

**SARAT CENTENARY COLLEGE
DHANIAKHALI, HOOGHLY
WEST BENGAL**

Estd. - 1976

**SELF STUDY REPORTS
&
SELF ANALYSIS REPORT
INSTITUTIONAL ACCREDITATION**

**To
THE NATIONAL ASSESSMENT
AND
ACCREDITATION COUNCIL
BANGALORE**

PRINCIPAL & SECRETARY
Snehas Chandra Sen
DR. SUBHAS CHANDRA SEN

**Principal & Secretary,
SARAT CENTENARY COLLEGE
P.O.-Dhaniakhali, Dist.-Hooghly**

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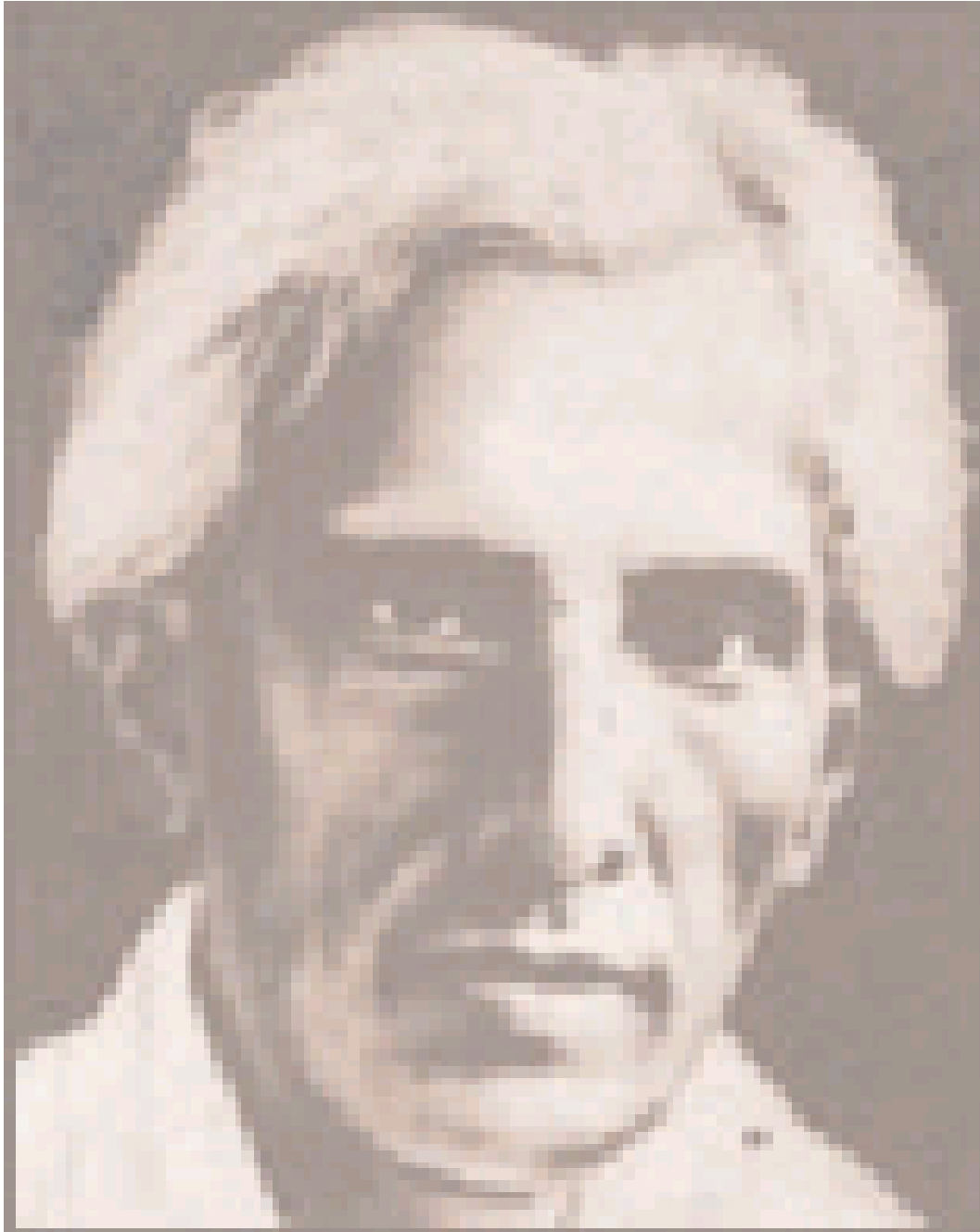
**SELF STUDY REPORTS
&
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Institutional Accreditation
To
THE NATIONAL ASSESSMENT
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BANGALORE**



PRINCIPAL & SECRETARY

DR. SUBHAS CHANDRA SEN

Sarat Centenary College
Dhaniakhali
Hooghly
W.B.



Sarat Chandra Chattopadhyay,
the Great Bengali Litterateur

Part-I

Format for Self-study

I. Profile of the College

1. Name and address of the college: **Sarat Centenary College,**
P.O. – Dhaniakhali, Dist – Hooghly,
Pin – 712302 W.B.

2. For communication:
Office

Name	Area/ STD code	Tel. No.	Ext. No	Fax	e-mail
Principal : Dr. Subhas Chandra Sen	03213	255282			
Vice-Principal : Nil					
Steering Committee Co-ordinator: Dr. Umes Chandra Pan	03213	255282			

Residence

Name	Area/ STD code	Tel. No.	Ext. No	Fax	e-mail
Principal : Dr. Subhas Chandra Sen	033	26344079			
Vice-Principal : Nil					
Steering Committee Co-ordinator: Dr. Umes Chandra Pan	03213	254387			

3. What are the goals and objectives of the institution and where are they stated?

- ✿ (a) To spread higher education in the area dominated by the landless, peasantry and artisan communities belonging to the scheduled Assembly Constituency where there was not a single institution to impart higher education at the time of its foundation.
- ✿ (b) To afford equal opportunities to the people belonging to the backward classes, specially in academic affairs.
- ✿ (c) To extended collective awareness of Socio-economic and hygienic problems among illiteral rustic villagers in the area. This has been stated in the resolution of

the Organisation Committee of the College : Meeting No. I, Date : 17.03.1975.

4. What major considerations (that is education; training; employment; access; equal opportunities) are addressed by the goals and objectives?

- ✿ (a) Spreading higher education including scientific and technological awareness among the masses.
- ✿ (b) Equal opportunity.
- ✿ (c) Access to higher education.
- ✿ (d) Employment Opportunity

Note: (1). If the information to be provided is lengthy, the gist may be given in the format and the details may be enclosed.

5. Financial Category of the college:

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

6. (a) Type of college:

Affiliated ☒ Constituent ☐

(b) University to which the college is affiliated: The University Of Burdwan

7. Date of establishment of the college:

Month & Year

(mm-yyyy) [H.S. on 06 – 1976]

06 – 1978

8. Dates of UGC recognition:

	Month & Year (mm-yyyy)
i. Under 2f	05 – 1980
ii. Under 12B	

9. Does the University Act provide for autonomy?

Yes ☐ No ☒

If yes, has the college applied for autonomy?

10. Campus area in acres: 3 Acres

11. Location of the college:

Urban ☐ Semi-urban ☐ Rural ☒
Tribal ☐ Any other (specify) S.C. Assembly Constituency.

12. a) Current number of academic programmes offered in the college under the following categories: (Enclose the list of academic programmes offered)

Programmes	Number
UG	Honours Course - 6 (No of programmess- 34) General Course – 4 (No of programmes- 19)
PG	Nil
Certificate course	Nil
Diploma	Nil
PG Diploma	Nil
M.Phil.	Nil
Ph.D.	Nil
Any other (specify)	Nil
Total	Course – 10 (No of programmes- 53)

List of Academic programmes offered

A : Honours Courses

Honours Subject	Combination Subjects	No of Programmes
1. Bengali	Hist, Eng / Hist, Sans / Hist, Phil / Hist, Maths / Pol.Sc, Sans / Pol.Sc, Eng / Pol.Sc, Phil / Pol.Sc, Maths.	8
2. English	Hist, Beng / Hist, Sans / Hist, Maths / Hist, Pol.Sc / Phil, Beng / Phil, Sans/ Phil, Pol.Sc / Phil, Maths.	8
3. History	Phil, Beng / Phil, Eng / Phil, Sans / Phil, Maths / Pol.Sc, Beng / Pol.Sc, Eng / Pol.Sc, Sans / Pol.Sc, Maths.	8
4. Pol. Science	Hist, Beng / Hist, Eng / Hist, Sans / Hist, Maths / Phil, Beng / Phil, Eng / Phil, Sans / Phil, Maths	8
5. Mathematics	Physics, Chemistry	1
6. Accountancy	Group – I, Group – II.	1

Total Number of Programmes - 34

B : General Course

Course	Combination Subjects	No of Programmes
1. B.A. (General)	Hist, Pols, Phil / Hist, Pols, Beng / Hist, Pols, Eng / Hist, Pols, Sans / Hist, Pols, Geo / Hist, Pols, Maths / Hist, Phil, Beng / Hist, Phil, Eng / Hist, Phil, Sans / Hist, Phil, Geo / Hist, Phil, Maths / Pols, Phil, Beng / Pols, Phil, Eng / Pols, Phil Sans / Pols, Phil, Geo / Pols, Phil, Maths.	16
2. B.Sc. (Pure)	Physics, Chemistry, Mathematics	1
3. B.Sc. (Bio)	Botany, Zoology, Chemistry	1
4. B.Com	Group – I, Group – II, Group – II.	1

Total Number of Programmes – 19

12. b) List the departments in the Colleges : Faculty wise :

Faculty of Science
Departments : Mathematics, Physics, Chemistry, Zoology, Botany.
Faculty of Arts
Departments : Bengali, English, Pol.Sc, History, Philosophy, Sanskrit, Geography
Faculty of Commerce
Departments : Commerce
Any other
Departments :

13. Give details of the self-financing courses offered by the institution.

Programme	Level of Study	Cut off marks at entry level in %	Student Strength (2004-2005)
Geography in B.A. (Gen.)	U.G.	45%	72

14. State the norms and procedures for recruitment of teaching and non-teaching staff of the college. (Details may be enclosed)

✿ (a) Steps for recruitment of full time teachers:

- The college sends the list of vacancies as per 100 points roster to the secretary, West Bengal College Service Commission (W.B.C.S.C.)

- ii) The C.S.C. recommends the name of the candidate of the subject concerned to the college from their panel prepared maintaining the U.G.C. norms.
- iii) The Governing Body of the college accepts the recommendation and authorizes the Principal & Secretary to issue the letter of appointment to the person concerned.
- iv) The Principal & Secretary issues the appointment letter to the candidate recommended.

❖ (b) Recruitment of Part time Teachers :

The college recruits the part-time teachers as per requirement through proper advertisement and holding interview accordingly.

❖ (c) Recruitment of Liberian & Non-teaching staff :

Recruitment of the Liberian & Non-teaching staff is done according to the statute No – I (L&NT) the University of Burdwan First Statutes as amended upto December, 1994, and the relevant G.O. of the W.B. Govt.

❖ (d) Recruitment of Casual Non-teaching Employees :

The casual employees, as and when required, are recruited through advertisement and selection by the Standing Committee constituted by the Governing Body of the College.

15. Number of permanent and temporary members of the teaching staff at present :
(2004-2005)

	Femal e	Male	Total
Permanent teachers (Total)	1	27	28
No. of teachers with Ph.D. as the highest qualification	1	14	15
No. of teachers with M.Phil. as the highest qualification	0	3	3
No. of teachers with PG as the highest qualification	0	7	7
No. of Graduate Laboratory Instructor	0	3	3
Temporary teachers (Total)	Nil	Nil	Nil
No. of teachers with Ph.D. as the highest qualification	-	-	-
No. of teachers with M.Phil. as the highest qualification	-	-	-
No. of teachers with PG as the highest qualification	-	-	-
Part-time teachers* (Total)	9	10	19
Part-time teachers with Ph.D. as the highest qualification	0	1	1
Part-time teachers with M.Phil. as the highest qualification	0	1	1
Part-time teachers with PG as the highest qualification	9	8	17

* Recognised as teacher by an order of Hon'ble Supreme Court.

16. Number of members of the non-teaching staff of the college at present: (2004-2005)

	Female	Male	Total
Administrative staff	3	18	21
Technical staff	0	01	01

17. Number of students enrolled in the college for the current academic year according to regions and countries: (2004-2005)

Student enrolment	UG			PG			M.Phil			Ph.D			Diploma / Certificate			Self-Financing		
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
No. of students from the same state where the college is located	809	550	1395															
No. of students from other states	1	0	01															
No. of NRI students																		
No. of overseas students																		

* Students offered Geography (Gen.) as a combination Subject are under self-financing.

18. Details of the last two batches of students:

	Batch 1			Batch 2		
	Year of entry: 2000			Year of entry: 2001		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	BA-314 B.Sc-83 B.Com-88		485	BA-484 B.Sc-57 B.Com-51		592
Drop-outs * Within four months of joining * Afterwards	66 220		286	46 267		313
Appeared for the final year examination	BA-143 B.Sc-25 B.Com-31		199	BA-227 B.Sc-21 B.Com-31		279
Passed in the final exam	BA-131 B.Sc-23 B.Com-25		179	BA-219 B.Sc-16 B.Com-23		258
Passed in first class	BA-2 B.Sc-3 B.Com-1		6	BA-1 B.Sc-1 B.Com-2		4
Ranks, if any	Nil		Nil	Nil		Nil

19. Give a copy of the last annual budget of the college with details of plan and non-plan revenue / expenditure. (Attach separately)

Non Plan Budget 2004-2005			
Income	Amount Rs.	Expenditure	Amount Rs.
1 Pay Packet (Salary)	99,02,455.00	1 Salary	99,02,455.00
2 Tution Fee	6,50,000.00	2 Salary for Part Timer	1,80,000.00
3 Admission Fee	55,000.00	3 Games	15,000.00
4 College Exam Fee	30,000.00	4 College Exam	40,000.00
5 Laboratory Fee	6,000.00	5 Practical Exam	15,000.00
6 Students' Union Fee	15,000.00	6 Printing & Xerox	25,000.00
7 Ceremonial Fee	5,500.00	7 News Paper	3,000.00
8 Identity Card Fee	2,500.00	8 Laboratory Expenses	50,000.00
9 Laboratory Charge	28,000.00	9 Postage	1,000.00
10 Electricity Fee	12,500.00	10 Conveyance	12,000.00
11 Games Fee	10,000.00	11 Refreshment	10,000.00
12 Sales of Prospectus (2 form)	40,000.00	12 Electricity	20,000.00
		13 Telephone	12,000.00
		14 Ceremonial	8,000.00
		15 Excursion	5,000.00
		16 Audit Fee	4,500.00
		17 Bank Charge	1,500.00
		18 Repairing, Renovation, Campus Beautifications	200,000.00
		19 Seminar	3,500.00
		20 Journal Publication	5,000.00
		21 Mics. & Sundries	1,05,000.00
		22 Students' Union	18,000.00
	1,07,56,955.00		1,06,35,955.00
Plan Budget 2004-2005			
1 Development Fee	35,000.00	1 Construction	1,62,000.00
2 Building Fee	35,000.00	2 Books & Journal	60,000.00
3 Caution Deposit	5,000.00	3 Magazine	15,000.00
4 Library Fee	33,000.00	4 Caution Deposit Return	3,000.00
5 Magazine	12,000.00	5 Poor Fund	3,000.00
6 Poor Fund	2,000.00		
	1,22,000.00		2,43,000.00
	1,08,78,955.00		1,08,78,955.00

20. What is the institutions's '**unit cost**' of education? [unit cost = total annual expenditure budget (actuals) divided by the number of students enrolled]
unit cost calculated excluding salary component may also be given (2004-2005).

$$\frac{10878955}{1360} = \text{Rs. 7999 /-}$$

21. What is the temporal plan of academic work in the college:

Semester System	<input type="checkbox"/>
Annual System	<input checked="" type="checkbox"/>
Credit based credit system	<input type="checkbox"/>
Any other (specify) - Class test	

22. Tick the support services available in the college from the following:

Central library	<input checked="" type="checkbox"/>
Computer centre	<input checked="" type="checkbox"/>
Health centre	<input checked="" type="checkbox"/> - In association with the Lions Club, Dhaniakhali.
Sports facilities	<input checked="" type="checkbox"/>
Press	<input type="checkbox"/>
Workshop	<input type="checkbox"/>
Hostels	<input type="checkbox"/>
Guest house	<input checked="" type="checkbox"/> - One Room
Housing	<input type="checkbox"/>
Canteen	<input checked="" type="checkbox"/>
Grievance redressal cell	<input checked="" type="checkbox"/>
Non-resident centre	<input type="checkbox"/>
Any other (specify)	

23. How many students have passed the following examinations in the last five years?

UGC - CSIR (NET) Examination	} Not informed
UGC - SLET Examination	
GATE	
Indian Civil Services Examinations	
GRE	
TOEFL	
GMAT	
Any other (specify)	

24. How many students UGC-CSIR / GATE qualified candidates have registered for research in the college?

⊗ - Nil

25. Furnish the following details(in figures) for the last three years: (July – June)

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>
• Working days of the college	256	259	273
• Working days of the library	213	212	247
• Teaching days of the college	159	166	185
• Books in the library	13,066	13,548	14,205
• Journals/Periodicals subscribed by the library			

National : Sanskrit, Philosophy
International :

Two academic Journals have been subscribed. A few more are to be subscribed.

• Computers in the college	05 (Five)
• Research projects completed and their total outlay	01 (One), (UGC, 9 th plan period), Rs, 28000/-
• Teachers who have received national recognition for teaching/research/consultancy	Nil
• Teachers who have received international recognition for teaching/research/consultancy	One teacher recognised as “Woman of the Year-2001” by ABI, America and another one as “International Scientist of the Year-2004 by IBC, Cambridge, England.
• Teachers who have attended international seminars	03 (Three)
• Teachers who were resource persons at national seminars/workshops	03 (Three)

26. Give the number of ongoing research projects and their total outlay.

✻ 10 (Ten) Rs. 6,15,000/-

27. Does the college have collaborations/ linkages with international institutions?

Yes ☐ No ☒

If yes, list the MoUs signed and furnish the important details of those collaborations.

28. Does the management run other educational institutions besides the college?

Yes ☐ No ☒

If yes, give details.

29. Give details of the resources generated by the college last year through the following means:

<i>Source of funding (2004 – 2005)</i>	<i>Quantum (Rs.)</i>
i. Donations	500
ii. Fund raising drives (Silver Jubilee)	82,815
iii. Alumni Association	Nil
iv. Consultancy	Nil

v. Self-financing courses: Geography	31,400
Any others	
vi. Lease of Pond & Land + Sale of Adm.Forms	5000 + 33,800 = 38,800
vii.	

II. Criterion-wise Inputs

Criterion I : Curricular Aspects

This aspect deals with the mission of the institution, its relevance and translation to the programmes offered. The goals and objectives of the institution, should define its distinctive character and address the needs of the society and students, it seeks to serve. It has to reflect both the tradition of the institution and its vision for the future. It requires information on how the curriculum design of the institution offers diversity and flexibility to learners. It also seeks information on the practices of the institution in initiating and redesigning courses that are relevant to the regional and national needs.

The characteristics related to this criteria are, whether:

- ⇒ ***The goals and objectives of the institution are clearly stated, periodically reviewed, and communicated systematically to all its constituencies***
- ⇒ ***The programmes of teaching and learning are consistent with the goals and objectives of the institution.***
- ⇒ ***Feedback from academic peers and employers is used in the initiation, review and redesign of programmes.***

1. How are institutional mission and goals reflected in the curricula?

- ✿ a) The college provides Arts, Science & Commerce streams with Honours Courses.
- ✿ b) Financial concession in different types have been provided to the poor students.
- ✿ c) NCC & NSS programs integrate the locality with the college and such integration creates awareness among the people of the locality relating to modern ways of living and thinking.
- ✿ d) Different cultural functions, games & sports, seminars, youth parliaments etc organised by the college reflected the goals of the institution.

2. What is the range of programme options available to the students for awards such as degrees, certificates and diplomas?

- ❖ B.A, B.Sc, B.Com Degree with Honours – 34
 ❖ B.A, B.Sc, B.Com Degree General – 19

} List given in
 } Item No – 12 (a)

3. What is the proportion of the following components in the programme options?

Knowledge

6	0
8	0
7	0

Skills

4	0
2	0
3	0

- For Science

- For Arts

- For Commerce

4. Are programmes flexible enough to offer students the following benefits?

- a) Time frame matching student convenience ☒ - Facility of year dropping.
 b) Horizontal mobility ☒ - After admission students may change subject till registration
 c) Elective options ☒
 d) Non-core options ☐

5. How often are the existing curricula for a subject reviewed and updated ?

- ❖ Reviewed and updated by the University taking opinions from the teacher of the college through workshops.

What are the courses introduced by the college during the last three years? Give details.

- ❖ General Subject - Geography

6. How long does it take to introduce a new programme of study after it has been conceptualised?

- ❖ About one year, as it depends on the permission of the State Govt. and The University.

