

NAAC-Re-accreditation Self Study Report 2016

**SELF STUDY REPORT 2016 IN RESPECT OF 2ND CYCLE OF
RE-ACCREDITATION**

CITY COLLEGE

102/1 RAJA RAMMOHAN SARANI, KOLKATA 700 009
WEST BENGAL

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
P.O. Box no: 1075, Nagarbhavi, Bangalore - 560072

To

The Director

National Assessment and Accreditation Council (NAAC)

P.O. Box no: 1075, Nagarbhavi

Bangalore- 560072

India

Subject: Uploading SELF STUDY REPORT 2015 of CITY COLLEGE,
KOLKATA, Pin: 700 009 for Second Cycle Re-Accreditation 2016 in our
official website: www.citycollege.org

Sir,

In compliance of our LOI requirements, we are glad to upload our SELF STUDY REPORT 2016 in our above mentioned official website for **2nd Cycle Re-Accreditation** containing the key aspects of the functioning of our college during the post-accreditation period (2007-2016), accompanied by enclosures as listed on the Contents page.

I ardently look forward to hear from you on your decision for peer team inspection in our college.

Thanking you,

Yours faithfully,

(Dr Sital Prasad Chattopadhyay)

Principal

City College, Kolkata 700009

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P R E F A C E

With hundred and fifty years of élan and excellence, City College, Calcutta is a name in intelligentsia to boastfully enjoy the glory of the Bengal Renaissance which enlightened the entire country.

Tradition and modernity, legacy and technology, history and vision have put the college as an institution on the educational map of the country creating an Indian diaspora across the world. We are proud to have met the privilege to submit the Self Study Report (SSR) of City College to the National Assessment & Accreditation Council (NAAC), Bangalore, for Re-Accreditation (Cycle-II), so as to attain a height in providing quality education to the Nation. After the first accreditation in 2007, the college has been in gradual progression and takes various steps for implementing diverse value enhancement processes during the post accreditation period.

The City College originated from a seabed of widespread educational movement in Bengal towards the latter part of the 19th century by the magnanimous members of the “**Sadharan Brahma Samaj**”. Since then, the **Brahmo Samaj Education Society (BSES)** with its illustrious background in the field of education has been entrusted with an extraordinary role to elevate the City College to its zenith as a seat of learning. During the period when only a few Government educational institutes were present and those were exclusively for the children of rich and well off families and studying in the Government schools and colleges were the day-dream of the innumerable students belonging to under privileged families, BSES came forward and started its journey by establishing number of educational institutions for the marginalized middle class of Bengal. The dream came true with the establishment of City College which started as a High school by **Anandamohan Bose, the first Wrangler of Bengal**, on 6th January 1879. The wholehearted support and assistance from **Pandit Shivanth Shastri** and **Rastraguru Surendranath Bandyopadhyay** made the road smooth for establishing the school. The school was opened with the objective of educating Indian students irrespective of castes and creeds on an improved and comprehensive plan. Academic learning for degrees was not the end-result in the aim but the school also had a strong motivation in educating a student to become a perfect and ideal man to the society. Gradually the school improved to meet all the requirements of a university affiliation.

In 1881, the City school was expanded to a first-grade college. **Sir Alfred Croft** (the then Director of Public Institutions) observed in his official report that ‘*the unaided City College of Calcutta occupied a unique and distinguished position in regard to the reading of science*’.

By the year 1920, the college was preparing students for the B.A. examination in English, Sanskrit, Political Economy and Political Philosophy, History and Persian and also for the B. Sc. Examination in Mathematics, Physics and Chemistry. In 1939, a Commerce Department was opened. This was followed by the inauguration of the Women’s department in 1943.

Now there are 15 departments in the college and each department is equipped

with highly qualified teaching, non-teaching staff, libraries and laboratories as per requirement of the present day.

In 2013, Ministry of Human Resource Development selected the college suitable for running its pilot project of Community College scheme. As a result the 'Community College of City College' is now en route a new destination for job-oriented disciplines in the state.

Several luminaries as scions of *Bengal Renaissance* including ***Deshbandhu C. R. Das, Sir Surendranath Bandyopadhyay, Dr. Rajendra Prasad (Former President of India), Harendra Kumar Mukhopadhyay (Former Governor of West Bengal), Umesh Chandra Dutta, Bhashacharya Suniti Kumar Chattopadhyay, Jibanananda Das*** and ***Muhammad Shahidulla*** taught at this College and did us a proud generation to follow.

Under the careful guidance of **BSES**, City College from its modest start has grown in to a mighty institution during the last 134 years. It gradually attains a highly glorious position in the sphere of higher education in Bengal and has planned to augment further to join the race of fast moving advances of science, technology and education in all spheres of life.

EXECUTIVE SUMMARY

City College, Calcutta is established with the goal of "*diffusion of education in its highest and widest sense*", by the members of Brahma Samaj Education Society (BSES), nearly one and half a century ago. It reached its goal very soon after birth and now considered as a century old heritage institution of learning in West Bengal. It got immediate affiliation from the University of Calcutta, as well as UGC.

The college follows the curricular programme adopted by the University of Calcutta. Educational instruction imparted to the students lead to the graduate degrees of the University of Calcutta. The students of this college get a range of programme options, namely Bachelor of Arts, Bachelor of Science and Bachelor of Commerce.

Our college offers instructions in fifteen subjects to the students by specialized teachers. Among fifteen subjects, the college provides Honours level teaching and degree in fourteen subjects.

College does not enjoy any autonomy in framing the curricular programmes because the university adopts them. It is note-worthy here that some teachers of the college are members of the different academic bodies of the university such as Board of Under Graduate Studies, Under Graduate Council and Syllabus Committees of different disciplines.

So far as the question of academic flexibility is concerned the college cannot implement such flexibility, although for an individual teacher the mode of teaching is always flexible.

The college receives feedback in all aspects of the institution from the teachers, non teaching staff, students, parents and the alumni and tries to consider the demands and redress and grievances as far as possible.

On line admission of the students is always on the basis of merit. The standard of merit is fixed and notified in college website by the college obeying the rule of affiliating University. At the time of admission the college maintains quota system for the students as par directives of the Government.

The academic calendar set by the University of Calcutta is strictly followed by the college authority. Periodic class test, annual examinations and student's seminars constitute the core of the system of evaluation of the students. The college maintains the system of evaluation of the teachers and non-teaching staff by the students.

Research is not an institutional activity of an undergraduate college but City College encourages faculty participation in research. Some of the teachers are associated with a number of research organisations; some have been awarded fellowships and also prizes. Some of the faculty members have publications to their credit. The members of faculty individually participate in different social service

activities and are associated with various social organizations.

The building of City College is four storied one, with fifty three rooms, in which ten are used for administrative purposes, fourteen as laboratories, one is used as library, one as student recreation room, one as rest room for the female students, the rest are used as class rooms. The building and infrastructure are maintained out of budgetary allocation of the college.

In the Central Library of the college is ornamented by a collection of 44619 books. The library subscribes eleven journals. It has computers with Internet access.

Computer facilities are available in some of the departments. Department of Commerce maintains a laboratory equipped with 14 computers with Internet access. All the departments use ICT in their teaching learning process.

The college has a hostel building of its own. At present, however, the university runs the hostel.

A Placement Cell is active in the college, which organized campus interviews for the students.

The Annual Sports, is a fabulous event for the City College family members. The college maintains a multi-gym, where the students get proper physical training with modern accessories under qualified instructor.

This year college accepts the assignment of co-ordination of North Calcutta District Sports, 2016, sponsored by the Government of West Bengal, and successfully completed the assignment

At present the college has a student strength of 5625, among them 4631 are male and 994 are female, 671 are from backward class. All are Indians; only 15 are from outside West Bengal. The subsequent portions of this report will show that more than 60% of the students of this institution pursue postgraduate education.

The college publishes prospectus and magazines every year, the fee structure is congenial for the students. The college extends financial aid to the needy students in the form of students' concession. For some meritorious and needy students the college extends financial support to pay for their university examination fees.

A rich Alumni Association is present. They extend their support in various activities of the college.

The Principal acts as the executive head of the college. Each department is headed by a senior teacher of the department. The chief executive of the library is the Librarian. Administrative functions are divided into sections headed by sectional heads such as the Head Clerk heads the administrative office, the Accountant heads the accounts section and the Cashier heads the cash section. Over and above, the Governing Body is there at the apex of decision-making.

The Governing Body is composed as par the constitution set by the BSES. It is

not formulated by the STATUTE of the University of Calcutta. It includes two teacher representatives. Teachers' representatives are elected from Teachers' Council – one from Science Departments and another from Arts and Commerce Departments. Two non-teaching representative and General Secretary of the students union are invited members of the Governing Body.

The teachers are appointed on the basis of recommendations made by the College Service Commission and the Selection Committee of the college conducts interviews. This Selection Committee always includes the Principal, one subject representative from the University and Head of the respective Department. Part Time teachers are appointed on the basis of recommendations made by the Selection Committee. Recruitment of non-teaching staff is made on the recommendation of Employment Exchange of Government of West Bengal. Government of West Bengal provides financial support for the salaries of teaching and non-teaching staff of the college.

The college accumulates funds from the fees collected from the students under different heads. The recurring expenditure and maintenance of the college are met out of the funds collected in the form of fees from the students. The Bursar supervises the accounts of the college. There is a Finance Sub-Committee to supervise the financial matter of the college.

All the aspects of City College projected above create an ambience, which is conducive to education and learning.

City College – Institutional profile

1. Name and address of the college

CITY COLLEGE	
102/1 RAJA RAMMOHAN SARANI	
City: KOLKATA	District: KOLKATA
State: WEST BENGAL	
Pin code: 700 009	
Website: www.citycollegekolkata.org	

2. For communication

OFFICE			
Designation	Name	Mobile No.	E-mail
Principal	DR. SITAL PRASAD CHATTOPADHYAY	09433460546	sitalprasad9@gmail.com
NAAC Coordinator	DR. KORAK KANTI CHAKI	09831186354	kkchaki@gmail.com
IQAC Convenor	DR. TAPAN KUMAR GHOSH	09231864656	tapankrghosh@rediffmai l.com

3. Status of the Institution

Affiliated College	✓
Constituent College	
Any other (Specify)	

4. Type of Institution

a. By shift

Regular	
Day	✓
Evening	

b. By funding

Government	
Grant-in-aid	✓
Self-financed	
Any other (Alumni, UGC, State Government)	

c. By Gender

For Men	
For Women	
Co-educational	✓

5. Is it a recognized minority institution?

Yes	
No	✓

If yes specify the minority status (Religious/linguistic/any other)(Provide the necessary supporting documents): **Minority status of the college is a case subjudice in the Supreme Court**

6. Source of Funding

Government	
Grant-in-Aid	✓
Self-financing	

7. (a) Date of establishment of the college

Date	Month	Year
06	January	1881

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

UNIVERSITY OF CALCUTTA

7. (c) Details of UGC recognition

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
2 (f)	03-03-1956	As the college is established on 06 th January 1881 so the College is automatically included under this Section of UGC Act since 1956
12 (B)	03-03-1956	As the college is established on 06 th January 1881 so the College is automatically included under this Section of UGC Act since 1956

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act,
Annexure-1

7. (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	Validity Remarks
NOT APPLICABLE				

8. Does the affiliating University Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated/ constituent Colleges?

Yes	✓
No	

If yes, has the college applied for autonomy?

Yes	
No	✓

9. Campus area in acres/sq.mts

3602sq.mts	

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

Urban	✓
Semi-urban	
Rural	
Tribal	
Hilly area	
Any other (specify)	

11. Is the college recognized?

a) By UGC as a College with Potential for Excellence (CPE)?	
Yes	
No	✓
If yes, date of recognition:.....(dd/mm/yyyy)	
b) For its performance by any other governmental agency?	
Yes	
No	✓
If yes, Name of the agency.....and Date of recognition:..... (dd/mm/yyyy)	

12. Details of programmes offered by the institution: (Give data for current year - 2016 - 2017)

Sl. No.	Program Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
i)	Under-Graduate	B.A., B. Com., B.Sc. 3 yrs. (Honours) & General Course	3 years	Passed H.S. Examination	Bengali and English	B. A. Honours = 330 B. Com. Honours = 300 B.Sc. (Honours) = 340 B.A. General = 100 B. Com. General = 150 B.Sc. (Bio-Sc.) General = 150 B.Sc. (Phy-Sc.) General = 150	In 1 st year (2016-2017) B. A. Honours = 228 B. Com. Honours = 393 B.Sc. (Honours) = 330 B.A. General = 159

						Total = 1520	B. Com. General = 201 B.Sc. General Bio-Sc = 80 B. Sc General Phy. Sc = 50 Total = 1441
ii)	Any Other (specify)	Communit y College of City College	1 yrs	Passed H.S. Exami nation	Englis h	100	100

13. 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.

Facilities		YES	NO
Auditorium/seminar complex with infrastructural facilities		✓	
Sports facilities		✓	
Playground		✓	
Swimming pool			✓
Gymnasium		✓	
Hostel			✓
Boys' hostel			✓
	Number of hostels		
	Number of inmates		
Girls' hostel			✓
	Number of hostels		
	Number of inmates		
	Other facilities		
Working Women's Hostel			✓

	Number of inmates		
	Other facilities		
Residential facilities for teaching and non-teaching staff (give numbers available—cadre wise)			✓
Cafeteria		✓	
Health Centre (Health Care Unit)		First aid facilities are available. In case of any emergency the institution takes steps to call doctors or send the patient to the nearby hospital.	
	Qualified Doctor		✓
	Qualified Nurse		✓
Facilities like banking, post office, book shops		✓	
Transport facilities to cater to the needs of students and staff			✓
Animal house			✓
Biological waste disposal		Proposed work under process	
Generator or other facility for management/regulation of electricity and voltage		✓	
Solid waste management facility		Proposed work under process	
Waste water management		Proposed work under process	
Water harvesting		Proposed work under process	

14. Does the college offer self-financed Programmes?

Programmes	Yes	No	If Yes - Number
UG		✓	

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

Programmes	Yes	No	If Yes - Number
UG		✓	

16. 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.)

Science Departments	Physics, Chemistry, Mathematics, Economics, Botany, Physiology and Zoology
Arts Departments	Bengali, English, Sanskrit, Hindi, History, Philosophy, Political Science
Commerce Departments	Commerce
No. of Departments	15
Any Other (Specify)	Community College of City College

17. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Sc.)

Programmes		Yes	No	If Yes - Number
Annual system	UG	✓		6
Semester system	Community College level 5 diploma	✓		2
Trimester system				

18. Number of Programmes with - NIL

Programmes	Yes	No	If Yes - Number
Choice Based Credit System		✓	
Inter/Multidisciplinary Approach		✓	

Any other (specify and provide details)		✓	
--	--	---	--

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

Yes		No	✓	
<p>If Yes</p> <p>a. Year of Introduction of the programme(s)...(dd/mm/yyyy) and number of batches that completed the programme</p> <p>b. NCTE recognition details (if applicable) Notification No.:... Date: ... (dd/mm/yyyy)Validity</p> <p>c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately? Yes No:</p>				

20. Does the college offer UG or PG programme in Physical Education?

Yes		No	✓	
<p>If Yes</p> <p>a. Year of Introduction of the programme(s)...(dd/mm/yyyy) and number of batches that completed the programme</p> <p>b. NCTE recognition details (if applicable) Notification No.:... Date: ... (dd/mm/yyyy)Validity</p> <p>c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately? Yes No:</p>				

21. Number of teaching and non-teaching positions in the Institution

Position	Teaching Faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	Male	Female	Male	Female	Male	Female	Group – C	Group – D	Male	Female
Sanctioned by the UGC/ University/ State Government	0	0	0	0	75		12	28	1	

Recruited					9	1	Male General – 9, Male SC – 2, Male OBC – 1	Male General – 21, Female General– 2, Male SC – 4, Male OBC – 1	1	
Sanctioned by the Management/ Society or other authorized bodies	0	0	0	0	0	0	Casual = 8			
							Part Time = 3			
							Gym staff = 2			
Recruited							10	2		
Yet to Recruit							0	0		
<p>Abbreviations: M G = Male General, F G = Female General; M SC = Male Schedule Caste; M OBC = Male Other Backward Caste</p>										

22. Qualifications of the teaching staff

Highest qualification	Associate Professor		Assistant Professor		PTT		Total
	Male	Female	Male	Female	Male	Female	
D. Sc./D. Lit/D. Phil	1						1
Ph. D	17	12	5	1	7	5	47
M. Phil	1	1	0	0	1	5	8
M.A/M.SC/M.COM	5	0	3	1	17	24	50

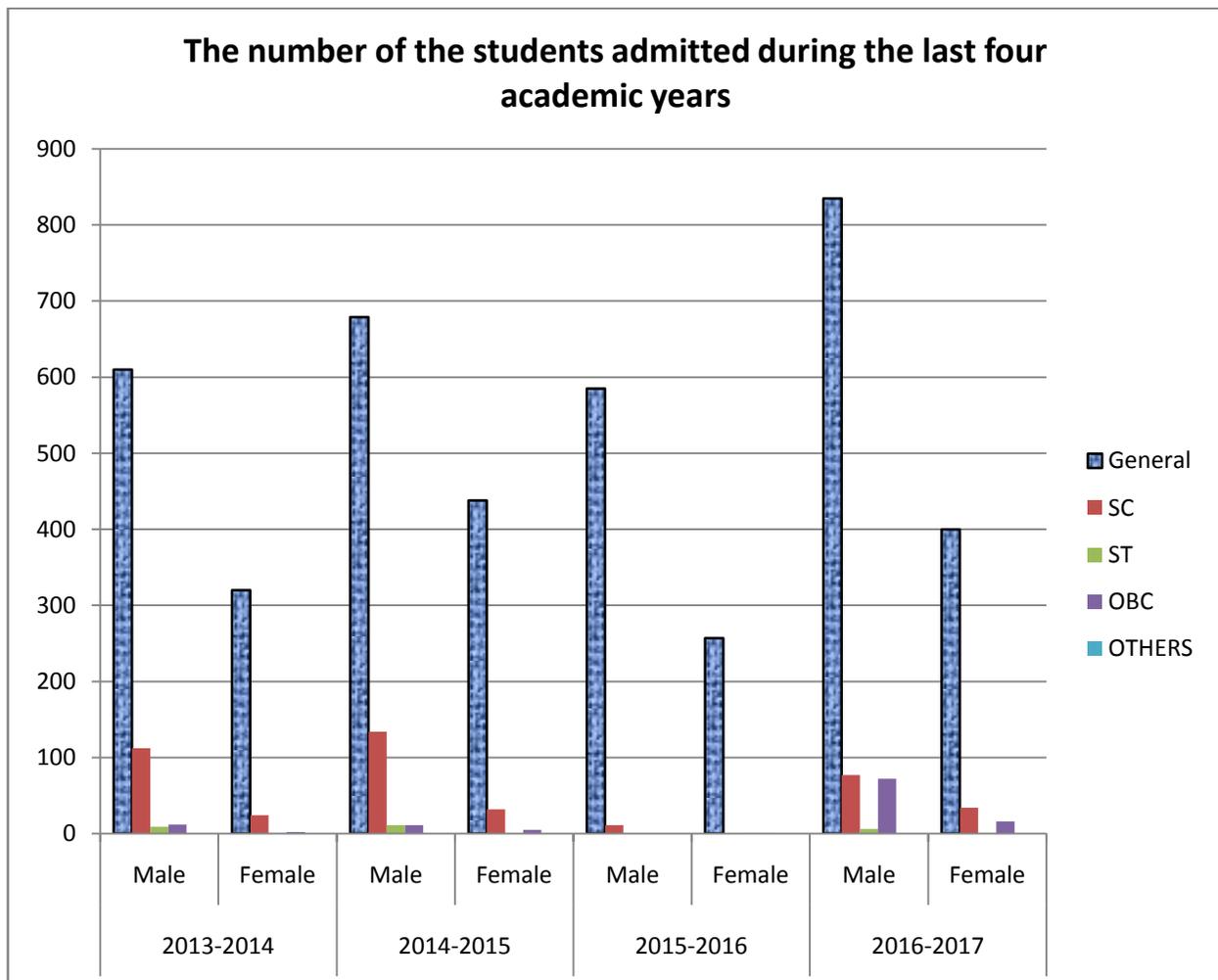
23. Number of Visiting Faculty/Guest Faculty engaged with the College

Programmes	Number
UG	0
PG	NA

24. Furnish the number of the students admitted to the college during the last

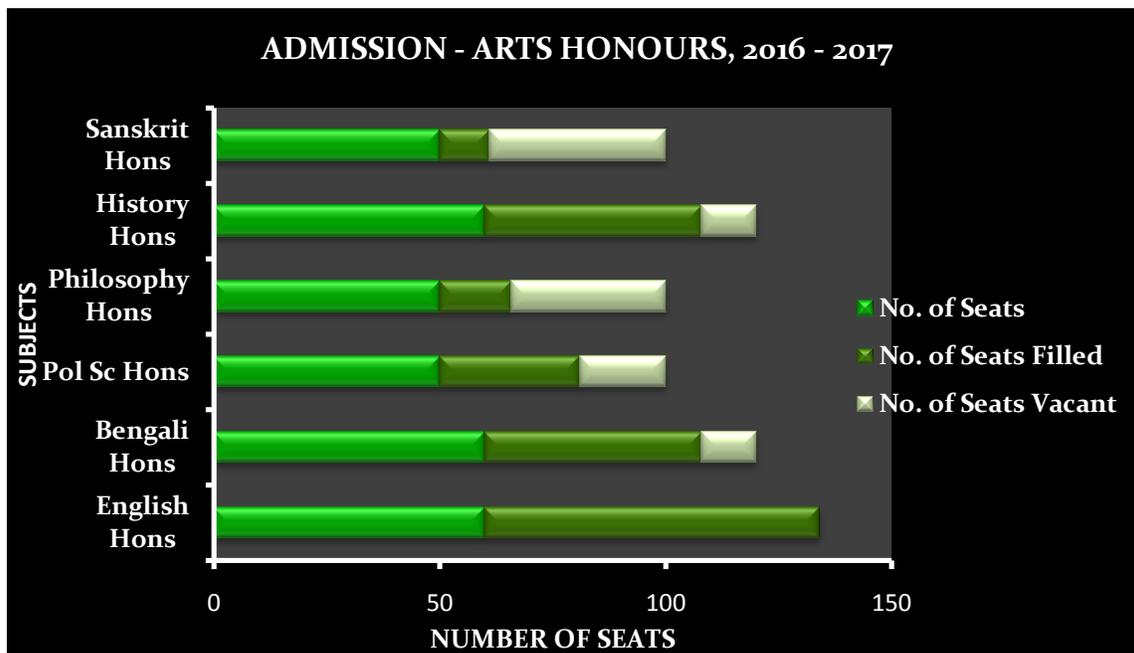
four academic years – (Admission in 1st Year only).

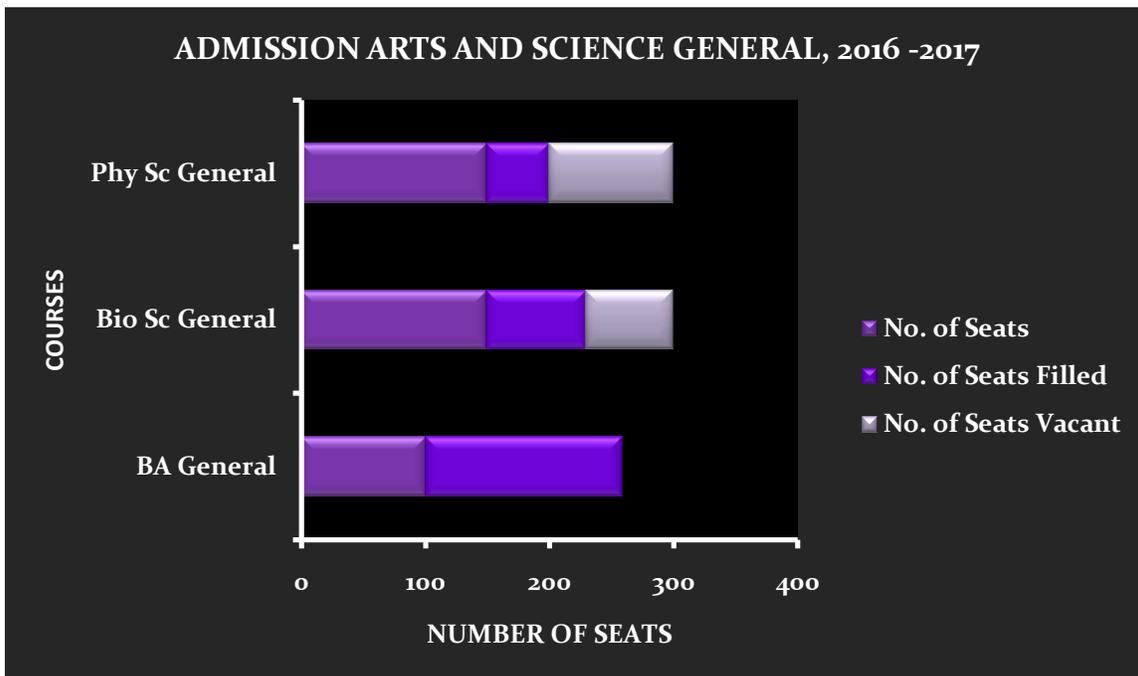
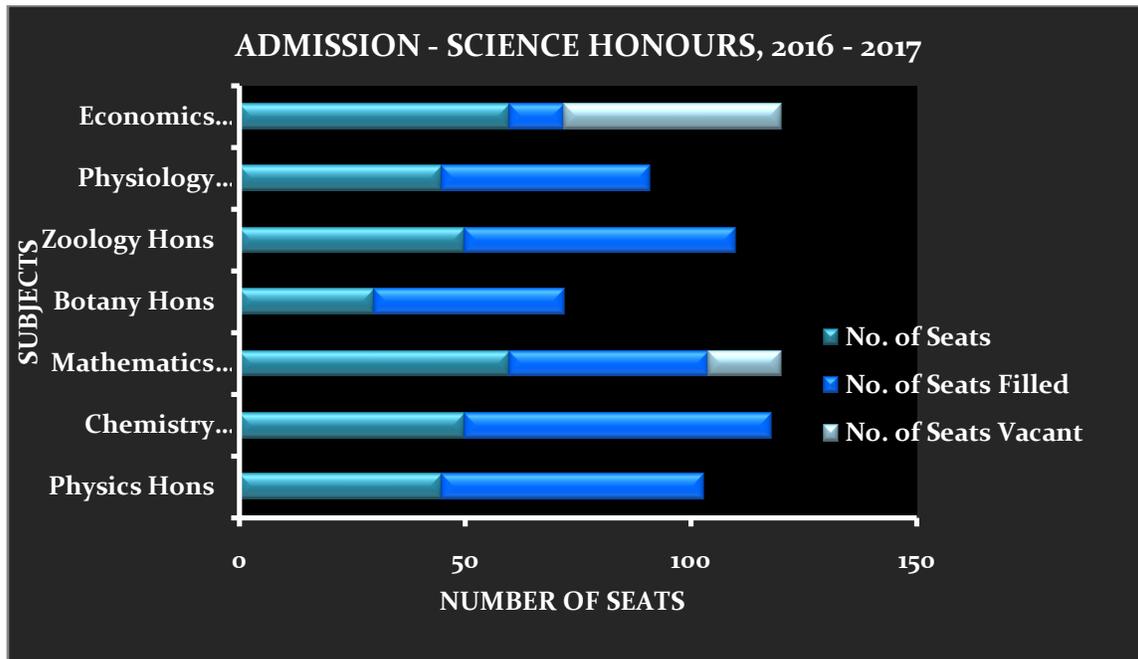
Number of the students admitted to the college during the last four academic years								
Categories	2013-2014		2014-2015		2015-2016		2016-2017	
	Male	Female	Male	Female	Male	Female	Male	Female
General	610	320	679	438	585	257	835	400
SC	112	24	134	32	11	0	77	34
ST	9	1	11	0	0	1	6	1
OBC	12	2	11	5	0	1	72	16
OTHERS	0	0	0	0	0	0	0	0

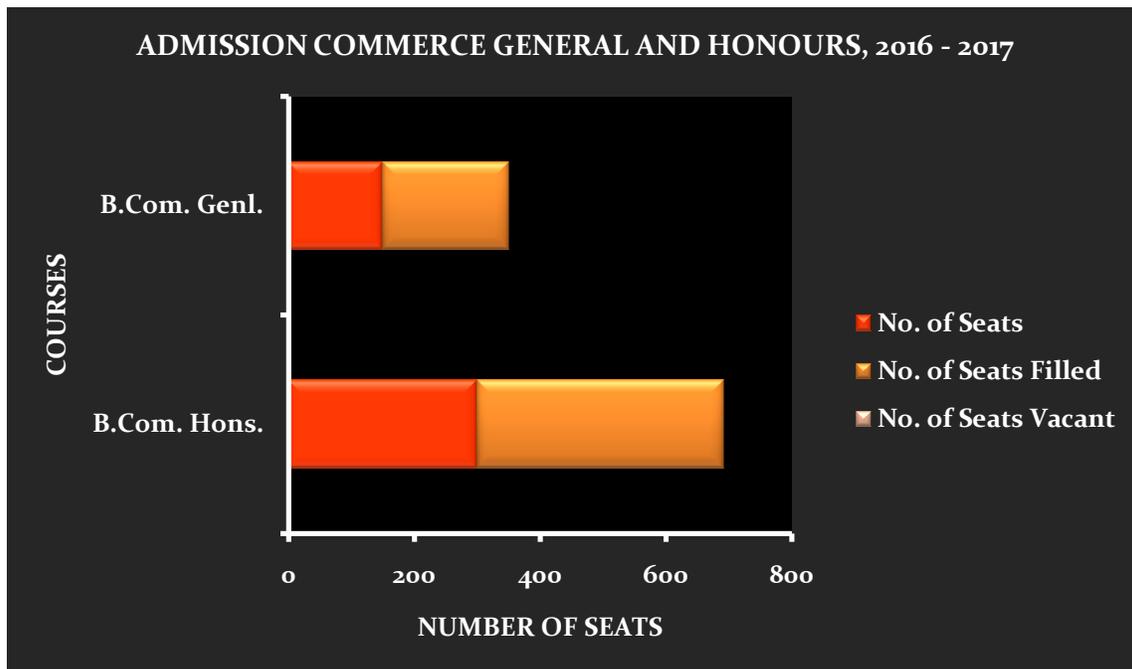


25. Details on students enrolment in the college during the current academic year (2016-2017)

Type of students	UG	PG	M. Phil	Ph. D	Total
Students from the same state the college is located	1441	NA	NA	NA	1441
Students from other states	NIL	NIL	NIL	NIL	
NRI	NIL	NIL	NIL	NIL	
Foreign Students	NIL	NIL	NIL	NIL	
Total	1441				1441







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

Programmes	In %
UG	20% approximately
PG	NA

27. Unit Cost of Education

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

Unit cost	In Rupees
(a) Including the salary component	Rs. 11,252.38 per student
(b) Excluding the salary component	Rs. 647.41 per student

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

Yes	No
	✓

29. Provide Teacher-student ratio (2016–2017) for each of the programme/course offered

Name of the Department		Student-Teacher Ratio
Honours	Bengali	48:4
	English	74:5
	Sanskrit	11:6
	History	48:
	Philosophy	16:4
	Political Science	31:4
	Physics	58:10
	Chemistry	68:10
	Mathematics	44:7
	Economics	12:7
	Botany	42:11
	Physiology	46:12
	Zoology	60:11
	Commerce	393:15
General	B. A	159:12
	B. Sc Bio Science	80:18
	B. Sc Physical Science	50:18
	B. Com	201:7

30. Is the college applying for

Accreditation: Cycle 1	Yes		No	✓
Accreditation: Cycle 2	Yes	✓	No	
Accreditation: Cycle 3	Yes		No	✓
Accreditation: Cycle 4	Yes		No	✓
Re-Assessment	Yes			✓

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

re- accreditation)

31. Date of accreditation*(applicable for Cycle2, Cycle3, Cycle 4 and re-assessment only):

26th & 27th February, 2007

32. Number of working days during the last academic year: 225

33. Number of teaching days during the last academic year: 180

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

34. Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC:

26th August 2014

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

15th May, 2016

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

A case in the Supreme Court {Ref. Writ Petition (Civil) Nos. 9683-9684) of 1983} is continuing regarding the status of the institute as "MINORITY". The final judgment is yet to be published.

CRITERION I: CURRICULAR ASPECTS

1.1 CURRICULUM PLANNING AND IMPLEMENTATION

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

Vision

To create an academic atmosphere conducive to higher studies, especially for the common students or students from backward sections of the society.

Mission

- To cater to the needs of all students, coming from different sections of the society
- To assist in the holistic development process of the students, so that they can grow to be responsible and conscientious citizens
- To equip the students with skills that will stand them in good stead in their future career

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).

As the College is affiliated to the University of Calcutta, it has to follow the curriculum as stipulated by the University. The Academic calendar is prepared by the departments for proper implementation of the curriculum. The different steps traversed are as follows:

Step I

A meeting is first held in each department to finalise the course-distribution for the next year. Based on the expertise of individual teachers, the syllabus is allotted to them by the Head of the Department.

Step II

Teachers are then required to prepare a teaching plan based on the number of days required for effective teaching of the syllabus, as also the number of days required for conduct of examinations. The concerned HOD monitors the implementation of the teaching plan so finalised.

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?

Teachers are encouraged to attend workshops on syllabus revision organised by

the University, as well as Orientation and Refresher Courses conducted by the UGC-Academic Staff Colleges of various Universities.

Almost all the departments have their own departmental library from where the faculty members can easily obtain the necessary books and journals.

Teachers have the liberty to devise their own methodology based on the needs of the subject and the learners. Traditional modes of teaching/learning are blended with reasonable use of ICT to make the process learner-centric.

The institution attempts to provide the teachers with reasonable infrastructure and resources. Facilities like INFLIBNET also offer access to the latest online literature. Every year, a number of new additions of reference books, periodicals and journals are made available to teachers.

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.

- Provides latest reference books.
- Provides internet facility at different segments of the College.
- Provides modern teaching aids, like LCD projector.
- Encourages the teachers to participate in special lectures
- The departments having 'Practical' paper(s) as a component of syllabus conduct educational tour.

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

The College does not have industrial network or interaction for effective operationalisation of the curriculum. However, we offer two courses in our **Community College**, namely, a course on **1. Media and Communication Technology**, **2. Travel and Tourism**. It is UGC sponsored pilot project offered to City College. Experts from the respective industries run the courses and the first batch of successful students have got 100% placement.

The affiliating University (University of Calcutta) sometimes conducts workshops and meetings and invites teachers from affiliated Colleges regarding change or updating the curriculum/ syllabus. The senior faculty members from different Departments of the College attend the said workshops/meetings and communicate/exchange their opinions/suggestions for effective operationalisation of the curriculum.

1.1.6: What are the contributions of the institution and/ or its staff members to the development of the curriculum by the University? (Number of staff members / departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific

suggestions etc.)

Many teachers from the College are members of Boards of Studies and have played a leading role in restructuring of undergraduate and post-graduate curricula for various subjects by the University of Calcutta. Apart from that, the affiliating University always seeks feedback from teachers of different Colleges when they launch a programme of curriculum revision. Our faculty members always participate in the workshops/seminars/meetings convened for that purpose and offer their valuable opinion.

Students are encouraged to provide their feedback on the curriculum. . The IQAC convener and the Principal discuss the result with the teachers. Those feedbacks are also discussed on a regular basis at the Departmental meetings and steps are initiated accordingly.

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.

YES

Community College of City College

The College runs a Community College with two courses: -

1. Media and Communication Technology
2. Travel and Tourism

It is UGC sponsored pilot project offered to City College. In 2014 Community College of City College starts with the instruction and funding from UGC-MHRD. In the



1st Convocation of Community College of City College

first year total 100 students were accommodated in two courses, as per UGC guideline. Fifty students for Media and Communication Technology and fifty students for Travel and Tourism courses were admitted. The curriculum planning, design and development was approved by the UGC. The assessment was done by Sector Skill Council, New Delhi. The students were awarded diploma by the college. The courses were covered in two semesters. The successful students were given stipend and certificate. All the

candidates were offered job by the industry partner. Some accepted the offer and some declined for further education.



Certificate is given by Professor D. J. Chattopadhyay, Vice Chancellor, Amity University



Stipend is given by Professor S. Sen, Pro-Vice Chancellor (Academic), Calcutta University



Certificate is given by Sri P. Das, Chairman, Governing Body, City College



Stipend is given by Dr. K. K. Chaki, Nodal Officer, Community College of City College

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

- The faculty members of each Department monitor the progress from time to time for the successful implementation of the curriculum.
- Unit tests are taken to assess how the students are coping with the syllabus.
- Opinions expressed by external examiners at the time of practical examinations/ project viva voce examinations are considered.

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

1. Media and Communication Technology, 2. Travel and Tourism. It is UGC sponsored pilot project offered to City College

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

The College does not offer such courses.

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

As the College has to follow the rules and regulations of the affiliating University, that is, the University of Calcutta, it cannot provide any real academic flexibility to its students by offering choices for vertical mobility. As far as lateral mobility is concerned, a window period as specified by the affiliating University is provided to the first year students to assess their own capability and change courses/ subject combinations within the stipulated time period. However, this not unique for our Institution, and is a facility enjoyed by all first year students of Colleges under Calcutta University.

The College provides Honours courses in 14 subjects, 7 in the Science stream (encompassing Physical and Bio-Science as well as Economics), 6 in the Arts stream and a B.Com programme. Apart from that, in keeping with the mission objective of catering to the needs of all students – advanced and backward – the College offers a wide range of General degree courses in Arts, Commerce, Physical Sciences and Bio-Sciences. Thus, the fresh applicant gets a wide menu to choose from at the time of admission, subject, of course, to the University/ College guidelines regarding admission criteria.

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.

Apart from the programmes conducted by the Community College of City College (already mentioned above), the College does not offer any self-financed courses.

The details regarding the programmes run by the Community College are already given.

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.

As already mentioned above, the Community College of City College runs two programmes that specifically focus on skill development relevant to regional and global markets. Therefore, the answer to **Q 1.2.4** may be referred to for the relevant details.

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/combo of their choice? If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

The University does not offer any such facility.

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?

As ours is an affiliated College, we do not have any liberty in formulating a curriculum. However, as mentioned above, the affiliating University conducts meetings/workshops of College teachers before any curriculum development process. Our teachers participate actively in the process to put forward their suggestions and opinions. But, once the curriculum is finalised, the College makes an effort to supplement the University curriculum by encouraging the students to acquire the skills required for doing justice to the curriculum.

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 teachers always get an opportunity to vent and share their opinion about any proposed change in curriculum in some forum provided by the affiliating University. The opinion of the teachers, needless to say, is conditioned not only by their own knowledge about the subject matter, but very objectively by the feedback they receive from their students throughout the year. However, once the curriculum is designed by the affiliating University, the faculty members have to teach the same without any modification, and can at best attempt to supplement it through innovative teaching methods.

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

The University of Calcutta has made Environmental Studies a mandatory subject for all students of undergraduate classes. Also, gender issues form part of the social science curricula designed by the University. Therefore, our students become sensitised to such topics of great contemporary relevance during the course of their study. However, the Institution cannot claim any credit for that, as the University curricula have to be followed. As far as ICT is concerned, it is a part of the B.Com course for the final year students. Also, the teachers of different departments encourage the students to use ICT to enrich themselves.

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

No such formal course is offered by the College.

1.3.5: Citing a few examples enumerate on the extent of use of the feedback

from stakeholders in enriching the curriculum?

As mentioned above in reply to Q 1.1.6, students are encouraged to provide their feedback on the curriculum. The IQAC convener and the Principal discuss the result with the teachers. Those feedbacks are also discussed on a regular basis at the Departmental meetings and when the faculty members attend workshops/seminars conducted by the University (before any revision of the curriculum), such feedbacks are duly ventilated. For example, when the syllabus for B.Com (Hons) was revised by Calcutta University in 2012-13, a substantial part on ‘*commercial banking system in India*’ was introduced in the syllabus of ‘**Indian Financial System**’ (Paper7) taught in 3rd year, as per the suggestion of our faculty member. Previously, the topic was left untouched, which was a distinct lacuna in the syllabus.

