

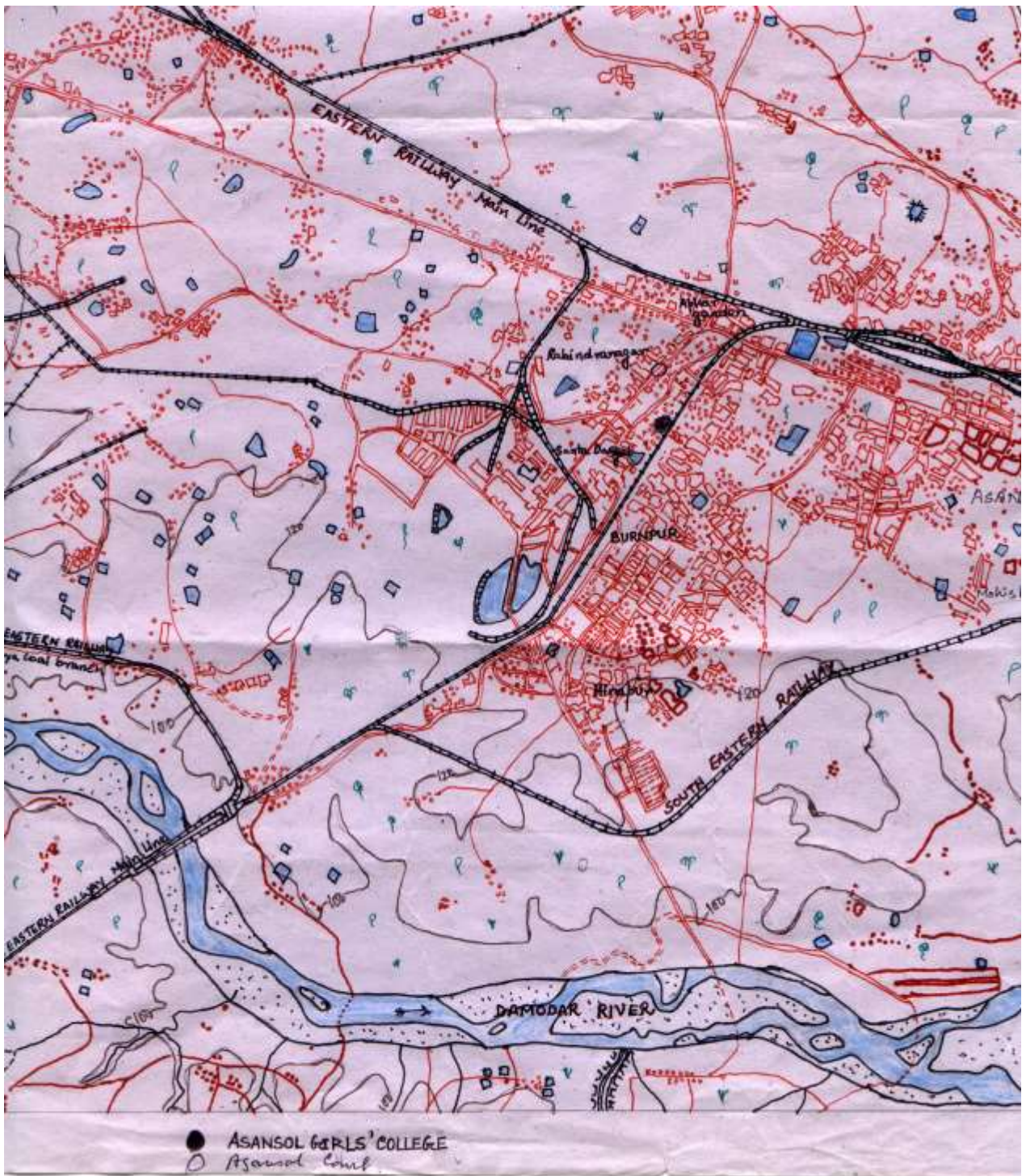
ASANSOL GIRLS' COLLEGE

SELF STUDY REPORT



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Location Map of Asansol Girls' College

**To
The Director,
National Assessment and Accreditation Council,
Nagarbhabi, Bangalore.**

*Sub: Institutional Assessment and Accreditation in respect of
Asansol Girls' College, P.O.-Asansol, Dist – Burdwan (W.B)*

Sir,

We have the pleasure to write you that we intend to be assessed and accredited by the National Assessment and Accreditation Council (NAAC). We have prepared the Self Study Report (SSR) and the Governing Body of the college has approved it for submission to NAAC.

We are sending herewith the SSR with necessary annexure following NAAC guideline for your perusal and recommendation for visit of the NAAC peer team preferably between 26.02.07 and 05.03.07.

We would like to request you to take necessary actions at the earliest.

With thanks.

Yours faithfully,

**Dr. P.K. De Sarkar,
Principal,
Asansol Girls' College**

INSTITUTIONAL DATA

A) Profile of the College

1. Name and address of the college:

Name: ASANSOL GIRLS' COLLEGE		
Address: DR. ANJALI ROY SARANI		
City: ASANSOL	District: BURDWAN	State: WEST BENGAL
Pin code: 713304		

2. For communication:

Office

Name	Area/ STD code	Tel. No.	Mobile No.	Fax No.	E-mail
Principal DR. P.K.DE SARKAR	0341	2254098 2257107	9434312653	2254098	
Vice Principal					
Steering Committee Coordinator MS. MITA CHOUDHURY	0341	2254127	9433101497		bubkam @vsnl.net

Residence

Name	Area/ STD code	Tel. No.	Mobile No.	E-mail
Principal DR. P.K.DE SARKAR	0341	2200017	9434312653	
Vice Principal				
Steering Committee Coordinator MS. MITA CHOUDHURY	0341	2254127	9433101497	bubkam @vsnl.net

3. Financial category of the college:

- Grant-in-aid
- Self-financing
- Government funded

4. Type of college:

- Affiliated
Constituent

5. a) Date of establishment of the college: **Date, Month & Year**

(dd-mm-yyyy)

01-06-1950

b) University to which the college is affiliated: **THE UNIVERSITY OF BURDWAN**

6. Dates of UGC recognition:

	Date, Month & Year (dd-mm-yyyy)
i. Under 2(f)	01-06-1950, B.U. 541
ii. Under 12(B)	01-06-1950, B.U. 541

(Certificate of recognition u/s 2(f) and 12(B) may be enclosed)

7. Does the University Act provide for autonomy?

- Yes No

If yes, has the college applied for autonomy?

- Yes No

8. Campus area in acres/sq.mts: [✓] **4.85 acres**

9. Location of the college:

- Urban
Semi-urban
Rural
Tribal
Any other (specify)

10. Unit Cost of Education

(a) Unit cost = total annual expenditure budget (actuals) divided by number of students enrolled **Rs. 5926.90/-**

(b) Unit cost calculated excluding salary component **Rs.1523.45**

B) Criterion-wise Inputs

1. Criterion I: Curricular Aspects

1. *Number of Programme options* **04**
2. *Number of Subjects taught in the institution* **19**
3. *No. of overseas programmes on campus and income earned:* **No. ✓**
Amount
Agency
4. *Does the college offer self-funded programmes?* Yes No
If yes, how many courses? **3**
5. *Programmes with annual system* Yes
No
Number. **04**
6. *Inter/multidisciplinary programmes* Yes
No
Number **03**
7. *Programmes with semester system* Yes
No
Number
8. *Programmes with trimester system* Yes
No
Number

9. *Programmes with choice based credit system* Yes
No ✓
Number
10. *Programmes with elective options* Yes ✓
No
Number **20**
11. *Courses offered in modular form* Yes.
No ✓
Number
12. *Courses with ICT enabled teaching learning process* Yes ✓
No
Number **02**
13. *Programmes where assessment of teachers by the students has been introduced* Yes ✓
No
Number **04**
14. *Programmes with faculty exchange/visiting faculty* Yes
No ✓
Number
15. *New programmes introduced during the last five years* *UG* Yes ✓
No
Number **06 (New Courses)**
- PG* Yes
No ✓
Number
16. *Subjects in which major syllabus revision was done during the last five years* Yes ✓
No
Number **19**

- | | | |
|-----|--|---|
| 17. | <i>Obligatory internship (UGC + other vocational programmes)</i> | Yes
No ✓
Number |
| 18. | <i>Courses of contemporary relevance</i> | Yes ✓
No
Number 5 |
| 19. | <i>Feedback obtained from employers</i> | Yes
No ✓ |
| 20. | <i>Course evaluation made</i> | Yes
No ✓ |
| 21. | <i>Any others (specify)</i> | UGC sponsored career oriented courses are taken by the students at 1st degree level as add on course. |

2. Criterion II: Teaching—Learning and Evaluation

- | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--|---|-------------------|---------------|-------------------|--------------|-------------------------|---------------------|--------------|-----------|------------------|------------|-----------|----------------------------------|------------|--|---|------------------------------|---|--|---|--|
| 1. | <i>Number of working days in the last academic year</i> | 257 | | | | | | | | | | | | | | | | | | | | | |
| 2. | <i>Number of teaching days in the last academic year</i> | 211 | | | | | | | | | | | | | | | | | | | | | |
| 3. | <i>No. of positions sanctioned and filled</i> | <table border="0" style="margin-left: 20px;"> <tr> <td></td> <td style="text-align: center;"><i>Sanctioned</i></td> <td style="text-align: center;"><i>Filled</i></td> </tr> <tr> <td style="padding-left: 20px;"><i>Teaching</i></td> <td style="text-align: center;">48</td> <td style="text-align: center;">38+1(Principal)</td> </tr> <tr> <td style="padding-left: 20px;"><i>Non-teaching</i></td> <td style="text-align: center;">18</td> <td style="text-align: center;">13</td> </tr> <tr> <td style="padding-left: 20px;"><i>Technical</i></td> <td style="text-align: center;">12</td> <td style="text-align: center;">10</td> </tr> <tr> <td style="padding-left: 40px;"><i>1 laboratory demonstrator</i></td> <td style="text-align: center;">1</td> <td style="text-align: center;">1 (Teaching status by Govt. order)</td> </tr> <tr> <td style="padding-left: 40px;"><i>1 Graduate laboratory instructor</i></td> <td style="text-align: center;">1</td> <td style="text-align: center;">1 (Teaching status by Govt. order)</td> </tr> </table> | | <i>Sanctioned</i> | <i>Filled</i> | <i>Teaching</i> | 48 | 38+1(Principal) | <i>Non-teaching</i> | 18 | 13 | <i>Technical</i> | 12 | 10 | <i>1 laboratory demonstrator</i> | 1 | 1 (Teaching status by Govt. order) | <i>1 Graduate laboratory instructor</i> | 1 | 1 (Teaching status by Govt. order) | | | |
| | <i>Sanctioned</i> | <i>Filled</i> | | | | | | | | | | | | | | | | | | | | | |
| <i>Teaching</i> | 48 | 38+1(Principal) | | | | | | | | | | | | | | | | | | | | | |
| <i>Non-teaching</i> | 18 | 13 | | | | | | | | | | | | | | | | | | | | | |
| <i>Technical</i> | 12 | 10 | | | | | | | | | | | | | | | | | | | | | |
| <i>1 laboratory demonstrator</i> | 1 | 1 (Teaching status by Govt. order) | | | | | | | | | | | | | | | | | | | | | |
| <i>1 Graduate laboratory instructor</i> | 1 | 1 (Teaching status by Govt. order) | | | | | | | | | | | | | | | | | | | | | |
| 4. | <table border="0" style="margin-left: 20px;"> <tr> <td style="vertical-align: top;">a.</td> <td style="vertical-align: top;"><i>Number of regular and permanent teachers (gender-wise)</i></td> <td></td> </tr> <tr> <td></td> <td style="padding-left: 20px;"><i>Professors</i></td> <td style="text-align: center;">M Nil</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">F Nil</td> </tr> <tr> <td></td> <td style="padding-left: 20px;"><i>Readers</i></td> <td style="text-align: center;">M 5</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">F 2</td> </tr> <tr> <td></td> <td style="padding-left: 20px;"><i>Lecturers</i></td> <td style="text-align: center;">M 10 (6 SGL, 4 Lect.)</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">F 21(10 SGL,4 Sr. Lect.,7 Lect.)</td> </tr> </table> | a. | <i>Number of regular and permanent teachers (gender-wise)</i> | | | <i>Professors</i> | M Nil | | | F Nil | | <i>Readers</i> | M 5 | | | F 2 | | <i>Lecturers</i> | M 10 (6 SGL, 4 Lect.) | | | F 21(10 SGL,4 Sr. Lect.,7 Lect.) | |
| a. | <i>Number of regular and permanent teachers (gender-wise)</i> | | | | | | | | | | | | | | | | | | | | | | |
| | <i>Professors</i> | M Nil | | | | | | | | | | | | | | | | | | | | | |
| | | F Nil | | | | | | | | | | | | | | | | | | | | | |
| | <i>Readers</i> | M 5 | | | | | | | | | | | | | | | | | | | | | |
| | | F 2 | | | | | | | | | | | | | | | | | | | | | |
| | <i>Lecturers</i> | M 10 (6 SGL, 4 Lect.) | | | | | | | | | | | | | | | | | | | | | |
| | | F 21(10 SGL,4 Sr. Lect.,7 Lect.) | | | | | | | | | | | | | | | | | | | | | |

b.	<i>Number of temporary teachers (gender-wise)</i>	<i>Lecturers – Full- time</i>	M Nil
			F Nil
		<i>Lecturers – Part- time</i>	M 20
			F 18
		<i>Lecturers (Management appointees) - Full time</i>	M 1
			F 4
		<i>Lecturers (Management appointees) - Part time</i>	M 5
			F 1
		<i>Technical assistant in BCA(Teaching Status my Management)</i>	M 1
		<i>Any other</i>	
		Total	91 (including Principal)
		* M – Male F - Female	
c.	<i>Number of teachers</i>	<i>Same state</i>	90
		<i>Other states</i>	1
5.	a.	<i>Number of qualified (and approved) teachers and their percentage in the total faculty strength</i>	39 42.8
	b.	<i>Teacher student ratio</i>	91:3335
	c.	<i>Percentage of the teachers with Ph.D. as the highest qualification</i>	19.78
	d.	<i>Percentage of the teachers with M. Phil qualification</i>	7.69
	e.	<i>Percentage of the teachers have completed UGC, NET and SLET exams</i>	15.38
	e.	<i>Percentage of the faculty served as resource persons in Workshop/ Seminars/ Conferences during the last five years?</i>	6.59
	f.	<i>Number of faculty development programmes availed of by teachers</i>	
		<i>Refresher:</i>	32
		<i>Orientation:</i>	9
		<i>Any other (specify)</i>	more than 90 workshops and seminars are attended by the faculty members.

g. *Number of faculty development programmes organized by the college (last five years)*

Seminars/ workshops/symposia on curricular development, teaching- learning, assessment, etc.

Nil

Research development programmes

Nil

Invited/endowment lectures

More than 15

Any other area (specify)

A two-day state level seminar was held in the college campus on Women Empowerment-Problems and Prospects. Eminent personalities were present there for delivering lectures.

7. *Percentage of the courses use 'Predominantly' the lecture method* **66.6% for Science and 100% for Humanities subjects**

8. *Does the college have the tutor-ward system?* Yes No

If yes, how many students are under the care of a teacher for systematic academic work?

9. *Remedial programmes offered* Yes
No
Number

10. **Bridge courses offered** Yes
No
Number

10. a. *Self appraisal of faculty* Yes No

b. *Student assessment of faculty performance* Yes No

c. *Expert assessment of faculty performance* Yes No **Partial**

d. *Additional administrative work done by faculty / staff* Yes No

If yes, number of hours spent by the faculty per week **4 -6 hours depending on the load of the work.**

11. Any others (specify)

Teachers are always ready to help any student whatever problem she faces whether it is personal or academic.

3. Criterion III: Research, Consultancy and Extension

1. Research collaboration

National, If yes, how many? Yes No

Overseas, If yes, how many? Yes No

Consultancy earnings, If yes, how much? Yes No

2. Number of teachers with Ph. D and their percentage in the total faculty strength **18**
19.78

3. Furnish the following details for the past five years

a. Number of teachers who have availed themselves of the Faculty Improvement Program of the UGC **1**

b. Number of national/international conferences organized by the college
National **Nil**
International **Nil**

4. a. Does the college have research projects? Yes No
If yes, how many? **1**

b. Provide the following details about the research projects

Major projects	Yes		No	✓	Number		Agency		Amt.
Minor projects	Yes	✓	No		Number	1	Agency	U.G.C.	Amt. Rs. 35000/-
College Projects	Yes		No	✓	Number		Amount		
Industry sponsored	Yes		No	✓	Number		Industry		Amt.
Any other (specify)									

No. of student research projects	Yes		No	✓	Number		Amount given by the College	
----------------------------------	-----	--	----	---	--------	--	-----------------------------	--

5. *Research publications:*

<i>International journals</i>	Yes	✓	No		Number	9
<i>National journals – refereed papers</i>	Yes	✓	No		Number	6
<i>College journal / University journal</i>	Yes	✓	No		Number	1
<i>Books</i>	Yes	✓	No		Number	11
<i>Abstracts</i>	Yes	✓	No		Number	6
<i>Any other (specify) Theses submitted</i>	Yes	✓	No		Number	2+ a no. of abstracts
<i>Awards, recognition, patents etc. if any (specify) Nil</i>						

6. *Presentation of research papers:*

Yes No

If yes, number of papers presented at

national seminars

19

international seminars

1

Any other research activity, specify

One of the faculty is engaged in UGC sponsored minor research project.

7. *Number of other extra curricular/co-curricular activities organized in collaboration with other agencies/NGOs (such as Rotary/Lions Club) on the Campus*

Nil.

8. *Extension Centres:*

Yes

No ✓

Yr. of Estb

9. *Number of regular extension programmes organized by NSS, NCC etc.*

2002-2006 → 14

10. *No. of NCC Cadets* M
F (Proposal going on for one unit)
11. *No. of NSS Volunteers* M
F **100**

4. Criterion IV: Infrastructure and Learning Resources

1. (a) *Campus area in acres* **4.85**
(b) *Built in area in Sq. Meters* **3012**
2. *Working hours of the Library* **Morning 7 A.M-12.00 noon,
Day 10 A.M-5 P.M**
On working days **The students of morning
section can use the library
of day section in the
reading room. Books are
interchangeable from one
section to the another.**
On holidays **Closed on holidays and
Sundays but remains open
in recess time.**
3. *Average number of faculty visiting the library/day* **30-35**
4. *Average number of students visiting the library/day* **100-110**
5. *Stock of books in the library* **29362 (including 838 books in
Departmental library, 3646
books in Morning library and 265
books for inter library loan)**
The college runs extended section in the morning
a. *No. of Titles* **13040**
b. *No. of Volumes* **28259**
6. *Number of journals subscribed by the institution* **7**
7. *Open access system* Yes
No ✓
8. *Total collection*
a. *Books* **29362**

b.	<i>Textbooks</i>	22279	
c.	<i>Reference books</i>	6245	
d.	<i>Magazines</i>	14	
e.	<i>Current journals</i>		
	<i>Indian journals</i>	6	
	<i>Foreign journals</i>	1	
f.	<i>Peer reviewed journals</i>	Nil	
g.	<i>Back volumes of journals</i>	89	
h.	<i>E-information resources</i>		
	<i>CDs/ DVDs</i>	✓	
	<i>Databases</i>		
	<i>Online journals</i>		Visual resources
	<i>AV resources</i>		
i.	<i>Special collection</i>		
	<i>UNO Depository Centre</i>		
	<i>World Bank Repository</i>		
	<i>Materials acquired under special schemes (IEEE, ACM, NBHM, DST etc.)</i>		
	<i>Competitive examinations</i>		✓
	<i>Book Bank</i>		✓
	<i>Braille materials</i>		
	<i>Manuscripts</i>		
	<i>Any other. Please specify</i>		
			Reference section: Report of W.B.C.H.S.E., Report of the University of Burdwan, Report of Asansol Municipal Corporation, UNDP HRD, Encyclopaedia Britanica/ Mcgrow Hill Encyclopaedia of Science and Technology, Encyclopaedia of Philosophy, Religion and ethics, different old hand books on small scale industries, Barddhamaner Sanskriti, Radher Sanskriti etc. A good no. of collection is there on women and women problems. Some collections from writings of the faculty members are there.

9	<i>Number of books/journals / periodicals added during the last two years and their cost</i>		
	<i>The year before last</i>		<i>The year before</i>
	<i>2004-2005</i>		<i>2005-2006</i>
	<i>Number</i>	808	496
	<i>Total Cost</i>	Rs.221146/-	Rs.62010/-
	<i>Text books</i>	617	371
	<i>Other books</i>	191	125
	<i>Journals</i>	3	6
	<i>Periodicals</i>	11	14
		Rs.8924/-	Rs.6903/-
	<i>Any other, CD</i>	20	14

10. *Mention the*
- | | |
|---|---|
| <i>Total carpet area of the Central Library (in sq. ft)</i> | 2500(day) +
597.4(morning) |
| <i>Number of departmental libraries</i> | 17 |
| <i>Average carpet area of the departmental libraries</i> | Almirahs are placed
in the classroom and
in the departmental
seating room of the
lab-based subjects. |
| <i>Seating capacity of the Central Library</i> | 50 + 10
(Shortly the library
will be shifted to a
larger space of 4500
sq.ft) |
11. *Automation of Library*
- | | |
|---|---|
| <i>If yes, fully automated</i> | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| <i>partially automated</i> | <input type="checkbox"/> |
| <i>name the application software used</i> | <input checked="" type="checkbox"/>
CDS-ISIS
A personal software
developed by the
computer science
department of the
college. |

12.	<i>Percentage of library budget in relation to total budget</i>	About 10.3%
13.	<i>Services/facilities in the library</i>	
	<i>Circulation</i>	<input checked="" type="checkbox"/>
	<i>Clipping</i>	<input checked="" type="checkbox"/>
	<i>Bibliographic compilation</i>	<input type="checkbox"/>
	<i>Reference</i>	<input checked="" type="checkbox"/>
	<i>Photocopying</i>	<input checked="" type="checkbox"/>
	<i>Computer and Printing</i>	<input checked="" type="checkbox"/>
	<i>Internet</i>	<input type="checkbox"/>
	<i>Digitalization</i>	<input type="checkbox"/>
	<i>Inter-library loan</i>	<input checked="" type="checkbox"/>
	<i>Power back up</i>	<input checked="" type="checkbox"/>
	<i>Information display and notification</i>	<input checked="" type="checkbox"/>
	<i>User orientation /information literacy</i>	<input checked="" type="checkbox"/>
	<i>Any others. Please specify</i>	<input type="checkbox"/>
		Ex-teachers and Ex-students can use the library as reference section.
14.	<i>Are students allowed to retain books for examinations?</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
		On request the students can retain books for examinations.
15.	<i>Furnish</i>	
	<i>Average number of books issued/returned per day</i>	80-90
	<i>Average number of users who visited/consulted per month</i>	About 3000
	<i>Ratio of library books to the number of students enrolled</i>	29362:3335
16.	<i>Computer terminals</i>	44
	<i>Departments with computer facilities</i>	10
	<i>No. of computers in the college</i>	44

Budget allotted for computers in the last academic year **Rs.100000/-**

Amount spent on maintenance and upgrading of computer facilities in the last academic year **Rs.52913/-**

Workshop/Instrumentation Centre Yes
No ✓
Yr. of Estb.

Any other (specify)

17. *Health Centre* Yes ✓
No
Yr. of Estb. **2006**

18. *Residential accommodation*

Faculty Yes ✓
No
Yr. of Estb. **1950**

Non-teaching staff Yes
No ✓
Yr. of Estb.

19. *Hostels* Yes ✓
No

If yes, number of students residing in hostels

Male Yes
No ✓
Number

Female Yes ✓
No
Number **124**

20. *Sports fields* Yes ✓
No
Yr. of Estb. **1950**

21. *Gymnasium* Yes
No ✓
Yr. of Estb

22. *Women's rest rooms* Yes ✓
No
Yr. of Estb. **1950**
23. *Transport* Yes
No ✓
Yr. of Estb
24. *Canteen* Yes ✓
No
Yr. of Estb. **1950**
25. *Students centre* Yes ✓
No
Yr. of Estb. **1950**
26. *Any others (specify)* **A PCO centre for the use of College community.**

5. Criterion V: Student Support and Progression

1. a Student strength

(Provide information in the following format for the past two years)

2004-2005	2005-2006	
3474	3784	
(including HS, excluding Self-funded)	(including HS, excluding Self-funded)	The college has a Higher Secondary Section by Government order on local demand.

<i>Student Enrolment</i>	<i>UG</i>			<i>Self-Funded</i>		
	<i>M</i>	<i>F</i>	<i>T</i>	<i>M</i>	<i>F</i>	<i>T</i>
<i>No. of students from the same state where the college is located</i>	Nil	2713 (2004-2005)	2713	Nil	120	120
	Nil	2900 (2005-2006)	2900	Nil	130	130

<i>No. of students from other states</i>	Nil	47 (2004-2005)	47	Nil	16	16
	Nil	41(2005-2006)	41	Nil	19	19
<i>No. of NRI students</i>						
<i>No. of overseas students</i>						

M – Men, F- Female, T-Total

b. Dropout rate in UG and PG for the last two batches	2004-05	1.87%	N.A
	2005-06	4.44%	N.A.

2. Student freeships and scholarships: (last Year) **Number: Full Free: 97**
Half Free: 91
Amount Rs.100140/- per annum

Endowments: **Rs.5478/- in form of prizes**

Freeships: **Not applicable**

Scholarship (Government)

Scholarships from the Government directly go to students

Scholarship (Institution)

No. of loan facilities:
Any other financial support schemes

Students aid fund – for 24 economically weaker students - Rs.5930/- per year
Alumni – Rs.2400/- per year
Private donation – Rs.1000/- per month

3. Does the college obtain feedback from students on their campus experience? Yes No

4. Major cultural events (last year data)

	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate		✓		✓		1
Inter-university		✓			✓	
National		✓			✓	
Any other (specify) Youth Parliament Competition	✓		1 (District level)	✓		1 (State level)

5. Examination Results (past five years)

	UG				
	2002	2003	2004	2005	2006
% of passes	90.66	94.82	94.45	88.49	86.7
No. of first classes	30	22	54	66	93
No. of distinctions	No distinction is awarded by the affiliating University				
Rank if any	4	-	1	1	5

6. Are there any overseas students? Yes No

If yes, how many?

7. *No. of students who have passed the following during the last five years*
- | | |
|--|---|
| <i>NET</i> | 19 |
| <i>SLET</i> | 13 |
| <i>CAT</i> | 3 |
| <i>TOEFL</i> | Data not available |
| <i>GRE</i> | 2 |
| <i>G-MAT</i> | Data not available |
| <i>IAS etc.</i> | Nil |
| <i>Defence Entrance</i> | Nil |
| <i>Other services</i> | Central and state service – 5 |
| <i>Any other (specify)</i> | (unofficial data) |
| <i>GATE -</i> | 5 |
| <i>MAT -</i> | 1 |
| School Service Commission ,
West Bengal | A no. of students passed from this
college |
8. *Student Counselling Centre*
- | | |
|--------------|--|
| Yes | A student counselling centre
inside the college campus
will be started in Feb '07
under the assistance from
the Alumni Association. |
| No | |
| Yr. of Estb. | |
9. *Grievance Redressal Cell*
- | | |
|--------------------------|--|
| Yes ✓ | |
| No | |
| Yr. of Estb. 2005 | |
10. *Alumni Association*
- | | |
|--------------------------|--|
| Yes ✓ | |
| No | |
| Yr. of Estb. 2000 | |
11. *Parent-teacher Association*
- | | |
|-------------|--|
| Yes | |
| No ✓ | |
| Yr. of Estb | |
12. *Any others (specify)*
- Every year for BCA and Comp. Sc.(Hons.) off-campus and in-campus interviews are taken by TCS,CTS and other companies.**

6. Criterion VI: Organization and Management

1.	a.	No. of Teaching staff	Permanent	M 15+1(Contractual) +1(Principal) F 23+4(Contractual) Teaching status as per Government Order. Lab. Demonstrator – 1 (F) Lab. Instructor – 1 (M) Technical Assistant – 1 (M) (Management appointee)
			Temporary	M 20+5 (Management Appointee) F 19
	b.	No. of Non-teaching staff	Permanent	M 9 F 4
			Temporary	M 6 F 5
	c.	No. of Technical Assistants	Permanent	M 9 F 1
			Temporary	M 1 F 0
	d.	Teaching – Non-teaching staff ratio		91:24
2.		Number of management appointees	Non-Teaching	M Nil F Nil
			Tech. Assistants	M 2 F 0

3. *Percentage of posts filled under reserved categories:*
- | | | |
|------------------------|--------------------------------|------------------------------------|
| a. <i>Teaching</i> | <i>SC/ST</i> | 10.52 (for permanent staff) |
| | <i>MBC</i> | |
| | <i>BC</i> | 2.63 (for permanent staff) |
| | <i>OC</i> | |
| | <i>Any other
(specify)</i> | |
| | | |
| b. <i>Non-Teaching</i> | <i>SC/ST</i> | 15.38 |
| | <i>MBC</i> | |
| | <i>BC</i> | 7.69 |
| | <i>OC</i> | |
| | <i>Any other
(specify)</i> | |
4. *Number of development programmes for the Non-teaching staff (last five years)* **The non teaching staff of the office has undergone a training of computer application to develop computer awareness and working skill required for their work in the summer recess of 2004-05 organised by BCA deptt.**
5. *Financial resources of the college (approximate amounts) – Last year data*
- | | |
|----------------------------|--|
| <i>Grant-in-aid</i> | Pay Packet Rs. 11913432/- (2005-06)
(Teaching + Non Teaching) |
| | Pay Packet Rs. 254186/- (Hostel Staff) |
| <i>Fees</i> | Tution Rs.1964126/- + Hostel Rs. 607035/- |
| <i>Donation</i> | Nil. |
| <i>Self-funded courses</i> | Computer Science(Hons.) – Rs.286000/-
BCA – Rs.815200/-
Microbiology – Rs.1410400/- |

Any other (specify)

UGC grant 2004-05

20.05.04 – Career Oriented course
Rs.500000/-

12.11.04 – Full and final grant of hostel
building Rs. 150000/-

12.11.04 – Building grant 1st installment
Rs.300000/-

30.11.04 – Seminar on Women's
empowerment Rs.58500/-

2005-06 No grant has been received.

6. Statement of Expenditure

	2004 – 2005	2005-2006
% spent on the salary of faculty	64.37	62.46
% spent on the salary of non-teaching employees including estate workers	14.51	11.84
% spent on books and journals	0.74	9.46
% spent on Building development	4.08	12.21
% spent on maintenance, electricity, water, sports, examinations, hostels, student amenities, etc.	1.15	0.44
% spent on academic activities of departments, laboratories, green house, animal house, etc.	0.31	0.31
% spent on equipment, research, teaching aids, seminars, contingency etc.	3.58	1.54

7. Dates of meetings of Academic and Administrative Bodies:

2005 - 2006

Governing Body	5.8.05, 5.9.05, 7.10.05, 2.12.05, 6.2.06, 10.2.06, 25.4.06
Internal Admn. Bodies (mention only three most important bodies)	Finance: 29.11.05, 3.12.05, 10.4.06, 21.4.06 Development and Building (UGC): 11.7.05, 14.3.06, 18.4.06 Teacher Council (Academic Council): 7.7.05, 22.12.05, 8.2.06, 30.3.06, 12.5.06
Any others (specify)	Hostel Sub committee: 4.4.06 Admission sub committee: 9.6.06, 13.6.06 Academic sub committee: 13.1.06, 2.6.06

8. Welfare Schemes for the academic community (past 5 years)

Amount

Loans:

Yes

No ✓

<i>Medical attention</i>	Yes
	No ✓
<i>Any other (specify)</i>	Nil

9.. *ICT supported units:*

<i>Offices</i>	Yes ✓
	No
<i>Student Records</i>	Yes ✓
	No
<i>Career Counselling</i>	Yes
	No ✓
<i>Aptitude Testing</i>	Yes
	No ✓
<i>Examinations</i>	Yes
	No ✓

10. *Any others (specify)*

The institution arranges for in-campus and off-campus interviews for the professional courses' students.

7. Criterion VII: Healthy Practices

1. *No. of MoUs with industry/other agencies:*

<i>Internship with industry</i>	Nil.
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2. *Does the college have a*

<i>Dept. of Continuing Education</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
--------------------------------------	------------------------------	--

3. *Value education course/modules*

Yes

No ✓

4. *Does the college have a Women's Studies Centre?*

Yes

No

If yes, provide the following details about the activities of the center.