7. What are the contributions of the institution in the curriculum design of the university?

- ❖ Teacher representatives of the college exchange their views in the workshops arranged by the University.

8. Has there been an academic audit by the university?

- ❖ Individual teacher send their respective self-appraisal report to the University in each year & the University in return does the academic audit accordingly.

9. Furnish details of the following aspects of curriculum design:

- a) Innovation such as modular curricula

✿ Remedial courses are to be introduced, Class Tests and Interactions followed.

b) Inter/multidisciplinary approach

✿ Inter-departmental Seminars and collaboration.

10. Any other highlights.

Criterion II : Teaching-learning and Evaluation

This criterion deals with the efforts of the institution in providing appropriate teaching-learning experiences to learners. It also looks at the adequacy and competency of the faculty who handle the various programmes of study as well as the efficiency of the evaluation methodology of the institution.

The characteristics examined under this criteria are, whether:

- ⇒ *The institution has a transparent admission process.*
- ⇒ *The programmes of teaching and learning cater to individual differences among learners and offers academic flexibility.*
- ⇒ *The institution facilitates the effective running of the teaching-learning programmes.*
- ⇒ *The institution has a well conceived plan for monitoring student progress.*
- ⇒ *The institution has an efficient mechanism to recruit qualified and adequate faculty.*
- ⇒ *The institution has an open and participative mechanism for evaluation of teaching, research and work satisfaction of the faculty.*
- ⇒ *The faculties have opportunity for continued academic progress and professional advancement.*

1. How are students selected for admission into various courses?

- a) through special entrance tests ☐
- b) through interviews ☐
- c) through their academic record ☒
- d) through combination of the above ☐

✿ Admissions into various courses at the Degree Level are done through the academic record of the last qualifying examinations and the rules of the Govt. for reservation of seats of the S.T. & S.C. are strictly followed. Departmental autonomy is honoured in framing the norms of admission specially in Honoures Courses.

2. a. Is there a provision for assessing students' knowledge and skills for a particular programme(after admission)?

Yes ☒ No ☐

If yes, cite examples.

- ✿ Students' knowledge and skills are assessed through class tests, first year annual examinations and test examinations organised by the college,

- b. Does the college provide bridge / remedial courses to the educationally disadvantaged students?

Yes ☒ No ☐

If yes, cite examples.

- ✿ Remedial courses to the educationally backward students have been introduced.

- c. How are advanced learners challenged to work ahead of the rest?

- ✿ The advanced learners challenged to work ahead of the rest through reading more books from college Library, consulting with the respective teachers beyond the normal class hours and also through educational tours specially conducted by the departments of Zoology, Botany and Geography.

3. Does the college encourage the teachers to make a teaching-plan?

Yes ☒ No ☐

If yes, give details.

- ✿ As per guideline of the University of Burdwan the college requests the teachers to divide the syllabus in three modules in such a way that they can finish each portion in the respective module. Also Computer is being introduced for the students in the department of Mathematics.

4. Are syllabi unitised according to a teaching schedule through the semester/year?

Yes ☒ No ☐

If yes, give details of implementation in terms of monitoring, mid-course correction, etc.

- ✿ Syllabi are divided in three modules each as a unit; class tests are taken on completion of each module. Besides annual examination at the end of the first year, test examinations are taken at the end of second year and third year of studies. In case of defaults, reconstruction of the units is scheduled for perfect completion of the courses.

5. How does the college supplement the lecture method of teaching with other learner-centred teaching methods?

- ✿ The lecture method of teaching is supplemented with the demonstration in the respective laboratories and conducting educational tours, local survey.

6. Is there a facility to prepare audio-visuals and other teaching aids?

Yes ☒ No ☐

If yes, give details.

- ✿ Laboratory facilities are available in the college and also students are enriched through educational tours, maps, charts, and schedules. Projector is used in Zoology Classes.

7. Furnish the following :

- Teaching days - 185 (2003-2004)
- Working days - 247 + 26 ,,
- Work load - Maximum 24 per Week.
- Ratio of full-time teachers to part-time teachers (last two years): 28 : 17 (2002-03) / 28 : 14 (2003-04)
- Ratio of teaching staff to non-teaching staff (last two years): 28 : 22 (2002-03) / 28 : 22 (2003-04)
- Percentage of classes taught by full-time faculty 86.8 % (2002-03) / 88.9 % (2003-04)

*[Class load of 1 full time teacher = that of 4 part time teacher.]

8. Are evaluation methods communicated to students at the beginning of the year?

Yes ☒ No ☐

If yes, give details.

- ✿ Methods of education are communicated to the students through the prospectus, and the notice containing the guidelines / information.

9. Does the college monitor the overall performance of students at the beginning of the year?

Yes ☒ No ☐

If yes, give details:

- ✿ The college monitor the performance of students through scrutiny of their attendance, class tests, debate, various competition like music, recitation, extempore lectures etc. and social works through N.S.S. units and N.C.C.

10. How are teachers recruited? When and how are new teaching positions created? Give details.

- ✿ a) Full time teachers are recruited on the basis of recommendation of the college service commission following the UGC norms.
- ✿ b) Part time teachers are recruited through advertisement and then holding interview accordingly. Payment is made to them from the college fund.

In the case of colleges where appointment is made by the college, give the following details for the last two years:

Month and Year of				
Self-funded (S) or Government Funded (G) S/G	Advertisement	Appointment of selection committee	Selection Committee Meeting	Appointment letter to candidates
	Ananda Bazar Patrika, on 28.08.2002	G.B. Meeting No – 5A Item No-8 Dt. 15.09.1998	03.09.2002	SCC/229, Dt. 06.09.02 SCC/228, Dt. 06.09.02 SCC/233, Dt. 06.09.02 SCC/230, Dt. 06.09.02 SCC/226, Dt. 06.09.02 SCC/227, Dt. 06.09.02 SCC/244, Dt. 23.09.02
Self-funded (S) or Government Funded (G) S/G	Advertisement	Appointment of selection committee	Selection Committee Meeting	Appointment letter to candidates
	Notice Board	G.B. Meeting No- 5A Item No-8 Dt.15.09.1998	18.12.2002	SCC/307, Dt. 18.12.02 SCC/308, Dt. 18.12.02 SCC/309, Dt. 18.12.02
	Ananda Bazar Patrika, on 28.08.2002	G.B. Meeting No- 5A Item No-8 Dt.15.09.1998	03.09.2002	SCC/313, Dt. 23.12.02 SCC/201, Dt. 18.08.03 SCC/199, Dt. 18.08.03
	Notice Board	G.B. Meeting No- 5A Item No-8 Dt.15.09.1998	18.12.2002	SCC/200, Dt. 18.08.03 SCC/225, Dt. 15.09.03
	Ananda Bazar Patrika, on 15.11.2003	G.B. Meeting No- 5A Item No-8 Dt.15.09.1998	21.11.2003	SCC/376, Dt. 17.12.03
	Hooghly Katha, 13.02.2004	G.B. Meeting No- 3 Item No-7 Dt.12.12.2003	23.02.2004	SCC/75, Dt. 18.03.04 SCC/74, Dt. 18.03.04 SCC/76, Dt. 18.03.04

11. Provide the following information about the teaching staff recruited during the last two years (Full Time).

Teaching staff recruited from		
Same State		Other States
Same institution	Other institutions	
Nil	I	Nil

12. Does the college have the freedom and the resources to appoint and pay temporary / *ad hoc* teaching staff?

Yes ☒ No ☐

If yes, give details.

- ✿ a) The college appoints full time teachers on recommendation of the W.B. College service Commission but payment is made by the W.B. Govt. through pay packet system.
- ✿ b) The college selects the part time teachers, engage and pay them from the fund of tuition fees from the students.

If no, how are additional projects/expansion managed?

13. Number of teaching staff who have attended seminars / conferences / workshops as participants / resource persons in the last two years: (2002-03, 2003-04).

	Participants	Resource persons
National level	23	03
International level	05	01

14. Does the college follow the self-appraisal method to evaluate the performance of the faculty in teaching, research and extension?

Yes ☒ No ☐

If yes, how are teachers encouraged to use the feedback?

- ✿ Teachers are encouraged to enhance their need-based professional skills through undergoing seminars, refresher course, workshop and research activities.

15. Does the college follow any other teacher performance appraisal method?

Yes ☒ No ☐

If yes, give details of the same and state how the results of the appraisal are used.

- ✿ The college evaluates performance of the teacher through the students of the respective subjects. The result are conveyed and counseled by the Principal and heads (Senior most teacher) of the departments.

16. Does the college collect student evaluation on campus experience?

Yes ☒ No ☐

If yes, what are the significant items of feedback from students and how have they been used?

- ✿ The college evaluates the students on campus experience through their participation in the youth parliament, various competitions, N.C.C, N.S.S. etc.

17. Does the college conduct refresher courses/seminars/conferences/symposia/workshops/programmes for faculty development?

Yes ☒ No ☐

If yes, give details.

- ✿ a) The college conducted State Level seminar under U.G.C. sponsorship in November, 2002.
- ✿ b) Seminars held by the college on different topics.
- ✿ c) College Governing Body adopted resolution to hold ‘Sarat Chandra Chattopadhyay Memorial Lecture’ every year birth anniversary of him.
- ✿ d) Inter-departmental Seminars by the related teachers are held through a scheduled programme.

18. Give details on a few faculty development programmes and the number of teachers who benefited out of them, during the last two years:

Faculty Development Programme	No. of Beneficiaries
	2002-03 2003-04
(a) Participation in Orientation Courses, Refresher Courses	07
(b) Participation in Seminars, Workshop	60
(c) Research Works	13

19. How many members of faculty have received teaching awards?

- ✿ 03 (Three).

20. Give details of the contribution of the faculty in different committees.

✿ Teachers in Different Committees.

A. Teachers' Representatives in the Governing Body

1. Dr. Umes Chandra Pan
2. Dr. Sasanka Sekhar Basu
3. Prof. Asok Hazra

B. Teacher Members of the Finance Subcommittee

1. Dr. Umes Chandra Pan
2. Dr. Sasanka Sekhar Basu
3. Prof. Asok Hazra

C. Admission Implementation Committee

1. Dr. U. C. Pan (Science)
2. Prof. N. K. Bhangui (Commerce)
3. Prof. S. Gangopadhyay (Arts)
4. Dr. L. N. Das (T.C.S, Ex-officio)

D. Election Commission

1. Prof. H. P. Roy
2. Prof. K. K. Roy
3. Dr. A. Pan

E. Self-Appraisal Committee

Committee

1. Dr. D. K. Bej – Convener
2. Prof. D. P. Das
3. Prof. S. Gangopadhyay

F. Journal Publication

1. Dr. S. S. Basu
2. Dr. M. K. Roy
3. Prof. N. K. Bhangui

G. Seminar Committee

Committee

1. Prof. S. Gangopadhyay – Convener
ordinator)
2. Dr. S. Bhattacharya
3. Prof. P.C. Das
4. Dr. S. Banikpal

H. Remedial Course Advisory

1. Prof. Asok Hazra (Co-

I. President of the Sub-committee of the Chhatra Samsad: 2003-2004

1. Dr. J. Chattopadhyay – Culture.
2. Prof. P. C. Das – Games & Sports.
3. Prof. A. K. Hazra – Magazine.
4. Dr. M. K. Roy – Welfare & Social Science.
5. Prof. S. Gangopadhyay – Debate & Seminar.
- 6 Dr. Q. Taheruzzaman – Science.

J. Board of Directors of the College Employees' Credit Co-operative Society Ltd.

1. Prof. D. P. Das (Chairman)
2. Dr. K. S. Mondal
3. Dr. M. K. Roy

K. Prospectus Committee

1. Prof. A. K. Hazra - Convener
2. Prof. D. P. Das
3. Dr. U. C. Pan
4. Dr. L. N. Das

L. Carrier Guidance Cell

1. Dr. K. S. Mondal – Convener
2. Dr. S. Bhattacharyya
3. Prof. N. K. Bhangui
4. Dr. S. K. Das
5. Expertise Ex-students.

M. Grievance Redressal Cell

Library

1. Dr. S. Banikpal – Convener
2. Prof. S. Gangopadhyay

N. Advisory Committee for the

1. The Librarian – Convener
2. The Heads of the Departments

O. Building Committee

1. Dr. U. C. Pan
2. Sri B. Maji
3. Sri K. M. Sinha
4. Prof. D. P. Das
5. Prof. J. P. Halder
6. Sri U. Bhattacharya
7. Sri R. Chanda
8. Sri S. Ghosh

P. Purchase Committee

1. Prof. P. C. Das
2. Dr. K. S. Mondal
3. Prof. A. Rout

21. Furnish information about significant teaching innovations of the college.

✿ Teaching methods are followed by the basic principles of education psychology.

22. What are the national and international linkages established for teaching and/or research?

✿ Some of the teachers of college have undergone national and international linkages through participation in seminars and workshops as delegates and resource persons, home and abroad. And also some teachers have been engaged in research works in collaboration with National Level Centres of learning and institutions.

23. Any other highlights?

✿ Occasional socioeconomic survey of the local populace by the facilities.

Criterion III: Research, Consultancy and Extension

This criterion seeks information on the activities of the institution with reference to research, consultancy and extension. It also deals with the facilitating aspects of the institution to promote the same and their outcome.

The characteristics judged under this criteria are, whether:

⇒ *The institution promotes research culture among faculty and students.*

⇒ *The institution has a vigorous and well scrutinized publication programme and actively encourages faculty and students to publish in academic forum.*

- ⇒ ***The institution promotes faculty participation in consultancy work.***
- ⇒ ***The institution is responsive to community needs and conducts relevant extension and awareness programmes.***

1. Is research a significant activity of the college?

- ✿ Yes, research is a significant activity of the college, since a good number of teachers have been, while in service, awarded Ph.D. and some are engaged either in Ph.D. work or in Post Doctoral works. Also one of them is conducting research work leading to the Ph.D. degree as a supervisor under the University of Burdwan and another teacher has got permission to guide Ph.D. student under the same University. One University researcher won Ph.D. under the external guidance of the teacher of the college.

2. How does the college promote research?

- PG Students doing project work ✿ Nil
- Teachers are given study leave ✿ Yes
- Teachers provided with seed money ✿ Yes
- Research Committee for submitting project proposals ✿ Yes
- Adjustment in teaching schedule ✿ Yes

3. Is the college a recognized center for Ph.D.? ✿ No

4. What percentage of teachers are engaged in active research in the college? (guiding research scholars, operating projects, publishing regularly etc.) Give details. $12 / 25 \times 100 = 48 \%$

- ✿ a) Two of the teachers of the Dept. of Mathematics are engaged in the preparation of study materials under Netaji Subhas Open University, Kolkata. One of them acted as external guide to supervise the Ph.D. works under Indian School of Mines, Dhanbad and another teacher has obtained permission letter of Burdwan University to supervise Ph.D. works.
- ✿ b) In the Dept. of Political Science two teachers are engaged in Post Doctoral research works. One of them has already published a monograph on “Second Global War against Iraq and Impending trends in International Relation” – New Aharani, Kolkata, 2004. One teacher has been undergoing research for Ph.D. The teachers of the department published lots of research activities in the number of Journals.
- ✿ c) One of the teachers in History is engaged in Ph.D. works. Another teacher of the same Dept. is engaged in Post Doctoral works on the “Fisheries & Fisherman of Bengal in the Colonial period”. He also published a book – Landed Middle Class and Their Politics in Hooghly: a study of horizontal mobilisation (1859-1914, Kolkata, 2003). He is also supervising officially a Ph.D. Scholar, registered in the University of Burdwan on the topic “The Damodar in the Colonial Rule (850-1947)”.

- ✿ d) One teacher in the Dept. of Sanskrit is doing Post Doctoral research on Mahavarata and published a number of papers on the subject. She attended International Seminar in 2003 at the University of Helsinki, England and also selected as “Woman of the Year – 2001” by American Biographical Intuition.
- ✿ e) One teacher in the Dept. of Physics is Ph.D. works in the University of Jadavpur and published a number of papers in the journals of international repute.
- ✿ f) A teacher in the Dept. of Botany is engaged in research works and presented his papers in national / international seminars. He is a recipients of “Young scientist Award” in the year 1995 by the Dept. of Science & Technology, New Delhi.
- ✿ g) One teacher in the Dept. of Zoology has been nominated as an International Scientist of the year – 2004 by the IBC, Cambridge, England and declared as the Scientist of the 21st Century by the same organisation. Another of the same Dept. is engaged in Post Doctoral works on “Social & Cultural Aspect of Human Sexual Behavior and Occurrence” and published papers in the leading academic journals. He also prepared study materials for under Graduate Students in Correspondence Course, Burdwan University. He is famed as also a Rabindra Song – Singer with C.D. framing.
- ✿ h) One teacher in Chemistry is engaged in Post Doctoral project.

5. How many are full time research scholars and how many have registered as part time scholars? (Research scholar means M.Phil. or Ph.D. Student)

Full-time	0
Part-time	2

6. How many Ph.D.s have been awarded during the last five years? ✿ Nil

7. Does the college provide financial support to research students?

Yes ☐ No ☒

8. Provide details of the ongoing projects: ✿ Nil

Total no of projects	
Total outlay in Rs.	

9. Give details of ongoing projects funded by external agencies. ✿ Nil

Funding agency	Amount (Rs.)	Duration (Years)	Collaboration, if any

10. Does the college publicise the expertise available for consultancy services?

Yes ☒ No ☐

If yes, give details.

- ✿ A good number of teachers are engaged in publicising the expertise for consultancy services as expert of the Interview Boards like School Service Commission, Govt. of West Bengal; acted as members of Managing Committees of Schools of the locality; acted as members of the Employees' Co-operative Society; the dept. of Botany & Zoology sometimes extend their assistance to the local farmers in relation to agricultural production. Some of the teachers are invited as experts to prepare confidential papers of examinations and also as head examiners of the Universities. Science teachers are engaged as External Examiners on conducting practical examination in different colleges every year under the University of Burdwan. A few of them are also invited as resource persons to deliver lectures in the workshop / Seminars organised by the different Universities. One is engaged as part time lecturer in B.Ed. College under the Burdwan University. Also teachers are engaged in guiding the students for building their careers (Professional and Executive) according to their respective aptitudes and talents.

11. Does the college have a designated person for extension activities?

Yes ☒ No ☐

If yes, indicate the nature of the post.

Full-time ☐ Part-time ☒ Additional charge ☒

12. Indicate the extension activities of the college and its details:

- | | | | |
|-----------------------------------|-------------------------------------|-----------------------------|-------------------------------------|
| i. Community development | <input checked="" type="checkbox"/> | ii. Social work | <input checked="" type="checkbox"/> |
| iii. Health and hygiene awareness | <input checked="" type="checkbox"/> | iv. Medical camp | <input checked="" type="checkbox"/> |
| v. Adult education and literacy | <input checked="" type="checkbox"/> | vi. Blood donation camp | <input checked="" type="checkbox"/> |
| vii. AIDS awareness | <input checked="" type="checkbox"/> | viii. Environment awareness | <input checked="" type="checkbox"/> |

Any others:

- ix. ✿ The college organises the above extension activities through NSS & NCC offering college building and outside Campuses.

13. Are there any outreach programmes carried out by the college other than NSS & NCC, for example Population Education Club, Adult Education, National Literacy Mission or any other?

Yes ☐ No ☒

14. How are students and teachers encouraged to participate in extension activities?

- ✿ NSS & NCC through their extension activities motivated the students and teachers to take part in different programmes as described above.

In addition to that in collaboration with the Presidency College, Kolkata, our college organised a campus diversity Initiative programme held during the last six months of the year 1997.

Through organising Youth Parliaments with the financial support of the Govt. of W.B. the college made effort to create awareness among the students regarding parliamentary democracy.

The college held blood donation camps where teachers, taught and the administrative staff of the college donated blood.

15. Does the college work and plan the extension activities along with NGO's and GO's?

- ✿ The college in collaboration with the Panchayet Samity, Dhaniakhali, had executed extension works like digging pond, constructing pavement, plantation and organised AIDS awareness programme. The college has also negotiated with the Lion's Club, Dhaniakhali specially for medical services, beneficial to the students as well as the local backward people.

16. Any other highlights:

- ✿ The college extended construction work for class buildings with the donation from the public on the occasion of celebrating the Silver Jubilee Anniversary in 2001; grants from the M.P's "Local Area Development Scheme" as well as the Bidhayak Elaka Unnayan Prakalpa. The college also received building grants from the UGC and the State Govt. for the extension of the construction of the class buildings and the college utilised the grants properly for the same.

Criterion IV: Infrastructure and Learning Resources

This aspect requires data on the adequacy and optimal use of the facilities available in the institution to maintain the quality of the academic and other aspects of campus life. It also seeks information on how every constituent of the institution - students, teachers and staff, benefit from these facilities.

The features addressed in this criteria are, whether:

- ⇒ *The institution has adequate library and computer facilities with easy access to all its constituencies.*
- ⇒ *The institution has adequate physical facilities to run the educational programmes and administrative functions efficiently.*
- ⇒ *The growth of the infrastructure keeps pace with the academic growth of the institution.*
- ⇒ *The institution has effective mechanisms for maintenance and optimal use of infrastructure.*

1. Enclose the master plan of the college campus indicating the existing buildings and the projected expansion in the future.

