation Index
ABHIJIT ROY	01	00	00	00	01	00	00	00	00
MONIMOY CHAKRABARTI	00	00	00	00	00	00	00	00	00
DR TAMOJIT ROY	09	04	00	00	02	03	00	00	00

20. Areas of consultancy and income generated :-
NIL

21. Faculty as members in :- 04

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

a) LIFE MEMBER, INDIAN STATISTICAL INSTITUTE, LIFE MEMBER, INDIAN ACCOUNTING ACCOCIATION RESEARCH FOUNDATION, FELLOW MEMBER, INSTITUTE OF COST & MANAGEMENT ACCOUNTING, ASSOCIATE MEMBER, INSTITUTE OF COST & MANAGEMENT ACCOUNTING.

22. Student projects: -

a) Percentage of students who have done in-house projects including inter departmental/programme:-
NIL

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:-
NIL

23. Awards/ Recognitions received by faculty and students. -
NIL

24. List of eminent academicians and scientists/ visitors to the department. -
TWO
1) Mr. Subrata Chakraborty, training officer SEBI, Cooch Behar.
2) Prof Dr.Ajit Kumar Roy, HoD, Dept of Commerce, NBU.

25. Seminars/ Conferences/Workshops organized & the source of funding. -
a)National -
NIL

b) International -
NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.COM. (HONS) PART-I	85	47	41	6	NA
B.COM. (General) PART-I	NA	16	13	03	NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.COM.	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc? - 02(Two)

Year of Completion of B.Com. Part III in This College	Name of the Students	NET/ SET	Present Status
2012	Prabir Tarafdar	NET	NA
2012	Sailendra Yadav	NET	NA

29. Student progression –

- Most of our students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available

Student Progression	Against % enrolled
UG to PG	20% Estimated data, no proven record is available with the dept.
PG to M. Phil.	NA

PG to Ph. D	NA
Ph. D to Post-Doctoral	NA
Employed <ul style="list-style-type: none"> • Campus Selection • Other than Campus recruitment 	NA FEW(no proper data is available as there is no mechanism to maintain the information regarding passed out students and due to absence of Alumni association
Entrepreneurship/self employment	FEW

30. Details of Infrastructural facilities -

a) Library :-

The College Library has a separate dedicated section for the department that is well equipped with textbooks, reference books and periodicals. The collection of books is regularly updated.

b) Internet facilities for Staff & Students :-

Not available for the department separately, except those available to the general facility provided by the college.

c) Class rooms with ICT facility: -

The department has no separate LCD Projector. But the Faculties often use ppt based classes using LCD facility provided by the college.

d) Laboratories: - NIL

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

The College sanctions Free studentships (Half Free/Full Free) to 20% of total admitted students. Besides students also get scholarships for SC/ST/Minority from Govt.

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

NAME OF SEMINAR	NAME OF EXPERTS	DATE
“Capital Market Under Globalization”	Prof. Abhijit Roy Prof. Tamojit Roy (Dept of Commerce ,Cooch behar college) Prof. Subhasish Bhattacharya (Dept of Economics ,Cooch behar college) Prof. Sankar Saha (Dept of BBA ,Cooch behar college)	16/09/2009
“Financial Education for Young Investors”	Mr. Subrata Kr Chakraborty SEBI, Cooch Behar.	20/11/2014
" Ongoing Software	Mr. Suman Ghosh	04/07/2015

Development Programs and Security Aspects in the Industry "	Mr. koushik ghosh (Industrial Expert)	
"Referendum in Greece: Context of "NO", and thereafter"	Prof. Dr Ajit Kumar Roy HoD,Dept of Commerce,NBU	17/12/2015

**33. Teaching methods adopted to improve student learning –
AUDIO-VISUAL INTERACTIVE CLASSES, REMEDIAL & TUTORIAL CLASSES**

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities –
Parent-Teachers Meeting, Students take active part in NSS and Extension Activities.**

**35. SWOC analysis of the department and Future plans –
Strengths –**

- ❖ The overall result of the department is best in the locality. in many years the students get ranks in the university level.

Weaknesses -

- ❖ College established at backward zone of the state. Industrial scenario of the zone is poor and thus the employment opportunity is very limited.
- ❖ Due to financial backwardness of the majority students it is very difficult to introduce compulsory computer training or other add-on courses.

Opportunities –

- ❖ There is a lot of scope for add on courses, and other professional training programme for the students.

Challenges -

- ❖ The general reduction in the student enrolment in commerce stream in the locality.

Future Plan -

- ❖ Departmental expansion; permanent teaching & permanent non-teaching post sanction/creation.
- ❖ Introduction of M.Com Course at the college.
- ❖ Introduction of B.Com programme in Management and Taxation.
- ❖ Introduction of compulsory computer training programme as value added programme.
- ❖ Introduction of CPT, ICMA and CS Foundation classes in the college to provide better career option to the students.

**Signature of the HOD
(SRI ABHIJIT ROY)
Assoc. Prof. of Commerce
Date:**

**Signature of the Principal
(DR. P. K. DEBNATH)**

Date:

ANNEXURE: LIST OF PUBLICATION OF DR TAMOJIT ROY

Journal Publication

Name of journal	ISSN	Issue No	Vol. No	Year of Publication	Name of Article	Pages from to
<i>CEA Journal of Economics</i>	1857-5250	1	7	2012	<i>Benefits from International Diversification: Indian Experience (Co-authorship with M.K Roy & H. Roy)</i>	1-72
<i>Asian Journal of Research in Business Economics and Management</i>	2249-7307	9	2	2012	<i>Risk diversification: A cross country co-integration approach (Co-authorship with H. Roy & Abhijit Lahiri)</i>	
<i>Asian Journal of Research in Business Economics and Management</i>	2249-7323			2014	<i>Volatility effect on correlation (Co-authorship with M.K Roy & H. Roy)</i>	

Contributing Chapter in Edited Volume

Article Name	Name of the edited Vol	Publisher	ISBN	Year of Publication
আমাদের প্রযোজনা 'পোস্ট অফিস হ্র পোল্যাণ্ডে - ১৯৪২	রবীন্দ্রনাটকের প্রাসঙ্গিকতা: পাঠ সমালোচনা ও প্রয়োজনায় - সম্পাদনায় অপূর্ব কুমার সাহা	ময়নাগুড়ি কলেজ, জলপাইগুড়ি		2012
অর্থনৈতিক অর্ন্তভুক্তি ও স্বামীজী	<i>Thoughts of Swami Vivekananda in present Economic Scenario</i>	Cooch Behar College	In Press	In Press

Book /Edited Volume Published

Name of the Book	Status	Year	Publisher	ISBN
<i>Thoughts of Swami Vivekananda in present Economic Scenario</i>	<i>Edited Volume (Jointly with S. Bhattacharya)</i>	<i>In Press</i>	<i>Cooch Behar College</i>	<i>In Press</i>
হিমালয় সংলগ্ন পশ্চিমবঙ্গের লোকসংস্কৃতি	<i>Edited Volume (Jointly with S. Rudra & D Basu)</i>	2015	Cooch Behar College	

Organized Seminar/Conference/Workshop

Name of the Conference	Level	Date & Year
হিমালয় সংলগ্ন পশ্চিমবঙ্গের লোকসংস্কৃতি	<i>UGC Sponsored State level seminar Jointly Convened with S Rudra & D Basu</i>	<i>29-30th March, 2008</i>
<i>Relevance of Swami Vivekananda in Present Social and Economic Scenario</i>	<i>UGC Sponsored National level Seminar, Jointly Convened with S Bhattacharya</i>	<i>1-2nd April, 2013</i>

C-9

Department of BBA

Evaluative Report of BBA

1. Name of the department : - **BBA**

2. Year of Establishment : - **2006**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :- **UG (BBA)**

- I. **BBA in Finance**
- II. **BBA in Marketing**
- III. **BBA in Human Resource**

4. Names of Interdisciplinary courses and the departments/units involved

Nil

5. Annual/ semester/choice based credit system (programme wise)

Semester Evaluation System

6. Participation of the department in the courses offered by other departments

Eco-tourism Management (COP Courses)

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :

Nil

8. Details of courses/programmes discontinued (if any) with reasons

Nil

9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	00	00-
Associate Professors	00	00-
Assistant Professors	00	00
CWTT	03	02
PTT	00	00
Guest Faculty	03	03

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Sankar Saha	MBA, M.Com	Contractual Lecturer (Coordinator)	Finance & Marketing	10 Years	Nil
Suvhendu Chakraborty	MBA, M.Com	Contractual Lecturer	Finance & Marketing	7 Years	Nil

11. List of senior visiting faculty :

- I. Dr Pankaj Kr Debnath, Principal, Cooch Behar College;
- II. Sri Avijit Roy, Dept of Commerce, Cooch Behar College;
- III. Dr Subhasis Bhattacharya, Dept. of Economics, Cooch Behar College;
- IV. Dr Tamojit Roy, Dept of Commerce, Cooch Behar College;

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

5%

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

17 : 1

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

02 Staff are allotted by the authority

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG. :-

Name	Qualification
Sankar Saha	MBA, M.Com, NET (Management)
Suvhendu Chakraborty	MBA, M.Com

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 -

Project Name	Year	Student Name	Organisation
Customer satisfaction of TVS Scooty at Alipurduar	2015	Suman Das	TVS Motor
Customer satisfaction of SBI at Cooch Behar	2015	Nitish Singh	SBI
Unveling the impact of gelusil mps commercial on the brand fascination and buying behaviour	2015	Subhankar Paul	Fizer Ltd
Training & Development of HDFC Life Insurance Co. Ltd	2015	Subrata Debnath	HDFC Life
Ratio Analysis of SBI	2014	Abhijit Deb	SBI
Financial Statement Analysis	2014	Anjali Kurmi	ICICI
Ratio Analysis of LIC	2014	Bhupen Barman	LICI
Ratio Analysis of Maa durga Company	2014	Amit Gupta	Maa Durga
Training & Development on HDFC	2014	Subrata Debnath	HDFC Life
Ratio Analysis of HDFC Life	2014	Biplab Das	HDFC Life
Financial Statement Analysis	2014	Pankhi Gupta	IDBI
Customer Satisfaction on Airtel	2014	Raju Gupta	AIRTEL
Customer Satisfaction on Airtel	2014	Boby Mondal	BSNL
Ratio Analysis on Axis Bank	2014	Rajesh Saha	Axis Bank
Financial Statement Analysis	2014	Namita Asop	SANDHAR

Study on Customer Satisfaction	2014	Bhaskar Mukherjee	Airport Authority
Financial Statement Analysis	2014	Ayushi Gupta	Z Star
Position of Colgate in Market	2014	Subha Bhattacharjee	Hindusthan Liver

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

Nil

19. Publications:

* a) Publication per faculty

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

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database, - International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited-02
- Books with ISBN/ISSN numbers with details of publishers-01
- Citation Index
- SNIP
- SJR
- Impact Factor
- h-index

Nil

20. Areas of consultancy and income generated :-

Nil

21. Faculty as members in :-

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

Nil

22. Student projects: -

a) Percentage of students who have done in-house projects including inter departmental/programme:-

100%

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

100%

23. Awards/ Recognitions received by faculty and students. -

Name	Year	Position	Institute	Category
Khushboo Jain	2009	1st Class First	NBU	Gold Medal
Eashani Mitra	2010	1st Class First	NBU	Gold Medal
Namita Asopa	2012	1st Class First	NBU	Gold Medal

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

- I. Prof Indrajit Roy, VC, CBPB University on 14/12/2012
- II. Prof Anil Bhumali, VC, Raiganj University on 04/07/2015
- III. Dr Bijoy Behari Som, Ex President, GB, Cooch Behar College on 11/07/2015

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

a) National –
Nil

b) International –
Nil

c) Other

- ❖ One Departmental seminar jointly organised with Computer Science department on Software Development programme in present scenario on 07/04/2015.
- ❖ Financial Education Workshop Jointly with Commerce Dept. on 20/11/2014.
- ❖ Sales and Distribution of Management on 3/9/2015.
- ❖ An overview on management in organisation on 21/3/2015.
- ❖ Everything is possible in life on 31/10/2015
- ❖ Greek Crisis on 17/12/2015.

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
BBA(1st sem)	57	34	25	9	NA
BBA(3rd sem)	NA	15	9	6	100%
BBA(5th sem)	NA	14	10	4	100%

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
BBA	90%	10%	00

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc? -
No Scope to collect the Data

29. Student progression – (UG to PG)

Year	Against % enrolled	Number
2009-10	Join In MBA	04
2010-11	Join In MBA	10
2011-12	Join In MBA	09
2012-13	Join In MBA	04
2013-14	Join In MBA	01
2014-15	Join In MBA	04

30. Details of Infrastructural facilities -

a) Library :-

Type	Number
Text	230
Reference	115
Journal	01

b) Internet facilities for Staff & Students :-
Yes, Available for Staff & Students

c) Class rooms with ICT facility :-
Yes, ICT Facility available in Class rooms

d) Laboratories :-
One Computer Lab with 8 Computers

31. Number of students receiving financial assistance from college, university, government or other agencies:-
No separate data maintained

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

- ❖ One Departmental seminar jointly organised with Computer Science department on Software Development programme in present scenario on 07/04/2015.
- ❖ Financial Education Workshop Jointly with Commerce Dept. on 20/11/2014.
- ❖ States and Distribution of Management on 3/9/2015.
- ❖ An overview on management in organisation on 21/3/2015.
- ❖ Everything is possible in life on 31/10/2015
- ❖ Greek Crisis on 17/12/2015.

33. Teaching methods adopted to improve student learning –

- ❖ Students are encouraged to explore the internet for various examples relevant to a topic and to use e-journals
- ❖ Students are encouraged to give presentations on different topics.
- ❖ Regular home assignment techniques are extensively used.

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

- ❖ Our students actively participate in NSS works.
- ❖ Our students participate in extension activity.
- ❖ Our passed out students help teachers in the survey based research work.

35. SWOC analysis of the department and Future plans –
Strengths –

- ❖ The BBA department is the only Self-financing department of the college.
- ❖ It is supportive, cooperative, dedicated department to provide quality teaching.
- ❖ It is always careful to about achievements of objectives and mission of the college
- ❖ It is always ready to solve the students' problems.

Weaknesses -

- ❖ The department has only two fulltime faculties.
- ❖ The lack of industrial units in such socio-economic arena some time creates problems in placement.
- ❖ The negligible number of MBA institute is available in this locality to provide quality teaching.

Opportunities –

- ❖ The subject has a lot of opportunity for future career.
- ❖ Students with commerce background get an advantage.
- ❖ The jobs in private sector are more easily achivable by our students.

Challenges -

- ❖ To provide good placement
- ❖ To eliminate diversity among students.
- ❖ To make students more confident.

Future Plan -

- ❖ To introduce MBA programme.
- ❖ To organise seminars.
- ❖ Publication of departmental news letter.
- ❖ To Organise more placement opportunities.
- ❖ To increase social responsibilities of students.

Signature of the HOD
(Sri Sankar Saha)

Date:

._*._*._*._*_

Signature of the Principal

Date:

C-10

Department of History

Evaluative Report

1. Name of the Department : - HISTORY

2. Year of Establishment : - 1970

3. Names of Programmes / Courses offered

(UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :-

PROGRAM	COURSE	DURATION	FULL TIME/ PART-TIME
B.A. GENERAL IN HISTORY	UG	3 YEARS	FULL TIME
B.A. HONOURS IN HISTORY	UG	3 YEARS	FULL TIME

4. Names of Interdisciplinary courses and the departments/units involved

:- NIL

5. Annual/ semester/choice based credit system (programme wise)

:- UG COURSES ANNUAL SYSTEM

6. Participation of the department in the courses offered by other departments

:- NIL

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :

- NIL

8. Details of courses/programmes discontinued (if any) with reasons

:-NA

9. Number of teaching posts

Posts	Sanctioned	Filled
Professors	NA	NA
Associate Professors	0	0
Assistant Professors	02	02
CWTT	0	0
PTT	0	0
Guest Faculty	00	00

- All Posts sanctioned are for entry level, i.e. Assistant Professor, who are promoted to Associate Professor on attaining eligibility (by the screening of University & State Government Education Directorate).

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
DIPANKAR BASU	M. A., Ph D.	ASSISTANT PROFESSOR	ANCINET INDIA	10YRS	NIL
BAPPA MOHANTA	M. A.	ASSISTANT PROFESSOR	MEDIEVAL INDIA	2 YRS	NIL

**11. List of senior visiting faculty :-
NIL**

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

- B.A. (General) -- 00%
- B. A. (Hons.) -- 00%

**13. Student -Teacher Ratio (programme wise) :-
33 : 1**

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

- The entire administrative staff supports the teaching & non-teaching work fully and no department (except the practical based) gets special or separate administrative staff. All of them share according to the work responsibility.

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG. :-

Name of the Faculty Member	Qualification
DR. DIPANKAR BASU	M. A. PH. D
BAPPA MOHANTA	M. A.

**17. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received -
NIL**

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

**18. Research Centre /facility recognized by the University: -
NA**

19. Publications:

* a) Publication per faculty:

DR. DIPANKAR BASU—09

BAPPA MOHANTA—05

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

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database, - International Social Sciences Directory, EBSCO host, etc.)
- Monographs—01
- Chapter in Books—01
- Books Edited—01
- Books with ISBN/ISSN numbers with details of publishers-
- Citation Index
- SNIP
- SJR
- Impact Factor
- h-index

Name	Total publications	Number of papers published in peer reviewed journals (National and International)	Number of publications listed in database	Monographs	Chapters in Books	Books Edited	Books with ISBN /ISSN	E-Lessons	Citation Index
Dr Dipankar Basu	9	6	00	00	1	1	1	00	
Sri Bappa Mohanto	5	3	00	00	3	00	00	00	

20. Areas of consultancy and income generated:- **NIL**

21. Faculty as members in:-

BAPPA MOHANTA: PASHCHIMBANGA ITIHAS SAMAD (LIFE MEMBER)

DIPANKAR BASU: BHARATA VIDYA CHARCHA KENDRA (LIFE MEMBER)

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

22. Student projects: - **NA**

a) Percentage of students who have done in-house projects including inter departmental/programme:-
Nil

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

23. Awards/ Recognitions received by faculty and students. -
NA

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

25. Seminars/ Conferences/Workshops organized & the source of funding. -
a) National -
NIL

b) International -
NIL

c) Departmental -
NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
BA Part-I (Hons)	163	60	55 5	NA
BA Part-II (Hons)	248	53	45 8	83.12
BA Part-III (Hons)	259	85	77 8	90.32

***M->MALE *F->FEMALE**

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.A.	100	00	00

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

- **One (both NET and SET)**

29. Student progression –

- A few students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available.

30. Details of Infrastructural facilities -

a) Library :-

ONE DEPARTMENTAL LIBRARY AND ONE CENTRAL LIBRARY FROM WHERE STUDENTS CAN LEND BOTH TEXT AND REFERENCE BOOKS.

b) Facilities for Staff & Students:-

**DEPARTMENT IS PROVIDED WITH ONE LAPTOP
INTERNET FACILITY IS AVAILABLE FOR THE STUDENT ALSO**

c) Class rooms with ICT facility: -

NIL

**ICT FACILITY: - The Department has no LCD/Overhead Projector of its own.
But the teachers sometimes deliver ppt base lectures by using the LCD projector of the College.**

d) Laboratories: - NIL

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

Data are collected in aggregate form, No departmental provision is there.

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

NIL

33. Teaching methods adopted to improve student learning –

Regular lectures in the class room are supplemented with LCD projectors and PPT

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

Some of the students of the department of History are engaged in NSS activities and teachers also actively participate in NSS Special Camps every year

35. SWOC analysis of the department and Future plans –

Strengths –

- ❖ **Motivated faculty members**
- ❖ **Excellent teacher-student relationship**
- ❖ **Cooperation of the guardians**

Weaknesses -

- ❖ **Insufficient teaching staff**
- ❖ **Excessive student strength**

Opportunities –

- ❖ **Undoubtedly this subject has some dynamic and bright field.**

- ❖ Specially the students from the field of Geography obtaining a great advantage to learn economics as general subject in this college. Such advantage help them to use the scope of Geography in different social and economic

Challenges -

- ❖ Organizing at least one educational tour every year
- ❖ Increasing the number of faculty member
- ❖ Modifying the syllabus with utmost care
- ❖ Increasing the rate of students transition from UG to PG for higher education
- ❖ Increasing the number of books, journals in the library

Future Plan -

- ❖ Enrichment of departmental library with more text books, journals and reference books.
- ❖ Organizing at least one national or international conference/seminar every year
- ❖ Providing at least one model class room for the department.

Signature of the HOD
(Dr Dipankar Basu)

Date:

Signature of the Principal
(Dr P.K. Debnath)

Date:

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C-11

Department of Geography

Evaluative Report

1. Name of the department:

- Geography

2. Year of Establishment:

- 1990 (Gen)
- 1993 (Hons)

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph. D etc.):

- U G (B A Honours)
- U G (B A General)

4. Names of Interdisciplinary courses and the departments/units involved:

- Environmental studies of BA/B.Com/ B.Sc (Honours & General) are taught by Geography Department.
- UGC Career Oriented Programme in Certificate, Diploma and Advanced Diploma Courses in Eco Tourism Management is taught by Geography Department.
- UGC Career Oriented Programme in Certificate, Diploma and Advanced Diploma Courses in Woman Study is taught by Geography Department

5. Annual/ semester/choice based credit system (programme wise):

- All courses are based on Annual Evaluation System; there is no provision of choice based credit system.

6. Participation of the department in the courses offered by other departments:

- UGC Career Oriented Programme, Eco Tourism Management Certificate Course Paper I, II and III are taught by Geography Department.
- UGC Career Oriented Programme, Eco Tourism Management Diploma Course Paper IV, V, VI, VII are taught by Geography Department.
- UGC Career Oriented Programme, Eco Tourism Management Advanced Diploma Course Paper X and XII are taught by Geography Department
- UGC Career Oriented Programme, Women Studies Certificate & Diploma Course are taught by Geography Department

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

Posts	Sanctioned	Filled
Professors	Not Applicable	Not Applicable
Associate Professors	0	0
Assistant Professors	3	2+1 (On Lien)
CWTT	0	0
PTT	0	0
Guest Faculty	2	2

* All Posts sanctioned are for entry level, i.e. Assistant Professor, who is promoted to Associate Professor on attaining eligibility (by the screening of University & State Government Education Directorate).

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience (in Yrs)	No. of Ph. D Students guided for the last 4 Years
Dr. Shasanka Gayen (On Lien)	MA, Ph. D	Assistant Professor	Advanced Geomorphology	13 Years	Nil
Keshab Mondal	MA, B. Ed, Ph. D(Perusing)	Assistant Professor	Environmental Geography	5 Years	Nil
Dr. Tapan Kumar Das	MA, B. Ed, Ph. D	Assistant Professor	Advanced Geomorphology	1	Nil
Debolina Pandit	MA, B. Ed	Guest Teacher	Applied Pedology	3	Nil
Akshay Chandra	MA, B. Ed	Guest Teacher	Applied Pedology	1	Nil

11. List of senior visiting faculty:

- Nil

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

- **B.A. (Honours) 34 % Lecture Based**
- **B.A. (General) 63% Lecture Based**

13. Student -Teacher Ratio (programme wise):

Course	Student Teacher Ratio	No. of student (Check with office Information)	No. of teacher
B.A. (Honours)	1:8	34	4
B.A. (Honours)	1: 12	48	4
B.A. (Honours)	1:8	34	4
B.A. (General)	1:1.2	5	4
B.A. (General)	1:12.5	50	4
B.A. (General)	1:5.75	23	4

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

- Except Teaching Staff Only One Temporary Lab Attended is allotted for the department.

