Annual Report

2009-10

We are submitting the annual plan covering all arena of our institution for the academic Session 2009-10 as approached by the IQAC in its meeting held on 02-07-2010 and the achievements for the same period in Part A.

<u>Part A: Criteria –wise Analysis</u>

Criterion I : Curricular Aspects

<u>Our Plan of work</u>

The college authority persistently endevours to introduce new courses to extend academic opportunities and also tries to increase the strength of both teaching and non- teaching staff to ensure quality both in areas of academics and administration.

<u>Execution of the Plan</u>

In the academic year 2009-2010, five wholetime teachers in substantive posts have joined in the Departments of History, Journalism and Mass Communication, Anthropology, Zoology and Botany.

Criterion II : Teaching – Learning and Evaluation

<u>Our Plan of Work</u>

The college has maintained status quo in the administration procedure. The circulation of an updated Academic Calendar helps the three wings of the institution – the teachers, ther students and the administration to perform their respective functions in a timely and proper manner.

<u>Execution of the Plan</u>.

The Academic Sub- Committee in our college supervises all the issues/ matters relating to the teaching – learning and evaluation process. Academic Calendar of 2009-10 shows 249 working days and 192 teaching days. Present teacher- students ratio is 1 : 44 and invited / endowment lecturers have been organized by various faculties.

Criterion III : Research, Consultancy and Extension

Our Plan of work

Two Minor Research Projects are sanctioned by the UGC in 2009-2010 session. Our NSS unit is working sincerely to reach its scheduled programme.

Execution of the Plan :

College authority always encourages the facilities to upgrade their knowledge for value addition in higher education. The Annual Journal of the college, consisting of scholarly articles by the faculties helps to enrich both the teachers and interested students in their academic pursuit.'

Criterion IV : Infrastructure and Learning Resources :

Our Plan of work

 The college has pursued an upgradation of the Laboratories as before. The college has spent Rs. 38,445/- for developing infrastructural facilities and Rs. 11,21,856/- for the construction of Women's Hostel.

Execution of the Plan

The college purchased 1,113 books and subscribed 4 renowned journals by spending Rs. 2,21,912/- from college fund. The college spent Rs. 1,17,772/- for purchasing new computers.

Criterion V : Students support and Progression

Our Plan of Work

The faculties try to attain 100% success rate of the students in University examinations. The college authority takes necessary measurers to financially assist the needy and meritorious students to check the number of drop out cases. Moreover, separate fund is maintained by the college administration for annual sports, annual cultural programme and also for outdoor games of the students. An Women's Cell is also formed look after the interests of the female students of the college.

Execution of the Plan :

The college spent Rs. 7,500/- as stipend to Bidi Sramiks. So far as University Examination are concerned the success rate of 1st Year students is 97%, for 2nd Year it is 97.04% and it stand 96.98% for the 3rd Year students.

Criterion VI : Leadership and Governance

<u>Plan of work</u>

The college authority extends its hands of cooperation to implement all the policies and decisions, taken by different Sub- Committees, which remain active throughout the year. The Governing Body provides an over all leadership over the functioning of the college.

<u>Execution of work</u>

The college administration has appointed three Part time Lecturer for ensuring better service to the students.

Criterion VII : Innovative Practices.

<u>Our Plan of work</u>

The college persistently endeavours to maintain and improve the practices which were introduced before NAAC visit.

<u>Execution of the Plan</u>

The three wings of college – College - teachers, non-teaching staff and the students have worked sincerely to maintain all the innovative practices such as – Parent- teacher meeting, teachers' evaluation by students, interaction with Alumni Association, collective programme with local bodies, extension of the NSS activities etc in the 2009-2010 academic session.

Part- B

1. **Activities reflecting the goals and objectives of the institution** :
   The emblem of the college which expresses the determination to promote perseverance, knowledge and empowerment of the students along with the depiction of a pen and book in the flame of a lamp eloquently defines the goals and objectives of the institution. Regular classes, continuous evaluation, remedial classes, parent –teacher meeting and also feedback from our students are being considered regularly as the measures adopted for the achievement of our goal

2. **New academic programmes initiated (UG and PG)** . : No new academic programme has been introduced in 2009-10.