✿ Master Plan Enclosed.

2. How does the college plan to meet the need for augmenting the infrastructure to keep pace with academic growth?

✿ To keep pace with the academic growth in this remote rural area in the district of Hooghly, the college has plans to introduce Honours Courses in Chemistry, Philosophy, Sanskrit, Geography in general stream and Pisciculture, Seed technology & Printing technology in vocational stream in addition to the existing courses at the Degree Level. The college had made efforts to introduced remedial courses for the socially and economically backward students in the college premises beyond the college hours, according to the guidelines enunciated by the UGC. Attempts are on the agenda to introduced physical education course in the college.

3. How does the college maintain its infrastructure?

✿ The college has been maintaining its infrastructure with the resources from its own fund and some times with aids of renovation grants from the state Govt. The college has a building committee and different advisory committees for maintenance of its infrastructure.

4. How does the college ensure optimum utilisation of its infrastructure facilities?

✿ Apart from the utilisation of the infrastructure for academic purposes the college buildings and premises are utilized on holidays by the different Local Cultural Organisations, Government, Local Primary School etc. by holding cultural competitions, installation of police camp, camp for Panchayet election, counting center of the same, athletics meet etc.

5. Does the college encourage use of the academic facilities by external agencies?

Yes ☒ No ☐

If yes, give details.

✿ The college has given permission to the Panchayet Samity, Dhaniakhali, to held Anganwari classes for the children in the morning every day within the college campus.

6. What efforts are made to keep the campus beautiful and pollution free?

✿ There are two NSS units in the college which keep the campus beautiful and pollution free by gardening and plantation. Besides, the college authority has made continuous efforts to keep the area free from pollution by installation of dustbin, wastepaper boxes and maintaining sanitation in the campus and through poster citing slogans. Immunity of pollution is the natural gifts of the area because of its existence free from the bustles and smokes, being afar from the road and the market places.

7. Is there an advisory committee for the library ?

Yes ☒ No ☐

8. Is the library interconnected with other libraries for inter-library borrowing ?

Yes ☒ No ☐

✿ Dhaniakhali P. D. Girls High School borrowed text books for the H.S. Section from our library.

9. Is there a book bank facility in the central library?

Yes ☒ No ☐

10. Are the following activities of the central library computerised?

- | | | | |
|---------------------------------------|--------------------------|-----------------------|--------------------------|
| i. Lending of books | <input type="checkbox"/> | ii. Purchase of books | <input type="checkbox"/> |
| iii. Lending of audio-visual material | <input type="checkbox"/> | iv. Book bank | <input type="checkbox"/> |
| v. Stock verification | <input type="checkbox"/> | | |

Any others

vi. ✿ The computerisation of Library has been under process.

11. Provide the number of books/ journals/ periodicals that have been added to the central library during the last two years and their cost.

	2002 – 2003		2003 – 2004	
	The Year before last		The Year before	
	Number	Total cost	Number	Total cost
i. Text books	13066 + 482 = 13,548	6,99,032/-	13548 + 657 = 14,205	7,76,392/-
ii. Other books				
iii. Journals/ periodicals				
Any others				

12. Does the library have the following facilities?

- Reprography ☐
- Computers ☐
- Audio & Video Cassettes ☐
- Internet ☐
- Any other (specify) Extension of computer facilities has been under process.

13. Furnish the following details :

- Working days of the library 247 (2003-04)
- Working hours of the library 10 A.M. to 5 P.M. in every working days except examination days.
- Total no of books in the library 14,277 upto 13.07.2004.
- Journals/periodicals subscribed Two academic journals have been subscribed. A few more are to be subscribed immediately.
- Titles in the library

14. Is there a central computer facility in the college?

Yes ☐ No ☒

If yes, give the configuration and other hardware and software details.

15. Give the working hours of the computer centre and its access on holidays and off hours.

⊗ Nil.

16. How many departments have computers of their own ? Give the configuration and other details.

⊗ **(A) Department of Mathematics:**

(i) No. of Computers - 2 (Two)

(ii) Configuration: -

(a) Processor – Intel Pentium–4, 2.6 GHz. Memory – 128 MB DDR, Original Mother Board, 52X CDROM Drive, 3.5” FDD, 40 GB Hard Disk, 56 KB Internal Modem, HP-55 Monitor

(b) IBM Think Centre KQB, P-4, 2.6 GHz. Computer With UPS & Color Monitor.

⊗ Software: Ms-Dos, Windows-98, Windows-XP, Ms-Office, Fortan.

⊗ **(B) Administrative Department:**

(i) No. of Computers - 2 (Two)

(ii) Configuration: -

(a) Processor – Intel Pentium-3, 1 GHz. Memory – 128 MB RAM, Intel Mother Board – 82815 (Compaq Setup), 48X CDROM Drive, 3.5” FDD, 20 GB Hard Disk, 56 KB Internal Modem, HP - 55 Monitor

(b) IBM Think Centre KQB, P-4, 2.6 GHz. Computer With UPS & Color Monitor.

⊗ Software: Ms-Dos, Windows-98, Windows-XP, Ms-Office, Foxpro- 504.

❁ (C) Library Department:

- (i) No. of Computers - 1 (One)
 - (ii) Configuration:- IBM Think Centre KQB, P-4, 2.6 GHz. Computer System With UPS & 15" Color Monitor.
17. What is the output of the centre in developing computer aided learning packages in various subjects during the last three years?
- ❁ Nil.
18. How are computers and their accessories maintained in the computer centre and other locations of the college?
- ❁ The computers and their accessories are maintained by the operators and the expertise mechanics hired, if necessary.
19. Does the college make use of the services of inter-university centers like IUCAA, IAS, INFLIBNET etc?
- ❁ No.
20. What are the various health services available to the students, members of the teaching and non-teaching staff of the college?
- ❁ The college is located in a remote area under Dhaniakhali Block & very close to which there are two health service centres. One of these two being the Dhaniakhali Rural Hospital and other Health Clinic run by the Lion's Club, Dhaniakhali. The college has recently introduced a Health Care Centre under the auspices of the West Bengal Students' Health Home and the Lion's Club, Dhaniakhali.
21. What are the physical and infrastructure facilities available in the sports and physical education centre? Give details.
- ❁ There are a play ground, Games & Sports materials, some Carom Boards in the Common rooms of Boys' & Girls' of the college. The college is in receipt of a grant of Rs. 3 Lakhs for games and sports from the Central Government, leading to the prospect of renovation of the games and sports affairs of the college.
22. What are the incentives given to outstanding sports persons?
- ❁ Nil.

23. Give details of the participation of students during the last year at the university, state, regional, national and international meets.

	Participation of students	Outcome
State	Nil	Nil
Regional	Nil	Nil
National	Nil	Nil
International	Nil	Nil

24. What are the major physical and infrastructure facilities available in the workshop and centre for instrumentation?

✿ Nil.

25. What percentage of students have hostel accommodation? ✿ Nil.

26. Give details of the hostel facilities available in the campus? .

✿ Nil

27. Any other highlights :

Criterion V: Student Support and Progression

The highlights of this criterion are the efforts of the institution to provide the necessary assistance for good student experiences in the campus and to facilitate their progression. It also seeks information on the student and alumni profiles.

The information sought under this criteria relate to, whether:

- ⇒ *The institution has sufficient and well-run support services to ensure the physical and intellectual health of all its constituencies.*
- ⇒ *The institution has an effective mechanism to use student feedback for quality enhancement.*
- ⇒ *The prospectus of the institution gives clear guidance to students about admission and completion requirements for all programmes, the fee-structure and refund policies, financial aid and student support services.*
- ⇒ *The institution offers competent academic counseling and placement services to its students.*
- ⇒ *Financial aid to students is fairly distributed.*

1. Furnish the following details:

- Percentage of students appearing for the qualifying exam after the minimum period of study 47% (2001-04)
- Drop out rate $313 / 592 = .53$ (2001-04)
- Progression to employment and further study (UG to PG or PG to Ph.D.)
- Prominent Positions held by alumni: Doctors, Engineers, Univ. Professor, Research Associate (USA), Advocates, Judges, Lecturer, Headmaster.

2. How many students have passed the following examinations in the last five years?



Undetermined

UGC-CSIR(NET) Examination

UGC-SLET

GATE

Indian Civil Services Examinations

GRE

TOEFL

GMAT

Any others

3. Does the college publish its updated prospectus annually?

Yes ☒ No ☐

If yes, what are the contents of the prospectus?

✻ The contents of the prospectus are as follows :

- * History of College. * Curriculum and Subjects offered. * Admission rules.
- * Academic Results. * Infrastructure and academic facilities. * Fees Structure.
- * Rules and regulations to be observed by the students * Academic Calendar
- * Names of the Members of the Faculty & Administrative Staff
- * Names of the Members of the G.B.

4. What kind of financial aids are available to students from the central government, state government, the institution and others? Give details.

✻ **Central Govt.:-** S.C. & S.T. stipend.

✻ **State Govt. :-** National Scholarship, Loan Scholarship, Physically Handicapped

Students.

✻ **N.G.O.s :-** Scholarship from Md. Mohsin Fund to the poor muslim students, Hindustan Petroleum Corporation Ltd. etc.

✿ **Institution** :- Free & Health free studentship, Poor fund.

5. Mention the number of students who have received financial aid during the last two years.

	2002 – 2003	2003 - 2004
Financial aid	Year before last	Year before
i. Merit scholarship	01	Nil
ii. Merit-cum-Means	Nil	Nil
Any others		
iii. Physical Handicapped	01	Nil
iv. State Govt. stipend	01	Nil
v. Free studentship	137	176

6. Does the college have an employment cell and a placement officer who offers career counselling to students? If yes, give details of the cell and its office.

✿ Yes.

- i. Employment cell: Library / NSS office.

Role: To give counsel regarding the different courses for job oriented training and to inform the students regarding employment scope and opportunities in their respective courses.

- ii. Placement officer: Librarian / NSS officer

Role: The employment officer of the college would act as linkage with the Industrial Development Officer (I.D.O.) and Block Welfare Officer (B.W.O.) of Dhaniakhali Block for making the students more aware of the employment situation and opportunities.

7. Do teachers participate in academic and personal counselling? Give details.

Yes ☒ No ☐

✿ Teachers beyond the allotted classes made the students as per their requirements for giving them academic counseling. They are holding class tests in their respective syllabuses.

8. How many students were employed through placement service during the last year?
✿ Nil.

	UG students	PG students	Research scholars
i. Local			

firms/companies			
ii. Central government			
iii. State government			
iv. Public sector undertaking			
v. Private sector			

9. Does the employment cell motivate the students to seek self-employment?

Yes ☒ No ☐

If yes, how many are self-employed?

✿ Approximately 100 per Year.

10. Does the college have an Alumni Association?

Yes ☒ No ☐

If yes, indicate the activities of the Alumni Association.

✿ Activities : - (i) Union between the present and past students.
(ii) Contribution of the alumni on infrastructural development as well as academic development of the college.

11. How are the policies and criteria of admission made clear to prospective students?

✿ The candidates seeking for admission to the 1st year Degree Classes are duly informed according to the norms and policies framed by the authority through notification and prospectus of the year. Admission are made on the basis of the marks obtained in the last public examinations.

12. State the admission policy of the college with regard to overseas students.

✿ Does not arise.

13. What are the support services given to overseas students?

✿ No overseas student has applied for admission uptill.

i. One window admission service	<input type="checkbox"/>	ii. Overseas students office	<input type="checkbox"/>
iii. Special accommodation	<input type="checkbox"/>	iv. Induction courses	<input type="checkbox"/>
v. Socio-cultural activities	<input type="checkbox"/>	vi. Welfare programme	<input type="checkbox"/>
vii. Police clearance	<input type="checkbox"/>		
Any others			
viii.			
ix.			

14. What are the recreational / leisure time facilities available to students?

- | | | | |
|-----------------------------|-------------------------------------|-------------------------|-------------------------------------|
| i. Indoor games | <input checked="" type="checkbox"/> | ii. Outdoor games | <input checked="" type="checkbox"/> |
| iii. Nature Clubs | <input type="checkbox"/> | iv. Debate Clubs | <input checked="" type="checkbox"/> |
| v. Student Magazines | <input checked="" type="checkbox"/> | vi. Cultural Programmes | <input checked="" type="checkbox"/> |
| vii. Audio Video facilities | <input type="checkbox"/> | | |
| Any others | | | |

Any other highlights :

Criterion VI: Organisation and Management

This criterion requires data on the policies and practices of the institution in the matter of planning, human power requirement, recruitment, training, performance appraisal and finance management.

The characteristics examined under this criteria pertain to whether :

- ⇒ *The offices and departments of the institution are governed on the principles of participation and transparency.*
- ⇒ *Academic and administrative planning in the institution move hand in hand.*
- ⇒ *Management techniques and technologies, to the extent possible, are used by the institution for efficient running of every administrative and academic decision-making.*
- ⇒ *The institution practices relevant welfare schemes for all its constituencies.*
- ⇒ *There are fair and expeditious grievance redressal mechanisms at all levels of the institution's functioning.*
- ⇒ *The finances of the institution are judiciously allocated and effectively utilized to make its programmes and functioning cost-effective.*
- ⇒ *The institution has imaginative and effective resource mobilization and management strategies.*
- ⇒ *Budgeting and auditing procedures are regular and standardized.*

1. Does the college have an efficient internal co-ordinating and monitoring mechanism?

Yes ☒ No ☐

If yes, give details.

- ✿ Details: The principal and secretary or in his absence Teacher-in-Charge Co-ordinate the internal administration. In addition to it Teachers' Council plays a vital role in this respect. Over all monitoring system is being conducted by the Governing Body of the college as per the rules and circulars from UGC, State Govt. & the University of Burdwan.

2. Were any committees/external agencies appointed during the last three years to improve the organisation and management?

Yes ☒ No ☐

If yes, what were the recommendations?

- ✿ To improve organisation and management there are different committees and advisory committees to which external members nominated by the different external agencies, like B.D.O, P.W.D, etc, are included. The recommendations of different committees are related to the infrastructural development, academic upliftment of the college.

3. Does the college have an inbuilt mechanism to check the work efficiency of the non-teaching staff?

Yes ☒ No ☐

Give details.

- ✿ Through self-appraisal reports submitted by the administrative employees.

4. Is there a special committee for preparing the academic calendar?

Yes ☒ No ☐

5. During the last two years have all the decisions of the selection committee been approved by the governing body?

Yes ☒ No ☐

If no, give reasons.

6. Does the college conduct professional development programmes for non-teaching staff?

Yes ☒ No ☐

If yes, give details

- ✿ The Non-teaching staffs are offered by the G.B. of the college to undergo Computer training relating to office programme. Besides, Librarian of the college has been given scope to develop his skill through his participation in seminars, Refresher Course organised by the Universities and UGC.

7. What is the current tuition and other fee structure in government supported and self-financing courses?

Government supported

S. No.	Programme	Tuition	Library	Laboratory	Others	Hostel	Mess
1	B.A. (H)	75	40		214		
2	B.A. (Gen.)	50	20		189		
3	B.Sc. (H)	110	40	75	249		
4	B.Sc. (Gen.)	85	20	50	224		
5	B.Com (H)	85	40		224		
6.	B.Com (Gen)	60	20		199		

* Other Fees (Yearly) :- Admission, Electric, Development, Building, Identity Card, Sports, Examination, Student Welfare & Union, Festival.

Self-financing

S. No.	Programme	Tuition	Library	Laboratory	Others	Hostel	Mess
1	Geography (Gen)	85	20	50 + 200	224		

8. Have there been changes in the tuition and other fees during the last three years, give details.

- ✿ Tuition fees are revised as per Govt. order & Univ. Circular on and from April, 2002.

9. Furnish the amount spent under the various heads of expenditure last year.

Head of Expenditure	Budget provided	Amount actually spent in Rs.
1. Building	39,000.00	61,197.00
2. Development	45,000.00	1,22,912.00
3. Library	32,000.00	22,217.00

4. Examinations	39,000.00	44,851.75
5. Laboratory	24,000.00	28,135.00
6. Poor Fund	2,600.00	2,000.00
7. Electricity	13,000.00	15,730.00
8. Identity Card	2,600.00	Nil
9. Sports	13,000.00	9,050.00
10. Ceremonial	6,500.00	8,500.00
11. Students' Union	20,000.00	30,840.00
12. Registration	28,000.00	29,800.00
13. Contingency *	2,60,800.00	2,90,207.75

* Contingency expenditure includes expenditure on T.A, Postage, Printing & Xerox, Stationary, Remuneration of Part-timers, Tiffin, News Paper, Audit Fee, Telephone, Bank Charge and others.

10. During the last two years did the college have an excess/deficit budget?

Yes ☒ No ☐

✿ N.T.S. & Students.

11. Is there an internal audit mechanism?

Yes ☒ No ☐

12. What are the various welfare programmes of the college? Give details.

✿ (i) The college conducted different seminars to enhance the social and health awareness.

(ii) Two NSS units and one NCC unit act as links through organising and holding Camps with the students between the college and the locality and the region.

Besides, NSS Units conducted many welfare programmes with villages to make them socially aware.

13. Is there a grievance redressal cell in the college?

Yes ☒ No ☐

If yes, how does it deal with grievances of the employees and others?

✿ Principal and Secretary along with the members of the G.B. dealt with grievances of the students, public, guardians and the incumbents.

14. List the various loan facilities available to the members of the teaching and the non-teaching staff of the college. What are the requirements and the eligibility criteria necessary to obtain loans that are available?

- ✿ Teaching and non-teaching employees are usually borrowing loans from their respective GPF accounts, Employees College Co-operative Society and Thrift fund.

Criteria of loan from GPF is as per Govt. rules.

Every member of the society is entitled to get loan to meet the personal and domestic crises.

15. What is the procedure of the college to purchase major items?

- ✿ There is a purchase committee consisting of the members nominated from the G.B. which deals with the proceedings of the purchase for the college as per recommendation of the Finance Committee with the approval of the G.B. in regard to the purchase of major items.

16. Any other highlights :

- ✿ There is a Building Committee constituted as per the guidelines of the UGC regarding the construction of the class room with the grant received so far from UGC as per the letter of sanction. For the purchase of building materials and massonary works advertisement are made in the leading news paper seeking tender / quotation.

Criterion VII : Healthy Practices

This criterion focus on the innovative and unique practices of the institution that add to its academic ambience. Healthy practices vary from institution to institution.

This criteria ascertains, whether :

- ⇒ *The institution displays sensitivity to changing educational, social and market demands.*
- ⇒ *The institution is geared to promote an ambience of creativity and innovations.*

1. Has the college adopted any mechanism/ process for internal quality checks?

Yes ☒

No ☐

If yes, give details.

- ✿ The following two kinds of processes for internal quality checks from teachers:
 - (i) Submission of the self-appraisal report annually to the University of Burdwan through the Principal.
 - (ii) Evaluation the teaching of each departments by the respective students.

2. Is the College sensitised to latest managerial concepts such as strategic planning, team-work, decision making and computerisation?

Yes ☒

No ☐

3. Does the college have

☐ Twinning programmes ☐ Nil

☐ Student Exchange Programmes ☐ Nil

☐ MoU's with

• Industries ☐ Nil

• Research organisations ☐ Nil

4. What are the national / international linkages established by the college for training and research?

✿ National and International linkages are established by the college through sending the teachers to participate in the National And International Seminars, Refresher Courses, holding State Level Seminar and performing Campus diversity programmes with the Presidency College, Kolkata.

5. How does the college strengthen the regular academic programmes through other complementary systems like self-financing courses, non formal mode and distance education?

✿ The college has strengthen the regular academic programmes by introducing Geography (General) under self finance scheme.

6. What are the practices of the college to impart value based education?

✿ College is following practices to impart value-based education through holding seminars on human rights, secularism, evils on the dowry system, environmental education etc, and social programmes taken by NSS & NCC Units to make the people of the locality aware of the different socials evil practices, prejudices and the disease like Aids. The college also pursued the above practice through placards containing messages focusing on the value-based education.

7. How does the college inculcate civic responsibilities among the students?

✿ The college inculcate civics responsibilities among the students through the prospectus, college Magazines, organising Youth Parliament, holding Students' Union Election and organising Camps by the NSS volunteers. Launching programmes for eradication of social evils and diseases.

8. What are the efforts of the college towards all-round personality development of the learners?

- ✿ The college are making efforts towards alround personality development of the learners by arising competitions ob debate, extempore lecture, recitation, music, drama, games & sports, ceremonial parades by NCC etc.

9. How is the college geared to achieve its specific goals and objectives?

- ✿ (a) The teaching members of the college are executing sincerely the process of teaching-learning programmes among the students.
- (b) The college is providing equal opportunities among the students irrespective of castes, communities and economically high and low by following the reservation policies as per Govt. rule in regard to admission, admission to the students in order of merit and teaching all of them equally.
- (c) The poor but meritorious students are getting half free & full free studentship, financial aids from poor fund and providing assistance to the students for getting financial aids from Govt. and non-Govt. organisation.
- (d) College is holding different cultural programmes focusing secular aspects with a view to bringing all shades of students under a common banner.