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

Name	Qualification
Dr. Shasanka Gayen	Ph. D
Dr. Tapan Kumar Das	Ph. D
Sri Keshab Mondal	M.A

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

- Nil.

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

- Nil

18. Research Centre /facility recognized by the University:

- Nil

19. Publications:

* a) Publication per faculty

Name	Total publications	Number of papers published in peer reviewed journals (National and International)	Number of publications listed in database	Monographs	Chapters in Books	Books Edited	Books with ISBN /ISSN	E-Lessons	Citation Index
Dr. Shasanka Gayen	12	04	00	03	05	00	00	00	00
Keshab Mondal	12	04	00	00	04	00	00	04	00

Dr. Tapan Kumar Das	07	06	00	01	00	00	00	00	00
Debolina Pandit	00	00	00	00	00	00	00	00	00
Akshay Chandra	00	00	00	00	00	00	00	00	00

20. Areas of consultancy and income generated:

- Nil

21. Faculty as members in:

a) National committees:

b) International Committees:

Nil

c) Editorial Boards:

d) Others (if any):

1. Dr. Shasanka Gayen

- Member of Under Graduate Board of Studies in Geography in North Bengal University since 2013
- Dr. Shasanka Gayen perform as a Coordinator in Dept. of Geography of Cooch Behar Panchanan Barma University since 2013 to till date.
- Member of governing Body Thakur Panchanan Barma University since 2015

2. Keshab Mondal

- Life Member of The Deccan geographical society, Pune (2008-2009).
- Life Member of National Association of Geographers, India, Delhi (2011-2012).
- Life Member of Kanuj Envirotech Pvt. Ltd., Delhi (Since 2013).
- Life Member of Geographical society of north Bengal, Alipurduar, West Bengal (2012-2013).
- Life Member of Indian Society Of Remote Sensing, Dehradun, Uttarakhand (Since 2012).
- Life Member of Practicing Geographers, Kolkata (Since 2012).
- Life Member of Indian association of Air Pollution Control, Delhi (Since 2013)
- Life Member of The Institute of Indian Geographers, Pane(2015-2016

3. Dr. Tapan Kumar Das

- Life member of Institute of Science, Education and Culture (ISEC) (Since 2014)
- Life member of Indian Institute of Geomorphologists (IGI), Allahabad, UP (Since 2014)

22. Student projects:

a) Percentage of students who have done in-house projects including inter departmental/programme:

Nil

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

- Nil

23. Awards/ Recognitions received by faculty and students:

- Keshab Mondal awarded by the Cooch Behar College authority for his Presentation in the International Seminar Organized by 33rd Indian Geography Congress, University of Burdwan, 2011.
- Keshab Mondal awarded by the Cooch Behar College authority for his Presentation in the International Seminar Organized by Indian Institute of Geography, University of Guwahati, 2015
- Dr. Shasanka Gayen awarded by the Cooch Behar College authority for his Presentation in the International Seminar Organized by Kolkata University, 2014.

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

- Prof Subhs Chandra Mukhopadhyay, Ex-Professor, Department of Geography, Kolkata University.

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

a) National:

Nil

b) International:

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A (Honours)		41			NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.A.(Honours)	100%	0%	0%
B.A. (General)	100%	0%	0%

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

- ❖ There is no scope to collect the data, since the college deals only with under graduate courses. From some other sources (Alumni) it is found that so many students are obtained NET/ SET from the department.

Year of Completion of B.A. Part III in This College	Name of the Students	NET/ SET	Present Status
2011	Monoj Debnath	NET JRF, SET	Research Scholar in NEHU
2011	Kousik Dey	NET	Assistant Primary Teacher

2011	Sheuli Ray	NET JRF, SET	Asst. Teacher in Higher Secondary School
2011	Rishikesh Pramanik	NET JRF	
2011	Dayal Murshid	SSC	Asst. Teacher in Higher Secondary School
2011	Soma Roy	SSC	Asst. Teacher in Primary School
2011	Bhaswati Barman	D.M	Block data Entry Operator
2012	Akshay Chanda	NET, SET	Guest Teacher in Cooch Behar College
2013	Soumik Das	NET	
2013	Prasanya Sarkar	NET	

29. Student progression:

- ❖ Most of our students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available.

30. Details of Infrastructural facilities

a) Library:

- ❖ The College Library has a separate dedicated section for the department that is well equipped with textbooks, reference books and periodicals. The collection of books is regularly updated.
- ❖ As well as Departmental Seminar Library also have some textbooks, reference books but not very enrich as requirement.

b) Internet facilities for Staff & Students:

- ❖ Centralized Internet facility is available to staff and students.
- ❖ As well as Department have a separate internet facility for staff and Student but not very enrich.

c) Class rooms with ICT facility:

- ❖ The Department has 1 separate LCD Projector, 1 Overhead Projector and 1 Slide Projector. The department uses pptx base lecture by using the LCD projector of our Department.

d) Laboratories:

- ❖ There is a very well equipped of laboratories in the Department.

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

This data collected by in aggregate form. So the department has no scope to collect the data.

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

- ❖ Prof. Subhas Chandra Mukhopadhyay (Retd.) Calcutta University delivered One Special Lecturer on the topic of Applied and Modern Geomorphology on 14/03/15

33. Teaching methods adopted to improve student learning:

- ❖ Students are encouraged to explore the Internet for various examples relevant to a topic and to use e-journals.
- ❖ Students are encouraged to give presentations on different topics.
- ❖ Regular home assignments.
- ❖ Regular Tutorial Classes.
- ❖ Regular Class Tests.
- ❖ Group Project works.
- ❖ Field trips, visit to various villages and towns are organized college to provide hands on experience to students.

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

- Our students are active members of NSS unit of the college.
- Our students actively participated in the extension activity organized by the college
- Our students and passed students are actively helped the teachers in their survey based Research Project Work.

35. SWOC analysis of the department and Future plans:

STRENGTHS

- The Geography Department is one of important departments of the college and the department is very supportive, cooperative, motivated and dedicated. The department is always careful about the achievements of objectives and mission of the college in a sacred mind.
- The department is always ready to help and guide students and also tried best to tackle their problems on various issues.
- Students from interior blocks of the district (where already colleges exist) and other surrounding of semi-rural areas flock in large numbers in this department and the department is also happy to interact with them.
- We get students with the highest cut-off i.e. high achievers. They are also a motivated and hard-working lot and easy to draft into any new venture. The demand for the course is very high.
- Good mixture of highly experienced teachers who mix traditional and innovative methods to impart knowledge.
- Excellent Laboratory with rich Laboratorial Instruments.

WEAKNESS

- The department has only 3 full time Teachers (1 Leon Basis) and 2 Guest Teachers who has to manage all the B.A. Honours Theoretical and Practical classes, and B.A. General Theoretical and Practical classes.
- Lack of financial grant to enrich further Modern and efficient laboratorial Instruments.
- Number of Class Room for taking Class is not sufficient
- Computer and Internet Facility are not sufficient for students.
- Departmental library is very poor.

OPPORTUNITIES

- This subject has very bright field and dynamic in nature.

- After completion of this course there is a great opportunity to enrich the career for or further study like in the field of Remote sensing and Geographical Information system, Regional Planning, Population Study, Oceanography, Meteorology study etc.
- Academic jobs like School Service Commission, College Service Commission, University Teachers, Indian Civil Service Examination, West Bengal Civil Service examination, Baking Service examination etc. are having some advantage to the students of economic department. So, expansion in this sector may become the opportunity to the students.

CHALLENGES

- To enable the students to get good placements in academic as well non academic Jobs.
- To eliminate the diversity among students by bringing them at an equal level.
- To make our students more confident as many of them belong to first generation learners and lower strata of society and encourage the students to aspire for higher achievements and to empower them to assert themselves in society.

FUTURE PLAN

- Master's course in Geography
- To introduce Remote Sensing GIS course for students.
- Organizing National or international conference or seminar and Workshop for our departmental student knowledge enhancement.
- Providing at least one Smart class room for our department.
- Interaction with other colleges on various platforms.
- Publication of a departmental magazine.
- To inculcate a sense of social responsibility in students.
- Promoting self-learning in students.
- Planning to start free coaching center for UGC-NET, SET and other computer related competitive examination
- Increasing our internet broadband connection from 4Mbps to 8Mbps.

Signature of the HOD
(Sri Keshab Mondal)

Signature of the Principal
(Dr P.K. Debnath)

Date:

._*._*._*._

Date:

Annexure-I

Details of the Publications of Dr. Shasanka Gayen

PUBLISHED PAPERS IN JOURNALS: (04)

SL NO	TITLE WITH PAGE NO:	NAME OF JOURNAL	ISSN NO:	NATURE OF JOURNAL
1	Land Potential of the Basin, West Bengal, pp133-136, Vol-29; no-2, Dec.2006	Institute of Landscape, Ecology and Ekistics	0971-4170	Refereed journal
2	Impacts of pollutants of Kolahat thermal power plants, pp-439-44, Vol-34, No.2, Dec, 2011.	Institute of Landscape, Ecology and Ekistics	0971-4170	Refereed journal
3	Coastal belt water pollution at Vishakhapatnam city, pp-483-486; vol.35; No-1; June-2012	Institute of Landscape, Ecology and Ekistics	0971-4170	Refereed journal
4	Torsa Nadir Bartoman Abasta Kemon Asun Ektu Bhebe Dekhi, pp-9-11; jan-2014	Bhugol o Paribesh	2321-4694	Periodical

PUBLISHED PAPERS IN CONFERENCE/SEMINAR PROCEEDINGS: (05)

SL.NO.	TITLE WITH PAGE NO:	DETAILS OF CONFERENCE PUBLICATION	ISBN NO:
1.	Influences of flood and other problem on socio economic condition of Torsa Basin; pp-130-132	Economy and Society of North Bengal	81-8064-142-2
2.	Contamination of Wet land water, pp-55-64	Global Environment: Contemporary issues and Challenges; Nov.2012	978-81-921382-2-0
3.	Chitmoloh are the emerging issues to Geopolitics at cross border of India Bangladesh, pp-195-198	Environmental changes in Indian sub-continent: A geographical perspective	978-81-921808-3-0
4.	Flood disaster Management in Malda District	Combating Disaster-Perspectives in the New millennium (Ed) (2005)	81-87500-29-8
5.	Why Application of Remote Sensing is Necessary in Geographical Study? Pp-325	Population, Urbanization and Changing State of Environment	978-93-84671-04-4

Publication in News paper

1. Uttar Banga Sambad 15th April, 2013 Topic: “ Use of Resource and Non-Conventional Energy in our modern civilization “.
2. Uttarer Saradin 4th Aug. 2014, Topic: “Why Cooch Behar District is Earth quake Prone?”
3. Ananda Bazar Patrika 24th July 2014, Topic: Earthquake.

Details of the Publications of Keshab Mondal

1. Journal Publication:

Sl. No.	Name of the Journal	ISSN No. & Volume	Date and Year	Name of the Article	Page No.
1	Practicing Geographers	0975-3850	September, 2013	Difficulties in Identifying Today's Geography	191-201
2	The Journal of environment and Research	2347-1816	December, 2013	Indoor Air Pollution From Biomass Combustion and Acute respiratory Infections in children Under 5 year: A case study of Rural Household in Cooch Behar District	4-11
3	The Quest For Fundamental Development	2394-8981	June, 2015	Spatio-Seasonal Variation of Urban Air Pollutants and their relationship with meteorology in Durgapur Industrial Belt, West Bengal	52-65

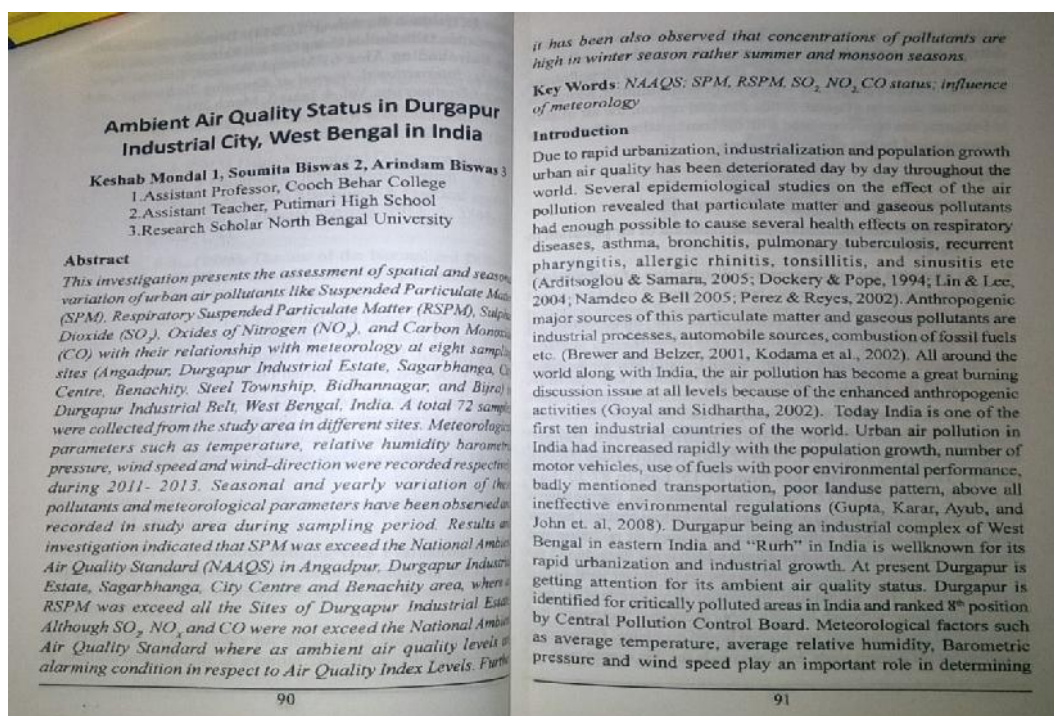
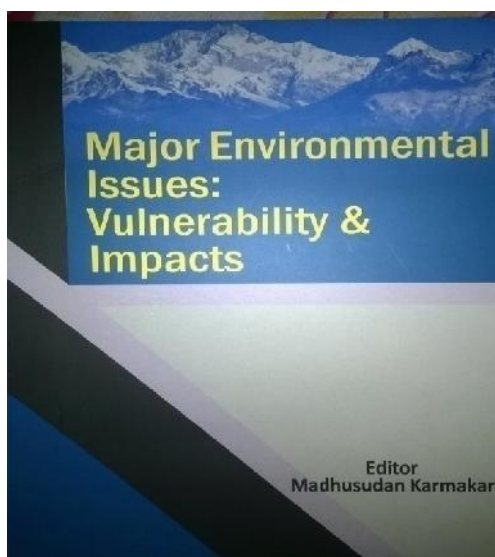
2. Chapters in Books:

Sl. No.	Name of the Edited volume	ISBN No.	Date and Year of Publication	Name of the Articles , Page No.	Publishing house
1.	Applied Geography	978-81-87891-58-1	2012	Ambient air Quality status and its impact on human health: A case study on Angadpur Raturia Industrial Complex, Durgapur, P-147-158	Readers Service , Kolkata
2.	Resource and Development, Issues and Concern	81-8064-252-6	October, 2013	Industrialization and Quality of Air : A Case Study of Durgapur Town, West Bengal, India, P-398-418	Progressive Publishers, Kolkata,
3.	Modern Trends in Social and basic Sciences	978-93-82626-51-9	2015	Spatio-Temporal variation of Ambient Air Quality In Durgapur Industrial Complex, W.B.	Readers Service , Kolkata
4.	Major	978-93-	Sep,2015	Ambient Air Quality	Dept. of

Environmental Issues: Vulnerability & Impacts	84671-30-3		status in Durgapur industrial City, West Bengal in India	Geography, Maynaguri College, Maynaguri.
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Details of the Publications of Dr. Tapan Kumar Das

1. 2008:- Land-claim and Embankment Breaching-A Case Study along the Raimangal, Sundarban. Monograph-I, Changing Scenario of Deltaic Environment, Department of Geography, Calcutta University. pp-84-88 Regd No-26178
2. 2010:- Land reclamation, Drainage Decay and Embankment Breaching-A Case Study along the Raimangal. Indian Journal of Geography and Environment. Vol-11, Nos.1&2 pp19-29 ISSN: 0972-7388
3. 2010:- Stress on Embankment as Negative Feedback in the system of reclaimed Sundarban-A Case Study along the Raimangal. Indian Science Cruiser, vol-24(1). pp24-27 ISSN:0970-4256
4. 2010:- Cognition of the Inter-working of Processes Leading to Embankment Breaching Along the Raimangal, Sundarban. Indian Journal of power and River Valley Development.Vol-60,No-1&2, pp25-34,ISSN:0019-5537
5. 2012:- Managing Embankment Breaching in North East Sundarbans. Proceeding of Seminar 'Community Awareness in Sundaban- Combat Physical & Social Hazard' Acb Publication.pp8-17,ISBN-81-87500-59-X
6. 2014:- Embankment Breaching and Related Hazards-A study through system approach at Indian Sundarbans. Pub in Application of Modern Techniques for the management of Contemporary Environmental Hazards and Disasters. pp 2-15, ISBN : 978-81-929776-0-7
7. 2014:- aila o tar Ananyata. Bhugol O Poribesh. pp23-24, Vol-Aug,2014 ISSN 2321-4694



MODERN TRENDS IN SOCIAL AND BASIC SCIENCES

Editors

Sailen Debnath
Bhaskar Bagchi
Subhra Mishra

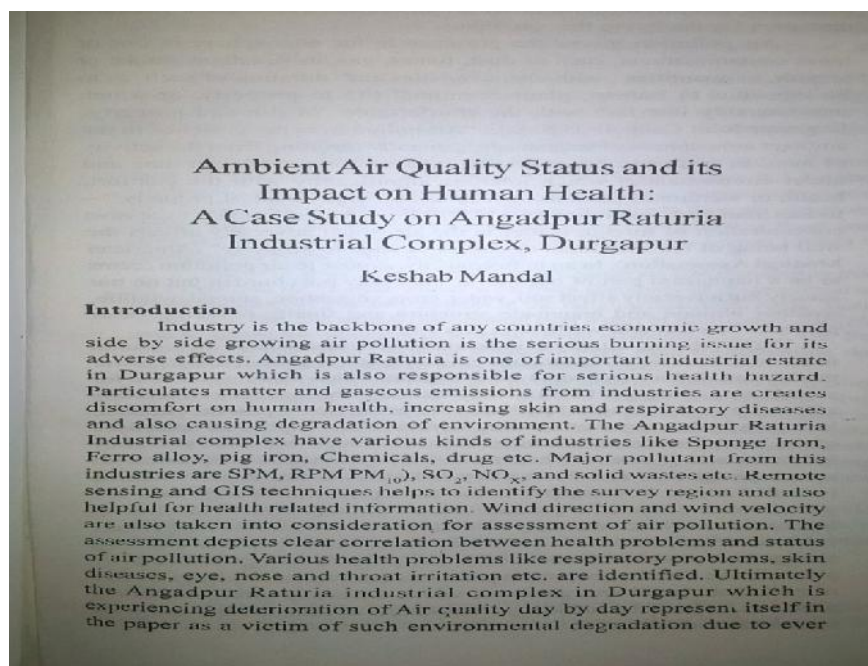
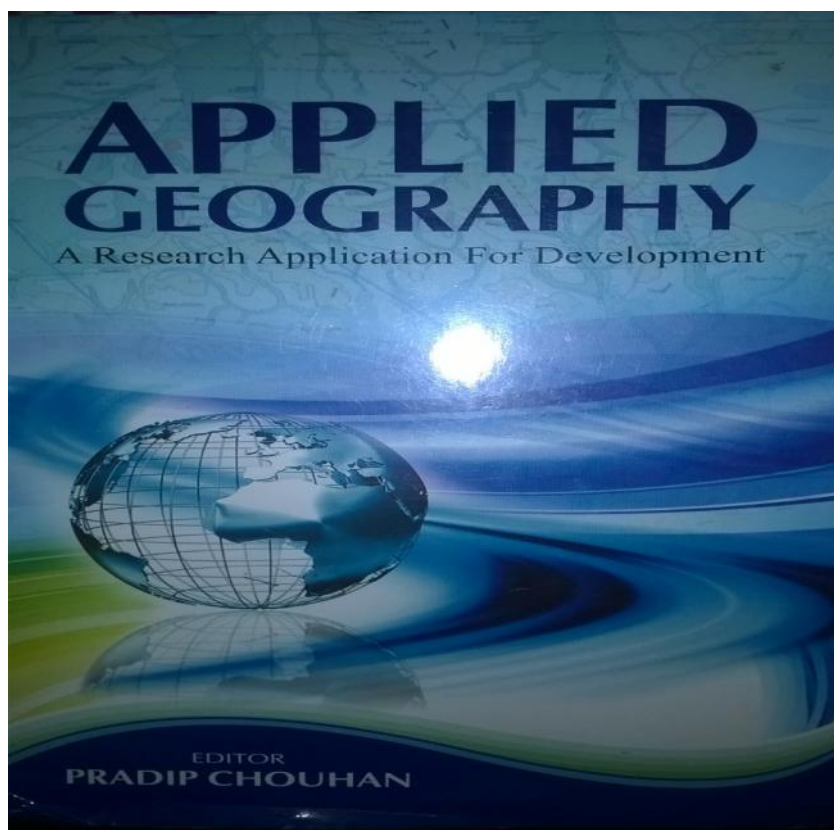
Spatio-Temporal Variation of Ambient Air Quality in Durgapur Industrial Complex, West Bengal, India

