

Annual Quality Assurance Report **(AQAR)** **Of the IQAC**

Period of Report : **2010-2011**

SUBMITTED TO

**NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL, BANGALORE**

SUBMITTED BY



Internal Quality Assurance Cell

Prabhu Jagatbandhu College

Jhorehat, Andul-Mouri

Howrah

West Bengal

PIN- 711 302

www.prabhujagatbandhucollege.org

**The Annual Quality Assurance Report (AQAR)
of the Internal Quality Assurance Cell (IQAC)**

Name of the Institution : Prabhu Jagatbandhu College
Jhorehat, Andul-Mouri
Howrah 711 302
West Bengal

Year of Report : 2010-2011

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Members of the Internal Quality Assurance Cell, NAAC

1. Teacher-in-Charge
2. Dr. Kakoli Banerjee Co-ordinator
3. Dr. Prajna Maitra Faculty
4. Dr. Asok Kumar Das Faculty
5. Dr. Ballari Bagchi Faculty
6. Dr. Prasanta Sinha Faculty
7. Dr. Tapasree Banerjee Faculty
8. Dr. Dolon Champa Saha Faculty
9. Dr. Santarupa Thakurta Faculty
10. Sri Gopal Chandra Banerjee Head Clerk
11. Sri Tapas Kumar Ray Accountant
12. Sri Ajoy Kumar Chatterjee Cashier
13. Prof. Asok Satpati Governing Body member
14. Mr. Sital Sardar, MLA Governing Body member
15. Mrs. Bina Chakraborty, Governing Body Member
Sabhapati, Sankrail Panchayet Samiti
16. Prof. Shila Chatterjee Governing Body member
17. Prof. Satyabrata Mukherjee Governing Body member

Part A : The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year:

The plan of action has been outlined below:

- We shall continue the work in accordance to the XIth plan outlay as sanctioned by UGC to our College
- Enhancement of library facilities through purchase of books both in the Central as well as the Departmental Library
- Continuation of the work of Women's Hostel and other infrastructural facilities
- Proposals for the creation of new posts in the Departments of Commerce, Bengali, Mathematics, English and Geography to be submitted to the Higher Education Department
- To start an Entrepreneurship Development Cell in the College

Outcome achieved at the end of the year:

- We have continued to work in accordance to the XIth Plan Outlay as sanctioned by UGC
- Remedial coaching for SC/ST/OBC/Minorities etc. have been initiated
- Library has internet facilities which the students can access

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- Certain purchases of instruments for Botany (Rs 37, 407), Chemistry (Rs 53,559), Electronics (Rs 1,33,010.80), Geography (Rs 1,12,993.00) and Physics (Rs 71,984) amounting to Rs 4,08,953.80
- Books for Central Library and Departmental Library amounting to Rs 2,42,458.00 have been purchased
- Purchase of generator including installation and overhead roof has been done. The total cost being Rs 5,45,000
- Installation of tubewell amounting to Rs 98,148
- As per Government directives requisition for filling up of teaching posts have been submitted to College Service Commission in February, 2011.
- Introduction of new courses namely education (general), zoology (general) and chemistry (honours) have been approved by governing body
- The practice of preparing yearly calendar before the beginning of the academic year have been implemented accordingly
- UGC sponsored seminar on “Technology for Rural India: Problems and sustainable solutions” has been arranged on 18th-19th Feb, 2011 in the College
- The NSS wing of the college motivates the students and teachers for their participation in various kinds of community services
- Admission process have been fully computerized
- A number of career counseling programmes have been carried out for the benefit of the students.
- Arranging for co-curricular activities and departmental seminars, wall magazines and exhibitions for general upgradation of students

Part B:

1. Activities reflecting the goals and objectives of the institution :

The vision of our college is to energize the human resources of this region by setting new standards for excellence, access, and stewardship for a new era. Our goal is to produce enlightened citizens who will boldly lead India to her rightful place in the global family, based on the ancient wisdom of her past, her all round innovative superiority of the present, assuring a glorious future of harmony.