We do not have the practice of consulting other stakeholders (i.e. except the students) at the time of curriculum revision.

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

This is not relevant for us as we do not offer any enrichment programme.

1.4 FEEDBACK SYSTEM

1.4.1: What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The reply to Q 1.1.6 adequately answers this query. As mentioned therein, the Institution participates in and contributes to the curriculum development process through its teachers (as members of Board of Studies/as participants in workshops etc). Also, their opinion reflects not only their own thoughts on the issue, but also the feedback of the student community.

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?

Yes, there is a formal system of obtaining feedback from Third year students. A questionnaire is distributed to the students and they have to rate (anonymously) various parameters on a 1-10 scale. There are a few questions on the curriculum in the said questionnaire.

There is no system of communicating the entire feedback to the University but the teachers get a fairly good idea about their opinion on the curriculum from their replies, as well as their daily interaction with the teachers.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1: STUDENT ENROLMENT & PROFILE

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

The City College website: www.citycollegerkolkata.org possesses an **E-PROSPECTUS**. It provides relevant information about the various courses offered by the college. It also gives a picture about the admission process including eligibility criteria and dates.

Insertions in daily news papers of different languages are given stating important information about admission process.

A student can know and interact with authority through email or by calling over phone.

Regular updates are uploaded in the website regarding list of eligible candidates, date of admission, commencement of classes etc.

The e-prospectus is also used as an integral source for delivering information about the admission procedure.

Notice boards and flex banners put up on the campus are other means to ensure publicity of the admission process.

2.1.2: Explain in detail the criteria adopted and process of admission

A centrally managed online admission procedure is maintained with the help of highly professional agencies. A team experienced teachers and non-teaching staff continuously monitoring the process of admission.

The students have to fill in the digital **Admission Form** through the website. They have to deposit admission form price through the designated branches of a defined Nationalized Bank.

The students have scope of rectification if any kind of error he/she made during filling in the admission form digitally.

A student can check from his/her home every steps of processing.

Eligibility criteria of the University and reservation policy of the Government and University are strictly followed.

List of total seats for each category as well as for every subject is displayed.

Reservation for sports personnel of repute are also taken into consideration as per University guideline.

Fee structure is available in the website for each and every subject combination.

The final merit list which is generated by automated computerized system is published and displayed in the Website for the applicants.

Students are invited to appear in the interaction session conducted by the respective Departments before being admitted.

End of the admission process is notified in the website.

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.

University of Calcutta sets minimum marks for admission in Honours as 45% in subjects and in General course any passed +2 examinations can be admitted.

In our college we are using highly sophisticated software for admission procedure, so we allowed everyone interested to be admitted in our college, provided he/she possess required university criteria. The under qualified students are automatically rejected by the software. They cannot generate Bank Chalan for depositing money.

Eligible students are admitted from the upper end of the list.

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

YES

The admission committee time to time gets feedback from the office about the number of withdrawal in each subject.

Subjects that have exhausted their applicants subsequently become open and fresh applications are invited. In that fresh process of admission starts.

The college is restricted by the affiliating University regarding the number of candidates to be admitted in a subject. Due to extreme demand sometimes college have to request the university to increase the intake capacity for some subjects, like Commerce, zoology, physiology etc.

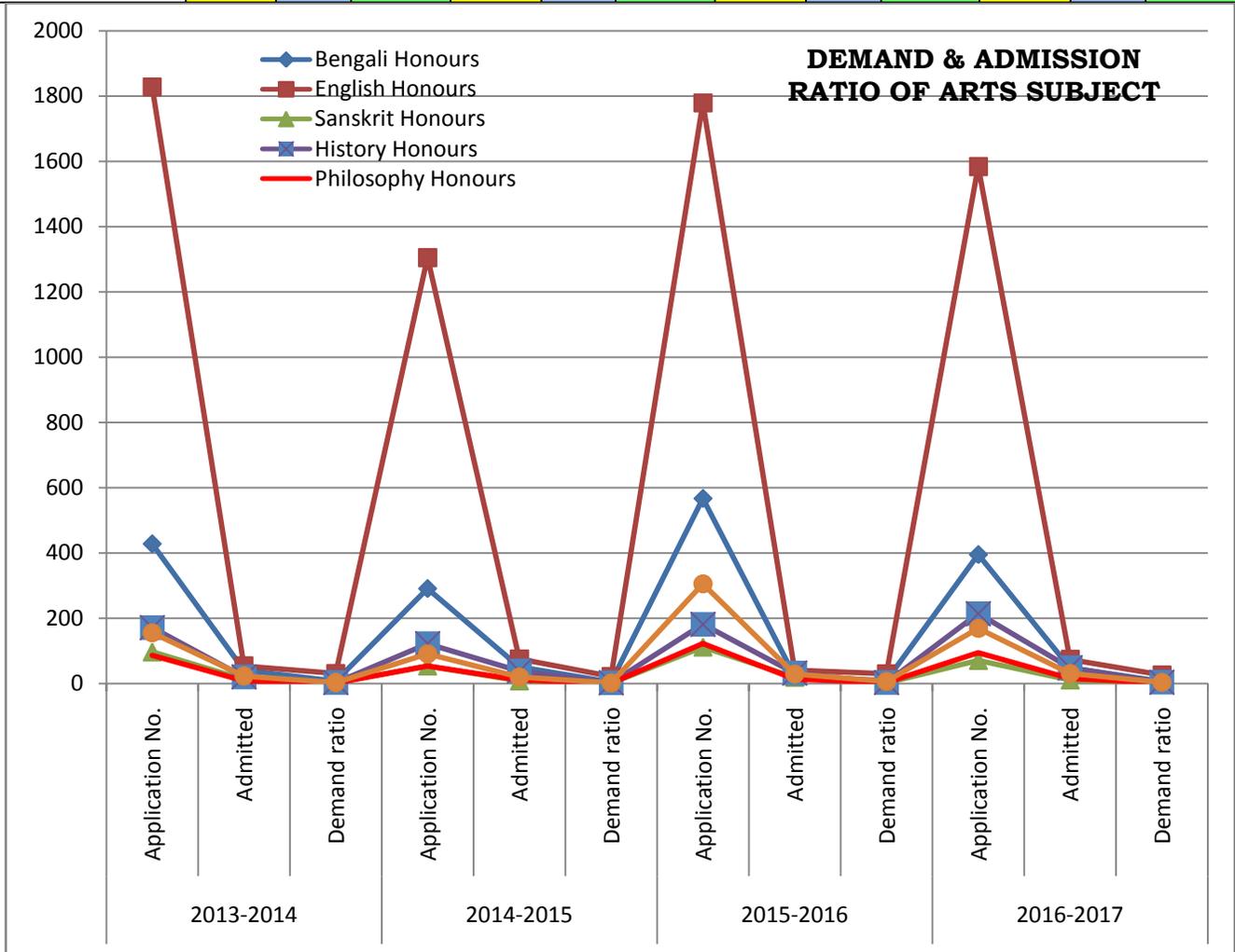
2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion: SC/ST/OBC; Women; Differently-

able; Economically-weaker sections; Minority community; Any other

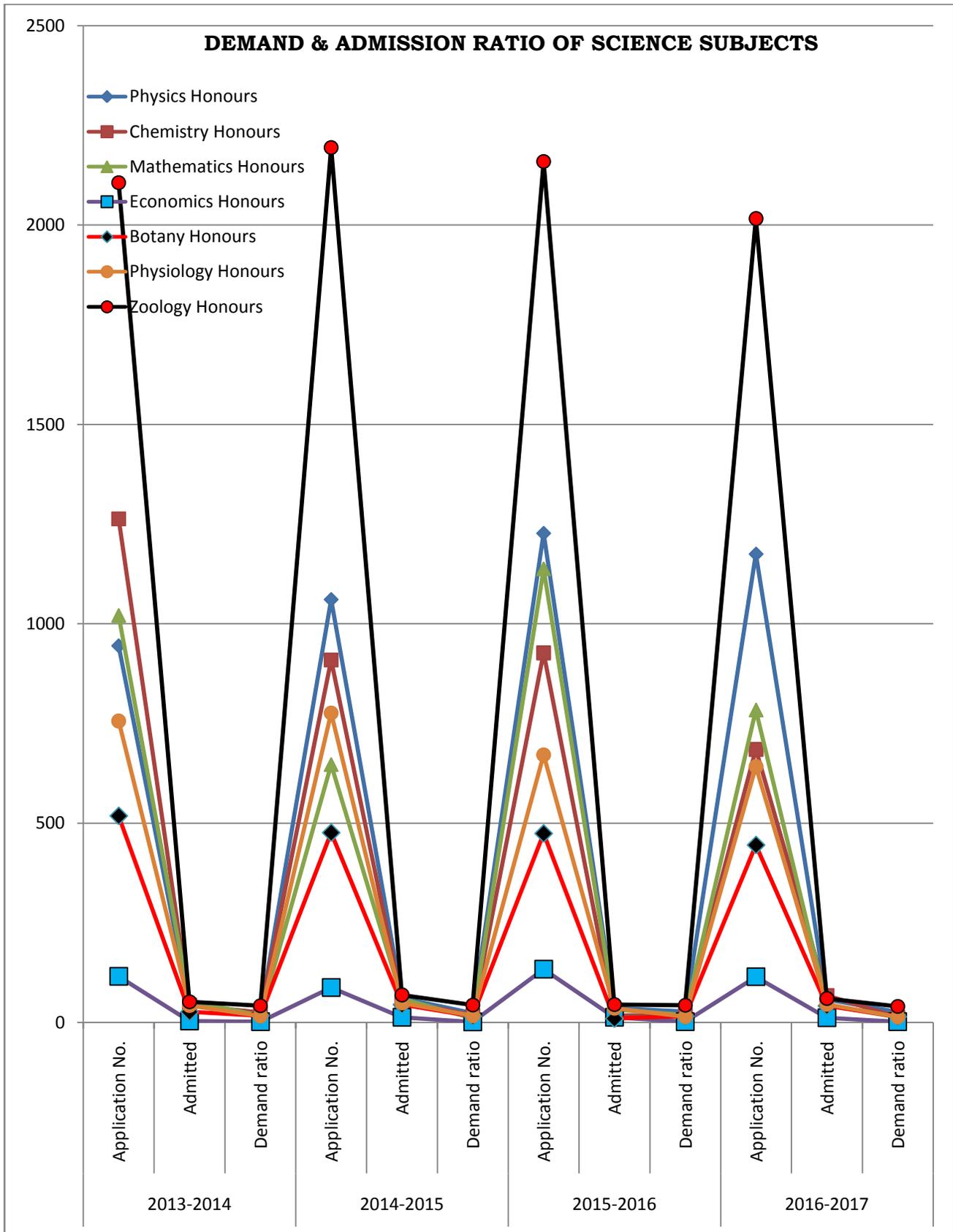
SC, ST and OBC students	<ul style="list-style-type: none"> ➤ The meritorious candidates are accommodated with the General Caste students at par. They are not grouped with SC, ST and OBC category to provide them opportunity. The college rigidly adheres to the reservation policies set up by the Government. Strategies adopted by the government are followed to ensure equity to the students belonging to SC, ST and OBC categories. ➤ Financial assistance is provided to SC and ST students whenever it is available and according to the requirement.
Women	There is no scope to provide extra facilities for women candidates at present. However, college will implement any Government rule in this regard whenever it comes
Differently-able	Differently able students are getting scope admission according to existing government rule.
Economically-weaker sections	College takes extreme care of students from economically weaker sections during admission by providing them with financial support on a merit basis as and when required.
Minority community	State Government, Central Government and external agencies provide scholarships as well as free-ships to the students belonging to minority communities. The college takes care of ensuring this facility to the students.
Any other	Students who can represent the college in State and National Level competitions are awarded with incentives and also given the opportunity to avail a fee concession during admission.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends .i.e. Reasons for increase/decrease and actions initiated for improvement.

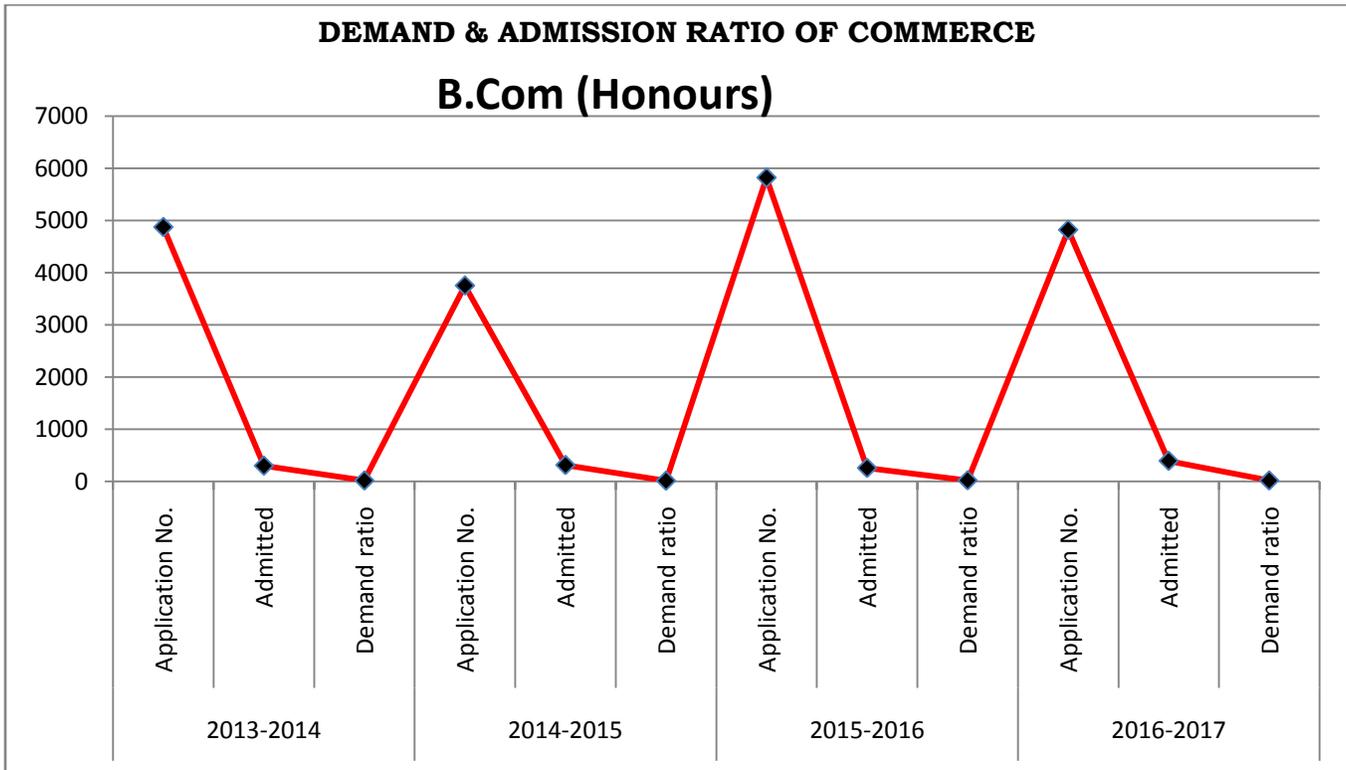
DEMAND & ADMISSION RATIO OF ARTS SUBJECTS												
Subject	2013-2014			2014-2015			2015-2016			2016-2017		
	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)
Bengali Honours	428	41	7.13	291	51	4.85	567	23	9.45	395	48	6.58
English Honours	1828	54	30.47	1305	75	21.75	1779	41	29.65	1584	74	26.40
Sanskrit Honours	97	13	1.94	54	08	1.08	112	19	2.24	71	11	1.42
History Honours	171	20	2.85	122	38	2.03	181	32	3.02	214	48	3.57
Philosophy Honours	87	08	1.74	54	11	1.08	123	14	2.46	95	16	1.90
Pol Science Honours	155	23	3.10	91	20	1.82	305	29	6.10	169	31	3.38



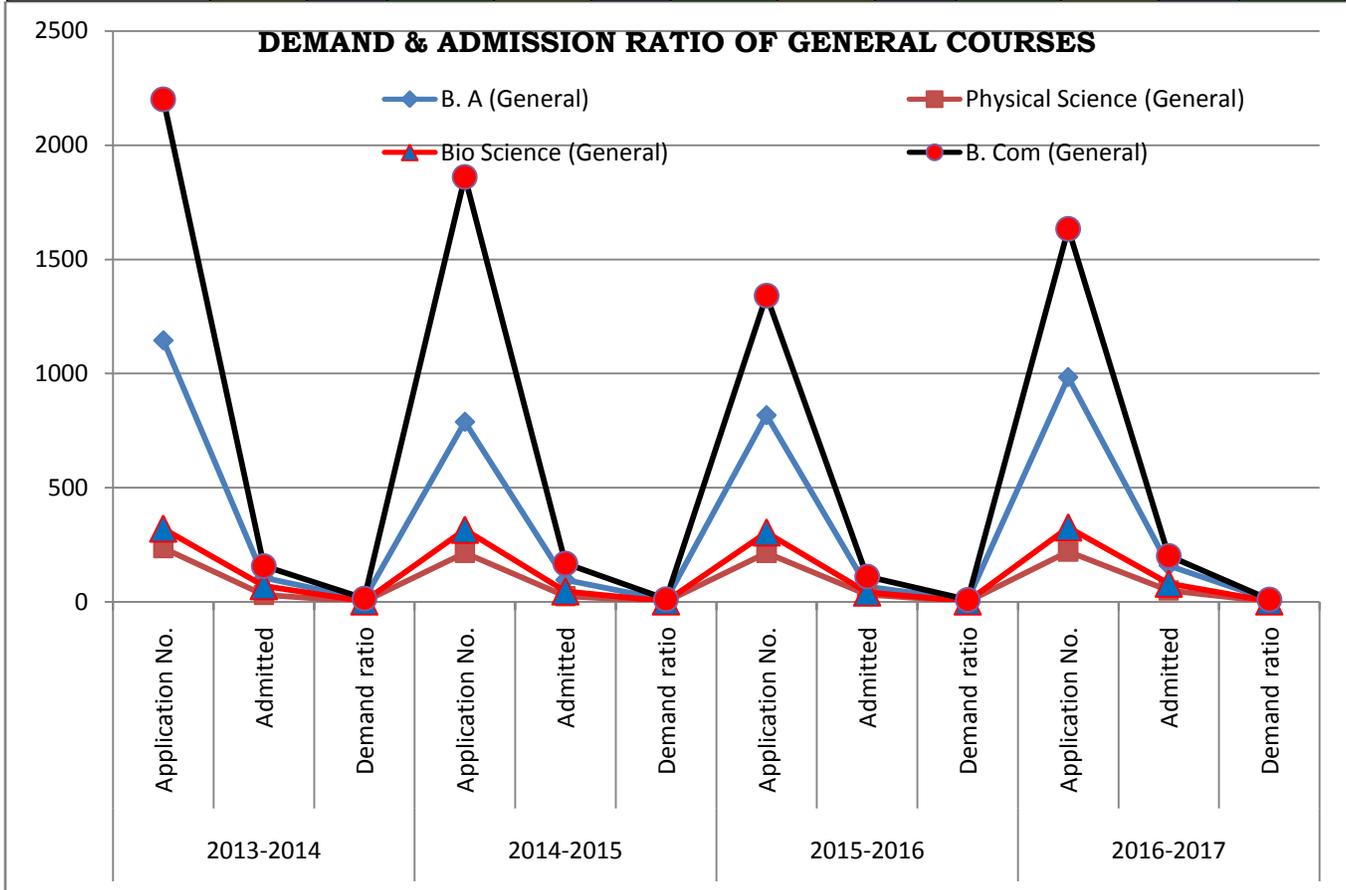
DEMAND & ADMISSION RATIO OF SCIENCE SUBJECTS												
Subject	2013-2014			2014-2015			2015-2016			2016-2017		
	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)
Physics Honours	945	45	21.00	1061	61	23.58	1227	36	27.27	1175	58	26.11
Chemistry Honours	1263	44	25.26	909	54	18.18	927	18	18.54	685	68	13.70
Mathematics Honours	1021	55	17.02	647	60	10.78	1138	33	18.97	784	44	13.07
Economics Honours	116	4	1.93	88	13	1.47	134	13	2.23	115	12	1.92
Botany Honours	518	27	17.27	476	45	15.87	474	10	15.80	445	42	14.83
Physiology Honours	756	43	16.80	776	49	17.24	671	36	14.91	642	46	14.27
Zoology Honours	2106	52	42.12	2194	69	43.88	2159	45	43.18	2016	60	40.32



DEMAND & ADMISSION RATIO OF COMMERCE SUBJECT												
	2013-2014			2014-2015			2015-2016			2016-2017		
Subject	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)
B.Com (Honours)	4871	300	16.24	3750	313	12.50	5818	257	19.39	4817	393	16.06



DEMAND & ADMISSION RATIO OF GENERAL COURSES												
Subject	2013-2014			2014-2015			2015-2016			2016-2017		
	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)	Application No.	Admitted	Demand ratio (Intake Capacity/Application No.)
B. A (General)	1145	105	11.45	788	96	7.88	817	66	8.17	984	159	9.84
Phy Science (General)	235	30	1.57	214	25	1.43	214	32	1.43	220	50	1.47
Bio Science (General)	321	69	2.14	316	46	2.11	304	41	2.03	326	80	2.17
B. Com (General)	2201	157	14.67	1861	168	12.41	1341	110	8.94	1634	201	10.89



2.2 CATERING TO STUDENT DIVERSITY

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

The college follows the government policies in a fair manner and encourages the differently-able students to choose the course according to their preference – of course they have to attain the minimum admission criteria as par University regulation.

The college has planned to prepare a ramp, erect a lift and to construct a special toilet for the benefit of the differently-able students.

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

The needs of the students in terms of knowledge and skills is assessed by the faculty members through reviewing the past academic and other relevant records of the students. At the very beginning of the course the faculty members suggest each and every student about their future course of studies. If any student wants to change their combination of subjects and change of subjects, they are allowed.

2.2.3: What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the program of their choice?

- ❖ Respective departments arrange for special classes.
- ❖ Counseling of student and parent is helpful to bridge the gap – this is regularly maintained in the departments.
- ❖ Experienced ex-teachers are invited to take classes.

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

Gender Sensitivity

A strict vigilance of the authority and regular counseling in the classes in our co-educational college keeps the college gender insensitive. Students' Union is also involved in keeping the campus safe for any



Dr. N. M. Bose - the Founder
of the Zoology Department
City College

sex.

Inclusion

The founder organization of this college – the **Bramho Samaj Education Society**, believes in ‘**Equal Opportunity**’ concept. Hence students from different background indiscriminately get access to learning, support system, placement and all other facilities.

Environment

The students actively participate in activities like tree plantation, campus cleaning, blood donation camp, health awareness programmes etc. These are organized by Students’ Union of the college and NSS unit of the college.

Events which promote environmental preservation such as Ban Plastic Day, No Vehicle Day, Earth Hour, etc. are observed.

Students are encouraged to use public transport.

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

A close observation in the class room along with the marks obtained in previous examination or class-tests helps to identify advanced learners.

The departments conduct continuous internal assessment to keep a track of the students.

Question answer sessions, group discussion, assignments, projects work, seminars, quiz/essay/lecture competitions etc. are organized to keep the students involved in the learning process.

The meritorious students are awarded with scholarships by the management.

Students who belong to the economically weaker sections are inspired to excel further in their studies.

Toppers are given awards, cash prizes and endowment prizes.

Some of awards and prizes are as follows

- **Dr. N. M. Bose Memorial Merit Award and Cash prize** for securing highest marks in Zoology Honours in the final examination of the university, subject to minimum 60% marks
- **Dr. Priyotosh Roy Award** for the topper among the final year students of the college
- **Dr. Satyendranath Bose Memorial Scholarship** for excellence in the **Part I** Examination

- **Dr. J. N. Mukherjee Memorial Prize** for securing highest marks in Physiology Honours in the final examination of the university, subject to minimum 60% marks

2.2.6: How does the institute collect, analyze and use the data and information on the academic performance (through the program duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

Parent-Teacher meetings are conducted at the departmental level twice a session after mid-term test and annual test. Marks scored in assignments, tests and University examinations are recorded to track the academic performance of students. Attendance of the students is reviewed regularly.

The prominent symptom of drop out is **Absenteeism**. Student's Attendance Register is tracked out to identify the students who are at the risk of drop out. Those students and their parents are approached to identify the possible reason behind their absenteeism.

Economically weak, but interested students are provided with facilities like providing books, Exercise books, Practical Note Books, scholarships, free-ships, etc. to prevent them from dropping out.

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.)

University of Calcutta provides **Academic Calendar** at the commencement of every session which consists of relevant information about tentative dates of course commencement, exam schedules.

Other college activities like Sports Day, internal assessments and all the co-curricular activities are prepared in accordance with University Calendar.

The time table is designed for all the courses and is distributed amongst the faculty members of every department.

Lesson plan is prepared in accordance with this time table which in turn helps in the scheduling of classes. The faculty members maintain work diaries to record their individual work and they also create evaluation blue print.

Regular class tests and project work and students' class room seminar are also served as NOTICE in departmental Notice Board.

In few subjects the question bank is created by the faculty members.

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

- A. Initially our Governing Body was reluctant in forming an IQAC. However, ultimately in 2015 it is formed maintaining UGC Format.
- B. The IQAC encourages the faculty members to use ICT in teaching-learning process.
- C. The IQAC plays a major role in promoting research activities amongst the faculty members.
- D. Organization of workshops and seminars is actively supported by the IQAC which helps in nurturing the knowledge level.
- E. Feedback is taken from the students and is reviewed by the IQAC so as to ensure better quality of teaching. Steps are taken to ameliorate the infrastructure of the college so as to provide support in terms of space and better library facilities.
- F. The IQAC takes necessary measures in order to create equilibrium among curricular, co-curricular and extracurricular activities.

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?

- A. In order to make the teaching process student centric, teachers interact with students after the regular classroom sessions.
- B. Students are provided with classic study materials if it is required.
- C. They are assigned tests and assignments and also guided by teachers for project activities.
- D. Use of ICT in addition to regular class room teaching is a special attraction.
- E. College takes membership of an e-learning website of 'Pro Tutor India Pvt. Ltd. This website allows students to explore a world of newly designed modern learning process free of cost.
- F. Educational tours, field visits and industrial visits are organized for the students so that they can acquire exposure to practical knowledge.
- G. The orientation of our practical classes is beautifully designed and structured. Therefore, students are show extreme interest in practical classes of different subjects.

- H. Teachers encouraging students to participate in various Awareness programme, Workshops and seminars in various institutes or organizations, which influences the students to go forward in the field of knowledge.
- I. Various creative competitions like exhibition, photography, poster and model making etc. are organized to bring out the creativity in students.
- J. The college library is well-equipped with reference books and journals which help the students to enhance their knowledge. It also provides access to e-journals through INFLIBNET.
- K. There are also seminar libraries and museums in some departments that contain subject related books, charts and models.
- L. ICT enabled learning is made into use through LCD projectors, computers and internet.

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

- A. In some departments like, Botany, Zoology, etc. intra-class seminar is arranged. Students are free to talk in any topic of their choice in different languages.
- B. Interactive sessions are conducted in the classroom amongst the students to nurture their critical thinking.
- C. The teachers of the Bio-science Departments take initiative to ensure participation of students various awareness programmes, like environmental awareness programme arranged by NGOs, Poultry mela arranged by Government of West Bengal, where students of the Zoology Department actively participated.
- D. Teachers involved the students to participate actively in the organization of all academic, curricular and co-curricular activities.
- E. Regularly the teachers of the various departments take initiative to ensure publication of **Wall Magazine** of the respective departments with the writing of the students
- F. Students are encouraged to be a part of decision-making process by being members of committees including IQAC, Anti ragging Committee, Library Committee, etc.
- G. The teachers take initiative to ensure creativity amongst the students through their participation in various competitions such as painting, poster presentation, creative writing, photography, debating, dramatics, dance and music, etc. Recently the students of the Zoology Department won **Best prizes** in **extempore writing** and **Poster Presentation** in an environmental awareness programme.

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.

- A. Computers with internet facility are available to all teachers and students, who are admitted.
- B. Wi-Fi and reprographic facility is used by the teachers as teaching aid.
- C. The library has subscription of INFLIBNET which allows faculties as well as students to get access to e-journals.
- D. Teachers participated in preparation of e-learning materials for Under Graduate students of West Bengal. These materials are tailored according to the Syllabus of West Bengal Universities. The project is undertaken by PROTUTOR India Pvt. Ltd.
- E. Website of PROTUTOR India Pvt. Ltd. is regularly consulted for enlighten the UG students of the college
- F. There is a well-maintained seminar room, with Smart Board, for taking special classes, organizing seminars and workshops.
- G. The college also maintains a digital collection of University and Competitive Examination question papers since last few years. These are used by the teachers as question bank for preparing various questions.
- H. Practical learning is highly encouraged along with theory classes so that a better exposure is achieved.
- I. Educational CDs and DVDs are also taken into account.
- J. The college also makes optimal use of resources like Wikipedia, online learning courses and many other educational sites.

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 also motivated to actively take up Refresher Courses and Orientation Programmes.
- Faculty members are regularly taking part in organizing, participating and act as resource persons in the Seminars, Workshops, Conferences and Academic Staff Colleges.
- Students are encouraged to take part in seminars and workshops.
- Field work and educational tours are organized which help the students to get practical knowledge.
- They are also made aware of the presentations by faculty members and they are shown so that they can get aided for a better professional development.

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

Academic

- Departmental teachers encourage students to apply for Summer School training in different institutes
- Teachers act as Referee in the process of application for higher studies.
- The teachers, apart from regular teaching, are always available for providing guidance to the students in addition to the class hours, as and when required. Students are always free to clarify their doubts.
- Tests and assignments are a regular part of the academic plan so as to keep a track of the students' skills in terms of knowledge.
- Students can also avail question banks from departmental libraries to prepare themselves for the examination.

Personal

- ❖ On personal level, teachers provide guidance to students for higher studies, which Universities to apply and prospects for such studies in different subjects.
- ❖ Teachers provide support to a prospective bright student for successfully applying in various National and International Institutes. They also give students, contacts of different renowned personalities of the respective subject, where a new learner cannot easily reach.

Psycho-social

The student when identified as submerging in the complexities, both positive and negative, all the staff of the department tries to make counseling. Guardians are called and make them aware about their ward. Every body of the department gives psychological boost and provides psychological guidance to students.

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 institution tries to provide good teaching ambience within the limitation of the present social condition.
- ▶▶ Arrangement of Group discussions and peer learning interactive sessions are noted as beneficial in the class.
- ▶▶ Students are taken for departmental trips, field visits, documentaries etc. which can guide them.
- ▶▶ Students are encouraged to take up research project work under the supervision of faculty members. Students' contribution in college magazine and wall

magazines are highly encouraged. This enables them to expose their literary and creative skills.

- ▶▶ In accordance with the need of extensive use of ICT, departments are provided with computers with printers and internet facility.
- ▶▶ As an effort to ease the ICT based technology, faculty members are given the opportunity to get access to e-journals through INFLIBNET.
- ▶▶ They are encouraged to take in ICT related workshops and seminars.
- ▶▶ The traditional black board teaching which is still of immense importance is now further fortified with PowerPoint presentations, internet resources, three dimensional models, invited talks, movies and on-location learning through educational tours.

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

- ☞ The library has subscription to INFLIBNET, which enables the access to electronic resources.
- ☞ The library is very rich with ample collection of reference books, journals, magazines, newspapers etc. These help the students and faculty members to keep themselves updated with the latest developments in the field of knowledge and education.
- ☞ E-journals and educational DVDs are also made available. Periodicals and books are also available through which students can prepare for competitive examinations.
- ☞ There is a well maintained storage of Questions banks and syllabi of subjects taught in the college.

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.

Yes.

The defined numbers of teaching, non-teaching staff are not provided by the Government in time. The full fledged support of the college authority fills the gap of the number of teachers from college fund.

The institution takes responsibility of appointing substitute teacher, guest lecturer and visiting lecturer in case there is a vacancy (due to regular retirement/leave/death).

As the same building houses three colleges - morning, day & evening, there is often encroachment of practical & theoretical exams of morning and evening colleges

on the day time schedule. Adjustments are made in the time table to cope up with the loss of classes.

Substitute teachers are assigned workload to handle the extra work as and when necessary.

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

The college and departments keep record of the marks scored in exam, internal assessment tests, assignments and attendance of the students. These show the efficiency of the teaching-learning process of the institute. After analyzing the result and attendance, proper guidance and assistance is provided to the students who are slow learners.

Counseling is given to ameliorate the academic performance.

Feedback is obtained from the students on the teaching-learning process which plays an influential role later. These feedbacks help the college to take necessary action to improve the process.

Parent-teacher interaction is a way through which the college tries to understand the positive and negative points regarding the teaching-learning process and accordingly, measures are adopted.

Faculty performance by self-appraisal, by the HOD and the Principal are regular practice in the college.

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

We are proud of the faculty quality, because we possess very qualified and renowned faculty. Moreover, in recent past there were no remarkable changes in the Calcutta University Curriculum. Therefore, our college does not require any special recruitment or retention of retired teachers in an emergency basis.

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.

When a new subject is selected for introduction in the college, usually the Governing Body decides to recruit new staff with the approval of the Government. When new topics are introduced in an existing course relating to modern emerging areas of study, and the teachers finding themselves in errors, they apply through the Head of the Department to the Principal for their training in requisite Institutes. The Principal and Governing Body encourage and sanctions fund for their training expenses and up gradation and also for purchase of required instrument and books.

The emerging field of skill development programme is introduced in our college as 'Community college of City College'. The full programme is conducted by efficient teaching community as decided by the Sector Skill Council, MHRD.

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

Staff development programmes during the last four years (2013 – 2016)	
Academic staff development programs	Number of faculty nominated
Refresher courses	NIL
HRD programs	NIL
Orientation programs	2 (Dr. Arkadeep Mitra, Zoology & Smt Rituparna Das, English)
Staff training conducted by the university	NIL
Staff training conducted by other institution	NIL
Summer/Winter schools, workshops etc	NIL
Participation of most of the teachers in syllabus related workshops	5

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

Faculty Training programmes	
Teaching learning methods/ approaches	Teachers are allowed to attend various university training programmes on Teaching learning methods/approaches
Handling new curriculum	New generation teachers are well equipped to handle new curriculum. Senior teachers are encouraged to get training in refresher courses
Content/knowledge management	Huge library facility enriched with various modern amenities provides scope to self training with the campus.
Selection, development and use of enrichment materials	Provision of handling modern equipments within the college is advantageous. Through the Major & Minor Research Projects of UGC, the college is enriched with various materials. Any faculty can use any material for his/her enrichment.
Assessment	The faculty assessment is mainly done by the administration. The students are assessing their teachers at the end of the course.
Cross cutting issues	Sometimes ideological conflict on various cross cutting social issues becomes disturbing. Senior teachers trains juniors during the assembly, how to tackle those situations.
Audio Visual Aids/multimedia	Using Audio Visual Aids/multimedia is now becomes a regular method. Most of the faculties can handle the machines efficiently. However, during purchase of a new machine the respective companies are asked to train the staffs about the specific handling of their machine

c) Percentage of faculty

- Invited as resource persons in Workshops/Seminars/Conferences organized by external professional agencies – **5%**
- Participated in external Workshops/Seminars/Conferences recognized by national/international professional bodies – **10%**
- Presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies – **10%**

The basic strategies of the institution related to faculty empowerment are setting the vision of teachers “empowerment in the light of 21st century requirements” –

- ☞ Training to teachers for preparation and functional use of Interactive Teaching Aid software
- ☞ Training of teachers for interdisciplinary and multidisciplinary interaction between the national level and international level institutions.

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

The college encourages its faculty members to take part in Faculty Development Programme like Refresher Courses and Orientation Programs. They are given the opportunity to avail study leave under UGC guidelines. Teachers are motivated to take up research work and pursue PhD degree. Teachers are also encouraged to show enthusiasm in publishing their papers and articles. They are always aware of the benefits of participation in seminars and conferences.

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.

Awards received by faculty		
Award	Number	Name of faculty
D. Lit (2015)	1	Dr. Subodh Sarkar, (Head, Department of English)
Full Bright Fellowship (2015)	1	
Sahitya Akademy Award (2015)	1	
DST – Young Scientist (2015)	1	Dr. Pratip Chakraborty (Post Doctoral Scholar Teacher, Department of Zoology)
VIFRA – Young Scientist (2015)	1	

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?

Students evaluate teachers at the end of their course. Otherwise, the college follows a mechanism to obtain feedback, mainly through complain put in writing in the grievance redressal cell or verbally by the students. Such feedback taken from the students is analyzed. The principal in case of adverse feedback informs the concern teacher about it and both discusses how to rectify it.

2.5 EVALUATION PROCESS & 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?

Notifications for all examinations are circulated through the college notice boards and departmental notice boards. The internal assessment papers are always shown to students. The marks obtained by students are submitted to the office for maintenance of records. The result is discussed extensively in the academic sub-committee meeting. Often teachers conduct several sessions to discuss the results with the students, which helps them to understand not only the subject matter but also the marking pattern.

As most of the faculties are involved in the University's assessment process as paper setter/moderator/examiner they have a first-hand understanding of the evaluation process at the University level and can thus be depended upon to provide competent guidance to the students.

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?

As per the guidelines of the University, the College has adopted the 1+1+1 method of evaluation for the UG courses, instead of the earlier 2+1 method. Accordingly, the college has to change other as par University calendar. A mid-term test and a 'Test examination' are introduced. In addition to that individual teacher are taking class tests at a regular interval. This has allowed the institution to keep a regular tab on the students' performance. Often the marking pattern of few subjects is altered by the respective Board of Studies of the University and the Departments suitably accommodate such pattern.

In Practical Examination students are evaluated by External Teachers, appointed by the Calcutta University.



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

The College has undertaken the following measures to implement the evaluation reforms of the University:

- (a) The University has provisions for re-evaluation of answer scripts for those students who may remain dissatisfied with their score. Departmental teachers discuss and familiarize the students about the scope of such system. Often they recommend those advanced learners who have fared poorly, to consider this option.
- (b) The University has provisions to show answer scripts to students under RTI. The College provides complete support to those individual students who wish to assess the evaluation of one's scripts through this method.
- (c) Test examination is modeled on the question pattern of the University. This gives students a chance to assess their preparations in a setting akin to the real time environment.

- (d) For smooth conduction of examinations, Academic sub-committee of the college constitutes Examination Committees for University and college examinations. The teachers perform tirelessly to ensure a full-proof examination system.
- (e) The College Office is involved in the Examination processes through the University Registration processes, distribution of admit cards. The Office maintains a record of the number of students appearing in the examination and preserves the mark sheets and certificates published by the University with the data of examinees.

All these methods ensure that the evaluation is complete and well-documented.

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

To ensure that student assessment is continual and definite, the College conducts regular class tests. Formative Assessment is carried out by the evaluation of the students through class tests, tutorial tests, performance of the students in the class and students seminar etc. Evaluated scripts are shown to the students so that they could identify as well as rectify their mistakes.

Summative Assessment is carried out through the university examinations which are held annually in the UG Courses (1+1+1 Pattern). On several occasions the Heads of the Departments encouraged the students to apply for application for Review of answer scripts, in support of the student's claim for higher grades. The student's past records in College examinations provide the Heads of the Departments with supportive data for such action.

2.5.5: 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.

The college follows the weightages as per the affiliating Calcutta University.

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

The graduate attributes of the college are specified in the stated goals and objectives of the college:

- ☞ The College makes effort to mould students into talented professionals in their respective fields of study.

- ❧ In this regard, self-reliance and skills in communication, coordination, planning, management, academic writing, and presentation are expected from the students so that they can undertake any career that demands these skills.
- ❧ The College strives to create sense of accountability within the students and to ensure accountability to the society at large.