Academic Programmes Yes
No ✓
Number

Projects Yes
No ✓
Number

*Exchange (visiting/training,
national and international)* Yes
No ✓
Number

5. *Any others (specify)*

**All the departments arrange for
periodic parent-teacher meetings.**

PROFILE OF THE DEPARTMENTS

1.	Name of the Department: BENGALI		
2.	Year of Establishment	1950(General) 1962(Hons.)	
3.	Number of Teachers sanctioned and present position	4	4
4.	Number of Administrative Staff	N.A.	
5.	Number of Technical Staff	N.A.	
6.	Number of Students	132 (H) 752(G)	
7.	Demand Ratio (No. of seats : No. of applications)	50:385	
8.	Ratio of Students to Teachers	110:1	
9.	Ratio of Research scholars to Teachers	N.A.	
10.	Number of research scholars who had their master's degree from other institutions	N.A.	
11.	Latest revision of the curriculum (year)	2005	
12.	Number of students passed NET/SLET etc. (last five years)	No record	
13.	Success Rate of students	100% (H) 99%(G)	
14.	Distinction/ Ranks	Not recorded	
15.	Publications by faculty (last 5 years)	8	
16.	Awards and recognition received by faculty (last five years)	-	
17.	Faculty who have Attended National and International Seminars (last five years)	3	3
18.	Number of National and International seminars organized (Last five years)	Nil	Nil
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	Nil
20.	Number of Ongoing projects and its total outlay	Nil	Nil
21.	Research projects completed during last five year & its total outlay	Nil	Nil
22.	Number of inventions and patents	N.A.	N.A.
23.	Number of Ph. D theses guided during the last five years	N.A.	
24.	Number of Books in the Departmental Library, if any	106	
25.	Number of Journals/Periodicals	5	
26.	Number of Computers	Nil	
27.	Annual Budget (2005-2006)	Rs.162098/-	

1.	Name of the Department: ENGLISH		
2.	Year of Establishment	1950 (General) 1995(Honours)	
3.	Number of Teachers sanctioned and present position	3	3
4.	Number of Administrative Staff	NA	
5.	Number of Technical Staff	NA	
6.	Number of Students	Honours-103 General-96	
7.	Demand Ratio (No. of seats : No. of applications)	1:3	
8.	Ratio of Students to Teachers	481:1	
9.	Ratio of Research scholars to Teachers	NA	
10.	Number of research scholars who had their master's degree from other institutions	NA	
11.	Latest revision of the curriculum (year)	2004	
12.	Number of students passed NET/SLET etc. (last five years)	2 +	
13.	Success Rate of students	90% Honours 100% General	
14.	Distinction/ Ranks	Nil	
15.	Publications by faculty (last 5 years)	3	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	2	1
18.	Number of National and International seminars organized (Last five years)	Nil	Nil
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	Nil
20.	Number of Ongoing projects and its total outlay	Nil	Nil
21.	Research projects completed during last five year & its total outlay	Nil	Nil
22.	Number of inventions and patents	Nil	Nil
23.	Number of Ph. D theses guided during the last five years	NA	
24.	Number of Books in the Departmental Library, if any	91	
25.	Number of Journals/Periodicals	1	
26.	Number of Computers	Nil	
27.	Annual Budget (2005-2006)	Rs.162098/-	

1.	Name of the Department: HINDI		
2.	Year of Establishment	2005	
3.	Number of Teachers sanctioned and present position	1	1
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	Hons.: 48 General: 34	
7.	Demand Ratio (No. of seats : No. of applications)	1:2	
8.	Ratio of Students to Teachers	16:1	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2005	
12.	Number of students passed NET/SLET etc. (last five years)	Nil	
13.	Success Rate of students	N.A.	
14.	Distinction/ Ranks	N.A.	
15.	Publications by faculty (last 5 years)	2	
16.	Awards and recognition received by faculty (last five years)	1	
17.	Faculty who have Attended National and International Seminars (last five years)	2	
18.	Number of National and International seminars organized (Last five years)	Nil	
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of Ongoing projects and its total outlay	Nil	
21.	Research projects completed during last five year & its total outlay	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	Nil	
25.	Number of Journals/Periodicals	Nil.	
26.	Number of Computers	Nil	
27.	Annual Budget (2005-2006)	Rs.138098/-	

1.	Name of the Department: SANSKRIT		
2.	Year of Establishment	1950	
3.	Number of Teachers sanctioned and present position	3	3
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	136(H) 319(G)	
7.	Demand Ratio (No. of seats: No. of applications)	1:4(H)	
8.	Ratio of Students to Teachers	114:1	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2006-07	
12.	Number of students passed NET/SLET etc. (last five years)	2 +	
13.	Success Rate of students	100%	
14.	Distinction/ Ranks	Nil	
15.	Publications by faculty (last 5 years)	Nil	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	Nil	
18.	Number of National and International seminars organized (Last five years)	Nil	
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of Ongoing projects and its total outlay	Nil	
21.	Research projects completed during last five year & its total outlay	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	21	
25.	Number of Journals/Periodicals	Nil	
26.	Number of Computers	Nil	
27.	Annual Budget (2005-2006)	Rs.90103/-	

1.	Name of the Department: GEOGRAPHY		
2.	Year of Establishment	1962	
3.	Number of Teachers sanctioned and present position	04	04
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	02	
6.	Number of Students	Hons:-75 Gen:-88	
7.	Demand Ratio (No. of seats : No. of applications)	1:17.4 (Hons.)	
8.	Ratio of Students to Teachers	41:1	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2004	
12.	Number of students passed NET/SLET etc. (last five years)	03	
13.	Success Rate of students	100%	
14.	Distinction/ Ranks	Not recorded	
15.	Publications by faculty (last 5 years)	One	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	Nil	Nil
18.	Number of National and International seminars organized (Last five years)	Nil	Nil
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	Nil
20.	Number of Ongoing projects and its total outlay	Nil	Nil
21.	Research projects completed during last five year & its total outlay	Nil	Nil
22.	Number of inventions and patents	Nil	Nil
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	158	
25.	Number of Journals/Periodicals	01	
26.	Number of Computers	01	
27.	Annual Budget (2005-2006)	Rs.164103/-	

1.	Name of the Department: POLITICAL SCIENCE		
2.	Year of Establishment	1950	
3.	Number of Teachers sanctioned and present position	3	3
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	Hons-151 Pass-887	
7.	Demand Ratio (No. of seats : No. of applications)	1:5	
8.	Ratio of Students to Teachers	346:1	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2005	
12.	Number of students passed NET/SLET etc. (last five years)	3	
13.	Success Rate of students	Hons-98% Pass- 90%	
14.	Distinction/ Ranks	Nil	
15.	Publications by faculty (last 5 years)	One	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	1	
18.	Number of National and International seminars organized (Last five years)	Nil	
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of Ongoing projects and its total outlay	1	Rs.35000/-
21.	Research projects completed during last five year & its total outlay	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	14	
25.	Number of Journals/Periodicals	Nil	
26.	Number of Computers	Nil	
27.	Annual Budget (2005-2006)	Rs.138103/-	

1.	Name of the Department: ECONOMICS		
2.	Year of Establishment	1950	
3.	Number of Teachers sanctioned and present position	2	1
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	586	
7.	Demand Ratio (No. of seats : No. of applications)	20:28(H)	
8.	Ratio of Students to Teachers	586:7	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	Nil	
12.	Number of students passed NET/SLET etc. (last five years)	Nil	
13.	Success Rate of students	95.2%	
14.	Distinction/ Ranks	53 (>60% marks)	
15.	Publications by faculty (last 5 years)	3 (Abstract Publication)	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	2	
18.	Number of National and International seminars organized (Last five years)	Nil	
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of Ongoing projects and its total outlay	Nil	
21.	Research projects completed during last five year & its total outlay	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	yet to form	
25.	Number of Journals/Periodicals	Nil	
26.	Number of Computers	Nil	
27.	Annual Budget (2005-2006)	Rs.222103/-	

1.	Name of the Department: HISTORY		
2.	Year of the Establishment	1957(Gen) 1967(Hons.)	
3.	Number of the Teachers sanctioned and present position	04	03
4.	Number of the Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	Hons. 149 Gen- 1130	
7.	Demand Ratio (No. of Seats : No. of Applications)	10:1	
8.	Ratio of Students to Teachers	319:1	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of Research scholars who had their master's degree from other institutions.	Nil	
11.	Latest revision of the curriculum	2003	
12.	Number of students passed NET/SLET etc. (Last five years.)	3	
13.	Success rate of students	99%	
14.	Distinction / Ranks	Not recorded	
15.	Publications by Faculty	Nil	
16.	Awards and recognition received by the faculty	Nil	
17.	Faculty who have attended national and International Seminars.	1	
18.	Number of National and International Seminars organized	Nil	
19.	Number of Teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of the ongoing projects	Nil	
21.	Research projects completed during the last five years.	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph.D thesis guided during the last five years.	Nil	
24.	Number of the books in the departmental library	60	
25.	Number of journals / periodicals	Nil	
26.	Number of Computer	Nil	
27.	Annual Budget (2005-2006)	Rs.162103/-	

1.	Name of the Department: PHILOSOPHY		
2.	Year of Establishment	1950	
3.	Number of Teachers sanctioned and present position	4	2
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	133(H) 738(G)	
7.	Demand Ratio (No. of seats: No. of applications)	1:1	
8.	Ratio of Students to Teachers	145:1	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2006	
12.	Number of students passed NET/SLET etc. (last five years)	Nil	
13.	Success Rate of students	72%(H) 100%(G)	
14.	Distinction/ Ranks	Nil	
15.	Publications by faculty (last 5 years)	Nil	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	2	
18.	Number of National and International seminars organized (Last five years)	Nil	
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of Ongoing projects and its total outlay	Nil	
21.	Research projects completed during last five year & its total outlay	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	20	
25.	Number of Journals/Periodicals	Nil	
26.	Number of Computers	Nil	
27.	Annual Budget (2005-2006)	Rs.186098/-	

1.	Name of the Department: MATHEMATICS		
2.	Year of Establishment	1950(Gen) 2004(Hons)	
3.	Number of Teachers sanctioned and present position	2	2
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	Hons-40 Gen-133	
7.	Demand Ratio (No. of seats : No. of applications)	2:3(Hons) 1:1(Gen)	
8.	Ratio of Students to Teachers	173:3	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2005	
12.	Number of students passed NET/SLET etc. (last five years)	N.A.	
13.	Success Rate of students	67%	
14.	Distinction/ Ranks	Not recorded	
15.	Publications by faculty (last 5 years)	03	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	02	Nil
18.	Number of National and International seminars organized (Last five years)	Nil	Nil
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	Nil
20.	Number of Ongoing projects and its total outlay	Nil	Nil
21.	Research projects completed during last five year & its total outlay	Nil	Nil
22.	Number of inventions and patents	Nil	Nil
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	75	
25.	Number of Journals/Periodicals	2	
26.	Number of Computers	06	
27.	Annual Budget (2005-2006)	Rs.178098/-	

1.	Name of the Department: PHYSICS		
2.	Year of Establishment	1950	
3.	Number of Teachers sanctioned and present position	3	3
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	2	
6.	Number of Students	143	
7.	Demand Ratio (No. of seats : No. of applications)	12:34	
8.	Ratio of Students to Teachers	143: 5	
9.	Ratio of Research scholars to Teachers	N.A.	
10.	Number of research scholars who had their master's degree from other institutions	N.A.	
11.	Latest revision of the curriculum (year)	2005	
12.	Number of students passed NET/SLET etc. (last five years)	N.A.	
13.	Success Rate of students	100%	
14.	Distinction/ Ranks	3 First Division	
15.	Publications by faculty (last 5 years)	5	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	1	1
18.	Number of National and International seminars organized (Last five years)	Nil	Nil
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	Nil
20.	Number of Ongoing projects and its total outlay	Nil	Nil
21.	Research projects completed during last five year & its total outlay	Nil	Nil
22.	Number of inventions and patents	Nil	Nil
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	75	
25.	Number of Journals/Periodicals	2	
26.	Number of Computers	1	
27.	Annual Budget (2005-2006)	Rs. 172098/-	

1.	Name of the Department: CHEMISTRY		
2.	Year of Establishment	1950	
3.	Number of Teachers sanctioned and present position	6	5
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	3	
6.	Number of Students	256	
7.	Demand Ratio (No. of seats : No. of applications)	1 : 3	
8.	Ratio of Students to Teachers	51:1	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2001	
12.	Number of students passed NET/SLET etc. (last five years)	4	
13.	Success Rate of students	100%	
14.	Distinction/ Ranks	1	
15.	Publications by faculty (last 5 years)	Nil	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	Nil	Nil
18.	Number of National and International seminars organized (Last five years)	Nil	Nil
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	Nil
20.	Number of Ongoing projects and its total outlay	Nil	Nil
21.	Research projects completed during last five year & its total outlay	Nil	Nil
22.	Number of inventions and patents	Nil	Nil
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	37	
25.	Number of Journals/Periodicals	4	
26.	Number of Computers	1	
27.	Annual Budget (2005-2006)	Rs.136598/-	

1	Name of the Department: BOTANY		
2	Year of Establishment	1950	
3	Number of Teachers sanctioned and present position	3	3
4	Number of Administrative Staff	Nil	
5	Number of Technical Staff	1(one)	
6	Number of Students	Hons:53 Gen:90	
7	Demand Ratio (Number of seats: No. of Application)	20:60(Hons) 60:120(Gen)	
8	Ratio of Student to Teachers	143:4	
9	Ratio of Research Scholar to Teachers	Nil	
10	Number of Research Scholar who had their master's degree from other institution	Nil	
11	Latest revision of the curriculum (year)	2006	
12	Number of students passed NET/SLET etc. (last five years)	Not recorded	
13	Success rate of students	94.20%	
14	Distinction/Rank	2	
15	Publication by the faculty (last 5 years)	Nil	
16	Awards and recognition received by faculty (last five years)	Nil	
17	Faculty who have attended National and International Seminars (last five years)	Nil	
18	Number of National and International Seminars organized (last five years)	Nil	
19	Number of teachers engaged in consultancy and the revenue generated	Nil	
20	Number of ongoing projects and its total outlay	Nil	
21	Research Projects completed during last five years & its total outlay	Nil	
22	Number of inventions and patents	Nil	
23	Number of Ph D theses guided during the last five years	Nil	
24	Number of Books in the Departmental Library if any	69	
25	Number of journals/ periodicals	Nil	
26	Number of computers	1	
27	Annual Budget (2005-2006)	Rs.173098/-	

1.	Name of the Department: ZOOLOGY	
2.	Year of Establishment	1972
3.	Number of teachers sanctioned and present position	4 2
4.	Number of Administrative Staff	Nil
5.	Number of Technical Staff	Nil
6.	Number of Students	H – 45 G – 101
7.	Demand Ratio (No. of seats : No. of applicants)	H – 20 : 175 G – 1:1
8.	Ratio of Students to Teachers	146:5
9.	Ratio of Research scholars to Teachers	Nil
10.	Number of research scholars who had their master's degree from other institution	Nil
11.	Latest revision of the curriculum	2005
12.	Number of students passed NET/SLET etc. (last five years)	1 GRE
13.	Success Rate of students	H – 88.88% G – 85.71%
14.	Distinction/Ranks	3
15.	Publication of faculty (last five years)	Nil
16.	Awards and recognition received by faculty (last five years)	Nil
17.	Faculty who have Attended National and International Seminars (last five years)	Nil
18.	Number of National and International seminars organized (last five years)	Nil
19.	Number of teachers engaged in consultancy and the revenue generated	Nil
20.	Number of Ongoing projects and its total outlay	Nil
21.	Research projects completed during last five year & its total outlay	Nil
22.	Number of inventions and patents	Nil
23.	Number of Ph. D. theses guided during the last five years	Nil
24.	Number of Books in the Departmental Library	208
25.	Number of Journals/Periodicals	Nil
26.	Number of Computers	One
27.	Annual Budget (2005-2006)	Rs.192598/-

1	Name of the Department: NUTRITION	
2	Year of Establishment	2006
3	Number of Teachers sanctioned and present position	1 1
4	Number of Administrative Staff	Nil
5	Number of Technical Staff	Nil
6	Number of Students	13
7	Demand Ratio (Number of seats: No. of Application)	20:15
8	Ratio of Student to Teachers	13:5
9	Ratio of Research Scholar to Teachers	Nil
10	Number of Research Scholar who had their master's degree from other institution	Nil
11	Latest revision of the curriculum (year)	N.A.
12	Number of students passed NET/SLET etc. (last five years)	N.A.
13	Success rate of students	N.A.
14	Distinction/Rank	N.A.
15	Publication by the faculty (last 5 years)	N.A.
16	Awards and recognition received by faculty (last five years)	N.A.
17	Faculty who have attended National and International Seminars (last five years)	N.A.
18	Number of National and International Seminars organized (last five years)	N.A.
19	Number of teachers engaged in consultancy and the revenue generated	N.A.
20	Number of ongoing projects and its total outlay	N.A.
21	Research Projects completed during last five years & its total outlay	N.A.
22	Number of inventions and patents	N.A.
23	Number of Ph D theses guided during the last five years	N.A.
24	Number of Books in the Departmental Library if any	Yet to form
25	Number of journals/ periodicals	Nil
26	Number of computers	Nil
27	Annual Budget (2005-2006)	N.A.

1.	Name of the Department: COMMERCE		
2.	Year of Establishment	1996	
3.	Number of Teachers sanctioned and present position	3	1
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	429	
7.	Demand Ratio (No. of seats: No. of applications)	1:2	
8.	Ratio of Students to Teachers	47:1	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2003	
12.	Number of students passed NET/SLET etc. (last five years)	Nil	
13.	Success Rate of students	98%(H) 92%(G)	
14.	Distinction/ Ranks	Nil	
15.	Publications by faculty (last 5 years)	Nil	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	1	
18.	Number of National and International seminars organized (Last five years)	1	
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of Ongoing projects and its total outlay	Nil	
21.	Research projects completed during last five year & its total outlay	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	Nil	
25.	Number of Journals/Periodicals	Nil	
26.	Number of Computers	4	
27.	Annual Budget (2005-2006)	Rs.236103/-	

1.	Name of the Department: COMPUTER SCIENCE & APPLICATION		
2.	Year of Establishment	2000	
3.	Number of Teachers sanctioned and present position	3	3
4.	Number of Administrative Staff	2	
5.	Number of Technical Staff	1	
6.	Number of Students	108	
7.	Demand Ratio (No. of seats : No. of applications)	BCA (1:1) CSH (20:34)	
8.	Ratio of Students to Teachers	108:9	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2005-2006	
12.	Number of students passed NET/SLET etc. (last five years)	N.A.	
13.	Success Rate of students	100%	
14.	Distinction/ Ranks	1 st Class (All)	
15.	Publications by faculty (last 5 years)	Nil	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	Nil	Nil
18.	Number of National and International seminars organized (Last five years)	Nil	Nil
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	Nil
20.	Number of Ongoing projects and its total outlay	Nil	Nil
21.	Research projects completed during last five year & its total outlay	Nil	Nil
22.	Number of inventions and patents	Nil	Nil
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	156	
25.	Number of Journals/Periodicals	2	
26.	Number of Computers	25	
27.	Annual Budget (2005-2006)	Rs.1171600.00/-	

1.	Name of the Department: MICROBIOLOGY		
2.	Year of Establishment	2002	
3.	Number of Teachers sanctioned and present position	2	2
4.	Number of Administrative Staff	2	
5.	Number of Technical Staff	1	
6.	Number of Students	76	
7.	Demand Ratio (No. of seats : No. of applications)	1:4	
8.	Ratio of Students to Teachers	76:7	
9.	Ratio of Research scholars to Teachers	N.A.	
10.	Number of research scholars who had their master's degree from other institutions	N.A.	
11.	Latest revision of the curriculum (year)	2006	
12.	Number of students passed NET/SLET etc. (last five years)	N.A.	
13.	Success Rate of students	100%	
14.	Distinction/ Ranks	3	
15.	Publications by faculty (last 5 years)	1(2005)	
16.	Awards and recognition received by faculty (last five years)	N.A.	
17.	Faculty who have Attended National and International Seminars (last five years)	N.A.	N.A.
18.	Number of National and International seminars organized (Last five years)	N.A.	N.A.
19.	Number of teachers engaged in consultancy and the revenue generated	N.A.	N.A.
20.	Number of Ongoing projects and its total outlay	N.A.	N.A.
21.	Research projects completed during last five year & its total outlay	N.A.	N.A.
22.	Number of inventions and patents	N.A.	N.A.
23.	Number of Ph. D theses guided during the last five years	N.A.	
24.	Number of Books in the Departmental Library, if any	33	
25.	Number of Journals/Periodicals	1	
26.	Number of Computers	1	
27.	Annual Budget (2005-2006)	Rs.13,05,460 /-	

1.	Name of the Department: COMMUNITY DEVELOPMENT		
2.	Year of Establishment	2002	
3.	Number of Teachers sanctioned and present position	Nil	05
4.	Number of Administrative Staff	1	
5.	Number of Technical Staff	Nil	
6.	Number of Students	9	
7.	Demand Ratio (No. of seats : No. of applications)	1:1	
8.	Ratio of Students to Teachers	9:5	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	2003	
12.	Number of students passed NET/SLET etc. (last five years)	Nil	
13.	Success Rate of students	100%	
14.	Distinction/ Ranks	Nil	
15.	Publications by faculty (last 5 years)	One	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	1	
18.	Number of National and International seminars organized (Last five years)	Nil	
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of Ongoing projects and its total outlay	NIL	
21.	Research projects completed during last five year & its total outlay	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	Nil	
25.	Number of Journals/Periodicals	Nil	
26.	Number of Computers	1	
27.	Annual Budget (2005-2006)	Rs.700/-	

1.	Name of the Department: Tourism and Travel Management		
2.	Year of Establishment	2004	
3.	Number of Teachers sanctioned and present position	Nil	02
4.	Number of Administrative Staff	Nil	
5.	Number of Technical Staff	Nil	
6.	Number of Students	05	
7.	Demand Ratio (No. of seats : No. of applications)	6:1	
8.	Ratio of Students to Teachers	5:2	
9.	Ratio of Research scholars to Teachers	Nil	
10.	Number of research scholars who had their master's degree from other institutions	Nil	
11.	Latest revision of the curriculum (year)	Nil	
12.	Number of students passed NET/SLET etc. (last five years)	Nil	
13.	Success Rate of students	100%	
14.	Distinction/ Ranks	Not applicable	
15.	Publications by faculty (last 5 years)	Nil	
16.	Awards and recognition received by faculty (last five years)	Nil	
17.	Faculty who have Attended National and International Seminars (last five years)	Nil	
18.	Number of National and International seminars organized (Last five years)	Nil	
19.	Number of teachers engaged in consultancy and the revenue generated	Nil	
20.	Number of Ongoing projects and its total outlay	Nil	
21.	Research projects completed during last five year & its total outlay	Nil	
22.	Number of inventions and patents	Nil	
23.	Number of Ph. D theses guided during the last five years	Nil	
24.	Number of Books in the Departmental Library, if any	15	
25.	Number of Journals/Periodicals	02	
26.	Number of Computers	Nil	
27.	Annual Budget (2005-2006)	Rs.11725/-	

EXECUTIVE SUMMARY

1. Criterion I: Curricular aspects

Established immediately after independence, the Asansol Girls' College played and continues to play an important role in promoting women's empowerment in the region. The highlights under this criterion are as follows:

- *The college offers undergraduate courses in three branches (both General and Honours) - humanities, science and commerce according to BU Syllabus.*
- *With changing job market scenario, it has introduced career-oriented subjects like BCA, Microbiology, Computer Science (Hons) and Nutrition (Hons), diploma, certificate courses in Functional English, Travel & Tourism Management and Community Development.*
- *The college has an effective feedback mechanism - special mention may be made of constructive parent-teacher meetings.*

2. Criterion II: Teaching - Learning and Evaluation

The highlights under this criterion are as follows:

- *Students are admitted on the basis of their academic performance in the last school leaving examination*
- *Access to SC/ST/OBC and Physically Challenged are created as per Government rules*
- *Free (number: 97) and half-free (number: 91) studentships are offered to meritorious and economically weaker sections.*
- *Mostly lecture method is used while science faculties practical rooms, overhead projectors, slides, models maps, computers for teaching-learning; however classroom seminar, group discussion are popular in all faculties.*
- *Tutorials are regularly held for the Honours students.*
- *Apart from Central library each department has a small but useful departmental library.*
- *Teachers are encouraged to join orientation courses, national & international seminars and granted study leave to work under F.I.P. scheme(U.G.C.)*
- *The institution practices both self-appraisal and evaluation by students for objective assessment of teaching quality*
- *Evaluation and performance monitoring of students' progress are made through periodically class tests; however the final evaluation is done by the University*
- *The report cards of internal exams are sent to parents and answer scripts shown to students*

3. Criterion III: Research, Consultancy and Extension

The institution being purely an UG College the scope for guiding research projects is very small. Still the highlights under this criterion are:

- *One of the faculty members is involved in minor research projects separately.*
- *Research papers and books of about 32 faculty members have been published.*
- *With the help of the Alumni Association, College is going to begin, free of cost, personal and career counselling service.*
- *Extension activities through N.S.S. participation of faculty, as Judges in Lok-Adalat, as experts in selection committee and also to deliver speech in different institution.*
- *Some faculty members in linkage with the University of Burdwan is carrying on projects works and also have published abstracts in University journals.*

4. Criterion IV: Infrastructure and Learning Resources

The highlights under this criterion are as follows:

- *Though building infrastructure of the college is well endowed, expansion activities are going on to upgrade new and existing facilities; during the last five years 17003 sq. feet floor space has been added and Rs.7812433/- spent for this purpose*
- *The maintenance of the physical infrastructure is looked after by finance and development committees*

- *The library has good number of books with computer, printer and reprographic facilities; connection for internet has been applied for but is yet to be installed*
- *During the last five years Rs.577677/- have been spent on purchase of new books and journals owing to change in syllabus and pattern. More New books will be purchased soon.*
- *College students can use the computer facilities in a limited way.*
- *College has two girls' hostels consisting of 124 students, has sent a plan for expansion to UGC.*
- *The college has part time medical health officer.*
- *College last year has successfully arranged placement of a few students in CTS, Wipro. In 2007 through Career India Consultant, Kolkata and TCS a few students have got chance.*
- *The college has a large playground, a badminton court and indoor games facilities. Regular annual sports competition are held. For the establishment of a gymnasium we will take up the matter under XIth Five Year Planning grant of the UGC.*
- *Space of the reading room has been felt to be inadequate and a new one is under construction*

5. Criterion V: Student Support and Progression

The highlights under this criterion are as follows:

- *The current year student strength is 3335 (including Higher Secondary Section) out of which 53 are from other States.*
- *On a conservative estimate around 20% of the students go for higher studies*
- *A sizeable number pass through competitive examinations like NET/SLET, GATE/SSC exams*
- *Detailed information about the college is available in the prospectus*
- *The alumni association has a close bond with the institution; it helps to run a career counseling centre and also contributes to the development of its alma mater*
- *The Grievance Redressal Cell handles all types of complains*
- *The extra curricular activities of the students are highly praise worthy. The students performed well in inter-collegiate meets and cultural programmes. One became University Blue.*

6. Criterion VI: Organization & Management

The highlights under this criterion are as follows:

- *The college always tries to function with the leadership from the Head of the institution.*
- *All academic, administrative and financial subcommittees are framed in a democratic way.*
- *Some of the committees are statutory*
- *All important decisions in all spheres are resolved in the Governing Body.*
- *For every academic session and financial year perspective planning for all round institutional development is chalked out with participatory note of all involved.*
- *For manpower management, the institution obeys the regulatory authorities, viz. Government of West Bengal and the University of Burdwan. Judicious use of resources is encouraged.*
- *For financial management at the beginning of the year a budget proposal is made and allotment is made according to the need.*
- *The account is audited upto the year 2004-2005 by Govt. auditors. No major objection of audit in the accounts of the institution has been found. The audit for the year 2005-2006 will be completed within February, 2007.*

7. Criterion VII: Healthy Practices

The highlights under this criterion are as follows:

- *The college has a plan to set up an 'Internal Quality Assessment Cell'*
- *Time to time reformative measures is introduced according to the need.*
- *Introduction of professional and Career Oriented Course made the institution full-fledged. .*
- *Value Based education through different Cultural Programmes, N.S.S. activities, Posters and debates etc. arousing sense of social responsibility and citizenship.*

EVALUATIVE REPORT

1. Criterion I: Curricular Aspects

1.1 Goal Orientation

1. *State the vision and mission of the institution.*

Where the mind is without fear
And the head is held high
Where knowledge is free
Into that world of freedom, my father,
Let my country awake
-R. N. Tagore

The vision of the poet saw a reworking, though in a small scale, when in 1950 Asansol Girls' College was established with the mission of educating girls and empowering them to rightfully assert themselves in all spheres of human life. The mission of the college to promote enlightenment and empowerment among women in this industrial area and meeting with the global challenges through renovation and modification of the methods in order to achieve the goals is the key to successful journey over the decades. It has been a source of intellectual strength to women learners and will remain so in the days to come.

2. *Does the mission statement reflect the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future etc?*

The college started its journey as an intermediate college to educate the minds of young girls. From a humble beginning in the premises of Monimala Girls' High School, it was gradually upgraded to the Degree standard with the introduction of B.A. pass course in the session 1957-58. This upgradation indicates how the college is successfully moving on its way to achieve its goal in the spread of higher education among women in this coalfield and industrial area. The Dayshift section was extended to the Morning section in 1969; Commerce stream was introduced in 1996. The students are proving themselves successful in this section securing ranks in the University examination in a consistent manner. During the post liberalization period the higher education structure of the country has seen some significant changes. The college has been quick to respond to the present day need and application-orientated subjects like Nutrition(Hons), Computer Science(Hons), Microbiology and BCA were introduced at the Degree level. The adoption of Career Oriented Courses(UGC sponsored) is another step forward in this direction. Our mission to help the girl students of this area to take their rightful places in the national as well as in international area is reflected in the institution's visions for the future.

The institution's value orientation is reflected in the student profile. Students from different cultural and socio-economic backgrounds enter into this portals of HEI. The institution is alert to make the student realize knowledge in its broader sense, the nature of human development and the process of human learning. The aspiration at this moment is to move

the student from the field of information to the field of knowledge. It is also a goal of the institution to make the student aware about the nation's diversity of geographical and cultural milieus while ensuring a common core of values along with academic components.

3. *What are the goals and objectives of the college? How are they made known to the various stakeholders?*

The goal of the college is to spread the light of knowledge among the girls and to attain the elusive triangle of Indian education, "Equality, Quality and Quantity" . Its objective is to empower women towards the future so that they can find a rightful place in society. The new subjects that are introduced in the institution are made known to the various stakeholders through the college prospectus. Hoardings and banners in different street junctions, advertisements in local T.V. channels and newspapers are a few methods to inform the common public about the objectives and methods of imparting education to the students.

4. *What are the major considerations addressed to by the goals and objectives of the college? (Intellectual, Academic, Training, Access to the Disadvantaged, Equity, Self Development, Community & National Development, Ecology and Environment, Value Orientation, Employment, ICT introduction, Global Demands, etc.)*

The goals and objectives of the college to impart higher education to women and empower them towards the future is addressed to by the college in many fold ways.

The following areas have received focused consideration-

- (i) Academic departments, through various courses offered including modern job oriented courses. The achievement of the institution is reflected in the success of its ex-students in gaining employment and eminence in various walks of life.
- (ii) To assist the students to integrate them as future work force of the country, various training and work experiences are provided in the neighbouring industries for professional courses .
- (iii) Special attention is given for overall intellectual development of students through participation in various workshops, lecture sessions organized in the college. The students are also encouraged and taken to other colleges and institutions to participate in different academic and extension programmes.
- (iv) Self development and social commitment of the students is encouraged through:
 - a. Given freedom to organize various cultural programmes thereby teaching them value of team work, importance of organizational schemes, planning and execution, different departments of the college encourage the students to produce independently wall magazines and other literary and cultural activities;
 - b. Participation in National Social Service Scheme;
 - c. Active assistance is provided to the Students Union so that they learn to think and work independently;

- d. Lecture sessions on value education organized by the college on different global and national issues such that education functions as an instrument of social transformation and an egalitarian social order. Students are encouraged to participate in community development program through NSS and department of Community Development of the college;
 - e. Compulsory courses on environmental studies. The teachers give special attention on project works done by the students so that awareness on various environmental issues is developed in young minds;
 - f. The institution always try to develop a tolerant attitude to multicultural and multilingual society of the country through its different co and extra curricular activities.
5. *How are the institutional goals translated into the academic programmes, research and extension activities of the institution?*
- (i) The academic programmes of the college are based on the curriculum designed by the University of Burdwan. The curriculum itself bears the scope to carry on indepth knowledge and specialize in the subjects students opt for. Thus preparing them to pursue higher education in the specialized field.
 - (ii) Though no direct research activities are conducted in the college , the teachers engage in research works under the UGC schemes , individually.
 - (iii) Various social activities are organized by the students of the college which involve direct link with the neighbouring community. Regular blood donation camps, free health check-up camps are organized by the Students’ Union to ensure the students constant involvement with social issues. The curriculum gives a special focus to environment and ecology. The subject is made compulsory at the degree level to make the students aware of the need for protection of environment.
 - (iv) Through extention activities of the institution the commitment to the concept of equality within the landscape of cultural and socioeconomic nurtured among the students.

1.2 Curriculum Development

1. *Specify the steps undertaken by the institution in curriculum development process.*

The college is affiliated to the University of Burdwan and follows the curriculum developed and formulated by the Board of Studies of the University. However, the faculty members of various departments of the college attend the workshops and the meetings organized by the University from time to time regarding the formulation and upgradation of the curriculum. The teachers therefore transfer their thoughts and provide the information database from students and employees which highlight the needs of the students of this area in particular.

2. *State specifically the curricular design and model adopted by the college in the organization of its curricula. What system does the institution follow?*

The college follows the annual system of examination determined by the University. A University examination is held after each year for the 3 year degree course run in this college. It therefore follows the 1+1+1 pattern of evaluation. Other than this, unitwise evaluation are made throughout the year and preparatory tests in the college are held before all University examinations.