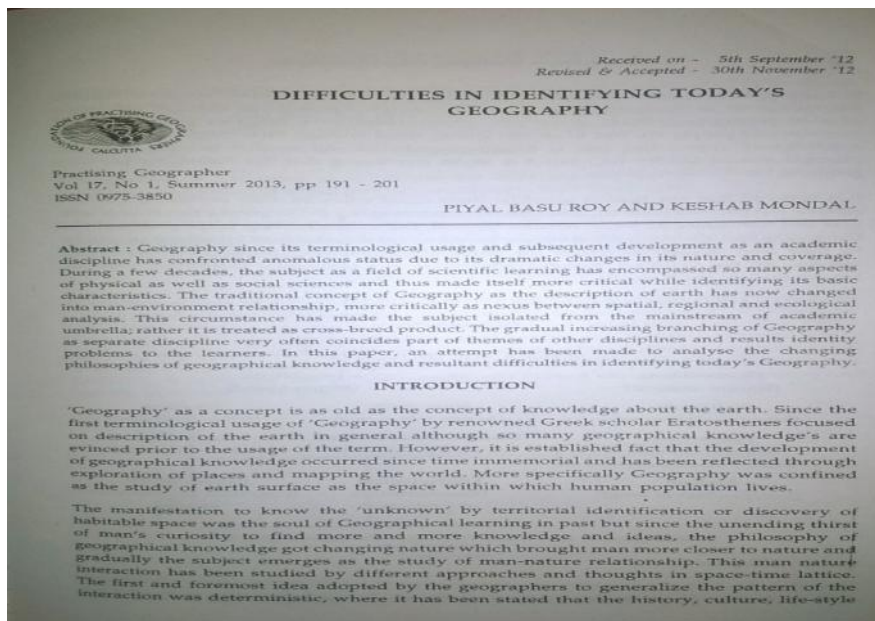
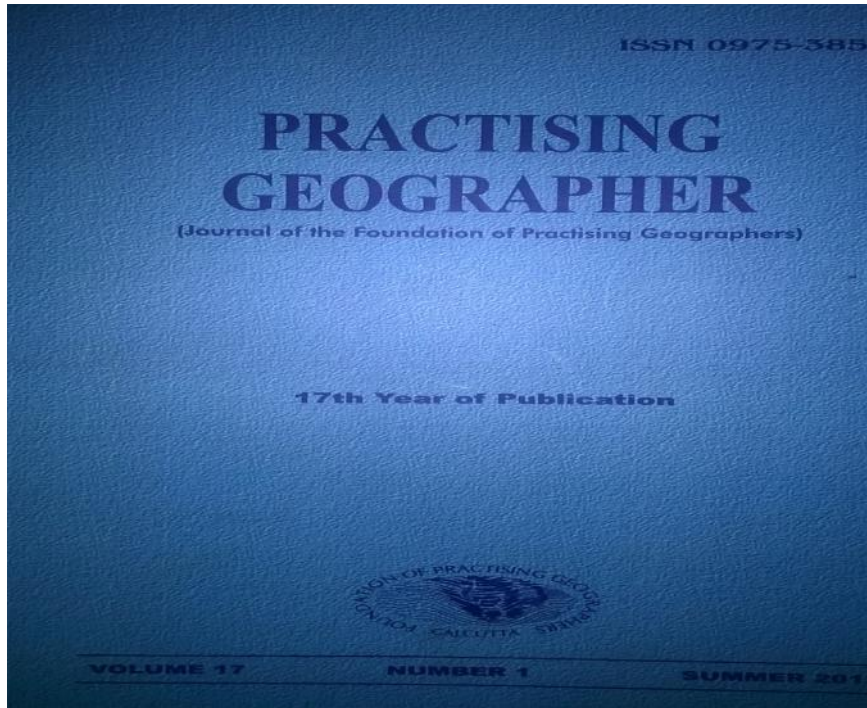
Keshab Mondal

Assistant Professor, Cooch Behar College, West Bengal

Abstract:- This investigation presents the assessment of spatial and temporal variation of Ambient Air Quality with respect to Suspended Particulate Matter (SPM), Respiratory Suspended Particulate Matter (RSPM), Sulphur Dioxide (SO₂), Oxides of Nitrogen (NO_x), and Carbon Monoxide (CO) at eight sampling sites (Angadpur, Durgapur Industrial Estate, Sagarbhanga, City Centre, Benachity, Steel Township, Bidhannagar, and Bijra) in Durgapur Industrial Complex, West Bengal, India. A total 72 samples were collected from study area in different sites. Meteorological parameters such as temperature, relative humidity barometric pressure, wind speed and wind-direction were recorded respectively during 2011-2013. Seasonal and yearly variation of these pollutants and meteorological parameters have been observed and recorded in study area during sampling period. Results and investigation indicated that SPM was exceed the National Ambient Air Quality Standard in Angadpur, Durgapur Industrial Estate, Sagarbhanga, City Centre and Benachity area, where as RSPM was exceed all the Sites of Durgapur Industrial Estate. Although SO₂, NO_x and CO were not exceed the National Ambient Air Quality Standard where as ambient air quality levels are alarming condition in respect to Air Quality Index Levels. Further it has been also observed that concentrations of pollutants are high in winter season rather summer and monsoon seasons.

Key words: SPM, RSPM, SO₂, NO_x, CO, National Ambient Air Quality Standard, Air Quality Index





THE JOURNAL OF ENVIRONMENT AND RESEARCH



FOUNDATION OF SOCIAL SCIENCE RESEARCHER

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INDOOR AIR POLLUTION FROM BIOMASS COMBUSTION AND ACUTE RESPIRATORY INFECTIONS IN CHILDREN UNDER 5 YEAR: A CASE STUDY OF RURAL HOUSEHOLD IN COOCH BEHAR DISTRICT.
MR. KESHAB MONDAL
ASSISTANT PROFESSOR
DEPT. OF GEOGRAPHY
COOCH BEHAR COLLEGE,
COOCH BEHAR,
WEST BENGAL.

ABSTRACT: The solid biomass is a common source of fuel, which is broadly used for cooking in rural households of developing countries of the world. The most of solid biomass fuels are wood, agricultural crops and dung cake etc which are the highly polluted fuel as well as the main source of indoor air pollution in rural areas. The present study was carried out for impact of solid biomass fuel combustion on children under 5 year. It is found that most of diseases are generated from indoor polluted air such as bronchitis, tuberculosis, asthma, eye irritation, adverse pregnancy outcomes, and skin infections, joint pain other respiratory diseases etc. The result depicts a clear correlation between acute respiratory infections in children under 5 years and solid biomass combustion in rural areas of Cooch Behar district, West Bengal. Ultimately the rural household of Cooch Behar District in West Bengal which is experiencing various types of respiratory infections in children below five year represent itself in the paper as a victim of such health degradation due to solid biomass combustion in rural cooking and seeks some remedial measures for declining the problems.

KEY WORDS: Acute respiratory infections, Rural cooking, Rural household and Solid biomass fuel combustion

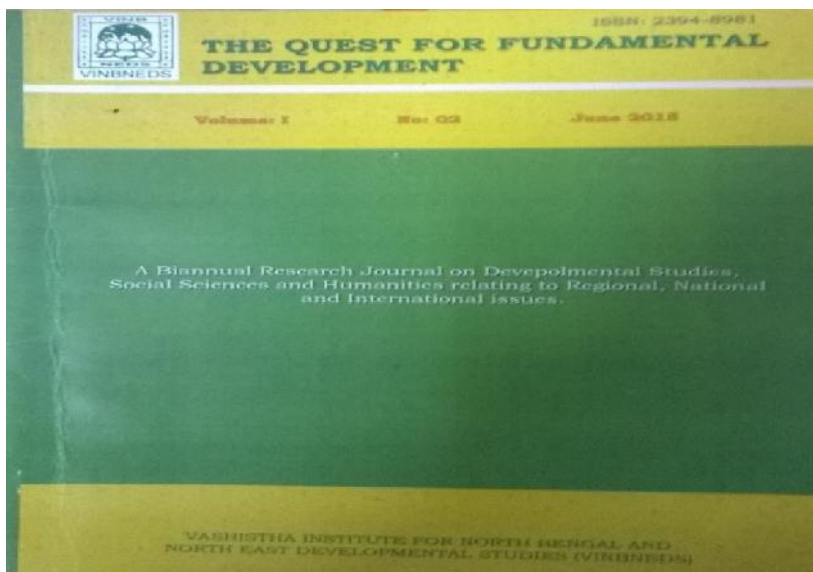
INTRODUCTION

The increasing trend of indoor air pollution coming from combustion of bio-fuel such as wood, agricultural crops and cow dung etc used by rural households in developing countries causes severe health problems especially to the children under five year nearer to his or her mother in rural kitchen. According to World Resource Institute (1999), approximately half of world population and up to 90 % rural households in developing countries are still rely on biomass fuel and about 75% Indian households are also use biomass fuel for cooking. In India about 68.84% population are from rural households where West Bengal the share of rural population is 89.75%. The most of rural households are use biomass combustion as a source of cooking for their daily life. The rural households are basically engaged in primary activities like agriculture, animal resource, dairy farming, labour wages etc and allied activities. Poverty is the dominant factor for use in bio-fuel combustion, but other important factors are traditional beliefs, poor literacy rate, awareness less. In sixteen countries in south and south East Asia over 2 billion people rely on bio-fuel for cooking, space heating and agro processing (United nation 2000). The use of bio-fuel combustion also released pollutants which cause acute health problems especially to women and below five year child, who are present during cooking. The most of diseases like acute respiratory

THE JOURNAL OF ENVIRONMENT AND RESEARCH

4

DECEMBER 2013



The Quest For Fundamental Development Volume: 1 No: 02

Spatio- Seasonal Variation of Urban Air Pollutants and Their Relationship with Meteorology in Durgapur Industrial Belt, West Bengal

Kesab Mandal*

Introduction: Quality of urban air has deteriorated gradually day by day throughout the world due to the rapid urbanisation, industrialisation and population growth. Several epidemiological studies on the effect of the air pollution revealed that some matters and gaseous pollutants are enough to cause several health effects such as respiratory diseases: asthma, bronchitis, pulmonary tuberculosis, recurrent pharyngitis, allergic rhinitis, tonsillitis, and sinusitis etc (Arditsoglou and Samara, 2005; Dockery and Pope, 1994; Lin and Lee, 2004; Namdeo and Bell 2005; Perez and Reyes, 2002). Anthropogenic major sources of these matters and gaseous pollutants are industrial processes, automobile sources, combustion of fossil fuels etc. (Brewer and Belzer, 2001, Kodama et al., 2002).

Around the world inclusive of India, the air pollution has become a burning problem at all levels because of the enhanced anthropogenic activities (Goyal and Sidhartha, 2002). Today India is one of the first ten industrial countries of the world. Urban air pollution in India has increased rapidly with the population growth, number of motor vehicles, use of fuels with poor environmental performance, badly mentioned transportation, poor land use pattern, above all ineffective environmental regulations. (Gupta, Karar, Ayub, and John et. al, 2008). Durgapur is an industrial complex of West Bengal in Eastern India and "Rurh" in India, for its rapid urbanisation and industrial growth. Now a day's Durgapur is getting attention for its ambient air quality status. Durgapur is identified for critically polluted areas in India and ranked 8th position by Central Pollution Control Board. Meteorological factors such as avg. temperature, avg. Relative humidity, Barometric pressure and wind speed rates are mainly determined by meteorological conditions, surface roughness and spatial pattern of different polluted industries. The distribution of air pollutants and their concentrations may vary significantly among Summer, Monsoon and Winter seasons (Tayanc, 2000). For that reason, the air quality in Durgapur has been correlated with the combination of the various meteorological factors.

Objective:

The objective of the present investigation is to study spatial and seasonal variations of ambient air pollutants like Suspended Particulate Matter (SPM), Respiratory Suspended Particulate Matter (RSPM), Sulphur Dioxide (SO₂), Oxides of Nitrogen (NO_x), and Carbon Monoxide (CO). The study using appropriate statistical tools, tries to expose the nature of correlation between air pollutants and various meteorological parameters at the eight monitoring sites in the Durgapur Municipal

[52]

INDIAN JOURNAL OF GEOGRAPHY AND ENVIRONMENT

Registration No. (ISSN 0972-7388)

Volume 11 : 2010



VIDYASAGAR UNIVERSITY
Medinipur, West Bengal, India

Land Reclamation, Drainage Decay and Embankment Breaching – A Case Study along the Raimangal.

Tapan Kumar Das¹ and Ranakrishna Maiti²

Abstract

In Sundarbans, the premature reclamation of islands through erection of embankments closer to the tidal channels excludes the intertidal areas on either sides and thus tide is forced to concentrate within the constricted channels. This reclamation makes the channels hydraulically "narrow" and these are gradually narrowed down. It provokes the complete closure of the interior channels through construction of series of longitudinal and transverse embankment and complete occupying of the channel areas for fishing, cultivation and habitation. The interior channels of Baulia and Fairatani once accommodating huge tidal water of 8326420m³, are presently bouncing back into the parent channel, the Raimangal, causing concentration of energy by increase in the magnitude of tide by 0.43m considering the spread of concentration effect over a distance of 14.5 Km for an average width of 1360m, leading to the breaching in embankments along parent channel. The condition is further deteriorated by mid-channel siltation and development of shoals. The increasing hydraulic head allows an additional 167309 m³ more flood water to enter into the reclaimed area through the breach having 7.65m plan length of curved breach crest, 4.32m height of the tide level from the base of embankment and 4.86m hydraulic head on breach crest at breach channel centerline.

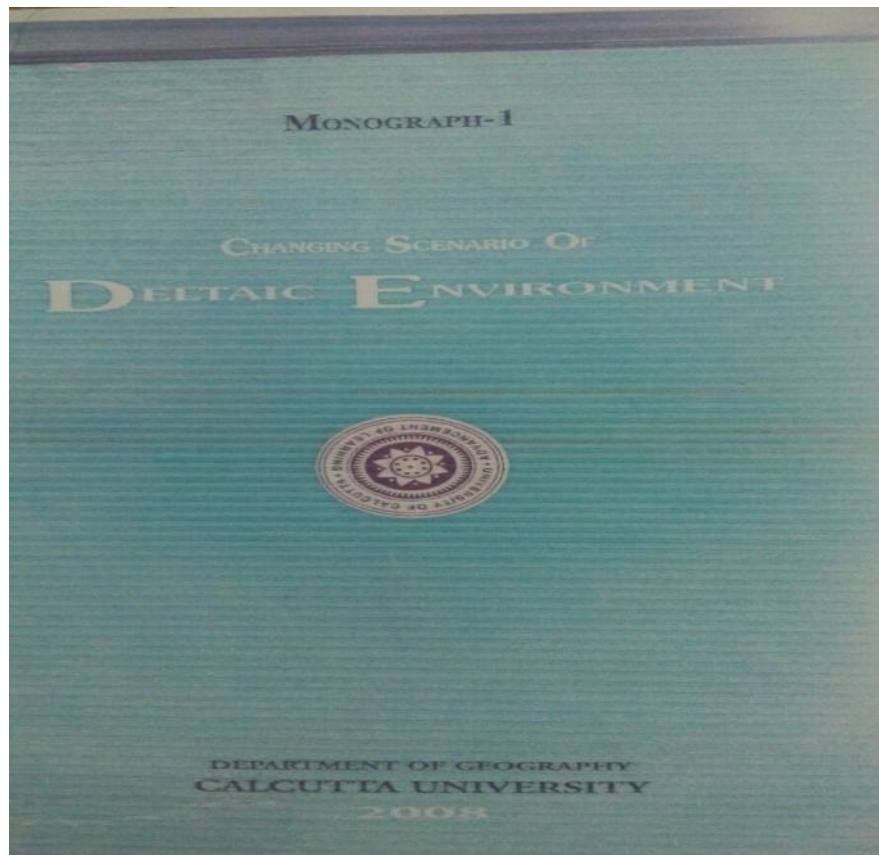
Key Words: Reclamation, Embankment, Water logging, Breaching

1. Introduction:

The improper understanding of the inner working of the processes or lower level of technology and capital available for ambitious and unscientific control over nature may cause potential threat for destruction of civilization.

The process of coastal wetland reclamation has a long history for at least 2000 years usually by enclosing marshes with earthen embankment for providing extra land for agriculture, industry, residences, transport links and recreation (Carter 1995). There is evidence of Romano-British land claim in the Wash and Severn estuary in the UK, where the Dutch perhaps

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² Junior Lecturer, Dept. of Geography & Environment Management, Vidyasagar University, Paschim Medinipur, West Bengal, Pin - 721102.



Land-claim and Embankment Breaching—A case study along the Raimongal, Sundarban.

Ramkrishna Maiti and Tapan Kumar Das*

Introduction

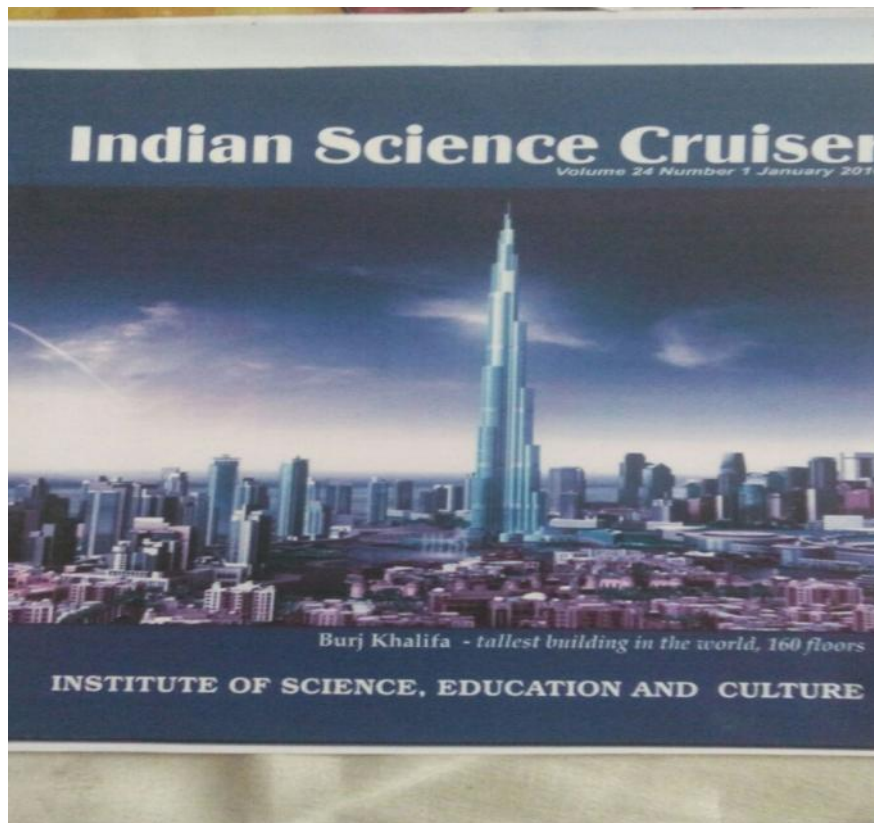
For harnessing the maximum possible land from the premature islands, embankments were constructed close to the channels to restrict tidal water to move only along the channels (Ascoli, F.D., 1921 and Pargiter, F.E., 1934). The second-stage encroachment was done afterwards to occupy more land from the beds of minor creeks like Boalia Gang and Pairatuni located at the north-eastern section of West Bengal part of Sundarban which once used to convey tidal water long into the islands. The present study deals with the possible effects of this second-stage encroachment reflected as increase in tidal magnitude, potentiality of breaching and additional flood discharge through the breach on the embankments along the Raimongal.

The Problem

Land claim from the river bed by construction of series of longitudinal and cross embankments leads to complete choking of channels. Thus tidal water being unable to find their space in inland system, concentrated along the main river, the Raimongal, thus increasing the tidal magnitude and hydraulic pressure to exceed the shear strength leads to Embankment Breaching. The silt, on the other hand, can not find entry in to the interior of island leading to retardation in the rate of growth of islands towards maturity and formation of shoal and thus decreases water holding capacity. This complete choking hinders the interior drainage during rainy season causing water logging.

Increase in the tidal amplitude allows more flood discharge though the breach section to enter into the inhabited island that destroys the property, affects fertility and inevitably transfers the agricultural land to fisheries and invites social tension.

* Senior Lecturer, Department of Geography and Environment Management, Vidyasagar University, Paschim Medinipur



Search & Survey

Stress on Embankment as Negative Feedback in the System of Reclaimed Sundarban – A Case Study along the Raimangal

Tapan Kumar Das, Animesh Majee and Ramkrishna Maiti*

Abstract
In an environment of active delta building through the interaction of hydrologic, atmospheric and tidal processes, the intervention through erection of embankments closer to the tidal channels for reclamation of the inter-tidal areas sets a serious impact on system dynamics which are adjusted through embankment breaching. High tide becomes swifter and higher indicating the potentiality of overtopping and erosion. This reclamation makes the channels hydraulically 'unfit' and those are gradually narrowed down. It provokes in complete closure of the interior channels through construction of series of longitudinal and transverse embankments and completes occupying of the channel areas for fishing, cultivation and habitation. The increased hydraulic head of 0.43m allows an additional 167309 m³ more flood water to enter into the reclaimed area through a representative breach of 7.65m plan length of curved breach crest, 4.32m height of the tide level from the base of embankment and 4.86m hydraulic head on breach crest at breach channel centerline. Geotechnical analysis shows that the embankment materials may get stability at the repose angle of 2° , but in many cases, the slope on the embankment exceeds 50° that indicates absolute internal instability of the materials.

Key Words : Reclamation, Embankment, Tidal Asymmetry, Drainage Decay, Breaching

Introduction
The Land Claim (reclamation) by Romans and Britishers since long past was studied by Goudie (1981), Pye and French (1933b). Carter in 1985 and 1988 studied the variation of tidal dominance, beach erosion and spit depletion at Eastern Ireland as a result of land claim at Dublin Bay. Saeijs (1982) remarks that reclamation along the eastern Scheldt has led to higher tides and increased flood hazards. Coastal land reclamation also leads to tidal passes becoming hydraulically "underfit" so that in time they tend to narrow or even close completely (Carter, 1995). As a consequence of this with relative sea level rise, the increased depth of water along the main channel will eventually allow greater wave activity and increased threat of overtopping (French, 1997). Ascoli (1921) studied the phases of reclamation and the history of human occupancy of sundarbans.

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Cognition of the inter-working of processes leading to embankment breaching along the Raimangal, Sundarbans

RAMKRISHNA MAITI
TAPAN KUMAR DAS
and
ANIMESH MAJEE

Land reclamation at Sundarbans makes the channels hydraulically 'unfit' and those are gradually narrowed down. It provokes in complete closure of the interior channels through construction of series of longitudinal and transverse embankment and complete occupation of the channel areas for fishing, cultivation and habitation. The interior channels of *Bhadra* and *Parvatani* now accommodating brackish water of 0.52642‰ are presently flowing back into the parent channels, the Raimangal, causing concentration of energy to increase in the magnitude of tide by 0.43m considering the spread of concentration effect over a distance of 14.3 km for an average width of 136m, leading to the breaching in embankments along parent channels. Geoscientific analysis shows that the embankment materials may get stability at the repose angle of 2° but in many cases the slope on the embankment exceeds 30° that indicates absolute internal instability of the materials. The consequences of pre-mature reclamation thus act as a negative feedback in an inter-worked system of extreme dynamism that, in turn, increase stress on embankment leading to embankment breaching.

Prologue

Carter in 1983 and 1988 studied the variation of tidal dominance, beach erosion and spit depletion at Eastern Island as a result of land claim at Dublin Bay through interfering long-shore drift. The increase of tidal range and related increase in the chances of "sea-salience overtopping" due to exclusion of inter-tidal areas are unavoidable consequences of reclamation through embankment (French, 1997; Singer et al., Goudie (1981), Eze and French, 1933b). Saeki (1982) remarks that reclamation along the eastern Scheldt has led to higher tides and increased flood hazards. The tide on the lower River Thames in Eastern England has risen by over 1m since 1970, almost twice the rise recorded on nearby coast. Coastal land reclamation makes the tidal creeks hydraulically "underfit", so

that in time they tend to narrow or even close completely (French 1997) which, in turn, provokes complete choking of interior channels. Mukherjee (2002) and Ascoli (1923) studied the phases of reclamation and the history of human occupancy of sundarbans. Interaction of processes in the inter-tidal areas of Sundarbans estuaries is studied by Chakraborty (1991, 2002 and 2005), Maity and Das, 2007, and Bandyopadhyay et al., 1993, 1997A and 1997B. This pre-mature land claim at Sundarbans leads to increase of tidal magnitude and tidal asymmetry that concentrates stress on embankment as a negative feedback to the intervened system at Sundarbans leading to embankment breaching.