3. **Innovations in curricular design and transaction**: Curriculum designs introduced by the West Bengal State University are followed.

4. **Inter-disciplinary programmes stated** :
   Some of our faculties take classes in other Departments on the basis of their expertise on some common topics/ issues as included in the syllabus

5. **Examination reforms implemented** :
   The West Bengal State University has followed the 1+1+1 system as introduced by the University of Calcutta. In addition to this, the intra- college examination system is maintained clearly in the Academic calendar, circulated among the students at the beginning of the academic session. Each Honours department takes periodic class tests and the performance of the students in these tests is analysed in the departmental committee meetings and in the parent-teacher meetings and necessary measures are taken for improvement. Moreover, before the publication of the result of each terminal examination, the Academic sub- committee examines thoroughly the results of the students along with their attendance records and suggests measures for improving the performance. In addition, the guardians of the weak students in merit and in attendance are met by the Principal or the Departmental Heads to appraise the performance of their wards.

6. **Candidates qualified** : NET/SLET/ GATE etc: Data are not available.

7. **Initiative towards faculty development programme**:

The college authority has motivated the teachers to join 'FIP' for acquiring Ph.D. degree. The teachers also enjoyed on duty leave for joining U.G.C. sponsored Refresher Courses, Orientation Programmes, Seminars, Workshops, Conferences and Symposiums. Teachers' participation in various faculty development programmes is as under :

*FIP	** RC	***OP	Seminars
04	04	02	70

Some of the teachers have won wide recognition for the books they have written. Some teachers contribute regularly to reputed journals and newspapers.

*Faculty Improvement Programme

**Refresher Courses

***Orientation Programmes

8. **Total number of seminars/ workshops conducted** : Eleven (11)
Seminars are organized by different departments with the financial assistance from the college. Moreover, a National Seminar was organized by the Department of Political Science on 'Women inPanchyats and Urban Local Bodies in West Bengal' in December, 2009, with the financial assistance from the Higher Education Ministry, West Bengal Government.

9. **Research projects**: Two UGC Minor Research Projects are undertaken in 2009-2010 academic session.

10. **Patents generated, if any** : Nil

11. **Ne w collaborative research programmes**: Nil

12. **Research grants received from various agencies** : Rs. 2,17,000/-
(UGC Minor Research Project)

13. **Details of research scholars** : Nil

14. **Citation index of faculty members and impact factor** : Nil

15. **Honors / Awards to the faculty** : Nil

16. **Internal resources generated** :
    Collection from Students: Rs. 19, 86,452/-
    Received from Webel: Rs. 6,63,844/-

17. **Details of departments getting SAP, COSIST (ASSIST)/DST, FIST, etc. assistance/ recognition** : Nil

18. **Community services**:
    NSS unit in the college is working sincerely to coach the poor children of the locality and also promotes awareness among the students as well as among the local population regarding the importance of the plantation in the contest of global warming.

19. **Teachers and officers newly recruited** : 05*
    *Five teachers were recruited in substantive posts in the Department of History, Journalism and Mass Communication, Zoology, Anthropology and Botany.

20. **Teaching –non teaching staff ratio** :
    Teaching: Non-teaching (including Part-time) - 76: 25 =3.04:01
    Teaching: Non-teaching (excluding Part-time) - 28: 07 = 04: 01

21. **Improvements in the library services** :
    The post of Librarian has been lying vacant for more than 15 years and the Assistant Librarian retired on 31.06.2007. In this situation, college administration has appointed a library assistant on contractual basis for ensuring necessary service to the students. The college authority has repeatedly requested to the West Bengal College Service Commission for filling up the post of Librarian.

22. **New books/ journals subscribed and their cost** :
    New books purchased in 2009-10 = 1,113 (Text Books); 25 (Reference Books)
    Journals subscribed = 04
    Total cost = Rs. 2, 21,912/-

23. **Courses in which students assessment of teachers is introduced and the action taken on students feedback**:
    Students' Feedback Report on College Environment by the outgoing students (3rd year) was introduced in 2003 and it is still continuing. To elicit desired information regarding the college environment we have organized all the questions into form broad categories. There are : i) Area & Physical Environment of the college, ii)Academic Environment, iii) Infrastructural Facilities and iv) Administration of the college.