The college ensures the attainment of these attributes by the students in the following ways:

- ▶▶ Providing a harmonious ambience within the institution where students can fulfill their potentials.
- ▶▶ Undertaking rigorous programmes of teaching-learning through which students can acquire the above mentioned skills.
- ▶▶ Emphasizing co-curricular and sports related activities to inculcate the importance of holistic view of education among students.
- ▶▶ Encouraging the students to participate in extension activities for community orientation.

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

In case of grievances regarding evaluation at the College level, following steps are taken:

- Answer scripts are shown to the students. The concerned teacher often explains to the students their weak points and ways for better performance.
- If not satisfied, the students may directly approach the Head of the Department with their grievance.

For redressal of grievances with reference to evaluation at the University level, following steps are followed:

- ❖ The students apply for scrutiny or review of answer scripts as per University norms, which is duly forwarded by the College authority.
- ❖ The University has provisions to show answer scripts under RTI act. The College provides complete support to any student who wishes to assess the evaluation of scripts through this method.

2.6 STUDENT PERFORMANCE & 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,

One of the missions of the College is the all-round development of its students. Students are provided with the opportunities required to identify and develop their inherent qualities to help them flourish as responsible and sensitive citizens.

The College thus gives equal importance to the following aspects of life

Sports Activities – facilities for both indoor and outdoor games are available at the College. Table-tennis equipment has been refurbished. Inter class competition for the outdoor games (Cricket, Foot ball) and table games (Table tennis, Carom, Chess) are conducted throughout the year. There is a well-equipped multi-gym facility in the College. The annual athletic meet provides a platform for the students to showcase their skills.

Cultural Activities – Cultural programmes are organized annually through competitions, college social days etc. Special inter college cultural competition, famous as SANGRILA of City College is heart throbbing for surrounding college students.

Value based programmes on social and health issues, environmental awareness programmes are organized.

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

Daily interactive sessions are conducted in the classroom to assess the performance of the students. Internal assessments, assignments etc. are important ways through which the college monitors the students in terms of knowledge and skills. Parent teacher meetings are called where the teachers inform the parents about the latest updates of their wards. Teachers play a supportive role to guide the students on any matter even beyond the class hours.



Formal Opening of SANGRILA 2015- 2016

The pass percentage of the students of B. A., B. Sc. & B. Com. Honours & General

Courses for the last 4 years

Subject-wise pass percentage of B. A., B. Sc. and B. Com students								
	2013 -2014		2014 -2015		2015 - 2016		2016 - 2017	
	Admitted in 1 st Yr	Passed in 3 rd Yr	Admitted in 1 st Yr	Passed in 3 rd Yr	Admitted in 1 st Yr	Passed in 3 rd Yr	Admitted in 1 st Yr	Passed in 3 rd Yr
Bengali Honours	41	M =15	51	M =13	23	M =10	48	M =
		F = 16		F =21		F =18		F =
English Honours	54	M =21	75	M =12	41	M =13	74	M =
		F = 11		F =15		F =11		F =
Sanskrit Honours	13	M =09	08	M =13	19	M =05	11	M =
		F = 04		F =02		F =04		F =
History Honours	20	M =09	38	M =05	32	M =22	48	M =
		F = 12		F =04		F =10		F =
Philosophy Honours	08	M =01	11	M =00	14	M =03	16	M =
		F = 08		F =00		F =05		F =
Pol Science Honours	23	M =13	20	M =04	29	M =07	31	M =
		F = 08		F =06		F =06		F =
B. A. General	105	M=	96	M=	66	M =	159	M =
		F=		F=		F =		F =
Physics Honours	45	M =16	61	M =15	36	M =16	58	M =
		F = 04		F =01		F =04		F =
Chemistry Honours	44	M =18	54	M =15	18	M =23	68	M =
		F = 01		F =02		F =03		F =
Mathematics Honours	55	M =24	60	M =19	33	M =28	44	M =
		F = 03		F =02		F =02		F =

Economics Honours	04	M =02	13	M =02	13	M =05	12	M =
		F =01		F =01		F =03		F =
Botany Honours	27	M =01	45	M = 09	10	M =08	42	M =
		F =01		F =07		F =05		F =
Physiology Honours	43	M = 07	49	M = 11	36	M =06	46	M =
		F = 07		F =09		F =11		F =
Zoology Honours	52	M =18	69	M =23	45	M =11	60	M =
		F =24		F =12		F =09		F =
B. Sc. General (Bio Sc)	69	M =	46	M =	41	M = 17	80	M =
		F =		F =		F =19		F =
B. Sc. General (Phy Sc)	30	M =	25		32	M =10	50	M =
		F =				F =03		F =
B. Com Honours	300	M = 212	313	M = 147	257	M = 150	393	M =
		F=50		F =48		F =91		F =
B. Com. General	157	M = 145	168	M = 129	110	M = 114	201	M =
		F =30		F =10		F =35		F =

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

The college follows following strategies to facilitate the achievement of learning outcomes:

- ⇒ Students are provided with facilities like well-equipped laboratories and library with computers and internet access.
- ⇒ Departments use ICT based audio-visual learning tools to aid to the learning process.

- ⇒ Seminars, educational tours and field visits are organized to give the students a practical exposure.
- ⇒ Internal assessments, assignments, group discussions etc. are regular features of learning.
- ⇒ Conventional classroom teaching has been aided with usage of ICT to ensure a better teaching-learning process.
- ⇒ Guest lectures are organized so that the students can acquire more knowledge.

2.6.4: What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

In the introductory classes of any course, teachers make the new students aware of the social and economic relevance of the course. Teachers focus on how the study of the courses can be economically and socially significant and explain the job opportunities and scope of further studies and research work in the respective subject. Departments organize invitational lectures to discuss the issues relating to impact of studying the subjects in the society.

The Career Counselling Cell of the College takes active role to inform the students about different career opportunities. Various programmes of the Cell is being shown in the following table.

Various programmes organised by Career Counselling cell of City College	
Programmes	Organisations

Seminars and workshops are conducted to keep the students updated about various research work, placement opportunities etc. Counseling is provided to the students to make them more employable. Well known groups (like TCS, Carreograph, etc) have come for campus recruitments. Department of Zoology has UGC sponsored Research Projects and well organized research laboratory.

Running Research Projects in different departments	
Department	Project detail
ZOOLOGY	Principal Investigator: Dr. Korak Kanti Chaki. Title of the Project: Types of immune

	response in <i>Achatina fulica</i> (Mollusca: Gastropoda). UGC Major Research project – Reference No. F. N. 39/676/2010 (SR) dated 11.01.2011
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2.6.5: How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

- ⇒ College office and each Department maintain data of the students' performance in college and university examinations. These data are analyzed and reviewed by the IQAC. If any matter requires general discussion, it is discussed in the Academic Sub-committee Meeting. These data are also used to prepare the Annual Quality Assurance Reports and annual AISHE reports.
- ⇒ In the Departmental Meetings, the performance of the students is discussed. Slow learners are identified by the result of the internal assessments and tests and special classes are arranged for them. The feedbacks from the Parents-Teachers Meeting of each department are also collected and analyzed by the IQAC.
- ⇒ Learning barriers are removed by taking up various initiatives.

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

The institute tries to monitor and ensure the quality of the teaching-learning in various ways.

- ⇒ The departmental teachers constantly monitor the performance of the students. Besides judging their performance through classroom teaching, departments arrange for surprise tests.
- ⇒ The Principal of the college constantly interacts with the Departmental Heads and with individual teachers, to improve the quality of teaching process and increase the academic productivity. The Principal also monitors the daily Self-Appraisal of individual teachers. Individual teachers are keeping their duty record in a RECORD BOOK kept in the department.
- ⇒ The IQAC makes suggestions to the departments regarding the effective way of teaching-learning. The performance of the teachers gets reflected in the AQAR. Assessment of formal and informal feedbacks from different stakeholders help the process of monitoring the teaching and learning in the college.

2.6.7: Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement

of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes.

Analysis of the outcomes of the assessments is done at the departmental level. In accordance with this, evaluation reforms are planned and parents are informed about their ward. This helps the students to identify and consequently rectify their errors and achieve good performance in the university examination.

Observing results of a student, the teachers identify the level of comprehension. With the help of this identification, efforts are made by the teachers to ensure better learning. Necessary steps are taken to achieve an improved learning process which would result in amelioration of learning outcomes. Internal assessments and tests are considered as significant indicators to evaluate the students in terms of knowledge and performance.

On the basis of the individual assessment of the students, the faculty members guide different students for different openings. Often advanced learners are groomed for advanced courses whereas slow learners are encouraged to elevate their academic level.

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

The College encourages inter-departmental interactions through organization of academic and co-curricular events in order to break down the myopic compartmentalization of learning. Inter-disciplinary seminars organized by humanities departments also witness enthusiastic participation from faculties of science disciplines. Students from all the departments participate in the discussions. In bioscience departments intimate interaction with the students are occurring with the teachers during excursion. In future, the College also intends to avail the scope of virtual laboratories, open educational resources, mobile education and collaborative programmes with other institutes.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 PROMOTION OF RESEARCH

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

Teachers are involved, mainly from Department of Zoology, in active research work which is reflected by a considerable number of major and minor research projects sponsored by UGC and other funding agencies (Please refer to 3.2.7). Some teachers are involved in guiding students for Doctoral and Post Doctoral work under affiliation of other universities (please refer to section 3.1.5).

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.

There is no formal committee exists at present, but due to increased research activities, a proposal has been placed in IQAC meeting regarding formation of research committee. It encouraged that faculties extensively apply for research project to UGC, ICMR, DST and DBT and other research funding organizations.

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**
- **Timely availability or release of resources**
- **Adequate infrastructure and human resources**
- **Time-off, reduced teaching load, special leave etc. to teachers**
- **Support in terms of technology and information needs**
- **Facilitate timely auditing and submission of utilization certificate to the funding authorities**
- **Any other**

Institutional support is provided to enable implementation of research schemes in the following ways:

- Autonomy to the principal investigator:** Full autonomy is given to the Principal investigator for smooth conduct of the research project.
- Timely availability or release of resources:** Funds received from the different agencies are released without delay as and when required by the Principal Investigator.

- **Adequate infrastructure and human resources:** The College provides minor infrastructural facilities like library, laboratory, computer and internet facilities to pursue research activities. Specific research facilities are arranged by the Principal Investigator – college authority always extends hands in this regard, especially for science departments.
- **Time-off, reduced teaching load, special leave etc. to teachers:** Teachers in general are permitted to carry out their research work during summer and Puja vacations. Besides, one day per week is allotted for preparatory/research work. There is also a provision for Study Leave as per WBSR with approval from the Governing Body for completing research work. The teachers may also avail this facility under FDP scheme of UGC if required.
- **Support in terms of technology and information needs:** Teachers who are pursuing M. Phil. /Ph. D and required to attend Course Work are provided with flexible working schedule intra-departmentally. Duty Leaves are given to interested teachers who will present papers in seminars, symposiums, workshops and conferences. Laboratory facilities, equipments, Internet, LAN and other ICT enabled research support system, etc. are made available to researchers (details in Section 3.3).
- **Facilitate timely auditing and submission of utilization certificate to the funding authorities:** All research grants and expenditure are audited by qualified auditors of auditing firms. The final audit report and Utilization Certificates are sent to the funding agencies in due time.

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

- ⇒ The major steps taken to enhance the research environment and scientific disposition among students are:
- ⇒ Special Lectures by eminent academicians and researchers are organized in order to instill research interests in students
- ⇒ Field Report with viva-voce is mandatory in UG programmes in Bio-Science departments (Botany, Physiology and Zoology departments). This ensures that each student has an opportunity to demonstrate their individual research aptitudes.

Topics of the Field Reports by the students of these Departments in last four years are given below:

Department	Topic of the Field Report			
	2013	2014	2015	2016

Botany				
Physiology				
Zoology	Field study report on ecosystem & its biodiversity assessment at Sambalpur (Orissa)	Diversity study of Corbet National Park, Nainital Lake and some forests of Uttarakhand	Field study in the Pench Tiger Reserve & Nagzira Tiger Reserve	Field study report on ecosystem & biodiversity assessment on Bandipur and Madhumalai

- ⇒ Seminar Library in departments allows students to access important books and be guided towards important journals/books by their teachers.
- ⇒ Several Science departments arrange seminars, student seminars, etc. and sent their students to science based contests, exhibitions; training programmes (e.g., INSA programme in Science Day, Environmental Awareness Programme, etc.).
- ⇒ Students are sent to Workshops on emerging techniques (e.g. Biosciences) where eminent scientists are invited to impart hands on techniques to the students.
- ⇒ Access of online journals through INFLIBNET and off-campus library facility through institutional membership of British Council Library has been introduced to enhance the research environment.

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.)

- Faculties of the Departments are regularly leading Research Projects funded by different Agencies (UGC, DST, ICMR, etc.) – particularly in Zoology Department.
- Faculties of the Departments (Botany, Physiology, Zoology, and Commerce) supervise the project work and/or dissertation of UG students that is a mandatory part of the curriculum.
- Some of the faculty members are also involved in guiding students for doctoral research.

Details of the Project received by Faculties of the college in last 5 years			
DEPARTMENT	PRINCIPAL INVESTIGATOR	DETAILS OF THE PROJECT	FUNDING AGENCY

ZOOLOGY	Dr. Korak Kanti Chaki	Types of immune response in <i>Achatina fulica</i> (Mollusca: Gastropoda). UGC Major Research project – Reference No. F. N. 39/676/2010 (SR) dated 11.01.2011	UGC
	Dr. (Smt) Supriti Sarkar		UGC

- Many faculty members have acted as Resource persons in National/International Seminars and Conferences. The details are given in the Table below:

Details of the Faculties of the college acted as Resource Persons in last 5 years		
FACULTY & DEPARTMENT	DETAILS	ORGANISED BY
Dr. Korak Kanti Chaki, Department of ZOOLOGY	Resource Person in Orientation Courses	ASC, JU
Dr. (Smt) Supriti Sarkar, Department of ZOOLOGY		

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 imbining research culture among the staff and students.

Details of the Seminars organized by the departments/college in last 5 years		
DEPARTMENT	DETAILS	YEAR

ZOOLOGY	N. M. Memorial lecture – Speaker: Prof. Abdul Goni, NDM, Govt. of West Bengal	21. 09. 2015
	One day Seminar – Speaker: Dr. Saiful Anam Mir ; Post Doctoral Research Fellow; Nephrology & Hypertension Unit, School of Medicine, University of California, San Diego, USA	23. 05. 2016
	N. M. Memorial lecture – Speaker: Prof. Subir Kumar Dasgupta , Department of Zoology, Maulana Azad College, Kolkata	28. 11. 2016
	IQAC-Departmental Seminar – Speaker: Dr. Arkadeep Mitra , Department of Zoology, City College	07. 12. 2016
PHYSIOLOGY		

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

Details of the Faculties of the college with potential expertise in their specific field	
FACULTY & DEPARTMENT	DETAILS OF AREA
Dr. Korak Kanti Chaki ZOOLOGY Department	Malacology – Physiology, Biochemistry, and Immunology. Ecology, Biological Electron Microscopy
Dr. (Smt) Supriti Sarkar ZOOLOGY Department	
Dr. Subodh Sarkar ENGLISH Department	

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

Some of the Departments of this Institution organize Seminars, where a good number of eminent faculty members and researchers from different institutions of

repute have visited as Resource Persons and Invited Speakers. Details are given in the following table

Details of the Seminars organized by the departments	
DEPARTMENT	DETAILS
ZOOLOGY	N. M. Basu Memorial lecture – Speaker: Prof. Abdul Goni , NDM, Govt. of West Bengal. In 2015
	One day Seminar – Speaker: Dr. Saiful Anam Mir ; Post Doctoral Research Fellow; Nephrology & Hypertension Unit, School of Medicine, University of California, San Diego, USA
	N. M. Memorial lecture – Speaker: Prof. Subir Kumar Dasgupta , Department of Zoology, Maulana Azad College, Kolkata
	IQAC-Departmental Seminar – Speaker: Dr. Arkadeep Mitra , Department of Zoology, City College
PHYSIOLOGY	

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?

Sabbatical leave is yet to be adopted by Higher Education Department, Government of West Bengal. However, the faculty members make optimal use of summer recess and Puja vacations, winter recess, holidays and preparatory days for pursuing their research. Additionally, the faculty member can avail the UGC *Faculty Development Programme* (FDP) for two years or the Government Sanctioned Study Leave (12 months at any one time and 24 months during service period). The Principal co-operates in facilitating these leave with promptness.

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)

The college has significant involvement in a variety of research projects and social surveys, but there has been no such lab to land initiative. However, the papers published have been a source for use of students elsewhere.

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.

The college does not have any separate provision for funding research work. However, many faculty members have their own research projects funded by different agencies like UGC, DST, ICMR, CSIR, etc. The college can only provide infrastructural facility to the researchers.

A fraction of the Plan expenditure of the State Govt. and Development Grant of UGC are utilized for purchasing sophisticated equipment, which are used for research and development purpose in addition to the requirement of the curriculum.

The teachers are encouraged to make best use of infrastructural facilities of the college such as library, instruments, laboratory, computer, internet to carry out their research work. The impact of this encouragement can readily be seen from the research projects carried out by our teachers.

Detailed budgetary report is furnished in Criterion VI, *Section 6.4.3 and 6.4.4.*

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?

The Institution is funded by the Government of West Bengal without financial autonomy and bound by the Financial Rules in all pertaining matters. Under prevailing circumstance there is no provision for providing seed money to the researchers.

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

As the college has no financial autonomy, it is difficult to provide financial help to support research projects by students. However, the institution provides all forms of infrastructural support for student researchers, including library facilities, computer laboratories with internet connections and well equipped laboratories to support the students for their research projects. Students can complete their project work under the guidance of faculties.

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

Interdisciplinary research is not possible in the present frame work of the college.

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 provides facilities for the Science departments for research and project works of the students.
- ✓ Latest instruments are purchased, whenever funds are allocated, and are made available to the students under the supervision of the faculty.
- ✓ The students are divided into small groups for effective learning of technical skills as required for operating various sophisticated equipment.
- ✓ Computer and Internet facilities are made available to the students for their project/research work.

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

The Institution has received many special grant or finances from beneficiary agencies like UGC, ICMR, DST-FIST, State DBT, etc. for developing research facility. Moreover, the faculties are also constantly working towards acquiring such financial support and recognition from the related institutes/industries.

Details are given in section 6.4.4 and 6.4.3.

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

The College extends full support to the faculty in getting grants from funding agencies for pursuing their individual research projects right from the submission stage till the completion of the project as discussed in detail in Section 3.3.2.

The details of ongoing and completed projects and grants received during the last four years have been given in Table 3.6.

3.3 RESEARCH FACILITIES

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

- Research laboratory equipped with sophisticated instruments in the department of Zoology.
- Computer with Internet facility is available in Physics, Chemistry, Mathematics, Commerce, Botany, Physiology and Zoology.
- Specific soft-wares for research, like –Biological Statistical software, Ecological Methodology, GPS software, etc. are installed in the Zoology.

- A Central Library housing sufficient books, journals and computers with internet facility is available.
- Access to online research journals through INFLIBNET has been made available in the library.
- Separate Seminar Libraries in all Departments.
- Access to off-campus library facilities, like British Council Library through institutional membership is arranged.
- The faculty members may also avail the libraries of ISI, SINP, and IACS etc. with the recommendation by the Principal.
- Photocopy facility is available within the campus.

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

The main strategy of the College is to maintain separate academic and administrative sub-committees like “UGC Committee”, “Library Committee”, and “Academic sub-committee” to cater the separate needs of the researchers.

The sub-committees work individually and also cooperatively to chalk out plans for upgrading and creating infrastructural facilities in the new and emerging areas of research.

The UGC sub-committee monitors the Funds sanctioned by UGC for the College, also the Minor and Major research projects by individual faculty members. It also encourages the faculty members to undertake research projects and, in consultation with the Heads of the Departments/Faculty, try to identify both existing and new infrastructure requirements of the students and researchers.

The library committee subscribes new books, journals and e-journals keeping in mind the demands of the departments.

The scholars get access to online journals through INFLIBNET.

In addition, the College encourages the undertaking of inter-disciplinary research projects by the faculty members of various departments. For example, Bio-science Departments are trying to work in collaboration. The college also encourages faculty members to participate in Faculty Development Programmes like Orientation Programme, Refresher Course, Seminar, Workshops, Symposium, Conference, etc. to stay up-to-date with the new and emerging areas of research.

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

The College has received several special grants from UGC, DST-FIST and State Government for developing research facilities. The major instruments and facilities created during last four years are given below.

List of Major Instruments purchased during last four years				
Department	Year	Name of the Instrument	Amount	Funding Agency
ZOOLOGY				

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

The College ensures that the Departments of Zoology, Botany and Physiology can go for excursions and field studies, which are mandatory for the respective programmes.

The students of Zoology department visits Zoological Survey of India, Calcutta; Fisheries, Poultry, Apiculture research centers of Krishi Vigyan Kendra of Nimpith, South 24 Parganas; Ushagram Gramin Vikash Kendra, North 24 Parganas, and Sericulture Research Institute of Baharampur, Zoological Garden and its medical Unit, etc.

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

The Central Library of the College houses **46805 books** and subscribes to **Print Journals – 8; E-journals - 6000+; E-books – 30000+** (as on 31.03.2015) across all subjects, which the researchers can access.

- Access to online research journals through INFLIBNET-NLIST is available.
- In addition to these, resources of Seminar Libraries in each Department are available to the researchers.
- It provides off-campus library facility of British Council Library through institutional membership.
- There are desktop computers connected through LAN and printers in the Library.
- Through LIBSYS software, computerization of catalogues and printing of computer generated catalogues is being done.

- It provides OPAC facility by which the user can know the status of a particular document/book/journal.

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.

Although the college does not have such facilities at present, however different departments in the college are constantly negotiating with other institutions like ZSI, BSI, ISI, SINP, IACS etc. to develop such facilities in the college campus.

3.4 RESEARCH PUBLICATIONS AND AWARDS

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

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

Department	Research study/survey	Benefit of the community/improving services
ZOOLOGY	Eco-sensitive zone around National Parks	The report will make aware about the danger of eco-sensitivity in the vicinity of National Parks to the inhabitants of these areas.

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?

Yes.

Recently a proposal is taken into consideration for publishing a college journal.

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 E.g.: Web of Science,

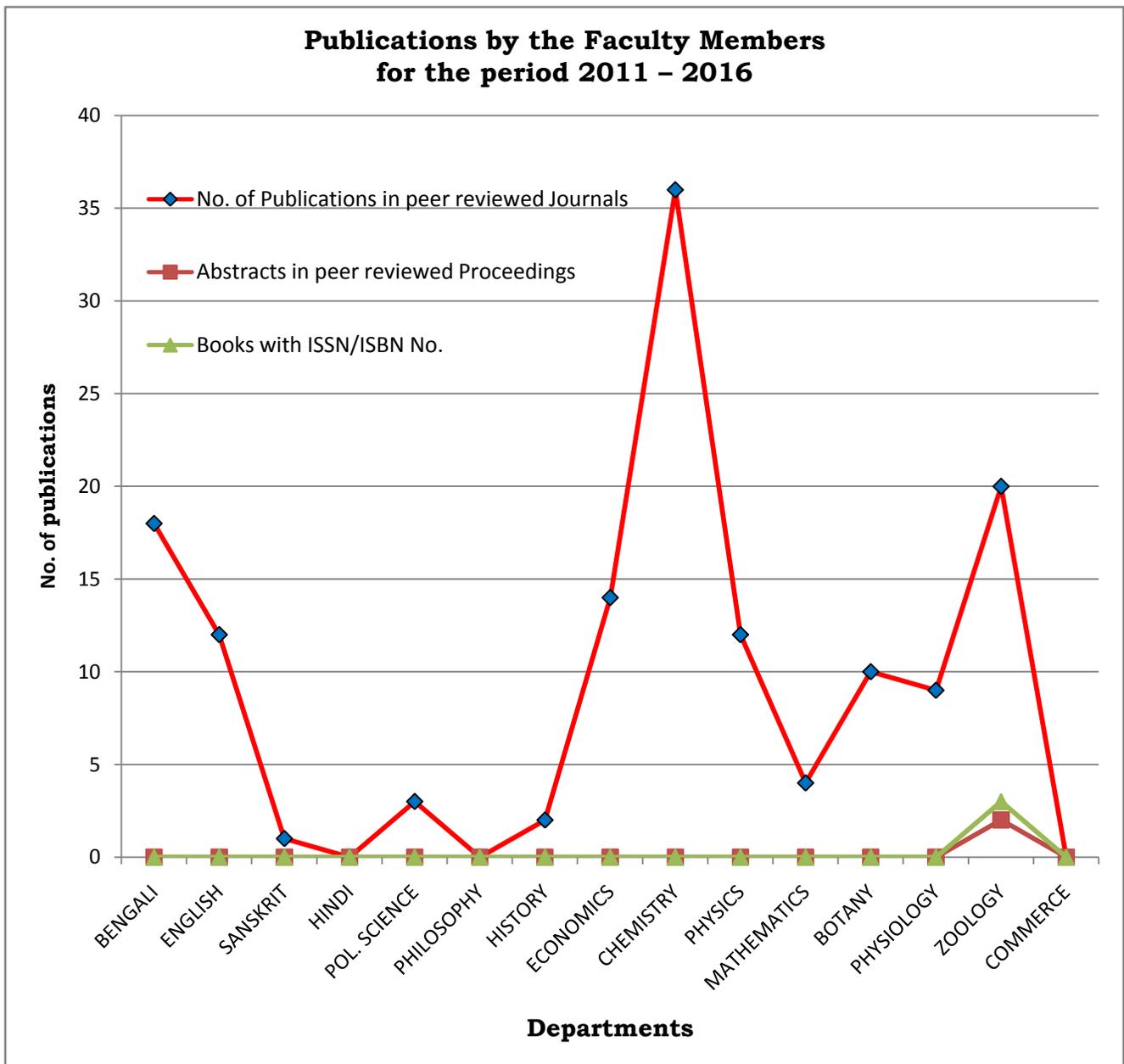
Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

- **Monographs**
- **Chapter in Books**
- **Books Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-index**

During the period from 2011-2016, the total number of publications by faculty members (serving this College) and students comprising papers published in peer and non-peer reviewed journals, monographs, chapter in books and books with or without ISSN/ISBN No. The list of publications of faculty members has been summarized in the following Table.

<i>Publications by the Faculty Members for the period 2011 – 2016</i>								
Department	No. of Publications in peer reviewed Journals	No. of Publications in peer reviewed Proceedings	Abstracts in peer reviewed Proceedings	Monographs	Books with ISSN/ISBN No.	Chapters in Book with ISSN/ISBN No.	Books Edited	Book/Chapter without ISBN/ISSN No.
BENGALI	18							
ENGLISH	12							
SANSKRIT	01							
HINDI	00							
POL. SCIENCE	03							
PHILOSOPHY	00							
HISTORY	02							
ECONOMICS	14							
CHEMISTRY	36							

PHYSICS	12						
MATHEMATICS	04						
BOTANY	10						
PHYSIOLOGY	09						
ZOOLOGY	20		02		03		
COMMERCE	00						



3.4.4 Provide details (if any) of

- **research awards received by the faculty**
- **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- **incentives given to faculty for receiving state, national and international recognitions for research contributions.**

Research Awards/recognition/incentives received by the faculty from reputed professional bodies and agencies, nationally and internationally			
Sl. No.	Name of Faculty	Department	Research Award/ Recognition/Incentive
1	DR. SUBODH SARKAR	ENGLISH	Ph. D, D. Lit, Full Bright
2	Dr. KRISHNENDU DAS	ZOOLOGY	Ph. D

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

Different departments of the College plan industry or farm visits and educational tours from time to time. Such visits are very much in the curriculum of the affiliating university. A few examples are given below.

Institute–industry interface in last four years by various departments			
Department	Place of visit	Course of the student	Year
ZOOLOGY	Poultry Mela, Government of West Bengal	3rd Year Honours	2016
	Poultry, Fishery, Goatery of KVK – Nimpith	3rd Year General	2015
	Apiculture, Poultry, Dairy of Usha-gram, North 24 Parganas	3rd Year General	2014

	Sericulture Institute of India, Baharampur	3rd Year General	2013
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In an Apiary of Ushagram, North 24 Paraganas

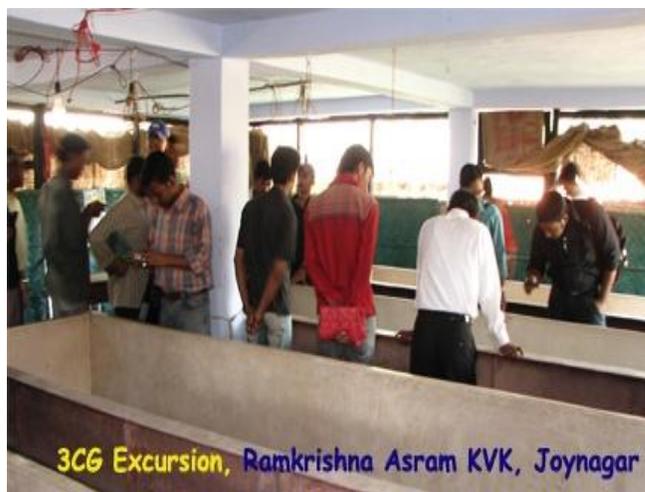
is made by the college to advocate and publicize their expertise. However, their expertise is known through various sources like College website, conferences and peer-references. Various organizations /institutes avail of their services frequently on honorary basis.

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

The IQAC always encourage the faculty members to extend consultancy service. They are provided with On-Duty Leave, if required, for offering their service. There is no scope for obtaining financial revenue for the institute as it is a Government Funded Institute under the Department of Higher Education, Govt. of West Bengal. However, keeping the social commitment in mind, the institute always promotes different consultancy services by the teachers free of cost to different agencies when approached.

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

All the faculty members of the Institution are free to provide consultancy services on an honorary basis. No extra effort



Name	Nature of Consultancy
Dr. Korak Kanti Chaki; Department of Zoology	Provide consultancy as Governing Body member in three colleges
	Member, Board of Under Graduate Studies, CU member.

	Advisory Board member of Protutor e-learning Co. Pvt. Ltd.
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3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The broad areas and major consultancy services provided by the Institution during 2011-2016 are as follows:

Area of Consultancy	Faculty/Department providing service	Year
NIL		

Being a Government funded college; our teachers have not generated any financial revenue through consultancy services till date. Only admissible Honorarium is given to the concerned Faculty members by the beneficiary Institutes/organisations.

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?

Our faculties provide honorary consultancy services. As no income is generated, there is no question of sharing the income generated through consultancy for the institutional development.

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?

College organizes various programmes throughout the year to promote institution-neighbourhood-community network, like Blood Donation Camp, etc.

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

The college has several bodies like Sport Committee, Cultural Committee etc. constituted with Departmental Teachers to supervise the students' activities inside and outside the campus. The teachers always guide and accompany the students in their involvement of various social movements and activities for promoting citizenship role.

Kolkata District Administration sends forms for incorporation of adult students in the Voter's List and monitors the process.

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

- Feedback is obtained from the students on an informal manner through continual interaction with them.
- Parent teacher's meetings are conducted in various departments to get the views of the parents on the institutional quality.
- Their opinions are taken as valuable contribution. It is taken into consideration and forwarded to the management for further actions.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Provide 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 makes sure to make all the students and teachers aware of the various extension activities taking place in the college. Posters are circulated amongst the students and notice boards are also used to promote such activities. During the time of admission, creating awareness among the students about the extension activities is an integral part of the orientation programme.

BUDGET: (Please see Annexure)

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

The college is introducing NSS from this year.

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

The schemes initiated by the Government are being followed for the betterment of the underprivileged section, like - KANYASREE. The NSS/ Students Union unit through its activities like blood donation, health care, old clothes donation, cleaning etc. takes care of the community

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 involvement of students in extension activities and social activities enable them to communicate with different levels in society, which

- Make them sensitive towards social realities,

- Inculcate within them the spirit of social service,
- Teach them to be responsible citizens, and
- Contribute to the process of Nation building.

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?

Responsible members of the BSES from the locality are members of the Governing Body. There is active involvement of the local community in the extension activities. In the phase of organization of such programmes, it is ensured that the local community gets benefits. When clean-up programme is taken up in the camps, the local councilor also extends help.

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.

No, the college does not have any such constructive relationships forged with other institutions of the locality for working on various outreach and extension activities.

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.

Following awards/recognitions were received by the students for several extension activities:

<i>Awards/Recognitions of Students of the Institution</i>					
SL. No.	Name of the student/s	Department	Event	Awarded/Participated	Year
1.	Aditya Banerjee & Arkaprova Motilal	ZOOLOGY	Debate competition	Champion	2016
2.	Aditya Banerjee,		Environment Awareness Programme	Champion in Extempore writing and Poster presentation	2016
3.	Aditya Banerjee,		Zooquest 2016, CU	Runners in UG Quiz	2016



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 faculty members of the College individually collaborate with other research laboratories and institutes for pursuing their pre- and post-doctoral research work. A few examples are given below.

Faculty	Department	Nature of Collaboration	Organisation
Dr. Korak Kanti Chaki	Zoology	Research collaboration with Dr. Tapash Nag	AIIMS, New Delhi
Dr. Supriti Sarkar	Zoology		

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.

NIL

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.

Students are tirelessly encouraged to show active participation in the workshops conducted by industries. This enables them to become more employable by ameliorating their employability skills. They become aware of the several career options available.

3.7.4 High-lighting 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.

Many eminent scientists/academicians/resource persons visited the College for participating in the seminars and special lecture organized by different departments of the College. The detailed list has been given in Table.

Department	Eminent person	Occasion
ZOOLOGY	Prof. Abdul Goni , NDM, Govt. of West Bengal. In 2015	N. M. Basu Memorial lecture
	Dr. Saiful Anam Mir ; Post Doctoral Research Fellow; Nephrology & Hypertension Unit, School of Medicine, University of California, San Diego, USA	One day Seminar
	Prof. Subir Kumar Dasgupta , Department of Zoology, Maulana Azad College, Kolkata	N. M. Memorial lecture
	Dr. Arkadeep Mitra , Department of Zoology, City College	IQAC-Departmental Seminar

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

Some examples of informal linkages that enhanced or facilitated the following are given below.

- a) **Curriculum development/enrichment-** Curriculum development at the UG level is a collective process under the leadership of the University. The teachers of the College who are BOS members actively take part in the development of the curriculum. They express their opinions during introduction of new Curriculum or for amendment/change of the existing Curriculum.
- b) **Faculty exchange and professional development** - The collaborative research work with premier institutes, along with Refresher Course and Orientation Programmes, enable faculty development. Faculty exchange programmes are not possible as it would require different levels of government order and negotiation
- c) **Research** - Some of the faculty members have done and/or are doing research work in collaboration with other national and international institutes. These have resulted in quite a few collaborative research projects and several publications in national and international journals. These have been presented in the relevant sections
- d) **Consultancy**

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

Even though this aspect of academic pursuit is not specifically included in the College curriculum, however individual teachers and their expertise as researchers engaged in exchange of academic dissemination of information often generate linkages and collaborations.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1. PHYSICAL FACILITIES

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

The policy of the institution is to provide the updated and user friendly infrastructure to the students, which ardently inspires their involvement and attachment with the college. More and more interactions with the teachers successively increase exchange of views for academic enrichment to create a comprehensive personality. Increasing demand of ICT facilities for effective teaching and learning is meted by gradually providing ICT resources like Laptop, LCD Projector, and Smart Board etc. to various departments of the college. Faculties are getting the service of ICT based teaching aid, for quality education.

The institution focuses on optimal utilization of the available infrastructural resources, while keeping in mind that the fact is the College has a limited land and Carpet area. The total built-up area of the College being 3602 sq. mt. out of 15000 sq. mt. of available land area, there is a limited scope for horizontal expansion. However, the College authority is hopeful that the augmentation of infrastructural facilities will reflect positive results in effective teaching-learning.

The College has recently made available a new laboratory to each of the Botany, Physiology and Zoology Departments. Revamping of Chemistry Laboratory is also a positive step to provide good facility to the students and teachers. In the Zoology Department a small Research space was provided by the authority.

The Boys' and Girls' Common Rooms are given a fresh look.

The College authority is careful in creation and maintenance of physical assets within the campus. Apart from regular aspects like classrooms, laboratories etc., the authority is also attentive to other specific needs.

It is hoped that the blend of physical infrastructure with the human resource will help the College to scale newer heights in terms of teaching-learning process.

4.1.2: Detail the facilities available for

a. Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

Following are the details of Classrooms, laboratories and computer laboratories available in different Departments of the College

Department	Number of theory Classrooms	Number of Laboratories	Number of Computer Laboratories
Bengali	2	0	0
English	2	0	0
Sanskrit	1	0	0
Political Science	1	0	0
History	1	0	0
Philosophy	1	0	0
Commerce	4	0	1
Botany	4	4	0
Physiology	4	4	1
Zoology	4	4	0
Physics	4	4	1
Mathematics	4	1	1
Chemistry	4	4	1
Total			

Rest of the infrastructural aspects are being mentioned below

<i>Seminar halls</i>	<p>The College has a proposal to built state-of-the-art sound proof air-conditioned Auditorium-cum-Seminar Hall on the ground floor of the Building, where all modern facilities will be available to conduct seminars, lectures, presentations, film shows and other functions.</p> <p>Additionally, one e-classroom has been established in the Department of Zoology.</p>
<i>Tutorial spaces</i>	<p>Normal classrooms are utilized as tutorial space beyond regular class hours</p>
<i>Garden</i>	<p>The College has a proposal to develop garden to be maintained by the faculty members of Department of Botany.</p>
<i>Animal house</i>	<p>The college is considering for introduction of this facility, pending the necessary approval from regulatory authorities. However, at present an animal rearing room is present in the Zoology Department.</p>

<p><i>Specialized facilities and equipment for teaching, learning and research</i></p>	<p>Zoology Department has specialized facilities for research. The department has a computerized photo microscope with built-in digital camera, phase contrast microscopes, a UV-Vis spectrophotometer, BOD, ELISA reader, Incubator, Cold Centrifuge, Environment Monitoring Kit, Electrophoresis Kit, Metler Balance, distillation plant, -20°C refrigerator etc. among the state of the art facilities. A Museum comprising common and rare zoological specimens. Laboratory spaces are available for the faculties for specialized research activities</p>
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b. Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

<p><i>Sports; Outdoor and Indoor games</i></p>	<p>Yes, the College offers facilities for Cricket, Badminton, Swimming and Football among the outdoor games. Carom, Chess and Table Tennis facilities are also available in the Common rooms as</p>
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	indoor games.
<i>Gymnasium</i>	Yes, the College has well-equipped multi-gym facility.
<i>Auditorium</i>	Yes, the College has an Auditorium-cum-Seminar Hall on the ground floor of the Building. Good quality sound system, flat panel LCD TV with satellite downlink, Over-head projector with screen, whiteboard, ambient lighting, Gallery and chairs, etc. are arranged in the Auditorium during seminar and various functions.
<i>NSS, NCC</i>	The College has an active unit of the NSS, which engages in various community outreach programmes. However, currently there is no NCC unit.
<i>Cultural activities</i>	Yes, the College offers all necessary facilities for hosting cultural functions. In case of large gatherings, the nearby auditorium complexes are hired.
<i>Public speaking</i>	Though the College does not have any specific facility for this purpose, students' seminars, debates and extempore offer proper platforms to develop this skill.
<i>Communication skills development</i>	The College is yet to offer specialized language laboratory facility. However, proposals to set up such facility are being considered actively.
<i>Health and hygiene</i>	Yes, healthcare needs of students are met through Students' Health Home. There is also First Aid facility available in the campus. Nearly all teaching and non-teaching staff has been covered under Group Life Insurance Scheme.

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).

As mentioned in Point No. 4.1.1 above, the College has well equipped small laboratories for the Department of Botany, Physiology and Zoology at the top floor of

the Building. There is proposal to construct ramp the in the building. Revamping of the Central Library etc. is in top priority. These have done in the last few years. The Master Plan of the building is enclosed with this section. The following table shows some of the grants received by the College to augment the physical infrastructure.