The study area

The present work covers the study on the response of reclamation along the Raimangal river traversed by Atappur-Manipur island to the west and Jogajogang island to the east (Fig. 1). The embankments along either side of the Raimangal experience frequent breach and a new embankment (retarded) is constructed leaving some more area in the river side. The breach at any point of the encircling embankment deluges the entire island with saline water and thus people suffers from loss of property and fertility of soil. As the fertility of soil is affected, cultivators have to shift to other jobs or to leave the locality in search of alternate jobs at suburbs of Kolkata.

Objective

Major objective of the present work is to assess the negative feedback in the hydrodynamic system as result of reclamation which, in turn, increases stress on embankment.

Methodology

The process of encroachment into the tidal creeks is studied through structured questionnaire. The years of establishment of the cross embankments are identified both from direct responses and from the average duration of stay of inhabitants lying at the upper reach of respective embankments.

Tidal amplitude and duration is recorded continuously at one hour interval during day time at fixed stations with arbitrary datum and analysed following Goudie (1981), Eze

Messrs. Ramkrishna Maiti, Tapan Kumar Das and Animesh Majee, Dept. of Geography and Environment Management, Vidyasagar University, Paschim Medinipur, West Bengal, 721102. Email: ramkrishna.maiti@vsmu.ac.in

C-12

**Department of Political
Science**

Evaluative Report

1. Name of the department : - **Political Science**

2. Year of Establishment : - **1970 (Gen)
2005 (Hons)**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :- **U.G. (Hons. & 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

Posts	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Assistant Professors	02	01
CWTT	00	00
PTT	01	01
Guest Faculty	01	01

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Dr. Pritha Pandit (Roy Chowdhury)	M.A., M.Phil, Ph.D	Assistant Professor	Public Administration	13 years	Nil
Mr. Suman Pandit	M.A.	PTT	Political Sociology	7 years	NIL
Mr. Ujjal Kumar Das	M.A., M.Phil	Guest Lecturer	Indian Administration	2 years	Nil

11. List of senior visiting faculty :-

Nil

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

no.11

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

1st year (H)— 11 : 1

2nd year (H)—1.33 : 1

3rd year (H)— 2.33 : 1 (According to the data available)

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/PG. :-

PG---ONE;

M.Phil—two;

Ph. D—one

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

19. Research Centre /facility recognized by the University: -

Nil

19. Publications: Eight (Both in Journals & Books; Two in books, one as seminar proceedings and four in journals)

* a) Publication per faculty

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

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

• Monographs

• Chapter in Books

• Books Edited

• Books with ISBN/ISSN numbers with details of publishers

• Citation Index

• SNIP

• SJR

• Impact Factor

- **h-index**

20. Areas of consultancy and income generated :-

Nil

21. Faculty as members in :-

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

One in the editorial board of the journal Quest for Fundamental Development, ISSN No.2394-8981

22. Student projects: -

a) Percentage of students who have done in-house projects including inter departmental/programme:-

Nil

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

Nil

23. Awards/ Recognitions received by faculty and students. -

Nil

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

Nil

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

a)National -

Nil

b) International -

Nil

26. Student profile programme/course wise: Nil

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
BA (Hons) Part-I	155	29	20	9	NA
BA (Hons) Part-II	NA	03	2	1	100%
BA (Hons) Part-III	NA	05	4	1	100%

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
BA (Hons)	100%	00	00

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

29. Student progression –

Student Progression	Against % enrolled
UG to PG	00
PG to M. Phil.	00
PG to Ph. D	00
Ph. D to Post-Doctoral	00
Employed	00
• Campus Selection	
• Other than Campus recruitment	
Entrepreneurship/self employment	00

30. Details of Infrastructural facilities -

a) Library :-

No of total books: 934

b) Internet facilities for Staff & Students :-

Yes

c) Class rooms with ICT facility :-

No

d) Laboratories :-

NA

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

NA

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

NA

33. Teaching methods adopted to improve student learning –

Tutorial classes are taken

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

Our students actively participate in NSS & Extension activities.

35. SWOC analysis of the department and Future plans:

STRENGTHS

- The department is always ready to help and guide students and also tried best to tackle their problems on various issues.
- Students from interior blocks of the district (where already colleges exist) and other surrounding of semi-rural areas flock in large numbers in this department and the department is also happy to interact with them.
- Good mixture of highly experienced teachers who mix traditional and innovative methods to impart knowledge.

WEAKNESS

- Number of Class Room for taking Class is not sufficient

- Computer and Internet Facility are not sufficient for students.

OPPORTUNITIES

- This subject has very bright field and dynamic in nature.
- Academic jobs like School Service Commission, College Service Commission, University Teachers, Indian Civil Service Examination, West Bengal Civil Service examination, Baking Service examination etc. are having some advantage to the students of economic department. So, expansion in this sector may become the opportunity to the students.

CHALLENGES

- To enable the students to get good placements in academic as well non academic Jobs.
- To eliminate the diversity among students by bringing them at an equal level.
- To make our students more confident as many of them belong to first generation learners and lower strata of society and encourage the students to aspire for higher achievements and to empower them to assert themselves in society.

FUTURE PLAN

- Master's course
- Organizing National or international conference or seminar and Workshop for our departmental student knowledge enhancement.
- Interaction with other colleges on various platforms.
- To inculcate a sense of social responsibility in students.
- Promoting self-learning in students.

Signature of the HOD
(Dr Pritha Pandit Roy Chowdhury)

Date:

Signature of the Principal
(Dr P.K.Debnath)

Date:

**ANNEXURE: RESEARCH PUBLICATION OF DR PRITHA PANDIT
ROYCHOWDHURY (Political Science)**

- **Journal Publication**

1. *Journal of Integrated Research & Development*, ISSN No. 2278-8670, Vol.2, N0.2, April,2013, Swami Vivekananda- Ek Ananya Byaktittwa, pp11-14
2. *Victorian Journal of Arts*, 0975-5632, Issue VII, No.1, September, 2014, *The Problems and Prospects of the Self-Help Groups: A Study in a Gram Panchayat of a Backward District in North Bengal*, pp 73-76
3. *The West Bengal Political Science Review*, ISSN No. 2230-8296, Vol. XVII, No. 1&2, 2014, *The Forest and Traditional Forest Dwellers in India—The Changing Views of the Indian Policy Makers*, pp. 231-240 (Jointly with Prof. Chandrasekhar Pandit)
4. *The Quest for Fundamental Development*, ISSN No. 2394-8981, Vol.1 No. 2, June, 2015, *The Protection of Women from Domestic Violence and the Empowered Women in India*, pp 7-12 (Jointly with Prof. Chandrasekhar Pandit)

- **Conference Proceeding Publication**

1. *Modern Trends in Social and Basic Sciences*, ISBN. 97893-82623-51-9, 2015, *Protection or Empowerment of Women?—a Contradiction in Government Policy*, pp-856-864

- **Contributing Chapter in edited Volume**

1. *Wealth and Welfare*, 81-903917-0-4, 2012, *Political Empowerment of Women at the Grass-root Level: A Study of Atharokhi Gram Panchayat of Darjeeling District,(Co-Writer)*, pp-53-61, VINBNEDS.
2. *Vivekananda O Bangla Sahitya*(ISBN 978-81-924184-2-1) : Swami Vivekananda ebang Bangla Gadya, pp. 157-160

C-13

Department of Economics

Evaluative Report

1. Name of the department:

- Economics

2. Year of Establishment:

- 1970 (Gen)
- 2004 (Hons)

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph. D etc.):

- U G (B A Honours)
- U G (B A General)

4. Names of Interdisciplinary courses and the departments/units involved:

- Nil

5. Annual/ semester/choice based credit system (programme wise):

- All courses are based on Annual Evaluation System; there is no provision of choice based credit system.

6. Participation of the department in the courses offered by other departments:

- Economics Principle Paper of B.B.A is taught by Economics Department.
- Women Development and Society paper of Women Studies (Career Oriented Programme) is taught by Economics Department.

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

Posts	Sanctioned	Filled
Professors	NA	NA
Associate Professors	Nil	Nil
Assistant Professors	2	1
CWTT	0	0
PTT	0	0
Guest Faculty	0	0

* All Posts sanctioned are for entry level, i.e. Assistant Professor, who are promoted to Associate Professor on attaining eligibility (by the screening of University & State Government Education Directorate).

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience (in Yrs)	No. of Ph.D Students guided for the last 4 Years
Dr. Subhasis Bhattacharya	M.Sc, Ph. D	Assistant Professor	Health Economics, Econometric & Statistics	15 Years	Nil

11. List of senior visiting faculty:

- Nil

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

- B.A. (Honours) -- 0 % Lecture Based
- B.A. (General) -- 0% Lecture Based
- B.Com. (Honours) -- 0% Lecture Based
- B.Com. (General) -- 0% Lecture Based
- B.B.A. -- 55 % Lecture Based

13. Student -Teacher Ratio (programme wise):

Course	Student Teacher Ratio
B.A. (General)	36:1

* The number of students applied for Economics Honours is decelerating over the year. It is not only happen in Cooch Behar district, but also in other districts West Bengal. The probable causes behind such deceleration are multi-dimensional. Surely, within the state the scope of such subject becomes limited and may be some subjective restrictions are also there. For better understanding of the scenario a comparison chart shown below among different colleges in Cooch Behar districts in the academic session 2014-15.

Name of the College	No of Students Applied (2014-15)	No of students Admitted (2014-15)
Cooch Behar College	17	01
A.B.N. Seal College	26	04
University B.T & Evening College	00	00
Dinhata College	15	00

Tufanganj Mahavidlaya	00	00
-----------------------	----	----

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

- The entire administrative staff supports the teaching & non-teaching work fully and no department (except the practical based) gets special or separate administrative staff. All of them share according to the work responsibility.

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

Name	Qualification
Dr. Subhasis Bhattacharya	M.Sc, Ph. D

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

- Dr Subhasis Bhattacharya received one Minor research Project on the Topic " The broken linkages of Maternal Healthcare: A Search in Forest Villages of Jalpaiguri District of West Bengal" Sponsored by UGC during February 2015 with project cost Rs 2.20 Lakh. (Copy attached in Annexure-I)

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

- Dr Subhasis Bhattacharya received one Minor research Project on the Topic "Health efficiency estimation: A study on Cooch Behar district" Sponsored by UGC during August, 2011with project cost Rs 1.10 Lakh. The Report of the Project already Submitted to UGC. (Copy attached in Annexure-II)
- Dr Subhasis Bhattacharya received one Major research Project on the Topic "Health seeking behaviour and Provider's efficiency status: A comparative study between Cooch Behar and Jalpaiguri district of West Bengal" Sponsored by ICSSR during February, 2013with project cost Rs 6.0 Lakh. The Report of the Project already Submitted to ICSSR. (Copy attached in Annexure-III)

18. Research Centre /facility recognized by the University:

- Nil

19. Publications:

* a) Publication per faculty

Name	Total publications	Number of papers published in peer reviewed journals (National and International)	Number of publications listed in database	Monographs	Chapters in Books	Books Edited	Books with ISBN /ISSN	E-Lessons	Citation Index
Dr Subhasis Bhattacharya	21	04	00	01	14	02	00	03	

* Details of Publications: Copy attached in Annexure IV

20. Areas of consultancy and income generated:

- Dr Subhasis Bhattacharya participated (Jointly with Dr P. K. Debnath, presently our Principal) to prepare A Survey Report of backward villages of Cooch Behar Sponsored by District Administration, Govt. of West Bengal during August, 2008. The amount of such consultancy work was Rs 0.5 Lakh. The Report of the Survey Project already submitted to approve authority. (Copy attached in Annexure-V)
- Dr Subhasis Bhattacharya selected as a nodal officer (of Cooch Behar District) to conduct a Survey works on Old age, Widow & Disability Pension in West Bengal. Such work will be going to be organized under SSSP for Cooch Behar District in August, 2015. Bureau of Applied Economics and Statistics Department, Govt. of West Bengal sanction the Project. The work is still ongoing. (Copy attached in Annexure-VI)

21. Faculty as members in:

a) National committees:

Nil

b) International Committees:

Nil

c) Editorial Boards:

- Dr Subhasis Bhattacharya perform as an Associate Editor of the Journal "Uttarprasaᅅga" ISSN 2348-2036 since 2013(Copy attached in Annexure-VII)

d) Others (if any):

Dr Subhasis Bhattacharya

- Life Member of Indian Society of Labour Economics (Since 2006).
- University Nominee in the Governing Body of Dinhata College (2013-2015).
- University Nominee in the Governing Body of Dinhata College (2015 and onwards).
- Member, Cultural Sub-Committee, District Book Fair Committee, Cooch Behar (2011).

22. Student projects:

a) Percentage of students who have done in-house projects including inter departmental/programme:

- 22%

* One in house project is continuing regarding the economic and educational background of the college students, who studied during the 2015-16 academic year in honours course. The project was already sanctioned by the Research Committee and the survey work still continuing.

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

- Nil

23. Awards/ Recognitions received by faculty and students:

- Dr Subhasis Bhattacharya awarded by the Cooch Behar College authority for his Presentation in the International Seminar Organised by Indian Institute of Management, Calcutta, 2012.
- Dr Subhasis Bhattacharya awarded by the Cooch Behar College for his participation and presentation in the International Conference at Sikkim University, 2015.

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

- Prof Indrajit Roy, Vice Chancellor, Cooch Behar Panchanan Barma University, Ex-Professor, Department of Commerce, University of North Bengal visited the department on 01/04/2013.
- Prof Anil Bhumali, Vice Chancellor, Raiganj University, Ex-Professor, Department of Economics, University of North Bengal visited the department on 01-04-2013

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

a) National:

- One National Seminar Jointly Organised with Commerce department on Thoughts of Swami Vivekananda in Present Economic Scenario during 31-03-2013 to 01-04-2013 at Cooch Behar College. The seminar funded by UGC and the eminent personalities like Swami Atmapriyanandaji Maharaj, Vice Chancellor, Belur University was the keynote addresser. The output of such seminar also published in the form of an edited volume.
- Economics department organised one Invited Lecture by Sri Debabrata Chaki, Eminent Journalist, Senior Fellow, Ministry of Culture, Govt. of India on Indo-Bangladesh Enclaves: Origin, Shifting dimensions and present quandaries on 09-10-2014. The funding source was the host institution, i.e. Cooch Behar College. The department documented the output of the seminar.
- One National Seminar Organised on Economy and Societies of North Bengal during 1-4-2004 to 3-4-2004 at Cooch Behar College. The seminar was funded by UGC. The output of such seminar published in the form of edited volume.

b) International:

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A (Gen)	NA	91	69	22	NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.A. (General)	100%	00%	0%

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

- ❖ There is no scope to collect the data, since the college deals only with under graduate courses. From some other sources (Alumni) it is found that Poulumi Ghatak (Pass-out of 2012) obtained NET from the department.

29. Student progression:

- ❖ Many of our students have successfully qualified for post-graduate programmes in various universities. However, the exact data on student progression from UG to PG and other higher studies is not available.

30. Details of Infrastructural facilities

a) Library:

- ❖ The College Library has a separate dedicated section for the department that is well equipped with textbooks, reference books and periodicals. The collection of books is regularly updated.

b) Internet facilities for Staff & Students:

- ❖ Centralized Internet facility is available to staff and students.

c) Class rooms with ICT facility:

- ❖ The Department has no separate LCD / Overhead Projector. But frequently the department uses pptx base lecture by using the LCD projector of the College Office.

d) Laboratories:

- ❖ There is no scope of laboratories in the subject.

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

The College sanctions free studentships (Half Free/Full Free) to 20% of total admitted students. Besides students also get scholarships for SC/ST/Minority from Govt.

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

- ❖ Nil

33. Teaching methods adopted to improve student learning:

- ❖ Students are encouraged to explore the Internet for various examples relevant to a topic and to use e-journals.
- ❖ Students are encouraged to give presentations on different topics.
- ❖ Regular home assignments

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

- Our students are active members of NSS unit of the college.
- Our students actively participated in the extension activity organised by the college.
- Our students and passed students are actively helped the teachers in their survey based Research Project Work.

35. SWOC analysis of the department and Future plans:

STRENGTHS

- The Economics Department is one of the oldest department of the college and the department is very supportive, cooperative, motivated and dedicated. The department is always careful about the achievements of objectives and mission of the college in a sacred mind.

- The department is always ready to help and guide students and also tried best to tackle their problems on various issues.
- The greatest strength of the Economics Department is that we have a Principal who is from the Department; is extremely well read and is a very committed and conscientious teacher. He is a role model especially for the faculty because they feel that they have to emulate her and live up to her expectations.
- Students from interior blocks of the district (where already colleges exist) and other surrounding of semi-rural areas flock in large numbers in this department and the department is also happy to interact with them.

WEAKNESS

- The department have only one full time teacher who has to manage all the B.A. class, B.Com Class.
- As mentioned above (Question No 13) the demand for the subject is reducing every year. Hence, the crisis of Honours students persist in the department and the department forcedly satisfied itself by sharing knowledge with B.Com and B.B.A department.
- The minimum criterion to take Economics as a Honours according to our mother University is that you have qualified marks in Mathematics in the 10+2 level. These may be another reason that for which department becomes closed to the bright Arts background qualified students of 10+2 level.
- Lack of space and proper infrastructure.

OPPORTUNITIES

- Undoubtedly this subject has some dynamic and bright field.
- Specially the students from the field of Geography obtaining a great advantage to learn economics as general subject in this college. Such advantage help them to use the scope of Geography in different social and economic
- The jobs like Indian Civil Service Examination, West Bengal Civil Service examination, Baking Service examination etc. are having some advantage to the students of economic department. So, expansion in this sector may become the opportunity to the students.

CHALLENGES

- To enable the students to get good placements in industries.
- To eliminate the diversity among students by bringing them at an equal level.
- To make our students more confident as many of them belong to lower strata of society and encourage the students to aspire for higher achievements and to empower them to assert themselves in society.

FUTURE PLAN

- **Master's course in Economics.**
- **More interactive seminars.**
- **Interaction with other colleges on various platforms.**
- **Publication of a departmental magazine.**
- **To inculcate a sense of social responsibility in students.**
- **Promoting self-learning in students**

**Signature of the HOD
(Dr. Subhasis Bhattacharya)
Date:**

**Signature of the Principal
(Dr P.K. Debnath)
Date:**

RESEARCH PUBLICATION DETAIL OF DR SUBHASIS BHATTACHARYA

Annexure-I

Dr Subhasis Bhattacharya received one Minor research Project on the Topic " The broken linkages of Maternal Healthcare: A Search in Forest Villages of Jalpaiguri District of West Bengal" Sponsored by UGC during February 2015 with project cost Rs 2.20 Lakh.

➤ Scanned Sanctioned letter of the Project is attached below

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
1, B.B. Road, 1st Floor, Kolkata - 700 016
Phone : 033 2334 8742
033 2334 8844
Fax : 033 2334 8844

F.No.PHW.16244-15(ERO) Date: 03.02.2015

To
The Principal
Cooch Behar College,
Kangra Road, Cooch Behar,
West Bengal-726101.

Subject: Approval of Financial Assistance to Dr./Mr./Ms. Subhasis Bhattacharya, Department of Economics, of your College for Minor Research Project.

Sir/Madam,

1. The University Grants Commission has approved the proposal of Minor Research Project, as above, of your College, as per the recommendations of the Expert Committee and has also approved an allocation of Rs.220000/- for the project as per details given below:

Non-Recurring Items :		Amount (in Rupees)
a.	Books and journals	40000
b.	Equipment	70000
Recurring Items :		
c.	Travel and Field Work	80000
d.	Hiring Services	18000
e.	Chemicals and Consumables	0
f.	Contingency (including special needs)	15000
Total :		220000

2. The terms and conditions of the grant will be as per the Guidelines of the scheme.

3. A sanction letter (100% of non-recurring and 50% of recurring grant) is enclosed herewith.

4. The College is requested to submit 'Acceptance Certificate', duly signed by the Principal and the Principal Investigator.

5. The date of implementation will be the date of receipt of the first demand draft by the College and may be intimated in the Acceptance Certificate. The tenure of the Project will be twenty four months for all subjects.

Yours faithfully,
(Dr. G. Bhowmik)
Joint Secretary

Copy forwarded for information & necessary action to:
1. The Registrar, North Bengal University
2. The Director, Department of Higher Education, Government of West Bengal
3. Dr./Mr./Ms. Subhasis Bhattacharya, Department of Economics
4. Guard file

Prof. S. Bhattacharya
Principal Investigator

Annexure-II

Dr Subhasis Bhattacharya received one Minor research Project on the Topic "Health efficiency estimation: A study on Cooch Behar district" Sponsored by UGC during August, 2011 with project cost Rs 1.10 Lakh. The Report of the Project already Submitted to UGC.

➤ Scanned Sanctioned letter and Scanned first page of the Project Output are attached below

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
1, B.B. Road, 1st Floor, Kolkata - 700 016
Phone : 033 2334 8742
033 2334 8844
Fax : 033 2334 8844

No. F.PHW.135/11-12 (ERO) Date: 08.08.2011

To
The Principal
Cooch Behar College
West Bengal

Subject: Approval of financial assistance to Dr./Mr./Ms. Subhasis Bhattacharya, Economics, of your College for Minor Research Project.

Sir/Madam,

1. The University Grants Commission has approved the Minor Research Project proposal, as above, of your College, as per the recommendations of the Expert Committee and has also approved an allocation of Rs.110000/- for the project as per details given below:

Non-Recurring Items :		Amount (in Rupees)
a.	Books and journals	20000
b.	Equipment	20000
Recurring Items :		
c.	Travel and Field Work	30000
d.	Hiring Services	0
e.	Chemicals and Consumables	0
f.	Contingency (including special needs)	10000
g.	Institutional Overheads (10% of above)	10000
Total :		110000

2. The terms and conditions of the grant will be as per the Guidelines of the scheme.

3. A sanction letter (100% of non-recurring and 50% of recurring grant) is enclosed herewith.

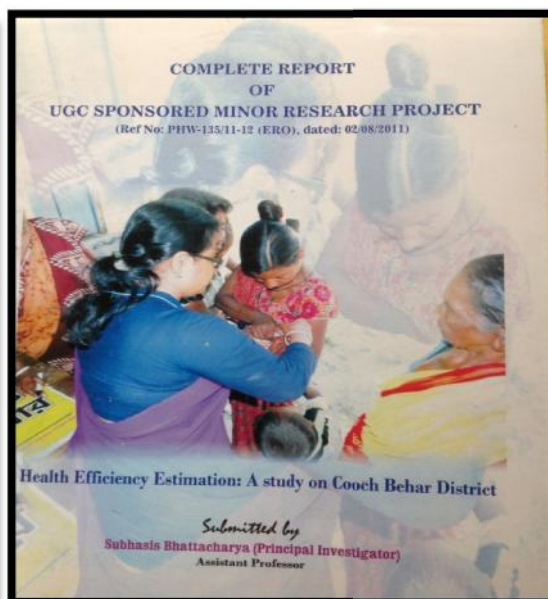
4. The College is requested to submit 'Acceptance Certificate', duly signed by the Principal and the Principal Investigator.