24. **Unit cost of education**:
    With salary components   : Rs. 7,244.42
    Without salary components: Rs. 1,225.89

25. **Computerization of administration and the process of admissions and examination results, issue of certificates** :
    Administrative works including all financial matters are fully computerised. The process of admission, results of examination (College) of the students are also computerised.

26. **Increase in the infrastructural facilities**:   The college has spent Rs. 38,445/- for developing the infrastructural facilities in 2009-2010 academic year. The institution has also spent Rs. 11,21,856/- for the construction of the Women's Hostel.

27. **Technology upgradation** :
    Software is upgraded from time to time as per requirement.

28. **Computer and internet access and training to teachers and students** :
    Computer training programme which helps our students to access internet has been carried out on by the WEBEL on behalf of the institution. The college provides computer and internet access to the teaching and non-teaching staff.

29. **Financial aid to students** :
    The college offers financial assistance / aid to the needy students at the time of admission and provides fund at the time of filling up examination forms.

30. **Support from the Alumni Association and its activities**.
    Alumni Association in our college always extends its hands of cooperation to the college administration and also to the financially backward students at the time of admission and during their filling up examination forms.

31. **Support from the Parent- Teacher Association**
    Parent- teacher association has not yet been formed in the college. But, each department meets the parents and exchanges views regarding the performance of their wards during the Parent- Teacher Meetings organized annually.

32. **Health Service** :
   All students are members of the Students' Health Home and get necessary treatment at a subsidised cost. The college arranges group insurance for all the bonafied students against any type of accident.

33. **Performance in sports activities** :
   The college has its own sports department, headed by a full-time teacher. The sports department conducts Annual Sports in the winter season every year.

34. **Incentives to outstanding sports persons**:
   At the time of admission the Admission Committee in our college may relax the admission norms for the outstanding sportspersons.

35. **Students achievements and awards**: The college students' team won the Champion Trophy in Inter- College Table Tennis Tournament organized by the West Bengal State University in August, 2009. Our students also participated in the Youth Parliament Contest and Quiz contest and came thirt (3rd) at the District Level in December, 2009.

36. **Activities of the Guidance and Counselling cell**
   The college conducts guidance and counseling programme for the new entrants at the time of admission for selecting the appropriate course curriculum as per their result and interest. The same programme is conducted for the outgoing students regularly under the supervision of an expert teachers. This counselling process enriches our students for achieving their goals and objectives in addition to promoting academic excellence.

37. **Placement services provided to students** :
   There is no such scope as yet. But in recent past, various companies absorved some of our students from the Department of Management (Advertising, Sales Promotion and Sales Management) through campusing.

38. **Development programmes for non-teaching staff**:
   The college authority organizes such programmes once or twice in each academic session in various areas, such as –i) upgrading of computer knowledge, ii) office management, iii) inter-personal relationship etc. for the overall development of the performance of the non-teaching staff.

39. **Best Practices of the institution**:

The best practices of the college include a pro-active role by the NSS unit, which arranges free coaching for the poor children in the locality and promotes an environmental awareness among the local people. The college authority also provides arsenic free water to the public living within a radius of around three (3) km. from the college premise.

40. **Linkages developed with National / International, academic/ research bodies** : N.A.

41. **Any other relevant information**: N.A.

Institutional Data (2009-2010)

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

   Name : **Mrinalini Datta Mahavidyapith**

   Address : 70, Vidyapith Road, Birati

   City : Kolkata   District : North 24 Pgs.   State : West Bengal

   Pin code : 700 051

   Website : www.mdmbirati.org

2. **For communication :**

   Office :

Name	Area/STD Code	Tel No.	Fax No.
Principal: **Dr. Apurba Bandyopadhyay**	033	2513 9100 2539 3825	2513 9100
IQAC Co-ordinator : Dr. Nilay Kumar Saha	033	2513 9100 2539 3825	2513 9100
e-mail:	mdm.birati@gmail.com		

Residence :