10. What are the efforts of the college to bring in “community orientation” in its activities?

- ✿ The efforts are made by the college to bring the community orientation by taking the programmes through NSS, campus diversity programme, adult literacy, youth welfare, blood donation camp etc.

11. Indicate the efforts to promote general / transferable skills among the students such as

a. Capacity to learn

- ✿ Capacity to learn through books, trainings, Internet etc.

b. Communication skills

- ✿ Communication skills through subject teaching on Bengali & English.

c. Numerical skills

- ✿ Numerical skills through class tests, farming and teaching objective type questions.

d. Use of information technology

- ✿ Use of information technology through telephone, computer, Internet.

e. Work as a part of a team and independently

- ✿ Work as a team and independently through youth parliament, NSS, NCC, etc.

12. Any other college specific innovations, which have contributed to its growth.

- ✿ (i) The College has been organising seminars on human rights, secularism, eradication of social evils, environmental studies etc.
- (ii) NSS Unit of the college organises the volunteers to keep the college campus clean, members of the students' union help to maintain discipline and law and order.
- (iii) Students develop their personality on participation in various competitions such as games & sports, cultural programmes of the college etc.

III. Inputs from the Departments

1. Name and address of the department: **Department of Bengali,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No. 1658 Edn/CS Dt. 13.09.78
4C-94/78
b) Honours Course: 1999 – 2K Session
Vide Letter No. 9C / Affi./P / 57 /174
Dated 25.08.1999
4. Built-up area of the department in sq. m. 54 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three – Year Degree	Under Graduate	45 % Hons	Hons – 101
Course in Arts. (Bengali)		30 % Pass	Gen – 473

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	2	Nil	2
Teachers with Ph.D. or equivalent as the highest qualification	1 Ph.D.	Nil	1
Teachers with PG or equivalent as the highest qualification	1	Nil	1
Teachers with other specific eligible qualification(specify)	Nil	Nil	Nil
Technical staff	Nil	Nil	Nil
Administrative staff	Nil	Nil	Nil

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?

- ✿ a) Preparation of Admission Criteria.
- ✿ b) Preparation of Questions & Publication of results in the college internal exams.
- ✿ c) Division & distribution of syllabus among the teacher of the Dept. etc.

8. Number of students in the department during the current year:

		Female	Male	Total
Students from the same state where the college is located	Hons- Gen -	60 204	41 269	101 473
Students from other states of India				Nil
NRI students				Nil
Other overseas students				Nil
Grand Total		264	310	574

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

- ✿ To enrich the students, academic standing department organises class tests and also by counselling the students in the classes. The college holds Annual and Test Exam.

10. Furnish the following details(in figures):

- Books in the department library: 2272 as on Nov 2004
- Journals/periodicals subscribed by the department:
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects Nil
- Teachers who have attended national/international seminars during the last two years : 2 National Seminars
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Hons – 31 Gen – 166			Hons – 33 Gen – 248		
Drop-outs	Hons– 06 Gen – 126*			Hons – 06 Gen – 163 *		
Appeared for the final year exam	Hons– 25 Gen – 40			Hons – 27 Gen – 85		
Passed in the final exam	Hons – 25 Gen – 40			Hons – 27 Gen – 85		
Passed in first class	Nil			Nil		
University ranks, if any	Nil			Nil		

* Hons students passed Part – I Exam not studying in Part – II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 2 (Two)

Filled: 2 (Two)

13. How often were national/international seminars, workshops etc. organised at the department?

⊗ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

⊗ Nil

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Prabhas Chandra Das	Sl. Grade Lectuer (F.Time)	M.A.	Drama	56	M
Dr. Deb Kumar Bej	Reader (F.Time)	Ph.D.	Vaishnab Sahitya	50	M

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Avijit Das	Part Time Teacher	M. Phil.	Bengali	37	M
Smt. Dipannita Roy	Part Time Teacher	M.A.	Bengali	38	F
Smt. Bipasa Ghosal	Part Time Teacher	M.A.	Bengali	25	F

(b) Experience of the teachers:

Name of the Teacher	Experince of Year				Research
	UG	PG	UG	PG	
Prabhas Chandra Das	Hons- 5 Yr Gen-27 Yr				Nil
Dr. Deb Kumar Bej	Hons- 5 Yr Gen-25 Yr				10 Years

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ Nil

18. List the major thrust areas within the subject in which research activities are being pursued.

- 1. Dr. Deb Kumar Bej – Madhusudan o Adhunik Purba Bangla Sahitya.

•

19. Give details of ongoing projects funded by external agencies. ✿ Nil

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities *etc.*) acquired over the years?

✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years?

✿ Nil

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 24 Periods of each teacher per week in the Department of Bengali

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 Hours per week and 15 hours for academic matters per week.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ By counseling, class tests, annual and test exams of the students.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ By reading journals, books and attending conference and State Level Seminars etc.

27. What is the annual budget allocation of the college to the department?

✿ Money allotted time to time for purchase of books.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☒ No ☐

- ✿ i) Prof. Prabhas Chandra Das – Activity associated with NSS unit of the college as a programme officer. Acted as joint officer in charge of Part –I Exam. B.U.2004. Activity associated with Dhaniakhali Mahamaya Vidyamandir as President of the Managing Committee.

If yes, how much has been earned during the last two years? ✿ Nil

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	Hons – 110 : 35 Gen – 125 : 150		
Success rate (examination results)	Hons – 82% Gen - *		
Progression to higher education rate	Avarage 10%		
Employment rate	Avarage 40%		
Ratio of part-time teachers to full-time teachers	3 : 2		
Ratio of academic staff to administrative staff	2.75 : 0		

* Accurate rate of success of student in gen. subject can't be calculated as the Hons. Students are not required to study gen. Subject in Part-II exam after passing these in Part – I. (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 160 : 2.75 (2004-2005)
- Number of research papers published Dr. Deb Kumar Bej - 1

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

✿ Nil.

III. Inputs from the Departments

1. Name and address of the department: **Department of English,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No. 1658 Edn/CS Dt. 13.09.78
4C-94/78
b) Honours Course: 1996 – 97 Session
Vide Letter No. IC / Affi./P / 57 /201
Dated 19.09.1996
4. Built-up area of the department in sq. m. 54 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
B.A. General (English)	Under Graduate	30 %	Gen – 50
B.A. Hons (English)	Under Graduate	45%	Hons – 78

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	2	Nil	2
Teachers with Ph.D. or equivalent as the highest qualification	1	Nil	1
Teachers with PG or equivalent as the highest qualification	Nil	Nil	Nil
Teachers with other specific eligible qualification(specify) M. Phil.	1	Nil	1
Technical staff	Nil	Nil	Nil
Administrative staff	Nil	Nil	Nil

There are two part time teachers (Male) in the Dept.

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?

✿ 1. Academic:

- Preparation of admission Criteria.
- Conducting internal Examination.
- Preparation of Question.
- Arrangement of class allotments as per modules.

✿ 2. Administrative: Management of the class and class discipline.

8. Number of students in the department during the current year: (2004-2005)

	Female	Male	Total
Students from the same state where the college is located	33	45	78
Hons-Gen -	13	37	50
Students from other states of India			Nil
NRI students			Nil
Other overseas students			Nil
Grand Total	46	82	128

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

✿ Class test; counseling; test and annual examinations.

10. Furnish the following details(in figures):

- Books in the department library: 1343 as on Nov 2004
- Journals/periodicals subscribed by the department: Nil
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: 01 (Ph.D., own resource)
- Ongoing research projects: Nil

- Teachers who have attended national/international seminars during the last two years : 01
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Hons – 29 Gen – 17		46	Hons – 34 Gen – 35		69
Drop-outs	Hons– 14 Gen – 16 *			Hons – 14 Gen – 27 *		
Appeared for the final year exam	Hons– 15 Gen – 01			Hons – 20 Gen – 08		
Passed in the final exam	Hons – 14 Gen – 01			Hons – 20 Gen – 08		
Passed in first class	Nil			1		
University ranks, if any	Nil			Nil		

* Hons students passed Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 2 (Two)

Filled: 2 (Two)

13. How often were national/international seminars, workshops etc. organised at the department?

✿ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

- ✿ 1. Dr. S. S. Basu : Completed Ph.D. degree from Ranchi University, Jharkhand.
- ✿ 2. Prof. A. K. Hazra : Completed M.Phil. from Burdwan University.

15.

- (a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Dr. Sasanka Sekhar Basu	Reader (Full time)	Ph.D.	Group A with criticism	57	M
Asok Kumar Hajra	Sl. Grade Lecturer	M. Phil.	Gothic & Elements of Linguistics	49	M
Sukanta Sahana	Part Time Teacher	M.A.	English	25	M
Shyamantakmoni Chattopadhyay	Part Time Teacher	M.A.	American & Indian Literature in English	23	M

- (b) Experience of the teachers:

Name of the Teacher	Pass Course		Hons. Course		Resear ch
	UG	PG	UG	PG	
Sasanka Sekhar Basu	26 Years		9 Years		
Asok Kumar Hajra	18 Years		9 Years		

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ Nil

18. List the major thrust areas within the subject in which research activities are being pursued.

- 1. Dr. S. S. Basu: Eighteen Century Literature.
-

19. Give details of ongoing projects funded by external agencies. ❖ Does not arise.

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities *etc.*) acquired over the years?

❖ Not applicable

21. What is the total number of publications (add the list) of the department in the last five years?

- ❖ 1. Sasanka Sekar Basu: (i) The Mythic foundation in the Poetry of W.B. Yeats and T.S. Eliot : A Comparative Study.(2002)
- ❖ 2. Sasanka Sekar Basu: (ii) The Theme of Death in Hemingway with Reference to "The Old Man and the Sea".
(iii) The "Natural Philosophy" and its impact on Pope's "Essay on Man"
- ❖ 3. Asok Kumar Hazra: Rabinranath's God A Vision of Omnipresent Light (2002)
- ❖ 4. Asok Kumar Hazra: God-Beauty-Joy: A Horizontal Existence in Rabindranath.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

❖ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

❖ 24 Periods of each teacher per week in the Department of English.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

❖ 5 hours per day.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

❖ Class tests, tutorials and counseling.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ Library works and attending seminars and workshops and refresher courses.

27. What is the annual budget allocation of the college to the department?

✿ Money allotted to the department time to time for the purchase of books and journals.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☒ No ☐

✿ a) Examining S.S.C. papers by both the teachers.

✿ b) S.S.C. interviews for recruitment of teachers in schools are conducted as subject expert by Dr S.S. Basu.

✿ c) Some consultancy works are done for the carrier advancement of students by the department, but no revenues are earned.

If yes, how much has been earned during the last two years? ✿ Nil

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	27 : 35 25 : 450		
Success rate (examination results)	H-59 % Gen - *		
Progression to higher education rate	Av.10%		
Employment rate	Av. 40%		
Ratio of part-time teachers to full-time teachers	2 : 2		
Ratio of academic staff to administrative staff	2.5 : 0		

* Accurate success rate of students in Gen. Subject can not calculated as the Honours students are not required to study gen. Subjects in Part-II after passing these in Part-I (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 52 : 2.5 (2004-2005)
- Number of research papers published 1. Dr. S.S. Basu – 3
2. Prof. A.K. Hajrz - 2

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

III. Inputs from the Departments

1. Name and address of the department: **Department of Political Science,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No. 1658 Edn/CS Dt. 13.09.78
4C-94/78
b) Honours Course: 1983 – 84 Session
Vide Letter No. 1642 Edn/CS Dt. 02.09.83
6A-18/81
4. Built-up area of the department in sq. m. 50 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three – Year Degree	Under Graduate	Gen. 30%	Gen – 720
Course in Arts.		Hons. – 45%	Hons – 64

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	4	Nil	4
Teachers with Ph.D. or equivalent as the highest qualification	2	Nil	2
Teachers with PG or equivalent as the highest qualification	1	Nil	1
Teachers with other specific eligible qualification(specify)	1 (M. Phil.)	Nil	1
Technical staff	Nil	Nil	Nil
Administrative staff	Nil	Nil	Nil

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?

- ✿ a) Preparation of criteria for admission of the students.
- ✿ b) Selection of candidates for admission.
- ✿ c) Distribution of classes on Unitization of the syllabus in different module.
- ✿ d) Holding of class tests.
- ✿ e) Holding of Departmental Seminars.

8. Number of students in the department during the current year:

		Female	Male	Total
Students from the same state where the college is located	Hons- Gen -	24 304	40 416	64 720
Students from other states of India				Nil
NRI students				Nil
Other overseas students				Nil
Grand Total		328	456	784

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

- ✿ Provisions of enrichment and for remedial courses are made by recurrent class tests, interactions, assessment through questionnaires and annual examinations.

10. Furnish the following details(in figures):

- Books in the department library: 1879 as on Nov 2004
- Journals/periodicals subscribed by the department: 01
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: 01, Rs. 28,400/-
- Ongoing research projects: 01
- Teachers who have attended national/international seminars during the last two years : 09
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Hons – 17 Gen – 211		228	Hons – 19 Gen – 349		368
Drop-outs	Hons– 03 Gen – 166*			Hons – 07 Gen – 245*		
Appeared for the final year exam	Hons– 14 Gen – 45			Hons – 12 Gen – 104		
Passed in the final exam	Hons – 13 Gen – 45			Hons – 12 Gen – 104		
Passed in first class	1			Nil		
University ranks, if any	Nil			Nil		

* Hons students passed Part – I Exam not studying in Part – II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 4 (Four)

Filled: 4 (Four)

13. How often were national/international seminars, workshops etc. organised at the department?

✿ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

✿ 1. Enjoyment of F.I.P. (UGC) for Ph.D. for one year–1.12.1987-30.11.1988

✿ 2. Minor Researc Project (UGC) for the period – 08.02.2000 – 07.02.2002

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Dr. Lakshminarayan Das	Reader (Full Time)	Ph.D.	Internatio-nal Relation	59+	M
Prof. Kamal Krishna Roy	Sl. Grade Lecturer	M. Phil	Constituti-on	48+	M

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Dr. Susanta Bhattacharyya	Reader	Ph.D.	Internatio-nal Relation	44+	M
Prof. Naba Kumar Karmakar	Sl. Grade Lecturer	M.A.	Internatio-nal Relation	46+	M

(b) Experience of the teachers:

Name of the Teacher	Experince of Year				Research
	UG(Gen)	P G	UG(H)	P G	
Dr. L. N. Das	26 Yrs.		21 Yrs.		6 Yrs.
Prof. K. K. Roy	20 Yrs.		20 Yrs.		4 Yrs.
Dr. S. Bhattacharyya	20 Yrs.		20 Yrs.		4 Yrs
Prof. N. K. Karmakar	16 Yrs.		16 Yrs.		

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ 75 %

18. List the major thrust areas within the subject in which research activities are being pursued.

- Rural Governance: Dr. L. N. Das
- Radical Politics in West Bengal: Dr. S. Bhattacharyya
- Rural Elites in West Bengal – K. K. Roy.
- Defection Politics in India – K. K. Roy

19. Give details of ongoing projects funded by external agencies. ✿ Nil

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities *etc.*) acquired over the years?

✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years? ✿ $2 + 9 = 11$

Dr. L. N. Das.

✿ 1. Handloom Industry in Dhaniakhali. “Problems & Prospects: A Case Study”; L.N. Dutta, Social Perspective, Council for Political Studies, Kolkata, Vol26, No. 1-2 June – Sept 1998 P-14-31

✿ 2. The SAARC: Constraints and Crises: “A Regional Perspective Analysis” Angikar, 13, 19, 1995 P-83-92

Dr. S. Bhattacharyya.

✿ 1. The second Global War Against Iraq and Impending Trends in International Relations – New Aharani, Kolkata (2004) (Published as Book)

✿ 2. “C.T.B.T.: India’s Nuclear Dilemma” in Science and Global Security [Bombay, January, 2000]

✿ 3. “Yugoslav & Kosova: A closer Look” in Europe- Asia studies, [No-5, Cartex Publishing, 2002]

✿ 4. “Rajni Kothari: A Sunoptic overview” in Mind [Bombay, 2003]

✿ 5. “Demand for New State and Process of State Building in India” Main stream [New Delhi, No.28, 2003]

✿ 6. “Portents of India’s Economic Reform: A Search for Alternatives” – in new Economic Policy. Its impact and alternatives (Ed. Khalisani Mahavidyalay, Laser Plus, Kolkata, 1999)

✿ 7. “Jon Rawls: A Journey from A Theory of Justice of this Law of Peoples” in Man and Development (Chandigarh, Vol. 2004)

✿ 8. “The Challenge of IPR: Alternative Measures for maximising benefit and minimizing Damaging Effects” in National Seminar Souvenir (Burdwan Raj College, August 2004)

✿ 9. “John Rawls: Understanding of International Society” accepted for publication for the heat volume-33, 2004 of Socialist Prospectives.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 24 Periods of each teacher per week in the Department of Political Science.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 Hours per week and 10 hours for academic matters per week.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ Tutorial classes, class tests.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ Reading latest books, journals, participation in State, National and International Seminars, workshops and organisational conferences, intra-departmental exchange of views on subject matters.

27. What is the annual budget allocation of the college to the department?

✿ Allocation of fund for purchasing books and journals in pursuance of Govt. and UGC grants annually.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

If yes, how much has been earned during the last two years?

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	Hons – 63 : 30 Gen – 392 : 450		
Success rate (examination results)	Hons – 63%		
Progression to higher education rate	Average 10%		
Employment rate	Average 40%		
Ratio of part-time teachers to full-time teachers	0 : 4		
Ratio of academic staff to administrative staff	4 : 0		

* Accurate rate of success of student in gen. subject can't be calculated as the Hons. Students are not required to study gen. Subject in Part-II exam after passing these in Part – I. (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 392 : 4 (2004-2005)
- Number of research papers published Dr. L. N. Das – 2
Dr. S. Bhattacharya - 9

32. Has the department received any special support for teaching or research?

Yes ☒ No ☐

33. Any other information which highlights the unique achievements of the department:

- ✿ Two Youth Parliaments, 6-month Rural Sample Survey in Collaboration with Presidency College, Kolkata: Campus Diversity Initiative Project, Seminars held,

III. Inputs from the Departments

1. Name and address of the department: **Department of History,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No. 1658 Edn/CS Dt. 13.09.78
4C-94/78
b) Honours Course: 1998 – 99 Session
Vide Letter No. IC / Affi./P / 57 /149
Dated 20.08.1998
4. Built-up area of the department in sq. m. 70 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
B.A. Hons (History)	Under Graduate	45%	Hons – 81
B.A. General (History)	Under Graduate	30%	Gen – 908

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	2(including Principal)	Nil	2
Teachers with Ph.D. or equivalent as the highest qualification	1	Nil	1
Teachers with PG or equivalent as the highest qualification	Nil	Nil	Nil
Teachers with other specific eligible qualification(specify) M. Phil.	1	Nil	1
Technical staff	Nil	Nil	Nil
Administrative staff	Nil	Nil	Nil

There are one Male and three Female Parttime teachers in the Dept.

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?



1. Selection of the candidates for admission.
2. Distribution of syllabus module among the teachers.
3. Holding Class Tests.
4. Selection of topics for holding seminars.

8. Number of students in the department during the current year: (2004-2005)

		Female	Male	Total
Students from the same state where the college is located	Hons- Gen -	34 394	47 514	81 908
Students from other states of India				Nil
NRI students				Nil
Other overseas students				Nil
Grand Total		428	561	989

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

- ✿ It is done by holding class tests, annual examination and test examinations. Moreover to provide latest developments of the subject syllabus related inter departmental seminars are organised.

10. Furnish the following details(in figures):

- Books in the department library: 1104 as on Nov 2004
- Journals/periodicals subscribed by the department: Nil
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: 01 Nil
- Ongoing research projects 02 (Two), Own Resource

- Teachers who have attended national/international seminars during the last two years : 02
- Teachers who have been resource persons at workshops/seminars during the last two years : 01 (One) (Dr. S.C. Sen)

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Hons – 35 Gen – 250		285	Hons – 33 Gen – 411		444
Drop-outs	Hons– 09 Gen – 191*			Hons – 01 Gen – 284 *		
Appeared for the final year exam	Hons– 26 Gen – 59			Hons – 32 Gen – 127		
Passed in the final exam	Hons – 21 Gen – 55			Hons – 27 Gen – 127		
Passed in first class	1			Nil		
University ranks, if any	Nil			Nil		

* Hons students passed Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 2 (Two)

Filled: 1 (One)

13. How often were national/international seminars, workshops etc. organised at the department?

- One held in 2003 and proposed to be held another shortly.

14. Are there any international or national links/collaborations for teaching, research or both?

- With UGC, University of Burdwan, and Jadavpur University, Kolkata.

15.