5. The date of implementation will be the date of receipt of the first demand draft by the College and may be intimated in the Acceptance Certificate. The tenure of the Project will be eighteen months for Humanities and Social Science subjects and twenty four months for Science subjects.

Yours faithfully,
(Dr. Ratnabati Bhowmik)
Joint Secretary

Copy forwarded for information & necessary action to:
1. The Registrar, North Bengal University
2. The Director of Public Institutions (Higher Education), Govt. of West Bengal
3. Dr./Mr./Ms. Subhasis Bhattacharya, Economics
4. Guard file

(Dr. Ratnabati Bhowmik)
Joint Secretary



Annexure-III

Dr Subhasis Bhattacharya received one Major research Project on the Topic "Health seeking behaviour and Provider's efficiency status: A comparative study between Cooch Behar and Jalpaiguri district of West Bengal" Sponsored by ICSSR during February, 2013 with project cost Rs 6.0 Lakh. The Report of the Project already Submitted to ICSSR.

- *Scanned Sanctioned letter and Scanned first page of the Project Output are attached below*



Annexure-IV

Details of the Publications of Subhasis Bhattacharya

3. Journal Publication:

- Journal of Regional Economic Studies, ISSN- 2319-2542, Volume-IV, Year-2013, Article "MCH Care Hurdles & Realities: A Snapshot from Jalpaiguri District". (*Copy attached at the end of this Annexure*)
- Uttarprasaᅅga, ISSN-2348-2036, Year-2013, Article "Begging Profession: District level Discussion on Cooch Behar". (*Copy attached at the end of this Annexure*)
- Geo-Analyst, ISSN- 2249-2909, Vol-4, Issue-1, Year-2014, Article "A Study on Involvement and Referral Behaviour of Rural Unqualified Medical Practitioner (RMP) at Western Dooars part of Jalpaiguri District: The Torch Bearer of Health Services". (*Copy attached at the end of this Annexure*)
- Journal of Geo-environmental Society, ISSN-2277-6141, Vol-3, Issue-2, Article "Environment and its impact on man: A threat to the poor people of Western Dooars". (*Copy attached at the end of this Annexure*)

4. Book Publication:

- Name of the Book- Economy and Society of North Bengal; Category- Edited Volume; ISBN-81-8064-142-2; Year-2008, February; Publisher- Progressive Publisher, Kolkata. (*Copy attached at the end of this Annexure*)

- Name of the Book- Thoughts of Swami Vivekananda in Present Economic Scenario; Category- Edited Volume; ISBN- 978-93-84671-20-4; Year- 2015 (Expected); Publisher- Cooch Behar College. *(Copy attached at the end of this Annexure)*
- Name of the Book- Efficiency Dimension of Primary Health facilities: A district level study; Category- Reference for Health research; ISBN- In press; Year- 2015 (Expected) *(Copy attached at the end of this Annexure)*

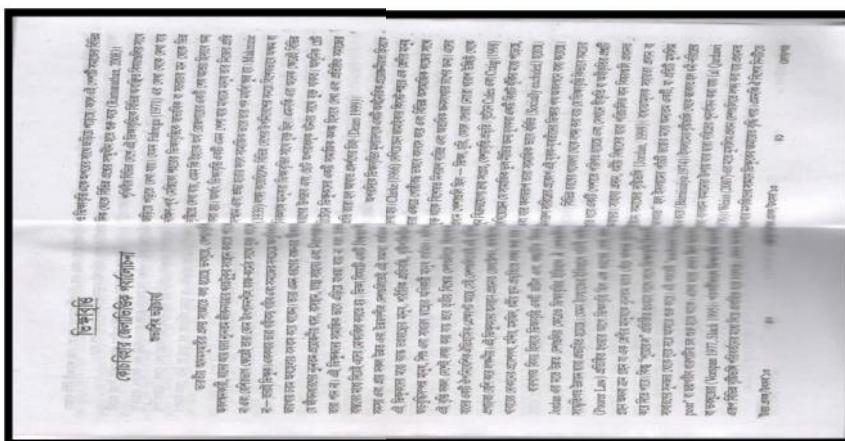
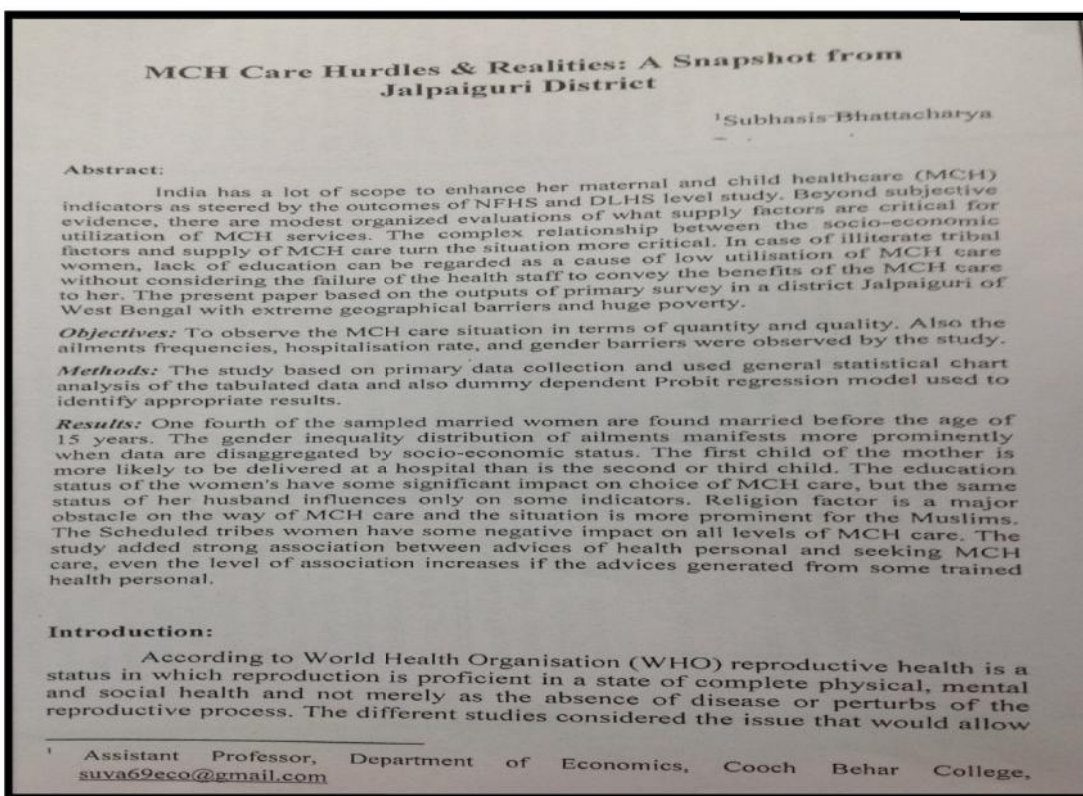
3. Chapters in Books:

- Name of the edited Volume: Economy and Society of North Bengal; ISBN- 81-8064-142-2; Year-2008, February; Article- Agro-based food processing Industry in North Bengal: Problems and Prospects; Publisher-Progressive Publisher, Kolkata. *(Copy attached at the end of this Annexure)*
- Name of the edited Volume: Rural out-migration in India: Problems and Prospects; ISBN- 978-81-926968-0-5; Year- 2013; Article- "Health Migration Synthesis: A Comparative study in Western Dooars of Jalpaiguri District" ; Publisher-Sitalkuchi College, Cooch Behar. *(Copy attached at the end of this Annexure)*
- Name of the edited Volume: Rural Development: Challenges and Opportunities; ISBN- 978-81-927059-0-3; Year- 2013; Article- "Hurdles to access immunisation services: A search for child immunisation scenario in Cooch Behar district, West Bengal"; Publisher- Geographical Society of North Bengal. *(Copy attached at the end of this Annexure)*
- Name of the edited Volume: Women empowerment through education in India: Benefits and Barriers; ISBN- 978-81-86772-76-8; Year- 2015; Article- "Women reproductive health: A study of male perception in Jalpaiguri district of West Bengal"; Publisher- New Academic Publisher, New Delhi. *(Copy attached at the end of this Annexure)*
- Name of the edited Volume: North Bengal development Perspective; ISBN- 978-93-81757-12-3; Year- 2014; Article- "Performance of the primary health centres of Jalpaiguri district: An Analysis in terms of Technical Efficiency"; Publisher- Department of Economics, NBU. *(Copy attached at the end of this Annexure)*
- Name of the edited Volume: Population Urbanisation and changing state of environment; ISBN- 978-93-84671-04-4; Year- 2014; Article- "A study on Healthcare infrastructure for Women and its impact on women health in Cooch Behar District: A District Level Analysis"; Publisher- NSPS. *(Copy attached at the end of this Annexure)*
- Name of the edited Volume: "Politics of Exclusion and Inclusions in India: Constructing complexities and commonalities"; ISBN- In Press; Year- In Press; Article- Health Policy from an inclusive framework; Publisher- Rawat Publisher, New Delhi. *(Copy attached at the end of this Annexure)*
- Name of the edited Volume: Theory and Practice Human rights: The Indian Context; ISBN- In Press; Year- 2015 (Probable); Article- "How certain is the availability of

referral transport system during ailments episode: A comparative study in terms of Nischay Jan performance in Jalpaiguri and Cooch Behar districts of West Bengal"; Publisher- New Academic Publisher, New Delhi. (Copy attached at the end of this Annexure)

➤ Name of the edited Volume Marginalized / Subaltern Voices and beyond.; ISSN- 978-93-83842-94-0; Year-2014; Article- "Health seeking Behaviour of Tea garden workers: A case study in Western Dooars". (Copy attached at the end of this Annexure)

➤ Name of the edited Volume Relevance of Swami Vivekananda in present economic scenario.; ISSN- 978-93-84671-20-4; Year-2015; Article- "Access to Healthcare". (Copy attached at the end of this Annexure)



A STUDY ON INVOLVEMENT AND REFERRAL BEHAVIOUR OF RURAL UNQUALIFIED MEDICAL PRACTITIONER (RMP) AT WESTERN DOOARS OF JALPAIGURI DISTRICT, WEST BENGAL, INDIA: THE TORCH BEARER OF HEALTH SERVICES
Subhasish Bhattacharya*

ABSTRACT

The role of unqualified medical practitioner cannot be ignored by the health authorities because of health staff crisis particularly in rural India. Studies have revealed that the existing size of the health staff in India can only serve the one fourth of the population with quality service. Hence, the situation of health performance by the unqualified practitioners is an important aspect not only in terms of quality but also the home service offered by them during the point of need. The present study tries to find out the types, amounts, and quality of health services provided by the Rural Unqualified Medical practitioner (RMPs) in the Western Dooars of the Jalpaiguri district.

Keywords: Rural Unqualified Medical Practitioner, Health Providers, Poor, Ailment

INTRODUCTION

The significant presence and handling of huge health load by the unqualified medical practitioners is evident in developing countries like India. Many research studies observed the role of RMPs especially in rural healthcare markets. Bhatia and Cleland (1995) observed that, in India, a large number of private medical practitioners of both traditional and modern systems of medicine are practicing in rural and urban areas, many of whom possess no recognized medical qualifications. There are also traditional practitioners who use herbs, oils and incantations. However, they are increasingly using modern medicines and it has become difficult for the people to distinguish between a qualified and an unqualified practitioner. Campbell et al. (2000) considered that for developing countries, the importance of these informal providers should be recognized by the health authorities. Olenja (2003) found that due to unresponsiveness of the health system with respect to basic amenities, inappropriate client-provider interaction and staff attitudes, patients especially the poor prefer to seek health care from the informal providers. Ensor and Cooper (2004) observed that in Asia, cultural factors that are prohibiting females to take maternal health assistance from publicly provided health institutions, preferred to collect care from unqualified providers at home. Chikanda (2004) observed for Zimbabwe that the skilled health professionals were always try to migrate to urban centers and as a result, the poor disadvantaged rural sectors were always suffered by the crisis of health staff and hence the people move to the unqualified practitioners, healer and untrained health staff during ailments.

*Assistant Professor, Department of Economics, Cooch Behar College, West Bengal

Environment and its Impact on Man: A Threat to the Poor People of Western Dooars

Subhasish Bhattacharya
Assistant Professor, Department of Economics, Cooch Behar College

Abstract

In every region natural environment has an important influence on health and health seeking behavior of its people. For this reason the regional study of environment and its impact on human health has been a topic of research. The present paper addresses the environment health linkage of Western Dooars of West Bengal. The study uses two stage random sampling processes and interview with the different stake holders to get the result of the study. The objective of the present study is to show that how environmental conditions influence on the human life of Western Dooars. The study finds a strong presence of such link between environmental shocks and immediate impact on life and property of the people.

Key Words: Natural disasters; man-nature conflicts; water born diseases; poverty

Introduction

Different studies consider that natural environment has some important influence over health and health behaviour. The role of environment becomes important in the context of epidemiology and psychology (De Vries S et al., 2003, Hartig, T. et al., 2003, Groenewegen PP et al., 2007). Studies of different angle identified that physical activity in such natural rural environment may have some psychological and physiological benefits than other settings (Kaczynski, A.T, 2007, Humpel, N. 2002). A number of studies have also shown that contact (either by presence or visual) with green spaces may be psychologically and physiologically 'restorative', reducing blood pressure and stress levels (Hartig T et al 2003, Humpel, N. 2002), and may promote faster healing in patients post-surgical intervention (Ulrich, R.S. 1984). Environmental degradation directly and indirectly affects our health status and other aspects of life badly. However the present paper first describes the impact of natural disasters on human life and property and then it proceeds to highlight the man-nature conflict of the Western Dooars of West Bengal. The study also carries out about the environment and the water born diseases of the area.

Study area

Dooars is a huge bio-reserve situated in the northern part of West Bengal. The name 'Dooars' comes from the term 'Duar' which means 'doors' in Bengali, Assamese and in Nepalese language (Debnath, 2010). There are 18 gateways through which Bhutanese people can communicate with the people living in the plains. The present tract belongs to the Western Dooars which was a piece of land

ECONOMY AND SOCIETY OF NORTH BENGAL

Edited By

**Pankaj Kumar Debnath
Subhasis Bhattacharjee**

Foreword

Manas Dasgupta

Agro-based Food Processing Industry In North Bengal : Problems and Prospects

Subhasis Bhattacharjee

North Bengal by its geographical identity consists of 06 districts and the districts are basically agriculture dependent to maintain itself. As a northern part of West Bengal some districts are under sub-Himalayan ranges. The speedy rivers flow through these districts and change their track every year. Agriculture faces severe problem regarding this issue. World today creates a slogan of producing enough food to supply an adequate diet for all. But in this region undernutrition persists mainly among the poor people. So long as that is the case efforts are needed to speed up agricultural and rural development through agro based industry.

The question of food security for active life may solve the rural deprivation problem and the rural employment problem may find its pace to keep sustainable growth with the creation of food processing industries. There continues to be the recognition that agro-industrial development, even at the small and cottage industry levels, is critically important to the expansion and diversification of the agricultural sector in the local community. Agro-industrial development contributed to the transformation of agriculture, by extension, rural and regional development. Vibrant agro-industrial activities can create a market for primary agricultural products, add value by vertically integrating primary production and food processing systems and the post harvest losses are minimized.

By these activities seasonality of consumption of a range of processed food get reduced, the viability increases, production system gains its profitability and sustainability through their impact on increasing farm incomes, rural employment and foreign exchange earnings, while reducing marketing risks. The agro-industrial sector in this region remains rudimentary, underdeveloped. So it requires significant technical, institutional and financial support. Hence we can try to identify the factors responsible to create various problems and constraints in this area of development.

Regarding the availability of sufficient raw materials of agro-processing sector and indigenous items there is hardly any doubt. Every year a huge amount of tomato are destroyed by the farmers because the marketable price (of raw) is so low that it is not possible for them to recover the incurred transport cost. This information can be sufficient for establishment of food processing industries in this region. The availability of mangoes,

Health Migration Synthesis:

A Comparative Study in Western District of Jalpaiguri District

Subhasis Bhattacharya

Introduction

Migrants tend to follow a temporary and irregular pattern, moving between cities and urban centres in search of improved opportunities. Traditionally India has some experience of low volume internal migration and that was limited in terms of rural to urban level. India has some experience of population movement in terms of rural to urban or rural to semi-urban level. But in last two decades the migration changes in migration pattern have noticed and simultaneously growth of rural to urban migration increases. Parit (1993) observed that in time frame 1976-1990 the rural to urban migration volume increased by 100 percent, i.e. from 21 percent to 40 percent. But International Institute for population studies (IIPS) data of 1991 identified that unlike other developing nations, the rate of urban expansion in India is very low where only one-fourth of the population are living. So the most pertinent question comes that when the urban centres of India was prepared to adopt such economic transformation pressure. The Indian information shows a clear concentration of population in rural and urban sector performance cases of different health indicators like infants and child safe birth, maternal health hazards during delivery, mental health aspects etc. The National Family Health Survey (NFHS)-III (2005-06) results show that from every aspects of nutritional status of children, urban areas were staying ahead than rural areas. The nutritional standards were observed from three measure like height-for-age, weight-for-age, and weight-for-height where the respective urban values were 16.4, 6.1 and 10.6, where as the rural counterpart shows the values 23.8, 8.1

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respectively. The Sample Registration System (SR) estimates show that infant mortality rate (IMR) for urban areas was 100 and live birth, which is much lower than the IMR of rural, 150. The similarity in cases of natural growth rate (annual live birth) is 1.5% (Urban 1.2), death rate (Rural 7.7, Urban 10.1) (Rural 22.7, Urban 18.3) (the specified values of which are (Rural 15.9, Urban 12.2), death rate (Rural 7.7, Urban 10.1) and Jani (1979) shows that such compartmentalisation of rural-urban differential in health status in India is evident from the different national standard house published survey results under different phases. The growth of rural to urban migration in India with its performance differential between these two regions should be taken into account to determine the effects of migration on health. The present study is an attempt to identify the impact on health of migrants from high to low mortality rural areas to the relatively low mortality facilitated urban areas. The new migrants obviously face the hazards of modern urban life, new influences on health and mortality at every steps of their life. An understanding of the mortality risks associated with rural-urban migration has the potential to influence policy and the provision of health services through an understanding of the differential health needs of rural-urban migrants to non-migrant groups.

Migration: An Indian Experience

Earlier studies encountered that India's internal migration exposed the myopic distance travel between rural to rural areas and rural to urban areas under such phenomenon of intra-district level. Between 1971 to 1991 Indian urban population growth increases by 19.9 percent to 25.7 percent (Dowrick & Qureshi, 1992) and during this time urbanisation in India also matured with tremendous growth. Saha and Das (1993) pointed out that nearly 200 million people are live in the urban cities and also among them 30 percent are living under the below poverty line at that time. If we focused on the

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HURDLES TO ACCESS IMMUNISATION SERVICES: A SEARCH FOR CHILD IMMUNISATION SCENARIO IN COOCH BEHAR DISTRICT, WEST BENGAL

Abstract

Health of the citizen is a product of the society which contributes to the economic growth and political stability of the country. In India, Universal Immunisation Programme (UIIP) was launched during 1985 with six vaccines and the target was set to immunise all eligible children within 1990. But unfortunately, the objectives are not matured due to several constraints. The hurdles manifest due to unfavourable geographical location, deficient or absenteeism of grassroots health workers, low perceived needs and difficult pockets to achieve the goal of full immunisation coverage. Vaccines for child immunisation is level of service delivery. The bottlenecks for full immunisation generated both from demand and supply purely concentrated on demand side issues. The attempts to explore the role of such barriers based on backward districts announced by the government of India. The study also tries to recommend few proposals to overcome such barriers.

Introduction

West Bengal demonstrated an impressive movement in the progress of immunisation coverage. The latest National Family Health Survey (NFHS-3) results show that 64 percent of the total children are fully immunised during 2005-06 (NFHS-3), which is nearly doubled than its past record i.e., 34 percent during 1990-91 (NFHS-1). During this period the national percentage moves from 36 percent to 44 percent in sectional analysis like measles vaccine performance in this field is much better than the national average, this vaccine in 2005-06 as compared to 42 percent in 1990-91 (the corresponding figure for the national immunisation coverage, the different regions of the state show low-gear performance. The Indian states show a closer correlation between maternal mortality and infant mortality rate (Pach, 2001). These regions are located in typical difficult pockets where intense barriers are perceived to exist on the way of accessing public health facilities.

World Health Organisation (WHO) prescribed immunisation schedule as: BCG (against Tuberculosis) during birth time, 3 booster doses of DPT (Diphtheria, Pertussis, and Tetanus) vaccine and 3 doses of oral polio vaccine at six, ten and fourteen weeks after birth, and measles vaccine at nine months after birth. Our body have some own immunity system, named as active immune system, and some antigen from other animal or human being are injected in our body to take protection against some infections during childhood, which is known as passive immune system. The passive immunity to a child is generated by his / her mother when the baby stayed within the placenta during pregnancy. But this passive immunity persists for a few weeks within the child, as a result, the vaccinations like BCG, DPT and oral polio are required to develop passive immune system and to fight against the bacteria or viruses which generate Tuberculosis, Diphtheria, infantile paralysis and Tetanus.

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A STUDY ON HEALTHCARE INFRASTRUCTURE FOR WOMEN AND ITS IMPACT ON WOMEN HEALTH IN COOCH BEHAR DISTRICT: A DISTRICT LEVEL ANALYSIS

Subhasis Bhattacharya

Abstract

The present paper encapsulates the findings of a project study on issues related to the health seeking behaviour and health efficiency of the providers in Cooch Behar, which geographically located in extreme north-western part of West Bengal and home about 3 million people. In compare to male health performance, women health performance depends specially on seeking behaviour and available health inputs of the state. The health seeking behaviour is generated by the customer intervention but very much influenced by the health inputs availability. Thus the two things are co-integrated in terms of functioning of proper health system. The lower status of women in India is a product of patriarchy, which also influence the social, cultural and religious life. The state of general health status can be compared with male health status to capture the discrepancies in terms of gender or to identify lower social status for female. Indian data directed that in neo-natal period mortality is lower for females than males. As the female child gets older, they are exposed to higher mortality than males. The disaggregate data over the blocks shows that percentage of institutional delivery is low for the blocks which are far from the district headquarter. The percentage figure shows that chance of home delivery at different blocks of Cooch Behar is not negligible.