3. *How are the global trends in higher education reflected in the curriculum?*

From the academic year 2006 there has been a major change in the curriculum of the under graduate studies. This change has tried to address the current global needs and concerns, such as: *in Physics more modern topics like digital electronics, in English literature writings of modern Indian writers, in History, history of science are a few examples to cite.* The curriculum provide to the students an in-depth knowledge in the fields of study they want to specialize. It inculcates a research orientation in the minds of the young learners. Subjects like Environmental Studies are made compulsory to create awareness of the emerging crises that our world is facing. The choice of two general subjects along with an honours subject helps to recreate an interest in interdisciplinary approach which is undoubtedly a global trend in higher education. To provide and all round education all students have to opt one Modern Indian language and English as compulsory optional in the first year of her study.

4. *How does the institution ensure that the curriculum bears some thrust on national development?*

The goal of national development can be achieved only through creation of a large pool of knowledge enabled human resources. The curriculum is thus framed for both dissipation of information as well as concept building. The college plays a significant role in shaping the changes to the advantage of the country and to contribute to the development of the nation. Seminars are held in the institution on various social issues, debate competitions arranged on current topics to ensure social involvement and responsibility towards the country and the concepts of humanism, secularism, tolerance, equality is consciously inculcated among the students along with the imparting of knowledge. The college has been successfully producing students, who have established themselves in academic, administrative as well as in different other fields thus contributing to national development, both explicitly and implicitly.

5. *What are the contributions of the institution in curriculum design and development of the various programs?*

The faculty members of the various departments of the college participate in the workshops organized by the affiliating University before the formulation of the curriculum. The teachers of this college have remained members of the Board of Studies from time to time.

6. *What are the interdisciplinary courses introduced during the last five years?*

Three year degree course have been introduced in Microbiology(Honours) which offers study in inter disciplines like Chemistry, Botany, Zoology, Physics. Other interdisciplinary courses introduced in the last five years are Mathematics(Honours), Nutrition(Honours) and Computer Science (Honours). More over compulsory Environmental Studies for the students studying under graduate courses (BA, B.Sc. and B.Com.) made the course totally interdisciplinary.

7. *What value added courses are introduced which would*

(a) *develop skills-* Courses such as Bachelor in Computer Applications (B.C.A), Computer Science(Honours) develop skills among students.

(b) *offer career training-* The students are offered the UGC sponsored three year Certificate Course which they pursue along with the general degree course in:

- 1) Functional English
- 2) Travel and Tourism Management
- 3) Community Development

The B.C.A department organizes work training for the students in the neighbouring industries as a part of their course curriculum.

(c) *promote community orientation-* Environmental Studies which is a compulsory subject in degree courses offered to the students promote community orientation. The UGC sponsored three year certificate Course in Community Development also aims at community orientation.

8. *What percentage of the courses focus on experimental learning including practical and work experience?*

About 33.3% of the courses run in the college focus on experimental learning including practical and work experience.

Moreover, educational tours are organized by various departments like Geography, Zoology and Botany which involve practical experiences.

The B.C.A department arranges for the students work experience in collaboration with the neighbouring industries.

9. *Is there a provision for incorporating computer training for all students?*

Though there is no provision for computer training for all the students at present, the college is keen to set up a computer centre inside the premises in near future. This will impart fundamental knowledge of computers to all students.

10. *What are the courses aiming to promote value education?*

The curriculum aims both at the development of skills as well as value systems among the students. The teachers consciously play a role in imbibing values commensurate with social,

cultural, economic and environmental realities at the local, national and international levels. The teachers modify and re-modify the modes and methods of teaching in keeping with the changing society.

The college arranges lecture sessions on value education from time to time to inculcate universal core values like truth and righteous conduct among the students.

11. *What thrust is given to 'Information Communication Technology' in the curriculum for equipping the students for global demands?*

The college has opened a three year degree course in Computer Science, and B.C.A for catering to the needs of the students. These courses in ICT equip the students to meet the global demands in this era of technological advancement.

1.3 Programme Options

1. *What are the ranges of programme options available to learners in terms of Degrees, Certificates and Diplomas? Give the cut off percentage for admission at the entry level.*

Under the existing rule of the affiliating university a student can opt for one subject as honours carrying 800 marks and two subsidiary subjects carrying 300 marks each or she can study three subjects each carrying 300 marks as a general course . Moreover one has to study compulsory subjects:

- (i) 50 marks of English language and literature ,
- (ii) 50 marks of any Modern Indian language and
- (iii) 50 marks of environmental studies.

Degrees:

- (i) B.A. (Hons. and General) with English, Bengali, Sanskrit, Hindi, Political Science, Economics, Philosophy, Geography & History
- (ii) B.Sc (Hons. and General) in Physics, Chemistry, Botany, Zoology, Nutrition, Computer Science, Mathematics, Microbiology.
- (iii) B.Com. (Hons. and General) with Hons in Accountancy
- (iv) Bachelor in Computer Application (Hons.) (Professional Course)

Certificates: Career Oriented Courses(COC)

- (i) Travel and Tourism Management,
- (ii) Functional English
- (iii) Community Development.

Diplomas: NIL

Cut off percentage for admission at the entry level: 45% for Hons. , 30% for General Programmes.

2. *What programmes are offered for employees / professionals in terms of training for career advancement?*

The programmes offered for employees/ professionals in terms of training for career advancement are:

i) Refresher Course ii) Orientation programme iii) Various Workshops on relevant issues conducted by Academic Staff College of different Universities or University and other colleges.

These courses are conducted by the Academic Staff College of different Universities such as the University of Calcutta, Jadavpur University, The University of Burdwan, etc.

3. *Does the college provide twinning programme? Give details.*

The college provides twinning programme:

- i) Teachers from other colleges are invited to deliver lectures on certain topics.
ii) Teachers of this college (Asansol Girls' College) deliver their lectures in other colleges.

4. *What programmes are available for international students?*

The college allows any eligible candidate of any other country to receive education from this college in any discipline. The programmes are open to all international students.

5. *Does the institution make use of Internet for transacting educational programme? Has the institution developed any educational package for the students' use?*

The connectivity of the place is very weak. As a result student can not access internet for their academic or other purpose. However the college is working to be connected by broadband.

6. *Does the institution offer any self-financing programmes in the institution? If yes, list them.*

Yes,

- (i) Bachelor of Computer Application (BCA)
(ii) Computer Science (Hons.) and
(iii) Microbiology (Hons.)

1.4 Academic Flexibility

1. *Does the institution provide flexibility to pursue the programme with reference to the time frame (flexible time for completion)?*

The institution is affiliated under the University of Burdwan and strictly follows the time-frame formulated by the University. Usually the students have to complete the course within a duration of three years. Students can take at most five years to complete the programme as per University rule.

2. *Does the institution have any provision for slow and disadvantage learners? If yes for what courses?*

No separate course is conducted for slow and disadvantaged learners in the college. However, the teachers try to reach to these learners through individual support, interaction and inter personal relationship.

3. *How does the college distinguish between slow and advanced learners? Explain how additional help is provided to the slow learners to cope with the programme? How are the advanced learners facilitated to meet the challenges?*

The college distinguishes between slow and advanced learners by the performances of the students in different examinations. Each Honours Department usually convene Parents'-Teacher Meeting to discuss their wards' overall performances and guardians of the slow performing students are appraised of their wards' drawback including measures for their improvement.

4. *Does the institution provide flexibility to the students to move from one discipline to the other?*

After the completion of the admission procedure, the students are informed through a general notice and verbally in classes by the teachers that willing students may change discipline according to their choice prior to the University registration subject to availability of seats and fulfilling the eligibility criteria.

5. *Does the institution provide facilities for credit transfer, if the students migrate from one institution to another institution in or outside the country?*

Credit transfer is allowed within the state after having migration certificate if the transfer is from one University to the other.

6. *Does the institution provide (a.) Core options (b.) Elective options?*

- a) Core options: Elective Bengali, Elective English, Elective Hindi.
Under the curriculum structure designed by the affiliating University, the college provides Honours courses in Arts, Science and Commerce streams. This is a course which attempts to specialize a learner in a specific subject. Other than the Honours course, a student can pursue studies in General courses.
- b) Elective options :
- (i) In B.A.- History, Philosophy, Political Science, Economics, Geography and Sanskrit.
 - (ii) In B.Sc.- Physics, Chemistry, Mathematics, Computer Science, Zoology, Botany, Microbiology, Economics.
 - (iii) B. Com

7. *Does the institution provide the flexibility of combining the conventional and distance mode of education for students to make use of the combination of courses they are interested in.*

At present the institution does not provide any such flexibility.

1.5 Feedback Mechanism

1. *How does the Institution obtain feedback from*

- (a) *students*
- (b) *alumni*
- (c) *employer*
- (d) *community*
- (e) *academic peers*
- (f) *industry*

Are these feedbacks collated and transmitted to the University for consideration? If yes, give details?

The institution obtains information from

- (a) Students - Feedback from students are obtained through direct questions, confidential questionnaires answered by students regarding the academic, administrative and overall impression of the college, complaint boxes are also a source for feedback from students. The grievance redressal cell functions regularly in monitoring the feedback and the college administration takes action accordingly.
- (b) Alumni – The Alumni association of the college holds regular meetings, and organizes various programmes which reach out to ex – students of the college. Direct link of this association with the college administration is also a source of feedback.

- (c) Employer – Feedback from employers is not available at the moment.
- (d) Community – Close interactions are there between the neighbouring community and the college. The academic and natural environment of Asansol Girls' College is talked of frequently as an example.
- (e) Academic peers – The feedback from academic peers are obtained as and when any University inspection team visits the college. External examiners in practical papers are much impressed with the systematic arrangement of the departments and the neat and clean environment of the college.
- (f) Industry - There is no mechanism to obtain feedback from industry as such.

2. *How are the feedbacks used for significant changes in the curriculum?*

These feedbacks are reflected in the various meetings and workshops attended by the faculty members of the college for the formulation of curriculum and the changes brought in it. In terms of feedback use by the college, various department introduce seminar lectures by the students and sessions of MCQ question answers.

3. *Which courses had major syllabus revision during the last five years? (with change in title and content)*

Almost all of the courses had major syllabus revision during the last five years.

4. *What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in curricular aspects?*

The college does not have any scope for quality sustenance and quality enhancement measures as the curriculum modifications are designed and formulated by the University to which the college is affiliated. The institution always take initiative for quality enhancement in curriculum in different board meeting of the affiliating University.

5. *What best practices in 'Curricular Aspects' have been planned and implemented by the institution?*

The best practices in 'Curricular Aspects' involve regular interactive sessions, students' seminar, literary clubs which regularly functions for quality enhancement of the students.

2. Criterion II: Teaching – Learning and Evaluation

2.1 Admission Process

1. *How are the students selected for admission to the various courses?*

Students are selected for admission to the various courses on the basis of their academic record in the last school leaving examination.

2. *What strategies are adopted to create access to*

a) *Disadvantaged community*

All departments have seats reserved for SC/ST/OBC and physically challenged candidates as per govt. rules.

b) *Women*

It is a women's college.

c) *Physically challenged*

Nil – Under consideration.

d) *Economically weaker sections of the society*

Free studentship and half-free studentships are offered to economically weaker sections of students every year.

e) *Sports personnel*

Nil.

3. *What is the ratio of applications received to admissions granted? (Demand ratio)*

For undergraduate courses the **demand ratio is**

2146 : 948

For self financing courses

i) BCA

1 : 1

ii) Computer Science(Hons)

34 : 20

iii) Microbiology

110 : 30

2.2 Catering to Diverse Needs

1. *Is there a provision for assessing student's knowledge/ needs and skills before the commencement of the teaching programme?*

On individual capacity every teacher judges the skills and needs of the students before the commencement of the teaching programme in her/his own way. But there is no formalization of the process till now.

2. *Does the institution provide bridge courses to the educationally disadvantaged students?*

No. The institution has not been able to organize any bridge course for educationally disadvantaged students.

3. *What remedial measures are taken for the students from the disadvantaged communities?*

Although no such provision is made for any particular section of students, the needs of all students are attended to with great care.

2.3 Teaching – Learning Process

1. *How does the institution plan and organize the teaching learning evaluation schedule into the total scheme? Do you have an academic calendar? How is it prepared?*

Under the new 1+1+1 pattern, before every university examination, the college holds tests to assess the student's progress, knowledge and preparation for the final exam. Other than that, class tests are routinely held so that the students are always made aware of their progress or otherwise. The institution has designated this responsibility to individual departmental coordinators.

Regular intra departmental meetings are held by the departmental community. This is done in keeping with the academic calendar which is prepared at the beginning of every academic year by a special committee. But dates for internal examinations are fixed after the university announces the dates of various term end examinations.

2. *What courses use predominantly the lecture method? Apart from classroom interactions, what other methods of teaching-learning are provided to students?*

Subjects in the Humanities and Commerce groups use mostly the lecture method. Science subjects and other practical-based subjects use the lecture method and have practical classes also. They use overhead-projectors, slides, models, maps and computer where feasible to help class-room teaching. Students are taken for educational excursions conducted by the respective departments.

3. *How is learning made student-centered? Give a list of the participatory learning activities adopted by the college, which contribute to self-management of knowledge development and skill formation?*

The college ensures that both learning and teaching in the college is made student centered.

- (i) Every year students organize an annual social function where subject-oriented stalls and exhibitions are set up by each department. Prizes are also awarded to the best performances so as to encourage a healthy spirit of competition.
- (ii) Students are encouraged to organize seminars in the departments where students and teachers from local colleges are invited. They are also motivated to participate in inter-college competition, and educational seminars. Teachers also ensure that students actively participate in workshops and seminars organized by various colleges.
- (iii) Participation in various State-level competitions in extra-curricular activities. In the ninth state-level Youth Parliament Competition for colleges organized by the

Department of Parliamentary Affairs, Govt. of WB, the team from our college won the first prize at the zonal as well as at the state-level.

- (iv) Participation in debates in their own college and those organized by other colleges.
- (v) Participation in lecture competition in neighbouring colleges, sometimes in collaboration with Saha Institute of Nuclear Physics(SINP), Kolkata on International year of Physics contributed to knowledge development and interacting skill of the students.

4. *What modern teaching aids are used in classroom instruction as well as other student learning experiences?*

Overhead projectors, slides, maps , charts and sometimes computers are used by different departments to make classroom teaching more effective and interesting.

5. *Is there a practice of having tutorial classes for the students? If yes, for what courses?*

Tutorial classes are held regularly for honours courses in Humanities and Commerce departments. Practical recapitulations in laboratory based subjects are a regular phenomena.

6. *How is the academic process of each student monitored by the teacher in charge?*

The academic progress of each student is monitored by the teacher through interactive-sessions during classroom-teaching, tutorials, class-tests and parent-teacher meetings. In laboratory based subjects group discussions and answers to FAQ are discussed.

7. *Give details of the course by sessions of work assigned and implemented in the tutorial session.*

At the beginning of every month the students are informed of the different topics for study that will be taken up in weekly honours tutorials. After preparation by students, such topics are taken up for detailed study in class.

8. *How do the students and faculty keep pace with the recent developments in the subjects?*

Teachers attend Refresher Courses, Orientation courses, different seminars and workshops to acquaint themselves with the latest development in their subjects. They also use the library facilities, different journals and periodicals offered by the college.

Students receive information from their teachers according to the needs of their syllabi, which is regularly updated by the university.

9. *Are there departmental libraries for the use of faculty and students? If yes, give details.*

Yes. Each department has a small library of its own maintained by departmental teachers. Books are issued from this library for the students' use.

10. *Has the library working hours been scheduled to enable the students for maximum utilization of the library facility? Give details.*

Yes, the college library remains open on all working days, including recess periods. The students can therefore make full use of the library.

2.4 Teacher Quality

1. *How are the members of the faculty selected? Does the college have the required number of qualified and competent teachers to handle all the courses? If not, how do you cope with the requirements?*

Full-time permanent teachers are selected by the West Bengal College Service Commission (a Statutory Body) , Part-time , Temporary and Contractual teachers are selected by a committee comprising of university experts , members of the governing body of the college after advertising in national and local newspapers

The college has a substantial number of permanent full-time teachers. If, however, vacancies do arise, the college has resources to appoint temporary, part-time teachers to ensure that students' needs are met with and courses are completed in due time.

2. *How does the college appoint substitutes/ additional faculty to teach existing and new programmes? How many such appointments were made during the last year?*

The college appoints part-time and contractual teachers according to Govt. rules through a committee comprising of members of the Governing Body, University Experts and Departmental Coordinators. The number of such appointments in the academic session 2006-07 is Twenty Two (22).

3. *What efforts are made by the management to promote teacher development? (eg: research grants, study leave, deputation to national/ international conferences/ seminars, in service training, organizing of national/ international conferences etc).*

Teachers are granted study leave and encouraged to take facility of F.I.P. under the U.G.C. scheme to enable them to pursue higher studies and research work as per university rules. They are also granted leave and other facilities to attend national/international seminars, conferences, refresher courses and orientation programs.

4. *What are the teaching innovations made in the last five years? How are innovations rewarded?*

Departments are active for frequent interdisciplinary seminars in the college and question answer sessions are very lively in those seminars. Debates and performing arts in literature subjects have been introduced in the teaching process. Newspaper cutting on current issues are displayed in social sciences and field survey is encouraged in geography.

5. *Does the institution have any policy to ensure representation of women among the staff? Give details.*

Selections and appointments are made strictly on the basis of merit of the appropriate authorities. There is no scope for ensuring representation of women specially on the staff. However women men ratio is greater than unity, the institution is exclusively for women.

6. *List the faculty who have been recognized for excellence in teaching during the last five years?*

No such recognition for any faculty member of the college has been awarded.

7. *Has the faculty been introduced and trained in the use of*
- a) Computers*
 - b) Internet*
 - c) Information Technology*
 - d) Audio Visual Aids*
 - e) Computer Aided Packages*

Teachers and non- teaching staff of the college were offered a week's computer training programme organized by the Computer Science Department of the college in the summer recess of 2004. A few teachers have also taken Refresher Course in Computer Science/Application. One or two teachers have attended the UGC sponsored computer training programme organized by the University of Burdwan.

2.5 Evaluation of Teaching

1. *Does the institution/ management evaluate teachers on teaching and research performance? How does the evaluation help in the improvement of teaching and research?*

The institution invites yearly self-appraisal reports from teachers and such reports are reviewed. Meetings are held after the scrutiny of the self-appraisal reports. Although teachers are released from time to time for research work, the under-graduate college is not in a position to evaluate their research performance.

2. *Has the institution introduced evaluation of the teachers by the students? If yes, how is the feed back analyzed and implemented for the improvement of teaching-learning?*

The college has a system of evaluating teachers' performance by students, through filling up confidential forms for out-going final year students which are opened after such students leave the college. The grievance cell of the college give access to ventilate the problems of the students about class teaching among other things. The coordinators of different departments and the head of institution take note of such problems and talk to teachers to improve teaching-learning process.

3. *Does the institution promote self-appraisal of teachers?*

Yes.

4. *Is the appraisal by the teachers reviewed by the Head of the Institution and used for improving the quality of teaching?*

Yes, the appraisal by the teachers is reviewed by the Head of the Institution and measures for improvement discussed with coordinators of the departments and conveyed to individual teachers. The forms are forwarded to the University.

5. *Does the institution conduct academic audit of the departments?*

No such provision is there till now.

6. *Based on the recommendations of the academic audit what specific measures have been taken by the institution to improve the teaching, learning and evaluation?*

Not Applicable.

7. *What significant innovations in teaching and learning are introduced by the institution?*

Students from several departments make use of slides (video) and overhead projectors. They are also regularly taken to near-by sites and also to various parts of the country for educational field trips.

There are seminars, wall magazines, illustrated talks that supplement the lecture methods of teaching.

2.6 Evaluation of Learning

1. *How does the institution monitor the performance of the students? (Annual Exam/ Semester Exam, Trimester Exam, Midterm Exam, Continuous Assessment, Final Exam, etc.,)*

Each department arranges bimonthly class tests after the session begins. Under the old examination pattern, half-yearly, annual, and tests were held without fail. However, the new 1+1+1 pattern does not allow scope for annual exams at the college level. Therefore

test exams and class tests are held to ensure that the students are able to keep pace with class teaching. At the beginning of every session teacher council meets to discuss this issue.

2. *Are the evaluation methods communicated to the students at the beginning of the year? If yes, how?*

University notices concerning examination matters are prominently displayed and explained to the students. On the orientation day for the students, at the beginning of every academic session, the Principal gives them an idea about the academic schedule of the session. As a result, the students are fully aware of their responsibilities. The need for students to appear in all examinations is emphatically stated and accordingly internal examinations are held in the college. Almost all teachers of the college are part of final University Examination processes. So, they are well aware of the evaluation method of the University Examinations while the scripts of the internal examination are shown to the students, the evaluation method of the University is also discussed.

3. *What is the method of evaluation followed? (Central, Door, Double evaluation, etc.)*

The scripts are examined by the door evaluation by the University. It appoints examiners from different colleges to evaluate the answer scripts. However for the evaluation of scripts for last and final exam the University organizes central evaluation.

4. *How frequently are the class tests conducted?*

Tests are held before every University examination once every year. In the interim period class tests are held mostly once in a fortnight.

5. *What is the mechanism for redressal of grievances regarding evaluation?*

At the college level the students are allowed to see their evaluated scripts, so that there is no scope for grievance regarding evaluation.

At the university level, the students can apply for and have their scripts reviewed or scrutinized as per University rules.

6. *How does the institution prepare the students for final exams?*

Regular attendance is strongly emphasized so that they attend all class lectures. Tutorial classes are held as a means of special help. Class tests are frequently held to ensure better performance. They are also motivated to use the library to widen the sphere of their knowledge. Advanced learners are provided with advanced study material to keep up their interest.

Moreover in laboratory based subject before practical examination practice on experiments are done by the students for recapitulation of the procedures.

7. *Does the institution communicate the evaluation outcome to the parents?*

Regular parent-teacher meetings are held to inform them of their wards performance. Report cards are issued after each examination.

2.7 Evaluation Reforms

1. *Has the institution carried out any evaluation reforms?*

Yes.

The college being affiliated to the University of Burdwan follows the pattern of evaluation offered by the University. However changes are introduced by the University and the college follows them. From the year 2000 a significant change has been introduced in the evaluation pattern. Objective type questions carrying 30% marks are to be answered by the students separately in a paper of 100 marks of theoretical paper in the final examination. A system of central evaluation has also been introduced for final examination to speed up the process of publication of results from the year 2002.

2. *What are the reforms taken up with reference to evaluation?
(Double Evaluation, Question Bank, Moderation etc.)*

Various departments prepare their own question banks for the use of the students and question banks from the University are also available in the college library.

3. *How does the institution make the evaluation process transparent?*

The college allows students to see their examined answer script. Report cards of internal examinations are given to students requiring their guardians signature. The students can apply for a review of papers of final University examinations through proper channel (college).

4. *Do you have continuous assessment? If yes, please specify the weightage.*

Though the University does not give any weightage to marks obtained in the internal examinations of the college, yet the college insists on maintaining a continuous process of students evaluation. However results of these examinations are duly considered when any student fails to appear in the colleges' term end examination.

3. Criterion III: Research, Consultancy & Extension

3.1 Promotion of Research

1. *Is there a Research Committee to facilitate and monitor research activity?*

No research committee is there till now but the college is organizing it-self so that this type of committee can be formed. A committee to examine and discuss the prospect of research on different local issues and the scope of availing UGC projects will be formed in near future.

2. *How does the institution promote faculty participation in research?*

The Institution is always liberal enough to release any teacher with full facility if he/she got any chance for F.I.P. or any other research oriented programme. In fact the institution is gearing it self up to start a tribal research centre in the college.

3. *What provision is made in the budget for research and development?*

As there is no research project in the college, there is no question of budget allocation.

4. *Does the institution promote participation of the students in research through the academic programme?*

Some departments, specially English literature and Social Science departments always motivate their students to involve in research oriented activities. In the annual function of the college this year, the English department put up their stall on a very interesting topic, 'Origin and history of Nursery Rhymes'. The department of English also proposes to take up a research project under UGC scheme on 'Teaching English in Indian Classrooms' and involve students in the research work.

5. *What are the major research facilities developed and available on the campus?*

Till now no major research facility has been developed in the campus but department of social sciences is eager to establish a tribal research center in the campus.

6. *Does the institution subscribe to research journals for reference as per the different departmental requirements?*

Yes, though in a very small scale.

3.2 Research Output

1. *Is the college a recognized centre for Ph.D. ?*

No.

2. *Do you have research students currently registered for Ph.D. ?*

No.

3. *Do you provide fellowship/scholarship to research scholars?*

No.

4. *Give details of the ongoing minor projects and major projects.*

One minor research project of UGC is being carried out one of the faculty member of Political Science department and another project for one of the faculty member of department of Bengali is waiting in the UGC panel.

Title	Amount Sanctioned	Agency	Term
Problems of Education among the tribes of Bakura , Purulia and Paschim Midnapur (WB)	Rs. 35000/-	UGC	2 years

Brief report of the project: Survey of selected villages of the three districts has already been completed. Reporting of the project is under preparation. The project is expected to be completed within the month of April, 2007.

5. *Does the institution have research funding from the Government, Industry, NGO or International agencies? Give details.*

One minor research project of UGC is being carried by one of the faculty members.

6. *Give the highlights of the collaborative research done by the faculty.*

No collaborative research is going on by the faculty.

7. *What research awards and patents were received by the faculty during the last five years?*

Four (4) Ph.D. awards are there in last five years.

3.3 Publication Output

1. Are there research papers published in refereed journals periodically, by the faculty? If yes, give details.

Some of the faculty members periodically publish in different journal. A few of these

Name	Topic	Published in	Year
Sabyasachi Chatterjee (Deptt. of Microbiology)	B-A conformational transition of DNA under the influence of copper thiolate, spectroscopic and gel electrophoresis studies.	Journal of Transition metal Chemistry, July	2005
Sanjukta Chakraborty (Deptt. of Mathematics)		a) International journal of modern Physics D Vol. 14 ,Pg no 1707-1723	2005
		b) Modern physics letters A vol. 21 , 1467-1479	2005
		c) International Journal of Modern Physics B, Vol. 15, Pg. no. 1531-1544	2006
Kakali Bandyopadhyay (Deptt. of Physics)	a)Exploiting the interdependence of maximum entropy parameters in eigenvalue problems. b)A near self consistent scheme for stationary states c)A moment based approach for stationary states d)Maximum entropy and the problem of moments: a state algorithm	a) International J. Quantum Chemistry 88,691	2002
		b) Phys. Left. A 314,88	2003
		c) Physics Teacher, Vol. 44, No. 1 & 2, Jan-June	2002
		d) Physics Rev. E71,057701	2005
Minakshi (Sen) Chakraborty (Deptt. of Physics)	Entanglement in double photoionization of atom.	J. Phys. B, 35,2219	2002
Nabanita BasuHaque (Deptt. of Bengali)	Bangla desh Theke Asa Chinna mul Nari Babu Srenir Kajer Lok A no of features &short Stories	Indian Social Science Congress (W.B.) Different magazines of literary importance	

Dr. Sandip Kr. Ghatak, Department of Political Science.

Sl. No.	No. & Vol.	Name of the Journal	Title of the Paper	Year
1	Vol-III	Bharatavidya, Burdwan. WB.	Urbanization & its impact upon the Santhals of Birbhum.	2004
2	No.-4,Vol-II	Bharatiya Samajik Chintan, Allahabad.	Some Aspects of Human Rights & the Coalmines Workers of Asansol-a brief review	2004
3	Reunion Issue	Deptt. Of Political Science, Burdwan University, WB.	Urbanization & the Transformation of Tribal Culture –a case study among the Santhals of Asansol Municipal Corporation.	2005
4	Vol-IV	Bharatavidya, Burdwan, WB.	Tradition and Modernity in Santhal Society: Reflections in Arts & Literature	2005
5	Vol-31, No.- 1-2	Man & Life, Midnapur, WB.	Educational Development Among The Santhals of Asansol: a field study	2005
6	Vol-II	Samajtva, Association for Social Studies, Kolkata, WB.	Paribartaner Patha Asansoler Santhal Samaj O Sanskriti (in Bengali)	2005
7	Vol.-V, No.-2	Bharatiya Samajik Chintan, Allahabad	State, Society and the Dignity of Women in West Bengal-Perspective and Approaches	2006
8	Book	Combating Disaster, ABC Publishing House, Kolkata, WB.	Communal Disaster a man made disaster-needs a honoest & sincere management.	2005
9	Book	Tribal ageing, Institute of Social Research & Applied Anthropology, Midnapur, WB.	The Role & Status of the Aged in the Family-a case study among the Santhals of Asansol	2006

2. Give list of publications of the faculty.

- a. Books 9
- b. Abstracts 6
- c. Proceedings about 30
- d. Theses etc., 12 by Full time teachers
4 by Part time teachers
1 theses submitted by one of the faculty member.

3.4 Consultancy

1. *List the broad areas of consultancy services provided by the Institution during the last five years (free of cost and remunerative)*

The faculty members are often members of various external bodies and different committees in University Governance. Many of the faculty members act from time to time as subject experts in the selection committee of neighbouring educational institutions. Some of the faculty members also act as resource persons in different programmes of academic importance, for example, Union Budget -2005-its impact on common people (Lecture in Asansol Insurance Institute), Experimental Demonstrations on Physics in the Celebration of International Year of Physics in different places of importance, lectures by different faculty members on current social issues on various days of National importance. all on basis

2. *Does the institution publish the expertise available for consultancy services?*

Not Applicable.

3. *Give details regarding the nature of consultancy services and revenue generated.*

Not Applicable.

3.5 Extension Activities

1. *What outreach programmes are organized by the institution? How are they integrated with the academic curricula?*

In the curriculum of Career Oriented Courses , Community Development students acquire service training contributive to a sustained Community Development. The BCA department organizes work-training facilities for its students in neighbouring industries.

2. *How does the institution promote college-neighborhood network in which students acquire service training contributive to a sustained community development?*

The NSS Programme of the college are organized to integrate the neighbourhood with the college . Different activities relating health, hygiene and literacy are taken up in the adjoining adopted settlement in the neighbourhood of the college.

3.6 Participation in Extension

1. *How does the institution promote the participation of the students and faculty in extension activities of NSS, NCC, YRC and other NGOs? How often and in what roles are they involved?*

The students are encouraged to participate in extension activities through different NSS programmes, sometimes in collaboration with any NGO to organize

- (i) Blood donation camp in the college
- (ii) Medical check up camp in Maila Dhaora village near Asansol
- (iii) Pulse Polio Programme in four phases in neighbouring area
- (iv) Socio economic survey of Maila Dhaora village near Asansol
- (v) The students of this college act with NGO (Lion's Club) , Asansol Municipal Corporation and other voluntary organizations for various community development programmes viz. pulse polio, blood donation camp, eye camp etc.

These are some of the programmes conducted by the NSS units of the college.

2. *Is there any research or extension work to ensure social justice and to empower under-privileged sections in particular, women and children?*

The college has not been able to organize any such extension work.

3. *What is the impact of extension on the community? Specify.*

Not applicable.

3.7 Linkages

1. *What are the linkages the institutions have with University / Research institutions / Industries / NGOs for research and extension?*

Two of the faculty members are engaged in UGC sponsored Minor research projects in linkages with The University of Burdwan.

2. *How does the linkage promote*
 - (a) *Curriculum development*
 - (b) *Internship*
 - (c) *On-the-job training*
 - (d) *Faculty exchange and development*
 - (e) *Research*
 - (f) *Consultancy*
 - (g) *Extension*
 - (h) *Publication*
 - (i) *Student Placement*

None of the above mentioned promotion has been achieved by the institution till now.

3. *What measures have been taken by the institution to enhance the quality of Research, Consultancy and Extension during the last five years?*

No such measures could be taken by the institution till now but the institution is eager to establish a research committee very soon to explore different avenues of research programmes.

4. Criterion IV: Infrastructure and Learning Resources

4.1 Physical Facilities

1. *How well endowed is the college in terms of physical infrastructure (classrooms, administrative buildings, transport, water and power supply, etc., to run the academic programme)? Enclose the master plan of the college campus indicating the existing building and the projected expansion in future.*

Classrooms and administrative buildings are adequate for the existing need and the structure is getting expanded due to introduction of new programs.

Water is supplied from a deep well inside the college campus in addition to supply from PHE and Asansol Municipal Corporation and all the buildings, Labs, Hostels Staff Quarters and canteen are fed with 24 hrs running water. Power Supply is supplemented by a generator whenever there is any power failure. As the city is well connected both by road and train transportation system the need for separate transport facility for students is not required.

2. *What are the infrastructure facilities available for*
- (a) *Academic activities*
 - (b) *Co-curricular activities*
 - (c) *Sports*

- a) Rooms are spacious, a public address system of the college can be used as and when required. Overhead projectors and computers can be used for academic purposes. Xerox facilities, is available in the college campus for students. Number of classrooms and number of laboratories are adequate to meet the existing requirements. The libraries have the reading room facilities both for the morning section and day section. Moreover the library will be shifted to a larger space very soon.
- b) A large open air theatre of the college can be used for cultural functions and for extra-curricular activities. A seminar hall is there for seminar and conferences.
- c) The college has a sprawling play ground and a small badminton court. Provision of indoor games are there in the common room of the students. A room is earmarked for

storing the sports materials in the college. Athletic requirements for the students' practice are sufficient.