- (a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Dr. Subhas Chandra Sen	Principal	Ph.D.	Aquarian History	59	M

Sasim Kumar Gangopadhyay	Lecturer (Full time)	M. Phil.	Europe	38	M
Smt. Mamata Das	Part Time Teacher	M.A.	Modern India	29	F
Manab Ghosh	Part Time Teacher	M.A.	India	32	M
Smt. Chaitali Sikly	Part Time Teacher	M.A.	Modern India	27	F
Smt. Madhumita Chakraborty	Part Time Teacher	M.A.	Histiry	24	F

(b) Experience of the teachers:

Name of the Teacher					Research
	UG	PG	UG	PG	
Dr. Subhas Chandra Sen	30 Years				16 Years
Sasim Gangopadhyay	5 Years				7 Years

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

⊗ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

⊗ 50%

18. List the major thrust areas within the subject in which research activities are being pursued.

- Landed middle class and their Politics in Hooghly.
- Fisheries and Fishermen of Bengal.
- Culture and Politics in Colonial Bengal, : 1941-1948
- Municipal Policies in Colonial Bengal.
- D. D. Kosambi and his Contribution to Indian Historiography.
-

19. Give details of ongoing projects funded by external agencies. ❁ Nil

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities *etc.*) acquired over the years?

❁ Not applicable

21. What is the total number of publications (add the list) of the department in the last five years? 5 + 1

❁ Dr. S. C. Sen:

- ❁ 1. Bengal's Fisheries and Fishermen in the Colonial Net, 1793-1914, In CLIO, Vol-II ed. by Dr. Chittabrata Palit, 2002, Kolkata
- ❁ 2. Fisherman in Colonial Bengal, Progs. Vol. State Level Seminar Sponsored by the UGC on 'Post-Modern Themes in Social Sciences', S.C. College, 2002.
- ❁ 3. Bengal Provincial Railway Company: A Swadeshi Enterprise of the Bhadrak of Hooghly 1890-1906- Journal of History, Vol. XII, 1992-93 J.U.
- ❁ 4. Operation of tenancy Laws in a Bengal District: Hooghly 1859-1885 in the Journal of Socialist perspective, Dec. 1994-Mar. 1995 Kolkata
- ❁ 5. Swadeshi Movement in Bengal: A Case of study of Hooghly in Progs. Vol-I, H.C, 1999, Calicut Session.
- ❁ Research Book: Landed middle class and their politics in hooghly: A Study of Horizontal Mobilisation; 1859-1914, Progeniue Publisher, Kolkata, 2003.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

❁ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

❁ 24 Periods of each teacher per week in the Department of History.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

❁ 5 hours per day.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ By taking class tests, and asking question in the classroom.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ Consulting up to date relevant books, going to the libraries, organizing different inter departmental and state level seminars, attending different state level and national level seminars.

27. What is the annual budget allocation of the college to the department?

✿ For purchasing books and journals from time to time funds are allotted to the department.

28. How much of research funding has been generated by the teachers from other agencies?

29. ✿ Nil.

30. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

If yes, how much has been earned during the last two years?

31. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	29 : 35 438 : 450		
Success rate (examination results)	H-82 % Gen - *		
Progression to higher education rate	Av. 10%		
Employment rate	Av. 40%		
Ratio of part-time teachers to full-time teachers	4 : 2		
Ratio of academic staff to administrative staff	3 : 0		

* Accurate success rate of students in Gen. Subject can not calculated as the Honours students are not required to study gen. Subjects in Part-II after passing these in Part-I (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 438 : 3 (2004-2005)
- Number of research papers published 5 + 1

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

- ✿ 1. Principal Dr. S. C. Sen has published his doctoral thesis under the title 'Landed Middle Class and their Policies in Bengal' which has been widely acclaimed by the academicians and professors of Calcutta, Jadavpur Universities. He is at present working on fisheries and fishermen of Bengal, a topic in which he is pioneer.
- ✿ 2. S. Gangopadhyay is presently working on Culture and Politics of Bengal 1941 – 48 an area largely unnoticed by the historians.
- ✿ 3. The department has organised departmental seminars inviting teachers of neighbouring colleges to deliver lectures on topics related to the syllabus prescribed by the University. It is a venture to impart a holistic approach among the students regarding history.

III. Inputs from the Departments

1. Name and address of the department: **Department of Philosophy,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No 1658 Edn/CS Dt. 13.09.78
4C-94/78
4. Built-up area of the department in sq. m. 20 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three year-Degree Course (Arts general)	Under Graduate	30 %	414

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	2	Nil	2
Teachers with Ph.D. or equivalent as the highest qualification	01	Nil	01
Teachers with PG or equivalent as the highest qualification	01	Nil	01
Teachers with other specific eligible qualification(specify) M. Phil.	Nil	Nil	Nil
Technical staff	Nil	Nil	Nil
Administrative staff	Nil	Nil	Nil

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?

- (i) Preparation of admission criteria for the selection of candidates for admission.
- (ii) Distribution of syllabus module among the teachers.
- (iii) Holding class tests and publication of results.

8. Number of students in the department during the current year: (2004-2005)

	Female	Male	Total
Students from the same state where the college is located Gen. -	222	192	414
Students from other states of India			Nil
NRI students			Nil
Other overseas students			Nil
Grand Total	222	192	414

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

✿ It is done by holding class tests, annual examination and test examinations.

10. Furnish the following details(in figures):

- Books in the department library: 674 as on Nov 2004
- Journals/periodicals subscribed by the department: 01, Journals published by the ICPR.
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects: Nil
- Teachers who have attended national/international seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Gen – 166		166	Gen – 239		239
Drop-outs	135 *			172*		
Appeared for the final year exam	31			67		
Passed in the final exam	31			67		
Passed in first class	Nil			Nil		
University ranks, if any	Nil			Nil		

* Hons students passed Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 2 (Two)

Filled: 2 (Two)

13. How often were national/international seminars, workshops etc. organised at the department?

✿ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

✿ Nil.

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-Sation	Age	Sex
Durgapada Das	Sl.G. Lectuere F. Time	M.A.	Psychology	53	M
Dr. Apan Kr. Pan	Reader F. Time	Ph.D.	Psy.&Ind. Phil	44	M

(b) Experience of the teachers:

Name of the Teacher	General		Research
	UG	PG	
Durgapada Das	25 Years		Nil
Dr. Apan Kr. Pan	19(+)Years		3Yrs.

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ Nil

18. List the major thrust areas within the subject in which research activities are being pursued.

✿ Nil

19. Give details of ongoing projects funded by external agencies. ✿ Nil.

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities etc.) acquired over the years?

✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years?

✿ Nil.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 10 Lectures per week per teacher.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 hours per week.

✿ 15 hours per week for academic matters.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ By counselling, class tests, annual & test examinations.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ By reading of reference books and participating in the Refresher courses and seminars

27. What is the annual budget allocation of the college to the department?

✿ For purchasing books & journals from time to time.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

If yes, how much has been earned during the last two years?

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	203:450		
Success rate (examination results)	*		
Progression to higher education rate	Av 10%		
Employment rate	Av.40%		
Ratio of part-time teachers to full-time teachers	0 : 2		
Ratio of academic staff to administrative staff	2 : 0		

* Accurate success rate of students in Gen. Subject can not calculated as the Honours students are not required to study gen. Subjects in Part-II after passing those in Part-I (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 203 : 2.0 (2004-2005)
- Number of research papers published Nil

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

✿ Prof. D. P. Das.

- ✿ i) Attended workshop organized by the University of Burdwan for introduction of new syllabus in the under graduate colleges.
- ✿ ii) acted as subject expert for preparation of a panel of parttime teacher in philosophy an 18.6.04 at Gurbari High School (H.S).
- ✿ iii) Acted as Venue supervisor for H.S Exam, S.C. Collage Venue in 1999.
- ✿ iv) Acted as Centre Secretary for H.S Exam, Dhaniakhali Centre in the year 2000, 2002 and 2003
- ✿ v) Member of Executive Committee , Platinum jubilee Celebration Committee Dhaniakhali Mahamaya Vidyamandir. 2003.
- ✿ vi) Director & President of S.C. College Employees Co-op Credit Society Ltd from 2003 onwards.

III. Inputs from the Departments

1. Name and address of the department: Department of Sanskrit,
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No. 1658 Edn/CS Dt. 13.09.78
4C-94/78
4. Built-up area of the department in sq. m. 20 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three year Degree course (Arts.)	Under Graduate	30 %	Gen – 297

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers		1	01 (one post vacant)
Teachers with Ph.D. or equivalent as the highest qualification		1	1
Teachers with PG or equivalent as the highest qualification	Nil	Nil	Nil
Teachers with other specific eligible qualification(specify) M. Phil.	Nil	Nil	Nil
Technical staff			
Administrative staff			

There is one Part time male teacher in the Dept.

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?

- (1) Preparation of class routine of the Dept.
- (2) Unitisation of syllabus according to module and distribution of work load.
- (3) Conducting class tests and internal exams.

8. Number of students in the department during the current year: (2004-2005)

	Female	Male	Total
Students from the same state where the college is located Gen -	148	149	297
Students from other states of India			
NRI students			
Other overseas students			
Grand Total			

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

10. Furnish the following details(in figures):

- Books in the department library: 811 as on Nov 2004
- Journals/periodicals subscribed by the department: 02, General of Asiatic Society Kolkata, Lokasanskritam
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects: 01 (One), Own resource
- Teachers who have attended national/international seminars during the last two years : Two, one international seminars and one national
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Gen – 38			Gen – 69		
Drop-outs	Gen – 28 *			Gen – 55 *		
Appeared for the final year exam	Gen – 10			Gen – 14		
Passed in the final exam	Gen – 10			Gen – 14		
Passed in first class	Nil			1		
University ranks, if any	Nil			Nil		

* Hons students passed in Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 2 (Two)

Filled: 1 (One)

13. How often were national/international seminars, workshops etc. organised at the department?

✿ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

✿ Dr. S. Banik Pal completed a post Doctoral Project on research under the financial assistance of U.G.C. She also presented her papers in many national and international seminars.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Dr. Mrs. Supriya Banik Pal	Reader (Full time)	Ph.D.	Indian Logic	51	F

Srimanta Pal	P.T. Teacher	M.A.	Veda	27	M

(b) Experience of the teachers:

Name of the Teacher	Pass Course		Hons. Course		Research
	UG	PG	UG	PG	
Dr. Mrs. Supriya Banik Pal	25 years				20 Years.

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Dr. Supriya Banik Pal was nominated “Woman of the year – 2001” by American Biographical Institute.

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ 100%

18. List the major thrust areas within the subject in which research activities are being pursued.

- Mahabharata (Epic Section) - Dr. Mrs. Supriya Banik Pal.
- Classical Sanskrit.

19. Give details of ongoing projects funded by external agencies. ✿ Nil

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities etc.) acquired over the years?

✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years?

❁ 1. Supriya Banik Pal. Reader in Sanskrit :

- (i) 36th session of all India Oriental Conference Pune. 28th – 30th May, 1993. Bhandorkar's Oriental Research. Summaries of papers – page 71. Classical Skt. Section Sl. No. 71. Title – ‘Dramatic & Poetic Creation of Rewaprased Dwivedi.
- (ii) 37th session of All India Oriental Conference Rohtak. Maharshi Dayananda University. 1994. Summaries of papers. Page – 137. in classical Sanskrit Section.
- (iii) 39th session of All India Oriental Conference 13 – 15th Oct, 1998. Vadodara M.S. University. Summaries of papers – page – 530. Epic section – 7 “Democracy in Mahabharata”.
- (iv) 40th session of AIOC. Chennai, University of Madras. 2000. P.112. Classical section 87. “Contribution of some lady poets to classical Sanskrit Literature.” 28th – 30th May, 2000.
- (v) 42nd session AIOC Varanasi, Sampurnanand Sanskrit University. Page – 249. C.S. 182. “The Prasargita – an interpretative analysis of a less known gita in Mahabharata.
- (vi) South Asian Sanskrit Conference – 9th – 11th May, 1997. Howrah, W.B. Summaries of papers – page 114. Title – Minor poets in Skt. Literature.
- (vii) Xth World Sanskrit Conference – Organised by International Association of Sanskrit Studies Jan, 3 – 3 9th, 1997. Bangalore. English Abstracts. Page 198. Modern Sanskrit Lyrics.
- (viii) Sanskrit and Pali Studies in 21st century 28th & 29th April, 1998. Dhaka University, Bangladesh.
- (ix) Proceedings of the 2nd state Sanskrit conference 1999. Depart of Sanskrit. Burdwan University. Page – 252 – 256. “Mahabharater apradhan gita – ekti samskhipta parichiti”.
- (x) World Philosophy conference. (Indian Philosophical Congress. Platinum Jubilee Session). 28th Dec. 2000 – 1st Jan, 2001. Abstract of papers – P. 61. “Indian spiritual Heritage in some of the lesser known gitas in the Mahabharata.
- (xi) World Sanskrit Conference under auspices of HRD. Govt. of India (organized by Sri Lalbahadur Shastri Reshtri Sanskrit University). Vigyan Bhavan, New Delhi. P 297. “Sanskrit studies : heralding of a new era.” Date – 5 – 9th April, 2001.
- (xii) 12th World Sanskrit Conference 13 – 18th July, 2003. International Association of Sanskrit studies. Helsinki, Finland. Page 39. Epic section 2. ‘An introduction to the less known gitas in Mahabharata.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

❁ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 18 Periods Per week . (Pass course, full time)

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 hours per week and 15 hours for academic matter per week.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ (1) Class tests (2) Counselling.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ By research works, reading journals, going through books and attendee seminars and conferences (state national & international) presenting original papers.

27. What is the annual budget allocation of the college to the department?

✿ 700 Books, 700 Journals. – Money attested by the College.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☒ No ☐ (Consultancy only)

✿ Actively associated with Asiatic Society Kolkata.

If yes, how much has been earned during the last two years? ✿ Nil

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	73 : 450		
Success rate (examination results)	*		
Progression to higher education rate	Av 10%		
Employment rate	Av 40%		
Ratio of part-time teachers to full-time teachers	1 : 1		
Ratio of academic staff to administrative staff	1.25 : 0		

* Accurate success rate of Gen. Course students can not be calculated as the Honours students are not required to study Gen. Subjects in Part – II after passing those in Part – I (B.U. Exam . rule).

31. Furnish the following data :

- Ratio of students to teachers 173 : 1.25 (2004-2005)
- Number of research papers published 12

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

✿ Dr. S. Banik Pal

- Enjoyed FIP (UGC) during the years 1985-1988.
- Examined papers of School Service Commission, W.B., 2004.

III. Inputs from the Departments

1. Name and address of the department: **Department of Geography,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 2002 – 03 Session
Vide Letter No. IC / Affi./ S&P/I/1/ 5 /
57 /141 Dated 13.07.2002
4. Built-up area of the department in sq. m. 53 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
B.A. General	Under Graduate	45%	72

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers (Part time)		3	3
Teachers with Ph.D. or equivalent as the highest qualification			Nil
Teachers with PG or equivalent as the highest qualification		3	3
Teachers with other specific eligible qualification(specify) M. Phil.			Nil
Technical staff			Nil
Administrative staff			Nil

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?

✿ 1. Academic:

- Preparation of admission Criteria.
- Conducting internal Examinations.
- Preparation of Question papers.

✿ 2. Administrative: Management of the class and class discipline.

8. Number of students in the department during the current year: (2004-2005)

	Female	Male	Total
Students from the same state where the college is located	9	63	72
Students from other states of India			
Other overseas students			
Grand Total			

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

10. Furnish the following details(in figures):

- Books in the department library: 199 as on Nov 2004
- Journals/periodicals subscribed by the department:
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects Nil
- Teachers who have attended national/international seminars during the last two years : Nil
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students: Does not arise.

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)						
Drop-outs						
Appeared for the final year exam						
Passed in the final exam						
Passed in first class						
University ranks, if any						

* Hons students passed Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: Nil.

Filled: Nil.

* Three Part time teachers have been appointed.

13. How often were national/international seminars, workshops etc. organised at the department?

✿ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

✿ Nil.

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Jayashree Ganguly	P.T. Teacher	M.A	Geography	23	F
Tanaya Chatterjee	,,	M.A	DO	22	F
Shaswati Dhara	,,	M.A.	DO	20	F

(b) Experience of the teachers:

Name of the Teacher	Pass Course		Hons. Course		Research
	UG	PG	UG	PG	
Jayashree Ganguly	Yes				
Tanaya Chatterjee	Yes				
Shaswati Dhara	Yes				

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ Nil

18. List the major thrust areas within the subject in which research activities are being pursued.

✿ Nil

-
-
-

19. Give details of ongoing projects funded by external agencies. ✿ Nil.

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities etc.) acquired over the years?

✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years?

✿ Nil.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ No

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 9 classes per week Maximum.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 10 hours in two days per week.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ Through counselling, Practical works etc.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ Library works, Seminars.

27. What is the annual budget allocation of the college to the department?

✿ Alloted time to time for purchasing books & Lab. Materials..

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

If yes, how much has been earned during the last two years?

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	38 : 40		
Success rate (examination results)	Does not arise		
Progression to higher education rate	Do		
Employment rate	Do		
Ratio of part-time teachers to full-time teachers	3 : 0		
Ratio of academic staff to administrative staff	0.75 : 0		

31. Furnish the following data :

- Ratio of students to teachers 38 : 0.75 (2004-2005)
- Number of research papers published Nil.

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

III. Inputs from the Departments

1. Name and address of the department: **Department of Mathematics,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No. 1658 Edn/CS Dt. 13.09.78
4C-94/78
b) Honours Course: 1984 – 85 Session
Vide Letter No. 1066 Edn/CS Dt 26.07.84
6A- A/84
4. Built-up area of the department in sq. m. 67 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three Year Degree Course in Science	Under Graduate		
Honours courses		50%	Hons. 49
General courses		30%	Gen - 17

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	3		3
Teachers with Ph.D. or equivalent as the highest qualification	3		3
Teachers with PG or equivalent as the highest qualification			
Teachers with other specific eligible qualification(specify) M. Phil.			
Technical staff			
Administrative staff			

✱ There is one part time (Female) teacher in the Dept.

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?



1. Preparation of admission criteria & panel for admission.
2. Distribution of classes among the teachers of the Dept. & unitisation of syllabus for different modules.
3. Preparation of questions for internal examinations & publication of results.

8. Number of students in the department during the current year: (2004-2005)

		Female	Male	Total
Students from the same state where the college is located	Hons-	8	41	49
	Gen -	5	12	17
Students from other states of India				
NRI students				
Other overseas students				
Grand Total				

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

- ✿ Through class tests, annual and test examinations, counselling the students in the classes etc.

10. Furnish the following details(in figures):

- Books in the department library: 1681 as on Nov 2004
- Journals/periodicals subscribed by the department: Nil
- Computers in the department: 02 (Two)
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects: Nil
- Teachers who have attended national/international seminars during the last two years : 07 (Seven)
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Hons – 22 Gen – 33			Hons – 21 Gen – 15		
Drop-outs	Hons– 12 Gen – 25 *			Hons – 09 Gen – 14 *		
Appeared for the final year exam	Hons– 10 Gen – 08			Hons – 12 Gen – 01		
Passed in the final exam	Hons – 09 Gen – 06			Hons – 07 Gen – 01		
Passed in first class	Nil			Nil		
University ranks, if any	Nil			Nil		

* Hons students passed Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 3

Filled: 3

13. How often were national/international seminars, workshops etc. organised at the department?

✿ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

✿ Dr. M.K. Roy enjoyed minor Research Project of Rs. 10,000/- (U.G.C) in the year 1994.

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-Sation	Age	Sex
Dr. Umesh Chandra Pan	Reader	Ph.D.	Elasticity	59	M
Dr. Mrinal Kanti Roy	Reader	Ph.D.	Relativistic MHD	55	M

Dr. Ujjal Kumar Mukherjee	Lecturer	Ph.D.	Fuzzy Topology	40	M
Sumitra Rudra	Part Time Teacher	M.Sc.	Pure Maths	24	F

(b) Experience of the teachers:

Name of the Teacher					Research
	UG	PG	UG	PG	
Dr. U. C. Pan	26 Years				15 Years
Dr. M.K. Roy	23 Yrs				19 Yrs
Dr. U.K. Mukherjee	4.5 Yrs				12 Yrs

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Dr. U. C. Pan stood First in First Class in M.Sc. and awarded Gold Medal by the Burdwan University.

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ 3 Faculty Members. 100%

18. List the major thrust areas within the subject in which research activities are being pursued.

- Elasticity – Dr. U.C. Pan.
- Relativistic MHD, Voids and Cosmic Strings – Dr. M. K. Roy
- Fuzzy Proximity, Fuzzyness – Dr. U. K. Mukherjee.

19. Give details of ongoing projects funded by external agencies. ✿ Nil

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities *etc.*) acquired over the years?

✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years? 5 + 1

✿ 1. Dr. U.C. Pan

Study Materials (Elective Mathematics of Honours Standard)

a) Two chapters on Integral Calculus.

b) Four chapters on Vector Algebra and Vector Calculus.

c) Five chapters on Mathematical Analysis

Published by Netaji Subhas Open University, Kolkata, (2001-2003)

✿ 2. Dr. M.K. Roy

a) The Collapse & Voids in Robertson- Walker Universe with non-zero spatial Curvature- Roy, Chowdhury, Banerjee – Ind. J. Pure & Applied Maths. 31 (8), 1051-58 (Aug-2000)

b) The Collapse of Voids in Robertson- Walker Universe with non-zero spatial Curvature – Roy et al. – Bull. Astr. Soc. Ind. (2000), 28, 419-421.