Table: Instances of utilization of Grants to augment Infrastructure

Name/Purpose of the Grant	G.O. Number	Amount (Rs.)	Status
UGC Grant	To be supplied by Bursar		
State Govt. Grant for Construction Building			
State Govt. Grant for Construction of Extension of Building			
UGC Fund for specific purposes			
UGC Grant under various schemes			

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

Proposal of construction of ramp and rail in the building is given priority. For this purpose grant from the UGC Grant under HEPSN Component-2 is forwarded. A proposal of fitting lift is also sent to the Government for funding. However, option for installing elevators is under active consideration. For the time being, the classes of these differently-abled students are placed on the ground floor as far as practicable while preparing the routine.

On the other hand, the College has ensured basic facilities for the persons with disabilities, such as provision for wheel chair, braille books in the library, hearing aid facility etc. The college is actively exploring other options to improve such infrastructure.

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

Hostel Facility – Accommodation available	The College is yet to have its own hostel for the students. However, arrangements have been made to provide hostel accommodation. BSES has a Hostel Building adjacent to the Main Building, which is under litigation.
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	Proposals for allotment of this building in this regard are being sent to proper authorities.
<i>Recreational facilities, gymnasium, yoga centre, etc.</i>	All of these recreational facilities are available within the College campus during regular College hours.
<i>Computer facility including access to internet in hostel</i>	N.A.
<i>Facilities for medical emergencies</i>	N.A.
<i>Library facility in the hostels</i>	N.A.
<i>Internet and Wi-Fi facility</i>	N.A.
<i>Recreational facility-common room with audio-visual equipment</i>	N.A.
<i>Available residential facility for the staff and occupancy</i>	A number of Quarters is available for Non-teaching staff within the College campus.
<i>Constant supply of safe drinking water</i>	The quarters are provided with full amenities
<i>Security</i>	Yes – the quarters are fully secured

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?

Government Hospital and a number of private hospitals are in the close vicinity of the College. These are availed in case of emergency. Moreover, healthcare needs of students are met through Students' Health Home and accordingly each student is charged a nominal fee at the time of admission. There is also First Aid facility available in the campus.

Camp for raising fund for Thalassemia patients and arrangement of Blood Donation Camp by the students union is a regular practice.

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

IQAC	A room is provided by the authority in the Main building.
Grievance Redressal unit	A table in the office is provided, but a dedicated room cannot be allotted for running Grievance Redressal Cell.
Women's Cell	A women's cell is formed, but specific table/room cannot be provided, but names of the committee members is given in the Notice Board
Internal Complain Cell (ICC)	A cell is formed in accordance to Bishakha recommendation and Supreme Court order 2013
Counseling and Career Guidance	Yes, this cell is operated from the Central Library.
Placement Unit	It is available along with career counseling cell
Health Centre	First Aid facility is available within the campus. Students are eligible to receive medical facilities under Students' Health Home. Calcutta University Medical Campus at Muktaran Babu Street
Canteen	Yes, a subsidized canteen has been set up in the College.
Recreational spaces for staff and students	Yes, such facilities are available for both staff and students.
Safe drinking water facility	Yes, such facility is available at multiple locations.
Auditorium	Yes, an auditorium has been set up.

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, a Library sub-committee is present, comprising of the teachers of different departments as members, Principal of the College as Chairman and Librarian as Convener, one student as co-opted member.

As per the decision of the Committee the following significant aspects have been implemented to make the library user-friendly:

- The library remains open for maximum time for users from both students and teaching communities.
- Process of Computerization of library resources is going on and process of accession and Cataloging of new books are being computerized.
- New books are purchased keeping in mind the effectiveness of collection development.
- Internet facility is being provided to all users.
- The Reading Room is made user-friendly.
- More and more books are sent to the Seminar Library in various departments for effective use.

4.2.2: Provide details of the following

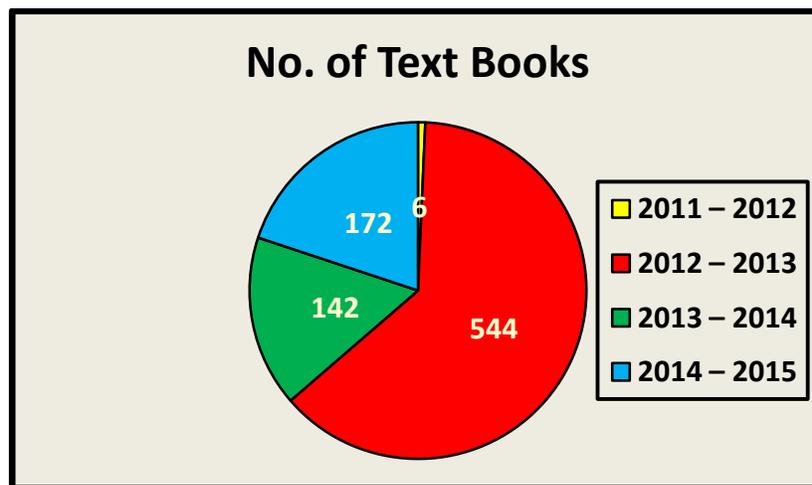
Total area of the library (in sq mt)	sq mt
Total seating capacity	40
Working hours (on working days, on holidays, before examination days, during examination days, during vacation)	Monday to Friday: 11:00 a.m. to 4:30 p.m. Saturday: 11.00 a.m. to 4.00 p.m. During Examination: As per University timing
Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)	It is available at the College Library for perusal.

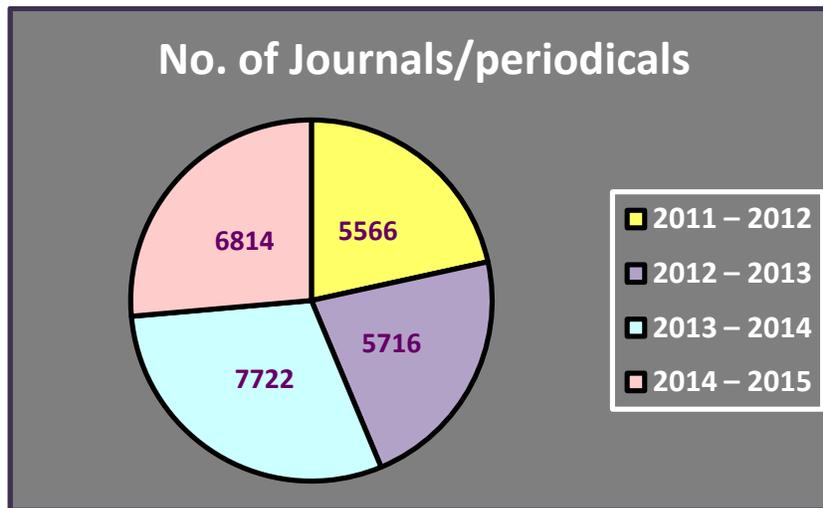
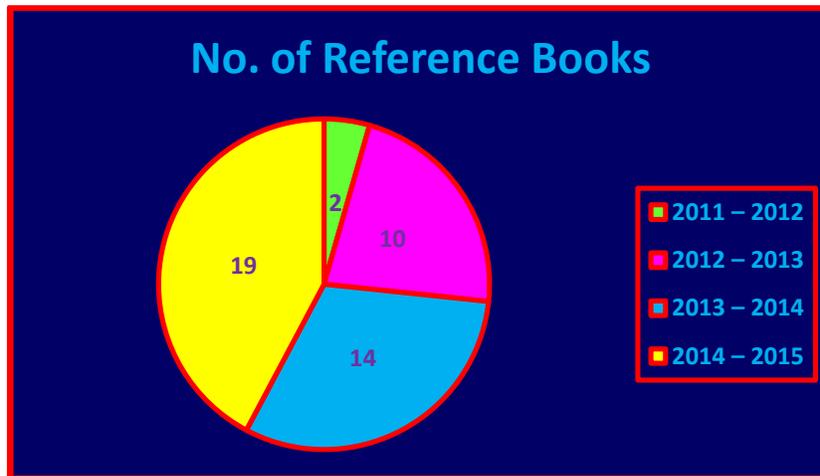
4.2.3: How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The collection of the library is worthwhile and need-based to its users. After ascertaining both the expressed and unexpressed demands of the users through the statistics related to books circulated from and consulted in the library and suggestions from the library staff working in the circulation counter and also from the users and faculty members, the books and other printed materials are purchased in the library as soon as funds come from West Bengal Government, UGC or DST keeping in mind the syllabi of the courses specified by University of Calcutta.

Table: Year-wise Purchase of Books and Journals in the central Library

Library holdings								
	2011 - 2012		2012 - 2013		2013 - 2014		2014 - 2015	
	Total Cost (Rs.)	No.	Total Cost (Rs.)	No.	Total Cost (Rs.)	No.	Total Cost (Rs.)	No.
Text books	2281	6	1,45,226	544	80,7774	142	69,602	172
Reference Books	35	2	13,505	10	49,982	14	11,777	19
Journals/ Periodicals	5,566	8	5,716	8	7,722	9	6,814	8
e-resources	5,000		5,000		5,000		5,000	
Any other (specify)	The Library become the member of UGC-Inflibnet-N-LIST Consortium in 2010 and thereafter, we are the member of N-LIST Consortium							





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

<i>Electronic Resource Management package for e-journals</i>	OPAC facility exists in the library by which the user can know the status of a particular document.
<i>Federated searching tools to search articles in multiple databases</i>	The College has subscribed the membership of INFLIBNET-NLIST and British Council Library.
<i>Library Website</i>	College website has a platform for Library.
<i>In-house/remote access to e-publications</i>	The College website has a link to Library of the College.
<i>Library automation</i>	Partially automated library

Total number of computers for stake holders access	02
Total numbers of printers for public access	01
Internet bandwidth/speed 2 mbps/ 10 mbps/ 1gb	256 mbps
Institutional Repository	Partly
Content management system for e-learning	Yes – Protutor web link has e-content management facility
Participation in Resource sharing networks/consortia (like INFLIBNET)	INFLIBNET on line journals and British Council Library on line journals

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 STUDENT MENTORING AND SUPPORT

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

YES

An **e-prospectus** is published annually before the admission procedure starts and uploaded in the college website.

This prospectus contains the mission, vision and heritage of the college. All required information like courses offered in the college, the academic calendar, available seats for admission etc. are also provided. There is information on fees and concessions available for students, scholarships available from the Government and college.

The Prospectus provides an insight into the history of the college, infrastructure and faculty details. The institution strictly caters to all the rules mentioned in the prospectus and it also makes sure that all the promised facilities are made available to the students and staff as and when required.

A **Hard Copy** of the **PROSPECTUS** is given after the admission to the registered students.

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

- Our college has the provision for free studentship. For this purpose a 'Student's Aid Fund' is present, where a fixed amount of fund is provided by the college for financial aid to the students who are from poor socio-economic background.
- Individually some of our faculties provide some of the students from extremely poor economic background, who cannot afford the costs of learning.
- Financial assistance is also provided under Kanyashree Prakalpa as per the Government of West Bengal norms to the eligible girl students.
- Some of our alumni also provide poor but meritorious students.

All financial aids are being made available to the students and are disbursed on time.

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

Sl. No.	State Agency	Central Agency	Other
1	Kanyasree	Inspire	
2	Scholarship		

5.1.4: What are the specific support services/facilities available for –

- **Students from SC/ST, OBC and economically weaker sections**
 - **Students with physical disabilities**
 - **Overseas students**
 - **Students to participate in various competitions/National and International**
 - **Medical assistance to students: health centre, health insurance etc.**
 - **Organizing coaching classes for competitive examinations**
 - **Skill development (spoken English, computer literacy, etc.,)**
 - **Support for “slow learners”**
 - **Exposures of students to other institution of higher learning/corporate/business house etc.**
 - **Publication of student magazines**
- A regular discussion with the students for guiding them about their career choices and opportunities are made by the experienced faculties.
 - The faculties are easily available to the students for doubt clearing in every department for the students, especially for the academically weaker.
 - Regular students’ seminars are arranged in departments where the students are asked to speak on any topics of their choice. They are given free hand to tell in any suitable language. A question answer session is also set after each talk. It helps them to overcome stage fear.
 - For SC/ST and OBC students, Government scholarships are made available. The college also tries to help the economically weaker students with number of provisions like concession for tuition fee, financial assistance from Students Aid Fund etc.
 - Different departments exposed their students to different specialized institutional training of their subject for future prospect. However, there is no structured training program for competitive examination.
 - Students are always encouraged to participate and present papers in seminars, conferences and various awareness programmes.
 - Students’ Magazine is published every year, which is managed by the ‘Magazine Committee’. The magazine committee is consists of teachers, non-teaching staff and members of students union.
 - First aid facility is very rich in our college. In extremely emergency condition Medical assistance is provided by arranging admission to nearby hospitals.

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

There are several specialized private entrepreneurs are allowed to arrange academic seminars/conferences, workshops, lectures for specific training. The students are encouraged to participate in Case studies, Group discussions as applicable, to foster entrepreneurship skills.

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

- **additional academic support, flexibility in examinations**
- **special dietary requirements, sports uniform and materials**
- **any other**

In the first student-teacher meet – the “Fresher’s Welcome” - an orientation session is organized to make sure the students are well aware of the available opportunities in the college.

Students with special qualities, like sports, culture, etc. are encouraged to pursue their studies along with their co-curricular activities. College accommodates them in maximum flexibilities.

Students who outshine in academics/extracurricular activities/sports are encouraged on the annual function by endowing them with certificates/trophies/prizes.

In some departments highest marks holders are honoured by special medals and cash prizes.

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.

- The faculties are always ready in the college to provide as much help as possible to prepare the intending students for the upcoming examinations.
- From this year, the college has subscribed online software to facilitate the students to practice simulated exams for General Subject’s for various competitive examinations.

5.1.8: What type of counseling services are made available to the students

(academic, personal, career, psycho-social etc.)

In the **college website** a session is provided, as **Help desk**, for students seeking an admission. Here students are catered to the academic needs of the students at the time of admission by providing them information on what profile to choose in their career.

In the first day of student-teacher meet an **orientation session** is organized to make the students well aware of the available future opportunities in respective subjects in different organizations.

Some **career awareness programs**/mock interview was arranged in College.

Students and Guardians are also free to seek personal counseling from their teachers or the Principal whenever required.

In addition, academic, personal, career and psycho-social counseling is provided to students and parents by conducting **“Parent, Student – Teachers”** meet.

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

The very active **‘Placement Cell’** organizes placement drives for students which comprises of written tests, Group Discussions and Mock Interviews etc.

The Placement Cell organizes entry level tests in collaboration with some private organizations.

The services facilitation is provided to the students through e-learning modules for exams such as SSC, CAT, Rail, Bank etc.

The college has subscribed to online software to facilitate the students to practice simulated exams for General Subjects various Competitive Exams.

The career counseling cell provides career guidance to the students.

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

There is an active **Grievance Redressal Cell** addresses grievances of the students. A grievance redressal box is placed in the college campus. This box is used by the students to drop their grievances. The grievances are redressed as soon as possible after discussion with the Principal and other members.

The teaching and non-teaching staff plays prime roles in carrying out disciplinary processes as well as redressal of grievances.

Sometimes on spot grievances by the students are also redressed by the college

authority.

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

A process is started to form a “Sexual Harassment Redressal Cell” with the consent of Governing Body. At present the sexual harassment reports are tackled by an informal team set by the Principal.

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?

So far an informal team of teachers, non-teaching staff and student is managing the very few cases of ragging in the campus. Although it is insignificant in number, very recently the members of the Governing Body approved the need to form an Anti-ragging committee.

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

The college tries to help the economically weaker students with the provisions like free studentship, meeting requirements from student’s aid fund, providing merit scholarships.

All government scholarships are made available to SC/ST/OBC minority and economically needy students and recently introduced welfare scheme “*Kanyashree Prakalpa*” for girl students.

Playgrounds and sports equipment’s are also accessible for the students along with a multigym.

The membership to Students’ Health Home provides free medical assistance to students at designated hospitals.

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?

YES

The College has a registered Alumni Association, named as “**EXCITIGEN**” is well structured and supports for the smooth functioning of the college. Time to time inputs is taken on welfare and development of the college from the alumni association and changes are brought about. An annual get together is also held. These meetings build friendship and loyalty for the college.

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.

Informally the records at departmental level are maintained for tracking the progress. As all the students don't return to update their information there is no actual percentage data available

5.2.2: Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Programme-wise pass percentage and completion rate for the last four years					
PROGRAMME		2012-2013	2013-2014	2014-2015	2015-2016
B. A. (Hons)					
	Bengali	78*	76*	67*	122*
	English	50	59	36	59
	Sanskrit	81*	100*	188*	47
	History	62*	105*	24	100*
	Philosophy	64*	113*	0	57*
	Political Science	100*	91*	50	45
B. Sc. (Hons)					
	Physics	38	44	26	56
	Chemistry	37	43	31	144*
	Mathematics	82*	49	28	91*
	Economics	30	75*	23	62
	Botany	6	7	36*	130*
	Physiology	32	33	41	47
	Zoology	88*	62	51	44
B. Com. (Hons)		87	87	62	94
B. A. (General)		71	71	68	53

B. Sc. – Physical science (General)	81	83	60	41
B. Sc. – Bio science (General)	82	78	76	88
B. Com. (General)	111*	111*	83*	135*
***Percent is calculated on the basis of Admission in 1st Year and Passed in 3rd Year of the respective year. The number of candidates appeared in 3rd Year sometimes goes above the Intake Capacity/Admission in 1st Year				

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

Professional personalities of different subjects are regularly highlighting students about the future programming of life in specific field.

According to the University curriculum students have to interact with subject experts during practical examinations, where students find ample opportunities to discuss about their higher education scenario.

The College invites eminent personalities for delivering lectures and seminars on career guidance.

Students are also encouraged to take up summer internships which will give them light on various career options available.

The Zoology honours and general students are participating in various extension programmes for self employment, like, **Poultry Mela, exposure programme of Krishi Vigyan Kendra (KVK) – Nimpith, extension programmes of Zoological Survey of India, Ushagram Social Welfare unit – Krishnagar, North 24 Parganas, etc.**



Students are going towards Apiculture and Poultry unit of Ushagram



Poultry visit at KVK, Nimpith

Placement cell body is present which from time to time invites houses for on

campus employment.

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

In our observation drop out occurs due to **three main** reasons –

- ❖ **For Financial crunch** – This situation mostly arises in BPL families. If the student inform college authority, it is settled immediately
- ❖ **For fearness on the subject** – The social ambience frequently encourage growing fear on particular subject. If it is detected by the institution special counseling are made to get the student remove from fear
- ❖ **For initial irregularities in classes** – Immediately after coming to college from school – a student is exposed to various social lures, which prevent them to attend the regular classes. When they realized their negligence, they become puzzled and gradually pushed themselves away from the academic activities.

Overcoming the above mentioned situations, special classes and revision of the syllabus is done by the faculties.

Counseling of the parent and students is provided at a personal level who are at a risk of drop out.

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.

- Various items of sports facilities are provided to all our college students for the holistic development of the students.
- The college has a well organized **gymnasium and playground**
- Indoor game facilities provided in a large common room for the students. These include Table Tennis, Carom, Chess, etc.
- This year **Inter College sports of North Calcutta District** are organized by our college. Following students of us become champion in their group.



- An annual cultural program is organized by the Students' Union, famous as **"SANGRILA"**. It is an inter college competition program for various aspects of Indian music and culture.
- An **Annual Social Function** is organized for the students of the college. The function is enriched by the participation of renowned artists of the area
- Departments are regularly displaying **Wall Magazine**. These magazines are ornamented and prepared by the departmental students. Some are – **ZOO-ZOOM** of the Zoology Department, of the Chemistry Department, etc.
- Students of the Zoology department maintain a **Face book account** in the name of **CITYZOOZOOMER**. This account displays various activities of the department, like Awards, Prizes, Excursion report and communication with alumni, etc.
- Students of the Zoology department regularly participate in various **Environmental Awareness Programmes** organized by different NGOs. This year they own best prize in such a competition organized by **ANUBHAB** – NGO of environment activists of Calcutta.
- Most of the departments organizes student's seminar regularly.
- Students union organizes various competitions annually (Sports, Photography, Poster Competition etc.)
- A number of departments hold excursion in the form of ecological studies, biodiversity studies and conservation methods, socio-economic criteria, transport and traffic, land use survey, tourism survey, market survey, etc.



STUDENTS OF THE ZOOLOGY DEPARTMENT WON BEST PRIZES IN EXTEMPORE WRITING AND POSTER PRESENTATION IN AN ENVIRONMENTAL AWARENESS PROGRAMME

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.

DETAILS OF MAJOR STUDENT ACHIEVEMENTS (last 4 Years)					
	University level	State level	Zonal level	National level	International level
Sports					

Culture					
Other					

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?

Our college has a well organized and well maintained website: ***www.citycollegekolkata.org***. The website possesses a platform for suggestion, criticism and feedback from Alumni and all stake holders of the college.

Some departments maintain a **well interactive face-book account** to communicate with everybody interested in departmental affairs, **e.g. ZOOLOGY DEPARTMENT**.

Moreover, parent and employers and alumni are coming and visiting their respective departments to provide their feedback.

Feedback provided is analyzed by the IQAC and the provided inputs are discussed with Principal for further decision making.

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.



Opening of the students' cultural function **SANGRILA 2016**

The college has a **Magazine Sub-Committee**, headed by Prof. Sisir Ranjan Bhattacharya. The students (both present and alumni), teachers and non-teaching staffs are asked to involve themselves in various aspects of magazine making like submission of articles, editing, assimilation, etc. A substantial amount of fund is also provided by the college authority to publish hard copy of the magazine. However, the magazine is not a registered one.

Very good looking and informative **Wall Magazines** are regularly prepared and displayed by different departments. The name of the wall magazine of zoology department is **ZOOZOOM**, of chemistry department is **CHEMAZINE**.

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

YES

The college has a **Students' Union**. The office bearers of the union gets elected every year from the current students.

The Union is organizing **Fresher's Welcome** function, **the SANGRILA** – a inter college cultural meet and **the College Annual Social Function**.

Provision of the fund is allotted for these events in College budget.

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

Our affiliating university has **STATUTORY PROVISION** for the students to participate at different levels in various academic and administrative works of the college, particularly the **General Secretary** of the Union.

The **General Secretary** of the Students' Union is the member of the Governing Body, Academic Sub-committee, Library Committee, Sports Committee, Cultural Committee, etc.

In other sub committees have student representation except for the purchase and examination committee.

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.

Our college has a well organized and well maintained website: ***www.citycollegerkolkata.org***. The website possesses a platform for suggestion, criticism and feedback from Alumni and all stake holders of the college.

Some departments maintain a **well interactive face-book account** to communicate with everybody interested in departmental affairs, **e.g., ZOOLOGY DEPARTMENT**.

In every college function retired faculty members, alumni, guardians; local responsible, established and renowned persons are invited.

Moreover, respected members of the **Bramho Samaj Education Society (BSES)**

are always invited.

College is trying to accommodate various MHRD projects in the college. The college has already responded the initiative to run **Community College Scheme**. It is a pilot project of MHRD. We have successfully completed the course of the first batch.

The college is ready to respond in various advanced programmes, which UGC and MHRD intends to implement in future for the sake of our students.

CRITERION VI: GOVERNANCE AND LEADERSHIP

6.1 INSTITUTIONAL VISION AND LEADERSHIP

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

VISION OF THE COLLEGE

The nationalist spirit along with internationalist humanitarian vision of the founding fathers demanded an initiative on their part to free 'education' from the bond of imperialism and elitism. It was the urge to diffuse this vision among the general masses of population constituting the greater social complex. Standing on this vision it was the only natural for them to declare the objectives for setting up of this institution.

In the following terms: "It is the aim of the college to promote the cause of education - in its highest and widest sense: to make education - comprehending the training of the mind, heart and body, and founded on an aesthetic basis - conducive to the good of man and glory of God."

Corresponding to the stated objectives of diffusion of education among the general mass of population, City College did not strive to attain its place as a centre of excellence but as a centre of Learning. As a centre of learning, City College could attract the attention of many eminent scholars. Among whom was Dr. Rajendra Prasad, the first President of India who taught here, albeit for a brief period. It also attracted merit and produced scholars among whom, was Dr. Harendra Kumar Mukherjee, the first Governor of Bengal.

In the foundation laying ceremony of the previous building of the College at 13 Mirjapur Street, **Mr. Justice Ramesh Chander Mitter** said,

"Ladies and gentlemen, - let us all fervently pray to God that the seed which we sow will grow into a stately tree, giving shelter and shade to the pilgrims in the path towards knowledge and the progress of real humanity."

The Statesman, Monday, Sept 17, 1883.

MISSION OF THE COLLEGE

⇒ To follow up institute's glorious tradition of excellent performances in academic and other fields of extracurricular activities, inclusive growth as well as quality assurances with equal opportunities.

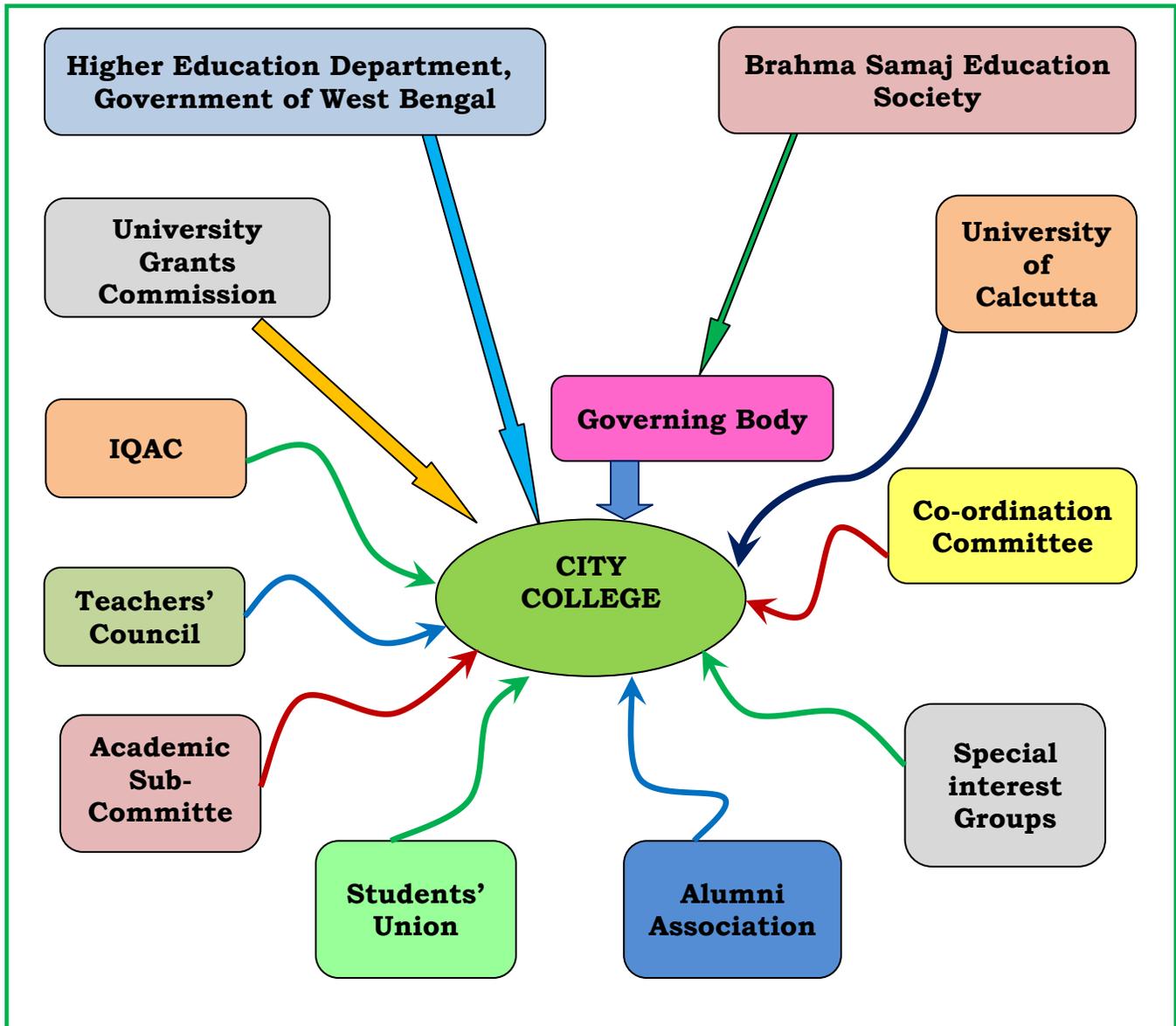
- ⇒ To assure female participation in the field of higher education this college introduced co-educational system.
- ⇒ To provide access to higher education to a greater number of students particularly from the weaker sections, irrespective of religion, caste or creed through formal mode without compromising with quality.
- ⇒ To impart quality based higher education with a view to acquiring knowledge and developing skills among the students to generate new vistas of resources for the country.
- ⇒ To develop a responsible, sensitive youth force who have social commitments for the greater section of society at large.
- ⇒ To lay emphasis on value education so that the students would become worthy citizens with noble ideals of serving their country.
- ⇒ To promote basic and social sciences, and humanities with special emphasis on the needs and problems of the allied areas.
- ⇒ To ensure accountability to the society and create accountability at all levels.
- ⇒ To build up a general environmental awareness and a community feeling for the locality at the micro level along with the current ecological consciousness on the global issues at the macro level.

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

- ▶▶ As Head of the Institution the Principal provides leadership in creating a positive working environment and implements the government policies. He is the key person in developing the organizational structure, formulating and implementing the strategy of development through the various college committees and Governing Body. He shoulders the responsibility to ensure the operation of an efficient fiscal and human resource management system, which promotes the best practices of the institution. In all these tasks, the Teachers' Council and the Heads of the departments assist and advise the Principal. He gives permission for undergoing Ph. D.; M. Phil.; Orientation and Refresher Courses, forward applications for UGC Major and Minor research project or other research projects.
- ▶▶ For the internal administration, the Governing Body is the top management group, whose Chairman is a BSES nominated educationist. Governing Body endorses the institution's developmental activities, determines its future direction and implements policies within the framework of Government directives. The Principal forwards resolutions adopted by the Governing body for final approval of the Higher Education Department.

- ▶▶ The Internal Quality Assessment Cell (IQAC) keeps a regular tab on the academic aspects and activities of the College. It devises and formulates plans relating to future academic growth and sustenance of quality after feedback analysis. The Principal, faculty, non-teaching staff of the College, students' union and other stakeholders are fully involved in maintaining a strong academic environment.
- ▶▶ Long-term policies are often sub-divided into short term targets by the management and the optimal utilization of human resources is achieved to meet those academic and administrative targets.
- ▶▶ The Teachers' Council of the college is a platform to discuss all academic and related developmental issues. The Principal implements the resolutions adopted by the council.
- ▶▶ The Principal recommends and forwards resolutions adopted by the Academic Sub-committee and Teachers' Council for approval of the Higher Education Department, in the cases of policy making matters. Once approved, the necessary works are executed with the assistance of all concerned. There is a monitoring and feedback system to ensure that the stated objectives are met efficiently on time.
- ▶▶ The leadership of the Institution shows strong commitment to provide logistical and technical support to the teachers and non-teaching staff for improving their efficiency.
- ▶▶ The non-teaching staff also plays vital role for the improvement of the College administration. They frequently take the help of the faculties in the areas of understanding many office matters and implementation of office management software.
- ▶▶ The authority organizes special training sessions whenever the opportunity arises, to make them comfortable in handling computer and software related to running the office.

The following structure shows the major components with whom the Principal keeps close contact and operates the College administration smoothly and effectively:



6.1.3: What is the involvement of the leadership in ensuring the following?

◆ **The policy statements and action plans for fulfilment of the stated mission**

Propelled by the Institutional mission, the Principal of the College maintains an effective liaison with the Government, Governing Body, the IQAC, Teachers’ Council and the stakeholders in formulating the policy statements and action plans. The Principal takes care to run the institution in a very smooth and proper manner. Teachers perform their duties of taking classes, giving guidance and advice to the students both inside and outside the classroom and laboratories. The institution is guided by the policies of the Government of West Bengal and University of Calcutta. The Principal ensures an active involvement of the concerned authorities in the formulation of institutional policies.

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

- The IQAC interacts with all stakeholders periodically to understand the requirements and communicates it to the Principal
- The action plans are prepared keeping in mind the strategic requirements for academic, administrative and other areas
- Action plans are communicated to the various committees and sub committees for implementation

▶ **Interaction with stakeholders**

- The IQAC conducts regular review meetings with all stakeholders such as students, faculties, parents, local community members
- Feedback links are placed in the college website. The feedback is analyzed by the IQAC and communicated to the Principal and the management
- Students are members of the Governing body and the IQAC. They are helping to formulate key decisions regarding quality improvement and strategic planning

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

- Review meetings are conducted by the IQAC with all stakeholders at regular interval
- Feedback links are placed in the college website through which feedback is taken
- Special requirements of any faculty or department are supplied by the authority through the Principal and different committees
- Head of the institution takes feedback from the departmental heads regarding teaching learning process
- The Principal also takes feedback from different committees and sub committees

▶ **Reinforcing the culture of excellence**

- Inherent culture of excellence upholds City College through more than a century. Strategic plans are made in accordance to the quality policies of the institution
- Many distinguished personalities were either teachers or students of this college
- Many teachers are conducting research by associating with agencies like UGC, CSIR, DST, WBDST, ICMR, IICB, SINP, Bose Institute, Calcutta University, and Presidency University and have been awarded major and

minor research projects and are being funded accordingly. They are publishing articles in national and international journals.

- Community orientation through NSS activities is a major step to instil a spirit of community service, which also stimulates a culture of excellence. To promote a culture of independent thinking and spirit of learning, students' seminars are organized by all Departments
- Formal and informal review mechanisms are in practice to ensure the quality of the institution

▶ **Champion organizational change**

- ✧ Often, the IQAC works for bringing changes to existing processes to make it more efficient.
- ✧ The institution remains committed to the cause of improving organizational change in an efficient and value-laden manner. In this regard, the Principal keeps in mind the recommendations of the Governing Body and the Teachers' Council whenever possible.
- ✧ The Career Counseling Cell of the College bridges the gap between the students seeking job and the industry seeking specific skills. Through its activities the Cell tries to inculcate a spirit of professionalism among the students.
- ✧ The general computer literacy programme among the students is carried out with the help of the centre of NIELIT.
- ✧ The art of building consensus is a valuable life-skill and the students get a hands-on experience for such skills by managing their own affairs through a democratic Students' Union. Election for such students' body is conducted every year by ensuring equitable representation from among all section of students of Science, Commerce and Humanities disciplines.

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 Governing Body, the Principal and the IQAC periodically review the plans and progress of implementation of the plan with all committees and the sub committees.
- There are a number of committees and sub-committees in the college to implement the strategic action plans.
- Departmental meetings are held to evaluate the course completion of individual teachers, to fix the dates of parent-teacher meeting, to discuss course distribution, routine etc.

- In the parent-teacher meeting Guardians are acquainted with their ward's performance in the college. Guardians are provided with class test results and class attendance of their ward. Guardians are also intimated about the social attachment or involvement of their ward – like in group behaviour and discussion.

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

- ☞ The faculty members are encouraged to conduct research projects funded by UGC, DST, and ICMR etc. and to participate in Orientation and Refresher courses. Autonomy is provided to the Principal Investigator of a project
- ☞ The departments are empowered to create their class routine, schedule seminars, workshops and conferences, and arrange for special lectures as necessary.
- ☞ Departments maintain their own departmental seminar library
- ☞ Faculties are empowered to create lesson plans and conduct internal assessment tests.
- ☞ Excursion and study tours are conducted independently by many Departments as per University curriculum.
- ☞ Field work, course work are conducted independently by the faculty members.

6.1.6: How does the college groom leadership at various levels?

- Teachers of this college represent an admixture of youth and experience. Staying true to the spirit of any healthy organizational set-up, the new entrants to the service are groomed by the seniors at various levels in order to prepare them for the dual role of academicians-administrator.
- Along with the seniors, junior faculties are entrusted with conducting admission, University examinations, Students' Union Election and various other administrative works.
- In the absence of the Principal, a senior teacher discharges duties as Teacher-in-Charge and thus can develop his/her administrative ability to run the college under various situations.
- The teachers also have to function as Coordinator of the various University Examinations, thereby having an opportunity to develop their administrative qualities. These experiences prepare a teacher for future assignments of extreme importance and encourage them to be a better teacher.

- Faculties are made members and conveners of various committees and sub committees in order to foster the culture of accountability, responsibility and authority.
- Most important task of the college authority is to groom leadership among its students who in near future will take the responsibility to enrich the national agenda. The elected Students' Union is an important platform where students have ample opportunity to get trained and enrich their leadership qualities. The General Secretary of the Students' Union gets to participate in policy framing through the Governing Body of the College.
- Through multiple co-curricular activities of the union, the organizing capability of the students gets developed. Organization of cultural competitions, debate and quiz, annual sports also inculcate a sense of responsibility in fund management, life skills and disciplinary measures in them.
- Some of the non-teaching staffs are selected to lead the day-to-day functioning of college administration while some are assigned management of finance and accounts related activities.
- The non-teaching staffs also get a place in the Governing Body of the College and IQAC, thereby accruing direct management skills. Otherwise, they form the steel-frame of the administrative support mechanism of the College. The continuity in administrative and student-related functions is ensured by their alertness only.

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 believes in collective leadership and decentralized governance.
- § The departments of the College enjoy operational autonomy in academic, financial and developmental matters within the boundaries of University, State Government and UGC guideline.
- § The departments have the power to decide the cut-off marks for admission, purchase of books, purchase of contingency equipment, set up academic and regular lesson plans like, departmental routine preparation, distribution of syllabus and class-load among teachers, arranging of seminar classes, tutorials, remedial classes, functioning of departmental libraries, departmental excursions and conducting of departmental meeting on academic matters.

- § The Principal, or other personnel from the Governing Body, do not interfere in the autonomy of the Admission Committee of the College, formed by the Academic Sub-committee and Teachers' Council. Acting almost independently, this is a major area where the performance of the teachers is commendable.
- § Sub-committees such as Anti-Ragging Committee, Grievance Cell, and Internal Examination Committee etc. have operational autonomy in dealing with their respective issues.
- § The Principal coordinates between the sub-committees and sections to maintain a harmonious balance.
- § Purchase committee operate the purchasing procedure and the Principal sets guidelines of fund distribution in consultation with the Finance Committee and the Departmental Heads. With the given fund, each department prepares the list of books and journals, lab materials, chemicals and equipment to be purchased and guides the process of submitting quotations against published tenders from the vendors. Special care is taken to maximize the efficiency of the existing infrastructure of the institution with the active participation of all.
- § Guest teachers are appointed by the Departments as per their need with the approval of Academic Sub Committee.
- § NSS wing is provided autonomy to conduct their extension activities.

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

YES

- Participative management is the primary practice of the college.
- The students, alumni, faculties and the non-teaching staff are members of the Governing body, IQAC and various other bodies, which are involved in quality initiatives and strategic decision making.
- The Teachers' Council being the highest academic body of the College has active inclination in decision making on all academic matters. All activities in the College involve active participation between the Principal and the Teachers' Council.
- The IQAC regularly interacts with the stakeholders and collects feedback about different institutional processes. Feedback is also collected from the links placed in the college website and feedbacks taken from outgoing students. The feedback is analyzed and forwarded to the management.

- The Principal interacts regularly with various committees and reviews the progress of implementation of plans.

6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT

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

- ⇒ College since its inception in 1881 has been the policy of imparting quality education at an inclusive level to cater to all corners of the society.
- ⇒ The policy as encapsulated in its mission is to empower our students with holistic education thereby creating true human being who would be veritable assets of the society.
- ⇒ This policy is developed by the collective efforts of all the stakeholders and driven by the enthusiasm and hard work of all concerned.
- ⇒ It is reviewed through the IQAC Report, which records the quality enhancement and sustenance measures. The draft quality policy is designed by the IQAC and forwarded to the Governing Body every year.