3. *Has the institution augmented the infrastructure to keep pace with academic growth? If yes, specify the facilities and the amount spent during the last five years.*

The college infrastructure is being constantly augmented and efficiently maintained through funds received from various agencies such as UGC, MP Local Area Development Fund, MLA Fund. Plans are there to tie up with eminent Alumni and the local industries to create a network of support through sponsorships and awards. During the last five years the building of the college has been expanded considerably. It is about 17003 Sqft. The amount spent on this purpose **during the last five years is Rs.7812433/.**

4. *Does the institution provide facilities like common room, wash / rest rooms for women students and women staff?*

The college is exclusively for girl students and adequate arrangements for above mentioned facilities are present.

4.2 Maintenance of Infrastructure

1. *What is the budget allocation for the maintenance of -*
- (a) *Land*
 - (b) *Building*
 - (c) *Furniture*
 - (d) *Equipment*
 - (e) *Computers*
 - (f) *Transport*

Maintenance of Infrastructure:

- a) Gardening : Rs. 4742/-
- b) Building : Rs. 200000/-
- c) Furniture : Rs. 60000/-
- d) Equipment: Rs. 200000/-
- e) Computers: Rs. 100000/-
- f) Transportation in the form of conveyance : Rs. 36400/-

2. *How optimally is the budget allocated and utilized?*

Needs of different departments are judiciously considered in the meeting of Finance Committee (a Statutory body) and allotments on different heads are decided . For developmental work there is a Development Committee in the college to discuss

importance of different developmental activities . All the expenses are sanctioned by the Finance Committee. The accounts are audited regularly by external auditor. No system of internal auditing has been introduced.

3. *Does the institution appoint the staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained?*

The staff of most of the departments maintain their own equipment / machines and thus there is no need for expensive maintenance contracts with outside agencies. However for major repair and for any expansion work in building etc, outside agencies are appointed.

4. *How is the infrastructure optimally used?*

Classrooms are rented out for holding various entrance and competitive examinations . Also a PCO has been installed within the campus on rental basis. The Government of West Bengal uses the building for PSC and other examinations. The Election Commission uses the building for General Election.

4.3 Library as Learning Resources

1. *Does the library have an advisory committee? What are its functions?*

Yes.

The library advisory committee functions under a convenor. Meetings are held at regular intervals to discuss demand of books, allocation of budget, upgradation of library system etc. Actions are taken according to the decisions taken in these meeting. Number of text books, about 29362 are arranged in open stacks and students can use those through the help of library staff and catalogues of the respective subjects.

2. *How does the library ensure access, use and security of materials?*

(a) Access:

The main guide to locate books in the library is the author catalogue. In the author catalogue the card are arranged under the names of the authors/editors/translators for every book in the library. All the cards in the author catalogue are arranged in alphabetic Sequence as in a Dictionary. The Dewey Decimal System is used in this purpose.

A book is located by its call number which appears on the top left hand corner of the catalogue card. There are two reading rooms in the library. One is used by the students and other is used by the faculty members. Same system is followed in the morning library.

(b) Use:

Two library cards are issued to the students through a proper notice ,one card is for borrowing and the other card is for reference use in the reading room. Each card bears the

passport size photograph of the students. The students can borrow books from the Central Library only.

(c) Security:

To borrow a book students should write the name of the author , title of the book , call no., accession no. on a printed requisition slip which is available in the circulation counter. All books in the library are arranged according to class. The loan card is to be surrendered at the circulation counter whenever a book is borrowed. The book issued to a student for home reading must be returned within ten(10) days from the date of issue. A book may be re-issued provided that there is no other demand for the book. If the students are found to be retaining the books beyond specified period their library card will be suspended for a particular period as per rules of the library.

However no fire extinguisher can be installed till now. Efforts are going on in this regards in the new library building.

3. *What are the facilities available in the library? (computers, internet, reprographic facilities etc.,)*

(a) The library has computer and printer facilities.

(b) The library has reprographic facilities.

(c) Internet facility will be available in the library very shortly.

4. *How does the library ensure purchase and use of current titles, important journals and other reading materials?*

In the budget of the college there is fixed allocation for books and journals. Besides if there is any special requisition for books from any department due to any changes in courses or introduction to new programs special library allotment is released in the meeting of the Governing Body of the college. For example, due to introduction of Honours course in physics the Governing Body has allotted a sum of Rs. 50000/-for purchase of books as a special case.

5. *If the library has an archives section, to what extent is it used by the readers and researchers?*

The library has no archives section at this moment.

6. *How are on-line and internet services in the library used by students and faculty? Specify the hours and frequency of use.*

Since there is no internet connection available at present , the students are encouraged to use the internet facility outside college, and in the BCA department although in a restricted

way. Moreover , the college has the intention of connecting with the broadband as early as possible.

7. *Are the library services computerized? Does the institution make use of INFLIBNET / DELNET/IUC facilities? If yes, give details.*

The library is partially computerized and no use of INFLIBNET/DELNET/IUC facilities is there.

8. *How many days is the library kept open in an academic year? How many hours is the library open per day?*

In the last academic year there were 257 working days in the college. All the working days including the recess the library is kept open. It is open from 10A.M. to 5P.M. The working hours for the library in the morning section is 7A.M. – 12 noon. The books of the two libraries are interchangeable and the students of the morning section can use the reading room of the day section.

9. *Specify the amount spent on new books and journals during the last five years.*

Year	Books	Cost	Journals	Cost
2002-03	309	Rs. 1,03,959.00	1	Rs. 1250.00
2003-04	401	Rs. 80,940.00	1	Rs. 1250.00
2004-05	761	Rs. 2,21,146.00	3	Rs. 3775.00
2005-06	458	Rs. 62,010.00	6	Rs. 5175.00
2006-07	319	Rs. 92,197.00	7	Rs. 5975.00
Total	2,248	Rs. 5,60,252.00	18	Rs. 17,425.00
Total amount spent Rs. 5,77,677.00				

10. *How does the library motivate students/ teachers to read existing and new arrivals?*

For existing materials catalogues of different subjects can be searched and some information can be obtained from the computer also. Newly arrived books and journals are displayed on the board. When a new session begins an induction meeting in the library is under consideration. The system of displaying a list of best readers is under consideration.

11. *What are the special facilities offered by the library to the visually disabled and physically challenged persons? How are they used?*

No such facility is available at this moment in the library, low benches for physically challenged will be installed in a separate space in the new building of the library.

12. *List the infrastructural development of the library over the last five years?*

The existing space for the library is inadequate. Very shortly the library will be shifted to new sprawling space. The construction for new library building is going on full scale. The institution is much eager to provide internet facility for the student after having broadband internet connection .

13. *What are the information services provided by the library to the users?*

Library informs about different competitive examinations, new publications, seminars etc. through notices on display boards.

4.4 Computers as Learning Resources

1. *How is the computer facility extended to all faculty and students?*

As the library is waiting for broadband internet connection , the faculty and the students can use the Computer Science Department in a restricted way. However printing facility is available in the central library. Total number of computer in the college being 44 , including the Computer Science department, students can use computer as and when required.

2. *How are the faculty facilitated to prepare computer aided teaching/ learning materials? What are the facilities available in the college for such efforts?*

The faculty members have not gone through any training to be competent enough to prepare computer aided teaching/learning materials. But efforts have been taken to arrange for such training of the faculty members. The teachers will be encouraged for training in multimedia and other computer aided courses for academic purposes.

3. *Is there a central computing facility? If yes, how favourable are its timings, access and cost to both students and faculty?*

The college has not been able to arrange for such facility so far but has applied for broadband internet connection to provide this facility.

4. *How does the library collection meet the requirements of the users?*

The library collection at its present status cannot meet the full requirements of the users. But after shifting to the new larger space the collection will be increased to a great extent. At present books student ratio in the library is **29362:3335**(including H.S. students).

5. *How are the computers and its accessories maintained in the Departments?*

The computers and its accessories are maintained by the faculty members and the technical staffs of the departments. If there be any major problem help from local service providers are sought for.

6. *What is the output of the various Departments in developing packages for their discipline?*

The Computer Science Department of the college has developed a package for the library use.

4.5 Other Facilities

1. *How many students stay in the hostel? How many rooms are there in the hostel? Is the accommodation sufficient to meet the demand?*

There are two hostels in the college and altogether 124 students stay in those hostels. The accommodation is not sufficient to meet the demand and the college is planning to extend the hostel facility.

2. *What facilities are provided in the hostel?*

Rooms are furnished with cot , reading chair and tables, fans , cupboards, 24 hours running water for washing etc. Morning tea, lunch, tiffin and dinner are prepared and served in one of the hostels and the mess is managed by the students themselves . In the other hostel meals are supplied by the college canteen on a subsidized rate.

3. *What are the health care facilities available in the health centre?*

The college has one part-time doctor for health checkups of the hostel boarders. When there is any emergency, help from local doctors and nursing homes (one or two of these are connected with alumni) are sought for to look after the students.

4. *Does the institution have a placement centre? What are its functions and how does it facilitate students for getting employment and self-employment?*

No, the institution has no placement centre. However, the college will soon be starting placement counselling centre with the help of the Alumni Association for the students. Moreover every year the college arranges for campus interview for professional courses. A good number of students has already been absorbed in companies like WIPRO , Cognizant Technology Solution and TATA Consultancy Services etc.

5. *What are the physical and infrastructure facilities available for the sports and physical education centre?*

The college has no formal sports and physical education center .

6. *How does the institution ensure participation of women in intra and inter institution sports competitions?*

The institution always encourage the students with example from national and inter national events for full exploitation of sports facilities to ensure participation in intra and inter institution sports competition. It may be mentioned here that students from this college are quite successful in different University level sports events.

7. *Does the institution have a workshop / instrumentation centre? If yes, what are the physical and infrastructure facilities available in the centre?*

The college does not have any workshops/ institutional center. The team of technical staff is active and competent enough for minors problems in equipments. However when there is any major problem help from local service providers is sought for.

5. Criterion V: Student Support and Progression

5.1 Student Profile

1. *What is the student strength of the institution for the current academic year? Give the data gender-wise, state-wise and nationality-wise along with analysis and comment.*

Student strength of the institution for the current academic year 2006-07.

Gender wise	State wise	
Female	WB	Other state
2856	2803	53

However the college was running H.S. courses by the Government Order due to local demand. The number of students in H.S. section is 479 and this is the last batch of H.S. section.

The college being well renowned in this region and as it offers commerce course to female students, students from neighbouring states like Jharkhand and Bihar, are eager to join this college. Moreover, this college is exclusively for women and has hostel facilities . So parents prefer this college and students from remote areas join this college. Following this there is an influx of students from outside the State. The main objective of the college is to spread women education and the college is always eager to cater to the needs of the local community, as well as neighbouring as well as intra and inter state places.

2. Give details of the last two batches of students and their socio-economic profile (General, BC, OBC etc.,).

	Total	General	SC/ST	OBC
Students Admitted in 2002-03	991	928	63	Nil
Students Admitted in 2003-04	922	894	24	4

5.2 Student Progression

1. What percentage of the students on an average progress to further studies? Give details for the last three years.

Official record has not been maintained till date

2. What proportions of the graduating students have been employed for the last five years? Provide placement record for the last three years.

On an average, a considerable number of graduating students get through different competitive exams. Being only a UG level college, the prospect for placement for general graduates is limited. However from career oriented courses every year a number of students is employed in different well known Software companies.

3. How many students appeared/ qualified in UGC-CSIR-NET, SLET, ICS, GATE, CAT, GRE, TOFEL, GMAT, Central/State services through Competitive Examinations (last five years)?

The information is not documented officially but as we know from unofficial sources :

UGC – CSIR	NET	19
	SLET	13
	GATE	5
	CAT	3
	MAT	1
	GRE	2

School Service Commission ,West Bengal A no. of the of the students passed
from this institution

Central/State
Services about 5

5.3 Student Support System

1. Does the institution publish its updated prospectus and handbooks annually? If yes, what are the information contents disseminated to students?

Yes.

Detailed Information about admission , courses offered in B.A/ B.Sc./ B. Com., both General and Honours courses with combination subjects, names of the faculty members and other staff, fee structure, essential rules and regulations of the college, Career Oriented Courses, Self Financing courses, Extra curricular activities, prizes, information about hostel, library, medical facility, Alumni Association, financial aid to Student are printed in the prospectus of the college.

2. Does the institution provide financial aid to students? If yes, specify the type and number of scholarships/ freeships given to the students last year.

The institution provide financial assistance to the meritorious and economically weaker students . The provision is for about 10% of the total students.

2005-2006 data:

		No	Amount
Student Freeship	Full	97	Rs. 69180/-per annum
Student Freeship	Half	91	Rs. 30960/-per annum
	Total	188	Rs. 100140/-per annum

Other Financial Aids :

(a) Student Aid Fund

No. of Student	Amount
24	Rs. 5930/-per annum

(b) Alumni poor Student Aid Fund

No.	Amount
1	Rs.2400/- per annum

(c) Private Aid to poor Student

No.	Amount
1	Rs.1000/- per month

3. *What types of support services are available to overseas students?*

There is no bar for overseas students to study in this institution but no extra support system for overseas students is there.

4. *What support services are available to SC/ST students?*

The college has not been able to arrange for any financial assistance exclusively for SC/ST students and students belonging to the minority communities. Only seats for admission are reserved for SC/ST and OBC students as per Govt. rule.

5. *Does the institution offer placement and counselling services to students?*

The institution has no placement cell but weekly counselling services will be provided by the alumni association of the college in the college campus from February 2007. The college arranges for in campus and off campus interview by different companies for career oriented courses and a good number of students are in service in different world class companies.

6. *Does the faculty participate in academic and personal counselling? If yes, how many have participated last year? Is there counselling centre for women students?*

All teachers regularly participate in academic and personal counselling. Teachers always try their best to address the problems of the students. The alumni association will organize personal and academic counselling for the students very shortly.

7. *Has the employment cell encouraged students to be self-employed? If yes, what are its activities?*

The college does not have any formal placement cell but students are advised always to be self employed.

8. *Does the institution have an alumni association? If yes, what are its activities?*

The Alumni Association of this college was established in the year 2000, during the Golden Jubilee Celebration of the college. They always maintain good relationship with the college authority and extend their help towards this college. They even decided to open a counselling centre for the students in the college campus.

9. *List the names of top 10 most renowned alumni of the Institution along with their designation.*

1. Smt. Dr. Sumita Chakraborty (Dean, of the faculty of Arts, Burdwan University)
2. Smt. Dr. Mamata Banerjee (Reader, Dept. of Philosophy, University of Burdwan)
3. Smt. Dr. Mala Bose (Ex-professor , JNU, now consultant to Arizona University,USA & Ruhr University, Germany)
4. Smt. Lina Chakraborty (I.A.S. retired Ex-Chairman of West Bengal Public Service Commission)
5. Smt. Bilasibala Sahis (Minister of State for Forest, Govt. of West Bengal)
6. Smt. Saswati Das (Deputy Magistrate & Deputy Collector , Govt. of West Bengal)
7. Dr. Pamela Mazumdar (A medical practitioner in Asansol)
8. Smt. Jayanti Mullick (Social worker, Member of Lions International)
9. Smt. Dr. Alolika Ganguly (Reader, Dept. of Mathematics, B.B.College, Asansol)
10. Dr. Jaysree Banerjee (Reader, Dept. of Bengali, Lady Brabourne College, Kolkata)

10. *How does the alumni contribute to the development of the institution?*

Alumni have helped in the beautification of college , presented a display board in which names of the principals of this college since its inception are displayed. They hold meetings in the college campus on regular intervals. The annual conference of the Alumni Association is an important event in the college activities. They organized an interclass debate in 2006. They have formed an aid fund to help one poor student once a year. With the help of the Alumni Association, a medical counselling centre is providing medical aid to the student once in a week. The association have decided to open a personal and professional counselling centre in the college campus.

11. *Does the institution have a grievance redressal cell? If yes, what are its functions? List the number of grievances redressed during the last two years.*

Yes. There is a grievance box for students and others. College also has formed a cell to look through the grievances and necessary steps are taken to redress those. During last two years, about 30 such cases were handled by the cell.

12. *Is there a provision for welfare schemes for students? If yes, specify.*

A medical counselling centre (every Saturday from 11A.M. – 2 P.M.) is there. The Hostel committee visits the hostels regularly and attend the students' grievances, interact with them and other staff. The college canteen provides meals for the students at a subsidised rate. Moreover, the Alumni association have decided to set up personal counselling centre for students on weekly basis.

13. *What specific measures has the institution taken to enhance the quality of education with reference to student support and progression?*

Different faculty hold regular departmental seminars by their students . Group discussions and class tests are held besides regular terminal examinations. Principal keeps regular check on day to day running of college administration and academic processes. The proposal for the establishment of an Internal Quality Assessment cell is under consideration.

14. *Is there a cell to prevent sexual harassment? How effective is the cell?*

Though it is exclusively a girls' college but there are male teaching and non-teaching staff, so there is an Anti-ragging and Women Grievance Redressal Cell . The members are:

- i) Dr.P.K. Dey Sarkar , Principal
- ii) Smt. Supriya Majumdar, Secretary T.C.
- iii) Smt. Mita Chowdhury , Member of Governing Body
- iv) Smt. Syamali Sarkar
- v) Sri. Sujit Panja, Member of Governing Body, Teacher in-charge , Morning Section
- vi) Kakali Bandyapadhaya,

15. *What efforts are made to provide legal literacy to women?*

A state level seminar on 'Empowerment of Women: Problems and Prospects' was held on 4th – 5th February, 2005 by the Dept. of Political Science. Expert lawyers on women law delivered speech and answered to different queries of the participants.

16. *What support services are made available to differently abled students?*

Only reservation of seats according to Govt. rule.

5.4 Student Activities

1. *What incentives are given to students who are proficient in sports?*
No incentive is available in this category.
2. *Give details of the participation of the students in sports and its outcome, at the state, regional, national and international levels, during the last five years?*

Burdwan University Athletic Intercollegiate Meet

Year	Venue	Event	Number of students participated	Rank
2003	Burdwan WB	100 mts. Runs Putting the short put	2	Nil
2004	Bankura WB	100 mts. Run 200 mts. Runs 400 mts. Runs 800 mts. Runs	5	First First Second First
2005	Bankura WB	800 mts. Runs Throughing and jumping	7	Third Four qualified for final and semifinal
2006	Burdwan WB	800 mts. Runs	2	Both qualified for semifinal and final round One selected for Burdwan University team

Inter Non-Government College Athletic Meet

Year	Venue	Event	Number of participated	Rank
2003	Memary College WB	200 mts. Runs 400 mts. Relay Race	2	Second Selected for the state meet
2004	B. C. College Asansol, WB	High jump 100 mts. Runs	7	Second Third Participated in high jump for the state meet

3. *Does the institution collect feedback from students for improving the support services?*
To improve support service, the college collect feedback from direct interaction with students by departmental teachers. Confidential reports from students are collected through

confidential questionnaire and complaint box. In the meeting of the grievance redressal cell the complaints from the students are discussed and appropriate measures are taken.

4. *Does the institution collect feedback from employers? If yes, how is the feedback used? Illustrate the outcome.*

As the college is only an undergraduate level college, so very few students are employed just after passing out. Normally they go for PG study so detailed data is not available.

5. *Furnish information regarding the participation of students in extra curricular activities and recreational activities?*

Students of our college have a regular record of excellence in extracurricular activities for many years. Here for example, only records of 2002 to 2006 are given below:

2002

Inter College Competition within University

No. of participants – 19

Event:

Music:-

Rabindra Sangeet – 3rd

Nazrul Sangeet – 2nd

Decoration (Alpana) – 3rd

Letter writing – 1st

2003

Inter College Competition within University

No. of participants – 38

Event:

Debate – 3rd

Sruti Natak – 2nd

Quiz – 2nd

Recitation – 1st

Essay reading – 2nd

Nazrul Sangeet (Music) – 2nd

Adhunik song – 3rd

Gana Sangeet – 1st

Group championship – 1st

2004

Inter College Competition within University

No. of participants – 40

Event:

- Folk dance – 1st
- Classical dance – 2nd
- Gana Sangeet – 2nd
- Recitation – 3rd
- Decoration (Alpana) – 3rd

2005

Inter College Competition within University

No. of participants – 37

Event:

- Folk song – 1st
- Gana sangeet – 3rd
- Recitation – 1st
- Folk Dance – 1st
- Decoration (Alpana) – 2nd
- Paragraph writing – 2nd

2006

Inter College Competition within University

No. of participants – 42

Event:

- Folk dance – 1st
- Classical Dance – 3rd
- Adhunik Song – 2nd
- Music Quiz – 1st

Unit level Youth Parliament Competition under Dept. of Parliamentary Affairs, Govt. of West Bengal. The college won 1st prize.

State level Youth Parliament Competition under Dept. of Parliamentary Affairs, Govt. of West Bengal. The college won the 1st prize.

6. Criterion VI: Organization and Management

6.1 Leadership, Goal Orientation and Decision Making

1. *What are the leadership functions of the Head of the Institution?*

The decision making process starts under the leadership of the Head of the Institution and the sub-committees concerned are consulted by him for decision making as well as their execution.

2. *Does the institution have a mission statement and goals reflecting quality?*

The mission of the college is imparting enlightenment and education to the women population of this locality and the goal of the college is to place them in the rightful position in the society. Excellence has always been the motto of the college and is reflected in the academic performance through the year.

3. *What measures has the institution taken to translate quality to its various administrative and academic units?*

The mission of the college and its goals have been set up since the inception of the college. In principle, the college endeavours the spread of higher education among women.

Regular meeting of different administrative and academic sub committees makes smooth running of the college guaranteed. Its administrative and academic units are answerable to the stakeholders and the institution is alert enough to face it by maintaining transparency at all level. The institution has formed a general grievance redressal cell for the students for venting out their grievances. Grievance boxes are placed on the corridors and students can place their grievances in the boxes. Those are discussed in the grievance redressal cell and dealt with proper measure.

4. *Is the faculty involved in decision-making process? If yes, how?*

The faculty members have great role in the decision making through their representation in the relevant sub committees by deliberating their expert views on different issues. Most important of all is, the faculty members are democratically represented in the Governing Body, the ultimate decision making body of the college.

6.2 Organization Structure, Powers and Functions of the Functionaries

1. Give the organizational structure and the details of various statutory bodies.

The prime statutory bodies governed by the statute of the University of Burdwan are –

- (a) The Governing Body (GB)
- (b) The Teachers Council (TC)
- (c) The Students' Union (SU)

(a) The Organizational structure-

The Governing Body is formed by members of different categories as noted below.

- i) The president-A person having academic or administrative experience is elected by the members of GB.
- ii) Secretary-The principal of the college is the ex-officio secretary of the GB.
- iii) Teachers' Representative(TR)-Three members of the TCs are elected among themselves as the TR.
- iv) University Nominnee-Three members nominated by The University of Burdwan.
- v) Non- Teaching Representatives-Two non teaching staff are elected among themselves.
- vi) Student Representative-The General Secretary of the SU.
- vii) Government Nominnee-A member nominated by the State Government.

The GB of the college has been reconstituted on 22.12.2006 consisting of all the members stated in i)-iv). The name of the nominee of the government has not yet been received by the college.

(b) Teachers' Council: The TC is formed with the members who are the whole time, permanent teaching staff of the college. The president of the council is the principal and the secretary and the asst. secretary are elected by the members from among themselves.

(c) Students' Union: All the students of the college are the members of the SU. The students elect class representative (CRs) for each class. The CRs elect office bearers from among themselves for formation of six departments viz. Cultural, Games and athletics, Magazine and literature, Bijnan Parishad , Students Welfare and Social Service and Common room. One teaching staff is deputed by the principal as teacher in charge on each of the above departments.

The GB appoints the finance sub-committee the members of which belong to the GB. The GB also appoints different sub-committee for management of academic and administrative activity. A list of different sub-committee has been attached herewith (vide chart page 99).

2. *Give details of the meetings held, and the decisions made, regarding finance, infrastructure, faculty, academic research, extension and linkages and examinations during the last year.*

Vide Annexure-I

3. *How frequently are the meetings of the different statutory bodies held?*

Generally at least six meetings each of the GB and TC are held in an academic year. The meetings of the finance sub-committee, academic council and other sub-committees are held whenever specific issues arise.

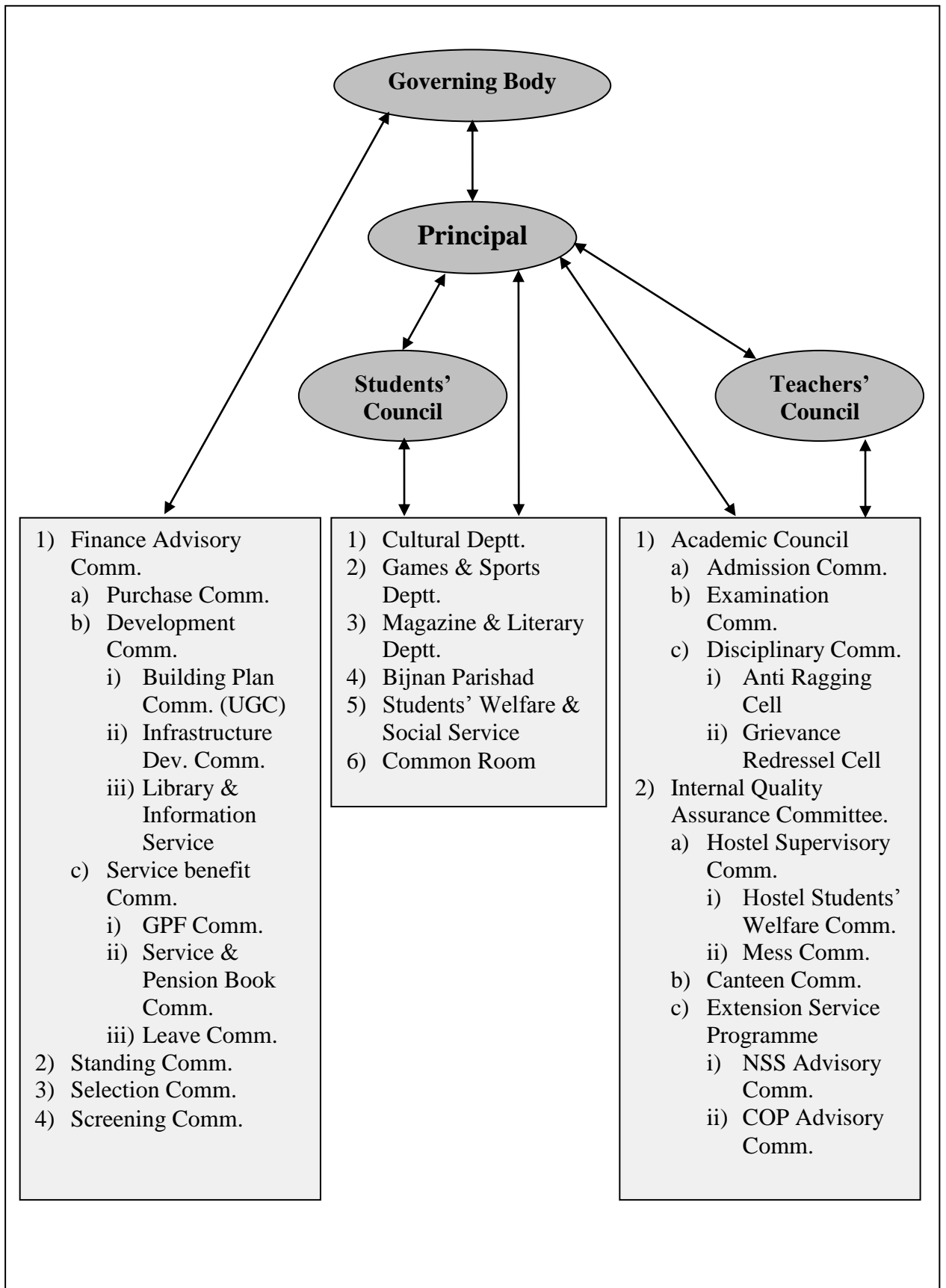
4. *How many of the management council resolutions are implemented?*

All the resolutions of the Governing body are implemented.

5. *How is the administration decentralized? Illustrate the organization chart.*

The recommendations of the committees to function on the financial management, pension and retirement benefits of the employees including leave , building , construction and development are finally approved by the GB. In almost other functionaries regarding admission, examination , academic works and office works, the committees function independently.

The flowchart on the next page is illustrating the structure:



6. *Does the institution have effective internal coordination and monitoring mechanism? If yes, specify.*

Yes, the institution rests upon secretary , TC and some key conveners of sub-committees for internal co-ordination and monitoring to run the college smoothly. The head clerks and the Bursar of the college supervise the office jobs of ministerial staff. The co-ordinator of the departments monitor routine on the theoretical and practical classes. Librarian and Asst. Librarian takes care of the library works.

The college has an efficient internal coordinating and monitoring mechanism. The mechanism consists of the followings:

- (i) The Principal and the Heads of the departments of different subjects are ensuring efficient coordination and monitoring.
- (ii) They monitor the departmental activities periodically.
- (iii) A number of planning sessions, departmental meetings and inter-departmental meetings are held to achieve this goal.
- (iv) Different core committees and sub committees have been framed by the Teachers' Council (a Statutory Body) to look after different academic aspects.
- (v) Administrative and allied activities viz. admission , examination, finance, games and sports, cultural activities , students' welfare programmes, seminars , hostel, students' grievances etc. The committees consist both teaching and non-teaching staffs and sometimes student's representation is sought.

7. *How many times does the management meet the staff in an academic year?*

There are representatives from teachers and non-teaching staffs in the Governing Body.

The Principal, the Secretary of the GB, meets the faculty members and the non teaching staff on various occasions for academic and administrative management. Moreover any of the staff can meet the Governing Body as a whole on any specific issue after prior intimation through Principal .

8. *What are the major issues discussed in the last meeting?*

The major issues discussed on the last meeting on 22.12.2006 –

- (i) Confirmation of the Governing body meeting 24.11.2006
- (ii) Reconstitution of the finance committee
- (iii) Consideration of operation of the Bank Account.
- (iv) Miscellaneous
 - (a) To consider the application from Smt. Srabani Barun, Lecturer, Department of Zoology for maternity leave of 135 days with effect of 26.10.2006 .
 - (b) To consider the application from Smt. Debobani Ghose, lecturer, Department of Sanskrit for one year lien with effect from 04.01.2007 as she has got appointment from PSC to a Government College.

6.3 Perspective Planning

1. *Does the institution have a perspective plan for institutional development? How the various constituencies are involved in the process of planning?*

The institution has a perspective plan for institutional development under the development sub-committees of the college. The various constituencies viz. students, non-teaching staff and teachers are involved in the process of planning.

2. *Does the institution follow an academic calendar? How effectively is it prepared?*

The institution follows an academic calendar in consonance with academic calendar of the affiliating University. The institution try to follow the calendar in all academic matters.

3. *Specify the number of plan proposals (a.) initiated (b.) implemented during the last five years.*

Plan Proposals	
↓	↓
Infrastructural (Building etc.)	Academic
<ol style="list-style-type: none"> 1. Administrative building in 2003 & will be completed very shortly 2. Construction of library building started in 2006 and will be completed soon. 3. Construction started in 2006 of laboratory & classrooms for Nutrition Honours course will be completed very shortly. 4. Construction of two additional class room in first floor on former canteen building. The construction was started in 2004 and completed in 2005. 5. Proposal for extension of Women's Hostel Submitted to UGC in 2003. The plan was reviewed and re-submitted in 2006. 	<ol style="list-style-type: none"> 1. Hindi Honours & General Course already introduced during the session 2005-2006. 2. Hons. Courses for Mathematics & Economics have been introduced during 2004-2005. 3. Hons. Courses in Physics & Nutrition have been introduced during 2006-2007. 4. Proposal for the introduction of PG course in Microbiology has been submitted to the University of Burdwan but not yet received permission from the University. 5. Initiative has been taken to organize NCC Unit for the girls in the college.

6.4 Manpower Planning and Recruitment

1. *How is the staff recruited? Illustrate the process.*

The college employees are of three categories-

- (a) Principal, appointed by the Governing Body
- (b) Teaching Staff
- (c) Non-Teaching Staff

Recruitment of teachers:

Whenever a vacancy arises against sanctioned post by virtue of retirement/resignation/creation of new posts or otherwise, the requisition for the candidate to fill up the vacancy is placed at the office of the West Bengal College Service Commission (W.B.C.S.C). The Service Commission has been set up by the Govt. for interview, selection and recommendation of candidates. On the recommendation of the W.B.C.S.C. the Governing Body (G.B) of the college appoints a candidate to the post of lecturer.

Regarding the appointment to part-time, contractual teaching posts the vacancies are notified in the national and local newspaper and the college notice board. The selection committee constituted by the G.B. in terms with the University Guidelines under notification dated 30.06.2006 interviews the eligible candidates and prepares a panel with recommendation for appointment thereof. The G.B. appoints a part – time teacher finally on the recommendation of the selection committee.