Introduction

This will established that female get less access to food and less medical care than males. In case of maternal health such comparison is not directly possible but the underline effects of lower status still present in distribution of household assets among female family members. Thus, for maternal health male data for comparison is absent but the dominance of male counterpart is very much present in rural India in health seeking behaviour. A poor rural women in

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Health Seeking Behaviour of Tea Garden Workers: A Case Study in Western Dooars

Subhasis Bhattacharya and Dr. Gopal Sharma

INTRODUCTION

Tea industry plays a significant role in entire north east part of India. A significant volume of people articulate their daily living conditions from this industries and also its contribution to national GDP is noteworthy. Western Dooars is a huge biodiversity situated in the extreme north of West Bengal and famous for three 'T' like Tea, Timber and Tourism. The name Dooars come from the term 'Duar' means 'doors' in Bengali, Assamese and Nepalese language. It identifies the gateway to the entire north east and Bhutan. There are such 18 gateways through which have some historical importance also and through which Bhutanese people can communicate with the people living in plains. Among these 18 gateways 11 are in West Bengal and 7 are in Assam. River Sankosh is demarcated as the boundary between Western Dooars and Eastern Dooars. The present tract, dealt with the study belongs to Western Dooars, which basically in the Jalpaiguri district of West Bengal covering land piece about 80 miles in length in east-west direction and 20 to 30 miles in breadth in north-south direction (Sunder DHE, 1895). The geographical area is distributed over plains, hills and forests of Jalpaiguri district. The tea garden area is not only important for large source of state revenue but also representing an unique ecosystem with significant biodiversity. Apart from its historical, political and ecological importance, the Western Dooars has been of a good adobe of a good number tribal communities connected with tea garden, agriculture and forestry from time immemorial. In the Jalpaiguri district out of 186 tea gardens 163 are in Western Dooars. According to great historical report produced by Milligan J.A. (1919) during 1900 British colonial ruler identified this place for plantation work and they excavated this for the purpose of drainage of economic activity. As a result tribal people transferred from Chotonagpur region during British rule for plantation work. The peoples were from Santhal, Murmu, Lech, Boro, Rava communities. In his survey and settlement report Milligan J.A. (1919) identified this place with lacking of sanitation facilities and spreading with malaria, cholera, smallpox, and hydrophobia.

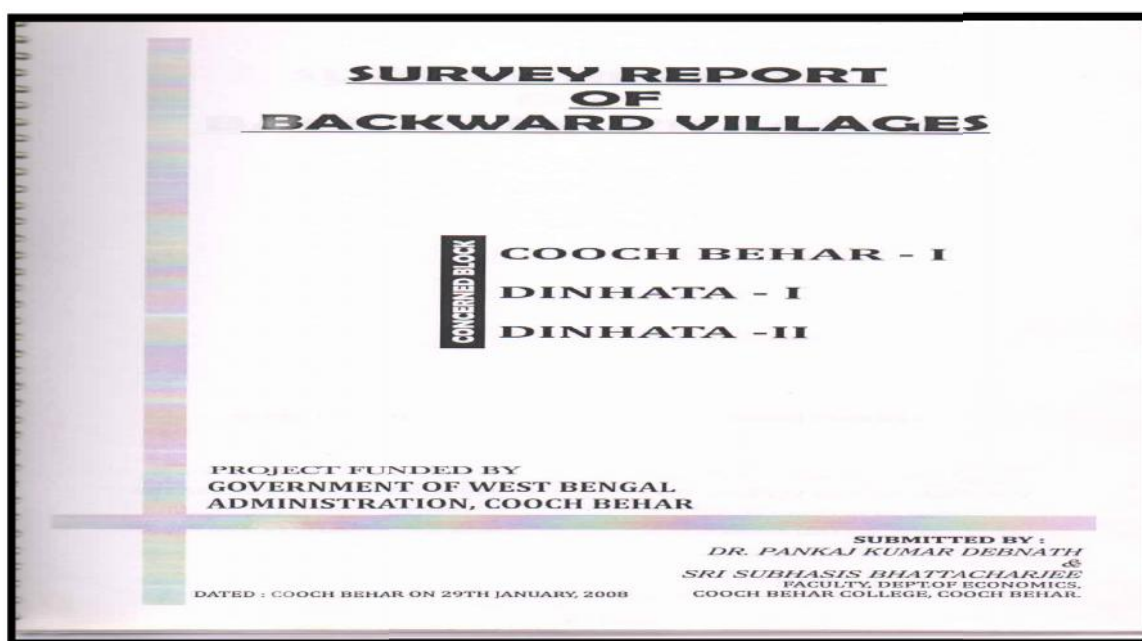
The human face of Jalpaiguri district consist with 3 million people and of which the mushrooming of more than 70 per cent of this total population in the tea garden area are working as daily labourer. Tea garden labourer gets minimum wage in relation to labourers of other spheres. The feudalistic character of tea garden management still treats them as their bonded labours. The amenities are to be provided them as per rules to the labourer, are absent in almost all tea gardens.

Annexure-V

Sri Subhasis Bhattacharya participated (Jointly with Dr P. K. Debnath, presently our Principal) to prepare A Survey Report of backward villages of Cooch Behar Sponsored by District Administration, Govt. of West Bengal during August, 2008. The amount of such

consultancy work was Rs 0.5 Lakh. The Report of the Survey Project already submitted to approve authority.

- Scanned Copy of the output is attached below



Annexure-VI

Sri Subhasis Bhattacharya selected as a nodal officer (of Cooch Behar District) to conduct a Survey works on Old age, Widow & Disability Pension in West Bengal. Such work will be going to be organized under SSSP for Cooch Behar District in August, 2015. Bureau of Applied Economics and Statistics Department, Govt. of West Bengal sanction the Project. The work is still ongoing.

- Scanned Copy of the sanctioned letter is attached below

Annexure-VII

Subhasis Bhattacharya perform as an Associate Editor of the Journal "Uttarprasanga" ISSN 2348-2036 since 2013.

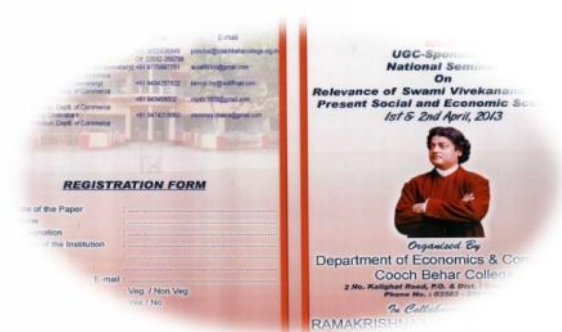
- Scanned Copy of the sanctioned letter is attached below

Annexure-VIII

Events Organised by Department of Economics

[1]

Two-day UGC Sponsored National Seminar on "Relevance of Swami Vivekananda in the present Social and Economic Scenario" on 1-2, April, 2013, Jointly with Department of Commerce.



[2]

Economics department organised one Invited Lecture by Sri Debabrata Chaki, Eminent Journalist, Senior Fellow, Ministry of Culture, Govt. of India on Indo-Bangladesh Enclaves: Origin, Shifting dimensions and present quandaries on 09-10-2014.



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Department of Philosophy

Evaluative Report

Department of Philosophy

1. Name of the department : - **Philosophy**
2. Year of Establishment : - **General: 1970
Honours: 1980**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :- **UG in BA General,
UG in BA Honours,**
4. Names of Interdisciplinary courses and the departments/units involved :- **Nil**
5. Annual/ semester/choice based credit system (programme wise) :- **Annual based credit system**
6. Participation of the department in the courses offered by other departments :- **Smt Swati Ghatak takes classes in 'Woman studies' which is one of the COP Courses running by the college.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : - **Nil**
8. Details of courses/programmes discontinued (if any) with reasons :- **Nil**
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	NA	NA
Associate Professors	00	00
Assistant Professors	04	02
CWTT	00	00
PTT	01	01
Guest Faculty	00	00

* One part time lecturer of Commerce department (posses MA in Philosophy) performs as an invited teacher of the department on the basis of requisition.

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Dr. Amal Kr. Harh	M A , Ph. D	Associate Professor	Logic	25years	Nil

Swapan Ch. Barman	M A	Assistant Professor	Logic, NavyaNyaya, Applied Ethics	5 years	Nil
Smt. Swati Ghatak	M A	Assistant Professor	Logic, Applied Ethics	5 years	Nil
Smt.Rumpa Roy	MA ,M Phil	Part-time Teacher	Phenomenology	8 years	Nil

11. List of senior visiting faculty :-

- (1) Dr. Kantilal Das, Professor in Philosophy of North Bengal University was visited to our Department in the purpose of Periodical Lecture of ICPR that was held on 18th February, 2015.
- (2) Dr. Amal Kr. Harh, Professor in Philosophy of Cooch Behar Panchanan Burma University was visited to our Department in the purpose of Periodical Lecture of ICPR that was held on 19th February, 2015. He also visited to our Department on a Departmental Seminar on 4th August, 2015.
- (3) Retired Professor Raghunath Ghosh, Department of Philosophy of North Bengal University was visited to our Department on a Special Lecture on “INTRODUCTION TO NYAYA-VAISESIKA PHILOSOPHY” WITH REFERENCE TO TARKASANGRAHA that was held on 13th March, 2015.
- (4) Professor Subir Ranjan Bhattacharya(Retired), Department of Philosophy, University of Calcutta was visited to our Department on a Departmental Seminar on 4th August,2015.
- (5) Sri Purbayan Jha, Assistant Professor in Philosophy of Gourbanga University also visited to our Department on a Departmental Seminar on 4th August,2015.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : B.A Honourse – 15.62% lecture based classes
B.A General - 22.72% lecture based classes

13. Student -Teacher Ratio (programme wise) :

- i) B.A Part I (Hons)- 30:1
- ii) B.A Part II (Hons)- 14:1
- iii) B.A Part III (Hons)- 24:1

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

The entire administrative staff supports the teaching and non teaching work fully and no department (except the practical based ones) gets a special or separate administrative staffs. All of them share responsibility according to the work.

15. Qualifications of teaching faculty with D Sc/ D. Litt/ Ph. D/ M Phil/PG. :-

Name of the Faculty Members	Qualification
Sri Swapan Ch Barman	M.A
Smt. Swati Ghatak	M.A
Smt. Rumpa Roy	M.A M Phil

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

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

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

19. Publications:

* a) Publication per faculty

Nil.

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

Nil.

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

Nil.

- Monographs
- Chapter in Books

Relevance of Swami Vivekananda in 21 century, Org: Raiganj University College on 22-23/3/2013, ISBN: 978-93-83368-92-1, Sanskrit pustak Bhandon, 2014. Edited By: Iti Chattopadhyay, Bhaskar Jha and Dr. Tapas Mohanto, contributed chapter: AN ILLUMINATION FOR HUMANKIND: FROM THE ASPECT OF SWAMI VIVEKANANDA PP-273 to 281.

Modern Trends in Social and Basic Sciences, Org: Alipurduar College, International Conference on 27-28/3/2015, ISBN: 978-93-82623-51-9, Readers Service, 2015, Edited By: Sailen Debnath, Bhaskar Bagchi, Subra Mishra, Contributed Chapter: WOMEN, VALUE AND HUMANITAKIANISM, PP- 884-890.

HUMAN VALUE IN INDIAN PERSPECTIVE, Org: SKBU on 29-30/4/14, International Seminar, Contributed Chapter: IN SEARCH OF VALUE FOR WOMEN WELFARE (Yet to be published).

Relevance of Swami Vivekananda in the Present Social and Economic Scenario, Org: Cooch Behar College, National Seminar on 1st and 2nd April 2013, Contributed Chapter: VIVEKANANDA'S MESSAGE TO MASS (Yet to be published).

- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact Factor
- h-index

Name	Total publications	Number of papers published in peer reviewed journals (National and International)	Number of publications listed in database	Monographs	Chapters in Books	Books Edited	Books with ISBN /ISSN	E-Lessons	Citation Index
Sri Swapan Ch Barman	00	00	00	00	00	00	00	00	
Smt Swati Ghatak	02	00	00	00	02	00	00	00	
Smt Rumpa Roy	00	00	00	00	00	00	00	00	

20. Areas of consultancy and income generated :- Nil.

21. Faculty as members in :-

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

- 1) Dr. Amal Kr. Harh ,IIAS, Simla Associatship for one month in the year 2012
- 2) Dr. Amal Kr. Harh, IIAS, Simla Associatship for one month in the year 2013
- 3) Dr. Amal Kr. Harh ,acted as a seminar resources person in two times in the year 2011
- 4) Dr. Amal Kr. Harh ,acted as a seminar resources person in five times in the year 2012
- 5) Dr. Amal Kr. Harh ,acted as a seminar resources person in three times in the year 2013
- 6) Dr. Amal Kr. Harh ,acted as a member of statute committees of CBPBU formed by the government of west bengal in the year 2013
- 7) Dr. Amal Kr. Harh, acted as a member of syllabus committee in the year 2013.
- 8) Dr. Amal Kr. Harh, acted as a GB member of Dewanhat College the year 2012 to 2014.

22. Student projects: -

- a) Percentage of students who have done in-house projects including inter departmental/programmed: - Nil.
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:- Nil.

23. Awards/ Recognitions received by faculty and students. - Nil.

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

- (1) Dr. Kantilal Das, Professor in Philosophy of North Bengal University was visited to our Department in the purpose of Periodical Lecture of ICPR that was held on 18th February, 2015.
- (2) Dr. Amal Kr. Harh, Professor in Philosophy of Cooch Behar Panchanan Burma University was visited to our Department in the purpose of Periodical Lecture of ICPR that was held on 19th February, 2015. He also visited to our Department on a Departmental Seminar on 4th August, 2015.
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- (5) Sri Purbayan Jha, Assistant Professor in Philosophy of Gourbanga University also visited to our Department on a Departmental Seminar on 4th August,2015.

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

a) National – Nil

b) International – Nil

c) Others – Our Department organized a Periodical Lecture, funded by INDIAN COUNCIL OF PHILOSOPHICAL RESEARCE (Government of India, Ministry of Human Resource Development). Report of this Lectures follow-

A brief report of organized Periodical Lecture that was held on from 18th February, 2015 to 19th February, 2015 at Cooch Behar College in our Departmental room no -20.

In the first day of this lecture session Professor Kantilal Das, Department of Philosophy, University of North Bengal has delivered his two lectures session by session on topic “ Truth, Language and Reality”. In the beginning Dr. Pankaj Kr. Debnath , Principal of our college has delivered his welcome and valuable address . Sri Gouranga Biswas , HOD, Dept. of Philosophy at A B N Seal college , M. Chakraborty, associate professor in commerce, Sri Abhijit Roy associate professor in commerce, Md. T. Islam, Sri Pallab Kr. Sarkar both Dept. of English , Dr. Amal Ch. Roy, Dept. of Sanskrit ,Dr. Rabindra Dey, Dept. of Chemistry of our college were present. Fourty seven (47) students including 1st , 2nd and 3rd year (Hons) of our department were actively participate in the lecture periods. Both two lecture were very effortful and interesting among students. Many questions raised by the students and they were sometime satisfied or not even after getting answer by Prof. Das.

The final day Professor Amal Kr. Harh, Dept. of Philosophy at Cooch Behar Panchanan Burma University has delivered his lecture on topic “The Difference Between Indian and Western Logic”. Honourable Principal of our college Dr. Pankaj Kr. Debnath communicated his valuable welcome address before the lecture and expresses his opinion about the benefit of such type of lecture. Same students and other more teachers were present in the lecture. Active participation of the students during the lecture were very excellent. My Departmental colleagues Smt. Swati Ghatak and Smt. Rumpa Roy were present on both days and always help me in every moment. At the end I would like to thanks lord to our Principal and also others who helped me in every moment to make the programmed successful.

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
BA PART-I (HONS)	297	91	61	30	NA
BA PART-I (GEN)	NA	863	593	270	NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
Hons	100%	00%	00%
Gen	100%	00%	00%

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

Data is not available

29. Student progression –

Student Progression	Against % enrolled
UG to PG	Four students (own source) and others data should be office provided.
PG to M. Phil.	Should be office provided
PG to Ph. D	Should be office provided
Ph. D to Post-Doctoral	Should be office provided
Employed • Campus Selection • Other than Campus recruitment	Should be office provided
Entrepreneurship/self employment	

30. Details of Infrastructural facilities -

a) Library :- Nil.

b) Internet facilities for Staff & Students :- Centralized internet facility is available to staff and students.

c) Class rooms with ICT facility : The department has no separate LCD / Overhead Projector. But frequently the department uses pptx base lecture by using the LCD projector of the college office.

d) Laboratories : Not applicable.

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

The college sanctions free scholarship (Half Free/Full Free) to 20% of total admitted students. Beside students also get scholarships for SC/ST/Minority from Govt.

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

Our Department jointly organized a special lecture with Sanskrit Department that was held on 13th March, 2015. Professor Raghunath Ghosh, Department of Philosophy of North Bengal University delivered his lecture on “INTRODUCTION TO NYAYA-VAISESIKA PHILOSOPHY” WITH REFERENCE TO TARKASANGRAHA.

Our Department also organized a Departmental seminar on 4th August, 2015. Professor Subir Ranjan Bhattacharya, Department of Philosophy, University of Calcutta; Dr. Amal Kr. Harh, Department of Philosophy, Cooch Behar Panchanan Barma University; and Dr. Purbayan Jha were present that seminar.

33. Teaching methods adopted to improve student learning –

Mock teaching, group discussion, paper presentation by the students etc methods were adopted to improve student learning.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities –
Our students participated in NSS programme.

35. SWOC analysis of the department and Future plans –
Strengths –

- ❖ All teacher of our Department are very sincere and aware of their duties and responsibilities.
Most of students are very sincere and always trying to do their best about learning.

Weaknesses -

- ❖ Less number of permanent teachers.

Opportunities –

- ❖ Numbers of seats are available for Honours course in our Department (Total seats -122). There have best opportunity to admit in PG course in nearest Cooch Behar Panchanan Barma University for students after completed UG course.

Challenges -

- ❖ Most of all students who are admitted in our Department are average qualities. So our challenge to improve their qualities as well as for good result.

Future Plan -

- ❖ We wish to open PG course for the benefit of students.

**Signature of the HOD
(Swapan Ch. Barman)**

Date:
-.*.*-.*-.*-

Signature of the Principal

Date:

RESEARCH PUBLICATION BY SMT SWATI GHATAK

• Conference Proceeding Publication:

1. *Contributed Chapter " An Illumination for Humankind: From the aspect of Swami Vivekananda" in the edited volume Relevance of Swami Vivekananda in 21st Century, edited by Iti Chattopadhyay, Dr Bhaskar Jha & Dr Tapash Mohanto, ISBN- 978-93-83368-92-1, pp-273-281.*
2. *Contributed Chapter " Women, Value and Humanitarianism" in the edited volume Modern Trends in social and Basic Sciences, edited by Sailen debnath, Bhaskar Bagchi, Subhra Mishra, ISBN- 978-93-82623-51-9, pp-884-890.*
3. *Contributed Chapter " In search of value for women welfare" in the edited volume Human value in Indian Perspective, Paper contributed in the International Seminar at SKBU. (In Press).*
4. *Contributed Chapter " Vivekananda message to Mass" in the edited volume Thoughts of Swami Vivekananda in present economic scenario, edited by Subhasis Bhattacharya & Tamojit Roy Paper contributed in the National Seminar at Cooch Behar College. (In Press).*

• Chapter Contributed in Book

1. *Chapter contributed "Dharma O Naitikata: Swamijir Darshonik Mimansa", in the Edited book Bishay Vivekananda, edited by Dr Amaresh Mondal, Vol-I, 2013, ISBN- 978-93-83590-35-3, pp-172-178.*

C-15

**Department of Physical
Education**

Evaluative Report

1. Name of the department:

- Physical Education

2. Year of Establishment:

- 1998

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph. D etc.):

- U G (B A General)

4. Names of Interdisciplinary courses and the departments/units involved:

- Nil.

5. Annual/ semester/choice based credit system (programme wise):

- All courses are based on Annual Evaluation System; there is no provision of choice based credit system.

6. Participation of the department in the courses offered by other departments:

- Nil

* Others: The department organise following activities of the college as a whole.

1. The department conducts Interclass Football Tournament.
2. The department conducts Interclass Cricket Tournament.
3. The department conducts Interclass Volleyball Tournament.
4. The department conducts Interclass Kho-Kho Tournament.
5. The department conducts Interclass Kabaddi Tournament.
6. The department conducts Interclass Badminton Tournament.
7. The department conducts Interclass Table Tennis Tournament.
8. The department conducts College Yearly Games & Sports.
9. The department organise participation of the college in inter-college Sports meet.
10. The department organise participation of the college in Inter-College Football Tournament.
11. The department organise participation of the college in Inter-College Football Tournament.
12. The department organise participation of the college in Inter-College Volleyball Tournament.
13. The department organise participation of the college in Inter-College Badminton Tournament.
14. The department organise participation of the college in Inter-College Kho-Kho Tournament.
15. The department organise participation of the college in Inter-College Kabaddi Tournament.

16. The department organise participation of the college in Inter-University Kabaddi Meet.
17. The department organise participation of the college in Inter-University Kho-Kho Meet.
18. The department organise participation of the college in any International Games & Sports Meet.

7. Courses in collaboration with other universities, industries, foreign institutions, etc:

- Nil

* Others: The department actively participates in different inter-college, inter-district, University level, State level and International Sports meet organised by different authorities.

8. Details of courses/programmes discontinued (if any) with reasons:

- Nil

9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	Not Applicable	Not Applicable
Associate Professors	0	0
Assistant Professors	0	0
CWTT	1	1
PTT	0	0
Guest Faculty	1	1

* All Posts sanctioned are for entry level, i.e. Assistant Professor, who are promoted to Associate Professor on attaining eligibility (by the screening of University & State Government Education Directorate).

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience (in Yrs)	No. of Ph.D Students guided for the last 4 Years
Badruddoza Sarkar	M.P.Ed	Contractual Whole Time Teacher	Long Jump	12 Years	Nil
Bhaswati Barman	M.P.Ed	Guest Faculty		1 Years	Nil

11. List of senior visiting faculty:

- Smt Swapna Barman, Teacher-in-Charge, Associate Professor, Dinhata Physical Education College for Women.
- Smt Kabita Bairagi, Associate Professor, Dinhata Physical Education College for Women.

- Sri Saroj Bose, Assistant Professor, Dinhata Physical Education College for Women

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

- B.A. (General) -- 35% Lecture Based
- B.A. (General) -- 35% Practical Based

13. Student -Teacher Ratio (programme wise):

Course	Student Teacher Ratio
B.A. (General)	43:1

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

	Sanctioned	Filled
Academic Support Staff	0	0
Administrative Support Staff	1	1

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

- 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:

* a) Publication per faculty

- Nil

20. Areas of consultancy and income generated:

- Nil

21. Faculty as members in:

a) National committees:

Nil

b) International Committees:

- Nil

c) Editorial Boards:

- Nil

d) Others (if any):

Badruddoza Sarkar

- Participated as a Subject Expert in the Interview of Guest Lecturer recruitment at Boxirhat Mahavidlaya, Cooch Behar on 28/11/2011.
- Participated as a Subject Expert in the Interview of Guest Lecturer recruitment at Cooch Behar College, Cooch Behar on 2011.
- Participated as a Subject Expert in the Interview of Guest Lecturer recruitment at Cooch Behar College, Cooch Behar on 07/08/2014.
- Participated in DEC sponsored Interactive Fifth Workshop on “Good governance of the study centres of Netaji Subhas Open University” on 25-03-2013.
- Participated in UGC sponsored National Seminar on “Relevance of Swami Vivekananda in the present social and economic scenario” on 01-04-2013 to 02-04-2013.