Name	Area/STD Code	Tel No.	*Mobile No.*
Principal: **Dr. Apurba Bandyopadhyay**	033	2674-6695	9433663649
IQAC Co-ordinator : Dr. Nilay Kumar Saha	033	2514-1279	9830404075

3.**Type of Institution :**

   a. By management   i.   Affiliated College   ☑

      ii.   Constituent College   ☐

   b. By funding   i.   Government   ☐

      ii. Grant-in-aid   ☑

      iii. Self-financed   ☐

      iv. Any other (Specify the type)   ☐

   c. By Gender   i.   For Men   ☐

ii.	For Women	☐
iii.	Co-education	☑

4. Is it a recognized minority institution ?

Yes ☐   No ☑

If yes specify the minority status (Religious/linguistic/any other)
(Provide the necessary supporting documents)

5. a) Date of establishment of the college :

Month	Year
03	1964

b) University to which the college is affiliated

West Bengal State University, Barasat.

6. Dates of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)
2f	1965
12b	College extablished before 1972

7. Does the University Act provide for autonomy of Affiliated/Constituent Colleges?

Yes ☐   No ☑

8. If yes, has the college applied for autonomy?

Yes ☐   No ☑

9. Location of the college : (based on Govt. of India census)

Urban   ☐

Semi-urban   ☑

Rural   ☐

Tribal   ☐

11

10. Details of programmes offered by the institution : (Give last year's data)

Sl. No	Programme Level	Name of the Programme of Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength (1st Year)	Total Number of students admitted (1st , 2nd & 3rd Year)
01	Under-graduate	B.A/B.Sc/ B.Com/ BBA/Major in Advertising Sales Promotion and Sales Management (ASPV)	3 Years	H.S. or equivalent	Bengali/ English in some courses	2100	3329

11. List the departments :

Science
Anthropology, Botany, Chemistry, Computer Science, Economics, Geography, Mathematics, Physics, Zoology,
Arts
Bengali, Education, English, History, Journalism and Mass Communication, Philosophy, Political Science, Sanskrit, Sociology.
Commerce & Management
Commerce, BBA, B.Com. (Major in ASPV), B.Sc. (Major in ASPV), B.A. (Major in ASPV)

12.Unit Cost of Education

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

a) **including the salary component = Rs. 7,244.42**

b) **excluding the salary component = Rs. 1,225.89**

1. Criterion I : Curricular Aspects

1. **Does the College have a state**

   Vision?   Yes ☑   No ☐

   Mission ?   Yes ☑   No ☐

   Objectives ?   Yes ☑   No ☐

2. **Does the college offer self-funded programme?**   Yes ☑   No ☐

   If yes, how many courses? | 04 |

   Fee charged for each programme (include Certificate, Diploma, Add –on course etc.)

Sl. No.	Programme (B.Sc., B.Com. etc.)	Fee charged in Rs.
1.	B.B.A	15000.00 pa
2.	B.A (Major) in ASPV	2500.00 pa
3.	B.Sc. (Major) in ASPV	2500.00 pa
4.	B. Com (Major) in ASPV	2500.00 pa

3. **Number of Programmes offered under**
   a. annual system   Yes   23
   b. semester system   No

13

c. trimester system   No

4. Programmes with

  a. **Choice based credit system?**   Yes ☐   No ☑

.   b. **Inter/multidisciplinary programmes**   Yes ☐   No ☑

  c. **Any other, specify**   Yes ☐   No ☑

5. Are there Programmes where assessment of teachers by students is practiced ?

      Yes ☑   No ☐   Number   01

6. Are there Programmes taught only by visiting faculty?

      Yes ☐   No ☑

7. New programmes introduced during the last two years

  UG   Yes ☑   No ☐   Number 01*

.   **PG**   Yes ☐   No ☐

  Other (specify)   Yes ☐   No ☐

✉️ ❏❍❏◆◆ ❍❏   ♦ ❍⋇❍■❍❍ ☎ ❏■❏◆❏• ①   ❖   ⋇■◆❏❏≙◆❍❍≙ ⋇■   ▤❏⌐❐▨❏ ⌐⁀⬩❏
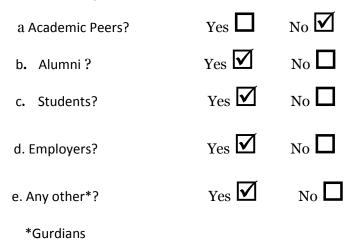
8. How long does it take for the institution to introduce a new programme within the existing system?