Recruitment of non – teaching staff :

A vacancy against sanctioned post arising out of retirement/resignation/creation of new post or otherwise is communicated to the DPI, Govt. of W.B. for permission to fill up the vacant post. With the permission of the DPI,W.B. , the requisition for candidates is placed to the Office of the Employment Exchange. The Employment Exchange sponsored candidates are interviewed , selected and recommended by the Standing Committee, constituted by the University Statute under clause No. ST. 2(L & NT). On the recommendation of the Standing Committee, the G.B. appoints a candidate to the post of non-teaching staff. The procedure of the appointment to the post of Librarian / Assistant Librarian has been so far as above. However recently the recommendation to the post of Librarian / Asst. Librarian rests upon the W.B. C.S.C and the appointment is given to the selected candidates by the college authority.

Appointment of Part-time/ Casual Non Teaching Staff:

The selection made by the selection committee constituted by the G.B. and the appointment is given by the G.B. of the college.

2. *How is the need for staff recruitment assessed?*

The sanction and creation of the teaching post is judged on the basis of workload as per the G.O. No. 1159 Edn.(CS) dated 18.06.1969 and G.O. No. 974 Edn.(CS) dated 27.08.2001. The Govt. of W.B. has introduced Staff pattern of the colleges for sanction / creation of Non-teaching post including Librarian by the Govt. Order No. 830 Edn.(CS) dated 31.10.1995 judged on the basis of number of enrollment in the college, number of Laboratory based departments ,number of books in the library etc.

3. *What percentage of faculty who are qualified from other institutions and other states are recruited?*

Recently one faculty member in Hindi have been recruited by the college from the state , Uttar Pradesh. All the other faculty members are from same state.

All the faculty members excepting one in the faculty members in permanent post are from other institutions. But most of the part time teachers are from this institution.

4. *What is the ratio of teachers to non-teaching staff?*

The ratio of teachers to non-teaching staff is 91:24

6.5 Performance Appraisal

1. *Does the college have a 'self-appraisal method' to evaluate the performance of the faculty in teaching, research and extension programmes? How far has it motivated the teachers?*

The college has self-appraisal method to evaluate the performance of the faculty of its own for scale promotion. The teachers are also motivated themselves to upgrade themselves by joining refresher course, orientation programme, seminars ,workshops etc. But the University of Burdwan evaluates the performance at an interval of six months. Every teacher has to fill up a proforma, supplied by the University, mentioning the details of period of service, bio-data, publications, research activities, attending seminars, workshops, participation in Refresher courses, teaching method, evaluation methods, participation in administrative work in the college, classes taken, leave, participation in Univ. exams. Etc. As the B.U. evaluates in this way, the teachers take classes regularly; they upgrade themselves to adopt up to date methodologies.

2. *Does the institution appraise the performance of the teaching staff? If yes, specify.*

Yes. The students are given exit confidential questionnaire to evaluate their teachers. The administrative heads often engage in informal conversation with guardians and other teachers in order to appraise the performance of the teaching staff.

3. *Does the institution appraise the performance of the non- teaching staff? If yes, specify.*

No.

4. *Has there been any study conducted during the last five years by the institution or by any other external agency on the functioning of any aspect of academic and administrative management? If yes, give the details and enclose a copy of the report.*

No.

6.6 Staff Development Programmes

1. *Has the institution conducted any programme for skill upgradation and training of the non-teaching staff, based on the performance appraisal? Give details.*

Yes. A training course in computer fundamentals was held for non-teaching staff in 2004-05 with the help of Computer Science department to upgrade their skill in handling computer for the purpose of office works.

2. *Does the institution conduct staff development programme for the teaching staff & non-teaching staff? Illustrate.*

No.

3. *How are the faculty encouraged to use computers, internet, audio-visual aids, computer-aided packages etc.?*

The faculty are encouraged to use computers, internet, audio-visual aids and computer-aided packages. Almost all the faculty of the college especially the lab-based departments and associated teachers have to use these aids for sake of syllabus. The college had organized a training course in computer fundamentals for the teachers with the help of the help computer science department in 2004 for motivating the faculty to use computer.

6.7 Resource Mobilization

1. *What are the current tuition and other fees?*

Vide Annexure No. - II

2. *How often is the fee revised?*

The fee structure usually not revised unless the institution is in extreme financial crisis.

3. *What is the quantum of resources mobilized through donations. (other than block grants) ? Give details.*

Rs. 2400/- amount scholarship per year by alumni association and Rs. 1000/- per month by a private donor.

6.8 Finance Management

1. *Provide Income / Expenditure statement of the last financial year.*

Income/ Expenditure statement of the last financial year (April 2005-March 2006)

The budget book is sent along with the SSR.

2. *Is the operating budget of the institution adequate to cover the day-to-day expenses? If not, how is it managed?*

Yes, the operating budget is adequate to cover the day-to-day expenses.

3. *Is the maintenance budget of the institution adequate with reference to its infrastructure and learning resources?*

Yes, the maintenance budget of the institution is adequate with reference to its infrastructure and learning resources.

4. *Does the institution have a mechanism for internal and external audit?*

Yes, the institution does have a mechanism for internal (only for lab-based subjects) and external audit.

Internal audit: The lab-based departments are provided with some contingency amount (in Rs.) for day-to-day expenses. These departments ultimately submit the accounts of expenses with bills & vouchers to the account section of the college before the completion of the financial year. Finally the accounts section verify it.

External audit: The college appoints Govt. registered auditors for the audit of total income/ expenditure of the college for every financial year.

5. *Have the accounts been audited regularly?*

Yes. The accounts of the college have been audited upto 2004-2005.

6. *What are major audit objections? How are they complied with? Give details.*

There are no major audit objections as such. They observed

- (i) The college should take necessary actions for insurance coverage on various important assets.
- (ii) The college management should take necessary action for adjustment of various advances which was shown in the Books of Accounts.

7. **Criterion VII : Healthy Practices**

7.1 **Total Quality Management**

1. *How does the institution gear itself to achieve the specific goals and objectives?*

To achieve the specific goals and objective this college has a plan to set up an 'Internal Quality Cell' for regular monitoring and assessment of the administrative and academic functions.

2. *Has the institution adopted any mechanism/ process for internal quality checks? Give details.*

The college endeavors to check internal quality by assessment of progress of the students through periodical examination. The students performance in their co-curricular and extracurricular activities are also assessed for their individual development through various competitions held at regular intervals. The academic subcommittee examines academic audit periodically.

There are different subcommittees to supervise office work and financial management, infrastructural development to ensure quality in every aspect of the institution. The college receives feedbacks from the students, guardians/parents, the alumni through questionnaires or otherwise to assess shortcoming, if any, as well as appreciation in the matter of academic and administrative progress.

3. *How does the institution ensure the quality of its academic programmes?*

To ensure the quality of the academic programme the college takes remedial measures appropriate to the situation in consultation with the concerned committees.

4. *How does the institution ensure the quality of its administration?*

The governing body of the college takes care of overall management of the administration. However the Principal supervises day to day administrative work for affective functioning of the ministerial staff and the faculty members for running the office, library and classes smoothly. He also acts as the liason person to contact with the eminent personalities for the purpose of administrative control relevant to the needs of the institution.

7.2 Innovations

1. *What are the innovative courses planned during the last five years? How do you promote innovations in the curriculum?*

The institution has kept in mind the changes in the global perspective and accordingly introduced need based programmes in the curriculum. During the last five years professional course like BCA and career oriented courses like functional English, Travel and Tourism Management, Community Development programmes have been introduced for the benefit of the students. Besides some other courses according to the demand of the time also have been introduced like Honours in Microbiology, Nutrition, Computer Science.

2. *Describe the strategies evolved in promoting innovations in teaching, learning and evaluation.*

The college pays attention to the promotion of innovative methods and ideas in the process of teaching, learning and evaluation (TLE). The faculty members are encouraged to attend Orientation programmes and Refreshers courses conducted by the Universities. The faculty members are also deputed to participate in the national and international workshops, seminars, symposiums to update their knowledge and skill. The largest group in the TLE are the students. The departments arrange interaction meeting with the student and their guardians to assess and obtain suggestions for the betterment of students. To imbibe creative ideas among the students they are encouraged to publish wall magazine, hold seminars, participate in the exhibitions inside and outside the college, make educational tours etc.

3. *Elucidate some of the innovations in research and extension initiatives taken by the institution to give a significant thrust to research and development in the programmes.*

The college has no research wing. However, it sanctions study leave with full pay to the teachers to enjoy teacher's fellow award under the FIP scheme of the UGC. Such study leave is also granted to them to carry out research work in the Universities and other institutions. They are also encouraged to undertake the minor/major projects under the Universities.

4. *What strategies have been adopted in governance?*

The college feels the necessity of launching E-governance. The college has computerized the office work and will soon try to implement E-governance in other areas of administration as well.

7.3 Value Based Education

1. *What are the practices of the institution to impart value based education?*

To inculcate social and moral values in the minds of the students the usual practices of the institutions are:

- (a) The NSS activities
- (b) Organization of Cultural programmes and social festival
- (c) On the days of national importance the college always try to put before the student the preamble of Indian Constitution. Different members of the faculty and the principal of the college often talk about different facilities granted in our constitution for the citizen of the country. Posters and debates on child labour, Universal literacy, Women empowerment are organized by the students. For example on 26th January 26, 2007 a talk on 'Indian Constitution and Democratic Values' will be delivered by a faculty member of department of Political Science.
- (d) Seminars from time to time.

2. *What are the exclusive courses on value education? Or is it integrated into the existing courses appropriately?*

There is no integrated or exclusive courses on value based education in the curriculum. However, the curriculum has integrated values systems and notions of righteous conduct to promote value based education.

7.4 Social Responsibilities and Citizenship Roles

1. *How does the institution promote social responsibilities and citizenship roles among the students?*

The institution promotes social responsibilities and citizenship roles among the students through the National Social Service scheme. The college students take part in social services voluntarily within the framework of NSS, under normal and special camping programmes. The college authority is trying its best to set up a National Cadet Corps Unit in the college in the current session. The Institution is proud enough that the students have achieved the first position in the state level Youth Parliament Competition.

2. *What are the institutional efforts to bring in 'Community Orientation' in its activities?*

The activities of NSS are usually oriented towards the community development. Visit to the tribal areas and slums is a part of the programme. Awareness of the social evils, health and hygiene, literacy in the surrounding areas are taken care of when there is annual activity programme in the neighbouring slum areas. With financial assistance from the University Grant Commission, the college has started certificate and diploma courses in Community Development. In their project work functioning of a NGO, BIDISHA in district of Purbo Midnapur, West Bengal.

3. *Does the institution have any exclusive programme under extra-mural / enrichment wing, to promote social responsibilities and citizenship roles?*

We have no exclusive programme to promote social responsibilities and citizenship roles other than extended service programme adopted by the NSS.

7.5 Overall Development

1. *How does the institution involve all its stakeholders in planning, implementing and evaluating the academic programmes?*

The representatives of Students' Union take part in process of planning, implementing and evaluating the academic programmes. All the students belong to the Students' Union. The elected members of the union constitute the Students' Council under the provision of the Burdwan University rules and regulations. The general secretary of the students union participate in the college governances as an ex-officio member. The college authority consults teachers and students as regards organization of different committees for the proper administration of the college.

2. *What strategies are adopted for the effective management of human, financial, and other learning resources for the overall development of the students?*

The teaching and non teaching staff of the college act as the human capital for the development of the college. The college authority with the permission of the Government takes step to fill up vacancies of the teaching and non teaching posts. It also approaches the government for the creation of additional post admissible on the basis of work load. The financial resource in the following ways

- (a) The students contribute tuition fees and others fees as prescribed by the college. The recurring and nonrecurring expenditures are made up from their funds.
- (b) The Government of West Bengal provides payments of the employees.
- (c) The State Government, University Grant Commission, grants of local MPs, MLAs, and Local Development Bodies grant resource whenever necessary.

The financial resources are managed by priority basis budget allocation and optimum utilization of the available facility.

3. *How does the institution ensure overall development of the students considering the curricular and co-curricular activities, research-development, community orientation, and the personal and spiritual development of the students?*

The faculty staff , technical and office staff, ministerial and other staff discharge their duties properly in their respective areas of service. They also share their duties with overall understanding with each other. The involvement of the student in the management of the college strengthens the fulfillment of the overall development of the college.

7.6 Institutional Ambience and Initiatives

1. *What measures have been taken by the institution to create the institutional ambience for teaching and learning?*

As the aim of any Educational Institution is to ignite to passion for quest of knowledge and perfection, the college has taken the following measures to create the ambience of teaching and learning.

- (a) Teachers try to use interactive method of teaching in classroom as far as practicable;
- (b) In practical classes of laboratory based subjects are encouraged to understand the underline principle that formed the basis of experiment, rather than teaching her to work it out mechanically;
- (c) As a matter of policy students are encouraged to raise questions during lecture session;
- (d) Seminars, workshops are organized on a regular basis to inculcate habit of academic arguments;
- (e) Students are encouraged to participate in debates quiz in an outside the college;

- (f) Teachers are encouraged to attain orientation courses ;Seminars, workshops in and outside the state;
- (g) Strict discipline is maintained in the campus;
- (h) Regular internal examinations are held and the answer sheets are shown to the students;
- (i) Every effort is made to maintain cordial relationship among the teaching, non-teaching and student members of the college;
- (j) All the departments of the college put up stalls in the annual function of the college. The innovative ideas of the young minds from all corners of the academic field are expressed in those stalls. At these stalls all students and teachers and the community outside the college interact with each other in open mind on every questions.

2. *Has the institution made any initiative to have a technologically advanced infrastructure to make 'learning' an effective process?*

As regards the technologically advanced infrastructure the use of teaching aid like projectors and computers make the learning effective and interactive.

3. *Has the institution done a gender audit and / or any gender related sensitizing courses for the staff/students?*

Being exclusively a girls' college it does not take up gender audit separately. The college does not run any gender related courses but have a plan to introduce the discipline of Women Studies in near future.

4. *Are there any other measures taken by the institution to make it a learner friendly system?*

In view of asking teaching learning student friendly some measures are mentioned here:

- (a) Interaction of students and teachers outside the classroom.
- (b) Arrangement of group discussion and seminar.
- (c) Arrangement of special classes besides regular routine classes
- (d) Breakup of the syllabus into modules.
- (e) Class tests and tutorials are arranged to improve the writing skills of the students.

**EVALUATIVE REPORT
OF
THE DEPARTMENTS**

Department of Languages & Literatures

- Bengali
- English
- Hindi
- Sanskrit

Department of Bengali



Departmental student in performing art in annual function

1. Faculty profile ,adequacy and competency of faculty

No. of Posts	Status	Present Condition
4	Full Time	Filled

Faculty Members	Designation	Qualification	Experience in Years	Age	Sex
1. Supriya Majumdar	SL.gr.Lecturer	M.A	29 years +	56	F
2. Saswati Majumdar	SL.gr.Lecturer	M.A , MPhil	14yers+	44	F
3. Dr.Nabanita Basu Haq	SL.gr.Lecturer	M.A , BEd, PhD	5years+	34	F
4. Ava Mallik	Lecturer	M.A, BEd	4years+	32	F
5. Bhutnath Chatterjee	Part Time Lect.	M.A	17 years		M
6. Alpana Banerjee	Part Time Lect.	M.A , B.Lib	13 years		F
7. Debashish Bandyopadhyay	Part Time Lect.	M.A	9 years		M
8. Mahua Sinha	Part Time Lect.	M.A. , M.Phil	1 year		F

2. Students' profile according to programmes of Study , Gender , Region

Programme of study

Programme	Level Of study	Cut Off Marks At Entry Level In %
Honours	U.G	40%
General	U.G	30%

Gender, Region

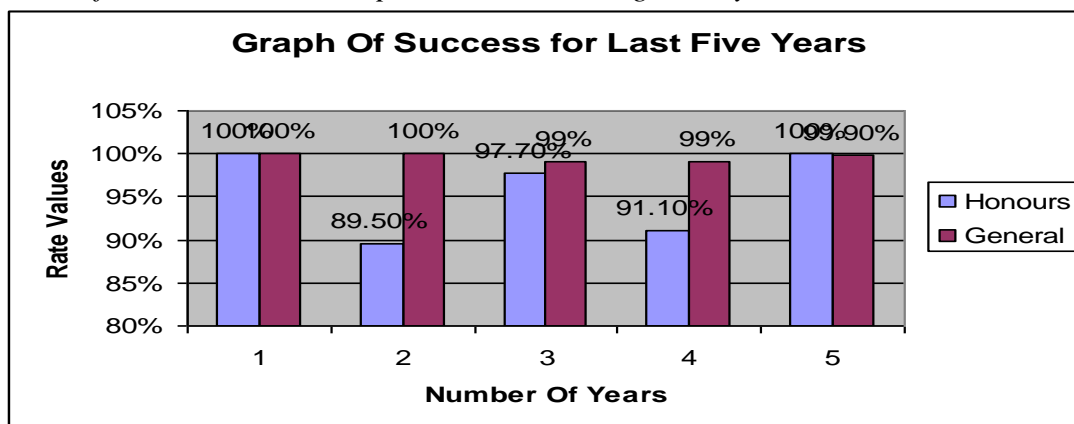
No. of Students: Hons.: 132 General: 752 Total: 884

All the students except one remain in the same state.

3. Changes made in the course or programmes during last 5 years and the contribution of the faculty to those changes.

Some changes were made in the syllabus or courses of B.A Honors and Pass in 2005. But according to the system of the university those changes were made by the board of studies of the university. One of our faculty members joined the subject workshop arranged by the university.

4. Trend of success rate and drop out students during last 5 years



Drop out data not available.

5. *Learning resources of the departments like Library, Computers, Computers, Laboratories and other such resources.*

The Department has a small seminar library at its disposal

No. of Books: 106

No. of Journals/Periodicals: 05

6. *Enhancement of the learning resources during the past 5 years*
Addition of new books to the Departmental and Central library.

7. *Modern teaching methods in practice other than the lecture method*

- Visual shows are arranged for the students.
- The department organizes tours once in a year, observe memorable days in connection with Bengali language and literature, the faculty members and the students take part in different cultural activities arranged mainly by the students.
- Wall-magazines are brought out.
- Interdepartmental discussions are organized.

8. *Participation of teachers in academic and personal counseling of students.*

- Teachers take keen interest for the academic upliftment of the students. A student of the department who stood 3rd in the B.A examination in the year 2004 was given full economic support by one of our faculty member for her post graduation.
- Books are provided and tutorial classes are taken regularly.
- 'Slow progress students' are given special care in 1:1 teacher student ratio if required.

9. *Details of faculty development programmes and teachers who are benefited during past five years*

List of Departmental Faculty Members Attended Refresher Course and Orientation Programmes Organised By B.U

Name Of The Faculty	Refresher Course	Orientation Programme
Smt. Saswati Majumdar	23.12.02-14.01.03	-
Dr. Nabanita Basu Haq	23.12.02-14.01.03	07.09.04-04.10.04
Smt. Ava Mallik	04.01.04-24.01.04	-

10. *Participation of teachers in academic activities other than teaching and research*

Apart from the college exams the teachers also take part in the University evaluation process in various ways.

11. *Collaboration with other departments and institutes at the national and international level and their outcome during past five years.*

No such collaboration programmes at the national and international level could be organized. But, we tend for twining programmes with other colleges and two interdisciplinary programmes could be arranged till date. Also two guest lecturers from two local colleges delivered lectures to students of the department.

12. *Details of ongoing projects and projects completed during last five years*

One faculty member has been carrying out research work under FIP scheme of the UGC.

Another faculty members has just received the U.G.C approval to work on a Minor Research Project.

13. Publications of the faculty, for the past five years

Name of the faculty	Name of the publications
Saswati Mazumdar	Sitar Katha in Magazine Kabikantha
Dr. Nabanita Basu Haq	Presented paper at 1. Hoogly Mahasin College 15 th -17 th November 2002 2. North Bengal University UGC Seminar 7 th September 2004 3. Nikhil Bharat Banga Sahitya Sammelan at Gwalior 27 th -29 th December 2006.
Debashish Bandyopadhyay	1.Nirbachita Vaishanva Padabali 2.Bangla Bananer Sahajpath 3.Sera Baro <u>Edited Magazine: Bangla</u>

14. Participation of the department in the extension activities

Students are very actively involved in the N.S.S activities and other college activities like setting up of departmental stall and participation in cultural programmes. Faculty members are often invited to the selection committees of different academy.

15. Methods of continuous student assessments

Regular class tests are taken and students are made alert on the basis of their performance in the Test Examination. Parent teacher meetings are held as required.

16. Placement record of the past students and contribution of the department to the student placement

A considerable number of students are engaged in various Organization but no record is available but some of the Alumni of this Department are presently in significant positions, such as:

- (i) Dr. Sumita Chakraborty, Dean, Faculty of Arts, University of Burdwan.
- (ii) Dr. Jayashree Banerjee, Reader, Lady Brabouine College, Kolkata.
- (iii) Dr. Kamala Das, Reader, Ramananda College, Bishnupur.

Being an undergraduate college the department has no such scope for placement but teachers always help students variously about different courses.

17. Significant achievement of the faculty, students in past five years

Dr.Nabanita Basu Haq (faculty) received her Ph.D in 30.3.2004.

Smt.Soubarna Thakur (student) ranked 9th in B.A final examination in 2002.

Smt.Geeta Mukherjee (student) ranked 3rd in 2004 .

Smt.Mahua Sinha (student) stood 2nd in Post Graduation level in B.H.U in 2003 has completed her M.Phil.

18. Plan of action of the department for the next five years

Within next five years the department intends to extend the seminar library, with help of well wisher like Smt. T.Guha and others, to arrange regular seminar programmes, to publish a printed magazine at regular intervals.

The department also intends to make the classes more students centric following the micro-teaching process.

19. Any other highlights

The department is delighted to inform that one of our faculty member received “Charu Chandra Smriti Sahitya Puraskar” in 2005

Another faculty is a regular contributor in different magazines on features and short stories as well.

Department of English



In Nursery Rhymes

1. Faculty profile, adequacy and competency of faculty:

Name of the teaching staff	Designation	Highest qualification	Specialisation	Experience in years	Age	Sex
Sm.Sathi Chatterjee	Sl.g Lecturer	M.A	Literary Criticism	33	59	F
Sm Indira Banerjee	Sl.g Lecturer	M.A	Modern European Classics	25	51	F
Sm.Arпита Chakrabarti	Lecturer	M.Phil	American Literature, Indian English Drama	3 (UG), 1(PG)	29	F
Sm.Krishna Nandi	Part-time Lecturer	M.A	Classical Literature	10	58	F
Sri Debasish Banerjee	Part-time Lecturer	M.A	American Literature	5	33	M

Morning Section:

Sm.Krishna Nandi	Part-time Lecturer	M.A	Classical Literature	10	57	F
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In order to meet the needs of students and minimize the student-teacher ratio two part-time teachers in the day section and two in the morning section have been recruited. There is no vacant sanctioned post in the department at present.

2. Student Profile according to programmes of study, gender, region, etc.

Programme of Study:

Programme	Level of study	Cut-off marks at entry level in %	Student strength Session 2006-2007
Honours	U.G	40%	Honours –103
General	U.G	30%	General-96 Total: 199

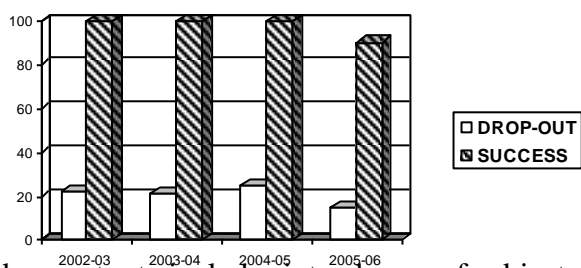
Students from same state: 91

Students from other state: 12

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes:

Certain sections of the syllabus have been updated in 2004 for both Honours and General courses. The examination pattern has been changed from 2005-2006 session by the affiliating University. One of the faculty member has attended the workshop for the change in syllabus in 2004 at Burdwan University and has directly contributed in the changes brought about in the courses.

4. Trends in success rate and drop-out rate of students during the past five years :



Note: The drop-out rate includes interchange of subjects and entry to other courses.

5. *Learning resources of the department like library , computers , laboratories and other such resources :*
The department runs a small departmental library for the benefit of its students.
6. *Enhancement of learning resources during the last five years :*
A small amount of books is included in the departmental library almost every month.
7. *Modern teaching methods in practice other than the lecture method :*
Interactive method of teaching , viva-voce as well as written class tests debate sessions , students seminar are organized frequently in the department.
8. *Participation of teachers in academic and personal counselling of students :*
The departmental teachers other than giving classes arrange tutorials to ensure indepth knowledge in a particular field of study. Individual care is taken of slow learners through the one to one mode of teaching. The department arranges meetings with guardians to discuss their ward's progress.
9. *Details of faculty development programmes and teachers who benefited during the past five years:*

Faculty Members	Degree obtained	Workshops	Refresher Courses
Smt. Sathi Chatterjee		Translation Workshop organized by Burdwan University and Krittibas in July, 2004 Revision of Syllabus in 2004	
Smt. Arpita Chakrabarti	M.Phil in 2004.	Translation Workshop organized by Burdwan University and Krittibas in July, 2004	Organized by Academic Staff College, University of Calcutta in July-August, 2005 Organized by Academic Staff College, University of Calcutta in November-December, 2006

10. *Participation of teachers in academic activities other than teaching and research :*
The faculty members are engaged in the University evaluation process in various way.
11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the last five years :*
Though there is a collaboration with other departments of the college through faculty exchange programmes , there is no scope for collaboration at the national and international levels.
12. *Details of the ongoing projects and projects completed during the last five years :*
There are no such ongoing projects.
13. *Publication of the faculty during the past five years :*
A faculty member has publications in journals of different colleges and writes articles for various magazines.
14. *Participation of the department in the extension activities of the college:*
Student of the department are members of the National Social Service scheme and are constantly involved in activities enhancing community development. Some students act as

volunteers for a NGO called *Praajak* which is constantly working for the development of platform children in Asansol.

15. *Methods of continuous student assessment:*

Regular interactive sessions, class and unit tests, preparatory tests before the commencement of the University examinations, students' seminar are few ways to assess the quality standards of the students.

16. *Placement records of the past students and the contribution of the department to the student placements:*

Though a considerable number of past students are engaged in various institutions in academic and administrative services, no official data is available.

17. *Significant achievements of the department, faculty and students during the past five years:*

- The department has been publishing a yearly literary journal, *Scriblerian*.
- A wall magazine, *Zephyr*, is maintained by the students on a monthly basis.
- Students of the department have started a Literary Club which holds weekly meetings to upgrade the creative and literary abilities of its members.
- The department has its own dramatic troupe which put up regular performances.
- The department has built up its own departmental library.
- Students of the department have participated and won the first prize in the Youth Parliament Competition organized by the Department of Parliamentary Affairs, West Bengal at the zonal and the state level.
- The department has been winning the first prize for four consecutive years for putting up the best exhibition in the Annual Social Function of the college.
- One of the faculty members has obtained a M.Phil degree from Rabindrabharati University, Kolkata in 2004 and has acquired a first class and stood first.
- Two students of the department were placed in the 3rd and 4th position in the University Examination in the year 2002 and 2003.

18. *Plan of action of the department for the next five years:*

- Introduction of innovative methods in teaching and learning using ICT devices.
- Up gradation of the departmental library through increase in number of books, provision for open-shelf, obtaining institutional membership of British Council Library, Kolkata.
- Increase in number of faculty exchange programmes to incorporate inter-disciplinary approaches to learning.
- Undertaking of a minor research project on *Teaching English in Indian Classrooms* under the UGC scheme and involving students in the research work.
- Collaborating with neighbouring schools and organizing workshops on Functional English in schools with the help of the students of the department.

19. *Any other highlights:*

- One of our faculty member had been directly involved in the course formulation of Functional English under the UGC sponsored Career Oriented Courses and is the coordinator of the course in this college.
- Teachers are constantly engaged in quality enhancement and quality sustenance of the students through inter-personal relationships. Excursions, encouraging students to visit and taking them to literary seminars, theatres and individual motivation to bring out the best in the students is the objective of the teachers of the department.

Department of Hindi

1. *Faculty profile, adequacy and competency of faculty*

Sl. No.	Name of the Teaching Staff	Designation	Status	Qualification	Specialization	Age	Teaching Experience	Sex
1.	Dr. Krishna Kumar Srivastav	Lecturer	Full time	Ph.D.	Samkalin Sahitya	34 yrs.	20 days	M
2.	Dr. Rajendra Sharma	Lecturer	Part time	Ph.D.	Tulsi Das	45 yrs.	9+ year.	M
3.	Dr. Savitri Gupta	Lecturer	Part time	Ph.D.	Santa Kabya	35 yrs.	9+ years	F
4.	Dr. Arun Pnadey	Lecturer	Part time	Ph.D.	Katha Sahitya	36 yrs.	8+ years	M
5.	Puspa Kumari	Lecturer	Part time	M.A.	Katha Sahitya	25 yrs.	3 months	F

Hindi at the General and Honours level was affiliated in the session 2005-2006.

The Government has sanctioned one permanent post in the department and the post has been filled up within a very short period. The existing number of part time teachers is four. However the department would require a 'good strength' faculty to run both honours and general simultaneously.

2. *Student profile according to programmes of study, gender, region etc*

	Programme	Cut-off marks at entry level in	Student strength	Same state	Other state
1 st year	B.A. Honours	45%	25	25	-
	B.A. General	30%	24	24	
	B.A. Compulsory	30%	101	100	1
	B.Sc. Compulsory	30%	48	47	1
	B.Com. Compulsory	30%	90	81	9
2 nd year	B.A. Honours	-	23	23	-
	B.A. General	-	11	11	-

3. *Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes*

Changes in the syllabus has been made in the session 2003-2004 and re-organized in 2005-06 with the introduction of the examination pattern 1+1+1.

The duty of making changes in the curriculum bestowed upon the University.

4. *Trends in success rate and drop out rate of students during the past five years*

This year for the first time students are appearing in their B.A. Part-I Examination a drop-out rate has been noted as 8% (Hons.).

5. *Learning resources of the departments like library, computers, laboratories and other such resources*

Text books and reference books on the subject of Hindi have been procured and kept at the central library for the use of the students and teachers. Hindi is a none – laboratory base subject . We also do not have computer facility separately for the department.

6. *Enhancement of the learning resources during the past five years*

To keep pace with the changes in the syllabus and pattern of examination text and reference books have been replenished in the library.

7. *Modern teaching methods in practice other than the lecture method*

The department is yet to go on with modern teaching methods.

8. *Participation of teachers in academic and personal counselling of students*

We look after the progress of the students in their studies and help them to remove their weakness providing teaching out side the routine hours. We also pay attention to student personal problems other than academic activities on their asking in the matter.

9. *Details of faculty development programmes and teachers who benefited during the past five years*

So far the department was running with part time teachers so there was no scope to participate in the orientation/ refresher course under the U.G.C.

10. *Participation of teachers in academic activities other than teaching and research*

The faculty members participated in academic seminar during the last two years. We furnish the report below:

Sl. No.	Name of the teachers	Participation in seminar	Place	Date
1	Dr. Arun Pandey	National Seminar on Urbanization	B.B. College, Asansol	27 th -28 th January,2006
2	Dr. Savitri Gupta	Empowerment of Women Problems and Prospects	Asansol Girls' college	Feb,2005

11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*

No such collaboration yet.

12. *Details of the ongoing projects and projects completed during the last five years*

No project activities have been taken up by the Department till date.

13. *Publications of the faculty, for the past five years*

Sl No.	Name of the teacher	Year of publication	General Name	year
1	Dr. Arun Pandey	2003	Bharat Bani	June,2004

14. *Participation of the department in the extension activities of the college*

We join with the NSS unit of the college during their extension activities.

15. *Methods of continuous student assessment*

We adopted participatory method in the classroom teaching to access students understanding on the subject. Evaluation of their progress is done by holding class test and annual examination.

16. Placement record of the past students and the contribution of the department to the student placements

We have no ways and means for the placement record of the past student and also have no contribution on their placement other than career counseling.

17. Significant achievements of the department, faculty and students during the past five years

To mention the significant achievements of the department during the last five years, we record the following-

Smt. Savitri Gupta was awarded Ph.D. by the University of Burdwan in the year 2003.

18. Plan of action of the department for the next five years

The department intends to be a grand success, a departmental library is to be maintained, students are to introduce to the wider field of Hindi literature by seminars, discussions, visual shows etc.

19. Any other highlights

Department of Sanskrit



Department in a Group

1. Faculty profile, adequacy and competency of faculty

Name of the Teaching Staff	Designation	Highest Qualification	Specialization	Experience	Age	Sex
Aparna Bhattacharya	Slg. Lect.	M.A.	Naya	34 Yrs.	58 Yrs.	F
Malina De Chowdhury	Slg. Lect	M.A.	Kabya	25 Yrs.	54 Yrs.	F
Debbani Ghosh (on Lien from 4-1-07)	Lecturer	M.A.	Sankhya	3 Yrs.	32 Yrs.	F
Suchandra Das	Part Time Lect.	M.A., M.Phil.	Veda	5 Yrs.	29 Yrs.	F

2. Student profile according to programme of study, gender, region etc.

Programme of study	From within the State	From Outside the State
UG Honours	136	Nil
UG General	217	2

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes.

The Department does not have any role in framing the courses or programmes. The duty is bestowed upon the University.