✿ 3. Dr. U. K. Mukherjee

a) Role of Fuzzy Clans in the Fuzzy Proximities – Chattopadhyay, Mukherjee, Samanta : The J. of Fuzzy Maths. 8 (1), (2000).

b) Product f-proximities in Fuzzy Setting - Chattopadhyay, Mukherjee, Samanta : Fuzzy Sets and Systems. 121, (2001), 191-201.

c) Fuzzy Precompactness spaces - Chattopadhyay, Mukherjee, Samanta : The J. of Fuzzy Maths. 8 (3), (2000).

d) Role of classes in the Proximities in a Lattice Chattopadhyay, Mukherjee, Samanta : Ind. J. Pure & Applied Maths. 33 (10), (2002), 1459-76.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 24 Periods of each teacher per week in the Department of Mathematics.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 hours per week and 15 hours for academic matter per week.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ Class tests, Counselling in the classes.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ By reading Scientific journals, books and attending conferences, seminars etc.

27. What is the annual budget allocation of the college to the department?

✿ Allotted money time to time for purchasing books, mathematical Calculators & Computers.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☒ No ☐

✿ Dr. U.C. Pan – Actively associated with Netaji Subhas Open University, acted as examine and expert in the interview board of SSC of the West Bengal Govt., acted as examiner and Chairman (Exam.) B.U.

✿ Dr. M.K. Roy – Associated with the University of Burdwan as Guest Lecturer and also acted as Referee of Scientific Journal.

✿ Dr. U.K. Mukherjee – Actively associated with Netaji Subhas Open University in the preparation of Study Materials.

If yes, how much has been earned during the last two years? ✿ Nil.

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	17 : 30 11 : 150		
Success rate (examination results)	H-35 % Gen - *		
Progression to higher education rate	Av. 10%		
Employment rate	Av. 40%		
Ratio of part-time teachers to full-time teachers	1 : 3		
Ratio of academic staff to administrative staff	3.25 : 0		

* Accurate success rate of students in Gen. Subject can not be calculated as the Honours students are not required to study gen. Subjects in Part-II after passing those in Part-I (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 28 : 3.25 (2004-2005)
- Number of research papers published 6 + 7 + 11 = 24

32. Has the department received any special support for teaching or research?

Yes ☒ No ☐

- ✿ Dr. Roy received a grant of Rs. 10000/- from the UGC for the Minor Research Project “Cosmicstrings, Voids and other relics of Big Bang” in the year 1994 and published three Research Papers.

33. Any other information which highlights the unique achievements of the department:

III. Inputs from the Departments

1. Name and address of the department: **Department of Physics,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No. 1658 Edn/CS Dt. 13.09.78
4C-94/78
4. Built-up area of the department in sq. m. 86 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
3 Yr. B.Sc (Gen) Pure Sc.	Under Graduate	30 %	Gen – 51

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	01+01	00	01+01
Teachers with Ph.D. or equivalent as the highest qualification	01	00	01
Teachers with PG or equivalent as the highest qualification.	00	00	00
Teachers with other specific eligible qualification(specify) * Graded Lab.Instructor.	01	00	01
Technical staff, Lab Attendance	01	00	01
Administrative staff	00	00	00

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?

- Selection of the candidates for admission session.
- Distribution of syllabus module during session.
- Holding class tests and interviews of the students.
- Holding discussion for scientific work and awareness.
- Maintenance of the laboratory.

8. Number of students in the department during the current year: (2004-2005)

	Female	Male	Total
Students from the same state where the college is located Gen -	10	41	51
Students from other states of India	00	00	00
NRI students	00	00	00
Other overseas students	00	00	00
Grand Total	10	41	51

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

10. Furnish the following details(in figures):

- Books in the department library: 647 as on Nov 2004
- Journals/periodicals subscribed by the department: Nil
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects: Yes, (Own resource)
- Teachers who have attended national/international seminars during the last two years : Nil
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Gen – 55			Gen – 36		
Drop-outs	47 *			35 *		
Appeared for the final year exam	08			01		
Passed in the final exam	06			01		
Passed in first class	Nil			Nil		
University ranks, if any	Nil			Nil		Nil

* Hons students passed Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 02 (Two)

Filled: 01 (One)

13. How often were national/international seminars, workshops etc. organised at the department?

⊗ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

⊗ Nil.

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Age	Sex
Haraprasad Ray	Reader	Equivalent to Ph.D.	Radionics in PG level & Particle physics in research level.	51 yrs.	M

Shyamal Bhattachryya	Graduate Lab Instructor	B.Sc	Pure Science	51	M

(b) Experience of the teachers:

Name of the Teacher	General				Research
	UG	PG	UG	PG	
Haraprasad Ray	25 Years 6 months				

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

⊗ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

⊗ 100%

18. List the major thrust areas within the subject in which research activities are being pursued.

- Quark structure of haduons.
-

19. Give details of ongoing projects funded by external agencies. ⊗ Do not arise.

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post martum facilities experimental surgery and medicine facilities *etc.*) acquired over the years?

⊗ Nil.

21. What is the total number of publications (add the list) of the department in the last five years? - One

- ✿ Study of radiative B decay considering two Higgs doublet models and the fourth generation in the quark sector – H.Roy, S. Biswas and V.P. Goutam. – Published in FIZIKAB II (2002) 2, 103-114.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

- ✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

- ✿ 24 Per week.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

- ✿ 25 hours per week (minimum)
- ✿ 10 hours/week (minimum)

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

- ✿ Through counseling, Class tests, Practical works etc.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

- ✿ Consulting with Library books, free and classed discussion with the students, participating state level and national and international seminars.

27. What is the annual budget allocation of the college to the department?

- ✿ Funds are allocated to the department for purchasing books, supply of journals and replacement of used instruments and purchase of new instruments of the laboratory.

28. How much of research funding has been generated by the teachers from other agencies?

- ✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

If yes, how much has been earned during the last two years?

⊗ Nil

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	25 : 150		
Success rate (examination results)	*		
Progression to higher education rate	Av 10%		
Employment rate	Av 40%		
Ratio of part-time teachers to full-time teachers	0 : 2		
Ratio of academic staff to administrative staff	2 : 1		

* Accurate success rate of Gen. Course student can not calculated as the Honours candidate are not required to study gen. Subjects in Part-II as Per (B.U. Exam. Rule).

31. Furnish the following data :

- Ratio of students to teachers 25 : 2 (2004-2005)
- Number of research papers published 06

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

- ⊗ H.P. Roy, Reader in Physics is continuing his research activities after discharging all his duties necessary to maintain the department where there is no lecturer other than H.P. Roy. H.P. Roy is now working in the field of “quarkstructure of haduons.”

III. Inputs from the Departments

1. Name and address of the department: **Department of Chemistry,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1978 – 79 Session
Vide Letter No 1658 Edn/CS Dt. 13.09.78
4C-94/78
4. Built-up area of the department in sq. m. 104 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three Years Degree Course	Under Graduate	30%	103

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	02 + 01	Nil	3
Teachers with Ph.D. or equivalent as the highest qualification	02	Nil	02
Teachers with PG or equivalent as the highest qualification	Nil	Nil	Nil
Teachers with other specific eligible qualification(specify) Graduate Lab Instructor	01 Instructor	Nil	1
Technical staff	Nil	Nil	Nil
Administrative staff: Lab Attended	01	Nil	01

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?



1. Preparation of admission criteria.
2. Distribution of classes on unitisation of the syllabus in different modules.
3. Holding of class tests.

8. Number of students in the department during the current year: (2004-2005)

	Female	Male	Total
Students from the same state where the college is located	21	82	103
Students from other states of India			Nil
NRI students			Nil
Other overseas students			Nil
Grand Total	21	82	103

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

- ✿ Class tests, annual examination and test examinations are performed to assess and then enrich the academic standard of the students.

10. Furnish the following details(in figures):

- Books in the department library: 605 as on Nov 2004
- Journals/periodicals subscribed by the department: Nil
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects 01, Own Resource
- Teachers who have attended national/international seminars during the last two years : Nil
- Teachers who have been resource persons at Nil

workshops/seminars during the last two years :

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Gen – 83			Gen – 56		
Drop-outs	61*			47*		
Appeared for the final year exam	22			09		
Passed in the final exam	20			08		
Passed in first class	Nil			Nil		
University ranks, if any	Nil			Nil		

* Hons students passed Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 02 (Two)

Filled: 02 (Two)

13. How often were national/international seminars, workshops etc. organised at the department?

✱ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

✱ Kripasindhu Mondal enjoyed FIP (UGC) w.e.f. 15.02.85 to 14.02.88 for Ph.D.

✱ Nitai Chand Sinha enjoyed UGC fellowship from 1982-1985 for Ph.D. degree engaged in Research Work (Post Doct.) in Jadavpur University in the department of Chemistry (Organic)

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-Sation	Age	Sex
Dr. Kripasindhu Mandal	Reader	Ph.D.	Inorganic	50	M
Dr. Nitai Chand Sinha	Reader	Ph.D.	Organic	49	M

Krishna Chandra Nandi	Graduate Lab Instructor	B.Sc. B.A.	Pure Sci.	48	M

(b) Experience of the teachers:

Name of the Teacher					Research
	UG	PG	UG	PG	
Dr. K.S. Mondal	26Yrs				3 Yrs
Dr. N.C. Sinha	20 Yrs				15 Yrs

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

⊗ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

⊗ Nil

18. List the major thrust areas within the subject in which research activities are being pursued.

- Investigation of some organic reaction of synthetic utility by Dr. N.C. Sinha
-

19. Give details of ongoing projects funded by external agencies. ⊗ Nil

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities etc.) acquired over the years?

⊗ Nil

21. What is the total number of publications (add the list) of the department in the last five years?

- ✿ 1. One paper presented in State Level Seminar (2002)
- ✿ 2. One paper communicated to the Oriental Journal of Chemistry. (2004)

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 24 Periods of each teacher per week.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 hours per week in teaching 10 hrs in per week in academic matter.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ Assessment through class tests.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ Teacher fellowship on FIP programme engaged in research work in the department of Chemistry (Organic) in synthetic organic Chemistry. Updating knowledge through reading. Journals & Books & participating Seminars & Workshops.

27. What is the annual budget allocation of the college to the department?

✿ Allocation of fund for purchasing Lab. goods, books, journals etc are made from time to time.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☒ No ☐ * Examiner in School Service Commission in the Year 2001, 2004
Examiner in the West Bengal Joint Entrance Examination 1999.

If yes, how much has been earned during the last two years? * Nil

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	54 : 150		
Success rate (examination results)	*		
Progression to higher education rate	Av. 10%		
Employment rate	Av. 40%		
Ratio of part-time teachers to full-time teachers	0 : 3		
Ratio of academic staff to administrative staff	3 : 1		

* Accurate success rate of students in Gen. Subject can not calculated as the Honours students are not required to study gen. Subjects in Part-II after passing these in Part-I (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 54 : 3 (2004-2005)
- Number of research papers published 2 + 5

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

* Dr. S.K. Mondal

- * I) Acted as subject expert for the preparation of a panel of Asst. Teacher in chemistry at Maharampur School, Mahamaya School, Belmuri School.
- * II) Acted as venue Supervisor for H.S. Exam 1995-96.
- * III) Acted as center Secretary for H.S. Exam 1999 and 2000.
- * IV) Acted as Asst. officer -in- charge for Degree Exam. for last seven years
- * V) Acting as Associated NCC officer since 1982.
- * VII) Acted as president of S.C. College Employees - Co. op- credit Society Ltd. for the period 1997 to 2003.
- * Dr. N. C. Sinha: - Examiner in West Bengal Joint Entrance Examination 1999,2000 Examiner of School Service Commission 2001,2004

III. Inputs from the Departments

1. Name and address of the department: **Department of Zoology,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1994 – 95 Session
Vide Letter NoIC/Affi/181(20)
Dt. 13.09.94
4. Built-up area of the department in sq. m. 55 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three Years Degree Course (Bio Science)	Under Graduate	30%	51

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	2	Nil	2
Teachers with Ph.D. or equivalent as the highest qualification	2	Nil	2
Teachers with PG or equivalent as the highest qualification	Nil	Nil	Nil
Teachers with other specific eligible qualification(specify) Graduate Lab Instructor	01 Instructor	Nil	1
Technical staff	Nil	Nil	Nil
Administrative staff: Lab Attended	01	Nil	01

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?



1. Helping the administration to the time of admission.
2. Preparation of class routine and distribution of syllabi in different modules.
3. Holding of class tests.

8. Number of students in the department during the current year: (2004-2005)

	Female	Male	Total
Students from the same state where the college is located	10	41	51
Students from other states of India			Nil
NRI students			Nil
Other overseas students			Nil
Grand Total	10	41	51

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

10. Furnish the following details(in figures):

- Books in the department library: 414 as on Nov 2004
- Journals/periodicals subscribed by the department: Nil
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects 1 (One)
- Teachers who have attended national/international seminars during the last two years : 1 (One)
- Teachers who have been resource persons at workshops/seminars during the last two years : Dr. Jagannath Chattopadhyay

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Gen – 28			Gen – 20		
Drop-outs	16			12		
Appeared for the final year exam	12			08		
Passed in the final exam	12			07		
Passed in first class	03			01		
University ranks, if any	Nil			Nil		

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 02 (Two)

Filled: 02 (Two)

13. How often were national/international seminars, workshops etc. organised at the department?

☒ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

☒ Attached to the Dept. of Zoology, Burdwan Univ., for prosecuting Research work.

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Dr. Samir Kumar Das	Reader	Ph.D.	Fish & Fisheries	51	M
Dr. Jagannath Chattopadhyay	Senior Lecturer	Ph.D.	Entomology	40	M
Nabin Mukherjee	Graduate Lab Instructor	B.Sc.	Pure Sci.	49	M

(b) Experience of the teachers:

Name of the Teacher					Research
	UG	PG	UG	PG	
Dr. Samir Kumar Das	10 Yrs				12 Yrs
Dr. Jagannath Chattopadhyay	6 Yrs 8 Months				13 Yrs

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Dr. Samir Kumar Das (Gold Medelist)

Dr. Samir Kumar Das has been nominated as an International Scientist of the Year-2004 by the IBC, Cambridge, England

✿ Dr. Jagannath Chattopadhyay (F.Z.S.E.I)

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ 50%

18. List the major thrust areas within the subject in which research activities are being pursued.

- Dr. S.K. Das : Study of the Systematic and Biology of Limnobiontic Chironomids (Diptera; Chironomidae) of South Bengal.
- Dr. S.K. Das : Study of the Toxonomy of Chironomids of Andaman Island.
- Dr. J. Chattopadhyay: Study of the biology of some Swallowtail Butterflies (Lepidopters; Papilionidea) of West Bengal.
- Dr. J. Chattopadhyay: Ultra structure of defensive gland (Osmeterium) of Swallowtail Butterfly Larvae.

19. Give details of ongoing projects funded by external agencies. ✿ Nil

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities *etc.*) acquired over the years?

✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years?

✿ Dr. J. Chattopadhyay: Books. (I) Lab. record book for B.Sc. Part-I Zoology (General)
- Book Syndicate Pvt. Ltd (2000)
(I) Lab. record book for B.Sc. Part-II Zoology (General)
- Book Syndicate Pvt. Ltd (2000)

✿ Paper: Trends and Seasonal Fluctuation in the Population counts of *Graphium agamemnon* Agamemnon(L.) and *Graphium doson doson*(F.) Larvae in Burdwan Region, W.B. – Recent Advances in Animal Science Research: Vol-II PP-251-254

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 16 Periods of each teacher per week.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 hours a week of which 16 hours for academic matters and 9 hours spent on committees that deal with academic matters.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ Through tutorial classes and class tests.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

- ✿ Updating knowledge through reading journals, books and surfing of Internet and participating in State & National Level Seminars and Workshops. Inter departmental exchange of views by organizing seminars.

27. What is the annual budget allocation of the college to the department?

- ✿ Allocation of funds from time to time for purchasing of books and laboratory equipments as and when sanctioned by the UGC and the college.

28. How much of research funding has been generated by the teachers from other agencies?

- ✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

If yes, how much has been earned during the last two years?

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	29 : 30		
Success rate (examination results)	35 %		
Progression to higher education rate	Av. 10%		
Employment rate	Av. 40%		
Ratio of part-time teachers to full-time teachers	0 : 3		
Ratio of academic staff to administrative staff	3 : 1		

31. Furnish the following data :

- Ratio of students to teachers 51 : 3 (2004-2005)
- Number of research papers published $2 + 5 = 7$

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

- ✿ I) Publication of books = 4 including 3 Lab. Record Books.
- ✿ II) Resource person in 1-year post B. Sc. Application Oriented Course in Science, Binoy. K. Chawdhury, R.T.C., Burdwan University.
- ✿ III) Attached to the Examination System of B.Ed. Science Course of Burdwan University.

III. Inputs from the Departments

1. Name and address of the department: **Department of Botany,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1994 – 95 Session
Vide Letter No. IC/Affi/181(20)
Dt. 13.09.94
4. Built-up area of the department in sq. m. 55 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three Years Degree Course (Bio Science)	Under Graduate	30%	51

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	01	Nil	01
Teachers with Ph.D. or equivalent as the highest qualification	01	Nil	01
Teachers with PG or equivalent as the highest qualification	Nil	Nil	Nil
Teachers with other specific eligible qualification(specify)	Nil	Nil	Nil
Technical staff	Nil	Nil	Nil
Administrative staff: Lab Attended	Nil	Nil	Nil

There is one Parttime (Male) teacher in the Dept.

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?



1. Utilisation of Syllabi in Different Modules & Distribution of Classes.
2. Conducting different exam including class tests and preparation of question papers & evaluation of answer scripts along with publication of results.
3. Conducting scientific tours.

8. Number of students in the department during the current year: (2004-2005)

	Female	Male	Total
Students from the same state where the college is located	10	41	51
Students from other states of India			Nil
NRI students			Nil
Other overseas students			Nil
Grand Total	10	41	51

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

10. Furnish the following details(in figures):

- Books in the department library: 509 as on Nov 2004
- Journals/periodicals subscribed by the department: Nil
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects: Nil
- Teachers who have attended national/international seminars during the last two years : Nil
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Gen – 28			Gen – 20		
Drop-outs	16			12		
Appeared for the final year exam	12			08		
Passed in the final exam	12			07		
Passed in first class	03			01		
University ranks, if any	Nil			Nil		

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 01 (One)

Filled: 01 (One)

13. How often were national/international seminars, workshops etc. organised at the department?

☼ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

☼ Dr. Q. Taheruzzaman visited different Universities Home and Abroad to attend trainings, Seminars as delegate and resource person. He also held different research positions in different Universities.

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Dr. Quazi Taheruzzaman	Sr. Lecturer F. Time	Ph.D.	Plant Ecology	45+	M
Tajuddin Abdul Alim	P. T. Lecturer	M. Sc.	Micro Biology	29	M

(b) Experience of the teachers:

Name of the Teacher					Research
	UG	PG	UG	PG	
Dr. Q. Taheruzzaman	6 Yrs 8 Months				13 Yrs

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

- ✿ Dr. Q. Taheruzzaman, DST Young Scientist Award in 1995, invited by Dhaka University Bangala Desh; Training done in Univ. of Venice, Itali.

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

- ✿ 100%

18. List the major thrust areas within the subject in which research activities are being pursued.

- BIOFERTILIZER
- POLLUTION
- ALLELOPATHY

19. Give details of ongoing projects funded by external agencies.

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post martum facilities experimental surgery and medicine facilities *etc.*) acquired over the years?

- ✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years? ✿ One

- ✿ ✿ Tajuddin Abdul Alim – Evaluation of Biomass, growth yield of Sesamum Indicum (B67) and impact of Bacteria, Arthropad, and Soil – Accepted by Kalyani University 2003.

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 16 Periods of each teacher per week.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 hours a week of which 16 hours for academic matters and 9 hours spent on committees that deal with academic matters.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ Through tutorial classes and class tests.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ By reading journals, books, surfing internet, participating orientation, refresher courses and seminars.

27. What is the annual budget allocation of the college to the department?

✿ Allocation of funds from time to time for purchasing of books, journals and laboratory equipments as and when sanctioned by the UGC and the college.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

If yes, how much has been earned during the last two years?

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	29 : 30		
Success rate (examination results)	35 %		
Progression to higher education rate	Av. 10%		
Employment rate	Av. 40%		
Ratio of part-time teachers to full-time teachers	1 : 1		
Ratio of academic staff to administrative staff	1.25 : 1		

* Accurate success rate of students in Gen. Subject can not be calculated as the Honours students are not required to study gen. Subjects in Part-II after passing there in Part-I (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 51 : 1.25 (2004-2005)
- Number of research papers published 16+ 1 = 17

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

- ✿ I) Writing regularly popular science articles in leading science magazine like Science Reporter (CSIR), daily news papers & College Journals
- ✿ II) Participating in Radio programmes of All India Radio, Kolkata.
- ✿ III) Regularly attending the rural health programmes as speaker on the importance of medicinal plants.