Approximately 3 years Honours in Computer Science (General) was introduced in 2004-2005.

9. Is there a provision for Project work etc. in the programme? If yes, indicate the number.

      Yes ☑   No ☐   Number   10

10. **Is there any mechanism to obtain feedback on curricular aspects from**

a Academic Peers?　　　　Yes ☐　　　No ☑

. b. Alumni ?　　　　　　Yes ☑　　　No ☐

c. Students?　　　　　　Yes ☑　　　No ☐

d. Employers?　　　　　Yes ☑　　　No ☐

e. Any other*?　　　　　Yes ☑　　　No ☐

*Gurdians

2. Criterion II : Teaching-learning and Evaluation

1. **How are the students selected for admission to various courses?**
   a) Through an entrance test developed
      by the institution
   b) Common entrance test conducted by the
      University/Government
   c) Through interviews
   d) Entrance test and interview

   e) Merit at the previous qualifying examination　　　☑
   f) Any other (specify)

   (If more than one methid is followed, kindly specify the weightages)

2. **Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic year**

Programmes (UG and PG)	Open category		SC/ ST category		Any other (specify)	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
B.A. (Hons.)	76	52	73	46	-	-
B.A. (Gen.)	54	34	50	32	-	-
B.Sc. (Hons.)	79	58	70	45	-	-

B.Sc. (Gen.)	56	38	49	34	-	-
B.Com.(Hons.)	68	51	53	44	-	-
B.Com.(Gen.)	42	35	40	34	-	-
B.B.A. (Hons.)	-	-	-	-	-	-
B.A./B.Sc./B.Com Major (ASPV)	63	49	53	46	-	-

3. Number of working days during the last academic year   249 (2008-09)

4. Number of teaching days during the last academic year   192(2008-09)

5. No. of positions sanctioned and filled   Sanctioned / Filled

Teaching	37	33
Non-teaching	28	12
Technical	Nil	Nil

6. a. Number of regular and permanent teachers (gender-wise)

Principal	M	01	F	00
Associate Professor	M	09	F	07
Assistant Professor	M	07	F	09

b. Number of temporary teachers (gender-wise)

Lecturers- Full-time	M	-	F	-
Lecturers-Part-time	M	-	F	-
Lecturers (Management appointees) Full time	M	04	F	08
lecturers (Management appointees) Part time	M	08	F	17
Any Other (Guest)	M	08	F	03
Total	M	20	F	28

7. a. **Number of qualified (/permanent teachers and their percentage to the total number of faculty**
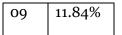
33	40.74%

b. **Teacher : student ratio**

01 :	41

c. **Number of teachers with Ph.D. as the higher qualification and their percentage to the total faculty strength**

11	14.81%

d. **Number of teachers with M.Phil. as the highest qualification and their percentage to the total faculty strength**

09	11.84%

e. **Percentage of the teachers who have completed UGC, NET and SLET exams.**

29.3%

f. **Percentage of the faculty who have served as resource persons in Workshop/Seminars/Conferences during the last year?**

11

g. **Number of faculty development programmes availed by teachers (last year)**
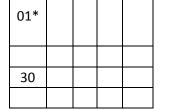
UGC/FIP Programme | 03 | | | | |

Refresher	03				
Orientation	04				
Any other (specify)					

h. Number of faculty development programmes organized by the college during the last two years.

Seminars/workshops/symposia on curricular development, teaching-learning, assessment etc.	01*				
Research management					
Invited/ endowment lecturers	30				
Any other (specify)					

*UGC sponsored International conference jointly organized by the Department of History and Department of Journalism and Mass Communication.

8. Number and percentage of the courses where predominantly the lecture method is practiced

> **8, 42%**

9. Does the college have the tutor-ward system?

Yes ☑   No ☐

If yes, how many students are under the care of a teacher ?