4. Trends in success rate and drop out rate of students during the past five years

Year	Hons/Gen	Admitted	Appeared	Qualified	Not Qualified	Success Rate	Dropout Number
2002	Hons	11	9	9	Nil	100%	2
	General	17	3	3	Nil	100%	14
2003	Hons	16	15	15	Nil	100%	1
	General	12	1	1	Nil	100%	11
2004	Hons	17	15	15	Nil	100%	2
	General	55	7	7	Nil	100%	48
2005	Hons	37	31	30	1	96.77%	6
	General	68	8	8	Nil	100%	60
2006	Hons	45	47	47	Nil	100%	2
	General	99	21	21	Nil	100%	

5. Learning resources of the departments like library, computers, laboratories and other such resources

Learning Resources –Departmental Library

6. Enhancement of the learning resources during the past five years

Apart from the scheduled classes in the routine department also arranged personal contact programme according to the needs of the students. Departmental faculty also extends their help to the students in the college library also.

7. *Modern teaching methods in practice other than the lecture method*
Personal Contact Programme
8. *Participation of teachers in academic and personal counseling of students*
Teachers meet the students for both academic and personal counseling as and when required.
9. *Details of faculty development programmes and teachers who benefited during the past five years*
Participation in Refresher Courses & Workshops.
10. *Participation of teachers in academic activities other than teaching and research*
The teachers are involved in the University evaluation process.
11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*
Nil
12. *Details of the ongoing projects and projects completed during the last five years*
No such ongoing project.
13. *Publications of the faculty, for the past five years*
Nil
14. *Participation of the department in the extension activities of the college*
Students of this department directly involve themselves in the extension activities of the college through the National Service Scheme
15. *Methods of continuous student assessment*
The department assesses the students continuously through class tests & yearly internal examination.
16. *Placement record of the past students and the contribution of the department to the student placements*
No such record is maintained.
17. *Significant achievements of the department, faculty and students during the past five years*
Nil
18. *Plan of action of the department for the next five years*
Expansion of the departmental library, to arrange academic discussion regularly. Educational tour is another part of the plan.
19. *Any other highlights*
The students successfully organize exhibition stalls, departmental seminar and debates. Some of the students are prize holder of music competition at district level.

Department of Social Sciences

- Geography
- Pol. Science
- Economics
- History
- Philosophy

Department of Geography



Department in field survey

1. Faculty profile, adequacy and competency of faculty

A. FULL TIME TEACHER	04
SANCTIONED POST	04
FILLED POST	04
B. TECHNICAL STAFF	02

Name of Teacher	Designation	Highest qualification	Specialization	Experience (Years)	Age	Sex
Dipika De	S.G.L	M.A	Geology	34	57	F
Dr.Saswati Kumar	Reader	M.sc, Ph.D	Advanced Pedology	24	52	F
Subhendu Jana	S.G.L	M.A	Advanced Agricultural Geography	18	46	M
Monika Saha	Lecturer	M.A	Geomorphology	2	30	F

2. Student profile according to programmes of study, gender, region etc

Programme of study	From within the State	From Outside the State
UG Honours	74	1
UG General	88	Nil

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes

Syllabus of the course has been changed in 2004 by the Department of Geography, Burdwan University.

4. Trends in success rate and drop out rate of students during the past five years

Year of admission	Admitted		Appeared (Year)		Success rate(%)		Result No. of candidates passed		Secured 1 st class (Hons.)	Drop out rate(%)	
	Hons.	Gen	Hons.	Gen	Hons.	Gen	Hons.	Gen		Hons.	Gen
1999	20	30	19*(2002)	16	100%	100%	19	16	02	00	47
2000	25	38	24+1**(2003)	19	100%	100%	25	19	02	3.85	50
2001	25	32	25(2004)	17	100%	100%	25	17	07	00	47
2002	25	23	24(2005)	09	100%	100%	24	09	08	3.85	61
2003	25	30	25(2006)	12	100%	100%	25	12	06	00	60

* One candidate did not appear in the final Examination in 2002 but appeared in 2003

** One drop out

5. Learning resources of the departments like library, computers, laboratories and other such resources

Department is enriched with learning relevant resources like books in the Departmental library, Journal, computer, laboratory instruments and equipments.

Beside these Department has slide projector ,overhead projector and maps and models.

6. *Enhancement of the learning resources during the past five years*
Learning resources like computer, overhead & slide projectors, books and maps have been purchased to keep pace with the changed syllabus.
7. *Modern teaching methods in practice other than the lecture method*
Teachers practise modern teaching methods like use of overhead projector and slide projector and computer.
8. *Participation of teachers in academic and personal counselling of students*
On the basis of the assessment through class test and interactions students are counselled accordingly.
9. *Details of faculty development programmes and teachers who benefited during the past five years*
The Department organized seminars as per following schedule :

DATE	TOPIC	SPEAKER	VENUE
25.3.2004	Preliminary ideas and concepts on remote sensing	Debprakash Pahari, Scientific Officer, Burdwan University	BCA Department, Asansol Girls' College.
16.4.2004	Applications, study and training in Geographical information system.	Debprakash Pahari, Scientific Officer, Burdwan University.	Geography Department, Asansol Girls' College.

Two teachers have been registered for Ph.D.

10. *Participation of teachers in academic activities other than teaching and research*
Teachers regularly participate in different academic programmes like tabulation, conducting internal as well as external examination. Teachers also participate in educational tour conducted by the Department every year to enhance their knowledge.
11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*
No collaboration as such.
12. *Details of the ongoing projects and projects completed during the last five years*
No such project is running during last 5 years.
13. *Publications of the faculty, for the past five years*
One paper has been published by Dr. Saswati Kumar.
14. *Participation of the department in the extension activities of the college*
No such participation.
15. *Methods of continuous student assessment*
The students are continuously assessed through discussions, class test and seminars.

16. Placement record of the past students and the contribution of the department to the student placements

No documents.

17. Significant achievements of the department, faculty and students during the past five years

No such achievements are recorded.

18. Plan of action of the department for the next five years

- a. Extension of the Department
- b. Up gradation of teaching method through interactive CD.
- c. Internet facility will be extended to the students.
- d. Publication of a Departmental Magazine.

19. Any other highlights

Geographical information and specimen collection from the excursion and Village survey are preserved in the Department in a musiological fashion as far as practicable and photography displays of them on the wall paper highlights the Departmental activities on the occasion of public gathering.

Department of Political Science

1. *Faculty profile, adequacy and competency of faculty*

Name of the Teaching Staff	Designation	Highest Qualification	Specialization	Experience	Age	Sex
Dr. S.K.Ghatak	Reader	Ph.D	Sociology	26 yrs.	47	M
S.K.Punja	Slg. Lect	M.A.	Sociology	25yrs.	46	M
S.K.Dutta	Slg.Lect.	M.A.	International Relations	29 yrs.	54	M
L. Ray	Part-time Lect.	M.A.	Public Administration	3yrs	23	F

2. *Student profile according to programmes of study, gender, region etc*

Number of Students in the department during the current year (2006):

Number of students in Honours: 151 in General: 723

No students from other strate.

3. *Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes*

Change has made both in the syllabus & distribution of papers in Part-I &Part-II Examination by the University.

4. *Trends in success rate and drop out rate of students during the past five years*

Year	Appeared	Success Rate	Dropout Number (including change of subject)
2002	418	90.2%	32
2003	489	95.09%	28
2004	508	89.96%	26
2005	528	85.61%	34
2006	536	90%	29

5. *Learning resources of the departments like library, computers, laboratories and other such resource*

Library	Computer	Laboratory	Other Resources
Departmental Library	Nil	Nil	

6. *Enhancement of the learning resources during the past five years:*

Department has introduced a departmental library and plans to provide more books to the students, also Internet access if possible.

7. *Modern teaching methods in practice other than the lecture method*

The department plans to use Interactive CDs for imparting more up to date information to the students.

8. *Participation of teachers in academic and personal counseling of students.*

Faculty of the department is very cordial with the students. Whenever the students of the department are in need of help in their academic and personal problems, the teachers

wholeheartedly help them. Even after completion of their studies, students maintain contacts with teachers and ask for their advice.

9. *Details of faculty development programmes and teachers who benefited during the past five years.*

Name of the Teacher	Name of the Programme	Name of the organizing Authority	Date & Year
Dr.Sandip Kumar Ghatak	Training on Research Methodology	Kharagpur I.I.T.	16-23 July 2006

10. *Participation of teachers in academic activities other than teaching and research.*

Teachers are regularly attending the National & International Seminars and also publish articles in some reputed Journals & books.

Dr. Sandip Kr. Ghatak attended about 10 National seminars and presented papers.

Prof. Sujit Kumar Panja writes regular features on different current topics in news papers and magazines.

11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years.*

Collaboration with neighbouring colleges is under consideration.

12. *Details of the ongoing projects and projects completed during the last five years.*

Dr. Sandip Kr. Ghatak Reader in Political Science conducting one U.G.C. Sponsored Minor Research Project.

13. *Publications of the faculty, for the past five years:*

Department has published one U.G.C. sponsored State Level Seminar on 'Empowerment of Women-problems & prospects in 2005.

14. *Participation of the department in the extension activities of the college.*

Both the teachers & students of this department are directly involved in the extension activities of the college through the National Service Scheme.

15. *Methods of continuous student assessment.*

The department assesses the students continuously through the class tests & yearly internal examinations.

16. *Placement record of the past students and the contribution of the department to the student placements-*

Though it is not possible for the department to maintain placement record of the past students but recently two students have been placed:

Patrali Sinha, a student of the department in the year 2002 appointed as a lecturer in Political Science in Sreerampur College in 2006.

Shenez Sallauddin, a student of the department in the year 2000 also appointed as a lecturer in Political Science in Gardenrich College, Kolkata.

The department provides them necessary guidance so that they can qualify themselves for that job.

17. Significant achievements of the department, faculty and students during the past five years.

Department has organized one two day U.G.C Sponsored State Level Seminar on 'Empowerment of Women-problems and prospects in 2005. Four students of the department have qualified in NET & SLET Examination and out of which two students were appointed as lecturer in Political Science.

In 2002 Deepa Sharma stood second in the B.A. final examination and Patrali Sinha stood third in the same examination.

University of Burdwan has recognized Dr. Sandip Kr. Ghatak as Research Supervisor in the department of Political Science of the University.

18. Plan of action of the department for the next five years

Department also has proposed to establish-two Study Centres. One is on 'Studies of tribes in the area under Asansol Municipal Corporation' & another is, 'The Socio-Economic condition of the slum dwellers under Asansol Municipal Corporation'.

19. Any other highlights

A departmental seminar was organized in 2005 on 'Globalization in the Third World Countries', the speaker was Dr. Aswini Roy of JNU, New Delhi.

Department of Economics



A batch of the future Economist

1. Faculty profile, adequacy and competency of faculty

Name of the Teaching Staff	Designation	Highest Qualification	Specialization	Experience	Age	Sex
Sanjib Talukdar	Lecturer	M.Phil	Statistics & Econometrics	4 Yrs(app)	29 yrs.	M
Ruma Chakraborty	Part-time Lect	M.A.	Statistics & Econometrics	3 months	28 yrs	F
S.K.Das	.Part-time Lect	M.Sc.	Agricultural Economics	3 months		M
S.Basu Mallick	Part-time Lect.	M.A.		More than 35 yrs.	66 yrs.	M
Sambuddha Ghosh	Part-time Lect	M.A.	Agriculture	18 yrs.	45 yrs	M
Subhendu Das	Part-time Lect	M.A.	Statistic	18 yrs.	45 yrs	M

2. Student profile according to programmes of study, gender, region etc

Year of the Student	Total No.	From within the State	From Outside the State
*B.A./B.Sc.(H) 1st Year	3	3	0
B.A.(G) 1 st Yr.	161	148	13
B.A./B.Sc.(H) 2 nd Year	5+2	5+2	Nil
B.A.(G) 2 nd Yr	194	188	6
B.A./B.Sc.(H) 3 rd Year	4	4	Nil
B.A.(G) 3 rd Yr	159	153	6

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes

The duty of change in the course is bestowed upon the University of Burdwan and the college has introduced BA/B.Sc (H) in Economics from the session 2004-2005.

4. Trends in success rate and drop out rate of students during the past five years

Year	Appeared	Qualified	Not Qualified	Success Rate	Dropout rate
2002	46	46	0	100%	16.4%
2003	48	43	5	89.6%	Nil
2004	77	73	4	94.8%	31.6%
2005	64	60	4	93.75%	14.8%
2006	45	44	1	97.77%	3.77%

*** In 2006, first batch of Hons. Candidates appeared in Part I (2+1) pattern and also the first batch of Hons. Candidates appeared in Part I (1+1+1) pattern and the results are as follows:-

	Candidates	Qualified	1 st class	Highest score
(2+1) pattern	6	4	3	74%
(1+1+1)pattern	5	5	Nil	45%

5. Learning resources of the departments like library, computers, laboratories and other such resources

In Addition to the Books Available in the college Library, the department is yet to form a separate library exclusively for the department.

The department does not solely own any Computer, but works are performed in other departments as and when required. However Computers as learning resources are yet to be started in the department.

6. *Enhancement of the learning resources during the past five years*

Introduction of new reference books in the central library after the introduction of the honours course in 2004.

7. *Modern teaching methods in practice other than the lecture method*

Apart from lecture method students take part in seminar presentations within the Department.

8. *Participation of teachers in academic and personal counseling of students*

All the teachers in the Department actively participate in academic counseling. We try to reach every students (especially Hons. Students) to address their problem as far as practicable.

9. *Details of faculty development programmes and teachers who benefited during the past five years*

Name of the programme	Duration	No. of Teachers	Name of University
Refresher course in Environmental Studies.	09.02.05 to 01.03.05	1	Burdwan University
Orientation programme 69	27.11.2006to 23.12.2006	1	Calcutta University

10. *Participation of teachers in academic activities other than teaching and research*

Sanjib Talukdar acted as guest faculty in P.G department of R.B.U. He was the question setter &examiner of P.G department.

11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*

Collaboration with other neighbouring colleges and University is under consideration.

12. *Details of the ongoing projects and projects completed during the last five years*

No projects have yet been started.

13. *Publications of the faculty, for the past five years*

Only three abstract publications by one faculty member

Name	Name of the Journal/Report etc.	Name of the Title	Year
Sanjib Talukdar	Social Science abstract Vol XXVIII	Critical appraisal of Legislation on child labour.	2004
Sanjib Talukdar	Report on the State level UGC sponsored seminar held at Siliguri College of Commerce.	Evaluation of Narasimham Committee report(s).	2005
Dr.Sandip Ghatak & Sanjib Talukdar	Social Science abstracts Vol XXIX	Human Rights and child labour inAsansol - A severe blow against Modern Civilization.	2005

14. Participation of the department in the extension activities of the college

The departmental teachers and students participate in NSS programmes.

15. Methods of continuous student assessment

Internal examinations such as selection tests are conducted in each year at the college level. The dept. also tries to carry out continuous student assessment by conducting class tests as far as possible. In addition we occasionally arrange for seminar presentations by the students to assess them in other aspects as well.

16. Placement record of the past students and the contribution of the department to the student placements

Records are not maintained.

17. Significant achievements of the department, faculty and students during the past five years

Kanchan Tiberwal ,a student of 3rd year Hons seems to have secured a Rank in the university(known unofficially from different sources) in B.A part1(2+1) pattern,2006.

Sanjib Talukdar,co-ordinator and faculty of the dept. was the teacher in charge accompanied by Arpita Chakraborty in the Youth Parliament Competition organized by Ministry of Parliamentary Affairs, Govt. of W.B. In that competition the college made a historical achievement of winning the First prize at state level.

Kanchan Tiberwal(3rd year student) got 3rd prize at unit level.

Joyashree Roy (2nd year student) got special award.

Six students from the dept. participated in the competition.

18. Plan of action of the department for the next five years

The dept. has in its view the following actions:

To form and expand the departmental library & make it functioning effectively.

To promote interactive class lectures.

In order to make the classes student centric, we are planning for micro teaching by the students.

We aim at organizing twinning programmes with the other colleges & also interdisciplinary lectures within the colleges.

We are planning for conducting survey works by the students in the local areas.

We aim to publish a departmental magazine.

19. Any other highlights

Sanjib Talukdar(faculty) served as the resource person at Asansol Insurance Institute to deliver a lecture on the “Union Budget-2005—its impact on common people”.

Students actively participate in exhibition of stalls in Annual college programme covering the following topics.

2005-Vat & Inflation

2006-Knowledge Economy

Department of History



In front of departmental stall

1. Faculty profile, adequacy and competency of faculty

Name of the Teaching Staff	Designation	Highest Qualification	Specialization	Experience	Age	Sex
SYAMALI SARKAR	Slg. Lect.	M.A.	Modern Indian History	25 yrs.	52 yrs.	F
MANDALIKA CHAKRABORTY	Sr. Lect.	M.A.	Modern Indian History	25 yrs.	50 yrs.	F
JAYANTA KR. BAIDYA	Lect.	M.A. M.Phill	Social History of Modern India	3 yrs.	31 yrs.	M
SUJAY SEN GUPTA	Part Time Lect.	M.A.	Modern European History	14 yrs,	38yrs	M

2. Student profile according to programmes of study, gender, region etc (SESSION 2006)

HONS.	GEN.	OUTSIDE	WITHIN
149	1130	Nil	1124

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes

- THE University has changed the pattern of examination in 2006, in place of 2+1 pattern, they introduced 1+ 1 +1 pattern.
- Syllabus has also been changed in 2003 – ‘The Transformation of Europe’ and ‘The Contemporary World.’ have been introduced.

4. Trends in success rate and drop out rate of students during the past five years

DROUP OUT			
YEAR	APPEARED	DROPOUT	SUCCESS.
2002	357	65	79.5%
2003	469	70	81.5%
2004	489	36	75%
2005	380	61	77.5%
2006	418(Old) 406(New)	49 10	78% 80%

5. Learning resources of the departments like library, computers, laboratories and other such resources

More than 1000 text books and reference books in the central library.

6. Enhancement of the learning resources during the past five years.

New departmental library has been introduced. Students are asked to use internet through outside college.

7. Modern teaching methods in practice other than the lecture method

Personal contact programme, class test and group discursion have been introduced.

8. *Participation of teachers in academic and personal counselling of students*
Students are consulted by departmental teachers time to time. Also parent-teachers meeting are arranged. Students are helped and given advice in their personal problems. Teachers always try to take individual care of each student, particularly of backward students.
9. *Details of faculty development programmes and teachers who benefited during the past five years*
Sri Jayanta Kr. Baidya (Refresher Course), Burdwan University.
10. *Participation of teachers in academic activities other than teaching and research*
Teachers are involved regularly in evaluation of papers of University Examinations and Paper Setting works. They are also members of different academic committees of the college.
11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*
Nil.
12. *Details of the ongoing projects and projects completed during the last five years*
Nil.
13. *Publications of the faculty, for the past five years*
Nil.
14. *Participation of the department in the extension activities of the college*
The teachers participate in the extension activities of the college like member of LOK-ADALAT, Expert in other institutions, apart from N.S.S. activities of the college.
15. *Methods of continuous student assessment*
Class tests are taken frequently for evaluation of students and their marks are maintained in a register.
Group discussions among students are also arranged.

16. *Placement record of the past students and the contribution of the department to the student placements*

Many students are in good position in various areas. Some of them are:

Dr. Sikha Sarkar	Reader, Raj college, Burdwan.
Dr. Abritti Bakshi Roy	Reader, Raj college, Burdwan
Smt. Nayana Banerjee	Sr. Lecturer, Bolpur college
Smt. Nabanita Sinha	Lecturer , Nistarini Colege, Purulia
Syamasree Rajguru	Lecturer, Guskara College
Sarmistha Das Gupta	School Teacher in Durgapur

Department always help the ex-students with necessary information, advice and books. Department always try to appoint ex-students as part –time teachers if they are properly qualified.

17. Significant achievements of the department, faculty and students during the past five years
Sri Jayanta Kr. Baidya of this Department have written two text books for Hons. students, Burdwan University.

The titles are: - 1) HISTORY OF CHINA.
2) HISTORY OF JAPAN.

(Both the books are for Bengali Medium)

18. Plan of action of the department for the next five years

We want to educate our students about local history. There is a plan of setting up a history club to generate enthusiasm about history as a subject. We shall install a computer, if possible, for internet access to students.

19. Any other highlights.

Teachers regular organize historical tour for the students. Students also participate regularly in exhibitions during annual function of the college.

Department of Philosophy



Alumnus in a seminar in Alma Mater

1. Faculty profile, adequacy and competency of faculty

Name of the Teaching Staff	Designation	Highest Qualification	Specialization	Experience	Age	Sex
Dr.Tushar Kanti Bhattacharya	Reader	M.A.,Ph.D.	Nyaya-Vaisesika	21yrs.	51yrs.	M
Kabita Hazra	Sr. Lec.	M.A.,M.Phil.	Advanced Logic	10 yrs.(App.)	38 yrs.	F
Dr. Madhumita Zamindar	Part time Lec.	M.A.,Ph.D.	Analytic Philosophy	7yrs.	41 yrs.	F
Sangita Kanjilal	Do	M.A.	Buddhism	2 yrs.	29 yrs.	F
Lipika Sarkar	Do	M.A. B.Ed.	Advanced Logic	16 yrs.	45 yrs.	F
Sumana Roy	Do	M.A.		11 yrs.	41 yrs.	F

2. Student profile according to programmes of study, gender, region etc

Year of the Student	Total No.	From within the State	From Outside the State
B.A.(H) 1st Year	48	48	Nil
B.A..(G) 1 st Yr.	323	323	Nil
B.A.(H) 2 nd Year	45	45	Nil
B.A.(G) 2 nd Yr	251	251	
B.A.(H) 3 rd Year	40	40	Nil
B.A.G) 3 rd Yr	164	164	Nil

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes

The duty is bestowed upon the University of Burdwan.

4. Trends in success rate and drop out rate of students during the past five years

Year	HONS/GEN.	Success Rate	Drop out rate
2002	Hons.	61%	20%
	Gen.	100%	4%
2003	Hons.	76%	20%
	Gen.	99%	3%
2004	Hons.	84%	100%
	Gen.	Nil	4%
2005	Hons.	100%	Nil
	Gen.	99%	2%
2006	Hons	72%	Hons.(N) 17%
	Gen	100%	Hons.(O) Nil Gen(N) 1% Gen.(O) 2%

5. *Learning resources of the departments like library, computers, laboratories and other such resource*

There is a small library in the Department and four computer.

6. *Enhancement of the learning resources during the past five years:*

Departmental Library has been installed under the sponsorship of the college authority.

7. *Modern teaching methods in practice other than the lecture method*

There is no modern teaching methods in practice other than the lecture methods.

8. *Participation of teachers in academic and personal counseling of students.*

Teachers involve themselves in career counseling of student and motivation for further studies.

9. *Details of faculty development programmes and teachers who benefited during the past five years*

Name of the Teacher	Name of the Programme	Name of the organizing Authority	Period	Remarks
Kabita Hazra	Refresher Course (RC)	Academic Staff College, Burdwan University.	1.2.03-21.2.03	
	RC	B.U.	21.7.06-10.8.06	Seminar given & obtained Grade-A
	Workshop	Burdwan Raj College	25.2.06	Participation
	Do	Raniganj Girls' College	12.8.06	Participation
	National Seminar	B.U.	25.2.04-26.2.04	Participation
	State Level Seminar	Asansol Girls' College	4.2.05-5.2.05	Paper Presentation
Sangita Kanjilal	National Seminar	B.B.College, Asansol	27.1.06-28.1.06	Paper Presentation

10. *Participation of teachers in academic activities other than teaching and research.*

The teachers are members of different administrative council of the college.

11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years.*

Nil

12. *Details of the ongoing projects and projects completed during the last five years.-*

Nil

13. *Publications of the faculty, for the past five years:*

Dr. Tushar Kanti Bhattacharya:-

2002:-Women,Marriage and Indian Ethics (Published by Bharat Vidya Charcha Kendra).

2004:-Reason, Religion and Humanism (Published by Bharat Vidya Charcha Kendra).

14. *Participation of the department in the extension activities of the college.-*
Nil

15. *Methods of continuous student assessment-*

We regularly assess students to class test ,college examinations and regular interaction.

16. *Placement record of the past students and the contribution of the department to the student placements-*

Name of Student	Year of passing	Qualification	Placement	Designation
Dr. Mamata Bandopadhyay		M.A.Ph.D.	B.U.	Professor
Dr.kanaklata Ghatak	1978	M.A.,Ph.D.	Kalna College,Burdwan	Reader
Dr. Tapati Banerjee	1973	M.A.,Ph.D.	Womens' College,Burdwan	Reader
Dr. Namita Choudhury	1978	M.A.,Ph.D.	Katowa College,Burdwan	Reader
Dr. Sutapa Basu	1976	M.A.,Ph.D	B.B.College,Asansol	Reader
Rita Mukherjee	1987	M.A.,B.Ed.	Suri Vidyasagar College,Birbhum	Sr. Lec.
Mukti Bag		M.A.	Raniganj Girls' College,Raniganj	SLG. Lec.
Sandhya Dutta		M.A.	Do	SLG. Lec.

17. *Significant achievements of the department, faculty and students during the past five years.-*
Nil

18. *Plan of action of the department for the next five years-*

In near future we have a proposal to hold a seminar on “Tarkasangraha” & “Vedantasara” in Collaboration with the department of Sanskrit of this college. There is another Proposal to hold are a Seminar on “Probability” in Collaboration with the department of Mathematics of this College.

19. *Any other highlights*

In an Exhibition within the college the department highlighted the importance necessity and impact of Yoga in the Social life. There the students demonstrated how the yogic practices bring down the intensity of intension ,irritation, anxiety etc. of the students on the occasions of facing examinations.

Department of Physical Sciences

- Mathematics
- Physics
- Chemistry

Department of Mathematics

1. *Faculty profile, adequacy and competency of faculty*

Full time Teacher:-2

Part-time Teacher:-1

Post Sanctioned:-2

Post Filled:-2

Name of the Teaching staff	Designation	Highest Qualification	Specialisation	Experi-ence	Age (yrs.)	Sex
1. Dr. P.K.De Sarkar	Principal	M.Sc. Ph.D.	Elasticity and Plasticity	27 years	54	M
2. Dipendu Banerjee	Lecturer (Selection Grade)	M.Sc.	Elasticity and Plasticity	22 years	49	M
3. Sanjukta Chakraborty	Lecturer	M Sc..	Biomathemati cs	More than 3 years	29	F
4.Piyali Sarkar	Part-time Lecturer	M Sc.	Advanced Functional Analysis and Advanced Operation Research	1 years	30	F

2. *Student profile according to programmes of study, gender, region etc*

	Same state	Outside the state
B. Sc. (Hons) 1 st year	19	1
B. Sc. (Hons) 2 nd year	11	-
B. Sc. (Hons) 3 rd year	07	2
B. Sc. (General) 1 st year	81	1
B. Sc. (General) 2 nd year	43	3
B. Sc. (General) 3 rd year	05	-
Total	166	7

3. *Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes:-*

The duty bestowed upon the University of Burdwan.

4. *Trends in success rate and drop out rate of students during the past five years*

Year	Success Rate	Dropout rate (including change of subject)
2002	100%	42%
2003	100%	20%
2004	63%	53%
2005	71%	47%
2006	67%	34%

5. *Learning resources of the departments like library, computers, laboratories and other such resources:-*

At present the department has 75 books in departmental library, 6 computers and a modern computer based laboratory to meet the needs of the students.

6. *Enhancement of the learning resources during the past five years:*

After the introduction of Hons. course in 2004, the department purchased many books in the library and set up a computer lab with five computers. From 2005 the department is trying to issue books from the departmental library.

7. *Modern teaching methods in practice other than the lecture method.*

Lecture method and board work are the teaching methods of the dept.

8. *Participation of teachers in academic and personal counselling of students*

This department cares for teacher-taught relationship. There is a constant co-operation between faculty and student in running the various affairs of the department. For directing the energies of the students in the constructive channels. They are helped by the faculty to develop a more purposeful approach towards life.

9. *Details of faculty development programmes and teachers who benefited during the past five years:-*

Faculty Development Programme	Date	Organized by
Three day workshop on “Numerical Analysis and Practical with the help of computers” for college teachers	11 th to 13 th August 2004	the Dept of Math of the University of Burdwan
3 rd Refresher Course in Computer Science	21.1.06 to 10.2.2006	Academic Staff College of the University of Burdwan
Orientation Programme-70	27.11.06 to 23.12.06	Academic Staff College of C.U

10. *Participation of teachers in academic activities other than teaching and research*

The teachers take part in tabulation, internal examinations, routine etc in order to run the academic activities of the college. Moreover the teachers are a part of the evaluation process of the University Examination and manages the University Examination in the college.

11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years:-*

The department has no collaboration with other departments and institution at the national and international levels during the past five years but the department brings faculty from other colleges to enrich the students.

12. *Details of the ongoing projects and projects completed during the last five years:-*

Neither there is any ongoing project nor any project completed in this dept during the past five years.

13. *Publications of the faculty, for the past five years:-*

One faculty has three publication in the International Journal for the past five years

(a) International Journal of Modern Physics D vol 14, 2005, Pg No.1707-1723

(b) Modern Physics Letters A vol 21, 2005 1467-1479

(c) International Journal of Modern Physics D, vol-15, 2006, Pg No.1531-1544

14. *Participation of the department in the extension activities of the college:-*
The department tries to involve in the extension activities of the college whenever there is any scope, like joining in the NSS programme.
15. *Methods of continuous student assessment :-*
(a) Class test and Home-work
(b) Tutorial classes
(c) Seminar lectures and group discussions are the various method of assessing the students' academic standing in order to provide enrichment.
16. *Placement record of the past students and the contribution of the department to the student placements:-*
No placement record is maintained till date.
17. *Significant achievements of the department, faculty and students during the past five years:-*
No such achievements of the department, faculty and students during the past five years can be cited
18. *Plan of action of the department for the next five years:-*
The department is always eager to stimulate interest about mathematics among students using interactive C.D, L.C.D and provide internet services if possible. The Department also wishes to acquaint the students with M.C.Q so that they can gain confidence in future entrance tests. Expansion of the departmental area and expansion of the library are the two areas in the future plan of action of the department for the next five years.
19. *Any other highlights:-*
In the annual function of this college in the year 2005, students displayed several mathematical quizzes, puzzles, paradoxes etc. in the departmental stall. The stall received high appreciation from teachers, experts, guardians and other students

Department of Physics



Lecture competition to celebrate IYP

1. Faculty profile, adequacy and competency of faculty

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experi - ence	Age Yrs	Sex
Mita Choudhury	Lecturer (Selection Grade)	M.Sc. M. Phil	Atomic Physics Environmental Science	22 years	56	F
Kakali Bandyopadhyay	Sr. Lecturer	Ph. D.	Nuclear Physics	7 years	35	F
Minakshi Chakraborty (Sen)	Lecturer	Ph. D.	Atomic and Molecular Physics	4 years	41	F
Sahazada Aziz	Lecturer (Part-time)	M. Sc.	LASER physics	3 months	24	M
Santanu Acharya	Lecturer (Part-time)	M. Sc.	Radio Physics & Electronics	3 months	24	M

2. Student profile according to programmes of study, gender, region etc

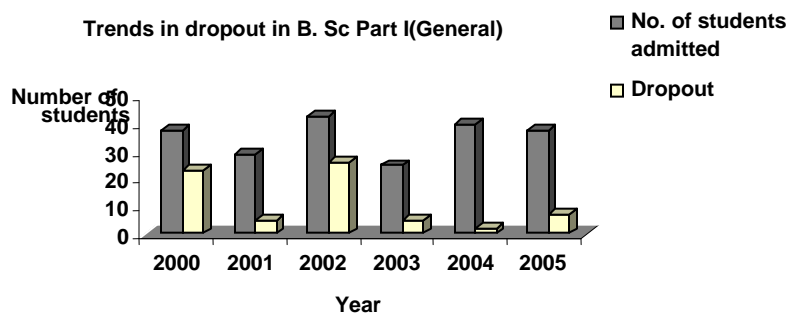
All students are female.

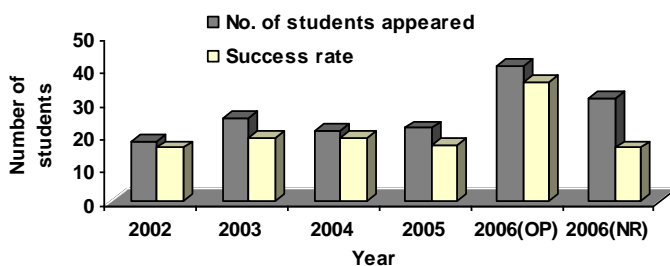
Programme of study	Region	
	Same state	Other state
B. Sc. (Hons) 1 st year	08	Nil
B. Sc. (General) 1 st year	93	02
B. Sc. (General) 2 nd year	32	Nil
B. Sc. (General) 3 rd year	07	01

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes

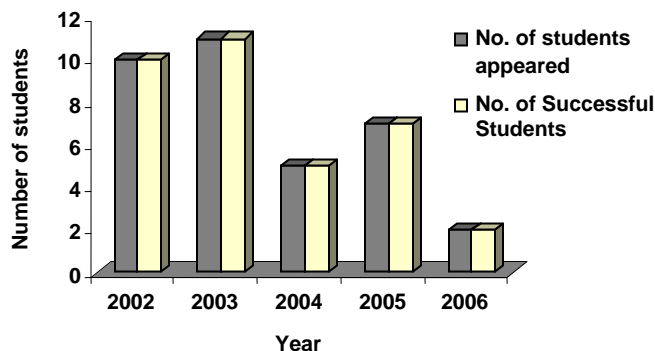
B. Sc (Hons) Programme has been introduced in the department from the academic session 2006-2007 as a result of hard and long term effort of the faculty members. The courses of study for both honours and general have been revised in 2005 by the affiliating university.