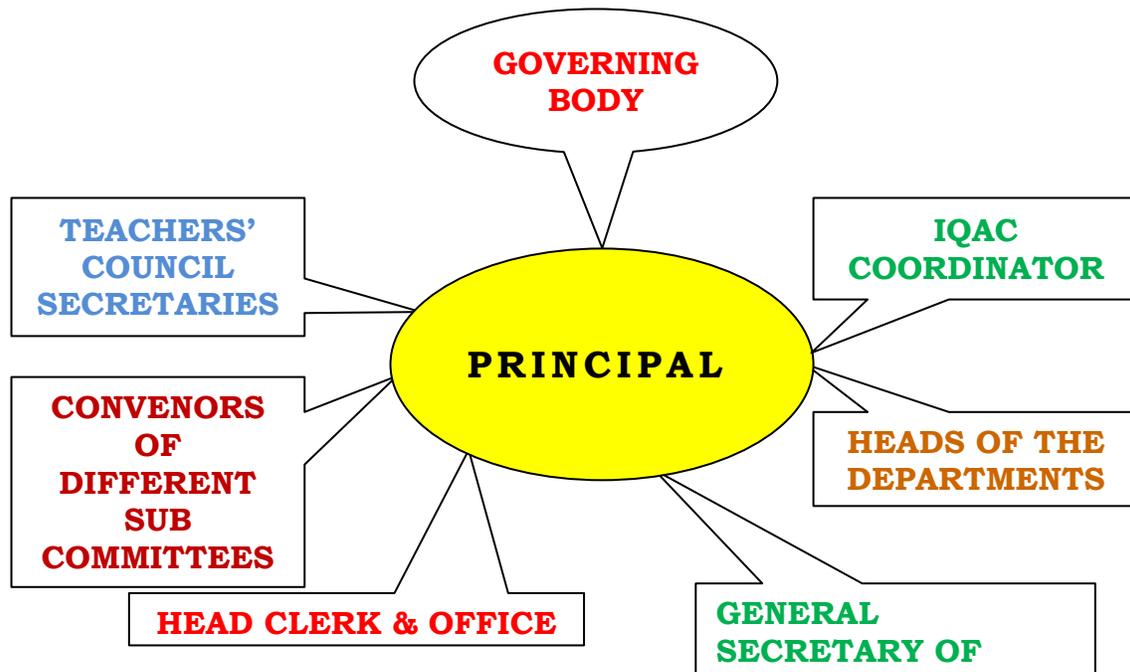
6.2.2: Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

- The institution has a perspective plan towards development.
- The development plan of the Institution is formulated through the cumulative effort of the Principal, Governing Body, teaching faculty, student and office staff.
- It has also to take into account the State Government Development Grant and the grants sanctioned by UGC.
- The perspective plan is divided into three major sections – Academic, Administrative and Infrastructure.
- The perspective plan is reviewed periodically for any changes and updated as necessary.

6.2.3: Describe the internal organizational structure and decision making processes.

- The Principal is the Head of the Institution. He is responsible for implementing administrative decisions and organization of teaching and extra-curricular activities in the college.
- The Principal seeks suggestions from the Teachers' council, Heads of the Departments, Head Clerk and Students' Union Secretary for various issues.
- The IQAC functions as a quality monitoring and quality implementation unit of the college.

- Usually plans for the development of the college are discussed in the Governing Body meetings and Teachers' Council meetings.
- Many issues, which are evolved as new is forwarded to the Governing body for final decision. The Governing Body takes important decisions related to finance and administration.



Internal organizational structure and decision making processes of City College, Kolkata

- Smaller decisions are usually taken by the Principal himself with the help of the different sub-committees.

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

• Teaching & Learning

- ☞ Usage of modern ICT based teaching aids such as using Laptop, Projectors, PowerPoint presentations etc. are encouraged
- ☞ Study tours, educational excursion of students for different departments are conducted as on-curriculum programme. The students are to prepare and submit a full report on the field study thereafter.

- ☞ There are well equipped laboratories in the laboratory based departments. Any up gradation, which requires substantial finance is referred to the Finance Committee and is subsequently approved by the Governing Body.
- ☞ Library is modernized with latest software. INFLIBNET facility is available in the college.
- ☞ Academic calendar as prescribed by the affiliating University is strictly followed.
- ☞ Examination schedules are communicated in advance to the students.

• **Research & Development**

- ✓ The IQAC encourages the faculties to apply for Major and Minor research projects.
- ✓ Full autonomy is provided to the Principal Investigator of the Project.
- ✓ A fully equipped library, laboratories, computer with internet facilities etc. are provided to the faculties, with Projects, to assist with their research work.

• **Community engagement**

- Students of Biological sciences departments participate in various community awareness programmes.
- The NSS wing of the college organizes extension activities.
- The Students' Union and Alumni Association also substantially contribute to the process of extension activities.

• **Human resource management**

The recruitment of the faculties for the sanctioned posts is controlled by the State Government. However, the college recruits guest faculties to address the requirement of additional faculties as and when required. As the college has proliferated over the years there has been a dearth of Non-teaching staff. Recruitment has been done as per requirement on Casual basis.

• **Industry interaction**

Industrial interaction is very much present in Community College of City College. Details are given in **Annexure**

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 Principal receives all sorts of information regarding institutional activities in consultation with different sub-committees, concerned Head of the Department and members of the Governing Body.

- ✧ The faculties have the full privilege to make optimum use of the rich infrastructure of the college.
- ✧ The college is very particular about improving the effectiveness and the efficiency of the institutional processes.
- ✧ The faculties are encouraged to involve themselves in the institutional processes.
- ✧ The Principal accumulates information, ideas and suggestions about institutional processes and forward in the Governing Body meetings for final implementation.
- ✧ Both the college website and the Principal ensure that adequate information is available to the stake holders of the college.

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

- A number of committees and sub-committees are formed in the institution for implementation of the strategic plans decided by the Governing body and the IQAC and *vice versa*.
- The staff members are a part of the Governing body, IQAC and some of the committees.
- In addition, the Principal regularly takes feedback from the committee members and reviews the progress of the implementation of the plan.
- Corrective actions are taken as necessary.

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

- ∞ In last year various resolutions made by the Governing Body has been implemented meticulously and feedback had been given.
- ∞ Foremost among these was the joining of a permanent Principal after a gap of thirty four years due to the litigation between BSES and Government

6.2.8: Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

No

The institution has not applied for the status of autonomy.

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?

- There is a Grievance Redressal Cell in the college. A box is placed in the office room where the students may file their complaints.

- The grievances are promptly attended to by the Grievance Redressal Cell, and finally the grievances are disposed off.
- The Students' Union also helps by bringing the grievances directly to the Principal's table, which are sorted out on the spot.

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.

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

YES

- ⇒ The outgoing Third year students are given feedback forms by the IQAC in which they evaluate the infrastructural facilities of the College and also faculties of respective departments.
- ⇒ Anonymity is maintained in this case. The filled up forms are analyzed by the IQAC committee and also the Principal and necessary steps are taken for improvement.
- ⇒ For example, some time ago certain girl students had expressed reservation on the sufficiency of ladies toilets in the College through the feedback form.
- ⇒ The IQAC decided to address the issue by proposing creation of entirely new toilet for the students and forwarded it to the Principal. Prompt actions were initiated as a result.

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?

- Research being one of the priorities of the Institution, the faculty members is engaged in conducting major and minor research projects, participating in national and international seminars and workshops.
- The teachers act as resource persons in Orientation Programme, Refresher Courses, Summer Schools seminars, workshops, etc. conducted by other colleges/universities.

- They regularly attend Orientation Programme, Refresher Courses and Summer Schools conducted by the various Academic Staff Colleges for their enrichment.
- Internet facilities have been provided to the teachers within the campus to increase their academic productivity and output.
- The non-teaching staffs are given Computer training and hands-on interactive sessions with software such as COSA, E-Bantan, E-Pradan etc. for preparation of salary bill, keeping accounts, student's data and various other functions of the office.

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

- ⇒ The faculties are encouraged by the IQAC to participate in Refresher courses, Orientation programs, FDPs
- ⇒ Adequate infrastructure such as internet access etc. are provided to the faculties
- ⇒ A well-equipped library is in place
- ⇒ INFLIBNET is available for the faculties and the students
- ⇒ Additional facilities such as preparatory leave, time off for research projects etc. are provided to the faculties

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 college follows the CAS system implemented by UGC for promotion of the faculties as per the norms.
- ‡ Service books are also maintained for each faculty.

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 performance appraisal system is reviewed and monitored by the IQAC.
- ‡‡ Recommendation for promotion for eligible candidates is made to the management whereas the less eligible candidates are motivated to achieve it in future.
- ‡‡ The results are reviewed by a dedicated committee and shared with the faculties as necessary.

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 permanent employees of the College are bona fide Government servants. As a result they are entitled to the General Provident Fund (GPF) and Group Insurance (GI) Scheme.
- The GPF and GI schemes are compulsory for all and hence 100% employees are availing it.
- Moreover, there is registered City College Cooperative Credit Society, which always stands behind employees in necessity.

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

The college possesses a hilarious back ground the academic field of West Bengal.

Moreover, the college provides a good academic learning environment, adequate infrastructure, well equipped library, internet access to all faculties.

Additional benefits such as preparatory day off, study leave, leave for research etc. are also provided.

The recruitment of the faculties is recommended by the West Bengal College Service Commission.

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?

Being a State funded college, it is guided by the financial rules of the Government of West Bengal. A number of committees consisting of teaching and/or non-teaching staff are constituted every year to ensure purchase of equipment, books and furniture etc. Utilization of resources and also monitored effectively. Such committees are:

- (1) Purchase committee
- (2) UGC committee
- (3) Academic Sub-Committee
- (4) Library committee
- (5) Internal Quality Assurance Cell

The whole process of fund allocation and management is supervised by the Principal. The Governing Body also recommends proposals for the effective utilization of financial resources.

- Audit is conducted every year by Government appointed auditor.

- An internal audit mechanism is in place for financial transactions. Every department maintains its stock register and internal audits are conducted.
- Grants obtained from the UGC and State Government is allocated according to the requirement of the departments.
- Daily Income and expenditures are monitored by the Principal and the Bursar.
- A Purchase Committee and a Finance Committee is in place for approval of purchases and allotment of money as per the norms.

Other significant mechanisms are as follows

E-tendering process is ensured to maintain fairness in purchase related matters. Sufficient publicity is given to the tenders through other publicity media.

Salary is billed through the COSA software. Financial resources are received directly into bank accounts and the State Government has introduced the mechanism of E-Pradan thereby making the system computerized.

Records of purchases, bill and cheque registers, stock books, scholarship registers showing receipts and disbursements are maintained and regularly updated. Each committee has its own registers for maintaining records.

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 accounting transactions are audited by an internal auditor every year. In addition, there is a Govt. appointed auditor for conducting external audit every year as per the norms.

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

- The major sources of income are fees (student) and grant from UGC and State Government.
- Audited income and expenditure statement is added in the **Annexure 10,11,12**

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

- ☞ There is a sanctioned grant of Rs..... (2014) from the Government of West Bengal which has been utilized for
- ☞ Funding from UGC grant

- ☞ Rupees 3 Lakh for making Smart Class Room by Government of West Bengal (2016)
- ☞ Request of Rs. 2500000/- (Rupees Twenty five Lakh) for Laboratory renovation of Zoology Department for current financial years 2015-16 has been send to the DST, Government of West Bengal, which is yet to be received.

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 has an Internal Quality Assurance Cell (IQAC). The IQAC was established in 2015.
- ▶▶ The IQAC is the apex committee for all quality initiatives in the college. IQAC conducts informal meetings with the stakeholders to understand the requirements and makes recommendation to the Principal and the Management. The final decision is taken by the Governing Body.
- ▶▶ The IQAC has also suggested quality audits, such as academic audit and administrative audit to be implemented by the college.
- ▶▶ This Cell visits each department every year to verify the yearly progress of the department with regard to record documentation, academic and research activities.
- ▶▶ The students' feedback for each department is considered. Good points are appreciated and remedial measures for the weak points are suggested.
- ▶▶ The Cell is responsible for regular submission of Annual Quality Assurance Report (AQAR) to NAAC. The AQARs of the last four years have also been uploaded in the College Website.

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

IQAC makes recommendation to the Principal and the management for quality initiatives. A number of such recommendations such as implementing academic audit, green audit, implementing infrastructure with ICT facilities, conducting more workshops and extension activities etc. are implemented by the college.

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

The IQAC has external members in the committee. IQAC conducts periodic meetings where external members are present. Quality initiatives are discussed in the meetings and suggestions from the external members are taken.

The local committee helps the college in keeping it clean and deals with external problems.

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

The IQAC contains members from the students and the alumni. The student members ensure that the quality initiatives approved by the IQAC are in line with the requirement of the students. Similarly, the member from alumni effectively supports the quality initiatives by arranging for external support as available.

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

The IQAC contains members from all stakeholders such as faculty, management, students and alumni. All decisions and quality initiatives taken by IQAC are reviewed and approved by all members. Staff members who are not members of the IQAC are also taken into confidence and they too contribute to the development of the Institution.

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.

There is an integrated framework of quality assurance. The IQAC takes feedback from the sub-committees. The IQAC conducts regular meetings with the stakeholders to appraise them about the quality requirements. In addition the IQAC has also recommended conducting Academic audit and Administrative audit to ensure quality is maintained for academic and administrative processes.

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 IQAC encourages the faculties to participate in faculty development programs. IQAC conducts regular internal meetings to intimate faculties and non-teaching staff for the internal quality requirements as per the quality policy.

Some members of the IQAC and some of the faculties are deputed to attend quality related workshops, seminars and conferences.

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?

There is no formal Academic audit as such but the Academic Committee

conducts regular meetings to ensure quality is maintained for teaching learning processes.

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

The internal quality assurance mechanisms are aligned with the requirements from the university, UGC and Higher Education Departments. The examination schedule, extension activities etc. are conducted in accordance to the guideline from the University.

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

- ☞ The Head of the departments review the progress of the academic plan. Extra classes are arranged as required.
- ☞ Academic calendar is prepared in line with the requirement from the University.
- ☞ IQAC encourages the faculties to use latest ICT based teaching.
- ☞ IQAC encourages the faculties to participate in faculty development programs.
- ☞ The academic committee reviews the progress of the academic plan and curriculum development and corrective actions are taken as necessary.

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

The quality assurance policies are communicated through informal meetings with the stakeholders. The quality initiatives are also mentioned in the college website, annual report and the prospectus.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

7.1. ENVIRONMENT CONSCIOUSNESS

The college building and the adjoining open spaces inside the campus are kept clean and green with utmost effort.

City college tries to maintain a standard and follow practices that are intended to keep the general environment clean. The properties are under constant vigil and necessary steps are taken to make the environment user friendly.

The students are made aware through meetings, seminars and workshops of the drastic consequences which mankind will have to face in case we don't take steps to protect the environment.

In addition, the college authority encourages publication of article on environmental issues in the departmental wall magazines.

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

City College appoints an authorized organisation to establish a formal system for Green auditing of the entire campus and its facilities. The report will reach very soon.

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

7.1.2.1: Energy Conservation

The century old building was made keeping in mind the future problem of energy conservation. Two sides of almost all the class rooms are open having low level windows which facilitate ventilation and entry of sufficient natural lights allowing minimum use of electric lights and fans during normal days and eventual minimization of electricity loads.

- A. Class room interior is so efficiently designed that it required minimum artificial illumination and aeration.
- B. The lights, fans, computers and other electrical instruments are switched off by the designated staff at the end of the last lecture of the day.
- C. Conscious efforts have been made to save energy by replacing high power consuming electrical gadgets/electronic equipments with energy efficient devices.
- D. Some of the efforts are like –
 - i. Tungsten bulbs and copper resistance old fashioned tube lights are replaced with energy efficient CFL and tube lights fitted with electronic circuits.
 - ii. CRT monitors are replaced with LCD/LED monitors used in computers.

- iii. Dot matrix printers replaced with LaserJet/Inkjet printers.
- iv. Old Refrigerators, Air Conditioners, Ovens etc. are replaced with star gadgets having high BEE star ratings.

This shows the institution's commitment towards energy conservation.

The College instills a spirit of energy saving in all stakeholders, particularly among the students.

7.1.2.2: Use of renewable energy

The College is planning to install solar power panel.

7.1.2.3: Water harvesting

The college authority understands the importance of rain water harvesting and contemplating installing a water harvesting structure in a suitable place in the campus.

7.1.2.4: Check dam construction

In our locality there is no scope of working in this aspect, because our college is situated at the heart of the Calcutta City. So far no project of any organisation is running to construct dam nearby. Therefore, no initiative is taken in this aspect

7.1.2.5: Efforts for Carbon neutrality

Initiative has already been taken. ICT facilities for teaching, internal communication and administrative matters are already in function. By doing so, the Institute is able to reduce consumption of paper and other materials that require destructions of natural resources.

The College makes the student aware of the Carbon Credits, Carbon Neutrality; its advantages etc. as a **curriculum** in the subjects of Foundation course and Environmental Studies in the first and second year programmes. Projects/assignments are also given to students based on topics like India's Carbon Credit policy, Earnings from Carbon Credit, Industrial waste, e-waste etc.

Minimization in the use of coal in the campus is a serious measure adopted by the administration to reach the Carbon neutrality.

Parking staff cars outside the main campus has also helped us to reduce the carbon emission rate.

Every year in the month of December during **INDRADHANU** festival one day is observed as **NO VEHICAL DAY** for the staff, this helps in creating awareness about environmental issues.

The college campus is plastic-polythene free zone, which makes the campus eco-friendly.

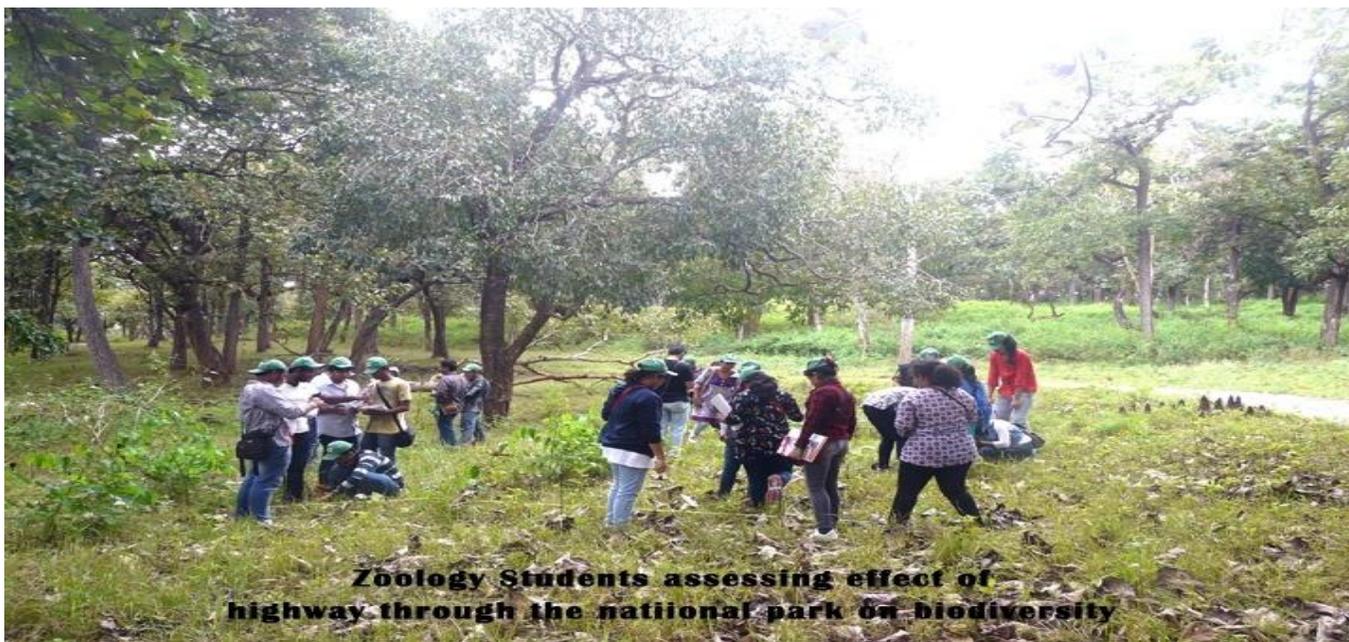
The dead leaves and the waste papers are not allowed to be put on fire. The

leaves are buried in the soil itself and the papers are disposed off.

7.1.2.6: Plantation

The open space in the middle of the college building has little/no scope to undertake any plantation programme, as the space is used to organize cultural events of the college. The open space at the back of the college has some large and medium sized trees. These are identified and details of the trees are given in board attached to the individual plants for the purpose of dissemination of information. Students are encouraged and motivated to plant saplings through departmental programmes in this area of the college as well as at the selected places outside the campus through NSS.

The eco-club often organizes tree-plantation & maintenance programmes in and outside the campus. These planted trees are also maintained carefully by the college authorities. There is little scope for further plantations as there is no space inside the campus.





Zoology Students surveying Bio diversity, which makes them aware about environment

7.1.2.7: Hazardous waste management

There are no hazardous chemicals used in the college laboratory. The minimal wastage is drained after reasonable treatment so as to make it non hazardous.

The college does not generate any radioactive waste. The solid bio-waste, which are generated from day to day practical classes are kept in closed container for proper disposal by the cleaning staff after separating it from non- biodegradables. The non-biodegradable wastes are disposed separately.

Because of significant changes in the curriculum less/insignificant amount of liquid hazardous wastes are generated in the laboratories. Scopes are there to further reduce the same and concerned authorities are working towards that.

Hazardous waste Management and E-Waste Management

The College authorities have arranged and have constructed deep pits in the unused places for the disposal of hazardous wastes and e-waste created by chemical sciences and computer department. Waste chemicals in the chemistry labs are properly disposed by dissolving them in water or by keeping separately in protected sheets. Electronic waste, such as discarded computers, office electronic equipments and refrigerators are disposed off as per their conditions or handed over to the companies engaged in recycling of e-waste.

7.1.2.8: E-waste management

Electronic devices are put to optimum use. The repairs of damaged components are done by the professional technicians, and are reused. Nonfunctional electronic devices including computers, computer peripherals and other ICT devices which

cannot be used any further are kept separately and then sold to vendors/exchanged with new purchases.

UPS, non-working computers, monitors and printers are discarded and scrapped on a systematic basis. If some parts are useful, in other systems they are kept aside for future use.

Activities of the “Biological Science Association” of City College for Environment awareness among students and other people

- A. Students of all **biological science departments (Botany, Physiology and Zoology)** are by default member of this association.
- B. Members of the association work for “**Eco-sensitivity**” of different areas around forests and villages. During studying this they enlighten the inhabitants about the dangers of environment destruction.
- C. Our students survey the environment of the Zoo Garden, Botanical Garden and various villages. In this process they interact with other visitors and make them aware about the natural habitat of the zoo animals and plants.
- D. They organize and participate in seminars & lectures on contemporary environmental issues to increase the environmental awareness of the students.
- E. “Scientific and Environmental awareness” camp is organized in different places of the Calcutta.
- F. The wall magazines of the three departments are regularly published, which contains various aspect of current natural events.
- G. Conducts surveys-cum nutrition awareness programme, which are below the poverty line in different areas of different localities of the country. The aim is to inculcate change of life-style through low-cost nutrition and hygiene awareness among the slum dwellers.
- H. Every year they participate in the programme arranged by **Science Congress Association, Calcutta** for celebrating **National Science Day**. This programme is mostly contains various aspect of environment awareness.
- I. Actively Participated in “Dengue Awareness programme” in the slums around Calcutta.

7.2 INNOVATIONS

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

The College has introduced several innovative practices during the last few years under consideration. These practices contributed significantly for the proper functioning of the institution:

Establishment of community college (Community college of City College)

The community college movement, an innovative system of education for the young generation of India, has gained momentum in the recent past. City College has become a part of this movement and opened Community college of City College in the year 2013 with financial assistance from MHRD, GOI. We are the only degree college, located in Kolkata; aims to develop employable skills to unemployed young students passing Higher Secondary (10+2) Examination. To achieve the goal, Community College of City College sets forth the following specific objectives

- To Include the Excluded.
- Giving the Best to the Least.
- Matching Education with Employment.
- Close Linkage with Industries.
- The Participation of the Community.
- The Development of Skills and Competencies.
- Enhancing the Employability.

Currently, the college is conducting two approved courses viz., (a) Travel and Tourism and (b) Media and Communication Technology, of one year duration in collaboration with industry partners. Suitable weightage is given to the aspiring learners from the locality during registration.

Use of ICT in Teaching-learning

- (a) Our college introduced an e-learning project, entitled “EASY TO LEARN” available in the web site of ‘Protutor India Ltd’, this year.
- (b) The Department of English, Zoology, Botany, Physiology and Commerce have been equipped with all LCD projectors. Besides, all the departments have been provided with Laptops and pen drives. The faculties can also avail the net facility in their respective departments.

Teacher council initiative

The Teacher’s council of the college has taken a step to publish a journal. This journal will publish various articles written by the teachers, students and staffs of the college. College authority approves the proposal and allotted some fund for this.

Website

To meet the requirement of the time, the institution has launched its website www.citycollegekolkata.org. All the relevant information of the institution is made available on it.

Feedback Mechanism

Students give the feedback about the teachers at the end of each session. The

feedback from the students is obtained teacher-wise and course-wise. The model questionnaire issued by the NAAC is used as a model to prepare the feedback form for this purpose. IQAC analyses these feedback forms and gives the analyzed evaluative report teacher-wise to the Principal. These analyzed evaluated, reports are perused by the Principal. In turn the outcome of the feedback analysis is informed to each teacher for future improvement and encouragement. The outcome of the evaluation and its analysis are intimated to the individual teachers for their understanding of their strength and weaknesses.

Teacher-Student Interaction

Informal interaction between the students and the concerned teachers are encouraged. The Principal and Head of the department of all the departments also interact with students. Besides, the principal also conducted routine check 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 latest teaching skills.

Computerization of the Administrative Work

The college administrative block has been fully computerized. Software for college administration is installed for smooth running of the administrative work. All the blocks of office of the Principal are well connected with LAN.

The administrative staff has been given training to understand the technicalities pertaining to working on the technology. Semi computerized bills formation help the administration to prepare free of error, neat and clean acquaintance rolls.

7.2.2: Enhanced Usage of ICT in teaching and learning.

The college encourages the use of ICT in teaching and learning. The Department of Physics, Chemistry, Mathematics, Economics, Zoology, Physiology, Botany and Commerce have been equipped with LCD projectors. All science departments and the department of Commerce have direct access to the internet. The faculties of Humanities department use the computer facility of the Central Library. The college is also a member of the UGC sponsored Resource Network Centre (UGC – N LIST e journal consortium) through which the faculties of various department got access to the e - resources as per their requirement. The library also offers learning e-resources to students and teachers. A majority of teachers use ICT to do tasks, such as preparing lessons. Several teachers use Power Point and other computer programs to improve their presentation of material to classes. Extensive use of ICT has enabled teachers to work in teams and share ideas related to academic functioning of the college. The college has recently acquired smart boards and is in the process of setting up few ICT enabled smart class rooms.

7.2.3: Initiative for regular Publication of a multi-disciplinary journal

The college has taken initiative for publishing a multi-disciplinary journal with

ISSN number to provide a platform for sharing of knowledge and ideas among faculty and students. An editorial board has been formed and policies have been framed. Scholarly articles from all the broad disciplines viz., Social science, Humanities, Natural and Physical sciences will be considered for publication in the proposed journal. The editorial board of the proposed journal has planned to accommodate articles from external peer groups in future.

7.2.4: Establishment of Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) has been established in the year 2014 following the terms and conditions set by the UGC. IQAC has taken over the charge of monitoring and evaluating the various aspects of the college activities viz., teaching & learning processes, infrastructure including library, research, student support, governance and campus life. The IQAC also focuses exploring the avenues of improving the academic environment and administrative functioning of the college.

7.2.5: Introduction of transparent and hassle free admission system

The college has successfully introduced computerized and entirely online admission system from current academic session (2015-16). The admission system taken into account all the norms framed by the govt. Starting from publication of admission notification in the college website through to submission of form and publication of merit list in the college admission portal was entirely online. Even the admission related monetary transactions were done through the nationwide network of SBI. The system proves to be transparent and hassle free as it has successfully removed the various types of difficulties faced by the applicants/guardians in the time of admission. It has also enabled the administration to avoid unnecessary wastage of paper and large scale deployment of human resources during the admission.

7.2.6: Initiative for establishment of research laboratory

Research activities are of immense importance in higher educational institution. Research helps in better understanding of contemporary issues. The college has taken initiative to build a research environment among the staff. Research laboratory funds have been provided to some science departments for setting up of research laboratories (Zoology/Mathematics/Chemistry). The faculties of some of the science and humanities departments have strong and long term collaboration in research areas of common interest with reputed institution including University of Calcutta, Presidency University, and S. N. Bose Centre for Basic Sciences. Research and extension activities are also pursued through City College Centre for Economic Studies-a forum for the students and teachers of depts. of Economics and Commerce. The Centre has undertaken different socio-economic developmental research/survey projects where the students took an active part. This programme is designed to give a research orientation to the students who are likely to benefit from the experience.

7.2.7: Initiative to provide e-resources to the students and teachers through UGC

N - LIST

The library as a resource centre is available for all the faculties and students involved in teaching, learning and research. To expand its resource base the College Central Library has become the member of **UGC N-LIST** (National Library and Information Services for Scholarly Content) – an initiative of the MHRD, GOI. Most of the faculties are authorized users of this service. As users they have been provided with username and password through which they can access e-resources and download articles required by them directly from the publisher's website.

7.2.8: Development of web portal on Open Source E-Journals of India (OSEJI)

This web portal has been designed and developed by College Central Library with an aim to provide its users a single window access to e-journals of Indian origin, which are open source in nature and free. The e-journals have been categorized according to the disciplines and in alphabetical orders. A list of publishers of e-journals along with their respective web address is also provided in the portal. Through the portal the users, both in-house and outside, can access abstracts and full-text articles of their need at any time and place.

7.3 Best Practices

7.3.1: Elaborate one and two best practices as per the annexed format which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

BEST PRACTICE 1

Decentralization and involvement of all section of stake holders in Participatory Management

Objective/Goal

To involve all four sections of the college – **representatives of Bramho Samaj Education Society (BSES), the faculty, the non-teaching staff and the students** in decision making and implementation, acknowledge their contribution and evolve an atmosphere of participatory management towards overall betterment of the college.

Need Addressed and the Context

To create a liaison between all the sections of stakeholders of the college towards formulating need analysis, policy decision, effective implementation of action plans and thereby developing a conducive environment for harmonious administration.

Our system

The functioning of our college is guided by the constitution of **BSES – minority society**. The college is affiliated by the University of Calcutta and day to day activities are guided by the Statute of the University, 1979.

As per BSES constitution, the highest body – the Governing Body (GB) is

advocated to consist of

A.	Chairman	Representative from BSES	Permanent member
B.	Principal (Secretary of the GB)	Ex-officio	
C.	Two Teacher's representatives	Elected by the full time teachers	
D.	Four BSES nominees		
E.	One Vice Principal	Appointed by GB	Invitee member
F.	One Bursar		
G.	Two non-teaching representatives	Elected by the full time non-teaching staff	
H.	One student	Students' Union General Secretary	

GB may appoint different committees and sub-committees including teacher representations for the smooth functioning of the College.

The constitution of the GB of City College is endorsed as per the guidelines framed by the BSES, and performs its function in the best possible and befitting manner.

GB feels the importance of the presence of all sections of City College family and maintains the same plan for formation of all functional bodies/ committees/ sub committees of the College.

The various functional bodies/committees/sub-committees of the College comprise the following:

- (1) **Teachers' Council (Statutory Body), Presided over by the Principal**
- (2) **SikshaKarmi Union (Statutory Body)**
- (3) **Students' Union (Statutory Body)**
- (4) **Finance Committee (Statutory Body), Chaired by the Principal**
- (5) **Finance Committee**
- (6) **Purchase Committee**
- (7) **Academic Sub-committee**
- (8) **Grievance Cell**
- (9) **Internal Complain Cell (ICC) according to Bishakha recommendation 2013**

- (10) **Sports Committee**
- (11) **Election Commission for Students' Union election**
- (12) **Admission sub-committee**
- (13) **Examination sub-committee**
- (14) **Routine sub-committee**
- (15) **Library sub-committee**
- (16) **Students' Welfare sub-committee**
- (17) **Prize & Award sub-committee**
- (18) **Magazine sub-committee**
- (19) **NSS sub-committee**
- (20) **SC/ST Cell**
- (21) **Career Counseling Cell**
- (22) **Placement Cell**

Each of the above mentioned functional bodies/committees/sub-committees has non-teaching and student representations apart from teacher member representations, each being headed by the Principal. However, Student representation is not present in finance, purchase and examination sub-committees.

Regular meetings are held in general by all committees and all members participate in all the agenda discussed in the meetings, share their views, perform need-analysis and formulate action plans.

The President of the Students' Union is a faculty member, nominated by the Principal in consultation with the elected class representatives, who monitors all the cultural, social and recreational activities performed by the Students' Union. GB approves the nomination of the President of the Students' Union.

Advocating the inclusion of non-teaching representatives and supportive staff in the process of making action plans, incorporating them towards execution of strategic plans, helps them to provide a better and need-based technical support. Being able to shoulder their responsibility in all areas, improves their efficiency in discharging their responsibilities – thus creating a cordial atmosphere between all sections of the College.

Evidence of Success

Efficiency of administration improves due to motivation and involvement of the main constituent Human Resources within the College. Each member feels proud for any good achievement of the College.

Problems Encountered and Resources Required

Various problems are encountered (mainly internal and few external), but they are meted out in a congenial manner with the help from all above mentioned quarters.

Various resources, which are required, are mainly based on student intake and the demand is increasing day by day. Infrastructural development is required both

finance and space. However, within the present infrastructure the problem which requires has been meted out for the time being.

Contact Details

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BEST PRACTICE 2

Congenial Atmosphere and supports provided to meritorious students from economically backward sections, girl students and first-generation learners

Objective/Goal

WISDOM BELONGETH TO REVERENCE

It is the aim of the college to promote the cause of education in its highest and widest sense: to make the education – comprehending the training of the mind, heart and body, and founded on an aesthetic basis – conducive to the good of man and the Glory of God’.

A congenial atmosphere of learning attracts meritorious students from the economically backward and deprived sections, and family of first-generation learners. City College provides them with every possible support and progress them towards better sustenance.

Need Addressed and the Context

Based on the ideology of, Raja Rammohan Roy, the philanthropic social reformer, and others, BSES established this College targeting the mission to popularize education among all sections of the society – in particular women and the deprived community. Keeping in mind the vision of Society, the College continues to provide the greatest possible opportunity and quality education to the members of disadvantaged community, concomitantly with its advantaged counterparts – for progressing towards higher education. The goal is to bring into being a larger generation of learners with truly illuminated minds and add to the pool of educated *humane* of the society.

Fast life-style, nucleus family, selfish ambience, etc. are sufficient to derail a student from the line of wisdom and to pay reverence. Students forget to aggregate in a flock. They cannot withstand classmates in arguments and becoming angry and irritating. But without discussions in various aspects of life, student fails to acquire knowledge. Gradually they converted to an eccentric guy.

The practice

The admission to this College is a very transparent on-line process, purely based on a merit basis. To promote the academics and cater to the financial constraints of the needy students, the College has provisions for the following:

- (a) Total free studentship and assistance for the financially handicapped but meritorious students from “Students’ Aid Fund”.
- (b) Half free studentship.
- (c) SC/ST Cell provides statutory educational facilities to the SC/ST students.
- (d) A large number of Scholarships, fellowships, endowments from Students’ Aid Fund

Sl. No.	Scholarship provided	Funding authority	No. of students							
			2013		2014		2015		2016	
			Male	Female	Male	Female	Male	Female	Male	Female

In addition to the classroom teaching, the institution arranges nature study in different bio-geographic states of India. By explaining various aspects of nature, teachers are trying to lose the tension of a student.

Students are taken to various forests, farmlands, wetlands, deserts, marine reserves, salt extraction fields, etc. While studying ecological and environmental aspects of the nature, students understand the close bonding of every ecological unit with the man. They realise the positive side of 'social bonding' and 'parental care'.

Students are going to study our countrymen in the villages of different states. When studying a rural village or a high altitude village peoples'. Our students realize the toughness of the nature. They understand how to fight with nature. And in the course of fighting, what metabolic changes are attained by the peoples of these different habitats. They try to identify various malfunctioning of organs of both fauna and flora, including man.

Students visit different financial institutions. Here they know how to nurture his/her family in a systematic and time-bound programme.

Students visit historical places. In the historical places, they learn the glorious tradition, culture and other aspects of our ancient India. They learn how to be a leader in different facets of life.

Railway concessions facilities are provided to students in general. College provides financial help to financially weak students for their course related compulsory field trips.

Membership in the Student's Health Home provides Health check-up for needy students. Organization of Blood donation camp by the students is one of the best practices of our college.

There is a subsidized Students' Canteen for food and a Cheap Store for books and stationary and reprographic facilities.

There is a huge stock of text books in the library, and students are lent books. Most of the Departments have their own seminar library, with text books and reference

books and all students can take advantage of this facility.

Evidence of Success

Many of our students are accepted as best by various authorities in different fields of life, as evidenced by our alumni. A large section of such students have successfully completed their courses, drop-outs lessened and have been able to progress to higher studies.

Problems Encountered and Resources Required

Inadequacy of fund – Our College is open to the students of all financial categories. Therefore, some students always require full financial assistance from the institution. We are trying to overcome this obstacle by various ways.

Inadequate manpower – Serious and sincere manpower is becoming rare species. We, the staffs of the college are trying our best to overcome this obstacle within our limitations. The college requires full strength manpower as prescribed by Government.

Contact person for further details

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Post NAAC Initiatives & SWOC Analysis

Observation of last NAAC Peer team

1. The progress made by the college since its inception in 1881 and by its ability and determination to translate its vision and goals of advancement of knowledge and learning, spread of education and inculcation of values - moral, ethical and social, into reality in the pursuit of all-round physical and mental growth of students, by amalgamating knowledge on science and society.
2. Establishment of collaborative links with firms like M/s. Brainware, NUT, Kotak Mahindra. etc. which enhances the competency as well as employability status of the students.
3. Efficient management of the Library for its proper maintenance and use by the students and teachers.
4. Regular publication of the updated prospectus and the academic calendar every year and providing those to the students at the beginning of the academic session.
5. Effective functioning of the Students' Aid Fund thus providing financial help by way of freeships, waiver of university examination fees, etc. to the poor and needy students.
6. Hosting a website of the College for the benefit of all the stake holders and the public.

Suggestions and recommendations of the last NAAC Peer team

While appreciating the efforts of the college, the following suggestions/areas of concern may be considered by the college authorities for its growth and development.

- (a) The college may introduce contemporary relevant job-oriented certificate/short-term/diploma courses in consultation with business and industry sector. The courses may be Computer Applications, Advertising and Public Relations, Journalism and Mass Communication, Food Processing, Biotechnology, Secretarial and Office Practices, Marketing Management,

- Tourism and Travel Management and other such courses which have region specific relevance
- (b) The college should take immediate steps for the possession of the old Hostel Building which is lying unused and renovate it so that some existing courses and also new courses can be introduced there. The governing body has to pursue the matter at the government/any other appropriate level without any further delay.
 - (c) The college should provide remedial courses for the weaker students so as to increase their ability in learning, For this purpose, the college can approach UGC for financial assistance under the 'remedial courses' scheme.
 - (d) Faculty members should be encouraged to undertake more research projects funded by various agencies like UGC, CSIR, ICSSR, AICTE, DST, etc.
 - (e) Career Guidance Cell and Grievance Redressal Cell should be made operative and functional.
 - (f) College may approach the University of Calcutta and other appropriate authorities for establishment of NSS and NCC units in the college.
 - (g) The college may initiate steps for the organisation of State level and National Seminar, Conferences and Workshops on a regular basis. The UGC and other agencies can be approached for funding through the College Development Council of the University of Calcutta.
 - (h) More computer terminals should be provided in the Library.
 - (i) The self-appraisal and other appraisal mechanisms of teachers and non-teaching staff need to be introduced in the light of UGC and affiliating university guidelines.
 - (j) The college may approach UGC for augmentation of computer facilities by establishing a Central Computer Centre with Internet connectivity for the staff and students.
 - (k) Students' feedback should be utilised to make the teaching-learning process more effective
 - (l) The college must initiate steps for the introduction of post graduate courses in a phased manner after augmenting infrastructural facilities
 - (m) Use of audio-visual gadgets in classroom teaching should be encouraged and provisions should be made by the college.