III. Inputs from the Departments

1. Name and address of the department: **Department of Commerce,**
Sarat Centenary College,
P.O. – Dhaniakhali, Dist – Hooghly.
2. Telephone number/s: 03213 – 255282
3. Date of establishment of the department: a) General Course: 1982 – 83 Session
Vide Letter No. IC/Affi/P/57/9/82
Dt. 09.06.1982
b) Honours (Accountancy): 1996-97
Session Vide Letter No. IC/Affi/P/57/135
Dt. 30.08.1986
4. Built-up area of the department in sq. m. 120 Sq. M.
5. List the different programmes (Level of Study = Certificate/ Diploma/ UG/PG Diploma/PG/ M.Phil./ Ph.D. etc. or equivalent) offered by the department together with the details required below:

Programme	Level of study	Cut-off marks at entry level in %	Student strength 2004-2005
Three Years Degree Course (General)	Under Graduate	30%	Gen. – 39
Honours Course		45%	Hons. – 37

6. Number of teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	03	Nil	03
Teachers with Ph.D. or equivalent as the highest qualification	Nil	Nil	Nil
Teachers with PG or equivalent as the highest qualification	3	Nil	3
Teachers with other specific eligible qualification(specify)	Nil	Nil	Nil
Technical staff	Nil	Nil	Nil
Administrative staff: Lab Attended	Nil	Nil	Nil

* There are four part time teachers (M) in the Dept.

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, what extent?



1. Preparation of admission criteria.
2. Preparation questions and publication results in the college internal exam.
3. Division and Distribution of Syllabus among the teachers of the dept. etc.

8. Number of students in the department during the current year: (2004-2005)

		Female	Male	Total
Students from the same state where the college is located	Hons.-	4	33	37
	Gen. -	2	37	39
Students from other states of India				Nil
NRI students				Nil
Other overseas students				Nil
Grand Total		6	70	76

9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

- ✿ To enrich the students' academic standing departmental organizes class tests, also by the counseling the students in the classes. The college holds annual and test exams.

10. Furnish the following details(in figures):

- Books in the department library: 2063 as on Nov 2004
- Journals/periodicals subscribed by the department: Nil
- Computers in the department: Nil
- Research projects completed during the last three years and their total outlay: Nil
- Ongoing research projects: Nil
- Teachers who have attended national/international seminars during the last two years : 04
- Teachers who have been resource persons at workshops/seminars during the last two years : Nil

11. Details of the last two batches of students:

	Batch 1 : 2000- 03			Batch 2 : 2001- 04		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	Hons – 20 Gen – 68		88	Hons – 20 Gen – 30		50
Drop-outs	Hons – 05 Gen – 48 *			Hons – 05 Gen – 14 *		
Appeared for the final year exam	Hons – 15 Gen – 20			Hons – 15 Gen – 16		
Passed in the final exam	Hons – 11 Gen – 15			Hons – 12 Gen – 11		
Passed in first class	Hons – 1			Hons – 2		
University ranks, if any	Nil			Nil		

* Hons students passed Part - I Exam not studying in Part - II General Course.

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned: 03 (Three)

Filled: 03 (Three)

13. How often were national/international seminars, workshops etc. organised at the department?

☼ Nil

14. Are there any international or national links/collaborations for teaching, research or both?

☼ Nil

15.

(a) List the teaching staff, with their designations, qualifications, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Naba Kumar Bhangi	Sl. Grade Lecturer	M. Com.	Accountancy	55	M
Anindya Raut	„	M. Com.	Accountancy	50	M
Jyoti Prakash Halder	„	M.A.	Economics	49	M

Name of the Teaching staff	Desig-nation	Highest Qual.	Speciali-sation	Age	Sex
Dr. Susanta Chakraborty	Part time Teacher	Ph.D.	Accountancy	56	M
Prakash Singha Roy	Part time Teacher	M. Sc.	Operation Research	34	M
Nirmal Sur	P T Teacher	M. Com.	Accountancy	31	M
Susanta Karmakar	Part time Teacher	M. Com.	Accountancy	34	M

(b) Experience of the teachers:

Name of the Teacher	General		Honours		Research
	UG	PG	UG	PG	
N. K. Bhangi	24 Yrs		8 Yrs		
A. Rout	23 Yrs		8 Yrs		
J. P. Halder	20 Yrs		8 Yrs		

16. How many from the teaching staff have received national/international recognition as fellows, awardees etc.?

✿ Nil

17. What percentage of the faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

✿ Nil

18. List the major thrust areas within the subject in which research activities are being pursued.

- Nil

19. Give details of ongoing projects funded by external agencies. ✿ Nil

Funding agency	Amount (Rs.)	Duration (years)	Collaboration, if any

20. What are the basic and advanced facilities, available and (like botanical garden, field laboratories, animal house, computing facility, major equipment, mortuary, post mortum facilities experimental surgery and medicine facilities etc.) acquired over the years?

✿ Nil

21. What is the total number of publications (add the list) of the department in the last five years?

✿ Nil

22. Have any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

✿ Nil

23. What is the average work load in terms of actual contact lectures per week per teacher?

✿ 24 Periods of each teacher per week.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

✿ 25 hours a week of which 15 hours for academic matter per week.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

✿ Counseling, Class tests, annual and test examinations of the students.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

✿ Through regular participation refresher courses and seminars and library works.

27. What is the annual budget allocation of the college to the department?

✿ Budget allocation: Books & journals.

28. How much of research funding has been generated by the teachers from other agencies?

✿ Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

If yes, how much has been earned during the last two years?

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	H– 7 : 30 G– 10:150		
Success rate (examination results)	Hons-60% Gen *		
Progression to higher education rate	Av. 10%		
Employment rate	Av. 40%		
Ratio of part-time teachers to full-time teachers	4 : 3		
Ratio of academic staff to administrative staff	4 : 0		

* Accurate success rate of students in Gen. Subject can not calculated as the Honours students are not required to study gen. Subjects in Part-II after passing these in Part-I (B.U. Exam. Rule)

31. Furnish the following data :

- Ratio of students to teachers 17 : 4 (2004-2005)
- Number of research papers published Nil

32. Has the department received any special support for teaching or research?

Yes ☐ No ☒

33. Any other information which highlights the unique achievements of the department:

**Self Analysis of the Institution
Part II of The Self Study Report
of
Sarat Centenary College,
Dhaniakhali, Hooghly, West Bengal**

PROFILE OF THE COLLEGE

Introduction

Sarat Centenary College is situated at Dhaniakhali in Chinsurah Subdivision of Hooghly, West Bengal in the trans Damodar –Bhagirathi deltaic region which is linked with the nearby towns and cities by Howrah – Budrwan chord rail and road ways. Since the pre British period this region has been renowned for her cotton handloom industry and agricultural economy. Not only that, Dhaniakhali is famous for her role in the history of anti- British mass struggles through the swadeshi, Gandhian and the Tebhaga movements. Culturally too this locality is marked with the features of traditionality and modernity. The total population of the Dhaniakhali Block is recently estimated to be 2,93,305 of which 30% belongs to the schedule castes, and 4% to the schedule tribes. The artisans engaged in weaving and other small-scale industries, rich peasants and the landless proletariat have formed the majority of the total population. With the mission of spreading higher education to the socially and economically backward sections of the locality, the college was founded in 1976 by the local enterprising people with the public donation and land grants. The Government of West Bengal initially gave it recognition as junior college with higher Secondary course. Later it was upgraded to a degree college under the grant in –aid scheme of the government and it was extended affiliation of by the University of Burdwan with all the three streams – Arts, Science and Commerce. In 1990s Honours courses had been extended affiliation to this college by the University of Burdwan in Political Science, English, Mathematics, Accountancy and later in History and Bengali in response

to the growing public demand emerging from the changing socio-economic scenario in the rural sector of economy. Extension of affiliation of geography general in course has been made to this college under self-finance scheme from the session 2002 — 03. Of late, the proposals have been forwarded to the West Bengal Council for Higher Education, and the University of Burdwan seeking extension of affiliation to Honours courses in chemistry, Philosophy, Sanskrit, Geography under self finance scheme with the completion of the constructions of the new class rooms with the grant received from the M.P. and M.L.A. Local Area Development Fund. The Governing Body of this college has recently adopted resolutions to introduce vocational courses in pisciculture, seed technology and printing technology suitable to the local environment of economy. The college is making efforts to introduce computer training center. Meanwhile the West Bengal Council for Higher Secondary Education had withdrawn the affiliation to the H.S. courses in pursurance of the principle taken by the Government of West Bengal in 2002.

Infrastructural facilities now provided to the taught have now developed largely with the grants from the U.G.C. State Government, M.P., M.L.A Local Area Development Funds, Public donations, and the self resources of the college. It is noteworthy to say that the college recently Completed three spacious class rooms on the 2nd floor of the old college building with the resources collected from the local people, the members of the teaching and the nonteaching staff as well as from the development fund of the college, to mark the Silver Jubilee celebration of the college observed in 2001 – 2002.

The college is proud to have a good library furnished with a good stock of books both texts and references and academic journals. The college has separate laboratories each for physics, chemistry, Mathematics, Zoology and Botany for practical classes. With its own resources the college has founded and developed a laboratory for the Geography course (general) under self-finance scheme. The college can pride itself on its N.C.C. units established in 1981 under the Army

wing, 43 Bengal battalions, Chinsurah. Recently the girls students of this college have been inducted to this unit. 'B' and 'C' certificates are offered to the successful cadets in the N.C.C. examinations. With getting this training some of the ex-students of this college have been serving the country as army personnels. This college has been running two N.S.S. units which link the students and the teachers and the non-teaching staff with the local environments through social services. Recently a Science Club has been floated by the N.S.S. consisting of the N.S.S. volunteers and the Science teachers of this college. The college students union constituted each year according to the Statute of the University of Burdwan, consisting of the student members elected for one year by the regular students plays a responsible role for the all-round developments of this institution.

Since mid – 1980s the college has made a steady progress trying to elevate the academic, social and cultural life inside the campus and it becomes a center of cultural activities in the region. The institution started with only thirty students is now having the strength nearly one thousand four hundred students. Several of our former students have attained position of distinction in various segments of life. Some of the young medical practitioners, engineers, judges, advocates, teachers at the college and university levels home and abroad, are the ex-students of this institution. The college offers all sorts of opportunities, to its students to shine in sports, debate and other cultural activities. The college has a big play ground for out door games. The college through the students union organises Annual Social and cultural functions in which the students, teachers and the non-teaching staff have taken active parts. A group of the ex-students of the college have established a drama association in the locality which go on staging plays in the Annual cultural functions of the college. Some of the former and present students and one teacher of the college have got chances to telecast their cultural performances through the different channels of the Television.

There are twenty two full time non teaching staff, and twenty seven full time teaching staff of which fifteen members have acquired Ph.D degree and three

M.Phil degree. There are nineteen part time teachers engaged by the college through selection committee who are paid by the college from its own fund. For the benefit of the teaching and the non teaching staff the college runs employees credit cooperative society affiliated with the Hooghly District central cooperative Bank Ltd. The Memorable days, (The few of which are Independence day, Republic Day, birth anniversaries of M. Gandhi, Netaji S.C.Bose, R.N. Tagore, Guru Nanak, S.C. Chattopadhyay, Nabi Dibas) are observed and celebrated luminously at the college premises through varying programmes and performances. In commemoration of the birth-day of Sarat Chandra Chattopadhyay after whom the college has been named, Sarat Smarak Baktrita as annual lecture has been introduced recently by the Governing Body of the college. The N.C.C. cadets and the N.S.S. Volunteers perform different social works on those red letter days. A State Level Seminar on “The Post-Modern Themes on Social Sciences” funded by the U.G.C was held on 28th and 29th November 2002 under the hostage of the college. Some resource persons of towering scholastic distinction, hailed from kolkata and Burdwan, gave to the seminar a stamp of enormous height and diversity of perfection for which it was organised. This was well attended by the scholars, teachers and the student from the different universities and colleges. The proceedings and papers of the seminars have been developed into a book brought out recently with the financial assistance from the college. Yet this college has many points of weakness and suffers from limitations to reach its goals. But we are resolute to overcome those through our united efforts and industriousness.

CRITERION 1

CURRICULAR ASPECTS :

i) **Compatibility of the programmes with goals and objectives :** Since the foundation of the college, the organizational committee had chartered objectives to spread higher education and knowledge specially among the down-trodden sections of the society and to provide equal opportunities for access to higher

education to this section and to develop and upgrade the conditions of the people economically and culturally. The courses affiliated to this college by the University are compatible with the goals and objectives of the institution. The courses provide avenues of employment and access to both post graduate education and competitive examinations. But it is equally true that only conventional subjects have been introduced during the last of twenty five years to cater to the needs and demands of the locality. The Governing Body has recently taken resolutions and efforts to introduce vocational course in the fields as stated above.

ii) **Initiation, review and redesign of programmes** : The college plays an important role in the process of initiation and revision of syllabi. The Heads of the departments of the respective subjects, taught in the college, participate in the workshops organised by the university to review the proposals for revision of syllabi. The introduction of the new courses in addition to the existing ones is difficult for the college since the state Government is not creating new teaching posts. However, the college has introduced Geography (General) under self-finance scheme from the session 2002-03 and sought extension of affiliation to Honours courses in chemistry, physics, philosophy, Sanskrit and Geography under self-finance scheme. The college is not in a position to appoint full time teachers in the department of geography run under the above scheme due to the financial constraints.

iii) **Feed back on programmes** : The college does not have any method of obtaining feed back from academic peers regarding the course contents.

iv) **Programme options** : The institution offers B.A, B.SC,(Pure and bio) and B.Com programmes. Four subjects in Arts, one subject in science and one in commerce have been offered at honours level. Efforts have also been made to introduce Honours course in other subjects in Arts and science. B.A(general) students have been offered options to choose three combination subjects in total which are divided into two groups. They have to choose either all the three

subjects of group A or any two of group A and one of Group B. The students having Honours course have to choose two combination subjects – one from group A and another from Group B. In Science and commerce streams there are no options for the students.

CRITERION 2

Teaching – Learning & Evaluation :

- i) **Judging students' know ledge & bridge remedial courses:** Annual Examinations and Test Examinations are held regularly. Only those of the students who qualify themselves through their performance in the Test Examination are sent up for the Final University Examinations. Recently tutorial classes are organised for the students showing poor performance. But the college can not hold class tests regularly for want of teaching days. Recently attempts have been made to introduce remedial course for the socially and economically backward sections specially the scheduled caste and scheduled tribe students with the partial grant received from the U.G.C in the Tenth plan period. For the shortage of staff we fail to hold tutorial classes for the students in General courses in Arts. The chief-most constraints and obstructions underlie the holding of the need-based class tests and Tutorial classes due to the massive spectrum of syllabi prescribed by the University as well as for the dearth of working days at the college as scheduled by the University. Yet the faculties leave no stone unturned to hold class tests and tutorial classes as and when possible and feasible.
- ii) **Teaching – Learning process & use of New Technology in Teaching:** The College has already taken pride in the quality of teaching. Regarding the admission of the students the college wants to stick to the principles of academic merit shown by the candidate in the last public Examinations (H.S or equivalent examinations). But the college relies on conventional teaching method which is supplemented by multi

dimensional approaches like laboratory works, academic tours, field surveys and proper interactions with the students. Recently Computers have been installed in the Department of Mathematics. For the Department of zoology the college has purchased an over Head projector with the financial assistance from the U.G.C. Efforts have been made by the college to purchase more modern teaching aids within a very short period.

- iii) **Co curricular Activities:** The college has a tradition of well-balanced charter of games and sports and cultural activities annually framed. It has a good play ground for soccer and cricket tournament and practices and for holding annual sports meets. Through the students' union the college holds social and cultural functions and competitions in which the students take always active part with the assistance from the teaching, non-teaching staff as well as the members of the alumni association. The college holds debate, extempore lecture, music (vocal), recitation competitions and extempore dramatic displays under the leadership of the students union. Prizes are awarded to the winner on the spot. The college tries to provide more opportunity for sports and games and cultural activities. Recently the college has received a grant of Rupees Three lakhs from the Union Ministry of Youth Affairs and Sports for the purchase of non-consumable goods for the infra-structural development of sports and games of the College. The utilization of this grant would help the college renovate the infrastructure of the games and sports.
- iv) **Examination process and innovatives Evaluation Method :** The college conducts Annual examinations, Test examinations. Besides, the respective departments hold class tests. The patterns of questions in these examinations are modelled after the patterns framed by the University of Burdwan.

- v) **Recruitment of faculty and faculty Development programme :** The College recruits the full time teachers against the approved posts in pursuance of recommendation of the West Bengal College Service Commission following the norms of the 100-point Roster. The engagement of the part time teachers are made by the college under self finance scheme through the respective selection committees constituted by the Governing body of the college. The selection committee consists of three members from amongst the members of the Governing body and one subject expert. Since the college is located far away from the urban area, it is not always easy to find suitable candidates for engagement as part time teachers specially in science subjects inspite of proper advertisements for it through the state level and local newspapers. Selections of part time teachers are made on the basis of the twin principle of merit and credit.
- vi) **Evaluation of Teaching, Research and Work satisfaction of the faculty :** The college evaluates the performance of the teacher mainly through students' responses and the teachers' self-assessments with full co-operation of the teachers themselves. The faculty-wise results of the Final Examinations work as barometers to read the parameters of the teachers worth proficiency and efficiency. Intensive research works of the faculty members testifies to their academic professionalism and intellectual depth.
- vii) **Access to the National and international linkages :** The college is located in a remote rural area and it has not been possible to establish frequent linkages with the rich institutions. However the college encourages the teachers to establish such linkages. One teacher in the department of zoology has been nominated as an International Scientist of the year, 2004 by the International Biographical center, Cambridge, CB2 3QP England. The same organization has declared him as one of

the outstanding scientists of the 21st century. One teacher in the department of Sanskrit has been declared as ‘Woman of the year’ by the American Biographical institute, INC, U.S.A, 2001. One senior teacher in the department of Botany had shown proven credit to win Young Scientist Award’ from the Department of Science and Technology, New Delhi, Nov.1995. This is no mean achievement for a rural college. Some of the teachers maintain such linkages through attending and presenting papers in the National and International Seminars. Beside, most of the teachers have access to the National library, Asiatic Society, Institute of R.K. Mission Institute of Culture, Center for Social Sciences, Kolkata and the Universities of Kolkata, Jadavpur, Burdwan and a variety of NGOs of philanthropic order.

CRITERION 3 :

Research, consultancy and Extension output :

- i) **Promotion and Sustenance of research Culture and research output :** An undergraduate college do not have much scope for research. However, one teacher in the department of Political Science received grant from the U.G.C under post – doctoral Minor research Project in the IXth Plan period and he has duly completed his research project. The college promotes research projects by sanctioning study leave as permitted by the University statute for the Ph.D degree and encourages research on topics of social relevance. Two teachers in Arts faculty have brought out recently two research oriented books in social science. Recently a corpus of research papers written by the teachers of different faculties has been brought out in the form of academic Journal. The teachers of

this college have also contributed a good numbers of papers in the proceeding volume of the State Level Seminar organised by this college in Nov. 2002 under the financial assistance from the U.G.C. One of the teachers in the Department of Sanskrit presented paper in the oriental conference held at Helsinki, Finland in 2003. In different national and international levels of seminars some of the teachers presented papers and acted as guest speakers as well. One of the teachers is conducting research works leading to the Ph.D degree as supervisor of a scholar in the department of History, The University of Burdwan. Another teacher in the department of mathematics has got permission from the Register, the University of Burdwan. Another teacher in the same department acted as joint supervisor for the Ph.D. works under the Indian School of mines, Dhanbad. One teacher in the department of History and two in the department of Political Science have been engaged in the post doctoral works. One teacher in the department of physics and another in the department of political Science have been doing research works for the Ph.D degree in the University of Jadavpur and the University of Burdwan respectively. The former teachers' have brought out a numbers of papers in the leading research Journals as a Joint author.

- ii) **Consultancy undertaken by the teachers :** Several teachers lend their expertise knowledge for the benefit of other institutions. One Senior – most teacher in the department of Mathematics has been working as a part time associate of Netaji Open University, Kolkata, offering under –graduate course of studies throughout the country. Two teachers in the department of Mathematics have prepared study materials for the Netaji Open University, Kolkata. Similarly another teacher in the department of Zoology has

contributed the same for the under graduate correspondence course of studies under the University of Burdwan. One of the teachers in the department of political Science has done the same at the post graduate correspondence course of studies in the same University. Besides the teachers of this college act as expert in the recruitment of school teachers' through the West Bengal School Service Commission, judge in debating and other central competitions. Some of them are acting as member in the school managing committee, and to the Employers Cooperative Society. One of the teachers in the department of Mathematics has been serving as guest lecturer in the Bachelor of Education department under the University of Burdwan. One of the teachers in the department of history has been invited recently by the department of History, Jadavpur University to act as panel speaker in the National level Seminar. The same teacher has been invited by the department of Islamic History and Culture, Calcutta University to deliver lecture in the departmental Seminar. The Principal of this college has acted as one of the members of the committee / board formed by the University of Burdwan and West Bengal School service Commission respectively. Three teachers of this college have been closely linked with the social activities in the locality through the Lions Club and other NGOs.