4. Trends in success rate and drop out rate of students during the past five years





Trends in success for B. Sc Part I (General)



Trends in success for B. Sc. Part II (General)

5. *Learning resources of the departments like library, computers, laboratories and other such resources*

The department has a very small Departmental library. The teachers of the department also help the students with their own collection of textbooks and other references. One computer of the department is always accessible by the students for their use. The laboratory is fully equipped and well arranged by the technical staffs.

6. *Enhancement of the learning resources during the past five years*

Due to the introduction of the honours programme the laboratory has been expanded considerably and there will be further expansion in the coming years. New books have been added to the central library stock.

7. *Modern teaching methods in practice other than the lecture method*

Overhead projector is used frequently to supplement the lecture method of teaching. Group discussions are encouraged in practical classes.

8. *Participation of teachers in academic and personal counseling of students*

Teachers of the department are always available to extend their help to the students outside the classroom. During free periods or in the laboratory session the teachers usually have long and in depth interaction with the students which includes personal problems also.

9. *Details of faculty development programmes and teachers who benefited during the past five years*

- i) Mita Choudhury: participated in a workshop organized by Indian Association of Physics Teachers at Midnapur College in 2005.
- ii) Kakali Bandyopadhyay :
 - a. Obtained Ph. D degree in 2004 from The University of Burdwan

- b. Participated in 3rd Refresher Course in Computer Science from 21st Jan. to 10th Feb.,2006, at the Academic Staff College, B.U.
- c. Participated in 45th Orientation Programme from 10th Oct. to 6th Nov., 2003, organised by the Academic Staff College B.U.
- iii) Minakshi Chakraborty(Sen) participated in 52nd Orientation programme from 6th June to 3rd July, 2006, at the Academic staff College, B. U.

10. Participation of teachers in academic activities other than teaching and research

In the beginning of every session, there is formal meeting of the teachers' council (Academic council, a statutory body) with the head of the institution. Academic committees with the members of the faculty are formed. Throughout the year these committees manage internal and external examinations, academic calendar, routine, tabulation etc. Faculty members are used to take part in evaluation process of affiliating University both Theory & Practical.

11. Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years

One or two of our faculty members visit the neighbouring institution (running P.G. in the subject) for academic help; consult with the teachers of the neighbouring college as and when there is any academic question in theoretical or experimental work.

12. Details of the ongoing projects and projects completed during the last five years

No project as such has been undertaken.

13. Publications of the faculty, for the past five years

- a. Exploiting the interdependence of maximum entropy parameters in eigenvalue problems, *K. Bandyopadhyay*, K. Bhattacharya and A. K. Bhattacharya, *Int. J. Quant. Chem*, 88, 691(2002)
- b. A moment-based approach for stationary states, *K. Bandyopadhyay* and A. K. Bhattacharya, *Physics Teacher*, Vol 44, No. 1 & 2 (2002)
- c. A near-exact self-consistent scheme for stationary states, *K. Bandyopadhyay*, K. Bhattacharya and A. K. Bhattacharya, *Phys. Lett. A* 314, 88 (2003)
- d. Maximum entropy and the problem of moments : A stable algorithm, *K. Bandyopadhyay* and A. K. Bhattacharyya, Parthapratim Biswas and D. A. Drabold, *Phys. Rev. E* 71, 057701 (2005)
- e. Entanglement in double photoionization of atom, N. Chandra and *M.Chakraborty*, *J. Phys. B*, 35,2219 (2002)

14. Participation of the department in the extension activities of the college

One of the faculty members of the department is member of the advisory committee of the college NSS and participates actively in NSS programme. Faculty members sometimes act as experts in different teacher selection committees of the educational institutions of the locality. One of the faculty members is working with NCSTC Network for its science popularization programmes

15. Methods of continuous student assessment

For theoretical part of the curriculum class tests, surprise tests are taken. In the laboratory session, group discussions are encouraged, teachers often ask the students to brief the laboratory work and to answer questions relating to the experiments and encourage the seniors to instruct the junior students in carrying out any experimental work. Viva-voce is taken after every laboratory session for conceptualization of the topic on which she was working.

16. Placement record of the past students and the contribution of the department to the student placements

Since honours have been introduced in 2006, this data is irrelevant. From now on the department will be active in this respect. However some of our general degree students are working in schools as teachers and are also working in some small organization.

17. Significant achievements of the department, faculty and students during the past five years

B. Sc honours programme is introduced in 2006 and in the very first year, students of the department won the first prize in the competition of Departmental stalls in the annual function of the college.

During the celebration of International Year of Physics, one student of the department, Ms. Paromita Sinha stood first in B.C. College, Asansol and second in the inter college lecture competition on different topics of Physics in connection with Einstein's seminal works organized by the Department of Physics, Asansol Girls' College.

18. Plan of action of the department for the next five years

- Expansion of Departmental library
- Addition of more computers for use of students in the Department
- Use of more ICT aided interacting teaching method
- Organize more seminar lectures by expert speakers
- To start a science hobby center for the school level students of the locality with the equipments left by the H. S. Section of the college to inculcate scientific attitude among the children of the locality.
- The Department will develop a system for exchange of teachers from the neighbouring institutions.

19. Any other highlights

- a. One of the faculty members is used to act as a resource person in different District level Rural School Science programme of Jagadish Bose National Science Talent Search (JBNSTS). She is also an active member of Regional council of Indian Association of Physics Teachers (IAPT). On International year of Physics she delivered an experimental physics demonstration in Bengal Science and Eng. University (BSEU) and in Birla Industrial and Technological Museum (BITM), Kolkata for middle school students. Moreover she is closely associated with a NGO (Sekhar Sathi) trying to tune Primary Education of rural Bengal according to the model of National Curriculum Framework (NCF) 2005.
- b. In November, 2006 the faculty member took the students to Kolkata to join a programme conducted by NCSTC for the students of 1st year Physics honours to inculcate scientific temperament among the young students. The students visited different scientific laboratories; expert persons demonstrated how Physics can be fun, there were lectures by eminent speakers also. They gathered much encouragement from this programme. Returning back from the programme with much enthusiasm they arranged for the departmental stall in the annual function and stood first.
- c. The department tries to observe The National Science Day every year to generate awareness among the students about national achievements in scientific arena. In 2004 the celebration was a daylong programme.

Department of Chemistry



Chemically bonded?

1. Faculty profile, adequacy and competency of faculty

Sl. No.	Name	Designation	Qualification	Age	Teaching Experience	Sex
1.	Anadi Kundu	Selection Grade Lecturer	M.Sc. (Inorganic)	58+ yrs.	34+	M
2.	Arup Kumar Bhattacharya	Selection Grade Lecturer	M.Sc. (Organic)	53+ yrs.	30+	M
3.	Supra Banerjee	Reader	M.Sc. , Ph.D. (Inorganic)	58+ yrs.	22+	F
4.	Debjani Sur	Lecturer	M.Sc., Ph.D. (Physical)	35+ yrs.	5+	F
5.	Pratima Misra	Demonstrator	B.Sc. (Hons.)	58+ Yrs.	35+	F
6.	Deboshree Mukherjee	Part-time Lecturer	M.Sc. (Organic)	25 yrs.	1+	F
7.	Sandip Das	Part-time Lecturer	M.Sc. (Inorganic)	25 Yrs.	0.8	M

2. Student profile according to programmes of study, gender, region etc

Student profile of the academic session 2006-2007 is presented below in tabular form. Since it is a girls' college, all of the students admitted are female.

Year	Number of students admitted	From W.B.	From other states
1 st year Honours	26	26	0
2 nd year Honours	22	21	1
3 rd year Honours	15	14	1
1 st year General	168	164	4
2 nd year General	114	104	10
3 rd year General	28	28	0
TOTAL	373	357	16

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes

During the past five years the syllabus has been modernized to some extent and the programme of examination has changed from 2+1 pattern to 1+1+1 pattern. As a member of the executive council of the Burdwan University a member of our faculty has participated in some of the meetings of Board of studies that dwelt on the framing/upgradation of the syllabi of different undergraduate courses.

4. Trends in success rate and drop out rate of students during the past five years

Year of admission	Course	Dropout rate	Success rate
2001	Hons.	14.3%	28.6%
2002	Hons.	45.5%	25%
2003	Hons.	52.4%	100%
2004	Hons.	33%	
2005	Hons.	77.3%	
2001	General	37.8%	100%
2002	General	41.5%	100%
2003	General	32.5%	100%
2004	General	20%	
2005	General	28.94%	

After the introduction of self-financing Engineering courses in West Bengal , there was an initial euphoria among plus two science students of joining such courses, this has jeopardised the prospect of science education particularly in this college and generally in whole of India. The matter is reflected in high dropout rates in this college.

5. *Learning resources of the departments like library, computers, laboratories and other such resources*

Our department has three laboratories (One for general students and two for honours students) and one computer. We are yet to form a departmental library. We have relevant instruments and well organized store of chemicals for the laboratories.

6. *Enhancement of the learning resources during the past five years*

The Department has procured a few interactive CDs and faculty members regularly update notes used by members.

7. *Modern teaching methods in practice other than the lecture method*

The Department takes initiatives to encourage students to give seminars, discussing course related problems , CDs are also used . Honours students are divided into groups and each group is given the responsibility of teaching one topic.

8. *Participation of teachers in academic and personal counselling of students*

Students often come to us after the final examination and we advise them about different courses available other than the Masters Degree and also discuss the scope of such courses in getting suitable jobs.

9. *Details of faculty development programmes and teachers who benefited during the past five years*

Dr. Debjani Sur has attended successfully an orientation programme (Jan-Feb,2005) and a refresher course in Biochemistry in September, 2006. Both were conducted by the University of Burdwan. She was also awarded Ph.D from the Jadavpur University.

10. *Participation of teachers in academic activities other than teaching and research*

All the faculties participate in evaluating the Honours and General answer scripts of Examinations conducted by the University. Two of the faculties are associated with moderation of question papers and one is acting as convener of Part-I General Practical Examination. Moreover our department is chosen as a Centre of Practical Examination by the University from time to time.

11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*

No formal collaboration activities were carried out although the Department remains in constant touch with the Chemistry Department of other local colleges and that of the University of Burdwan to discuss new advancements in the subject that pertains to the Syllabus.

12. *Details of the ongoing projects and projects completed during the last five years*

No ongoing project is there and no project was completed during the past five years.

13. *Publications of the faculty, for the past five years*
No publication has been there during the past five years.
14. *Participation of the department in the extension activities of the college*
The department has not participated in any such activity.
15. *Methods of continuous student assessment*
Students are assessed by regular class tests and also their response in the classroom. Often they are asked to participate in seminars in the classroom.
16. *Placement record of the past students and the contribution of the department to the student placements*
No such record is maintained in the department.
17. *Significant achievements of the department, faculty and students during the past five years*
Preeti Kejriwal, who passed honours in 2006, secured a place in the first three positions in the final B.Sc. Hons. Examination under University of Burdwan.
18. *Plan of action of the department for the next five years*
The Department has planned to collect as many interactive CDs relating to the subject as possible to create more students' interest as also for better understanding of the subject by them. The Department also plans to start a counseling cell to make them aware of different courses they can follow afterwards and the job opportunities associated with them. The Department is planning to maintain a profile of the students who become successful in the field of higher education, research and various jobs to arrest the dwindling number of students.
19. *Any other highlights.*
Nil.

Department of Biological Sciences

- Botany
- Zoology
- Nutrition

Department of Botany



Collecting botanical specimen

1. *Faculty profile, adequacy and competency of faculty :*

Department of Botany was initiated since the beginning of the college in 1950. Initially it was started in General course and Honours course was introduced in 1984. At present three full time teachers and one part time teacher are engaged in teaching. The brief Bio-data of the teachers are given below.

NAME	DESIGNATION	QUALIFICATION	SPELIZATION	AGE	EXP.
Dr. Tarit Kr. Pramanik	Reader	M.Sc, Ph.D	Plant Taxonomy	49Y.	22 Y+
Dr. Shyamal Seth	Reader	M.Sc, Ph.D	Cell Biology	48Y.	12 Y +
Dr. Supratik Gangopadhaya	Reader	M.Sc, Ph.D	Physiology. & Biochem.	49Y.	20 Y+
Miss Tanusree Dutta	Lect. (Part time)	M.Sc.	Environmental Botany	24 Y	3 M +

2. *Students profile according to programme of study, gender, region etc :*

The total number of students in the department are 143 in the current session among which 53 belong to Honours category. Most of them are from West Bengal and a few are from other states like Bihar, Jharkhand. The breakup has been given below.

Class	Total Number of Students	Students from Within/ Outside State
HONOURS	53	3
GENERAL	90	NIL

3. *Changes made in the course or the programmes during the past five years and the contribution of the faculty to those changes :*

During the last five years Courses of study in honours course have been changed thrice by the University and these were effective in the session 2002-03, 2005-06 and consecutively in 2006-07. The general course has been changed in 2005-06 with new regulation (1+1+1 system). Teachers participated actively in the Workshop for changing the syllabus.

4. *Trends in Success rate and drop out rate of students during the past five years :*

Success rate of the students during last five years is quite satisfactory as supported by the following data.

Examination	2002		2003		2004		2005		2006 (old)		2006 (new)	
	Ap.	Pass	Ap.	Pass	Ap.	Pass	Ap.	Pass	Ap.	Pass	Ap.	Pass
B.Sc. Part-I(H)	12	All	14	10*	12	9*	19	All	19	7*	19	All
B.Sc. Part-I(G)	45	All	24	All	35	33	48	All	43	39	32	30
B.Sc. Part-II(H)	10	All	12	All	10	All	9	All	19	All	--	--
B.Sc. Part-I(G)	25	All	20	All	15	All	9	All	16	All	--	--
Drop out (H)	8		6		8		1		1		1	
Drop out (G)	29		32		37		38		19		23	

* Plucked in pass subject Appeared(Ap): 467 ; Passed(P):440. Success rate: 94.2%

5. *Learning resources of the department like library, computer, laboratories and other such resources:*

The department has a very tiny library with some text and reference books for day issue to the students. Students are getting benefited from such small departmental library. The department has two laboratories for practical classes and one Lecture theatre. The students are also helped to their studies by the facility of computer available.

6. *Enhancement of the learning resources during the past five years :*
The department has been enriched by enhancing its learning resources like as purchasing new books, modern equipments, microscope, computer, overhead projector, slide projector for audio-visual method of teaching.
7. *Modern teaching method in practice other than lecture method:*
The teachers of the department adopt the audio-visual method of teaching other than lecture method. They are now using overhead and slide projector in the class room to ease their demonstration. Sometime the students are being helped by computer-aided programmes.
8. *Participation of teachers in academic and personal counselling of students :*
The teachers actively participate in academic and personal counselling of the students through guardians' meeting at regular intervals. In these meetings students and guardians participate in open discussion and exchange their views with the teachers regarding their academic and personal problems. Teachers are also liable to help them by their valuable suggestion and advice.
9. *Details of the faculty development programme and teachers who benefited during the past five years :*
Dr. Supratik Gangopadhyay, one of the faculty member attended UGC sponsored state level symposium on Microbiology on 24th and 25th Feb. 2006, organized by Rastraguru Surendranath College, Barrackpore, West Bengal. Dr. Shyamal Seth, Reader in Botany also participated in one day workshop on "The UG Examination system under Burdwan University" on 6th Oct. 2004, organized by T.D.B. College, Raniganj, West Bengal.
10. *Participation of teachers in academic activities other than teaching and research :*
Faculty members take part in University Examination Evaluation process regularly.
11. *Collaboration with other departments and institution at the national and international level and their outcome during the past five years:*
Students are actively engaged in interdepartmental exchange of knowledge and get the facilities in practical classes especially with the department of Microbiology.
12. *Details of the ongoing projects and the projects completed during the last five years :*
No such project is going on in the department at present.
13. *Publication of the faculty, for the past five years :*
No such publication has been made in last 5 years.
14. *Participation of the department in the extension activities of the college :*
Both teachers as well as students actively participate in NSS activities. Moreover some of the teachers play the role of experts in several other institutions as and when required.
15. *Methods of continuous student assessment :*
The students are assessed through regular class tests taken separately by the teachers. Students' seminars are also occasionally arranged to assess them by grade system.

16. Placement record of the past students and the contribution of the department to the student placement:

After successful completion of the graduation course most of the students go to higher studies. A few make themselves engaged in teaching, nursing, computer services, banking services etc. Data of placement in past years were not maintained.

17. Significant achievement of the department, faculty and students during the past five years :

The students of the department participate in annual sport meet and annual social function every year. In 2005 they organized an exhibition stall in the occasion of annual social function where themes were concentrated on bio diesel production from plants, DNA structure by super coiling, methods of insect catching by various insectivorous plants etc. The Department won the second prize in this occasion.

18. Plan of action of the department in the next five years:

In near future the department has a plan to purchase a LCD Projector to provide better facilities to the students through audio-visual method of teaching.

19. Any other highlights:

The department arranges educational excursions every year for field survey by the students, collections of specimens and to know the plants in their natural habitats. The students are involved in group discussions, debate and seminars for self assessment.

Department of Zoology

1. *Faculty Profile, adequacy and competency of faculty:-*

The Department of Zoology is at present running with inadequate number of full time teachers. It is running with only one full time Lecturer (against three sanctioned post), one Laboratory Instructor, three part time Lecturers, and two attendants. The Bio data of the staff members is given below.

Sl. No	Name	Designation	Qualification	Special paper
1	Shrabani Barun	Lecturer	M.Sc.	Fisheries
2.	Piyali Chatterjee	Lecturer(Part time)	M.Sc.	Cytology, Molecular Genetics & Bio Technology
3.	Surojit Debnath	Lecturer(Part time)	M.Sc.	Cytology, Molecular Genetics & Bio Technology
4.	Soma Goswami	Lecturer(Part time)	M.Sc.	Environmental Biology
5.	Kasinath Nandi	Lab. Instructor	B.Sc.	

2. *Student profile according to programs of study, gender, region etc.*

The Statistics for the year 2006 is given below:-

Courses offered	Minimum eligibility	Students' strength	
		Seats offered	Present strength
Zoology(Hons)			
1 st year	60% marks in aggregate in H.S. or equivalent	20	16
2 nd year		20	15
3 rd year		20	8
Zoology (General)			
1 st year	Pass Certificate in H.S. or Equivalent	60	49
2 nd year		60	40
3 rd year		60	12

3. *Changes made in the courses or programs during the past five years and the contribution of the faculty to those changes.*

The Syllabi (both for Honours and General Courses) have been reformed by the University of Burdwan in the year 2005.

4. *Trends in success rate and drop out rate of students during the past five years.*

Year	Admitted	Appeared	Passed	Success rate (%)	Passed in 1 st Division	Dropout (%)
2002	G – 75(B-12) H – 12	G–28 H–7	G–25 H–6	89.28 85.71	G– 4 H–Nil	46.67 41.67
2003	G–73(B-15) H – 15	G–24 H–15	G–24 H–13	100 86.67	G–2 H–3	46.57
2004	G – 59(B-21) H – 21	G1–12 H-11	G–11 H–11	91.67 100	G–Nil H–Nil	44.06 47.61
2005	G–82(M-23,B-12) H – 22	G – 9 H–9	G–8 H–8	88.88 88.88	G–Nil H–3	46.34 59.09
2006	G–86(M-21,B-19) H-25	G–21 H–18	G–18 H-16	85.71 88.88	G–2 H–1	29.07 28

5. *Learning resources of the departments like library, computers laboratories and other such resources.*

The Department is equipped with a Computer, laboratory with all relevant facilities including overhead projector and a departmental library, from where the students can borrow the books as and when they need.

6. *Enhancement of the learning resources during the past five years.*

The Departmental library comprised with more than 200 books has been maintaining since the year 2004 mainly from the contribution of Dr. Milly Palit, Retired Teacher & Ex H.O.D., & Dr. Madhuri Karmakar, Retired teacher & Ex H.O.D.

7. *Modern teaching methods in practice other than the lecture method.*

Other than regular classroom lectures, the teachers usually take help of Over-head projector, Charts, Models to clear the conception and also enrich of the teaching learning process.

8. *Participation of teachers in academic and personal counseling of students.*

Teachers are always available within and outside the classroom. Teachers always try to solve personal problem as far as possible whenever required by the students.

9. *Details of faculty development programs and teachers who benefited during the past five years.*

Nil.

10. *Participation of teachers in academic activities other than teaching and research.*

Nil.

11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years.*

Not yet done but the Department is trying for collaboration with other local colleges.

12. *Details of the ongoing projects and projects completed during the last five years.*

In the year 2005, the department organized a project on rearing process of Mulberry silk worm larvae and developed cocoons. By this project the students became familiar with the larvae of different insect, their feeding mechanism from the leaves of the host plant mulberry and also of the cocoon formation procedure.

13. *Publications of the faculty, for the past five years.*

Nil

14. *Participation of the department in the extension activities of the college.*

Students participate in NSS activities of the College.

15. *Methods of continuous student assessment.*

Performances of their Class tests, internal examinations conducted by the College, Departmental seminars.

16. Placement record of the past students and the contribution of the department to the student placements.

No previous record is maintained but it is unofficially known that Smita Ghosh joined Indian Air Lines in 2003, 5 students placed in school teaching.

Whenever any passed out student seek guidance for their preparation for any competitive Examination, the teachers guide them in a proper way.

17. Significant achievements of the department, faculty and students during the past five years.

Nothing mentionable.

18. Plan of action of the department for the next five years.

The Department would endeavor to achieve the height of distinction keeping pace with present motto of the University – advancement in learning.

19. Any other Highlights

Nil

Department of Nutrition

1. *Faculty profile, adequacy and competency of faculty :*

Department of Nutrition was newly born in the year 2006 and its 1st year Honours course is running in this current session 2006-07 with 13 students. Since the Department is under construction it is temporarily running in collaboration with the Department of Botany. The Department has one full time lecturer and four guest lecturers from the Department of Botany and Zoology. The bio-data of the teachers and their competency are given below.

Name	Designation	Qualification	Join Date	Exp.
Dr. Tarit Kr. Pramanik	Course Coordinator	M.Sc, Ph.D	27.10.1984	22 Y
Mrs. Nivedita Bhattacharjee	Lecturer (Full time)	M.Sc.	3.11.2006	3 M
Dr. Shyamal Seth	Part Time Lecturer	M.Sc. Ph.D	3.09.1994	12 Y
Dr. Supratik Gangopadhaya	Part Time Lecturer	M.Sc. Ph.D.	24.05.2000	20 Y
Mr. Surajit Debnath	Part Time Lecturer	M.Sc	03.09.2003	3 Y

2. *Students profile according to programme of study, gender, region etc.:*

At this juvenile stage the number of students in the Department is 13 having Honours in Nutrition and Chemistry, Botany/Zoology as combination. The number of sanctioned seats are 20, admitted 15 and 2 dropped out recently. Most of the students are originally from West Bengal and a few are from outside the state by origin.

Students No.	Home State	Outside The State
B.Sc.1 st year 13	9	4

3. *Changes made in the course or the programme during the past five years and the contribution of the faculty to those changes:*

The title is not applicable as the course has been newly introduced in 2006-07

4. *Trends in success rate and drop out rate of students during the past five years :*

Not applicable as no examination was yet completed.

5. *Learning resources of the department like Library, Computers, Laboratories and other such resources :*

Since the Department is under construction it is not yet in position to set up its Departmental library and laboratories. The books related to Nutrition, Physiology and Biochemistry are kept in central library.

6. *Enhancement of the Learning resources during the past five years:*

The learning resources are yet to enhance after setting up of the Department and its laboratory. The teachers are the resource persons who are in continuous effort to upgrade learning resources.

7. *Modern teaching method in practice other than the lecture method:*

The Department is yet to introduce the same.

8. *Participation of teachers in academic and personal counselling of students:*
Teachers are in continuous effort to counsel the students both academically and personally. Students do also have free access to the teachers.
9. *Details of the faculty development programme and teachers who benefited during the past five years:*
The fulltime faculty members are yet to join such programme if any.
10. *Participation of teaches in academic activities other than teaching and research:*
Till date no participation of teachers of this Department to any symposium, seminar or any other academic activities related to Nutrition Science. But efforts are being made to carry out such activities in near future.
11. *Collaboration with other Departments and institution at the national and international levels and their outcome during the past five years:*
The Department of Nutrition is running in collaboration with the Department of Botany. Students are actively engaged in exchange of knowledge with the Department of Botany, Zoology and Microbiology.
12. *Details of the ongoing projects and projects completed during the last five years:*
Not applicable.
13. *Publication of the faculty, for the past five years:*
Faculty members are yet to have publications.
14. *Participation of the Department in the extension activities of the college:*
Yet to join such activities.
15. *Methods of continuous student assessment:*
The students are assessed through regular class tests.
16. *Placement record of the past students and the contribution of the Department to the students placement:*
Not applicable.
17. *Significant achievement of the Department, faculty and students during the past five years:*
No rich achievements have yet been recorded.
18. *Plan of action of the Department for the next five years:*
It is the future plan to make the department well equipped and well organized in all respects. Increase of learning resources particularly resource persons are highly necessary for academic interest of the department. We have an effort to enhance the number of teachers and to set a good laboratory as well. At the same time we must build up a departmental library with adequate books of latest revision. Computer facilities may be added to the students' interest. All would be possible only after the completion of construction of the building. Hope, we will be successful very soon.
19. *Any other highlight:*
Not yet mentionable.

Department of Commerce

1. *Faculty profile, adequacy and competency of faculty*

Name of the Teaching Staff	Designation	Highest Qualification	Specialization	Experience	Age	Sex
Bibekananda Sahu	Lecturer	M.Com.	Accounting & Finance	1.5 Y	35 Y	M
Somnath Mukherjee	Part Time Lect	M.Com.		10 Y	40 Y	M
Dilip Banerjee	Do	M.Com.		10 Y		M
Dr.Manoranjan Ghosh	Do	M.Com. Ph.D.		25 Y		M
Susanta Mitra	Do	M.Com..		17 Y		M
Raj Kumar Roy	Do	M.Com.		7 Y		M
Sombudha Ghosh	Do	M.A.	Agriculture	17 Y	44 Y	M
Subhendu Das	Do	M.A.				M
Tapan Sarkar	Do	M.Tech.	Operation Research			M

2. *Student profile according to programmes of study, gender, region etc*

Year of the Student	Total No.	From within the State	From Outside the State
B.Com.(H) 1st Year	68	63	5
B.Com.(G) 1 st Yr.	55	47	8
B.Com.(H) 2 nd Year	55	50	5
B.Com..(G) 2 nd Yr	94	92	2

3. *Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes.*

Nil

4. *Trends in success rate and drop out rate of students during the past five years*

Year	Hons./ Genaral	Success Rate	Drop out rate
2002	Hons.	100%	5
	Gen.	81%	16
2003	Hons.	100%	Nil
	Gen.	97%	29%
2004	Hons.	100%	4
	Gen.	98%	19
2005	Hons.	95%	6
	Gen.	94%	17
2006	Hons	98%	2
	Gen	98%	14

5. *Learning resources of the departments like library, computers, laboratories and other such resources*

There is a small library and 4 computers in the Department.

6. *Enhancement of the learning resources during the past five years*

Departmental library has been installed.

7. *Modern teaching methods in practice other than the lecture method*
Use of computers as teaching tool.
8. *Participation of teachers in academic and personal counselling of students*
Teachers involve themselves in career counseling of the students and motivation for further study.
9. *Details of faculty development programmes and teachers who benefited during the past five years*
Nil
10. *Participation of teachers in academic activities other than teaching and research*
Attachment to different academic Committees of the college.
11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*
No such Collaboration
12. *Details of the ongoing projects and projects completed during the last five years*
Nil
13. *Publications of the faculty, for the past five years*
Nil
14. *Participation of the department in the extension activities of the college*
Involvement of teacher and Students in N.S.S. activities of the college.
15. *Methods of continuous student assessment*
General class-test, annual examination and debates on different economics issues.
16. *Placement record of the past students and the contribution of the department to the student placements*
Information not available
17. *Significant achievements of the department, faculty and students during the past five years*
Nil
18. *Plan of action of the department for the next five years*
It has been planned to visit different plant and audit workshops.
19. *Any other highlights*
Students actively participate in exhibition of stalls in Annual college programme.

Self-financing Departments

- Bachelor of Computer Application (BCA)
- Computer Science
- Microbiology

Department of Computer Science

Courses:

- Bachelor of Computer Application (BCA)
- Computer Science



Digitally Adhered

1. Faculty profile, adequacy and competency of faculty

Name of the Teaching staff	Designation	Category	Highest Qualif.	Specialisation	Exp.	Age	Sex
Smita Roy	Lecturer	Full Time	BE	Comp. Sc.	2 yrs.	25	F
Debdatta Moulik	Lecturer	Full Time	M.Sc & MCA	Applied Mathematics	5 months	29	F
Hiranmoy Roy	Lecturer	Full Time	BE	Comp. Sc.	4 yrs	26+	M
Tapan Kr. Sarkar	Lecturer	Part Time	M.Tech	Operation Research	7 yrs	51+	M
Parijat Upadhyay	Lecturer	Part Time	MCM		6 yrs	31+	M
Utpal Konar	Lecturer	Part Time	M.Com.	Accounting & Control Group	7 yrs	37+	M
Indrajit Santra	Lecturer	Part Time	BE	Comp. Sc.	6 yrs	31+	M
Kingshuk Roy	Lecturer	Part Time	MA	English	4 months	23+	M
Subhasis Ghosh	Tech. Asst.	Full Time	B.Sc.	Comp. Appl.	7 yrs	33+	M

2. Student profile according to programmes of study, gender, region etc

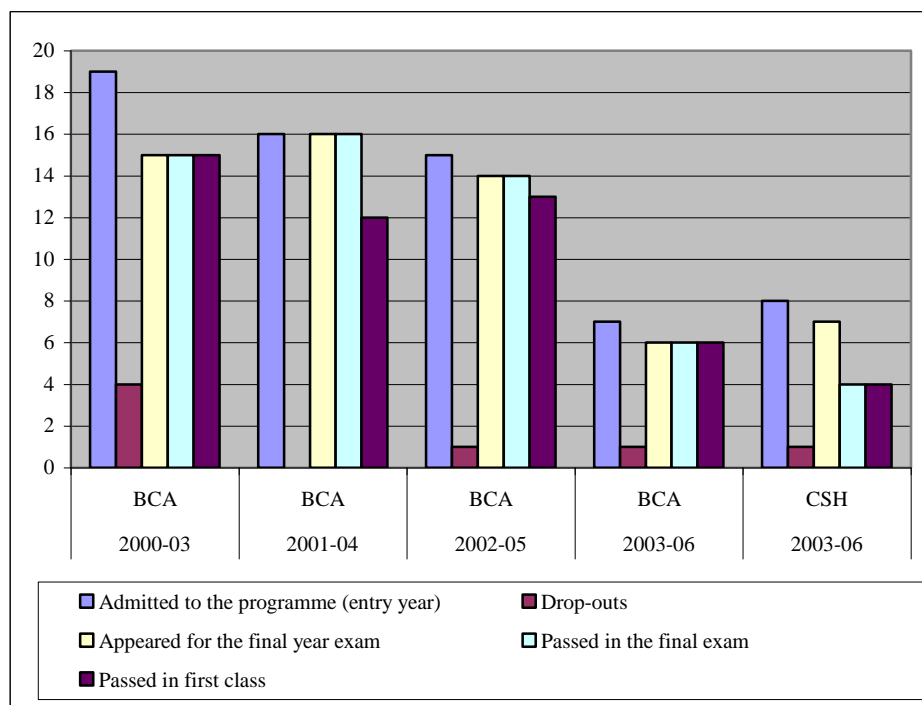
	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007
BCA					
1 st Year	15	07	17	16	41
2 nd Year	16	14	06	17	16
3 rd Year	15	16	14	06	17
Total	46	37	37	39	74
CSH					
1 st Year	Course Not Started	07	07	10	17
2 nd Year			07	07	10
3 rd Year				07	07
Total		07	14	24	34
TOTAL	46	44	51	63	108

	Female	Male	Total
Students from the same state where the college is located	BCA-64 CSH-31	Nil	95
Students from other states of India	BCA-10 CSH-3	Nil	13
NRI students	Nil	Nil	Nil
Other overseas students	Nil	Nil	Nil
Grand Total	BCA-74CSH-34	Nil	108

3. Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes.

Courses are framed by the affiliating University. However the faculty members are sometimes part of University's Board of studies and contribute in any change in course content.

4. Trends in success rate and drop out rate of students during the past five years



5. Learning resources of the departments like library, computers, laboratories and other such resources

- Books in the department library: **156 (Departmental Library)**
Total Books: 662 (Central Library)
- Journals/periodicals subscribed by the department: **2**
- Computers in the department: **25**
- CDS Kit: **4**
- Bread board: **4**
- IC chip: **80**
- Microprocessor kit (8085): **2**
- Power Supply: **3**

6. Enhancement of the learning resources during the past five years

Books, computers and lab-equipments are purchased during past five years (about 5 lakhs)

7. Modern teaching methods in practice other than the lecture method

Use of overhead projector , slide projector and computers are in practice to supplement lecture methods of teaching .