- (n) Accounts and auditing needs immediate attention by the college administration
- (o) The Alumni Association which has been revived recently can be made more functional, thus helping the college raise funds and otherwise.
- (p) Steps should be taken to identify the reasons for high dropout and find solution to reduce the same

Actions taken by the college authority

- i) The college has introduced contemporary relevant job-oriented diploma courses in under the Community College Scheme of UGC-MHRD. The courses includes Media and Communication technology, Tourism and Travel Management
- ii) The college has taken steps for the possession of the old Hostel Building. The governing body has pursued the matter at the Government and University level. University has given clearance for the possession. The matter is now on the board of Government of West Bengal, which is yet to be released.
- iii) The college approached UGC for financial assistance under the 'remedial courses' scheme. UGC sanctioned a fund, but due to some unavoidable reasons the fund has to return.
- iv) Faculty members of Zoology Department and Commerce Department applied for the Major and Minor research projects of UGC. Two Major Research Project has been sanctioned in Zoology Department by the UGC.
- v) Career Guidance Cell and Grievance Redressal Cell are operative and functional. Moreover, a ICC Committee is formed under the guidance of Bishakha Recommendation.
- vi) College has already approached the University of Calcutta for establishment of NSS units in the college. It is yet to be sanctioned.
- vii) The college has taken steps for the organisation of State level and National level Seminar, Conferences and Workshops. The steps were not sufficiently strong and ultimately no result was yielded.
- viii) More computer terminals were be provided in the Library.
- ix) The self-appraisal and other appraisal mechanisms of teachers have introduced in the light of UGC and affiliating university guidelines, because

the promotion of teachers required that report. The self-appraisal and other appraisal mechanisms for non-teaching staff are yet to be introduced.

- x) The college has already approached UGC and Government of West Bengal for augmentation of computer facilities and establishing a Central Computer Centre with Internet connectivity and a Smart Class Room for the students and staffs.
- xi) Students' feedback are utilised in some departments to make the teaching-learning process more effective, but in the college as a whole is not yet introduced.
- xii) The college has taken steps for the introduction of post graduate course in Zoology Department
- xiii) Teachers are using audio-visual gadgets in classroom teaching in a regular basis in most of the science departments, especially in biological sciences.
- xiv) College maintenance software is installed by the college administration, which includes Accounts and auditing software.
- xv) The Alumni Association 'EXCITIGEN', is very much functional and helping the college in various ways.
- xvi) Steps has been taken to identify the reasons for high dropout and solution to reduce the same is practiced.

Evaluative Report of the Bengali Department

1. Name of the department: **BENGALI**
2. Year of Establishment: 1920
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: NA
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	No Professor Post is allowed in our State of West Bengal	
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	2
Assistant Professors	4	1 (on Lien)
Government Approved Part Time Teachers (PTTs)	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
TAPASYA GHOSH	M. Phil., PhD	Associate Prof	Novel & Short Stories	31 Years + 4 years as PTT	NA
BASUDEB CHAKRABORTY	PhD	Associate Prof.	Comparative Literature	33 years	NA
BRATYABRATA BASU	M. A	Assistant Prof.	Drama	11 years (On Lien since 2011)	NA
SAHELI GHOSH	M. A	PTT (Govt. Approved)	Medieval Bengali Literature	6 years	NA
SHORMISTHA DHARA	M. A	Guest Lecturer	Rabindra Sahitya	3 years	NA
RITAJA BHATTACHARIA	M. A	Guest Lecturer	Adhunik Kavya-Kavita	1 year	NA
RIA DHOLE	M. A	Guest Lecturer	Adhunik Kavya-Kavita	1 year	NA

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
SHORMISTHA DHARA	85	10	11.7
RITAJA BHATTACHARIA	85	10	11.7
RIA DHOLE	85	10	11.7

13. Student – Teacher Ratio (programme wise): 20:1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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

15. Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil / PG.

Qualification	Number	Remark
Ph. D	2	
PG	1	

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

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 {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	TAPASYA GHOSH	18

* Number of papers published in peer reviewed journals (national/international) by faculty and students {in last 5 (five) Years i.e., 2011 to 2016 period} NIL

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) NIL
{In last 5 (five) Years i.e., 2011 to 2016 period}

* Monographs: {in last 5 (five) Years i.e., 2011 to 2016 period} NIL

* Chapter in Books: {in last 5 (five) Years i.e., 2011 to 2016 period}: NIL

* Books Edited: {in last 5 (five) Years i.e., 2011 to 2016 period}: NIL

* Books with ISBN/ISSN numbers with details of publishers:

20. Areas of consultancy and income generated: NIL

21. Faculty as members in National Committees; International Committees; Editorial Boards: **NIL**

22. Student projects

(a) Percentage of students who have done in-house projects including inter departmental/programme

100% 3rd Year students of our Department are doing Project Work included in their curriculum

(b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:
{Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period} – Not known

23. Awards / Recognitions received by faculty and students: **NIL**
24. List of eminent academicians and scientists/visitors to the department - **NIL**
25. Seminars/ Conferences/Workshops organized & the source of funding: **NIL**
- (a) National - **NIL**
- (b) International - **NIL**
26. Student profile programme/course wise: **NIL**
27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	None found	None found

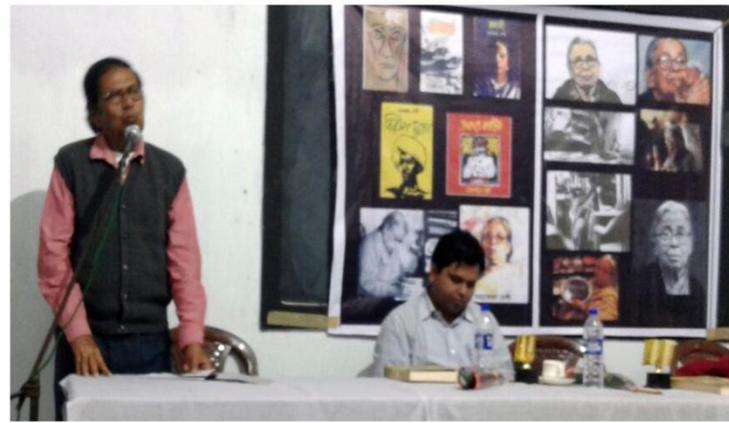
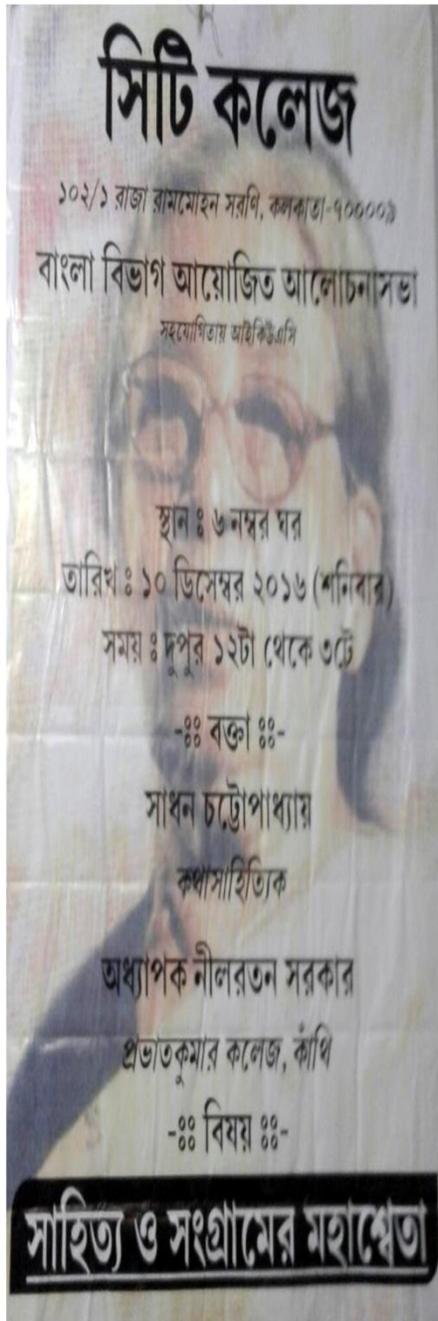
28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? – **NIL**
29. Student progression

Student progression	Against % enrolled
UG to PG	80%
Ph.D. to Post-Doctoral	Information not available
Employed ' • Campus selection • Other than campus recruitment	Each year 10% to 20% of the passed out students get employment in different sectors
Entrepreneurship/Self-employment	NA

30. Details of Infrastructural facilities
- (a) Library – Yes (Number of Books in Seminar Library = 300)
- (b) Internet facilities for Staff & Students - Yes
- (c) Class rooms with ICT facility – Yes (Smart Class Room)
- (d) Laboratories - NA
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 learning – Regular teaching, student seminars, class test, etc.
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities – NSS, NCC
 - a) SWOC analysis of the department and Future plans

<p>STRENGTH Highly enthusiastic faculty and students</p>	<p>WEAKNESS Timely initiative to undertake various projects</p>
<p>OPPORTUNITY Good quality students, rich library with internet facility, friendly administration and colleagues</p>	<p>CHALLENGE Encourage and motivate for the departmental activities</p>



**SEMINAR OF THE BENGALI DEPARTMENT
on 10.12.2016
Speakers: Sadhan Chattopadhyay &
Nilratan Sarkar**



**TEACHER'S DAY
CELEBRATION IN
BENGALI
DEPARTMENT
2016**



Evaluative Report of the ENGLISH Department

1. Name of the department: **English**
2. Year of Establishment: 1961
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDERGRADUATE
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: NA
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	No Professor Post is allowed in our State of West Bengal	
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	02
Assistant Professors	05	01
Government Approved Part Time Teachers (PTTs)		
College appointed Guest Teacher		02

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Subodh Sarkar	M. A., Ph. D, D.Litt	Associate Professor	Drama and Post Colonial Literature	28 years	N/A

Mitali Roy	M. A., M. Phil.	Associate Professor	Poetry and Fiction	24 years	N/A
Rituparna Das	M.A.	Assistant Professor	Language Studies and English Language Teaching; author: Harold Pinter	1 year	N/A
Sanghamitra Chakraborty	M. A.	Guest Lecturer	Salman Rushdie, Magic Realism	1 year	N/A

11. List of senior visiting faculty: NIL

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

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes

13. Student – Teacher Ratio (programme wise):

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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

15. Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil / PG.

Qualification	Number	Remark
D. Sc/ D. Lit	01	
Ph. D	01	
M. Phil	01	
PG	02	

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

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 {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Subodh Sarkar	11
2	Rituparna Das	01

* Number of papers published in peer reviewed journals (national/international) by faculty and students {in last 5 (five) Years i.e., 2011 to 2016 period}: 16

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) {In last 5 (five) Years i.e., 2011 to 2016 period}: 03

* Monographs: {in last 5 (five) Years i.e., 2011 to 2016 period}:

* Chapter in Books: {in last 5 (five) Years i.e., 2011 to 2016 period}: 03

* Books Edited: {in last 5 (five) Years i.e., 2011 to 2016 period}: 04

* Books with ISBN/ISSN numbers with details of publishers: 08

* Citation Index: 1

* SNIP: 1

* SJR: 3

* Impact factor: 2

* h-index: 2

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

SL. NO.	NAME	National Committees	International Committees	Editorial Boards
1	Subodh Sarkar	Member in the Department of Comparative Literature, University of Calcutta Member in CSERDA, Jadavpur	Member as a Fullbright Fellow and Visiting Professor, University of Iowa (USA); Member, American Centre Study	Guest Editor, Indian Literature, Sahitya Academy (New Delhi)

		University	Circle	
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22. Student projects

- (a) Percentage of students who have done in-house projects including inter departmental/programme

100% 3 rd Year students of our Department are doing Project Work included in their curriculum

- (b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **{Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period}**

Sl. No.	Name	Position	Organization

23. Awards / Recognitions received by faculty and students

Sl. No.	Name	Award/Recognition	Organization
1	Subodh Sarkar	a) Full Bright Fellowship b) Sahitya Academy Award c) Gangadhar Meher National Award for Poetry d) Banga Bhushan	a) U.S. Government b) Ministry of Culture, Govt. of India c) Sambalpur University d) Govt. of West Bengal
2	Rituparna Das	Rajiv Gandhi National Fellowship for Ph.D, 2012-13	U.G.C.

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

NIL

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

- (a) National
(b) International

26. Student profile programme/ course wise: **NIL**

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	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	80%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

(a) Library: Departmental (200 books)

(b) Internet facilities for Staff & Students: Available at Central Library

(c) Class rooms with ICT facility: **NIL**

(d) Laboratories: N/A

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 learning: a) Interdisciplinary approach to the topics of study; b) using audio-visual media to make the processes of learning more interesting; c) inter-active classes

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

a. SWOC analysis of the department and Future plans

<p>STRENGTH</p> <ul style="list-style-type: none"> • Inter-active classes • Good university results • Well-stocked central and departmental library • Faculties with specializations in diverse areas to cater to the demands and new emerging trends within the discipline(s) of study • The focus always remains to provide a wide, detailed and inter-disciplinary view to the areas/topics taught • Using audio-visual media, whenever possible, to make the processes of learning more enjoyable and interesting • Using group discussions on the topics to both test and encourage confidence of the students as well as their ability to think and participate independently 	<p>WEAKNESS</p> <ul style="list-style-type: none"> • Shortage of permanent teaching staff • Absence of advanced technological teaching aids to meet with the growing demands of the times and new approaches of teaching
<p>OPPORTUNITY</p> <ul style="list-style-type: none"> • To train the students to meet with the future career prospects • Conducting job-centered discussions and programs to offer the students with career options beyond the disciplinary areas • To inspire confidence and independent thinking among the students to prepare them to meet with the challenges in everyday life. 	<p>CHALLENGE</p> <ul style="list-style-type: none"> • Meeting and teaching students from diverse backgrounds (economic, academic, linguistic). • Need for permanent and well-equipped seminar/conference auditorium

Evaluative Report of the Sanskrit Department

1. Name of the department: **SANSKRIT**
2. Year of Establishment: 1881
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
4. Names of Interdisciplinary courses and the departments/units involved: NIL
5. Annual/ semester/choice based credit system (programme wise): ANNUAL

As per university regulations

6. Participation of the department in the courses offered by other departments: **NA**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**

Our students participates in various subject related **Training Programmes** organized by various institutes. In our present system it is not possible to carry out more than one courses simultaneously

8. Details of courses/programmes discontinued (if any) with reasons: NIL
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	No Professor Post is allowed in our State of West Bengal	
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	1
Assistant Professors	4	0
Government Approved Part Time Teachers (PTTs)	2	2
College appointed Guest Teacher	2	2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.Dr. Madhumita Deb	Ph.D;	Associae	Literature	23	

Roy	M.Phil	Prof.	(Kavya)		
2.Smt. Shampa Basu	M.A; M.Phil	PTTs	Inscription	9	
3.Smt. Anamika Mukherjee	M.A	PTTs	Literature (Kavya)	7	
4. Smt. Saswati Mondal	M.A; M.Phil	Guest	Kavya	4	
5.Mr. Subhadeep Roy	M.A; M.Phil	Guest	Advaita Vedanta	4	

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes

13. Student – Teacher Ratio (programme wise): 4.1:1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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.

Qualification	Number	Remark
Ph. D	1	
M. Phil	3	
PG	2	

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

* Publication per faculty {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Smt. Sampa Basu	1
2	Mr. Subhadeep Roy	1

* Number of papers published in peer reviewed journals (national / international) by faculty and students **{in last 5 (five) Years i.e., 2011 to 2016 period}**: 1

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in: - National Committees; International Committees; Editorial Boards

22. Student projects

(a) Percentage of students who have done in-house projects including inter departmental/programme

100% 3rd Year students of our Department are doing Project Work included in their curriculum

(b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **{Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period}**: **NIL**

23. Awards / Recognitions received by faculty and students: **NIL**

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

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

26. Student profile programme/ course wise: **NIL**

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Not known

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	

Employed '
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment
Entrepreneurship/Self-employment

30. Details of Infrastructural facilities
- (e) Library
 - (f) Internet facilities for Staff & Students
 - (g) Class rooms with ICT facility
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 learning - Class test.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
- a. SWOC analysis of the department and Future plans

<p>STRENGTH</p> <p>Highly enthusiastic faculty and students</p>	<p>WEAKNESS</p> <p>Timely initiative to undertake various projects</p>
<p>OPPORTUNITY</p> <p>Good quality students, rich library with internet facility, friendly administration and colleagues</p>	<p>CHALLENGE</p> <p>Encourage and motivate for the departmental activities</p>

Publication of Mr. Subhadeep Roy

1. Vedanter aloke paralokatattva: Swami Abhedanander drishtite (2016) – Chapter in ‘Chintanayak Abhedananda smaraka grantha’, ISBN No. 978-93-80568-48-5.

Publication of Smt. Sampa Basu



**SEMINAR OF THE
SANSKRIT DEPARTMENT**

INAUGURATION

CityCollege
102/1 Raja Rammohan Sarani, Kolkata - 700009
A Seminar organised by Department of Sanskrit,
City College in Collaboration With IQAC, City College,
Kolkata - 700009
Venue - ROOM-6
Date .07.12.2016 (Wednesday) Time- 1.40 PM to 3.40 PM
Speaker: Dr. Basanti Chattopadhyay
EX-Associate Professor
Dept. of Sanskrit, B.K.C. college, Kolkata
TOPIC - A Short Discussion on Sanskrit-
related matters



Speaker: Dr. BASANTI CHATTOPADHYAY



Students seminar organised by Department of Sanskrit, City College

1. **Usha Naskar:** Female characters in Swapnavasavadatta
2. **Manisha Sinha:** Character of Sita in Uttara Ramcharita
3. **Dipa Moitra:** Kullukavatta's tika in Manusanhita
4. **Prosenjit Roy:** Bhagabata Purana
5. **Priya Moitra:** Gita Govinda
6. **Soumalaya Chakraborty:** Various aspects of sankhya philosophy
7. **Saikat Dey:** Source of medical science and importance of ancient Indian medical science in treatment of modern age
8. **Ramprasad Halder:** Importance of Sanskrit



**Students & Teachers in the excursion of
Sanskrit Department
in the Indian Museum, Kolkata**

Evaluative Report of the History Department

1. Name of the department: **HISTORY**
2. Year of Establishment: 1881
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): **UNDER GRADUATE**
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: **NA**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NONE**

Our students participates in various subject related **Training Programmes** organized by various institutes. In our present system it is not possible to carry out more than one courses simultaneously

8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	No Professor Post is allowed in our State of West Bengal	
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	1
Assistant Professors	4	1
Government Approved Part Time Teachers (PTTs)		
College appointed Guest Teacher		

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1. Dr. SHARMMILA RAY	M. A.,	ASSOCIATE	CULTURAL HISTORY	29 YEAR	NIL

	PhD	PROFES SOR		S	
2. Dr. KAUSTAV CHAKRAVARTI	M. A., M.Phi l., PhD	ASSISTA NT PROFES SOR	MODERN HISTORY	14 YEAR S	NIL
3. Mr. GOUTAM BASU	M. A., M. Phil	RETIRE D ASSOCIA TE PROFES SOR	MODERN EUROPE	34 YEAR S	NIL
4. Dr. SUBRATA MAL	M. A., M. Phil., PhD	GUEST TEACHE R	ECONOMIC HISTORY OF INDIA	11 YEAR S	NIL
5. SUJATA PODDER	M. A., M.Phi l	PTT	SOCIAL & CULTURAL HISTORY OF CALCUTTA	8 YEAR S	NIL

11. List of senior visiting faculty: NIL

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

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes

13. Student – Teacher Ratio (programme wise): 20:1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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

15. Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil / PG.

Qualification	Number	Remark
Ph. D	3	
PG	2	

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: ONE NATIONAL POST DOC (UGC

SPONSORED)

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 **{in last 5 (five) Years i.e., 2011 to 2016 period}**

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1		
2		
3		

* Number of papers published in peer reviewed journals (national / international) by faculty and students **{in last 5 (five) Years i.e., 2011 to 2016 period}**

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

{In last 5 (five) Years i.e., 2011 to 2016 period}* Monographs: **{in last 5 (five) Years i.e., 2011 to 2016 period}*** Chapter in Books: **{in last 5 (five) Years i.e., 2011 to 2016 period}*** Books Edited: **{in last 5 (five) Years i.e., 2011 to 2016 period}**

* 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

SL. NO.	NAME	National Committees	International Committees	Editorial Boards
		NIL	NIL	NIL

22. Student projects

(a) Percentage of students who have done in-house projects including inter departmental/programme

100% 3rd Year students of our Department are doing Project Work included in their curriculum

(b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **{Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period} - NIL**

- 23. Awards / Recognitions received by faculty and students - NI
- 24. List of eminent academicians and scientists/visitors to the department - NIL
- 25. Seminars/ Conferences/Workshops organized & the source of funding: **NIL**
- 26. Student profile programme/ course wise: **NIL**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	98%	2% (Approx)	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? – INFORMATION NOT AVAILABLE

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities
 - (a) Library – YES
 - (b) Internet facilities for Staff & Students – YES
 - (c) Class rooms with ICT facility – NA
 - (d) Laboratories – NIL
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 learning – REGULAR TEACHING, STUDENT SEMINAR, CLASS TEST
34. Participation in Institutional Social Responsibility (ISR) and Extension activities – NSS
 - a. SWOC analysis of the department and Future plans

STRENGTH Highly enthusiastic faculty and students	WEAKNESS Timely initiative to undertake various projects
OPPORTUNITY Good quality students, rich library with internet facility, friendly administration and colleagues	CHALLENGE Encourage and motivate for the departmental activities

List of Publication of Faculties

1. Dr. Kaustav Chakraborty
 - a. Trends in Socio-Economic and Intellectual Interaction: Bengal and the Raj (1757-1885); *Historia: Journal of Social Science and Historical Studies*; (2011-12); ISSN: 2319 – 6696
 - b. Voices from Antiquity: Glimpses into the Lives of the Jewish Women of Calcutta; *Journal of Indo-Judaic Studies*, Florida International University, USA; (2014); ISSN: 1206 – 9330
2. Dr. Sharmila Roy
 - a.

Evaluative Report of the Philosophy Department

1. Name of the department: **PHILOSPOHY**
2. Year of Establishment: 1881
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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:
No
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	No Professor Post is allowed in our State of West Bengal	
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	
Assistant Professors	4	2
Government Approved Part Time Teachers (PTTs)		
Guest Teacher		

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sri Sisir Ranjan Bhattacharya	M. A.	Associate Prof.	Logic	32	NIL
Sri Dipankar Mondal	M. A.	Assistant Prof.	Naya	1	NIL

11. List of senior visiting faculty: **NIL**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: NA
13. Student – Teacher Ratio (programme wise): 7:1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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.

Qualification	Number	Remark
PG	2	

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre /facility recognized by the University: **NIL**
19. Publications:
* Publication per faculty {in last 5 (five) Years i.e., 2011 to 2016 period} - **NIL**
20. Areas of consultancy and income generated: NIL
21. Faculty as members in: National Committees; International Committees; Editorial Boards

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:
{Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period} : NIL

23. Awards / Recognitions received by faculty and students: **NIL**

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

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

26. Student profile programme/ course wise: **NIL**

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Not Known

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

(h) Library - YES

(i) Internet facilities for Staff & Students

(j) Class rooms with ICT facility

(k) Laboratories

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

a. SWOC analysis of the department and Future plans

<p>STRENGTH Highly enthusiastic faculty and students</p>	<p>WEAKNESS Timely initiative to undertake various projects</p>
<p>OPPORTUNITY Good quality students, rich library with internet facility, friendly administration and colleagues</p>	<p>CHALLENGE Encourage and motivate for the departmental activities</p>

Evaluative Report of the Political Science Department

1. Name of the department: **POLITICAL SCIENCE**
2. Year of Establishment: 1961
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: NA
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL

Our students participates in various subject related **Training Programmes** organized by various institutes. In our present system it is not possible to carry out more than one courses simultaneously

8. Details of courses/programmes discontinued (if any) with reasons: NIL
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	No Professor Post is allowed in our State of West Bengal in UG colleges	
Associate Professors	Associate Prof. posts are not sanctioned, but filled by promotion	2
Assistant Professors	4	
Government Approved Part Time Teachers (PTTs)	1	1
College appointed Guest Teacher	2	2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.Dr. Swagata Ghosh	Ph.D	Associate Prof.	International Relations	21	NIL
2.Dr. Subrata Chowdhuri	Ph.D	Associate Prof.	Research Methodology	31	NIL
3.Smt. Tanima Bhar	M.A	PTTs	Contemporary Indian Society Politics	10	NIL
4. Mr. Subhamoy Barman	M.A	Guest	Indian and Her Neighbouring Countries	5	NIL
5.Mr. Kingsuk Panda	M.A	Guest	South and South east Asia	2	NIL

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
Smt. Tanima Bhar	15		45
Mr. Subhamoy Barman	10		
Mr. Kingsuk Panda	10		

13. Student – Teacher Ratio (programme wise): 19:1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **N.A**
15. Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil / PG.

Qualification	Number	Remark
Ph. D	2	

PG	1	
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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:

* Publication per faculty {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Dr. Swagata Ghosh	0
2	Dr. Subrata Chaudhuri	0

* Number of papers published in peer reviewed journals (national / international) by faculty and students {in last 5 (five) Years i.e., 2011 to 2016 period}

20. Areas of consultancy and income generated: **NIL**
21. Faculty as members in: National Committees; International Committees; Editorial Boards: **NIL**
22. Student projects

(a) Percentage of students who have done in-house projects including inter departmental/programme: Departmental Project - Politics Related Topics.

100% 3rd Year students of our Department are doing Project Work included in their curriculum

(b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: {Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period} - **NIL**

23. Awards / Recognitions received by faculty and students: **NIL**
24. List of eminent academicians and scientists / visitors to the department: **NIL**
25. Seminars/ Conferences/Workshops organized & the source of funding: **NIL**
26. Student profile programme/ course wise: **NIL**
27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	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	60%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

(a) Library : Yes

(b) Internet facilities for Staff & Students : Available

(c) Class rooms with ICT facility : Yes

(d) Laboratories: NIL

31. Number of students receiving financial assistance from college, university, government or other agencies: NONE

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: **Organized a seminar on 6th December, 2016 on "Human Rights Issues in Contemporary India". Speaker was Dr. Debi Chatterjee, Retired Professor of International Relations Department, Jadavpur University.**

33. Teaching methods adopted to improve student learning:

(a) Regular class test

(b) ICT

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

a. SWOC analysis of the department and Future plans

<p>STRENGTH (a) Well stocked departmental library. (b) Friendly relations between the teaching and nonteaching staff.</p>	<p>WEAKNESS Shortage permanent teaching staff.</p>
<p>OPPORTUNITY (a) To set up class room with ICT facility. (b) To provide internet facility for students. (c) To arrange regular seminars by the students. (d) To arrange lectures by eminent professors.</p>	<p>CHALLENGE We have to arrange suitable environment for academic activities, internet facility for the students.</p>



Political Science Departmental Seminar on 13.12.2016.
Speaker - Prof. Debi Chatterjee, Jadavpur University



Students & teachers in front of
Rammohan Mission



Students & teachers in front of
Kolkata Police Museum

Political Science Departmental Excursion on 06.12.2016

Evaluative Report of the Commerce Department

1. Name of the department: **COMMERCE**
2. Year of Establishment: 1961
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: NA
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	No Professor Post is allowed in our State of West Bengal	
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	5
Assistant Professors	6	6 (5 promoted to associate professor)
Government Approved Part Time Teachers (PTTs)	3	3
College appointed Guest Teacher	10 (sanctioned by the college)	11

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1. Dr. TIRTHANKAR MUKHOPADHYAY	M.COM, M. Phil, PhD, ICWA, DBM (ICFAI)	ASSOCIATE PROFESSOR	ACCOUNTING & FINANCE		
2. Mr. SUBHASH MONDAL	M.COM, M. Phil	ASSOCIATE PROFESSOR	MANAGEMENT		
3. Mr. SIDDHARTHA DUTTA	M. COM, DIP IN MGT	ASSOCIATE PROFESSOR	MANAGEMENT		
4. Mr. SUDARSHAN GHOSH	M. COM	ASSOCIATE PROFESSOR	FINANCE		
5. Mr. SUBRATA GHOSH	M. COM, FCA, AICWA	ASSOCIATE PROFESSOR			
6. Smt MADHULIMA MUKHERJEE	M. COM	PTT	ACCOUNTING & FINANCE		
7. Mr. RAJARSHI SAU	MCA, M. Sc, M. Phil, GNIIT	PTT			
8. Smt RINA MUKHERJEE	M. A	PTT	IT		
9. Smt INDRANI HAZRA	MCA	GUEST			
10. Mr. ARUP BANIK	M. COM, M. Phil, PGDBA	GUEST	ACCOUNTING & FINANCE		
11. Mr. RAHUL NATH	M. COM, M. Phil	GUEST			
12. Mr. SOURAV DUTTA MUSTAFFI	M. COM, M. Phil	GUEST			
13. Smt PINKU GUPTA	B. COM, LLM	GUEST	INTERNATIONAL LAW & CONSTITUTION	5 Yrs	
14. Smt DIPIKA BHATTACHARYA	M. COM, M. Phil	GUEST	ACCOUNTING & FINANCE	3 Yrs	
15. Smt PRIYA SEN	M. COM, M. Phil	GUEST	ACCOUNTING & FINANCE	3 Yrs	
16. Smt DEBJANI KUNDU	M. COM, M. Phil, CS	GUEST	ACCOUNTING & FINANCE		
17. Mr. SWARUP SAHA	M. COM,	GUEST	ACCOUNTING	2	

	M. Phil		& FINANCE	Yrs	
18. Mr. SPANDAN SINHA	M. COM, B.Ed	GUEST			
19. Mr. ERUM NASHEEM	M. COM	GUEST			
20. Mr. ANJAN SARKAR	M. COM	GUEST			

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes

13. Student – Teacher Ratio (programme wise): :1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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.

Qualification	Number	Remark
Ph. D	1	
PG	14	
M. Phil	5	

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: ONE
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 {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	TIRTHANKAR MUKHOPADHYAY	13
2	SWARUP SAHA	1

* Number of papers published in peer reviewed journals (national / international) by faculty and students **{in last 5 (five) Years i.e., 2011 to 2016 period}** – 14

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

{In last 5 (five) Years i.e., 2011 to 2016 period}

* Monographs: **{in last 5 (five) Years i.e., 2011 to 2016 period}**

* Chapter in Books: **{in last 5 (five) Years i.e., 2011 to 2016 period}**

* Books Edited: **{in last 5 (five) Years i.e., 2011 to 2016 period}**

* 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

SL. NO.	NAME	National Committees	International Committees	Editorial Boards
1		NIL	NIL	NIL

22. Student projects

(c) Percentage of students who have done in-house projects including inter departmental/programme

100% 3 rd Year students of our Department are doing Project Work included in their curriculum

(d) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **{Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period} – NIL**

23. Awards / Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and scientists / visitors to the department:
 a) Prof. DHRUBA RANJAN DANDAPAT – UNIVERSITY OF CALCUTTA
 b) Dr. BISWAJIT BHADRA – ASSOCIATE PROFESSOR & Ph D Guide,
 Netaji Nagar College, Kolkata
25. Seminars/Conferences/Workshops organized & the source of funding: **NIL**
26. Student profile programme/course wise: **NIL**
27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NOT KNOWN
29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities
 (a) Library: YES (Seminar Library and Central Library)
 (b) Internet facilities for Staff & Students: YES
 (c) Class rooms with ICT facility: YES
 (d) Laboratories: YES (IT Lab with 16 computers with LAN connection)
31. Number of students receiving financial assistance from college, university, government or other agencies: (Information not available)

- 32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Special lectures are arranged with external experts
- 33. Teaching methods adopted to improve student learning
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 - a) SWOC analysis of the department and Future plans

<p>STRENGTH</p> <p>A dedicated regiment of faculties, having a good mix of young and experienced, with a section that is progressively qualified as well as one of the major points of strength upon which the department can rely. Besides the goodwill that this centenary old college has attained over the years helps in getting positive attention of people.</p>	<p>WEAKNESS</p> <p>Dearth of spaces & modern physical facilities, lack of full time teachers, very low teacher-student ratio, total absence of autonomy in designing syllabus, opening new vistas, conducting research etc. are some of the major weakness that must be looked into.</p>
<p>OPPORTUNITY</p> <p>Since the institution is situated in a prime location within the state capital, there is ample scope for attracting quality students to this century old college and specifically to the department of commerce here.</p>	<p>CHALLENGE</p> <p>One of the primary challenges we must centered with is the conversion of average or below average students into employable graduates and, more appropriately, the creation of a healthy interest in higher education among them despite the existing poor student-teacher ratio.</p>

Profile of Dr. Tirthankar Mukhopadhyay

Articles published

- 1. Impact of Organisational Climate on Job Stress – A Comparative Study of the Perceptions of the Private and Public Sector Bank Employees in Kolkata (2015) Indian Business Environment the Changing Scenario, Edited Volume, NSOU; ISBN: 978-93-82112-16-7
- 2. Relation Between Organisational Climate and Job Stress – A Study With Reference To Perception of Bank Employees in Kolkata (2015) Edited Volume, Emerging Issues in Management, Mizoram University, ISBN 81-8324-544-7

Books (Co-authored)

1. Business Studies (Vernacular); Class XI (2013) ISBN: 978-93-82316-11-4
2. Accountancy (Vernacular) Class XI (2013) ISBN: 978-93-82316-10-7
3. Costing and Taxation (Vernacular) Class XI (2013) ISBN: 978-93-82316-26-8
4. Commercial Law and Auditing (Vernacular) Class XI (2013) ISBN: 978-93-82316-30-5
5. Business Studies (Vernacular) Class XII (2014) ISBN: 978-93-82316-16-9
6. Accountancy (Vernacular) Class XII (2014) ISBN: 978-93-82316-20-6
7. Costing and Taxation (Vernacular) Class XII (2014) ISBN: 978-93-82316-22-0
8. Commercial Law and Auditing (Vernacular) Class XII(2014) ISBN: 978-93-82316-30-5
9. Costing and Taxation (English) Class XII (2015) ISBN: 978-93-82316-30-5
10. Accountancy (English) Class XII (2016) ISBN: 978-93-82316-36-7
11. Costing & Taxation (English) Class XI (2016) ISBN: 978-93-82316-48-0

Seminar/workshop attended

1. Tenth International Accounting Conference; International Seminar, Indian Accounting Association Research Foundation; 8-9th January, 2011
2. Road Map for A New Tax Regime in India; UGC Sponsored State Level Seminar, Jointly organized by City College of Commerce & Business Administration and Institute of Cost and Works Accountant of India; 15th January, 2011
3. Workshop on Question Pattern and Project Guidelines of B.Com, Part III; Under-Graduate Board of Studies in Commerce, University of Calcutta and S. A. Jaipuria College; 4TH August, 2012
4. Crisis of Rupee; Commerce Alumni Association & Dept. of Commerce, University of Calcutta; 28th September, 2013
5. Changing Paradigm of Higher Education: XII Five Year Plan Initiatives; National Seminar, Association of Mangalore University College Teachers and St Aloysius College, Mangalore, Karnataka; 1st December, 2013
6. Workshop on Incorporation of New Companies Act 2013 in the B.Com Syllabi; Under-Graduate Board of Studies in Commerce, University of Calcutta and Maharaja Srischandra College; 13th September, 2014
7. Quality in Higher Education: Issues and Challenges; National Seminar, Jointly organized by Punjab and Chandigarh College Teachers' Union; 14-16th November, 2014

Invitation for special lecture

1. How to perform better in B.com; Netaji Nagar College; 2014
2. Project work of B.Com Part III; Netaji Nagar Day College; 2013
3. Revised Schedule VI: Organised by ISC Schools in Kolkata; 2012

Minor research project conducted

Title: Sectional Comparison of Factors Influencing Work Place Stress Vis-à-vis Job Satisfaction in Commercial Banks in and around Kolkata, Funded by UGC & Amount Sanctioned Rs. 115000.00 Year of Submission – 2014

Guest Lecturer

1. M. Com., St. Xavier's College
2. M. Com., Netaji Nagar Day College

Membership of different academic institutions

1. Institute of Cost Accountants of India
2. Indian Accounting Association, Rajasthan
3. Indian Accounting Association and Research Foundation, Kolkata

Other activities

1. PhD Thesis Examiner, University of Madras;
2. President of "Ganakrishti", A Theatre Group of repute in Kolkata

Evaluative Report of the Economics Department

1. Name of the department: **ECONOMICS**
2. Year of Establishment: 1961
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: NA
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL

Our students participates in various subject related **Training Programmes** organized by various institutes. In our present system, it is not possible to carry out more than one courses simultaneously

8. Details of courses/programmes discontinued (if any) with reasons: NIL
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	No Professor Post is allowed in Government-aided Colleges of West Bengal	
Associate Professors	In the college, Associate Prof. posts are not sanctioned, but filled by promotion	2
Assistant Professors	2	NIL
Government Approved Part Time Teachers (PTTs)	3	3
College appointed Guest Teacher	2	2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
SASWATI GHOSH	Ph. D	Associate Professor & HOD	Gender Economics	30 Years	NIL
SIDDHARTHA MAJUMDAR	M. Phil	Associate Professor	Economics of Environment, Financial Economics	29 Years	NIL
MADHURIMA KOLEY	M. Phil	PTT	Statistics, Econometrics	6 Years	NIL
SOURI MOITRA	M. Phil	PTT	Public Finance, International Trade	6 Years	NIL
PARTHA SARKAR	M. Phil	PTT	Econometrics	6 Years	NIL
PAMELA PAL	M. Sc	Guest Faculty	Econometrics,	4 Years	NIL
SANGITA DAS	M. Phil	Guest Faculty	Micro-economics	2 Years	NIL

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
PAMELA PAL	98	10	10.2 %
SANGITA DAS	98	10	10.2 %

13. Student – Teacher Ratio (programme wise): 1.8 :1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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.

Qualification	Number	Remark
Ph. D	1	
M. Phil	5	2 of the 5 are pursuing Ph.D in CU
PG	1	Pursuing Ph.D in Rabindra Bharati University

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:

* Publication per faculty {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	SASWATI GHOSH	9*
2	SIDDHARTHA MAJUMDAR	3*
3	PARTHA SARKAR	2*
	*Details attached	(Only those with ISSN/ISBN No.)