- iii) **Extension activities, faculty participation in extension programmer and resources to conduct extension activities :** The college has undertaken a large variety of extension programmes. In collaboration with the Presidency College, Kolkata, this college organised a 'Campus Diversity Initiative programmes conducting 6 – month based socio – economic research and survey works jointly

with the students and guide – teachers of the Presidency College in 1997 – 98.

Through organizing some youth parliaments at the college under the financial assistance of the State Government the college made efforts to create awareness among the students about the system of parliamentary democracy in the country. 10 th December, universally declared as the ‘International Human Rights Day’ was observed this year by the college by organizing a Seminar on Human Rights on the day. The Professor of Law, Burdwan University, graced the Seminar with a mark of proficiency as a Resource Person. Clarion advice and call was imparted to the assemblage of the participants to make the common people aware of the mode and process of protection of human rights against the aggressive designs. The N.C.C, the N.S.S. units and the Alumnus jointly held the blood donation camps in the college campus. Special mention of credit may be made of the fact that the N.C.C. and the N.S.S. units in collaboration with the gram Panchayats and the Block Development office perform a variety of functions like forestations, removal of garbages, renovation of rural streets, eradication of pollution, group drives among the ignorant rural common people on multifarious health and hygiene awareness programmes like AIDS, malnutrition of children and pre-natal and post-natal mothers, epidemic diseases and eradication of illiteracy and superstitions so on and so forth. Notably the N.C.C. undergoes distant camps as designed by the higher authority. The N.S.S. units held camp services in the adopted village on diverse occasions to generate awareness of socio-economic-physicho spheres of life. As there is a well equipped rural Hospital in the vicinity of the college hitherto we have not done any efforts to introduce a health clinic in the premises of the college. However an effort has recently been taken to start the same in collaboration with the local branch of the Lions Club.

CRITERION 4:

Infrastructure and learning Resources :

- i) **Physical facilities and their optimal use :** The College has four separate buildings. The main building is mainly two storied containing class rooms, Science laboratories, staff rooms, ladies common room and administrative units which was built at the initial stage of the foundation of the college with the public charity. In commemoration of the silver jubilee anniversary in 2001 – 2002 the western portion of the old building has been elevated to the second floor constructed with the fund raised from the public donations, and donations from the teaching and the non-teaching staff and contribution from the own resources of the college. In the Southern portion of the campus there is a two storied building. The first floor was built with the assistance grant from the U.G.C. in the IXth plan period along with the matching share from the college as well as the State Government which contains one specious class room. Its first floor has been built with the M.L.A. Local Area Development Fund as well as the self finance of the college. This floor is used as an auditorium. There is a newly built three storied building containing four class rooms with a guest room which has been built with the grant received from the M.P. and M.L.A. Local Area Development Fund as well as the self resources of the college. The two-storied library building was constructed with the assistance grant from the U.G.C. in the IXth Plan along with the matching share from the resources of the college fund. The 1st floor is used as the reading room of the students. There is a separate students common room which was constructed with the public fund. In the morning hour a portion of the common room is used for holding Anganwari class room by the Local Panchayat.

The College has laboratories for science and Geography departments. The equipments of the laboratories of Physics, Chemistry, Botany, Zoology and Mathematics were purchased with the U.G.C. assistance grants during different plan periods, and with the contributions from the college fund. But the equipments for the laboratory of the Department of Geography were

extensively purchased with the fund from the College as it has been run under self finance scheme

The college auditorium though not well furnished has capacity of accommodation of five hundred audience which has been used generally for holding seminars and cultural functions. The government and non government social organizations are allowed to use this auditorium. Of late the annual conference of the North-Hooghly unit of the WBCUTA was held in the auditorium and the premises of the college with the assemblage of hundreds of teachers and scholars.

The college has a well sized play ground in front of the main building. The students play and practice football, cricket. The college holds annual athlete meets and annual Social and Cultural functions, football and cricket tournaments. The other educational institutions, the local Gram Panchayats and the Panchayet Samity are allowed to use the grounds according to their approaches. During the time of the three tier Panchayat elections and also in the General elections the entire college campus is requisitioned by the State Government.

The college has a cheap canteen and a cycle shade though not elegantly elevated. The college has a bore well within its campus to provide drinking water to the students and the staff. It maintains a proper sanitary arrangements. The college authority takes extra care for maintenance of the infrastructure. Funds are kept earmarked in the college annual budget for repairing buildings, equipments. The shortage of fund debarred the college from constructing the boundary wall. But steps in right earnest have been taken to raise funds for the construction of the same as early as possible.

- ii) The college provides good library facilities to the students as well as the teaching and the non-teaching staff. It has a book bank. It has inter library lending facilities to a small extent. The library has a separate reading room.

Recently steps have been taken to computerise the library for its high-tech operation.

- iii) **Computer Facilities** : - The college has purchased five computer sets, two for the mathematics department, one for the library and two for the administrative units. The college is making more efforts to computerise the library, and administrative units. One computer operator has been engaged on temporary basis with the resources from the college fund.
- iv) **Other facilities** : The College has both the indoor and outdoor games and sports facilities. The college has cheap canteen facilities. A canteen committee supervises the canteen. The college has a well furnished guest room. However it has arrangements with the private lodge nearby which provides accommodation for the guests of the college at a concessional rate. Besides, the Zillaparishad circuit house also helps us with provision of accommodation for the guests of this institution at a cheap rate.

CRITERION 5.

Student Support and Progression :

- i) **Progression to employment and further study** : The college does not maintain record of its old students. The college owes to a place of pride to note that lots of the ex-students are now ranked and renowned medical specialists, engineers, professors of universities, home and abroad, judges of courts, senior nurses in hospitals and the like. The system of counselling about the avenues of employments in diverse fields and professions are made manifest among the students by the teachers in classrooms and outside. Recently a seminar has been organized by the college in collaboration with the District Industries Centre, Hooghly, Chinsurah and the Dhaniakhali Block Development

Office and the Panchayat Samiti relating to focus the job opportunity open to the students in the different sectors of every after completion of their undergraduate courses. This breeds ardent impetus among the students which could help them achieve the aims in life. 10% of the students passing out of the college get themselves admitted to the post graduate courses of studies in the different universities. Some of them are engaged in employment mainly in agricultural and weaving industries. Some are engaged in trades and petty business.

- ii) **Pass and dropout rate and students achievement :** The college has a substantial drop-out rate which has become the common trend elsewhere for reasons not known. The pass-rates of the students in the degree examinations both in Honours and general courses is always 80%. More than 50% students obtain above 55% marks. 5% of the students obtain 60% marks in the degree final examinations. In the degree Part-II examination – 2004, one student in commerce scored 1st class second place. The tables regarding the place of position of the colleges in the district of Hooghly in Part II Examinations. (Honours), 2004, framed by the journal of Education, WBCUTA, reveal that our college has been ranked 9th in Accountancy with the score of 77.78 p.c. result ratio, Second in political science with the score of 100 p.c. ratio of results, Second in Bengali with the identical score. This proves the worth of lofty academic performance of the College.
- iii) **Financial Aid :** The college provides financial aid to the meritorious and needy students in the forms of stipend, free studentship, half free studentship apart from Government scholarships and stipends. The students belonging to the SC and ST are getting stipends. Attempts have been made to award the students scoring highest marks in the respective faculties. The college provides assistance to the needy cum meritorious students to secure financial assistance from different non Government

organizations. The teachers often hold academic counselling to the students. The college provides guidance through the career guidance cell.

CRITERION 6.

Organisation and Management

i) **Decentralisation of Power:** The College is managed and governed by the Governing Body constituted and empowered in terms of the rules of the Government of West Bengal, and the status of the University of Burdwan.

The Governing Body of the College is comprised of one nominee of the Government of West Bengal (Education Directorate), three nominees of the University of Burdwan, two donor-members, three representative of the wholetime teachers, two representatives of the Non-teaching staff and one students' representative (notably the General Secretary of the Students' Union,) with the Principal acting as the Secretary to the Governing Body in terms of the St. 3 (G.B.) of the statute of the Burdwan University. The administration of the college is characterized by the decentralization of powers and responsibilities. The Governing Body has decentralized powers and responsibilities through formation of sub committee and different advisory committees consisting of the members from the teaching and the nonteaching staff as well as the students. But the finance subcommittee is constituted under the statute of the University of Burdwan (Statute No. 7 (G.B)(3) consisting of the members from among the members of the Governing Body. The Teachers' council is a statutory body consisting of the fulltime members of the teaching staff in terms of U. Rule 7 (T.C.) of the Burdwan University. It deals with the academic affairs of the college with powers and functions scheduled by the University. The Students' union is also another statutory body constituted with the member elected by the students. The General

Secretary of the students' union is the ex-officio members of the Governing Body. Under the statute of the university of Burdwan the tenure of the Governing Body is three years. Under the guide line of the U.G.C in the X plan periods, a building committee has been constituted for construction of the same with the grant from it. The building committee with extended form been empowered by the governing body to supervise the other construction and repairing works of the college too. Such decentralization of powers and responsibilities is done within the parameters set by the University of Burdwan and the Governing Body of the College. The individual development is endowed with relative autonomy so far as the academic matters are concerned under the guidance of the Governing Body. Transparency is the motto of the college administration under the Governing Body.

ii) **Human power requirement and recruitment of staff : -**

The college does not have any power to recruit permanent staff on its own. As a result, it is not possible to place adequate staff for all types of work.

But the college engages the part time teachers as well as the part time nonteaching staff as per requirements through the constituted selection committees.

iii) **Performance of Appraisal :** The performance of appraisal of the teaching and the non-teaching staff is done by the college at the end of the year.

iv) **Welfare schemes and grievance redressed mechanism :** The college has initiated a number of welfare schemes for both teachers and non teaching staff. The college has employees' cooperative society for all staff members which is linked with the Hooghly District Central Co-operative Bank Limited. The employers can borrow different types of loans from this cooperative society at a lower rate of interest as determined by the Board of Directors elected by its members in the Annual general meeting. Some times college sanctions short term loan without interest to the full time individual employee of the college when he falls in dire need of money on medical ground. Besides the college makes linkage with the local branch of Allahabad Bank from which the full time employee could borrow loan at a rate of interest fixed by the bank.

The collage has a Grievance Redressal cell where any staff members or student can submit grievances in writing. This cell is constituted with two teaching members and one non teaching members and the general secretary of the students union.

CRITERION 7 :

Healthy practices :-

The college organises various functions every year to spread message of unity and brotherhood amongst all those who are associated with the institution. The college observes Independence Day, Republic Day, World Human Rights Day. The college organises annual social and cultural function, annual sports and games, football and cricket tournament. The students are encouraged in debate, extempore lecture, reception and vocal music competitions. The N.C.C. and N.S.S. volunteers take part in different social service programmes. The N.C.C cadets take part in ceremonious parade competition organised under the army wing 43 Bengal battalion. Different camps like CATC, ATC, PRDC, RDC, NIC Trek Camps etc. are arranged by this unit althrough the year. Recently a unit for the girls' student has been introduced. They are encouraged to enroll their names as cadets. The N.C.C. and N.S.S. units help the students become much more conscious, bold and patriotic as citizens who are always ready to serve the country in need. Meritorious students of the college as well as the persons excel in sports and games and social and cultural function are given prizes at the annual prize distribution programme held generally on the day fixed or annual social and cultural function.

The colleges has taken programme to hold every year 'Sarat Smarak Baktrita' to commemorate the birth anniversary of sarat chandra chattopadhyay of whose centenary year the college was established. Besides. State level, departmental and inter departmental seminars are held in which the college teacher read their papers.

Many of the teachers have been engaged in the post doctoral research works. Some of them maintain national and international linkages.

The college introduces self financing course in geography and has sent proposals to introduce more courses under the same scheme in view of the requirements of the locality. The college has taken decision to introduce vocational course suitable to the local environment. The college publishes annual journal for the students in each number there are many promising writings written by the young student. Not only that, the teachers too contribute to the annual college magazine

Recently an academic journal No. - I containing research – oriented articles contributed by the teachers brought out.

The college organises blood donation camps and programmes for plantations. The staff and the students of this college are also sensitive to national problems. Donations from the staff were made to victims at the genocide of Gujarat and natural calamities like earth quake and floods.

Conclusions :

It is evident from the report that strength of the college lies in the collective cooperation and wisdom of the staff and active support of the management. Work culture is democratic. Powers and responsibilities are decentralized. The management provides moral and financial support. But principal financial support comes from the state government and the U.G.C. Maximum use of the available infrastructures is made. All members of the management, the teachers, and non-searching staff have been striving to achieve the goals of the institution. The

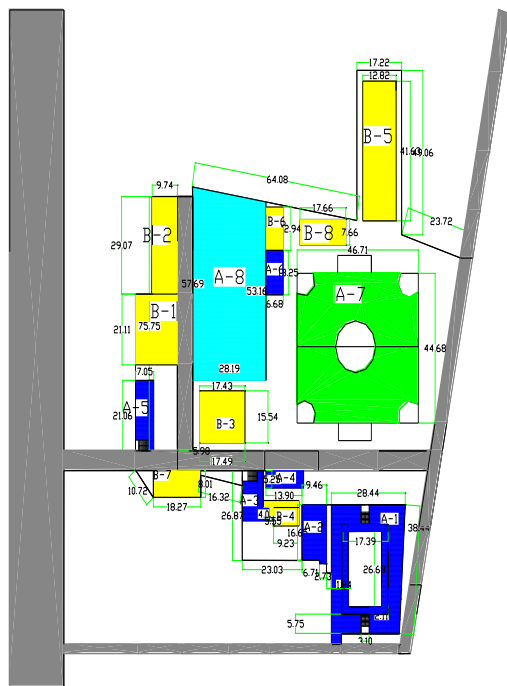
results of the students in the university examination are satisfactory and are compatible with the university success rate.

Side by side there are many points of weakness restraining us to reach the goals.

We are determined to overcome them with the active cooperation of all.

Dhaniakhali, Hooghly.

MASTER PLAN



Features :-

A. Existing Buildings / Facilities.

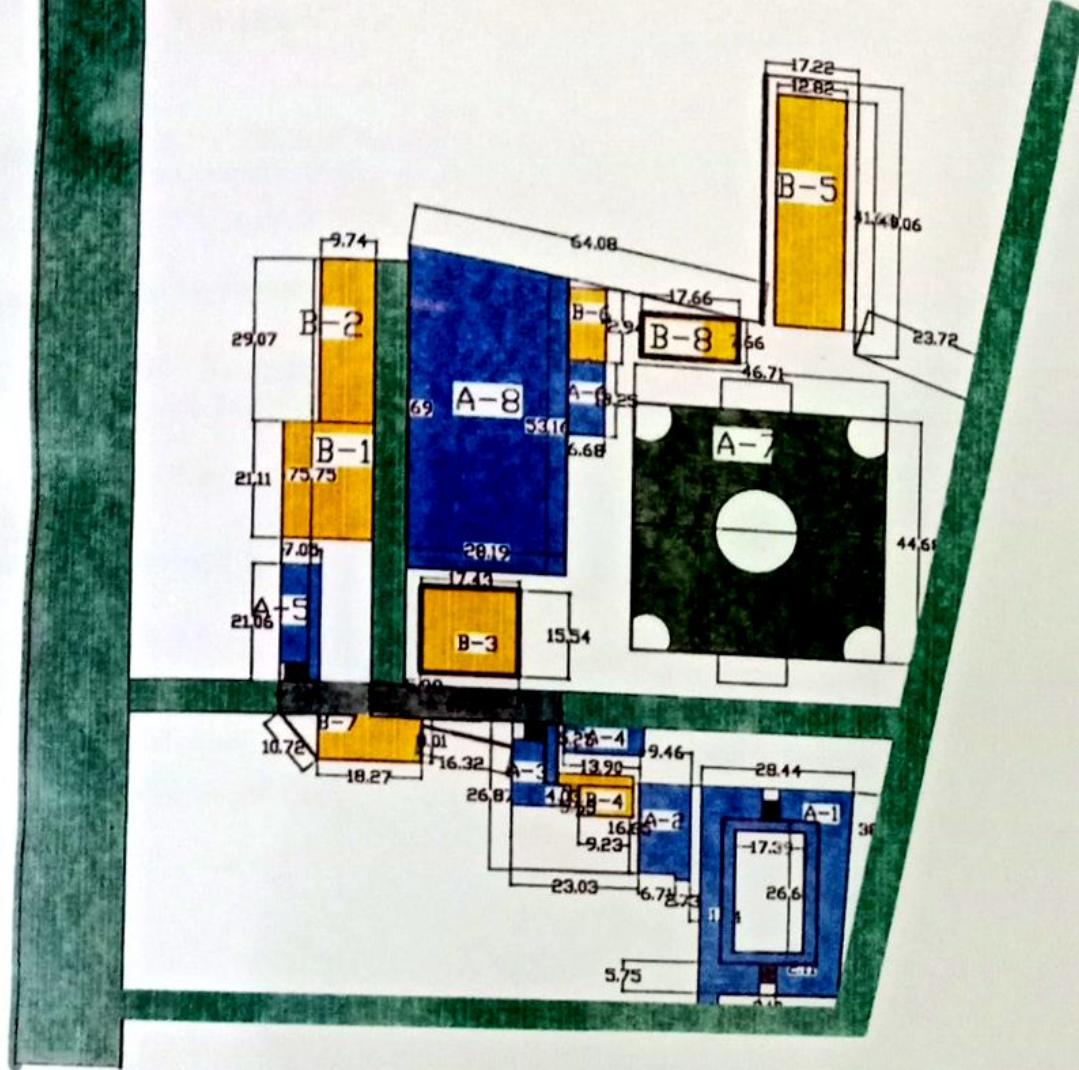
1. Main College Building.
2. Library Building.
3. MLA / MP Building.
4. Sansad Bhavan.
5. UGC Building.
6. Cycle shade.
7. Football Ground.
8. College Pond.

B. Proposed Buildings / Facilities.

1. Administrative Building.
2. Laboratory Building.
3. Computer Building.
4. Commerce Building.
5. Hostel Building.
6. Cycle Shade.
7. Security Quarter.
8. Staff Quarter.

NOTES :
All dimensions are in metres.

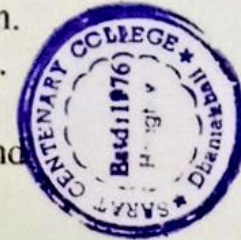
SARAT CENTENARY COLLEGE Dhaniakhali, Hooghly. MASTER PLAN 	KUMAR ASSOCIATES. Architects & Consultants. 466, S.K.B.Sarani, Sethbagan, Kolkata - 700030.	DRAWN BY : A.KUMAR
		CHECKED BY : B.KUMAR
		SCALE :- 1:200 DATE : 23.12.2004.
		DRAWING NO. KA/AW/01



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Suhash Chandra Sarani

SARAT CENTENARY COLLEGE
Dhaniakhali, Hooghly.

MASTER PLAN

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Description of Master Plan:

A.Existing Buildings / Facilities :

A.1 Main College Building :- Mainly a two storied building except front portion being 3 storey,consisting of class rooms,administrative units including Principal's room,staff room,ladies common room,NCC/NSS room, store room, WC Lavoratory block, Laboratory unit for Chemistry, Physics,Biology,Zoology, Mathematics, Geography,& Computer.



A.2 Library Building :- Two storied building consisting of rooms for office and books at ground floor while reading room at 1st floor.



A.3 MLA/MP Building :- Three storied building having one class room at ground floor,one class room and guest room at 1st floor and two class rooms at 2nd floor.



A4. UGC Building :- A two storied building at the entrance from Southern Point of the college. This building is consisting of one class room at ground floor and the 1st floor is being used as Auditorium.



A5.Students Sansad Bhavan :- One storey building being used for Students Common Room during college hours while in the morning the same is being used as Anganwari class/teaching room run by the local Panchayat.



A6. Cycle Shade :- This temporary shade is being used as Cycle garage.



A7. Football Ground :- A big playground is situated at the North-West side of the college campus.



A8. College Pond :- In front of the UGC Building there is a big college pond.



B. Proposed Buildings / Facilities :-

B1. Administrative Building :- A three storied building having 3000 sqft area in all the three floors is proposed to accommodate the entire administrative unit of the college as shown in the plan.

B2. Laboratory Building :- A three storied laboratory building will be necessary for the college to keep pace with the requirements in the future, where all the laboratory facilities will be accommodated. Approx.2700 sqft per floor may be sufficient .

B3. Computer Building :- For Computer education a separate building has been proposed.

B4. Commerce Building :- As located in the plan a two storied building earmarked for class room of the Commerce Faculty has been sanctioned and the construction activity will start soon.

B5. Hostel building:- A building of 5000 sqft per floor has been proposed as shown in the Plan.

B6. Cycle Shade :- Additional Cycle Shade is proposed by the side of the existing one.

B7.Security Quarter:- A twin security quarter is proposed to accommodate future requirements when the entire college compound will be enclosed by solid boundary wall and the security arrangement would become inevitable.

B8. Staff Quarter:- A three storied twin type staff quarter is proposed at the Western side of the college compound.