8. Participation of teachers in academic and personal counselling of students.

During periods and off-time teachers give students advices if sought for. Teachers in the department are in close contact with the students in and outside the class . Close interaction results.

9. *Details of faculty development programmes and teachers who benefited during the past five years*

As for the self-financing course's contractual teachers have no scope to participate in Refresher Course or Orientation Programme. The departmental teachers could not avail this faculty development programme.

10. *Participation of teachers in academic activities other than teaching and research*

Teachers evaluate answer scripts of college exams are a part of University evaluation process also.

11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*

Till now any collaboration with any other departments has been made.

12. *Details of the ongoing projects and projects completed during the last five years*

Nil.

13. *Publications of the faculty, for the past five years*

Nil.

14. *Participation of the department in the extension activities of the college*

The department has developed a software on Library Management for the college library. The department is also engaged in different computer related works of the college.

15. *Methods of continuous student assessment*

Class tests are taken at regular intervals and test examinations are taken before the final examinations.

16. *Placement record of the past students and the contribution of the department to the student placements*

The department arranged an off-campus interview at Cognizant Technology Solutions, Kolkata in the year 2006 for the passed-out batches, where 3 students were selected. This year (2007) also the department has organized an off-campus inter view at Tata Consultancy Services, Kolkata for students of the current year on 21.01.2007.

17. *Significant achievements of the department, faculty and students during the past five years*

Students are placed in Multinational companies like CTS, TCS, Wipro etc.

18. *Plan of action of the department for the next five years*

- 1) Use of interactive CDs and LCD projectors
- 2) Provision of Internet facilities to the students
- 3) Use of multiple choice questions in tests for students
- 4) Mobilization of the students for various community services.

19. *Any other highlights*

The departmental stall in Annual Function draws attention. The department participates in science exhibition in this college and outside the college where peoples visit and enjoy. The students hold positions and win prizes in those competitions.

Every year the department organizes an outing with the students and teachers to develop openness among the departmental community. The performance of the departmental students on Teachers' Day is worth mentioning.

Department of Microbiology



*The Departmental Students are in a seminar on “DNA model”
on the “50th Anniversary of Discovery of DNA model”*

1. Faculty Profile

Name of teacher	Designation	Highest qualification	Specialization	Experience (Years)	Age (Years)	Gender
Dr.S.Ganguly	Reader (course-coordinator)	Ph.D.	Plant physiology & biochemistry	21	48	M
S. Chatterjee	Lecturer	M.Sc.(Micro)		4	30	M
S.Jana	Lecturer	M.Sc.(Micro)		2.5	27	F
J.Prasad	Part-time Lecturer	M.Sc.(Bot)	Plant physiology & biochemistry	2.5	27	F
Dr.S.Seth	Part Time Lecturer	Ph.D.	Cell Biology	13	48	M
Dr.T.Pramanik	Part Time Lecturer	Ph.D.	Plant taxonomy	22	49	M
Dr.G.S.Panda	Part Time Lecturer	Ph.D.	Organic chemistry	05	35	M

2. Student Profile according to program of study, gender.

Program of study	Gender	Region	
		W. B.	other state
B.Sc.(Hons.)-1 st yr.	F	18	02
B.Sc.(Hons.)-2 nd yr.	F	22	05
B.Sc.(Hons.)-3 rd yr.	F	26	04

3. Changes made in the course & teachers' participation

The study of Microbiology Hons. in Asansol Girls' College has been started in 2002. The faculty of this Department has participated in the meeting conducted for the review of the curriculum.

4. Success rate & Drop Out Rate

Year	Exam	Appeared	Passed	1 st Class	2 nd Class	Success Rate	Drop Out	Drop Out Rate
2005	Part I	30	30	19	11	100%	-	-
	Part II	24	24	14	10	100%	-	-
2006	Part I (new)	26	23	11	12	88.5%	-	-
	Part I (old)	33	26	10	16	78.8%	-	-
	Part II (old)	27	27	18	09	100%	-	-

5. Learning resources of the Department

The Department is providing departmental library (33 books) in addition to the central college library, thus helping students in utilizing time of their free periods.

The Department has also given the provision of using computers and has planned to obtain more terminals with Internet facilities.

There is a well-equipped laboratory with modern instruments like U.V.-Vis. Spectrophotometer, trans illuminator, -20°C freezers etc.

6. *Enhancement of learning resources in last 5 yrs.*
More books and advance equipments have been purchased to fullfill the change in curriculum.
7. *Modern teaching method in practice*
Overhead projector and computer CDs are used during course of teaching.
8. *Participation of teachers in academic and personal counseling of students*
Faculties of this Department are always willing to help the students.
Slow learners are given more attention. The portions that are not understood by students are discussed even outside the scheduled class hours.
9. *Faculty Development Programmes.*
Following seminars were attended by the faculties that helped in the development process-
 - a) State level seminars organized by Department of Microbiology ,Rastraguru Surendra Nath college Barrackpore in Feb. 2006.
 - b) Seminar Lecture given by Dr. Anupam Chatterjee, Department of Biotechnology- NEHU on Gene Cloning, On 31st Jan 2005.
 - c) Seminar Lecture given by Sri Abhijit Banerjee, Lecturer Department of Zoology, Womens college, Burdwan on Prion.
10. *Participation of teachers in academic activities other than teaching and research*
Faculties of the Department are involved in different academic activities of the college like preparation of class routine, invigilation duty, tabulation etc. and are also the members of different academic committees in the college.
11. *Such type of collaboration is not yet achieved.*
12. *No project as such is taken by the Department so far.*
13. *Publication of the faculty*
One Publication in the journal of Transition Metal Chemistry, July 2005 titled as “B-A conformational transition of DNA under the influence of a copper thiolate, the Cu-cysteine, biophysical, spectroscopic and gel electrophoresis studies” by S. Chatterjee.
14. *Participation of the department in the extension activities of the college*
Students of the department have conducted Blood Grouping of the visitors of the stall during the Annual function organized by student Union of Asansol Girls’ College.
15. *Method of continuous student assessment*
Students are regularly being assessed by conducting scheduled class test, surprise class tests, seminars, viva voce, quiz, frequent group and individual discussions.
16. *The Department only conduct undergraduate course & till now no official data about placement is recorded.*

17. *Significance achievements of Department, Faculty and students*

Faculties (J. Prasad and S.Jana) of the Department are engaged in a project of cultivation of Hybrid Colored vegetables under Green House, which has received affiliation from National Horticulture Board(N.H.B).

Students received the rank 1st class 1st (2005 part I, Part II), 1st class 2nd(2006 Part II), 1st class 1st (2006 new Part I).

YEAR	EXAMINATION	RANK
2005	OLD PART II	1 ST
2006	OLD PART II	2 ND
2006	NEW PART I	1 ST

18. *Plan of action of the department*

- a. The Department has already applied for P.G. course in Microbiology, for the convenience of the girls' students for pursuing further studies.
- b. The Department has planned to expand the infra structure, for the provision of more laboratories and Lecture room, seminar room, staff room etc.
- c. Department has also planned to enrich the Central and Departmental Library by introducing National and International Journals, and recently published books.
- d. Department is going to provide Internet facilities for the students and faculties.
- e. Department has planned to arrange Industrial visit to provide practical working knowledge to the students.
- f. There is also plan to develop Bacterial inoculants and Mushroom spawns in a small scale.
- g. Department has planned to arrange campus interview for pass-out students.

19. *Other Highlights*

There is a good participation of the students in different programmes organized by college like sports cultural programs, seminar, and debates, and have secured positions.

They are used to organize stalls during the annual functions, which have conducted an outlook about microbiology and its application. They have also demonstrated and enriched the visitors of the stall about modern utility oriented topics like Biofertilizer, Mushroom cultivation etc.

Department also organizes excursions every year that helps in enhancement of interaction between teachers and students.

Career Oriented Courses (UGC Sponsored Add-on Courses)

- Functional English
- Community Development
- Travel & Tourism Management

Functional English

A Brief Report

During the session 2004-2005, the college obtained permission from the UGC to run a certificate course in Functional English under the scheme of Career Oriented Course promoted by the commission. These courses are run by the institution for its students. The students can therefore pursue both the degree as well as this course simultaneously. The first session had 10 students and the success rate was 100%. Since this is a newly started course, the student strength is considerably less in number. However, the college is keen to make known about this course through a variety of publicity measures like regular notices in the college display board, leaflets and the college prospectus. The course coordinator has directly contributed in the formulation of the syllabus in collaboration with the Burdwan University. The college has recruited one part time teacher to take the classes on Saturdays, Sundays and calendar holidays.

The students are provided with classroom lectures using audio-visual aids. Word maps, scheming, project work, teacher-student interaction, working on seen and unseen passages are a few innovative ways followed in this course. The course focuses on enhancing the written and conversational skills of the under-graduate students. Group discussions and debates are organized on a regular basis to give an edge in personality development. The teachers try to monitor the development of individual students. To assess student participation and interactive skills, class tests in the form of both written and viva-voce are held. The department possesses about ten books in its library which is meagre. It is, however, determined to build its own seminar library in near future. Interactive CDs are brought from the BBC to help students gear up their listening and conversational skills. A major thrust is given to personality development and skills of management are imbibed to ensure better options in career opportunities.

As the department has started functioning only recently, there are a large number of future plans of action which are yet to be realized. It has a plan of collaborating with neighbouring industries to provide in-course training and help the students in placements. Eminent experts in this field will be asked to deliver lectures and conduct work shops under the faculty exchange programme. Introduction of modern ICT aided teaching and building up of a language laboratory is also under consideration.

Community Development

1. Faculty profile, adequacy and competency of faculty

Name of the Teacher	Designation	Highest Qualification	Specialization	Expe-rience	Age	Sex
Dr. Prasnra Kr. De Sarkar	Principal	Ph. D.	Ex- Programme Officer of N.S.S & Ex-Officer of Adult Education -NAEP	27 Yrs	54 yrs.	M
Dr. Sandip Kr. Ghatak	Reader	Ph. D.	Programme Officer of N.S.S	23 Yrs	48 Yrs	M
Sujit Kr. Punja	Slg. Lect.	M.A.	Sociology	22 Yrs	47 Yrs	M
Sanjib Kr. Talukdar	Lect.	M.Phil	Statistics & Econometrics	4 Yrs	29 Yrs	M
Susanta Mitra	Slg. Lect.	M.Com		17 Yrs	47 Yrs	M

2. Student profile according to programme of study, gender.region etc.

Programme of Study	Level of Study	Cut off marks in %	Students Strength
Certificate Course, Diploma Course & Advanced Diploma Course	Under Graduate	H.S. Pass	Certificate Course-5

No. of Students in the department during the current year (2006):

Students from the same State where the College is located	5
Students from other States	Nil
N.R.I. Students	Nil
Other Overseas Students	Nil
Grand Total	5

3. Changes made in the courses of programmes during the past five years and the contribution of the faculty to those changed:

The Certificate Course has introduced in 2003 and University has prepared the Syllabus of the same subject in that year. At the time of the framing of the Syllabus University seeks our suggestion regarding the syllabus & accordingly we also send the same.

4. Trends in success rate and drop out rate of students during the past five years:

No. of Students Admitted	No. of Students Appeared	Drop out	Success Rate
9	5	4	100%

5. Learning Resources of the departments like Library, computers, laboratories and other such resources:

Department has one computer and few reading materials.

6. Enhancement of the learning resources during the past five years:

Faculty of the department provides the students some necessary books and reading materials according to their needs. Faculty also provides personal care of they students when they require.

7. *Modern teaching methods in practice other than the lecture method:*
Except using Computer no modern teaching method so far practiced by the department.
8. *Participation of teachers in academic and personal counselling of students:*
Teachers help the students according their needs regarding their next course of studies and jobs.
9. *Details of faculty development programmes and teachers who benefited during the past five years:*
Nil
10. *Participation of teachers in academic activities other than teaching and research:*
Nil
11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years:*
Nil
12. *Details of the ongoing projects and projects completed during the last five years:*
Nil
13. *Publications of the faculty, for the past five years:*
Nil
14. *Participation of the department in the extension activities of the college:*
The students and teachers both are actively associated with the extension activities through the N.S.S.
15. *Methods of continuous student assessment:*
Through terminal examination.
16. *Placement record of the past students and the contribution of the department to the student placements:*
Nil.
17. *Significant achievements of the department, faculty and students during the past five years:*
Nil
18. *Plan of action of the department for the next five years:*
The department tries to negotiate with both the government and non-government agencies so that our students can get jobs after completion of their studies.
19. *Any other highlights*

Travel & Tourism Management

1. *Faculty profile, adequacy and competency of faculty*

Name of the Teacher	Designation	Highest Qualification	Specialization	Experience	Age	Sex
Subhendu Jana	SLG Lecturer	M.A	Advanced Agricultural Geography	18 years	46	M
Debashis Batabyal	Part-time Lecturer	MBA	Tourism	2 years	28	M

2. *Student profile according to programmes of study, gender, region etc*

Programme of Study	Level of Study	Cut off marks in %	Students Strength
Career Oriented Course	Certificate	30% in aggregate at H.S level.	2(2005-06) 3(2006-07)

Students from the same State where the College is located	5
Students from other States	Nil
N.R.I. Students	Nil
Other Overseas Students	Nil
Grand Total	5

3. *Changes made in the courses or programmes during the past five years and the contribution of the faculty to those changes*

The College has introduced Career Oriented Course in Tourism and Travel Management in 2004 based on the guidelines suggested by the UGC. There are no changes made in the courses or programmes since then.

4. *Trends in success rate and drop out rate of students during the past five years*

Name of the course	Year of admission	No. of students admitted	No. of students appeared in the exam	Success rate (%)	Drop out rate (%)
Certificate Course	2004-05	19	15	100	21
	2005-06	02	Exam not held till now		
	2006-07	03	Exam not held till now		

5. *Learning resources of the departments like library, computers, laboratories and other such resources*

The learning resources of the Department include Books and Journals, Maps, Computers and Study materials.

6. *Enhancement of the learning resources during the past five years*

Since the initiation of the course, the Department has been gradually enriched with more books and journals.

7. *Modern teaching methods in practice other than the lecture method*

The faculty practice modern teaching methods other than lecture methods including Group discussions, field trip, visit to other institutions etc.

8. *Participation of teachers in academic and personal counselling of students*
The faculty participate in academic counseling of students.
9. *Details of faculty development programmes and teachers who benefited during the past five years*
The faculty members are in active research work.
10. *Participation of teachers in academic activities other than teaching and research*
The teachers conduct educational tour every year for field experience of the students and guide them for the preparation of project work.
11. *Collaboration with other departments and institutions at the national and international levels and their outcome during the past five years*
The Department is not collaborated with other Departments and institutions at National and International levels.
12. *Details of the ongoing projects and projects completed during the last five years*
No such projects is going on.
13. *Publications of the faculty, for the past five years*
There is no publication of the faculty during last 5 years.
14. *Participation of the department in the extension activities of the college*
The Department participates in NSS programme of the college and in Exhibition of stalls during Annual function organized by Students Union of the College.
15. *Methods of continuous student assessment*
The students are continuously assessed through class tests and seminars.
16. *Placement record of the past students and the contribution of the department to the student placements*
The Department has no placement record of the passed students.
17. *Significant achievements of the department, faculty and students during the past five years*
The faculty and students of the Department have no such significant achievements as this is a newly introduced course.
18. *Plan of action of the department for the next five years*
The Department has a plan to introduce the Diploma and Advanced Diploma course, to make arrangement collaboration with other institutions at National level and to arrange campus interview so that students would be benefited.
19. *Any other highlights.*

BEST PRACTICE

1. Title of the practice: Grievance Redressal Cell

Formation of a Grievance Redressal Cell to maintain a transparency in its activities and to make the students more comfortable in the place of learning, the college decided to form a grievance redressal cell where the students can freely express their grievances through complaint letters.

2. The context that required initiation of the practice

Since the last few years, the financial crunch at the Government level augmented the depleted infrastructure in terms of laboratories, human resource & teaching learning aids. The college observed its reaction among the student stakeholders and decided to channalise the grievances in a formal manner and maintain official documentation of the complaints. It was under this context that this cell started operating in its our accord.

3. Objectives of the practice

The objectives of the grievance redressal cell are as follows:

- to ensure a transparency in the activities of the college.
- to help the college in formulation of future plan of action.
- priorities issues and determine the course of action.
- this mechanism enhance the student-administration interaction.

4. The Practice

The practice involves setting up of complaint boxes at the corridors of the college where the students may drop their complaint letters regarding infrastructural facilities, mode of teaching or any discomfiture faced by the students of the college. A grievance redressal cell is set up by the teachers' council comprising of members of the faculty and the head of the institution which hold meetings at regular intervals in which these letters are read out, interviews of the students are conducted and devised to solve the grievances.

5. Obstacles faced if any and strategies adopted to overcome them

The practice had certain obstacles which had been removed in the course of functioning of the cell. The students were primarily unwilling to record their grievances against their teachers and the college administration. Later on, however, with the introduction of confidential and anonymous system of recording grievances, this obstacle has been removed to a large extent.

6. Impact of the practice

The practice has deep rooted impact on the functioning of college administration, the teaching mode and competency level of the faculty members. It has also inculcated among the students a sense of self confidence to ventilate their grievances. The college authority has benefited from the suggestions to improve infrastructural facilities. The formation of the weekly free medical check up centre was established in collaboration with the alumni

association of the college . This is one example of the impact of the formation of the cell. This centre started operating as a result of a letter submitted in the complaint box of the college by a hostel boarder requesting the establishment of such a centre within the college campus. Another instance is the setting up of an extension counter of a bank within the college campus. The college administration has already approached the Bank of Maharashtra and Syndicate Bank to establish such a counter and the process will complete shortly. There were numerous complaints regarding lack of space in the reading room of the college library. As a result the college authority has decided to extend the library to a more spacious area of about 4500 sq. ft. The construction is complete. The cell has also contributed to maintain and improve the academic ambience and develop a student-centered atmosphere of teaching–learning evaluation process in the college.

7. Resources required

The fundamental feature of this practice is that it requires minimum resources to form this cell. Setting up of complain boxes in the corridors is the only resource required for the functioning of this cell.

8. Contact person for further details

Ms. Mita Chowdhury
Department of Physics,
Asansol Girls' College .
Contact No.- (033)24728654
(0341)2254127
9433101497
E-mail- bubkam@vsnl.net

Annexure – I

A meeting of the Governing Body will be held on 30.8.2006 at 12.30.pm. in the premises of the college to consider the issues given in the following agenda.
All members are requested to attend the meeting positively.

Secretary, G.B.
Principal.

1. Confirmation of the proceedings of the Governing Body Meeting held on 25.04.2006.
2. Approval of the resolutions of the Finance Committee Meeting held on 21.8.2006.
3. Approval of the provisional Holiday List (2006 – 2007).
4. Approval to the resolution of the Work Load Committee (TS).
5. Approval of the resolution of the Building Planning Committee (UGC).
6. Constitution of the Selection Committee for appointment of Part-time Teachers.
7. Confirmation of service in respect of Sri. Bibekananda Sahu, Lec. in Commerce and Smt. Manika Saha, Lec in Geography.
8. Consideration of Maternity Leave in favour of Smt. Abha Mallik, Lec.in Bengali.
9. Discussion on the MOU (1996-2001) between Webel Informatics Ltd. and College Authority.
10. Discussion on feasibility of establishment of an extension counter of a Bank in the college premises.
11. Discussion on the induction of college Emblem.
12. Discussion on the representation from the Part-time teachers drawing attention to the G.O. No.977 Edn(CS) dt.24.8.05.
13. Selection of coordinators for the Department of Hindi and Nutrition.
14. Discussion the D.P.I. memo No.1017-C dt.17.7.06.regarding permission for filling up of vacant non-teaching posts.
15. Any other Business.
 - i) Consideration of College Audit report (2004-05)
 - ii) Consideration of Medical report in respect of Smt. Mandalika Chakraborty, Sr. lec. in History.
 - iii) Consideration of application from Smt. Saswati Majumdar, SGL in Beng.
 - iv) Consideration of Sri. Mahadeb Dutta , Cook for with normal of his contribution from Savings A/C at Treasury.
 - v) Consideration of casual vacancy in the TR- category of the G.B due to vacancy of Smt. (Dr.) Madhuri Karmakar.

Meeting of the Governing Body held on 30.08.2006 at 12.30 p.m. in the Library Reading Room.

Members Present.

1. Dr. K.K.Ghosh, President, Governing Body,
2. Dr. P.K.De Sarkar, Principal & Secretary, Governing Body,
3. Dr. Sanjay Mondal, University Nominee, G.B.
4. Prof. Rebati Roy. do.
5. Prof. D.Banerjee, Teacher's representative, G.B.
6. Prof. S. Panja do
7. Dr. M.Karmakar, do
8. Sri. J.Samanta, N.T.S. Representative,
9. Sri Shyamal Mukherjee, do
10. Sms. Nibedita Goswami, Student representative.

1.The proceedings of the Governing Body meeting held on 25.04.2006 were read out and confirmed.

2.The Governing Body approved the resolutions of the Finance Committee meeting held on 21.08.06 and accorded concurrence with the transfer of money amounting to Rs. Ten Lakhs from the General Fund Morning to the Capital Fund 25.8.2006 to meet the scheduled expenditures subject to adjustment.

3. The Governing Body approved the provisional holiday list for the session 2006-2007 subject to alteration, if necessary in accordance with the University Academic Calendar.

4. The Governing Body approved the Assessment Report submitted by the Class Workload Committee and resolved that part time teachers be appointed temporarily for different subjects as has been stated in the said report in compliance with the University guidelines.

5. The Governing Body approved the decision of the Building planning Committee (UGC) as has been taken in its meeting held on 6.7.2006 for construction of the first floor as the extension of the ground floor of the existing hostel building (Unit II) with the financial assistance from the UGC during the Xth plan period and passed the following resolutions:

i) The proposal of the building project for constructions of women's hostel be submitted to the University Grants Commission, ERO, Kolkata so as to procure financial assistance.

ii) The expenditure over and above the UGC Grant be borne by the College from its own resource.

6. At the instance of the Inspector of Colleges, B.U. the Governing Body resolves that the guidelines prescribed by the Under Graduate Council of the University be followed in the matter of appointment of part time teachers and constitution of the selection committee thereof and further the Governing Body nominates Prof. Sujit Kr. Panja and Prof. Dipendu Bandyopadhyay as member of the selection committee respectively for Arts/Commerce subjects and Science subjects.

7. (a) On the appraisal of completion of one year probation period satisfactorily in respect of Smt Manika Saha, lecturer in Geography the Governing Body resolves that Smt Manika Saha be confirmed in her services with effect from the date 21.06.2005 on which she has joined the college.

(b) On the appraisal of completion of the one year probation period satisfactorily in respect of Sri Bibekananda Sahu, Lecturer in Commerce, the Governing Body resolves that Sri Bibekananda Sahu be confirmed in his services with effect from the date 01.07.2005 on which he has joined the college.

8. In consideration of the application from Smt Abha Mallick, Lecturer in Bengali for maternity leave the Governing Body resolves that Smt Abha Mallick be allowed the benefit of maternity leave for 135 days and granted her maternity leave w.e.f. 15.05.06 to 26.10.2006.

9. The Governing Body notes that Computer Science and Applications classes have been running in the hall annexed to Room No 6 at the ground floor of the main building, under the supervision and entrepreneurship of Mrs. Soma Bagchi, Course Coordinator after the discontinuance of the Computer Training Centre on the expiry of the five year Term (07.10.96 – 6.10.200) of the MOU executed between the Webel Informatics Ltd, 18 A Park Street, Kolkata - 71 and the Asansol Girls' College. Now that the college urgently needs space for accommodation of class / Laboratory to run the newly introduced subjects this year, the Governing Body takes up the following decisions to resolve the problem of dearth of space.

- i) The Computer Science Classes for B.Com students in the Morning Section be shifted to the Mancha building under the control of the BCA department.
- ii) The Computer Science Classes for HS students be conducted at the existing premises till December 2006 in view of the fact that the HS Course has already been disaffiliated from the college w.e.f. the current session.
- iii) Mrs Soma Bagchi be requested to vacate the hall annexed to Room No 6 by December,2006.
- iv) The hall annexed to Room No. 6 be allotted in the class Routine as a substitute of R.No. 11 which in turn be used as a laboratory for the Physics department.

The Governing Body, however, express its profound appreciation of service rendered by Mrs. Soma Bagchi to help run the Computer Classes of the HS & Degree Course over the years.

10. Considered the Proposal for opening an Extension Service Counter of a Nationalised Bank in the College premises for transaction facility of the College funds through the Bank and benefit of the Staff and Students in general.

Discussion was held on the issue and it is resolved that

- i) The Syndicate Bank, Asansol Branch be approached for the establishment of an extended service Counter.
- ii) The existing office room No. 1 may be lease out for housing the extension Counter of the Bank on mutually agreed terms and conditions.

11. The Governing Body accepts and approve the proposal for introduction of an emblem ,of the college and unanimously selected the symbol of a flying bird that carries a book on its wings with the message in the words of Kabiguru Rabindranath Tagore: “Amar Mukti Aloy Aloy” in Bengali Scripts.

The Governing Body expects that the emblem will reflect the mission of the college, the age old ideology that education is for acquisition of knowledge and liberation of souls.

12. At the outset of the discussion on the agendum, the PTTACU,WB of the College Unit placed a memorandum before the Governing Body and demonstrated deputation on their demand for part time allowance @ 4000/- p.m. with arrears.

The Governing Body persuaded the agitating members of the association to wait for favourable action on behalf of the college to meet up their demand till we hear from the DPI, WB for sanction of any grant towards part time allowance.

13. For the purpose of management of the department of Nutrition and Hindi, the Governing body resolves that Prof. T.K.Pramanik be requested to take charge of the department of Nutrition as the officiating coordinator and further requests the principal to select one of the whole time teachers from the Arts faculty in consultation with the Secretary Teachers' Council for the coordinator ship in the Hindi Department.
14. Noted that the post filling up permission accorded by the DPI, WB in his memo no 1017-c dated 17.7.06 against the vacancies in the posts of (i) Clerk (ii) Library Clerk has been cancelled vide DPI Memo No. 1186-C dated 29 Aug.2006
15. (I) Noted that Jogmohan Goel And Associates, Kolkata has been appointed for audit of the College accounts vide DPI Memo No. 6(400)/1(180)CA/06 dated 30.5.06 The firm has examined the college accounts and submitted their report. The Governing body accepts and approves the Audit Report and resolves that the Audit Report be submitted to the Office of the DPI, WB.

(II) Discussion was held on the memorandum No. 3473 dated 28.08.2006 from the Chief Medical Officer of Health, Burdwan in connection with the prolonged absence of Smt Mandalika Chakraborty , SGL in History and noted that she has been granted different kinds of leave on medical ground as (a) Earned leave 180 days for the period from 21.03.1997 to 16.09.1997 (b) Half pay leave 290 days for the period from 17.09.1997 to 03.07.1998 and (c) Extra ordinary leave without pay 1003 days for the period from 04.07.1998 to 01.04.2001 and 1491 days from 12.04.2001 to 11.05.2005 vide G.B. resolution no 8 dated 11.05.2005.

On the satisfactory report from the Medical Board under the Chairmanship of CMOH, Burdwan that she is fit for her service, the Governing Body resolves that she be allowed to resume the college with immediate effect and further passed the following resolutions.

i) The Director of Public Instruction, WB be apprised of the facts and circumstances leading to the prolonged absence of Smt Mandalika Chakraborty, SGL in History on her rejoining the college.

The Director of Public Instruction, W.B. be moved for approval of the different categories of leave granted to Smt Chakraborty by the Governing Body vide DPI memo no. 688 – C dated 24th March,2005 for approval of all such leave and for approval of her resumption to her duties in the college w.e.f. the date she joins so as to proceed for refixation of her pay.

ii)The absence of Smt Mandalika Chakraborty for the period from 12.05.05 till the date prior to her resume in the college be condoned and Extra ordinary leave on medical ground without pay be granted to her for the period from 12.05.05 till the date preceding her rejoining the college in consideration of her medical examination and report thereof.

III.(a)Consequent upon the approval of Teacher Fellowship Award in favour of Smt Saswati Majumder, SGL in Bengali under the Faculty Improvement Programme (XPlan) vide UGC letter no F-TF-WI-008-01/06-07 (ERO) dated nil and subsequent application dated 28.08.2006 from Smt Majumder, the Governing Body has been pleased to sanction her leave for a period of two years w.e.f. 20.09.2006 with full pay in view of completion of her Ph.D degree at the Jadavpur University.

(b) In view of the fact that Smt. Saswati Majumdar SGL in Bengali has been awarded Teacher Fellow under The Faculty Improvement Programme of The University Grant Commission and she has been granted leave for the period of two years from 20.9.2006, The post of lecturer in Bengali has been fallen vacant temporarily w.e.f. 20.9.06 and will remain vacant till 19.9.2008. The Governing Body resolves that necessary papers be submitted for filling up the FIP –vacancy to the office of the concerned authorities :

1. The Director Of Public Instruction , W.B.
2. The West Bengal College Service Commission
3. The Registrar, The University of Burdwan.

IV) Business arising out of the deputation represented by the PTTACU, W.B. :

Resolved that the benefit of festival advance @ Rs. 4000/- per head be allowed to the part time teachers provided that they are in continuous service for at least 10 months as on September, 2006.

(V) In Consideration of the applications from Hostels Staff (i) Sri Sristi Das (ii) Sri Mahadeb Dutta (iii) Sahadeb Dutta for withdrawal of their savings deposit at the Treasury, the Governing Body accords permission for withdrawal & reimbursement of the outstanding balance credited to their savings account lying at the Asansol Treasury.

VI) Discussion was held on the occurrence of casual vacancy in the TR-Category of the Governing Body (2003-2006) due to retirement of Smt (Dr) Madhuri Karmakar, Reader in Zoology on 31.08.2006. The members of the Governing Body unanimously preferred not to hold election to fill up the said vacancy in consideration of the fact that the tenure of the existing GB is going to expire shortly.

The members of the Governing Body expressed profound appreciation of the valuable services rendered by Smt (Dr) Madhuri Karmakar as Teachers' Representative of the Governing Body.

Principal & Secretary.
Governing Body

President.
Governing Body

Annexure – II

Fee Structure of the Institute

FEES FOR ADMISSION 1st YEAR B.A./B.SC./B.COM PASS & HONS IN THE SESSION 2006-2007

Tuition fees for June to August	@50/-x3=150/-	For Pass Course B.A. Non-Lab
Tuition fees for June to August	@85/-x3=225/-	For Pass Course B.A.Lab based
Tuition fees for June to August	@75/-x3=225/-	For Hons Course B.A.Non-lab based
Tuition fees for June to August	@110/-x3=330/-	For Hons.Course B.A. lab based
Tuition fees for June to August	@85/-x3=225/-	For Pass Course B.Sc.lab based
Tuition fees for June to August	@110/-x3=330/-	For Hons Course B.Sc. lab based
Tuition fees for June to August	@60/-x3=180/-	For Pass Course B.Com
Tuition fees for June to August	@85/-x3=225/-	For Hons Course B. Com
Educational Charges for Commerce	@30/-x3=90/-	For B.Com Pass Course
Educational Charges for Commerce	@40/-x3=120/-	For B.Com Hons Course

1. Admission Fee	50/-
2. Development Fees	180/-
3. Students' Session Charge	50/-
4. Library Fees	100/-
5. Examination Fees(Internal)	50/-
6. Medical Fees	05/-
7. Electric Fees.....	60/-
8. Student Aid Fund.....	10/-
9. Generator Fees	60/-
10. Identity Card	05/-
11. Registration Fees	55/-
12. Saraswati Puja Subs.	10/-
13. Enrollment Fees	30/-
14. Sports Fees(U)	20/-
15. Incidental Academic Charge.....	200/-

Sl No. 1 to 15

Session Charge Rs. 885/-

Migration Fees Rs. 60/-(For Other Board)

Migration Charge Rs. 200/-(For Other Board)

Laboratory Fees for Lab Subject:

Geography	-Lab fee Rs.30/- for Pass	-60/- for Hons.
Pure Science	-Lab fee Rs.60/- for Pass	-90/- for Hons.
Bio.Science	-Lab fee Rs.90/- for Pass	-120/- for Hons.

TOTAL AMOUNT TO BE PAID AT THE TIME OF ADMISSION

<u>Class</u>	<u>Pass</u>		<u>Hons.</u>	
	<u>W.B. Board</u>	<u>Other Board</u>	<u>W.B. Board</u>	<u>Other Board</u>
B.A.without Lab	Rs. 1035/-	Rs. 1295/-	Rs. 1110/-	Rs. 1370/-
B.A. with Geo.	Rs. 1170/-	Rs. 1430/-	Rs. 1275/-	Rs. 1535/-
B.Sc. pure Sc.	Rs. 1200/-	Rs. 1460/-	Rs. 1305/-	Rs. 1565/-
B.Sc. bio Sc.	Rs. 1230/-	Rs. 1490/-	Rs. 1335/-	Rs. 1595/-
B.Com	Rs. 1155/-	Rs. 1415/-	Rs. 1260/-	Rs. 1520/-

HOSTEL ADMISSION

Admission fees	250/-per annum
Session Charge	250/-per annum
Seat rent.....	100/-per month
Electric Charges	75/-per month
Development fees.....	50/-per month
Establishment fees.....	150/-per month
Miscellaneous fees	400/-per annum