22. Student projects:

a) Percentage of students who have done in-house projects including inter departmental/programme:

- Nil

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

- Nil

23. Awards/ Recognitions received by faculty and students:

- Nil

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

- Nil

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

a) National:

- Nil

b) International:

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
B.A (General) Part-I	NA	56	36 20	NA
B.A (General) Part-II	NA	87	68 19	86%
B.A (General) Part-III	NA	74	58 16	92%

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
B.A. (General)	100	00	00

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:

List of BLUE Holders of North Bengal University 2012-2015

S. No.	Name of the Students	Year	Name of Games/Sports
01	Pujan Sarkar of BA I	2015	Kho-Kho
02	Jahanur Hoque of BA III	2015	
03	Tanmoy Barman of BA III	2015	
04	Malati Roy Singha of BA III	2015	
05	Milan Rahaman of BA III	2015	
06	Rafiqul Islam of BA III	2014	Kho-Kho
07	Jahanur Hoque of BA II	2014	
08	Pankaj Kr Sarkar of BA III	2014	
09	Tarun Sarkar of BA III	2014	
10	Rashidul Hoque of BA II	2014	
11	Tanmoy Barman of BA III	2014	
12	Sanjit Roy Singha of BA III	2014	
13	Malati Roy Singha of BAIII	2014	
14	Banasree Roy Sarkar of BA III	2014	
15	Suchitra Barman of BA III	2014	
16	Mampi Barman of BA III	2014	Kho-Kho
17	Joy Routh of BA I	2013	
18	Pankaj Kr Sarkar of BA II	2013	
19	Jayanta Barman of BA III	2013	
20	RashidulHoque of BA I	2013	
21	Monoranjan Barman of BA III	2013	
22	Banasree Roy Sarkar of BA II	2013	
23	Tanmoy Barman of BA I	2013	
24	Bhaskar Barman of BA III	2013	
25	Monoranjan Barman of BA II	2012	
26	Jayanta Barman of BA II	2012	
27	Pankaj Kr Sarkar of BA I	2012	

Achievements and Awards of Students in various games and Sports 2012-2015.

Sl No	Name of the student	Class	Name of Activity / Event	Prize / Medal	Year
1	Pujan Sarkar	BA I	BLUE Holder of University for Kho-Kho	BLUE	2015
2	Md. Jahanur Hoque	BA III		BLUE	
3	Tanmoy Barman	BA III		BLUE	
4	Malati Roy Singha	BA III		BLUE	
5	Sri Milan Rahaman	BA II	East-zone Inter-University Kabaddi Meet, Bilaspur University, Chattisgarh	Member of the Group	2015
6	Smt. Aparna Barman	BA II	International Ring Ball Championship, G. B. Panth University of Agriculture & Technology, Uttarakhand	Member of the Group	2015
7	Prosenjit Roy	BA I	Govt. & Non-govt. College	1 st in Discus	2015

			Athletics & Badminton Championship, Govt. College of Physical Education for Women, Dinhata	Throw 1 st in High Jump	
8	Rashidul Hoque	BA II		1 st in 100 mt Run	
9	Banasree Roy Sarkar	BA II		1 st in 200 mt Run	
10	Banasree Roy Sarkar	BA II			
11	Rafiqul Islam	BA III	BLUE Holder of University for Kho-Kho	BLUE	2014
12	JahanurHoque	BA II		BLUE	
13	Pankaj Kr Sarkar	BA III		BLUE	
14	Tarun Sarkar	BA III		BLUE	
15	Rashidul Hoque	BA II		BLUE	
16	Tanmoy Barman	BA III		BLUE	
17	Sanjit Roy Singha	BA III		BLUE	
18	Malati Roy Singha	BA III		BLUE	
19	Banasree Roy Sarkar	BA III		BLUE	
20	Suchitra Barman	BA III		BLUE	
21	Mampi Barman	BA III		BLUE	
22	PujanSarkar	BA I	North-east Inter-University meet on Kho-Kho (Men), Mithila University, Darbhanga	Member of the Group	2014
23	Md. JahanurHoque	BA II			
24	Tanmoy Barman	BA II			
25	Subrata Sen	BA II	46 th Inter-College Athletic meet, SahedKshudiram College, KamakhyaGuri	3 rd in 20 Km walking race	2014
26	Mitali Roy Singha	BA III	North – zone Kho-Kho Inter- University (Women), Mithila University, Darbhanga	Member of the Group, Secure 3 rd position	2014
27	Cooch Behar College	NA	Inter-College Kabaddi Tournament, North Bengal University	Runners-up champion, beating AC College	2014
28	Ranita Das	BA II	Inter-College Athletic & Football (Men & Women), A.B.N.Seal College, Cooch Behar	2nd in Discus throw	2014
29	Banasree Roy Sarkar	BA II		2nd in 100 mt	
30	Mampi Barman	BA III		2nd in Javelin throw	
31	Cooch Behar College	NA		Runners-up in Athletic Group of women	
32	Joy Routh	BA I	BLUE Holder of University for Kho-Kho	BLUE	2013
33	Pankaj Kr Sarkar	BA II		BLUE	
34	Jayanta Barman	BA III		BLUE	
35	Rashidul Hoque	BA I		BLUE	
36	Monoranjan Barman	BA III		BLUE	
37	Banasree Roy Sarkar	BA II		BLUE	
38	Tanmoy Barman	BA I		BLUE	
39	Bhaskar Barman	BA III		BLUE	
40	Rashidul Hoque	BA I	State Athletic Meet-2013, Salt Lake Stadium, Kolkata	3 rd 200 mt run	2013
41	RashidulHoque	BA I	45 th Inter-College Athletic Meet, AC College, Jalpaiguri	1st in 100 mt	2013
42	Rashidul Hoque	BA I		1st in 200 mt	
43	Rashidul Hoque	BA I		3rd in 1500 mt	
44	Cooch Behar College	NA	Panu Dutta Majumder Memorial Inter-college Kho-Kho Tournament, 2013, Falakata	Champion in men	2013
45	Cooch Behar College	NA		Champion in women	

46	Md. Jahanur Hoque	BA I	College	Man of the match			
47	Mitali Roy Singha	BA I		Woman of the match			
48	Cooch Behar College	NA	Non-Govt Inter College Athletic & Football Meet, Mekhiligang College, Cooch Behar	Football Champion beating Boxirhat College	2013		
49	Cooch Behar College	NA		Women Group Champion in Athletic			
50	Mampi Barman	BA III		3rd in 200 mt run			
51	Banasree Sarkar	BA I		2nd in 100 mt run			
52	Amita Barman	BA II		2nd in Shut-put Throw			
53	Kaberi Goswami	BA I		2nd in High Jump			
54	Aparna Barman	BA I		2nd in 1500 mt run			
55	Malati Roy singha	BA I		2nd in Long-Jump			
56	Jayanti Roy	BA I		3rd in 800 mt run			
57	Rashidul Hoque	BA I		1st in 100 mt run			
58	Rashidul Hoque	BA I		2nd in 200 mt run			
59	Rashidul Hoque	BA I		Player of the Tournament			
60	Cooch Behar College	NA		Gyatri Devi Friendly Cricket Tournament, M.J.N.Stadium, Cooch Behar, Organised by A.B.N.Seal College		Champion by defeating Tufanganj Mahavidlaya	2013
61	Monoranjan Barman	BA II		BLUE Holder of University for Kho-Kho		BLUE	2012
62	Jayanta Barman	BA II	BLUE				
63	Pankaj Kr Sarkar	BA I	BLUE				
64	Cooch Behar College	NA	Panu Dutta Majumder Memorial Inter-college Kho-Kho Tournament,	Champion by defeating Saheed Kshudhiram College, Kamakhyaguri	2012		
65	SuchitraBaman	BA I		Women of the Match			
66	Mampi Barman	BA I					
67	Banasree Barman	BA I					
68	Manoj Barman	BA I	13th Inter Non-Govt Swami Viekananda Athletic Meet & Football Championship Tournament, Sitalkuchi College	1st in 800 mt run	2012		
69	Anukul Ch. Gupta	BA III		1st in 1500 mt run			
70	Jayanta Barman	BA II		3rd in Long Jump			
71	Suchitra Barman	BA II		2nd in 1500 mt run			
72	Suchitra Barman	BA II		1st in Discus Throw			
73	KaberiGoswami	BA II		2nd in High Jump			
74	Mampi Barman	BA I		1st in Shut-put			
75	Mampi Barman	BA I		1st in High Jump			
76	Mampi Barman	BA I		2nd in 800 mt			
77	Cooch Behar College	BA I		Athletic Group Champion			

30. Details of Infrastructural facilities

a) Library:

- ❖ Nil

b) Internet facilities for Staff & Students:

- ❖ Centralized Internet facility is available to staff and students.

c) Class rooms with ICT facility:

- ❖ Nil

d) Laboratories:

- ❖ Yes

*The department has separate Laboratories with following list of equipments.

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

Since the data in this regard collect in aggregate form, so the department have no scope to provide the detail.

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

- ❖ Nil

33. Teaching methods adopted to improve student learning:

- ❖ Students are encouraged to explore the Internet for various examples relevant to a topic and to use e-journals.
- ❖ Students are encouraged to give presentations on different topics.
- ❖ Regular home assignments

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

- Our students are active members of NSS unit of the college.
- Our students actively participated in the extension activity organised by the college
- Our students and passed students are actively helped the teachers in their survey based Research Project Work.

35. SWOC analysis of the department and Future plans:

STRENGTHS

- The Physical Education Department is one of the oldest department of the college and the department is very supportive, cooperative, motivated and dedicated.
- The department is always careful about the achievements of objectives and mission of the college in a sacred mind.
- The department is always ready to help and guide students and also tried best to tackle their problems on various issues.
- Students from interior blocks of the district (where already colleges exist) and other surrounding of semi-rural areas flock in large numbers in this department and the department is also happy to interact with them.

WEAKNESS

- The department have no full time teacher.
- The size of Gymnasium is not sufficient.
- Lack of space and proper infrastructure.

OPPORTUNITIES

- Undoubtedly this subject has some dynamic and bright field.
- Specially the students from the field of Physical Education obtaining a great advantage to learn Games & Sports as general subject in this college.
- The jobs like Indian Military Services, West Bengal Police Service examination, BSF, SSB etc. are having some advantage to the students of Physical Education department. So, expansion in this sector may become the opportunity to the students.

CHALLENGES

- To enable the students to get good placements in Sports.
- To eliminate the diversity among students by bringing them at an equal level.
- To make our students more confident as many of them belong to lower strata of society and encourage the students to aspire for higher achievements and to empower them to assert themselves in society.

FUTURE PLAN

- Master's course in Physical Education.
- More interactive seminars.
- Interaction with other colleges on various platforms.
- Publication of a departmental magazine.
- To inculcate a sense of social responsibility in students.
- Promoting self-learning in students

Signature of the HOD
(Bodrodozza Sarkar)

Date:

Signature of the Principal
(Dr P.K.Debnath)

Date:

._*._*._*._*

C-16

Department of Education

Evaluative Report

1. Name of the department : - **EDUCATION**

2. Year of Establishment : - **2009**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D, Integrated Masters; Integrated Ph.D etc.) :-
UG (BA General)

4. Names of Interdisciplinary courses and the departments/units invo:-
Nil

5. Annual/ semester/choice based credit system (programme wise) :-
Annual Evaluation Based System

6. Participation of the department in the courses offered by other departments:-
Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :-
Nil

8. Details of courses/programmes discontinued (if any) with reasons: -
Nil

9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Assistant Professors	00	00
CWTT	00	00
PTT	00	00
Guest Faculty	01	01

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

Name of the Faculty Member	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last 4 Years
Sri Dipak Ch Das	MA	Guest Lecturer	Environmental Education	5 Yrs	Nil

11. List of senior visiting faculty :-
Nil

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

100%

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

34: 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/PG. :-

Name	Qualification
Sri Dipak Ch Das	MA in Education

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

Nil

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

Nil

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

Nil

19. Publications:

* a) Publication per faculty

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

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database, - International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited-02
- Books with ISBN/ISSN numbers with details of publishers-01
- Citation Index
- SNIP
- SJR
- Impact Factor
- h-index

Nil

20. Areas of consultancy and income generated :-

Nil

21. Faculty as members in :-

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

Nil

22. Student projects: -

a) Percentage of students who have done in-house projects including inter departmental/programme:-

Nil

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

Nil

23. Awards/ Recognitions received by faculty and students. -

Nil

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

Nil

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

a)National -

Nil

b) International -

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
BA Part-I (Gen)	NA	34	21 13	NA

27. Diversity of Students

Name of the Course	% of the Students from the same State	% of Students from other State	% of Students from abroad
BA (Gen)	100	00	00

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 -

No Data Available

30. Details of Infrastructural facilities -

a) Library :-

No Departmental Library, books are issued from Central Library

b) **Internet facilities for Staff & Students :-**
Internet Facility for students available in Library

c) **Class rooms with ICT facility :-**
Nil

d) **Laboratories :-**
NA

31. **Number of students receiving financial assistance from college, university, government or other agencies:-** -
Data available in aggregate form not as department wise.

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

33. **Teaching methods adopted to improve student learning –**
Tutorial classes are taken.

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities –**
Our students actively participate in NSS programme.

35. **SWOC analysis of the department and Future plans –**
Strengths –
❖ **Scope of the subject is very good.**

Weaknesses -

❖ **Only one Guest Lecturer is to handle all classes.**

Opportunities –

❖ **To build the students more flexible.**

Challenges -

❖ **To make the subject more attractive.**

Future Plan -

❖ **To open honours course in Education.**

Signature of the HOD

Date:

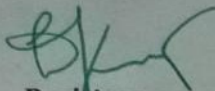
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Signature of the Principal

Date:

Annexure I: Approval of Courses of Affiliating University

SI No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
(I)	Three years B.A. Hons. Courses in Geography, English, Sanskrit, Bengali, History, Political Science, Philosophy & Economics	Permanent		N.A.
(II)	Three years B.A. General Courses in Geography, Elective English, Sanskrit, Elective Bengali, History, Political Science, Philosophy, Economics, Physical Education, Education, Computer Science & Mathematics.	Permanent		N.A.
(III)	Three years B.Com Hons. Course in Accountancy	Permanent		N.A.
(IV)	Three years B.Com General	Permanent		N.A.
(V)	Three years B.Sc Hons. Courses in Physics, Chemistry & Mathematics,	Permanent		N.A.
(VI)	Three years B.Sc General Courses in Physics, Chemistry, Mathematics & Computer Science.	Permanent		N.A.
(VII)	Three years BBA course	Permanent		N.A.
(VIII)	Career Oriented Programme for Certificate/Diploma & Advance Diploma Course in Women's Study, Eco-tourism Management, Communicative English and Computer Application.	Temporary		-----


Registrar
 Registrar
 Cooch Behar Panchanan Barma University

Annexure II: UGC 2(f) Certificate

Copy

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG.
NEW DELHI

(138)

NO. F.8-52/80(OP) 16.May 1980

To
The Registrar,
North Bengal University
Raja Ramohunpur,
Dt. Darjeeling.

Sub; Inclusion of colleges under Section 2(f) of the UGC Act 1956

Sir,

I am directed to refer to your letter No.1471/R80 dated 19.4.1980 on the subject cited above and to say as under:-

(a) University Medical College- The college has been transferred from the head "University College" and included under the head 'Govt Colleges' ~~and teaching upto Bachelors' Degree in the~~ teaching upto Bachelors' Degree in the list maintained under Section 2(f) of the UGC Act.

B. It has also been noted that permanent affiliation has been granted to the following colleges:-

1. Ananda Chandra College of Commerce, Jalpaiguri.
2. Cooch Behar College, Kalighat Road, Cooch Behar.
3. Kaliyaganj College, Kaliyaganj (West Dinazpur)
4. Kurseong College, Kurseong (Darjeeling)
5. Malda Women College, Malda
6. Mathabhanga college, P.O. Mathabhanga (Cooch Behar)
7. Siliguri College of Commerce, Siliguri (Darjeeling)
8. Samsi college, P.O. Samsi (Malda)

Yours faithfully,
Sd/- C.M.Ramchandran
Under Secretary

copy forwarded to:-

2. The Principal, Cooch Behar College, Kalighat Road, Cooch Behar.
10. All Officers/Sections in the UGC Office.

Sd/- J.C.Vohra
for Secretary.

ATTESTED
Principal
COOCH BEHAR COLLEGE
Cooch Behar

Annexure II: 12(B) Certificate

http://www.ugc.ac.in/recog_College.asp

विश्वविद्यालय अनुदान आयोग
University Grants Commission
quality higher education for all

About UGC
Organisation
Universities & Colleges
Publication
Faculty Corner
Student Corner
RTI Act
Other H

Colleges under section 2 (f)& 12(B) of the UGC Act 1956

» List of Colleges pending to include under Section 2(f)/12(B) of the UGC Act 1956 due to non completion of documents from t

The University Grants Commission (UGC) provides financial assistance to eligible colleges which are included under Section 2(f) and 12(B) of UGC Act, 1956 as per approved pattern of assistance under Section 12(B)** of UGC Act, 1956. A total number of colleges included under Section 2(f)/12(B) of UGC Act 1956 as on 31.3.2006 is 6014. Out of these, 5449 colleges are eligible to receive central assistance, including UGC grants under Section 12(B)** of UGC Act 1956. Remaining 565 colleges are included under Section 2(1) of UGC Act 1956 but not yet declared fit for receiving central assistance as they do not fulfill the conditions laid down in the Regulations.

* The UGC had notified Regulations for recognition of colleges under Section 2(f) of the UGC Act, 1956. The colleges are included under Section 2(f) of UGC Act, 1956 in terms of these Regulations as and when the proposals are received from the colleges for inclusion under Section 2(f) of UGC Act, 1956 as per the provisions contained in the Regulations.

** Apart from inclusion of colleges under Section 2(f), the UGC includes the Colleges under Section 12(B) of its Act in terms of the Act. This makes the colleges eligible for central assistance from the Government of India or any organization receiving Government Grants.

Colleges Search by State

S.No.	College	University	Status
51	Bethune College 181 Bidhan Sarani CALCUTTA-6, Distt., :Calcutta West Bengal West Bengal		Under Section : 2(f)&12(B)
52	Bhairab Ganguli College Belgharia CALCUTTA-56, Distt., :North Twenty Four Par West Bengal West Bengal		Under Section : 2(f)&12(B)
53	Bhangar Mahavidyalaya P.O.Bhangar Distt., South 24 Parganas, West Bengal West Bengal		Under Section : 2(f)&12(B)
54	Bhattar College DANTAN. Distt., Midnapore, West Bengal 721 426 West Bengal 721 426		Under Section : 2(f)&12(B)
55	Bhowanipur Education Society College 5- Lal Lajpat Roy Road, CALCUTTA-20. DIST:Calcutta West Bengal		Under Section : 2(f)&12(B)
56	Bidhan Chandra College ASANSOL-4. Distt., Burdwan, West Bengal West Bengal		Under Section : 2(f)&12(B)
57	Bidhan Chandra College RISHRA Distt., Hooghly, WEST BENGAL- 712		Under Section : 2(f)&12(B)

24/07/2013

	Lane CALCUTTA-9., Distt. ,Calcutta West Bengal West Bengal		
82	City College 102/1 Raja Ram Mohan Sarani A CALCUTTA-9., Distt. ,Calcutta West Bengal West Bengal		Under Section : 2(f)&12(B)
83	City College of Commerce & Business Administration 13 Surya Sen Street, CALCUTTA-12. DIST:Calcutta West Bengal		Under Section : 2(f)&12(B)
84	College of Arts & Design Srijani Art Complex, Krishnasayer Eco Garden Mahatab Road., Burdwan- West Bengal 713 104 West Bengal 713 104	University of Burdwan	Under Section : 2(f)&12(B)
85	College of Textile Technology Serampur (hoogly) WEST BENGAL, West Bengal		Under Section : 2(f)&12(B)
86	College of Visual Arts Nayabad, New Geria (Rail Math), P.O. Panchasayar, Kolkata - West Bengal 700 094 West Bengal 700 094	Indria Kala Sangeet Vishwavidyalaya	Under Section : 2(f)&12(B)
87	Cooch Behar College KALIGHAT ROAD. Distt., Cooch Behar, WEST BENGAL 736 101 West Bengal 736 101		Under Section : 2(f)&12(B)
88	Darjeeling Govt. College P.O. North PointDARJEELING Distt., Darjeeling, WEST BENGAL- 734 101 West Bengal 734 101		Under Section : 2(f)&12(B)
89	David Hare Training College 25 B Ballygunge Circular Road, CALCUTTA-19. DIST:Calcutta West Bengal		Under Section : 2(f)&12(B)
90	Derozio Memorial College P.O.-R.Gopalpur North 24 Parganas Kolkata, West Bengal West Bengal		Under Section : 2 (f) & 12 (B)
91	Deshbandhu College for Girls 45 C Rash Behari Avenue CALCUTTA-26., Distt. ,Calcutta West Bengal West Bengal		Under Section : 2(f)&12(B)

24/07/2013 4:42 P

Annexure III: Letter of Introduction of new Subjects

UNIVERSITY OF NORTH BENGAL

P.O. North Bengal University, Raja Rammohunpur, Dt. Darjeeling, West Bengal, India, PIN - 734 013

Dr. S. Sanyal

Inspector of Colleges



☎ : 0353-2776 372
Fax : 0353-2776 372
E-mail: icnbu@yahoo.com

Ref. No.: 58/46/Disp-14

Date: 28/6/14

To
The Principal/Teacher-in-charge,
Coochbehar College, Kalighat Road,
P.O. & Dist. Coochbehar,
Pin: 736101

COOCH BEHAR COLLEGE	
R.No.....	629
Date.....	30.6.14
File No.....	26/14

Dear Sir,

As directed, this is to inform you that the University has allowed to introduce Physics (Honours) and Chemistry (Honours) in your college from the academic session 2014-15, subject to approval of the Executive Council and fulfillment of the conditions as stated below:

- The College shall engage at least three Teachers in Chemistry and two Teachers in Physics before the commencement of classes.
- The College shall procure necessary text/reference books in the subjects.
- The maximum intakes in each subject shall be **10 (ten) students**.
- The college shall take initiative for sanction of additional teaching and non-teaching posts in the subjects as per rule of the State Government.
- The College shall furnish a declaration to the University to the effect that the reasonable additional expenditure required for appointment of guest faculties shall be arranged by the college until further communication/order regarding the sanction/creation of posts or the like is issued by the Government.
- An undertaking regarding additional new class rooms will be made available within two years has to be submitted by the college.
- The report of compliance shall be submitted to the office of the Inspector of Colleges before the commencement of classes for the academic session 2014-15.

Yours sincerely,

(Dr. S. Sanyal)
Inspector of Colleges

Copy to:


- Hon'ble Vice-chancellor
- Registrar
- Secretary, U.G. Council
- Controller of Examinations

Annexure IV: List of Minor/Major Research Project

- 1) Dr Subhasis Bhattacharya received one Minor research Project on the Topic " The broken linkages of Maternal Healthcare: A Search in Forest Villages of Jalpaiguri District of West Bengal" Sponsored by UGC during February 2015 with project cost Rs 2.20 Lakh.

➤ Scanned Sanctioned letter of the Project is attached below

All communications are to be addressed to the Joint Secretary by designation and not by name



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
L.B.S Sector III Salt Lake, Kolkata 700 098
Phone : (033) 2335 4767
Fax : (033) 2335 0586

F.No.PHW-152/14-15(ERO) 03.02.2015

To
The Principal
Cooch Behar College,
Kalighat Road Cooch Behar,
West Bengal-736101.