> **44 : 1**

10. Are remedial programmes offered?

Yes ☑   No ☐   Number 13

11. Are there Courses with ICT-enabled teaching-learning processes?

Yes ☐   No ☑

12. Is there a mechanism for:

a. Self-appraisal of faculty?   Yes ☑   No ☐

b. Student assessment of faculty performance?   Yes ☑   No ☐

c. Expert/Peer assessment of faculty performance?   Yes ☐   No ☑

13. **Do the faculty members perform additional administrative work?**

Yes ☑ No ☐

If yes, the average number of hours spent by the faculty per week.

04 hours

3. Criterion III: Research, Consultancy and Extension

1. **How many teaching faculty are actively involved in research? (Guiding student research, managing research projects etc.)**

Number   % of total

18	24

2. **Research collaboration**

   a) **National**   Yes ☐ No ☑
      If yes, how many?

   b) **International**   Yes ☐ No ☑

      If yes, how many?

3. **Is the faculty involved in consultancy work ?**

Yes ☐ No ☑

If yes, consultancy earnings/ year (average of last two years may be given)

4. a) **Do the teachers have ongoing / completed research projects?**

   Yes ☑   No ☐

   If yes, how many?

on going	02
Completed	02

5. **Research publications :**

International journals   Yes ☐ No ☑

International journals- referred papers Yes ☐ No ☑

19

College journal	Yes ☑ No ☐	Number - 01

College journal   Yes ☑   No ☐   Number - 01

Books   Yes ☐   No ☑

Abstracts   Yes ☐   No ☐

Any other (specify) *   Yes ☑ No ☐   Number - 01
Awards, recognition, patents etc. if any (specify)

* Proceedings of International conference jointly organized by the Department of History and Department of Journalism and Mass Communication.

6.Has the faculty

   a)   Participated in   Yes ☑ No ☐   Number   42
Conferences ?

   b)   Presented research   Yes ☑ No ☐   Number   **10**
papers in Conferences?

   7. **Number of extension activities organized in collaboration with other agencies/NGOs (such as Rotary/Lions Club)**

      (average of last year)

      01- Ministry of Self- employment and Self –Help Group, Govt. of West Bengal.

   8. **Number of regular extension programmes organized by NSS and NCC (average of last year)**

NSS	NCC
02*	**N.A.**

*Free coaching to the poor children of the locality, Plantation of trees and Growth of environmental awareness.

   9. **Number of NCC Cadets/units :** Not Applicable.

   10. **Number of NSS Volunteers/units**

M		F		Units	
52		**25**		**01**	

4. Criterion IV : Infrastructure and Learning Resources

1. a) Campus area in Sq.ft. 79,200 Sq.ft.

    b) Built in area in Sq. ft. 5,251.50 S.ft.

2. Working hours of the Library

    a) On working days 8 hours

    b) On holidays Nil

    b) On Examination days 8 hours during College Examinations
        During University Examinations as per requisition

3. Average number of faculty visiting the library/day **25**
(average for the last year)

4. Average number of students visiting the library/day **50**
(average for the last year)

5. Number of journals subscribed to the institution **04**

6. Does the library have the open access system? **Yes**

7. Total collection

a.	Books	29,333** (28,195 +1138***)
b.	Textbooks	23,547 (22,434+1113)
c.	Reference books	4317 (4292 + 25)
d.	Magazines	03
e.	Current journals	04
	Indian journals	04
	Foreign journals	Nil
f.	Peer reviewed journals	04
g.	Back volumes of journals	Nil
h.	E-information resources	Nil
	CSs/DVDs	
	Databases	
	Online journals	
	AV resources	

**Including 1426 books in Book Bank

*** Purchased during 2009-2010 session.

i. Special collection

	Yes		No		Number	
Repository	Yes		No		Number	
World Bank, OECD, UNESCO etc.			No			
Interlibrary borrowing facility						
Materials acquired under special schemes (UGC, DST etc.)			No			
Materials for Competitive examinations including Employment news, Yojana etc.	Yes				01	
Book Bank	Yes				1426	
Braille materials			No			
Manuscripts			No			
Any other						