- * Number of papers published in peer reviewed journals (national / international) by faculty and students {in last 5 (five) Years i.e., 2011 to 2016 period}
- * Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) - **NIL**
{In last 5 (five) Years i.e., 2011 to 2016 period}
- * Monographs: {in last 5 (five) Years i.e., 2011 to 2016 period} - 1
- * Chapter in Books: {in last 5 (five) Years i.e., 2011 to 2016 period} - NIL
- * Books Edited: {in last 5 (five) Years i.e., 2011 to 2016 period} - NIL
- * Books with ISBN/ISSN numbers with details of publishers:-1
20. Areas of consultancy and income generated: **NIL**
21. Faculty as members in: National Committees; International Committees; Editorial Boards: **NIL**
22. Student projects
- (a) Percentage of students who have done in-house projects including inter departmental/programme

100% 3rd Year students of our Department are doing Project Work included in their curriculum

(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

Sl. No.	Name	Award/Recognition	Organization
1	SASWATI GHOSH	LAADLI Media Award (Eastern Region) for consistent writing on gender issues	“Population First” , supported by United Nations Fund for Population Activities (UNFPA)

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

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

26. Student profile programme/ course wise: **NIL**

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	75%	25%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:
NOT KNOWN

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M. Phil.	Data cannot be provided because ours is an exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- (a) Library – **A small Seminar Library**
 - (b) Internet facilities for Staff & Students – **Yes, but not exclusive for the Dept.**
 - (c) Class rooms with ICT facility - **NIL**
 - (d) Laboratories- **NA**
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 learning
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
- a) SWOC analysis of the department and Future plans

<p>STRENGTH</p> <p>Qualified Faculty (almost 100% of the Faculty members have at least M.Phil. 3 are pursuing Ph.D in State-aided Universities of West Bengal).</p>	<p>WEAKNESS</p> <ul style="list-style-type: none"> • Lack of Infrastructure • General decline in the number of Economics Honours Students in Kolkata Colleges
<p>OPPORTUNITY</p> <p>A very favourable teacher-student ratio provides an opportunity to increase the quality, intensity and frequency of interaction with students</p>	<p>CHALLENGE</p> <p>To build a brand name for City College Economics department, by utilizing the opportunity listed.</p>

DETAILS REGARDING PUBLICATION

DR. SASWATI GHOSH

1. **Sahamaran theke Vrindavan: Rammohon O Bangali Vidhava** (From dying on the husband’s pyre to Vrindavan: Rammohon and Bengali widows): **Anustup**, Autumn 2012 Kolkata (ISSN 0974-2697)
2. **Aparadher Sankhyatatwa O Akranter Adhikar** (Crime Statistics and Right of the Victims): **Anustup**, Autumn 2013, Kolkata (ISSN 0974-2697)
3. **“Livelihood concerns, Migration and Trafficking: Gender and Security in South Asia” in 21st Century South Asia (ed)** Sanghamitra Sarkar, Manas Publications, New Delhi, 2014 (ISBN 978-81-7049-494-2)

4. ***Gosthir Vitar theke Paribartan: Nari, Nagarikatwa o Byaktigato Ain*** (Change from Within the Community? Women, Citizenship and Personal Laws, **Anustup**, Autumn 2014, Kolkata (ISSN 0974-2697)
5. ***Meyeder Kaj: Simanar Sandhan***(Women's Work: Searching boundaries): Malayala Manorama Yearbook 2014 (Bengali), **Kottayam**, Kerala 2014 (ISSN 0975-2250)
6. **Beneficiary to Agent: Women, Empowerment and related Questions** in '***Women Empowerment in India***' (ed) Debashis Mazumdar, Pushpita Sarkar, Udayan Bandyopadhyay and Lopamudra Sarkar, proceedings of a UGC-sponsored seminar "**Women Empowerment in India: Challenges Ahead**" on 21st September, 2014 held jointly by **Bangabasi College and Naba Bullygunge Mahavidyalaya** (NBM), published by NBM, 2015 (ISBN 978-81-923645-7-5)
7. ***Baper Bari- Swashur Bari: Day Banam Sampad*** (Natal Women-Marital Home: Asset vs. Liability), **Anustup**, Autumn 2015, Kolkata (ISSN 0974-2697)
8. ***Narir Adhikerer Katha: Kuriti Milefalak*** (Women's Liberation Movement : Twenty Milestones) Malayala Manorama Year book 2015 (Bengali), **Kottayam**, Kerala, 2015 (ISSN 0975-2250)
9. '***Chhoto' Shaharer Meyeder Uchchakankhai Amader Egothe Sahajya Korbe*** (Aspiration of women from 'Smaller' cities will help us to progress): **Malayala Manorama year book 2016** (Bengali), Kottayam,Kerala 2016 (ISSN 0975-2250)

SRI SIDDHARTHA MAJUMDAR

1. "**Macroeconomics**", Published by **Elegant Publications, Kolkata** (ISBN-978-93-83360-07-09), 2014.
2. " ", in " "(Ed) by ..., Proceedings of a UGC-Sponsored seminar organized by Savitri Devi Girls' College, Kolkata, 2014 (ISBN)
3. (I will give the details later. I couldn't find the article.)

SRI PARTHA SARKAR

1. '**India's Experiences with Financial Liberalisation**', Regal Publication, New Delhi, (ISBN-978-81-8484-422-1), 2015.
2. '**Dynamics of India's Public Debt: An Evaluation of its Status during the Post-Liberalisation Period**' Regal Publication, New Delhi, (ISBN-978-81-8484-491-7), 2015.

Evaluative Report of the Physics Department

1. Name of the department: **PHYSICS**
2. Year of Establishment: 1939
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: NA
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	No Professor Post is allowed in our State of West Bengal	
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	3
Assistant Professors	7	0
College appointed Guest Teacher	10	

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.Dr. Mitali Middy	Ph. D	Associate Prof.	Nuclear Physics	23	NIL
2.Dr. Mita Mondal	Ph. D	Associate Prof.	Electronics	23	NIL
3.Dr. Samapti Pal	Ph. D	Associate Prof.	Solid State Physics	20	NIL
4.Prof. Suman Kumar Roy	M. Sc	Senior Lecturer (Retired on 31.08.2012)	Spectroscopy	25	NIL
5.Dr. Bhupati Chakraborti	Ph. D	Associate Prof. (Retired on 28.02.2013)	Nuclear Physics	31	NIL
6.Prof. Partha Bandyopadhyay	M. Sc	Associate Prof. (Retired on 31.01.2014)	Nuclear Physics	32	NIL
7.Dr. Dipak Kumar Nath	Ph. D	Associate Prof. (Retired on 31.07.2014)	Electronics	33	NIL
8.Smt. Devdali Banerjee	M. Sc	Guest	Nuclear Physics	3	NIL
9.Mr. Sujoy Kumar Mandal	M. Sc	Guest	Condensed Matter Physics	1	NIL
10.Smt. Nabanita Das	M. Sc	Guest	Material physics	2	NIL
11.Mr. Injamul Alam	M. Sc	Guest	Condensed Matter	1	NIL

			Physics		
12.Mr. Kausik Mandal	M. Sc	Guest	Condensed Matter Physics	1	NIL
13.Mr. Debabrata Ghorai	M. Sc	Guest	Field theory and particle Physics	2	NIL
14.Mr. Debabrata Deb	M. Sc	Guest	Condensed Matter Physics	2	NIL
15. Mr. Pradip Kumar Mondal	M. Sc	Guest	Nuclear Physics	2	NIL
16. Smt. Debasmita Samanta	M. Sc	Guest	Condensed Matter Physics	2	NIL
17.Mr. Tapan Kumar Sasmal	M. Sc	Guest	Astrophysics and Cosmology	2	NIL

11. List of senior visiting faculty: NIL

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

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
1.Smt. Devdali Banerjee	183	11	6.01
2.Mr. Sujoy Kumar Mandal		12	6.55
3.Smt. Nabanita Das		11	6.01
4.Mr. Injamul Alam		12	6.55
5.Mr. Kausik Mandal		11	6.01
6.Mr. Debabrata Ghorai		11	6.01
7.Mr. Debabrata Deb		11	6.01
8. Mr. Pradip Kumar Mondal		12	6.55
9. Smt. Debasmita Samanta		11	6.01
10.Mr. Tapan Kumar Sasmal		11	6.01

13. Student – Teacher Ratio (programme wise):

Course	Student teacher ratio
Honours	14:1
General	26:1

NOTE: Total student (Hons) (1st + 2nd + 3rd Year) =100
 Total student (General) (1st + 2nd + 3rd Year) =185
 Effective Number of full time teacher = 7.

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

Staff	Sanctioned	Filled
Support staff	1 (Sri Kalyan Samajpati, M.Sc.in Physics. Specialization – Radiophysics & Electronics)	1 Designation – Graduate Laboratory Instructor. Experience 27 years

15. Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil / PG.

Qualification	Number	Remark
Ph. D	5	
PG	12	

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:

* Publication per faculty {**in last 5 (five) Years i.e., 2011 to 2016 period**}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Dr. Bhupati Chakrabarti	6
2	Dr. Dipak Kumar Nath	2
3	Mr. Debabrata Deb	2
4	Mr. Debabrata Ghorai	1
5	Mr. Sujoy Kumar Mandal	1

* Number of papers published in peer reviewed journals (national / international) by faculty and students {**in last 5 (five) Years i.e., 2011 to 2016 period**}

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database –

International Social Sciences Directory, EBSCO host, etc.)

{In last 5 (five) Years i.e., 2011 to 2016 period}

- * Monographs: **{in last 5 (five) Years i.e., 2011 to 2016 period}**
- * Chapter in Books: **{in last 5 (five) Years i.e., 2011 to 2016 period}**
- * Books Edited: **{in last 5 (five) Years i.e., 2011 to 2016 period}**
- * Books with ISBN/ISSN numbers with details of publishers:

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Dr. Dipak Kumar Nath	

- * Citation Index:
- * SNIP:
- * SJR:
- * Impact factor:
- * h-index:

20. Areas of consultancy and income generated: **NA**

21. Faculty as members in

SL. NO.	NAME	National Committees	International Committees	Editorial Boards	Others
1	Dr. Bhupati Chakraborty	Indian Association of Physics Teachers			General Secretary 2013
2	Dr. Mita Mondal	Life member of 'Atomic and Molecular Physics Society'			Life member of 'Indian Association for the Cultivation of Science'
3	Dr. Samapti Pal				Life member of 'Indian Association for the Cultivation of Science' Life member of 'I. A. P. T.'

22. Student projects

(a) Percentage of students who have done in-house projects including inter

departmental/programme

100% 3rd Year students of our Department are doing Project Work included in their curriculum

(b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

- 23. Awards / Recognitions received by faculty and students: **NIL**
- 24. List of eminent academicians and scientists / visitors to the department: **NIL**
- 25. Seminars/ Conferences/Workshops organized & the source of funding: **NIL**
- 26. Student profile programme/ course wise: **NIL**
- 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:
NOT KMOWN

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

- 30. Details of Infrastructural facilities
 - (a) Library: Departmental (1010 books).
 - (b) Internet facilities for Staff & Students: Yes
 - (c) Class rooms with ICT facility : NIL
 - (d) Laboratories: UG (Hons)- 4
UG (Gen)- 3
- 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 learning:
 (a) Traditional lecture method
 (b) ICT
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 a) SWOC analysis of the department and Future plans

<p>STRENGTH</p> <p>(c) Good University Result. (d) Well equipped laboratory. (e) Well stocked departmental library. (f) Healthy relations between the teaching and nonteaching staff.</p>	<p>WEAKNESS</p> <p>(a) Shortage of permanent teaching staff. (b) Lack of adequate skilled laboratory attendant. (c) Insufficient number of computers in the computer laboratory.</p>
<p>OPPORTUNITY</p> <p>(e) One of the oldest well-known departments. (f) Convenient location in the midst of the city, (g) Preferred by economically backward but meritorious students from rural West Bengal due to reasonable fee structure.</p>	<p>CHALLENGE</p> <p>(a) To teach effectively all the students having different merit and coming from different socio-economic conditions. (b) To ensure that all our students after completion of the course will become a graduate with the competence and maturity of an educated person in the society.</p>

Evaluative Report of the CHEMISTRY Department

Evaluative Report of the CHEMISTRY Department

1. Name of the department: CHEMISTRY
2. Year of Establishment: 1939
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: NA
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL

Our students participates in various subject related **Training Programmes** organized by various institutes. In our present system it is not possible to carry out more than one courses simultaneously

8. Details of courses/programmes discontinued (if any) with reasons: NIL
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	No Professor Post is allowed in our State of West Bengal	
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	4
Assistant Professors	7	1
College appointed Guest Teachers	7	7

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Subhabrata Biswas	Ph.D.	Associate Professor	Organic Chemistry	30	N.A.
Dr. Sitangshu Sekhar Bhattacharjee	Ph.D.	Associate Professor	Physical Chemistry	30	N.A.
Dr. Sharmila Basu Sarkar	Ph.D.	Associate Professor	Biochemistry	21	N.A.
Dr. Arindam Rana	Ph.D.	Associate Professor	Inorganic Chemistry	17	N.A.
Dr. Biswajit Panda	Ph.D.	Assistant Professor	Organic Chemistry	02	N.A.
Sri Amal Kumar Goyee	M. Sc	Guest	Physical Chemistry	35	N.A.
Dr. Manabendranath Bishnu	Ph.D.	Guest	Inorganic Chemistry	30	N.A.
Dr. Gargi Pal	Ph.D.	Guest	Organic Chemistry	02	N.A.
Smt. Senjuti Mandal	M.SC	Guest	Inorganic Chemistry	01	N.A.
Sri Manish Das	M.Sc.	Guest	Physical Chemistry	02	N.A.
Dr.Shubhodeep Ghosh	Ph. D	Guest	Organic Chemistry	01	N.A.
Smt. Chaitrali Sengupta	M. Sc	Guest	Physical Chemistry	01	N.A.

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
Sri Amal Kumar Goyee	120	14	12
Dr. Manabendranath Bishnu	120	12	10
Dr. Gargi Pal	120	12	10

Dr.Shubhodeep Ghosh	120	13	11
Sri Manish Das	120	11	09
ChaitraliSengupta	120	12	10
Senjuti Mandal	120	13	11

13. Student – Teacher Ratio (programme wise): For Hons. 6:1, For Gen. 20:1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year**
: number of **Teachers in the Department**

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

Staff	Sanctioned	Filled
Support staff	4	3

15. Qualifications of teaching faculty with D.Sc/ D.Litt/ Ph.D/ M.Phil / PG.

Qualification	Number	Remark
Ph. D	8	
PG	4	

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:

* Publication per faculty {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Dr. Biswajit Panda	04
2	Dr. Gargi Pal	09
3	Smt. Senjuti Mandal	10
4	Smt. ChaitraliSengupta	3
5	Dr. Shubhodeep Ghosh	2

* Number of papers published in peer reviewed journals (national / international) by faculty and students {in last 5 (five) Years i.e., 2011 to 2016 period} : 28

- * Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

{In last 5 (five) Years i.e., 2011 to 2016 period} : 28

- * Monographs: {in last 5 (five) Years i.e., 2011 to 2016 period} : NIL
- * Chapter in Books: {in last 5 (five) Years i.e., 2011 to 2016 period} : NIL
- * Books Edited: {in last 5 (five) Years i.e., 2011 to 2016 period} : NIL
- * Books with ISBN/ISSN numbers with details of publishers: NIL
- * Citation Index : Dr. Biswajit Panda: 152 (Google Scholar)
- * SNIP : NIL
- * SJR: NIL
- * Impact factor: Dr. Biswajit Panda: 24.306
- * h-index: Dr. Biswajit Panda: 6 (Google Scholar)

20. Areas of consultancy and income generated : NIL

21. Faculty as members in:

Sl. No.	Name	National Committees	International Committees
1	Dr. Biswajit Panda	a) Life member of Indian Chemical Society	Reviewer of American Chemical Society

22. Student projects

- (a) Percentage of students who have done in-house projects including inter departmental/programme

- A] 100% 3rd Year students of our Department are doing EVS Project Work included in their curriculum
 B] 100% students of 1st, 2nd & 3rd year Hons. Contribute the Annual Wall Magazine

- (b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:
 {Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period}

No Information yet.

23. Awards / Recognitions received by faculty and students: NIL

Sl.No.	Name	Award/Recognition	Organization
1	Dr. Biswajit Panda (Faculty)	1. MCM SCHOLARSHIP in M.Sc (Merit Cum Means Scholarship) 2. SILVER MEDAL in B. Sc (For 1 st rank in college out of all students from all Departments) 3. Tetrahedron Letters Top 25 Cited Author Award for 2010-2011 4. National Science Council (NSC) Fellowship- 2013 5. National Taiwan University (NTU) Fellowship- 2014	IIT, Kharagpur Prabhat Kumar College, Contai, Vidyasagar University Elsevier, United Kingdom National Science Council, Taiwan NTU, Taipei, Taiwan
2	Sohini Khan (Student)	1. Certificate of Recognition as Reviewer from American Chemical Society 2. Selected for the NIUS batch XIII.1 camp scheduled at Homi Bhabha Centre for Science Education (HBCSE) from December 21 to 31, 2016.	1. American Chemical Society, USA 2. HomiBhabha Centre for Science Education (HBCSE)

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

Sl. No.	Name	Position	Organization
1	Priyatosh Dutta	Associate Professor	Anandamohan College

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

Sl. No.	Name	Position	Organization
1	Priyatosh Dutta	Associate Professor	Anandamohan College

26. Student profile programme/ course wise:**NIL**

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Undergraduate	100	-	-

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

No Information yet.

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

(e) Library : 300 books

(f) Internet facilities for Staff & Students : Yes

(g) Class rooms with ICT facility : NIL

(h) Laboratories: 4 (Hons. UG); 2 (Gen. UG)

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 :

a] Traditional Lecture Method; **b] Power Point Presentation;** c] In-class

Quiz; d) Annual Educational Tour

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

a) SWOC analysis of the department and Future plans

<p>STRENGTH</p> <p>A) Well equipped Laboratory B) Well stocked departmental library C) Friendly relation between teaching & Non-teaching staff D) Affectionate relation between staff & students</p>	<p>WEAKNESS</p> <p>A) No exclusive laboratory space for our college. Now we are sharing laboratory space to the morning [RMC] & night [AMC] colleges B) Shortage of permanent teaching staff C) Ambience of the age-old laboratories is not suitable for academic activities</p>
<p>OPPORTUNITY</p> <p>A) To set up class room with ICT facilities B) To provide Internet facility for students C) To arrange regular seminars by the students D) To arrange lectures by eminent professors</p>	<p>CHALLENGE</p> <p>A) Exclusive room and laboratory for the permanent faculty B) Exclusive laboratory for the students C) Internet facility for the faculty & students D) Improvement of infrastructure for academic activities</p>

Evaluative Report of the Mathematics Department

1. Name of the department: **MATHEMATICS**
2. Year of Establishment: 1920
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: Physics ,Chemistry ,Economics and Commerce Departments
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL
8. Details of courses/programmes discontinued (if any) with reasons: NIL
9. Number of Teaching posts

Posts	Sanctioned	Filled
Professors	No Professor Post is allowed in our State of West Bengal	
Associate Professors	Only filled by promotion	2
Assistant Professors	5	1
Government Approved Part Time Teachers (PTTs)		1
College appointed Guest Teacher		3

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.Dr. Rita Chanda	Ph.D.	Associate Professor	Complex Analysis	22 yrs.	NIL
2.Mr. Uttam Bera	M.Sc.	Associate Professor	Mathematical Logic	18 yrs.	NIL
3.Mr. Masiur Rahaman Sardar	M.Sc.	Assistant Professor	Mathematical Logic	1 yr.	NIL
4.Mr. Debaprasad Bhattacharya	M.Sc.	Associate Professor (Retired on 30.6.2012)	Elasticity & Plasticity	33 yrs.	NIL
5.Mrs. Barnali Pal	M.Sc.	P.T.T.	Functional Analysis and Operation Research	6 yrs	NIL
6. Mr. Asim Kumar Chandra	M.Sc.	Guest Lecturer	Functional Analysis and Operator Theory	5 yrs	NIL
7.Mr. Prasenjit Dey	M.Sc.	Guest Lecturer	Quantum Mechanics	3 yrs.	NIL
8.Mr. Saikat Pal	M.Sc.	Guest Lecturer	Advanced Real Analysis	1yr.	NIL

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: (2015-16)

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
Mrs. Barnali Pal (P.T.T)	106 (per week)	10 (per week)	9.43
Mr. Asim Kumar Chandra (Guest Lecturer)	106 (per week)	10 (per week)	9.43
Mr. Prasenjit Dey (Guest Lecturer)	106 (per week)	10 (per week)	9.43

Mr. Saikat Pal (Guest Lecturer)	106 (per week)	10 (per week)	9.43
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13. Student – Teacher Ratio (programme wise): (2015-16)

B.Sc (Honours)	B.Sc (Pass)	B.Com
18.57:1	39.43:1	96.43:1

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.

Qualification	Number	Remark
Ph. D	1	
PG	6	

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

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

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

19. Publications:

* Publication per faculty **{in last 5 (five) Years i.e., 2011 to 2016 period}**

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Mrs. Barnali Pal	4

* Number of papers published in peer reviewed journals (national / international) by faculty and students **{in last 5 (five) Years i.e., 2011 to 2016 period}**

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

{In last 5 (five) Years i.e., 2011 to 2016 period}

* Monographs: **{in last 5 (five) Years i.e., 2011 to 2016 period}**

* Chapter in Books: **{in last 5 (five) Years i.e., 2011 to 2016 period}**

* Books Edited: **{in last 5 (five) Years i.e., 2011 to 2016 period}**

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

SL. NO.	NAME	National Committees	International Committees	Others
1	Dr. Rita Chanda			Calcutta Mathematical Society
2	Mr. Uttam Bera			Indian Statistical Institute, Kolkata
3	Mr. Masiur Rahaman Sardar			Calcutta Logic Circle, American Library

22. Student projects

(e) Percentage of students who have done in-house projects including inter departmental/programme

100% 3rd Year students of our Department are doing Project Work included in their curriculum

(f) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:
{Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period}: 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:

(c) National: UGC Sponsored National Seminar organized by Dept. of Mathematics , Uluberia College in collaboration with Dept. of Mathematics , City College (23-24th September,2011)

(d) 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	

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : NOT KNOWN

29. Student progression

Student progression	Against % enrolled
UG to PG	Data cannot be provided because ours is exclusively UG department
PG to M. Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

(a) Library : 162

(b) Internet facilities for Staff & Students : applied for

(c) Class rooms with ICT facility : NIL

(d) Laboratories: 1 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 learning:

(a) Traditional Lecture Method

(b) Power Point Presentation

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

35. SWOC analysis of the department and Future plans

<p>STRENGTH</p> <ul style="list-style-type: none"> (1) Mix of experienced and young teaching staff. (2) Open atmosphere and cordial relation relations between all staffs (3) Modern computer lab. (4) Well stocked library 	<p>WEAKNESS</p> <ul style="list-style-type: none"> (1) Shortage of permanent teaching staff. (2) Non-exclusive space as Space shared by three colleges.
<p>OPPORTUNITY</p> <ul style="list-style-type: none"> (1) Organizing seminars and workshop for students. (2) Organizing lectures by visiting faculty. (3) Setting up departmental web-sites providing on line academic help to students. (4) Setting up classrooms with complete based teaching facilities. 	<p>CHALLENGE</p> <ul style="list-style-type: none"> (1) Implementing modern teaching methodologies. (2) Creating an open academic environment where the students are encouraged to think creatively.

Evaluative Report of the Botany Department

1. Name of the department: **BOTANY**
2. Year of Establishment: **1939 (Honours teaching started in the year 1945)**
3. Names of Programmes/Courses offered: **UNDER GRADUATE**
4. Names of Interdisciplinary courses and the departments/units involved:
 Courses: **Botany Honours and Bioscience General;**
 Departments involved: **Botany – Zoology – Physiology - Chemistry**
5. Annual/ semester/choice based credit system (programme wise): Annual
6. Participation of the department in the courses offered by other departments:
Zoology Honours
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NOT APPLICABLE**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching posts

Posts	Sanctioned	Filled
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	5
Assistant Professors	SEVEN	Five. (Five Assistant Professors have been promoted to the rank of Associate Professor through CAS. Two post are lying vacant.)
Government Approved Part Time Teachers (PTTs)	Three	Three
College appointed Guest Teacher	Three	Three

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Ashim Ghosh (Retd. On May 2013)	M Sc, Ph D	Associate Professor	Plant Physiology and Biochemistry	35	NIL
Dr. Sital Prasad Chattopadhyay	M Sc, Ph D	Associate Professor	Taxonomy & Ecology	25	NIL
Dr. Rupak Kumar Sengupta	MSc, Ph D	Associate Professor	Microbiology	25	NIL
Dr. Sujita Ghosh	M Sc, Ph D	Associate Professor	Cytology & Plant Breeding	21	NIL
Dr. Nandini Chakrabarty	M Sc, Ph D	Associate Professor	Plant Physiology and Biochemistry	19	NIL
Dr. Arghya Kumar Hait	M Sc, Ph D	Associate Professor	Paleobotany and palynology	18	NIL
Sayela Guha	M Sc	Part Time Teacher	Cell Biology & Genetics	11	NIL
Sutapa Gupta	M Sc	Part Time Teacher	Mycology & Plant pathology	6	NIL
Anindya Rudra	M Sc	Part Time Teacher	Cell Biology, Molecular Genetics & Plant Biotechnology	6	NIL
Ananya Bhowmik	M Sc	Guest Teacher	Plant Physiology and Biochemistry	3	NIL
Chitrita Chatterjee	M Sc	Guest Teacher	Plant Physiology and Biochemistry	2	NIL
Indira Mandal	M Sc	Guest Teacher	Taxonomy and Plant Biodiversity	6 Months	NIL

11. List of senior visiting faculty: **NIL**

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

Name of the programme	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
1 st yr BOTANY HONS	35	11	31
2 nd yr BOTANY HONS	24	4	17
3 rd yr BOTANY HONS	45	10	22

1 st yr BOTANY GENERAL	30	11	37
2 nd yr BOTANY GENERAL	30	12	40
3 rd yr BOTANY GENERAL	16	11	68

13. Student – Teacher Ratio (programme wise):

BOTANY HONOURS	3:1
BOTANY GENERAL	17:1

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

Staff	Sanctioned	Filled
Support staff	FOUR	FOUR

Details of Support Staff

Name	Designation	Category
Biswanath Das	Lab Asst	Group D
Ashoke Panda	Lab Asst	Group D
Kartick Sarkar	Lab Asst	Group D
Bina Das	Lab Asst	Group D

15. Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil / PG.

Qualification	Number	Remark
Ph. D	SIX	In six different areas of Botany
PG	SIX	

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:

Investigator	Funding Agency	Grant Received	Status
Dr. Sital Prasad Chatterjee	Biodiversity Board, Govt. of West Bengal	Rs. 2,75,500.00	The work started in the month of September 2010 and stopped in the month of August 2011 due to the resignation of Principal

			Investigator.
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18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

*Publication per faculty {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1.	Dr Asim Ghosh	1
1	Dr. Sital Prasad Chatterjee	1
2	Dr. Sujita Ghosh	1
3	Dr. Nandini Chakrabarty	3
4	Dr. Anindya Rudra	2
5	Dr. Chitrita Chatterjee	2

Publication Details:

(a) Research Articles

Dr. Sital Prasad Chattopadhyay

Chattopadhyay S.P. (2012): Notes on the allelopathic potential of *Euphorbia dracunculoides* Lam. (Euphorbiaceae) – a crop-field weed of West Bengal, India. *J. Bot. Soc. Bengal* **66** (10): 73 – 76.

Dr. Sujita Ghosh

Ghosh, S (2011): Importance of wetlands. Proceedings of UGC sponsored State Level Seminar on ‘Wetland Ecosystem and it’s faunal diversity’ Uluberia College (ISBN 978-81-922305-2-8).

Dr. Nandini Chakrabarty

1. Chakrabarty, N (2011): “Importance of Wetlands” – Published at Proceedings of UGC sponsored State Level Seminar on “Wetland ecosystem and its faunal diversity” held on 7th January 2011 at Uluberia College. (ISBN 978-81-922305-2-8).
2. Chakrabarty, N (2011): “Sustainable Forest Management- Biodiversity and Challenges”; Published at *Proceedings of UGC Sponsored National Seminar on “Sustainable Resource Management : Myth or Reality”*, held on 18th and 19th Nov. 2011 at Uluberia College. (ISBN 978-81-922305-6-6).
3. Chakrabarty, N (2014): “Epigenetic changes accompany developmental programmed cell death in tapetum cells” – *Plant Cell Physiol.* 55(1) 16-29.

Chitrita Chatterjee

1. Kamala Gupta, **Chitrita Chatterjee**, Bhaskar Gupta (2012): Isolation and characterization of heavy metal tolerant Gram-positive bacteria with bioremedial properties from municipal waste rich soil of Kestopur canal (Kolkata), West Bengal, India, *Biologia* (Section Cellular Molecular Biology), 67/5:827-836, 2012, DOI: 10.2478/s11756-012-0099-5, ISSN 0006-3088.
2. **Chitrita Chatterjee**: Sequenced, partially identified and published 13 bacterial 16s rRNA (Published on Springer-Versita, 2012) at NCBI Genbank (Accession No. JN392008, JN392001, JN392009, JN392003, JN392010, JN392002, JN39211, JN392004, JN392012, JN392013, JN392005, JN392006 and JN392007).
3. Jayita Saha, Chitrita Chatterjee, Atreyee Sengupta, Kamala Gupta, Bhaskar Gupta (2013): Genome-wide analysis and evolutionary study of sucrose non-fermenting 1-related protein kinase 2 (SnRK2) gene family members in *Arabidopsis* and *Oryza*, , *Computational Biology and Chemistry* (Impact Factor 1.37) 49:59-70, 2014, DOI: 10.1016/j.compbiolchem.2013.09.005, ISSN 1476-9271.

Anindya Rudra

Rudra Anindya (2016): Jaiba Bhar-Ek Paribesh Bandhab Shakti, *Purbadesh-Special Science Vol.* pg. 59-63(ISSN 2349-0985).

(b) Book**Dr. Ashim Ghosh**

A text book of Botany Vol. III (Cell Biology and Genetics, Biochemistry, Plant Physiology and Biotechnology), New Central Book Agency 2015.

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

SL. NO.	NAME	National Committees	International Committees	Editorial Boards
1	Dr. Sujita Ghosh	<ul style="list-style-type: none"> • Indian Science Congress • Botanical Society of Bengal • Environmental Mutagen Society of India 		
2	Dr. Nandini Chakrabarty	<ul style="list-style-type: none"> • Indian Science Congress • Botanical Society of 		

		Bengal • Plant Physiology Forum		
3	Dr. Arghya Kumar Hait	• Botanical Society of Bengal	International Organization of Palaeobotany (IOP)	

22. Student projects

(a) Percentage of students who have done in-house projects including inter departmental/programme.

All 2nd Year Botany Hons students undertake Project Work as per the requirement of the curriculum of the University of Calcutta. In addition all 3rd year Botany Hons students undertake ENVIS project.

(b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: {Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period}

Data not available

23. Awards / Recognitions received by faculty and students

Student

	Name	Award/Recognition	Organization
1.	Dr. Kutubuddin Ali Mollah (Academic Session 2003-2006)	INSA Young Scientist Award (2015)	Indian Science Congress Association
2.	Angana Dasgupta (Academic Session 2011-2013)	Rank 5 th in the three year Botany Honours Course (2013)	University of Calcutta
3.	Vivek Aown (Academic Session 2012-2014)	Rank 2 nd in the three year Botany Honours Course (2014)	University of Calcutta

Faculty

Sl. No.	Name	Award/Recognition	Organization
1	Dr. Sital Chatterjee	HE/Coordinator Paper IVB (2014,2015)	University of Calcutta.
2.	Dr. Rupak Sengupta	HE/Coordinator (2012, 2013)	University of Calcutta.
3.	Dr. Sujita Ghosh	HE/Coordinator Paper VI (2013,2014,2015,2016) Resource Person:	University of Calcutta.

		Workshop on B.Sc Botany Honours Part III Practical Paper VIII for college teachers (October 2013).	
4.	Dr. Nandini Chakrabarty	Resource person: Workshop on B.Sc Botany Honours Part III Practical Paper VII for college teachers (October 2013).	University of Calcutta.
5.	Dr. Arghya Kumar Hait	Resource person: Hands-on Training on Palaeobotanical and Palynological Techniques, Department of Botany, University of Calcutta. (April 2014). HE/Coordinator Paper III (2012,2013,2014); paper IVA_(2015)	University of Calcutta.

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

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

26. Student profile programme/ course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	

*M = Male *F = Female

27. Diversity of Students (**Academic Session 2015-2016**)

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Botany Hons	100%	NIL	NIL
Botany 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.?

(Data not available)

29. Student progression

Student progression	Against % enrolled
UG to PG	55%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- (a) **Library:** In addition to the Central Library of City College, the Department of Botany has a small Seminar Library. The Library has about 400 books, both text and reference, covering different aspects of Botany. This library is managed by a teacher of the department. Each student is allowed to keep the book with them for a week.
- (b) **Internet facilities for Staff & Students:** The Department has one desktop computer having internet connectivity.
- (c) **Class rooms with ICT facility:** The Department has one (1) Slide Projector, two (2) Over Head Projector, one (1) LCD projector and one laptop. Classrooms have facilities for ICT enabled teaching.
- (d) **Laboratories:** The Department has four laboratories for conducting practical classes of Honours and General Courses and one dedicated microbial/plant tissue culture laboratory. In addition, the Department has a permanent Herbarium and a Museum. The details of laboratory equipments and related items used for the purpose of practical classes are as follows:

Sl No	Item	No(s)
1.	Binocular Research Microscope with Photographic attachment and display	1

2.	Compound Microscopes	40
3.	Field microscope (comp.)	1
4.	Simple microscopes	35
5.	Projection microscope	1
6.	Inoculating chamber	1
7.	Autoclaves	1
8.	Presser sterilizer	1
9.	Hot air oven	2
10.	Hot water baths	3
11.	Microtomes	2
12.	Colorimeter	1
13.	pH meters	1
14.	Spectroscope	1
15.	Planimeter	1
16.	Pan balances	3
17.	Chainometric balance	1
18.	Electric balance	1
19.	Clinical centrifuge	1
20.	Hot plate	1
21.	Camera lucida	22
22.	Drawing prism	6
23.	Ocular micrometers	12
24.	Stage micrometers	18
25.	Stop watches	4
26.	Thermometers	10
27.	Weight boxes	4
28.	Hand lenses	13
29.	Big hand lenses	2
30.	Double demonstration eye-piece	1
31.	Charts	113

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

All the students belonging to the SC/ST receiving financial assistance from the Government.

32. Details on student enrichment programmes

The Department of Botany encourages overall development of a student. Besides classroom teaching the Department undertake different programmes for the benefit of the student. Following are the programmes where students actively participate:

A. Departmental Seminar

The Department of Botany Organizes Departmental Seminar every year for the Botany Honours students. This programme helps to build up keen interest

on this subject as students are allowed to present seminar lectures upon various topics of their own scientific interest. The lectures are subject to review by the teachers. The teachers made suggestions on scope of improvement on the technical aspects like topic, content, and quality of slides as well as on the general aspects like mode of delivery and how to answer the questions during discussion.

Details of lectures – 3rd year; Academic session 2015-2016 (Date - 09.12.2015)

Sl No.	Name of the speaker	Roll No	Topic delivered
1.	Arpan Chongdar	1205	Male Sterility and its significance
2.	Anirban sardar	1206	Aflatoxin and the living world
3.	Aritra Bhattacharya	1209	Gymnosperm and its economic importance
4.	Avishek Sasmal	1211	The plant world of the geological past
5.	Souvik Mondal	1213	Significance of pharmacognosy
6.	Arghya Santra	1214	Structure and properties of water
7.	Debarshi Majumdar	1215	Common carcinoma and their remedy from natural resources
8.	Sacchidananda Ghatak	1216	Botanical garden and its significance
9.	Surojit Singha	1218	<i>Agrobacterium</i> gene transfer in biotechnology
10.	Subhodip Pandit	1221	Sundarban – an unique ecosystem
11.	Lina Chakrabarty	1314	Mitosis – a way of life
12.	Bijita Dutta	1306	Adaptive modifications of xerophytes

B. Wall Magazine

The students of the Department of Botany are encouraged to write article in the departmental Wall magazine entitled “**Calyx**”, which provides a platform for expression at a much younger stage. These young, enthusiastic budding botanists write article on a wide range of topics covering classical and applied botany. All works related to the wall magazine like collection of article, editing

the same, organizes the articles in the chart paper and walling up are done by the students.

C. Excursion

The Department organizes short and long botanical excursions to study floral diversity in different natural habitats. In this process, the students become aware of the ecological processes and its interaction with plant community. Besides botanical study the students allowed to interact with the local people to gather ‘traditional ecological knowledge’. In the current academic session, the department conducted long botanical excursion to places like Panchmarhi and Jabbalpur (Madhya Pradesh) with the 2nd yr Botany Honours students.

32. Teaching methods adopted to improve student learning
- a) Conventional Chalk and Talk method in combination with charts and models.
 - b) Projection of transparent slides with the help of OHP.
 - c) Power Point Presentation (PPT) of lectures with the help of LCD projector.
 - d) Regular Class Test for progress assessment.
 - e) Learner centric Interactive session for doubt clearance.
 - f) Demonstration through display monitor attached with the microscope in practical classes.
 - g) Extensive and intensive study of vegetation during long and short botanical excursions.
 - h) Hands on training on techniques of plant specimen collection, herbarium preparation, identification of plant specimens and preservation.
 - i) Hands on training on techniques of preparation of cytological materials.
 - j) Microteaching through Departmental student seminar and quiz contest.
33. Participation in Institutional Social Responsibility (ISR) and Extension activities
- a) SWOC analysis of the department and Future plans

STRENGTH	WEAKNESS
<ul style="list-style-type: none"> • Perfect blend of experienced and young, dynamic faculty. 	<ul style="list-style-type: none"> • Inadequate space for laboratories, classrooms and

<ul style="list-style-type: none"> • Good student - teacher ratio • Departmental Herbarium, Museum and Wall Magazine. • Well stocked Seminar Library. • Rich collection of Charts, Models, Slides and Fossil specimens. 	<p>staffroom.</p> <ul style="list-style-type: none"> • Lack of trained Laboratory Technician. • Lack of ICT enabled classrooms. • Inadequate budgetary support for modernization of laboratories.
<p>OPPORTUNITY</p> <ul style="list-style-type: none"> • Students getting exposure to different aspects of classical and applied botany by faculty having specialization in Microbiology, Plant Tissue Culture, Plant Physiology and Biochemistry, Cytology – Genetics – Plant Breeding, Mycology – Pathology, Plant Taxonomy-Ecology and Paleobotany - Palynology. • All round development of students through academic activities, co-curricular activities and educational excursions. 	<p>CHALLENGE</p> <ul style="list-style-type: none"> • To attract motivated quality students in the under graduate Botany Honours course. • To explore the possibilities of bringing out the best from the students and help them to develop a competitive attitude. • To encourage students to pursue higher studies in Botany after graduation and take up research as a career option.

Future Plan

- To organize regular inter college seminar and workshops.
- To start vocational training courses and workshops on applied botanical aspects viz., Mushroom Cultivation, Bio-fertilizer etc. in order to enhance the capacity of the students towards self employment.
- To introduce PG courses in Botany and certificate courses on specialized branches in Botany.
- To develop a departmental garden to promote awareness about local medicinal plants amongst the students and to partially fulfil the requirement of specimens in the practical classes.

Evaluative Report of the Physiology Department

1. Name of the department: PHYSIOLOGY
2. Year of Establishment: 1961
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: NA
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
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	NA
Assistant Professors	7	4
Government Approved Part Time Teachers (PTTs)		4(Four)
College appointed Guest Teacher		4(Four)

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Tapan Kumar Ghosh	M.Sc Ph.D	Associate Professor	Biophysics, Electrophysiology, Neurophysiology	27 yrs	Nil
Dr. Arnab Chaudhuri	M.Sc Ph.D	Associate Professor	Biochemistry	24 yrs	Nil
Dr. Swadesh De	M.Sc Ph.D	Associate Professor	Endocrinology	19 yrs	Nil
Dr. Rupanjan Mukhopadhyay	M.Sc Ph.D	Assistant Professor	Immunology and Microbiology	1 yr 2 months	Nil
Abhijit Dutta	M.Sc	Part Time Teacher	Endocrinology & Reproductive Physiology	17 yrs	Nil
Dr. Moitrayee Chakrabarti	M.Sc Ph.D	Part Time Teacher	Immunology and Microbiology	6 yrs	Nil
Dr. Sagarika Mukhopadhyay	M.Sc Ph.D	Part Time Teacher	Nutrition & Dietetics	5 yrs 7 months	Nil
Anurupa Sen	M.Sc	Part Time Teacher	Sports Physiology	5 yrs 7 months	Nil
Animesh Dey	M.Sc	Guest Teacher	Environmental Physiology	4 Yrs 7 months	Nil
Dr. Biswajit Saha	M.Sc	Guest Teacher	Immunology and Microbiology	3 Yrs 7 months	Nil
Sabyasachee Ghosh	M.Sc	Guest Teacher	Ergonomics & Work Physiology	6 months	Nil
Arpana Singh	M.Sc	Guest Teacher	Immunology and Microbiology	6 months	Nil

11. List of senior visiting faculty: NIL

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

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
Animesh Dey	112	10	11.2
Dr. Biswajit Saha	112	10	11.2
Sabyasachee Ghosh	112	10	11.2
Arpana Singh	112	10	11.2

13. Student – Teacher Ratio (programme wise): 4.1:1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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

Staff	Sanctioned	Filled
Support staff	4	3
Administrative	Nil	Nil

NOTE: In the State of West Bengal, there is definite formulation regarding **Supportive & Technical staff**. In a Laboratory based subjects 4 (Four) Group D staff & 1 (One) **Laboratory instructor** is sanctioned, but since long time Laboratory instructors are not appointed by the Government.

15. Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil / PG.

Qualification	Number	Remark
Ph. D	7	
PG	5	

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:

* Publication per faculty **{in last 5 (five) Years i.e., 2011 to 2016 period}**

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Dr. Tapan Kumar Ghosh	One
2	Dr. Rupanjan Mukhopadhyay	Two
3	Anurupa Sen	Five
4	Dr. Biswajit Saha	One

* Number of papers published in peer reviewed journals (national / international) by faculty and students **{in last 5 (five) Years i.e., 2011 to 2016 period} : NINE**

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NINE**

{In last 5 (five) Years i.e., 2011 to 2016 period}

* Monographs: **{in last 5 (five) Years i.e., 2011 to 2016 period}**: Nil

* Chapter in Books: **{in last 5 (five) Years i.e., 2011 to 2016 period}** : Nil

* Books Edited: **{in last 5 (five) Years i.e., 2011 to 2016 period}** : Nil

* Books with ISBN/ISSN numbers with details of publishers: Nil

* Citation Index:

* SNIP:

* SJR:

* Impact factor:

* h-index:

20. Areas of consultancy and income generated: NIL

21. Faculty as members in National Committees, International Committees, Editorial Boards : **Nil**

22. Student projects

(g) Percentage of students who have done in-house projects including inter departmental/programme

Every year, 3 rd Year students (100%) of our Department undergoes Project Work and Dietary Survey work (of a family) included in their curriculum
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(h) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **{Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period} : Data not available**

23. Awards / Recognitions received by faculty and students: **Nil**
24. List of eminent academicians and scientists / visitors to the department

Sl. No.	Name	Position	Organization
1	Prof. Birendranath Mallick	Professor	JNU, N. Delhi
2	Prof. Bhaskar Saha	Professor	NCCS, Pune
3	Prof. Debkumar Chakrabarti	Professor	IIT, Guahati
4	Prof. Pradip Ghosh	Professor	USA
5	Prof Debabrata Ghosh	Professor	AIIMS, N. Delhi
6	Dr. Koushik Bharati	Scientist	WHO-SEARO, N. Delhi
7	Prof. Tushar Kanti Ghosh	Professor	CU

25. Seminars/ Conferences/Workshops organized & the source of funding: **NIL**
26. Student profile programme/ course wise: **NIL**
27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

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

Sl. No.	Name	Examination	Remark
1	Raghendra Mishra	NET	
2	Animesh Dey	NET, SET	
3	Sayantana Mitra	GATE	
4	Sudipta Chakrabarty	SET	
5	Nilanjan Som	NET	
6	Surajit Chakrabarty	NET	

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' • Campus selection	

• Other than campus recruitment
Entrepreneurship/Self-employment

30. Details of Infrastructural facilities
 (i) Library: Yes (Very Rich)
 (j) Internet facilities for Staff & Students : Yes
 (k) Class rooms with ICT facility: Yes
 (l) Laboratories: Yes
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 : Every year special lectures delivered by eminent scientists from India in J.N memorial Oration.
33. Teaching methods adopted to improve student learning : LED Projectors, Computer attached microscope
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
 a) SWOC analysis of the department and Future plans

<p>STRENGTH</p> <p>Well equipped laboratories, highly qualified and trained Faculty, student friendly laboratory staff and a rich departmental library.</p>	<p>WEAKNESS</p> <p>a) Poor recruitment of permanent teachers , laboratory staff. b) As the building is shared by three colleges, time and space crunch is a vital problem.</p>
<p>OPPORTUNITY</p> <p>The syllabus of PHYSIOLOGY under Calcutta University is unique in its nature. This includes various allied subjects which enable the students to diversify their future goals. These include: Microbiology, Environmental Physiology, Immunology, Sports</p>	<p>CHALLENGE</p> <p>a) Opening of job oriental diploma courses, such as, Nutrition & Dietetics , Laboratory Technician , Physiotherapists, Sports Medicine, etc. b) PG course in Physiology.</p>

<p>Physiology, Ergonomics and Work Physiology, etc. That is why Physiologists have been successfully contributing in these fields for years.</p>	
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Evaluative Report of the Zoology Department

1. Name of the department: ZOOLOGY
2. Year of Establishment: 1961
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE
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: NA
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL

Our students participates in various subject related **Training Programmes** organized by various institutes. In our present system it is not possible to carry out more than one courses simultaneously

8. Details of courses/programmes discontinued (if any) with reasons: NIL
9. Number of Teaching posts

Posts	Sanctioned	Filled
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	2
Assistant Professors	7	3
Government Approved Part Time Teachers (PTTs)	3	3
College appointed Guest Teacher	2	2
Research Scholar cum Teacher	2	2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1. Dr. Korak Kanti Chaki	Ph. D	Associate Prof.	Animal Physiology	33	NIL
2. Dr. Gautam Kundu (on Lien)	Ph. D	Associate Prof.	Fisheries	30	NIL
3. Dr. Supriti Sarkar	Ph. D	Associate Prof.	Endocrinology	18	NIL
4. Dr. Debasish Karmaker	Ph. D	Assistant Prof.	Fisheries Sciences	1	NIL
5. Dr. Arkadeep Mitra	Ph. D	Assistant Prof.	Genetics	1	NIL
6. Mr. Krishnendu Das	M. Sc	Assistant Prof.	Neuro-biology	1	NIL
7. Dr. Sudipta Patra	Ph. D	PTTs	Genetics		NIL
8. Dr. Indranil Roy	Ph. D	PTTs	Genetics		NIL
9. Smt. Dona Banerjee	M. Sc	PTTs	Genetics		NIL
10. Dr. Durga Charan Manna (Retired)	Ph. D	Guest	Comparative Anatomy	35	NIL
11. Mr. Soumen Roy	M. Sc	Guest		3	NIL
12. Dr. Pratip Chakraborty	Ph. D	Scholar Teacher	Reproductive Endocrinology	1	NIL
13. Mr. Joyjeet Majumder	M. Sc	Scholar Teacher		1	NIL

11. List of senior visiting faculty: NIL

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

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
Dr. Durga Charan Manna (Retired)	176	09	5
Mr. Soumen Roy		11	6
Dr. Pratip Chakraborty		6	4
Mr. Joyjeet Majumder		5	3

13. Student – Teacher Ratio (programme wise): 4.1:1

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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

Staff	Sanctioned	Filled
Support staff	4	3
Administrative	1	0

NOTE: In the State of West Bengal, there is definite formulation regarding **Supportive & Technical staff**. In a Laboratory based subjects 4 (Four) Group D staff & 1 (One) **Laboratory instructor** is sanctioned, but since long time Laboratory instructors are not appointed by the Government.

15. Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil / PG.

Qualification	Number	Remark
Ph. D	9	
PG	4	

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: ONE
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:

Applied for **BOOST** Project funded by the DBT, Govt. of West Bengal in **2014** – but sanction letter is not yet received.

18. Research Centre/facility recognized by the University:

A small laboratory is dedicated for Research in our department, for conducting various research projects – both Minor & Major Projects, funded by UGC & others funding agencies.

19. Publications:

* Publication per faculty {in last 5 (five) Years i.e., 2011 to 2016 period}

SL. NO.	NAME	NUMBER OF PUBLICATIONS
1	Dr. Korak Kanti Chaki	7, 1 Book
2	Dr. Gautam Kundu (On Lien)	1 Book
3	Dr. Supriti Sarkar	3 (Full papers in International journal), 3(Abstract in National

		proceedings),1(Book)
4	Dr. Debasish Karmaker	
5	Dr. Arkadeep Mitra	10
6	Mr. Krishnendu Das	
7	Dr. Sudipta Patra	
8	Dr. Indranil Roy	
9	Smt. Dona Banerjee	
10	Dr. Durga Charan Manna (Retired)	
11	Mr. Soumen Roy	
12	Dr. Pratip Chakraborty	9
13	Mr. Joyjeet Majumder	

* Number of papers published in peer reviewed journals (national / international) by faculty and students {in last 5 (five) Years i.e., 2011 to 2016 period}

Same as previous item – all are peer reviewed journal publications

* Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
{In last 5 (five) Years i.e., 2011 to 2016 period}

Same as previous item – all are listed in data base

* Monographs: {in last 5 (five) Years i.e., 2011 to 2016 period}

* Chapter in Books: {in last 5 (five) Years i.e., 2011 to 2016 period}

* Books Edited: {in last 5 (five) Years i.e., 2011 to 2016 period}

* Books with ISBN/ISSN numbers with details of publishers:

1. K. K. Chaki, G. Kundu and S. Sarkar, (2005): Introduction to General Zoology, Volume I, Publisher - New Central Book Agency, Calcutta 700 009. ISBN 81-7381-480-5

2. K. K. Chaki, G. Kundu and S. Sarkar, (2008): Introduction to General Zoology, Volume II. Publisher - New Central Book Agency, Calcutta 700 009. ISBN 81-7381-568-2

3. S. Sarkar, G. Kundu and K. K. Chaki (2014): Introduction to Economic Zoology,

Publisher - New Central Book Agency, Calcutta 700 009. ISBN - 978-81-7381-899-8

* Citation Index:

Dr. Korak Kanti Chaki: 184 (Google Scholar); 131 (Research Gate)
 Dr. Supriti Sarkar:
 Dr. Arkadeep Mitra: 109 (Google Scholar)

* SNIP:

* SJR:

* Impact factor:

Dr. Arkadeep Mitra: 38.85

* h-index:

Dr. Korak Kanti Chaki: 4 (Google Scholar)
 Dr. Arkadeep Mitra: 4 (Google Scholar)

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

SL. NO.	NAME	National Committees	International Committees	Editorial Boards
1	Dr. Korak Kanti Chaki	Life Member 1. Indian National Science Academy 2. The Electron Microscope Society of India 3. The Zoological Society, Kolkata 4. Asiatic Society, Calcutta 5. National	Member - International Malacological Society	1. Journal of Bio-sciences – e-journal 2. Proceedings of the Symposium on 'Zoological research in relation to man and environment',

		Institute of Ecology, India		Proc. Zool. Soc., 1992, vol.45, Supplement - A and B. 3. J. B. S. Haldane Commemoratio n Volume, 1993, Proc. Zool. Soc.
2	Dr. Supriti Sarkar	Life member: 1.Indian Science Congress 2.Indian Science News Association 3.The Zoological Society, Kolkata 4.The Electron Microscope Society of India 5. Bangiya Bigyan Parisad	International Sea Turtle Society	
3	Dr. Debasish Karmaker			
4	Dr. Arkadeep Mitra	N/A	N/A	N/A
5	Mr. Krishnendu Das			
6	Dr. Sudipta Patra			
7	Dr. Indranil Roy			
8	Smt. Dona Banerjee			
9	Dr. Durga Charan Manna (Retired)			
10	Mr. Soumen Roy			
11	Dr. Pratip Chakravorty			
12	Mr. Joyjeet Majumder			

22. Student projects

- (i) Percentage of students who have done in-house projects including inter departmental/programme

100% 3 rd Year students of our Department are doing Project Work included in their curriculum
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- (j) Percentage of students placed for projects in organizations outside the institution i.e., in Research laboratories/Industry/ other agencies: {Passed out with Honours during last 5 (five) Years i.e., 2011 to 2016 period}

Sl. No.	Name	Position	Organization

23. Awards / Recognitions received by faculty and students

Sl. No.	Name	Award/Recognition	Organization
1	Sri Satadal Adhikary (Student)	N. M. Basu Memorial Merit Award (2012)	City College, Zoology Department
2	Sri Arghya Laha (Student)	N. M. Basu Memorial Merit Award (2013)	City College, Zoology Department
3	Smt Mohana Chakraborty (Student)	N. M. Basu Memorial Merit Award (2014)	City College, Zoology Department
4	Sri Sagnik Sarkar (Student)	N. M. Basu Memorial Merit Award (2015)	City College, Zoology Department
5	Sri Aditya Banerjee	2 nd Prize for essay writing at Wildlife Awareness Rally held at Kolkata during October, 2015	Anubhab- A Non-Government Organization
6	Sri Aditya Banerjee, Smt. Ranita Biswas, Smt. Shubhanwita Basak, Smt. Piyali Roychowdhury	3 rd Prize for poster presentation at Wildlife Awareness Rally held at Kolkata during October, 2015	Anubhab- A Non-Government Organization
7	Dr. Pratip Chakraborty (Scholar Teacher)	DST- Young Scientist (2015)	Department of Science and Technology, Govt. of India
		VIFRA- Young Scientist (2015)	Tamilnadu, University of Chennai
6	Dr. Arkadeep Mitra (Assistant Professor)	Prof. A.S. Mukherjee Memorial Award	Zoological Society, Kolkata
		1st Prize for Best Presentation at 'IPCON-2011', New Delhi, April 2011	Proteomics Society of India

		1st Prize for Best Presentation at 'CRCAIIMS-2012', New Delhi, February 2012	AIIMS, New Delhi, India

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

Sl. No.	Name	Position	Organization
1	Mr. Abdul Goni	Professor, natural disaster management (NDM)	WBCS (EXE) Ex-Officio Joint Secretary to The Government Of West Bengal
2	Dr. Saiful Anam Mir	Post Doctoral Research Fellow	Nephrology & Hypertension Unit, School of Medicine, University of California, San Diego, USA
3	Prof. Subir Das Gupta	Professor in Zoology	Maulana Azad College, Kolkata

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

26. Student profile programme/ course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected in 1 st Year	Enrolled		Pass Percentage in 3 rd Year
			Male	Female	
UG – Zoology Hons					
2016 – 2017 Session	2016	60			
2015 – 2016 Session	2159	45			44.44
2014 – 2015 Session	2194	69			50.72
2013 – 2015 Session	2106	52			61.54

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

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

Sl. No.	Name	Examination	Remark

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

(m) Library – Good Seminar Library containing more than 700 books

(n) Internet facilities for Staff & Students – Yes

(o) Class rooms with ICT facility – Yes

(p) Laboratories – Well maintained laboratories

31. Number of students receiving financial assistance from college, university, government or other agencies - All reserved category students and Physically Challenged students are getting scholarships from various agencies. Moreover, individual teachers are supporting needy students time to time.

32. Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts: Students are participating in various programmes of Asiatic Society, Indian Museum, India Science Congress, etc.

33. Teaching methods adopted to improve student learning: ICT base teaching along with field study are frequently adopted by the teachers.

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

Students are taking to various environmental programmes for awareness in their life style. Some instances are given below.

35. SWOC analysis of the department and Future plans

<p>STRENGTH</p> <ul style="list-style-type: none"> • Unique and traditional relationship between the experienced and young, dynamic and energetic faculties. • Good student - teacher ratio and relationship • One of the best Departmental Museum collections in Calcutta and a regular Wall Magazine – “ZOOZOOMER”. • Rich departmental Seminar Library with modern facilities. • Well equipped laboratories • Energetic faculties inclined and highly engaged in research activities with regular publication. • Well attached and active laboratory staffs 	<p>WEAKNESS</p> <ul style="list-style-type: none"> • Elimination of Laboratory Technician/instructor post in West Bengal makes the science laboratories handicapped. • Inadequate space for laboratories, classrooms in comparison to number of students. • Inability to provide fund for modern gazettes of ICT enabled classrooms. • Elimination of ‘Contingency Fund’ by the authority blocked the hand of the departmental activities in urgent situation. • Lack of inclination towards Science departments reflected in inadequate budgetary support for modernization of laboratories.
<p>OPPORTUNITY</p> <ul style="list-style-type: none"> • Each and every opportunity for enlighten the students in various aspects of Zoology can be provided if authority support is available. • Students can be exposed to various social activities to make them aware that they have “Social Responsibility” • To make students a perfect Zoologist – all round development of students through academic activities, co-curricular activities and educational excursions, are essential, which require administrative support. 	<p>CHALLENGE</p> <ul style="list-style-type: none"> • To attract passionate students in the Under Graduate Zoology Honours course, mostly by the activities of the departmental teachers. • To make them socially responsible perfect Zoologist and an animal lover and animal saver activist • To explore the possibilities of bringing out the best from the students and help them to develop a competitive attitude. • To encourage students to pursue higher studies in Zoology and participate in all zoological activities.

List of Publication of Scientific Papers by the Faculty of Zoology Department

1. Dr. K. K. Chaki

- a. S. Roy, **K. K. Chaki**, T. C. Nag, K. K. Misra (2016): Ultrastructure of ovotestis of young and adult pulmonate mollusk, *Macrochlamys indica*

Benson, 1832. *J Micros and Ultrastructure*. **4**: 184 – 194. **ISSN: 2213-879X**

- b.** K. K. Misra, S. Roy, **K. K. Chaki** and T. C. Nag (2015): Ultrastructure of ovotestis of a semi-aquatic estuarine pulmonate *Laevicaulis alte* (Férussac 1822) of different age classes. *Invertebrate Reproduction and Development*. **ISSN 0792-4259. Impact Factor – 0.609.**
- c.** K. N. Bhattacharyya, **K. K. Chaki**, A. K. Sarkar, and K. K. Misra (2012): Ultrastructure of the Salivary Gland Cells in Active and Aestivated Mollusk, *Pila globosa* (Gastropoda: Orthogastropoda: Ampularidae). *Proc. zool. Soc., Cal.*, **65**: 64 – 69. **ISSN 0373-5893. Impact Factor – 0.84**
- d.** Jana, **K. K. Chaki** and K. K. Misra (2012): Quantitative estimation of insect diversity inhabiting *Calotropis procera* in industrial and non-industrial areas of West Bengal, India. *Ecological Research, Japan* **27**:153-162. **ISSN 0912-3814. Impact Factor – 1.296**
- e.** S. Majumdar, **K. K. Chaki** and K. K. Misra (2011): Niche breadth and overlap measures of sarco-saprophagous flies exploiting human settlements. *Proc. zool. Soc., Cal.*, **64**: 87 – 95. **ISSN 0373-5893. Impact Factor – 0.84**
- f.** **K. K. Chaki** (2011): Ape, monkey and man – A tribute to the birth bicentenary of Darwin. Review article in ‘Recent Advances in Animal Science Research’, Publisher – Orion Press International. **VIA: 643 – 646. ISBN 81-88094-02-9**

2. Dr. Supriti Sarkar

3. Dr. Debasish Karmaker

4. Mr. Krishnendu Das

5. Dr. Arkadeep Mitra

6. Dr. Sudipta Patra

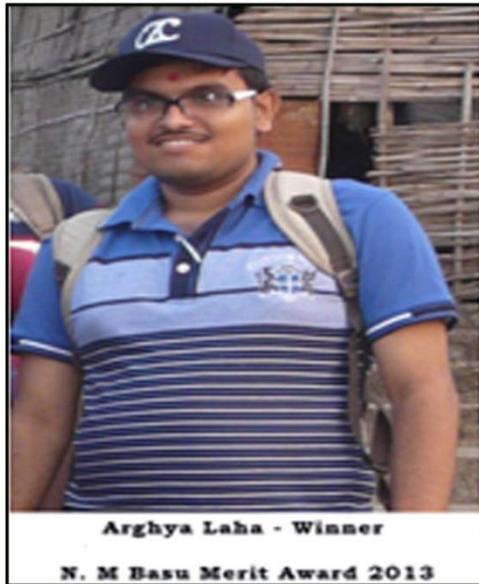
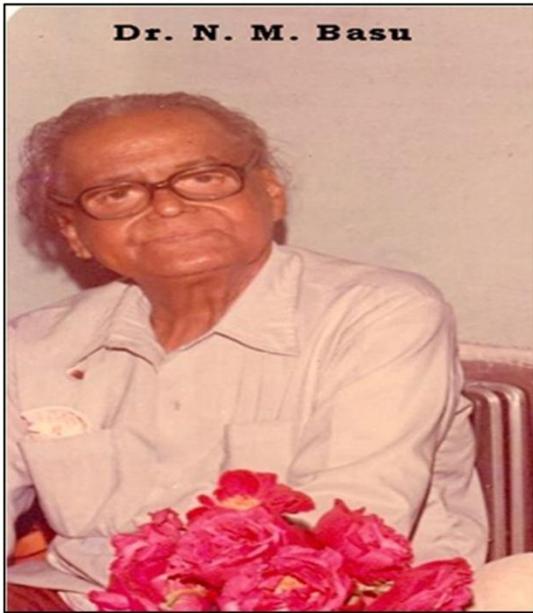
7. Dr. Indranil Roy

8. Smt. Dona Banerjee

9. Mr. Soumen Roy

10. Dr. Pratip Chakraborty

11. Mr. Joyjeet Majumder





N. M. Basu Memorial Medal



**SOME MOMENTS OF VARIOUS PROGRAMMES ORGANISED BY
DEPARTMENT OF ZOOLOGY, CITY COLLEGE**

Evaluative Report of the Hindi Department

1. Name of the department: HINDI
2. Year of Establishment: 1961
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE (GENERAL COURSE)
4. Names of Interdisciplinary courses and the departments/units involved: NIL
5. Annual/ semester/choice based credit system (programme wise): ANNUAL
6. Participation of the department in the courses offered by other departments: NA
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL
8. Details of courses/programmes discontinued (if any) with reasons:
9. Number of Teaching posts

Posts	Sanctioned	Filled
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	
Assistant Professors	1	0
Government Approved Part Time Teachers (PTTs)	1	1
College appointed Guest Teacher	1	1

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty:

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes

13. Student – Teacher Ratio (programme wise):

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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.

Qualification	Number	Remark
PG	2	2

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

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

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

19. Publications: NIL

20. Areas of consultancy and income generated: NIL

21. Faculty as members in National Committees; International Committees; Editorial Boards: NIL

22. Student projects: NIL

23. Awards / Recognitions received by faculty and students: NIL

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

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

26. Student profile programme/ course wise: NA

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

28. How many students have cleared national and state competitive

examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NOT KNOWN

29. Student progression

Student progression	Against % enrolled
UG to PG	
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- (a) Library
- (b) Internet facilities for Staff & Students
- (c) Class rooms with ICT facility
- (d) Laboratories

31. Number of students receiving financial assistance from college, university, government or other agencies: As per Government norm students are getting scholarships.

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

33. Teaching methods adopted to improve student learning: Chalk and Talk

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

- a) SWOC analysis of the department and Future plans

STRENGTH A good number of students are interested in learning Hindi	WEAKNESS Proper support from the institution and Government
OPPORTUNITY Ample scope of utilization of student base	CHALLENGE Immediate recruitment of a full time teacher

Evaluative Report of the Environmental Science Department

1. Name of the department: ENVIRONMENTAL SCIENCE
2. Year of Establishment: 2001
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph. D etc.): UNDER GRADUATE (GENERAL COURSE)
4. Names of Interdisciplinary courses and the departments/units involved: NIL
5. Annual/ semester/choice based credit system (programme wise): ANNUAL
6. Participation of the department in the courses offered by other departments: NA
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL
8. Details of courses/programmes discontinued (if any) with reasons:
9. Number of Teaching posts

Posts	Sanctioned	Filled
Associate Professors	In the college Associate Prof. posts are not sanctioned, but filled by promotion	
Assistant Professors	0	0
Government Approved Part Time Teachers (PTTs)	0	0
College appointed Guest Teacher	2	2

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1. Smt DIPALI KUNDU	M. Sc	GUEST	CARTOGRAPHY	1 YEAR	
2. Smt ANUSMITA BHATTACHARYA	M. Sc	GUEST	WASTE WATER	4 YEAR	

			TREATMENT & MANAGEMENT	S	
--	--	--	------------------------------	---	--

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Name	Total classes allotted in Routine	Classes allotted to Temporary Faculty	% of classes
1. Smt DIPALI KUNDU	30	15	50
2. Smt ANUSMITA BHATTACHARYA	30	15	50

13. Student – Teacher Ratio (programme wise):

NOTE: This ratio only reflects the number of **Admitted Students in 1st Year Honours** :: number of **Teachers in the Department**

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.

Qualification	Number	Remark
PG	2	2

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL
18. Research Centre /facility recognized by the University: NIL
19. Publications: NIL
20. Areas of consultancy and income generated: NIL
21. Faculty as members in National Committees; International Committees; Editorial Boards: NIL
22. Student projects: NIL
23. Awards / Recognitions received by faculty and students: NIL
24. List of eminent academicians and scientists / visitors to the

department: NIL

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

26. Student profile programme/ course wise: NA

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NOT KNOWN

29. Student progression

Student progression	Against % enrolled
UG to PG	
PG to M. Phil.	Data cannot be provided because ours is exclusively UG department
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ' • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

(e) Library – YES

(f) Internet facilities for Staff & Students – YES

(g) Class rooms with ICT facility – YES

(h) Laboratories – NIL

31. Number of students receiving financial assistance from college, university, government or other agencies: As per Government norm students are getting scholarships.

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

33. Teaching methods adopted to improve student learning: Chalk and Talk

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

a) SWOC analysis of the department and Future plans

STRENGTH A good number of students are interested in learning	WEAKNESS Proper support from the institution and Government
OPPORTUNITY Ample scope of utilization of student base	CHALLENGE Immediate recruitment of a full time teacher



CITY COLLEGE

102/1 Raja Rammohan Saranai
Calcutta - 700 009, India

☎ 033 2350 6505, 033 2350 1565

Reference No.

Date

To

The Director

National assessment and accreditation Council (NAAC)

P. O. Box No. 1075, Nagarbhavi

Bangalore - 560072

India

Subject: DECLARATION BY THE HEAD OF THE INSTITUTION

Dear Sir

I hereby certify that the data included in this Self Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions and no part thereof has been out sourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Thanking you

Yours sincerely

(Sital Prasad Chattopadhyaya)

Principal, City College



CITY COLLEGE

102/1 Raja Rammohan Saranai

Calcutta - 700 009, India

☎ 033 2350 6505, 033 2350 1565

Reference No.

Date

CERTIFICATE OF COMPLIANCE

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that City College fulfils all norms

- A. Stipulated by the affiliating University and/or
- B. The affiliation and 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.

(Sital Prasad Chattopadhyaya)
Principal, City College

UNIVERSITY OF CALCUTTA

Inspector of Colleges
Telefax-(033)-22572920
Phone-(033)22410071-74
(Extn.402, 464, 439)



5th Floor, Centenary Building
87/1, College Street
Kolkata -700 073

C/59/14-Affl.

06.02.2017

TO WHOM IT MAY CONCERN

This is to certify that City College, 102/1, Raja Rammohan Sarani(Amherst Street), Kolkata-700009 got affiliation from the University of Calcutta in the year 1884 and the affiliation stands valid for the session-2016-17.




Inspector of Colleges *Dr*

Inspector of Colleges
UNIVERSITY OF CALCUTTA

**Orders by the Hon'ble the Vice-Chancellor
and Syndicate of the Calcutta University.**

Senate House, the 22nd June 1939.

NOTICE No. C/6069/AFFL.

It is hereby notified for general information that, under section 22 of the Indian Universities Act, 1904 (VIII of 1904), read with sub-section (3) of section 21 of that Act and with the Government of India, Department of Education, Health and Lands notification No. F. 55-1 (VI)/38-E., dated the 7th April 1938, the Governor is pleased to order that, with effect from the commencement of the session 1939-40, the City College, Calcutta, shall be affiliated to the Calcutta University in Bengali, Hindi, Urdu, French and German, Accountancy, Commercial Law, General Economics and Indian Economics, Business Organisation and Commercial Geography, Advanced Accountancy and Auditing, Trade and Tariff and Transport, Banking and Currency, Statistics and Insurance, Public Administration and Public Finance, Economic History and Modern Industrial Organisation to the B.Com. standard.

J. CHAKRAVORTI, Registrar.

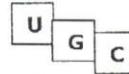
5/5/2010

::: Inside H E - University Grants Com...



University Grants Commission

ensuring quality higher education for all



ज्ञान-विज्ञानं विभूक्तवते

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Colleges

List of Colleges-> West Bengal

- Abhedananda Mahavidyalaya, SAINTHIA. DIST.:Birbhum,West Bengal, Yr Estd.: 1965 Status: 2(f)&12(B)
- Acharya B.N. Seal College College, COOCH BEHAR DIST.:Cooch Behar,WEST BENGAL-736101, Yr Estd.: 0000 Status: 2(f)&12(B)
- Acharya Jagadish Chandra Bose College, 1/8Acharya J.C.Bose Road CALCUTTA - 20,DIST.:Calcutta,WEST BENGAL-70 Yr Estd.: 1968 Status: 2(f)&12(B)
- Acharya Prafulla Chandra College, NEW BARRACKPORE. DIST.:North Twenty Four Parg,West Bengal, Yr Estd.: 1960 Status: 2(f)&12(B)
- Acharya Prafulla Chandra College of Commerce, NEW BARRACKPORE. DIST.:North Twenty Four Parg,West Bengal, Yr Estd.: 1966 Status: 2(f)&12(B)
- Achhruram Memorial College, JHALDA. DIST.:Purulia,West Bengal, Yr Estd.: 1975 Status: 2(f)&12(B)
- Al-Ameen Memorial Minority college, Jogibattala,Baruipur,Kolkata West Bengal Yr Estd.: 2004 Status: 2(f)
- Alipurduar College, P.O. ALIPURDIAR COURT. DIST.:Jalpaiguri,West Bengal, Yr Estd.: 1957 Status: 2(f)&12(B)
- All Bengal Teachers' Training College, P-14Ganes Chandra Avenue CALCUTTA-13.,DIST.:Calcutta,West Bengal Yr Estd.: 1967 Status: 2(f)&12(B)
- Anand Chandra College of Commerce, JALPAIGURI. DIST.:Jalpaiguri,WEST BENGAL 735 101, Yr Estd.: 1965 Status: 2(f)&12(B)
- Ananda Chandra College, JALPAIGURI. DIST.:Jalpaiguri,WEST BENGAL 735 101, Yr Estd.: 1942 Status: 2(f)&12(B)
- Ananda Chandra Training College, JALPAIGURI. DIST.:Jalpaiguri,WEST BENGAL 735 101, Yr Estd.: 1958 Status: 2(f)&12(B)
- Arambagh Girls College, Pallishree Arambagh Hooghly,West Bengal, Yr Estd.: 1995 Status: 2 (f) & 12 (B)
- Asansol Girls College, ASANSOL-4. DIST.:Burdwan,West Bengal, Yr Estd.: 1950 Status: 2(f)&12(B)
- Ashutosh College, S.P.M. Road CALCUTTA -26,DIST.:Calcutta,WEST BENGAL-70 Yr Estd.: 1918 Status: 2(f)&12(B)
- Azad Hind Fouz Smriti Mahavidyalaya, DOMJUR. DIST.:Howrah,West Bengal, Yr Estd.: 1986 Status: 2(f)&12(B)
- Bagnan College, Bagnan. DIST.:Howrah,West Bengal, Yr Estd.: 1958 Status: 2(f)&12(B)
- Bajkul Milani Mahavidyalaya, KISMAT-BAJKUL. DIST.:Midnapore,West Bengal, Yr Estd.: 1964 Status: 2(f)&12(B)
- Balagarh Bejoy Krishna Mahavidyalaya, BALAGARH. DIST.:Hooghly,West Bengal, Yr Estd.: 1985 Status: 2(f)&12(B)
- Balurghat College, BALURGHAT. DIST.: SOUTH DINAJPUR,WEST BENGAL 733 101, Yr Estd.: 1948 Status: 2(f)&12(B)
- Balurghat Mahila Mahavidyalaya, BALURGHAT. DIST.: Dakshin Dinajpur,WEST BENGAL 733 101, Yr Estd.: 1970 Status: 2(f)&12(B)

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- Bhattar College, DANTAN. DIST.:Midnapore 721 426,West Bengal, Yr Estd.: 1963 Status: 2(f)&12(B)
- Bidhan Chandra College, RISHRA DIST.:Hooghly,WEST BENGAL-712248, Yr Estd.: 1957 Status: 2(f)&12(B)
- Bidhan Chandra College, ASANSOL-4. DIST.:Burdwan,West Bengal, Yr Estd.: 1961 Status: 2(f)&12(B)
- Bidhannagar College, BF 142 Salt Lake CALCUTTA-64.,DIST.:Calcutta,West Bengal Yr Estd.: 1984 Status: 2(f)&12(B)
- Bijoy Krishna Girls College, 5/3 Mahatma Gandhi Road HOWRAH.,DIST.:Howrah,West Bengal Yr Estd.: 1947 Status: 2(f)&12(B)
- Birapara College, JALPAIGURI. DIST.:Jalpaiguri,WEST BENGAL 735 204, Yr Estd.: 1986 Status: 2(f)&12(B)
- Birbhum Mahavidyalaya, P.O. SURI-BIRBHUM-1. DIST.:Birbhum,West Bengal, Yr Estd.: 1979 Status: 2(f)&12(B)
- Bolpur College, BOLPUR. DIST.:Birbhum,West Bengal, Yr Estd.: 1950 Status: 2(f)&12(B)
- Bon Hooghly College of Commerce, Bon Hooghly CALCUTTA-35.,DIST.:North Twenty Four Par,West Bengal Yr Estd.: 1965 Status: 2(f)&12(B)
- Brahmananda Kesabhchandra College, Bon Hooghly CALCUTTA-35.,DIST.:North Twenty Four Par,West Bengal Yr Estd.: 1956 Status: 2(f)&12(B)
- Budge Budge College, Pujali P.O. BUDGE.,DIST.:South Twenty Four Par,West Bengal Yr Estd.: 1971 Status: 2(f)&12(B)
- Burdwan Medical College & Hospital, BURDWAN. DIST.:Burdwan,West Bengal, Yr Estd.: 1976 Status: 2(f)&12(B)
- Burdwan Raj College, BURDWAN-4. DIST.:Burdwan,West Bengal, Yr Estd.: 0000 Status: 2(f)&12(B)
- Calcutta Girls B.T. College, 6/1 Swinhoe Street CALCUTTA-19.,DIST.:Calcutta,West Bengal Yr Estd.: 1965 Status: 2(f)&12(B)
- Calcutta Girls College, 169- Dharmatala Street CALCUTTA -13,DIST.:Calcutta,WEST BENGAL-70 Yr Estd.: 1964 Status: 2(f)&12(B)
- Calcutta National Medical College, 32- Gorachanda Road CALCUTTA-14.,DIST.:Calcutta,West Bengal Yr Estd.: 1948 Status: 2(f)&12(B)
- Chakdahā College, CHAKDAHA. DIST.:Nadia,West Bengal, Yr Estd.: 1973 Status: 2(f)&12(B)
- Chanchal College, CHANCHAL. DIST.:Malda,WEST BENGAL 732 123, Yr Estd.: 1969 Status: 2(f)&12(B)
- Chandernagore Govt. College, CHANDENAGORE. DIST.:Hooghly,West Bengal, Yr Estd.: 0000 Status: 2(f)&12(B)
- Chandi Das Mahavidyalaya, KHUJUTIPARĀ. DIST.:Birbhum,West Bengal, Yr Estd.: 1972 Status: 2(f)&12(B)
- Chandrakona Vidyasagar Mahavidyalaya, CHANDRAKONA. DIST.:Midnapore,West Bengal, Yr Estd.: 1963 Status: 2(f)&12(B)
- Chandrapur College, CHANDRAPUR. DIST.:Burdwan,West Bengal, Yr Estd.: 1985 Status: 2(f)&12(B)
- Charu Chandra College, 109/2- Lake Road CALCUTTA-29.,DIST.:Calcutta,West Bengal Yr Estd.: 1947 Status: 2(f)&12(B)
- Charu Chandra Evening College, 80 R.K. Ghosal Road Calcutta - 700 042,DIST. Calcutta,West Bengal Yr Estd.: 1985 Status: 2(f)&12(B)
- Chatra Ramai Pandit Mahavidyalaya, P.O. Darapur,District Bankura-722141,West Bengal Yr Estd.: 2000 Status: 2(f)&12(B)
- Chitranjan College, 8-A Beniatola Lane CALCUTTA-9.,DIST.:Calcutta,West Bengal Yr Estd.: 1947 Status: 2(f)&12(B)
- City College, 102/1 Raja Ram Mohan Sarani A CALCUTTA-9.,DIST.:Calcutta,West Bengal Yr Estd.: 0000 Status: 2(f)&12(B)

NAAC Certificate (1st Cycle)

Peer Team Report (1st Cycle)

- 1.** The progress made by the college since its inception in 1881 and by its ability and determination to translate its vision and goals of advancement of knowledge and learning, spread of education and inculcation of values - moral, ethical and social, into reality in the pursuit of all-round physical and mental growth of students, by amalgamating knowledge on science and society.
- 2.** Establishment of collaborative links with firms like M/s. Brainware, NUT, Kotak Mahindra. etc. which enhances the competency as well as employability status of the students.
- 3.** Efficient management of the Library for its proper maintenance and use by the students and teachers.
- 4.** Regular publication of the updated prospectus and the academic calendar every year and providing those to the students at the beginning of the academic session.
- 5.** Effective functioning of the Students' Aid Fund thus providing financial help by way of freeships, waiver of university examination fees, etc. to the poor and needy students.
- 6.** Hosting a website of the College for the benefit of all the stake holders and the public.

While appreciating the efforts of the college, the following suggestions/areas of concern may be considered by the college authorities for its growth and development.

- (a)** The college may introduce contemporary relevant job-oriented certificate/short-term/diploma courses in consultation with business and industry sector. The courses may be Computer Applications, Advertising and Public Relations, Journalism and Mass Communication, Food Processing, Biotechnology, Secretarial and Office Practices, Marketing Management, Tourism and Travel Management and other such courses which have region specific relevance
- (b)** The college should take immediate steps for the possession of the old Hostel Building which is lying unused and renovate it so that some existing courses

and also new courses can be introduced there. The governing *body has to* pursue the *matter at the government/any other* appropriate level without any further delay.

- (c) The college should provide remedial courses for the weaker students so as to increase their ability in learning, For this purpose, the college can approach UGC for financial assistance under the 'remedial courses' scheme.
- (d) Faculty members should be encouraged to undertake more research projects funded by *various* agencies like UGC, CSIR, ICSSR. AICTE, DST, etc.
- (e) Career Guidance Cell and Grievance Redressal Cell should be made operative and functional.
- (f) College may approach the University of Calcutta and other appropriate authorities for establishment of NSS and NCC units in the college.
- (g) The college may initiate steps for the organisation of State level and National Seminar, Conferences and Workshops on a regular basis. The UGC and other agencies can be approached for funding through the College Development Council of the University of Calcutta.
- (h) More computer terminals should be provided in the Library.
- (i) The self-appraisal and other appraisal mechanisms of teachers and non-teaching staff need to be introduced in the light of UGC and affiliating university guidelines.
- (j) The college may approach UGC for augmentation of computer facilities by establishing a Central Computer Centre with Internet connectivity for the staff and students.
- (k) Students' feedback should be utilised to make the teaching-learning process more effective
- (l) The college must initiate steps for the introduction of post graduate courses in a phased manner after augmenting infrastructural facilities
- (m) Use of audio-visual gadgets in classroom teaching should be encouraged and provisions should be made by the college.
- (n) Accounts and auditing needs immediate attention by the college administration
- (o) The Alumni Association which has been revived recently can be made

more functional, thus helping the college raise funds and otherwise.

- (p)** Steps *should be taken* to identify the reasons for high dropout and find solution to reduce the same.