972
9.3.15
71/15

Subject : Approval of Financial Assistance to Dr./Mr./Ms. **Subhasis Bhattacharya**, Department of **Economics**, of your College for Minor Research Project.

Sir/Madam,

1. The University Grants Commission has approved the proposal of Minor Research Project, as above, of your College, as per the recommendations of the Expert Committee and has also approved an allocation of **Rs.220000/-** for the project as per details given below :

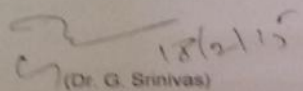
1.	Non-Recurring Items :	Amount (in Rupees)
a.	Books and journals	40000
b.	Equipment	70000
2.	Recurring Items :	
c.	Travel and Field Work	80000
d.	Hiring Services	15000
e.	Chemicals and Consumables	0
f.	Contingency (including special needs)	15000
	Total :	220000

2. The terms and conditions of the grant will be as per the Guidelines of the scheme.

3. A sanction letter (100% of non-recurring and 50% of recurring grant) is enclosed herewith.

4. The College is requested to submit 'Acceptance Certificate', duly signed by the Principal and the Principal Investigator.

5. The date of implementation will be the date of receipt of the first demand draft by the College and may be intimated in the Acceptance Certificate. **The tenure of the Project will be twenty four months for all subjects.**

Yours faithfully,

(Dr. G. Srinivas)
Joint Secretary

Copy forwarded for information & necessary action to:

- The Registrar, North Bengal University.
- The Director, Department of Higher Education, Government of West Bengal.
- Dr./Mr./Ms. **Subhasis Bhattacharya**, Department of **Economics**.
- Guard file

Prof. S. Bhattacharya
For your communication &

(Dr. G. Srinivas)
Joint Secretary

2) Dr Subhasis Bhattacharya received one Minor research Project on the Topic "Health efficiency estimation: A study on Cooch Behar district" Sponsored by UGC during August, 2011 with project cost Rs 1.10 Lakh. The Report of the Project already Submitted to UGC.

➤ Scanned Sanctioned letter and Scanned first page of the Project Output are attached below

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098
Phone : (033) 2333 4767
Fax : (033) 2335 0586

University Grants Commission

Communications are to be addressed to the
Joint Secretary by designation and not by name

No. F.PHW-135/11-12 (ERO) Date: 08.08.2011

To
The Principal
Cooch Behar College
West Bengal

Subject : Approval of financial assistance to Dr./Mr./Ms.Subhasis
Bhattacharya, Economics, of your College for Minor Research Project.

Sir/Madam,

1. The University Grants Commission has approved the Minor Research Project proposal, as above, of your College, as per the recommendations of the Expert Committee and has also approved an allocation of Rs.111000/- for the project as per details given below :

1. Non-Recuring Items :		Amount (in Rupees)
a.	Books and Journals	20000
b.	Equipment (<i>Only desktop</i>)	50000
2. Recuring Items :		
c.	Travel and Field Work	30000
d.	Hiring Services	0
e.	Chemicals and Consumables	0
f.	Contingency (including special needs)	10000
g.	Institutional Overheads (10% of d+e+f)	1000
Total :		111000/-

2. The terms and conditions of the grant will be as per the Guidelines of the scheme.

3. A sanction letter (100% of non-recurring and 60% of recurring grant) is enclosed herewith.

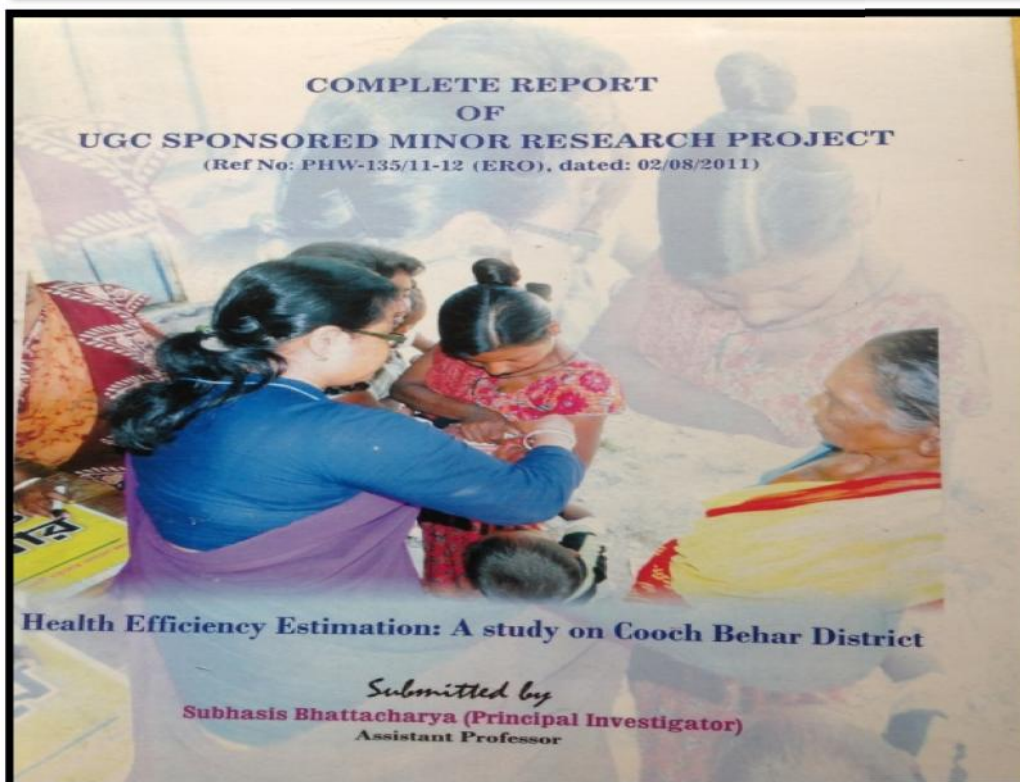
4. The College is requested to submit 'Acceptance Certificate' duly signed by the Principal and the Principal Investigator.

5. The date of implementation will be the date of receipt of the first demand draft by the College and may be intimated in the Acceptance Certificate. The tenure of the Project will be eighteen months for Humanities and Social Science subjects and twenty four months for Science subjects.

Yours faithfully,
(Dr. Ratnabali Banerjee)
Joint Secretary

Copy forwarded for information & necessary action to:
1. The Registrar, North Bengal University
2. The Director of Public Instructions (Higher Education), Govt. of West Bengal
3. Dr./Mr./Ms.Subhasis Bhattacharya, Economics
4. Guard file

(Dr. Ratnabali Banerjee)
Joint Secretary



- 3) Dr Subhasis Bhattacharya received one Major research Project on the Topic "Health seeking behaviour and Provider's efficiency status: A comparative study between Cooch Behar and Jalpaiguri district of West Bengal" Sponsored by ICSSR during February, 2013 with project cost Rs 6.0 Lakh. The Report of the Project already Submitted to ICSSR.
- *Scanned Sanctioned letter and Scanned first page of the Project Output are attached below*



- 4) **Dr Mridul Ghosh** received one Minor research Project on the Topic " " Sponsored by UGC during February 2015 with project cost Rs 1.95 Lakh.
 ➤ *Scanned Sanctioned letter of the Project is attached below*

UNIVERSITY GRANTS COMMISSION
 EASTERN REGIONAL OFFICE
 U B Sector III, Salt Lake, Kolkata 700 098
 Phone : (033) 2335 4767
 Fax : (033) 2335 6586
 03.02.2015

At Communications are to be addressed to the Joint Secretary by designation and not by name

F.No.PHW-151/14-15(ERO)

To:
 The Principal
 Cooch Behar College,
 Kalighat Road Cooch Behar,
 West Bengal-736101.

Subject: Approval of Financial Assistance to Dr./Mr./Ms Mridul Ghosh, Department of Bengali, of your College for Minor Research Project

Sir/Madam,

1. The University Grants Commission has approved the proposal of Minor Research Project, as above, of your College, as per the recommendations of the Expert Committee and has also approved an allocation of Rs.195000/- for the project as per details given below:

Non-Recurring Items :		Amount (in Rupees)
1.		
a.	Books and journals	70000
b.	Equipment	60000
2.		
Recurring Items :		
c.	Travel and Field Work	25000
d.	Hiring Services	20000
e.	Chemicals and Consumables	0
f.	Contingency (including special needs)	20000
Total :		195000

2. The terms and conditions of the grant will be as per the Guidelines of the scheme.
 3. A sanction letter (100% of non-recurring and 50% of recurring grant) is enclosed herewith.
 4. The College is requested to submit 'Acceptance Certificate', duly signed by the Principal and the Principal Investigator.
 5. The date of implementation will be the date of receipt of the first demand draft by the College and may be intimated in the Acceptance Certificate. **The tenure of the Project will be two four months for all subjects.**

Yours faithfully
 (Dr. G. Sriniv. Joint Secreta

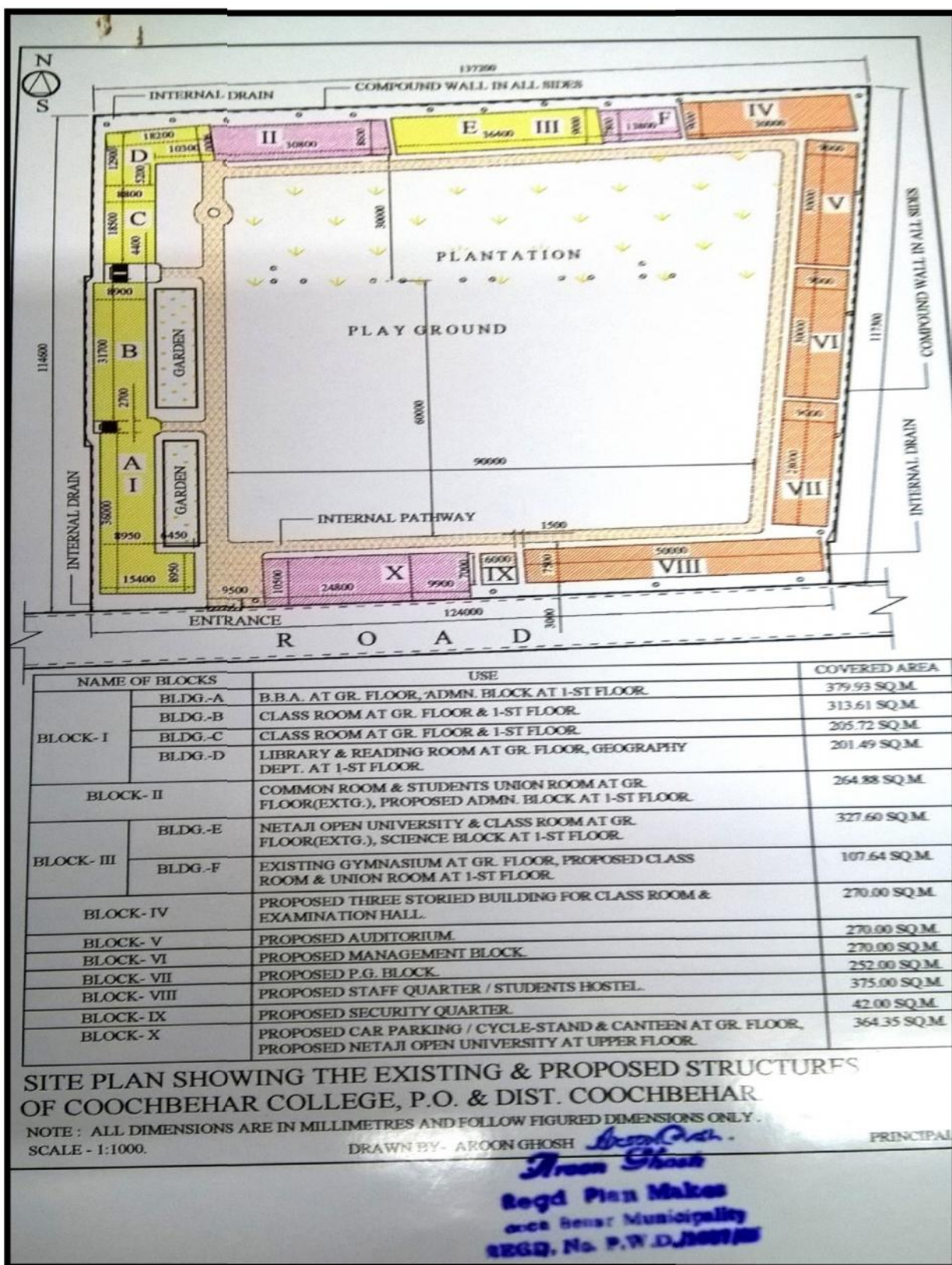
Copy forwarded for information & necessary action to:
 1. The Registrar, North Bengal University.
 2. The Director, Department of Higher Education, Government of West Bengal
 3. Dr./Mr./Ms. Mridul Ghosh, Department of Bengali.
 4. Guard file

Dr. M. Ghosh

141127d. 20.3.15
 162,500 = 20
 20.3.15

Ranking your university in prescribed format for the 'Sports Fees' as mentioned

Annexure V: Master Plan of the College



NAME OF BLOCKS		USE	COVERED AREA
BLOCK- I	BLDG.-A	B.B.A. AT GR. FLOOR, ADMN. BLOCK AT 1-ST FLOOR.	379.93 SQ.M.
	BLDG.-B	CLASS ROOM AT GR. FLOOR & 1-ST FLOOR.	313.61 SQ.M.
	BLDG.-C	CLASS ROOM AT GR. FLOOR & 1-ST FLOOR.	205.72 SQ.M.
	BLDG.-D	LIBRARY & READING ROOM AT GR. FLOOR, GEOGRAPHY DEPT. AT 1-ST FLOOR.	201.49 SQ.M.
BLOCK- II		COMMON ROOM & STUDENTS UNION ROOM AT GR. FLOOR(EXTG.), PROPOSED ADMN. BLOCK AT 1-ST FLOOR.	264.88 SQ.M.
BLOCK- III	BLDG.-E	NETAJI OPEN UNIVERSITY & CLASS ROOM AT GR. FLOOR(EXTG.), SCIENCE BLOCK AT 1-ST FLOOR.	327.60 SQ.M.
	BLDG.-F	EXISTING GYMNASIUM AT GR. FLOOR, PROPOSED CLASS ROOM & UNION ROOM AT 1-ST FLOOR.	107.64 SQ.M.
BLOCK- IV		PROPOSED THREE STORIED BUILDING FOR CLASS ROOM & EXAMINATION HALL.	270.00 SQ.M.
BLOCK- V		PROPOSED AUDITORIUM.	270.00 SQ.M.
BLOCK- VI		PROPOSED MANAGEMENT BLOCK.	270.00 SQ.M.
BLOCK- VII		PROPOSED P.G. BLOCK.	252.00 SQ.M.
BLOCK- VIII		PROPOSED STAFF QUARTER / STUDENTS HOSTEL.	375.00 SQ.M.
BLOCK- IX		PROPOSED SECURITY QUARTER.	42.00 SQ.M.
BLOCK- X		PROPOSED CAR PARKING / CYCLE-STAND & CANTEEN AT GR. FLOOR, PROPOSED NETAJI OPEN UNIVERSITY AT UPPER FLOOR.	364.35 SQ.M.

SITE PLAN SHOWING THE EXISTING & PROPOSED STRUCTURES OF COOCHBEHAR COLLEGE, P.O. & DIST. COOCHBEHAR.

NOTE : ALL DIMENSIONS ARE IN MILLIMETRES AND FOLLOW FIGURED DIMENSIONS ONLY.
SCALE - 1:1000.

DRAWN BY- AROON GHOSH

PRINCIPAL

Aroon Ghosh
Regd. Plan Makers
Cooch Behar Municipality
REGD. No. P.W.D./2007/20


Annexure VI: List of teachers who have attended Refresher Courses and Orientation programme in last five years

Name	OP/RC	Department
Dr Pritha Pandit Roy chowdhury	RC	Political Science
Dr Subhasis Bhattacharya	RC	Economics
Dr Shasanka Kr Gayen	RC	Geography
Sri Joydeb Mondal	RC	Bengali
Dr Tamojit Roy	RC	Commerce
Dr Mridul Ghosh	RC	Bengali
Dr Rabindra Dey	RC	Chemistry
Sri Swapan Chandra Barman	RC	Philosophy
Dr Amal Chandra Roy	RC	Sanskrit
Smt Swati Ghatak	RC	Philosophy

Annexure VII: List of students who acquired BLUE in Physical Education

S. No.	Name of the Students	Year	Name of Games/Sports
01	Pujan Sarkar of BA I	2015	Kho-Kho
02	Jahanur Hoque of BA III	2015	
03	Tanmoy Barman of BA III	2015	
04	Malati Roy Singha of BA III	2015	
05	Milan Rahaman of BA III	2015	
06	Rafiqul Islam of BA III	2014	Kho-Kho
07	Jahanur Hoque of BA II	2014	
08	Pankaj Kr Sarkar of BA III	2014	
09	Tarun Sarkar of BA III	2014	
10	Rashidul Hoque of BA II	2014	
11	Tanmoy Barman of BA III	2014	
12	Sanjit Roy Singha of BA III	2014	
13	Malati Roy Singha of BAIII	2014	
14	Banasree Roy Sarkar of BA III	2014	
15	Suchitra Barman of BA III	2014	
16	Mampi Barman of BA III	2014	Kho-Kho
17	Joy Routh of BA I	2013	
18	Pankaj Kr Sarkar of BA II	2013	
19	Jayanta Barman of BA III	2013	
20	RashidulHoque of BA I	2013	
21	Monoranjan Barman of BA III	2013	
22	Banasree Roy Sarkar of BA II	2013	
23	Tanmoy Barman of BA I	2013	
24	Bhaskar Barman of BA III	2013	
25	Monoranjan Barman of BA II	2012	
26	Jayanta Barman of BA II	2012	
27	Pankaj Kr Sarkar of BA I	2012	

Annexure VIII: UGC XII Plan Sanction Letter

<p>All communications are to be addressed to the Joint Secretary by designation and not by name</p>	 ज्ञान-विज्ञान विमुक्तये	<p>UNIVERSITY GRANTS COMMISSION EASTERN REGIONAL OFFICE LB 8 Sector III Salt Lake, Kolkata 700 098 Phone : (033) 2335 4767 Fax : (033) 2335 0586</p>						
<p>By Speed Post</p>		<p>March, 2014</p>						
<p>No.F.WN5-010/12-13 (ERO)</p>		<p>Sanction No.222084</p>						
<p>To The Principal/Teacher-in-Charge, Cooch Behar College Kalighat Road Cooch Behar West Bengal 736101.</p>		<p>COOCH BEHAR COLLEGE <i>Received No.....379.....</i> <i>File No.....11.....</i> <i>Date.....22.04.2014.....</i></p>						
<p>Sub: UGC Assistance to college during XII Plan- Regarding</p>								
<p>Sir/Madam</p>								
<p>As you are aware that the University Grants Commission during XII Plan period has integrated the Under Graduate Assistance and Merged Scheme and renamed it as Plan Block Grant (PBG). The allocation of XII plan PBG would be the allocation of XI Plan of Under Graduate Assistance (+) Merged Schemes minus the allocation made for Schemes viz Remedial Coaching for SC/ST/OBC & Minorities (b) Coaching for NET for SC/ST/OBC & Minorities (c) Coaching for Entry in Services for SC/ST/OBC & Minorities (d) Equal Opportunity Centre in colleges (e) Higher Education for Persons with special needs (HEPSN). According to the XII Plan allocation for your college works out to:</p> <p>Rs.3354975/- (Head 35 Rs.2683980 + Head 31 Rs.670995).</p>								
<p>During XII Plan period the Commission has decided to allocate funds for PBG into broad categories namely Grants in Aid-Capital and Grants-In Aid-General. Further under Plan Block Grant each college is eligible for 80% of allocated grant for Capital Expenditure and 20% for General Expenditure.</p>								
<p>The items that can be spent under the above categories are given below.</p>								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Head</th> <th style="width: 50%;">Expenditure permitted to be incurred</th> </tr> </thead> <tbody> <tr> <td>Grants In Aid-Capital Expenditure (Head 35) - 80%</td> <td>Buildings (not more than 50% of total grant allocated under PBG Head 35), Equipment, Books and Journals, Purchase of spares/repairs, Improvement of existing premises, etc., (Details given in XII Plan Guidelines)</td> </tr> <tr> <td>Grants in Aid – General Expenditure (Head 31) – 20%</td> <td>Contingency, Extension Activities, Field work/study tours etc., (Details are given in the XII Plan Guidelines)</td> </tr> </tbody> </table>		Head	Expenditure permitted to be incurred	Grants In Aid-Capital Expenditure (Head 35) - 80%	Buildings (not more than 50% of total grant allocated under PBG Head 35), Equipment, Books and Journals, Purchase of spares/repairs, Improvement of existing premises, etc., (Details given in XII Plan Guidelines)	Grants in Aid – General Expenditure (Head 31) – 20%	Contingency, Extension Activities, Field work/study tours etc., (Details are given in the XII Plan Guidelines)	
Head	Expenditure permitted to be incurred							
Grants In Aid-Capital Expenditure (Head 35) - 80%	Buildings (not more than 50% of total grant allocated under PBG Head 35), Equipment, Books and Journals, Purchase of spares/repairs, Improvement of existing premises, etc., (Details given in XII Plan Guidelines)							
Grants in Aid – General Expenditure (Head 31) – 20%	Contingency, Extension Activities, Field work/study tours etc., (Details are given in the XII Plan Guidelines)							
<p><i>97 Communication to Prof. S. Bhattacharjee - [Signature] sent. L. Dasgupta - [Signature] Sri G. Sarker - [Signature] office file -</i></p>		<p><i>24/4/14</i></p>						

Annexure IX: Certificate of Accreditation & Peer team Report(Cycle-I, 2009)



Annexure XI: Audit Report 2014-15

A. RAY & ASSOCIATES
CHARTERED ACCOUNTANTS



35B, Nirmal Chandra Street
(1st Floor), Kolkata-700 013
Phone. : 2215-6644/2035
Mobile : 9830141810

PLEASE QUOTE

12 DEC 2015

Audit Report

We have audited the attached Balance sheet of Cooch Behar College, 2 Kalighat Road Dist. Coochbehar, Pin-736101, West Bengal as at 31st March, 2015 and the annexed Income & Expenditure Account and Receipts and Payments Account for the year ended on that date.

These financial statements are the responsibilities of the College's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We have conducted our audit in accordance with Indian Generally Accepted Audit Standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free from material misstatements. An audit included examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also included assessing the accounting principles used and significant estimates made by the management as well as evaluating the overall statement presentation.

We certify that the Balance sheet and the Income & Expenditure Account and the Receipts & Payment Accounts are in agreement with the books of accounts maintained by the College at 2, Kalighat Road, Cooch Behar, Dist. Cooch Behar, West Bengal.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.


In our opinion and to the best of our information and according to the explanations given to us the said accounts, subject to our comments given in Annexure-1, gives a true and fair view.

i) in the case of the Balance sheet, of the state of the affairs of the College as at 31st March, 2015 and

ii) in the case of the Income & Expenditure Account of the excess of income over expenditure for the year ended on that date.



A. RAY & ASSOCIATES
Chartered Accountants


A. RAY
Proprietor
M. No: 050500
Regd. No: 312042E

E-mail : arayassociates2010@gmail.com

PHOTO-GALLERY