8. Number of books/journals/periodicals added during the last two years and their total cost?

	The year before last 2007-08		Last year 2008-09	
	Number	Total Cost(Rs.)	Number	Total Cost(Rs.)
Text Books	426	Rs. 34,321/-	741	Rs. 67,101/-
Reference Books			79	Rs. 39,910/-
Other Books				
Journals/ Periodicals	04	Rs. 3,780/-	--	
Encyclopedia			--	
Any other (specify)			--	

9. Mention the

Total carpet area of the Central Library (in sq.ft.)	5,251.50
Number of departmental libraries	20
Average carpet area of the departmental of libraries	--
Seating capacity of the Central Library (Reading room)	50

10. Status of Automation of Library

not initiated ☐

fully automated ☐

partially automated ☑

11. Percentage of library budget in relation to total budget

0.52

12. Services/facilities in the library (If yes, tick in the box)

Circulation ☑

Clipping ☐

Bibliographic compilation ☑

Reference ☑

Reprography ☐

Computer and Printing ☑

Internet ☑

Inter-library loan ☐

Power back up ☐

Information display and notification ☑

User orientation/information literacy ☐

13. Average number of books issued/returned per day

110

14. Ratio of library books to the number of students enrolled

9 : 1

15. Computer Facilities

Number of computer in the college	23
Number of Departments with computer facilities Central computer facility (Number of terminals)	07
Budget allocated for purchase of computers during the last academic year	
Amount spent on maintenance and upgrading of computer facilities during the last academic year	Maintenance and upgrading computer Rs. 34,437/-

Internet Facility, Connectivity	Dialup	Broadband	Others (specify)
	-	Yes	-
Number of nodes/ computers with Internet facility	08		

Comp. Sc., Management, B.Com., Journalism & Mass Com., Anthropology, Geography, Physics.
** Actual expenditure Rs. 1,05,200 and Rs. 12,000 spent for software.

16. Is there a Workshop/Instrumentation Centre?

Yes ☐   No ☑

17. Is there a Health Centre?

Yes ☐   No ☑

We do not own any health centre but in case of emergency we get assistance from local nursing-homes.

18. Is there Residential accommodation for

Faculty ?   Yes ☐ No ☑

Non-teaching staff ?   Yes ☑ No ☐

19. Are there student Hostels?   Yes ☑ No ☐

20. Is there a provision for

a) Sports fields   Yes ☑ No ☐

b) Gymnasium   Yes ☑ No ☐

c) Women's rest rooms   Yes ☑ No ☐

d) Transport   Yes ☐ No ☑

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e) Canteen/Cafeteria   Yes ☑ No ☐

f) Students centre   Yes ☑ No ☐

g) Vehicle parking facility   Yes ☑ No ☐

5. Criterion V : Student Support and Progression

1. **a. Student strength**

    (Provide information in the following format for the academic year 2009-2010)

Students Enrolment	UG		
	M	F	T
No. of students from the same state where the college is located	1821	1508	3329
No. of studens from other states	Nil	Nil	Nil
No. of NRI studens	Nil	Nil	Nil
No. of overseas students	Nil	Nil	Nil

M - Male, F- Female, T - Total

b. **Drop out rate in UG (in the academic year 2009-2010)**

Number	%
892	26.79%

2. **Financial support for students : (in the academic year 2009-2010)**

	Number	Amount
Endowment		
Freeship		
Scholarship (Government)		
Scholarship Institution)		
Number of loan facilities		
Any other financial support (Specify)	Bidi Sramik	Rs. 7,500/-
Concession as tuition fees	490	Rs. 2,10,000/-

3. **Does the college obtain feedback from students on their campus experience?**

    Yes ☑ No ☐

4. **Major cultural events (in the academic year 2009-2010)**

Events	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Intra-collegiate*				Yes		02*
Intra- university						

National						
Any other (specify)						

*Won champions Trophy in the Inter-College Table Tennis Tournament of WBSU on 21/08/2009.

**Students participated in Youth Parliament Contest and Quiz Contest in 2009-2010 session at the District Level in December, 2009. They came 3rd (Third) in this contest.

5. **Examination Results (in the academic year 2009-2010)**

Results	1st Year (Part-I)	2nd Year (Part-II)	3rd Year (Part-III)
Pass Percentage	**97%**	**97.04%**	**96.98%**
Number of first classes			**05**
Number of distinctions			
Ranks (if any)			

6. **Is there a Student Counselling Centre ?**
   Yes ☑   No ☐

7. **Is there a Grievance Redressal Cell ?**
   Yes ☑   No ☐

8. **Does the college have an Alumni Association?**
   Yes ☑   No ☐

9. **Does the college have a parent-teachers Association?**
   Yes ☐   No ☑

6. Criterion VI : Governance and Leadership

1. **Has the institution appointed a permanent Principal ?**

   Yes ☑ No ☐

   If Yes, denote the qualifications

   M.Sc. Ph.D.

2. **Number of professional development programmes held for the Non-teaching staff (last year)**

01*

   *Computer training programme for upgrading the system.

3. **Financial resources of the college (approximate amounts) - Last year's data 2008-2009.**

Grant- in -aid	Rs. 1,31,73,357/-
Fee from aided courses	
Donation	Nil
Fee from Self-funded courses	Nil
Any other (specify)	Nil

4. **Statement of Expenditure**

   Total Expenditure Rs. **2,41,16,685**/-

Item	2009-10
% spent of the salary of faculty	81.0
% spent on the salary of non-teaching employees including contractual workers	9.53
% spent on books and journals	0.62
% spent of Building development	0.36
% spent on maintenance, electricity, water, sports, examinations, hostels, student amenities etc.	2.63
% spent on academic activities of departments – laboratories,	3.12

green house, animal house, etc.	
% spent on research, seminars etc.	**0.12**
% spent on miscellaneous expenditure	**2.62**

5. **Dates of meetings of Academic and Administrative Bodies during the last two years :**

	2009-2010
Governing Body	22/09/09; 04/01/10; 07/06/10;
Integral Admn. Bodies (mention only three most important bodies)	
i)Finance Committee:	11/07/09 ; 13/04/10
iI) Development Committee / (Building Committee:	11/07/09 ; 13/04/10
iii) Academic Committee :	08/09/09; 05/01/10; 19/01/10 05/02/10; 07/04/10; 09/04/10
Any othe (specify)	13/04/10 (Women Cell)
i) Library	16/04/10; 30/04/10
ii) Grievance	16/04/10
iii) T.C. Meeting	28/07/09; 03/11/09; 04/12/09; 12/03/10.

6. **Are there Welfare Schemes for the academic community**

  Loans   Yes ☐   No ☐

  Medical allowance Yes ☑   No ☐   **as per Govt. rules (W.B.)**

  Any other (specify) Yes ☑   No ☐   **Provident Fund Loan.**

7. **Are there ICT supported/Computerised units/processes/activities for the following :**

  a) Administrative section/Office   Yes ☑   No ☐

  b) Finance Unit   Yes ☑   No ☐

  c) Student Admission   Yes ☑   No ☐

  d) Placement   Yes ☐   No ☑

e) Aptitude Testing   Yes ☐   No ☑

f) Examinations   Yes ☑   No ☐
  Result of Final (University) Examination

g) Student Records   Yes ☑   No ☐

7. Criterion VII : Innovative Practices

1. **Has the institution established Internal Quality Assurance Mechanims?**

    Yes ☑   No ☐

2. **Do students participate in the Quality Enhancement initiatives of the Institution?**

    Yes ☑   No ☐

3. **What is the percentage of the following student categories in the institution?**

a.	SC	13.58%
b.	ST	0.48% ?
c.	OBC	1.68%
d.	Women	45.30%
e.	Differently-abled	--
f.	Rural	74.19%
g.	Tribal	--
h.	Any other (specify)	--

4. **What is the percentage of the following category of staff ?**

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	05	6.58	04	20
b	ST	Nil	-	00	00
c	OBC	01	1.32	00	00

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d	Women	44	54.32	04	20
e	Physically-challenged	Nil	-	01	05
f	General Category	75	92.59	16	80
g	Any other (specify)	Nil	-	00	00