To realize that vision of our college we are committed to provide an academically rich, multicultural learning experience that prepares all its students to realize their goals, pursue meaningful lifework, and to be socially responsible contributors to their communities, locally and globally.

By communicating the above to our student, teachers, staff and all stakeholders we hope to achieve a new educational landscape. Some key elements to help us in this effort are the Welcome Address by the Head of the Institution to the students, the prospectus of our college, counseling provided to all students- prior to admission as well as mid term, and several orientation meetings with all relevant personnel. It promises to transform not only the college but also the entire region we serve.

As is well known, Calcutta University itself is the sole arbitrator of the curriculum in all its colleges. However, we would like to stress that it gives us genuine pride in arranging a variety of seminars, in providing very well equipped laboratories, ample computers and internet access, and a fine Gymnasium - all of which accentuates the core values of NAAC.

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None of the affiliated colleges under the affiliation of Calcutta University (CU) has any independent power to chose or shape the curricula in force. However, the CU conducts various Workshops to decide on and modify the syllabi of various departments. We take every opportunity to attend these workshops and make worthwhile contributions to them.

It should be mentioned that several informal channels (e.g., meetings with external examiners, suggestions from Teachers' Council and Academic Committee meetings) have proven valuable in shaping the courses of study at our University.

2. New academic programmes initiated (UG and PG) :

Nil

3. Innovations in curricular design and transaction :

Since the college follows the guidelines set by the Calcutta University in designing its curricula (vide encl. of letter no. C.U.S/214(Cir)/08 dt. 24.11.08), it has limited scope in incorporating innovations in curricular designs and transactions. All the Departments have modularized their syllabi and have their respective academic calendar which is supplied to the students at the beginning of each academic year.

4. Inter-disciplinary programmes started:

Faculties of various departments (Mathematics, Economics and Computer Science) conduct classes in the department of Commerce as per the syllabi of University of Calcutta.

5. Examination reforms implemented:

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The University of Calcutta has taken a major step towards evaluation reforms i.e. instead of 2+1 system, 1+1+1 system of evaluation has been initiated since 2005-2006 session. The time schedule of the periodical and terminal tests has also been changed accordingly. Our college strictly follows the evaluation guidelines recommended by the University. Examination under the new three years B. A / B. Sc/ B. Com (Honours/ General) Degree Course is usually conducted in three parts: Part-I, Part-II, Part-III with Part-I Examination to be held generally in June after the completion of first year of study, Part-II Examination to be held tentatively around May after the completion of second year and Part-III is held usually in the month of April at the end of third year's course work. Meanwhile the college follows the strictures given by the Calcutta University in maintaining the Academic Calendar for the Academic Session 2010-11, i.e.

1. Mid Term Examination was held at the end of November.
2. College Test Examination was held maintaining the University Examination Schedule.

6. Candidates qualified: NET / SLET / GATE etc.

Since this is an Institution that offers courses in the Undergraduate level only, there is no scope for the present students for appearing in the above mentioned examinations.

7. Initiative towards faculty development programme :

It is mandatory for our teachers to attend and successfully complete various UGC Sponsored Orientation and Refresher courses at reputed Universities. The college provides duty leave to the faculty. We are also encouraged to participate in local seminars and contribute to conferences within a convenient distance.

The Governing Body grants study leave to any teacher enrolled in the Faculty Improvement Programme for research work and career advancement. This may often extend for two or three years. Short-term leave is also granted

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for submission of a Ph.D. thesis, for pursuing M.Phil. Studies, for joining a qualified training programme, etc.

The college administration encourages its teacher to participate in State level / National / International conferences (please see **Annexure- I**), and hence grants duty leave for that. Quite a few faculty members have availed of these helpful opportunities.

8. Total number of seminars / workshops conducted :

- ❖ UGC sponsored state-level seminar was organized by the college on 18th and 19th February, 2011. Topic for the seminar was “Technology for Rural India: Its Problems and Sustainable Solutions”. The speakers were Prof. Tarashankar Bandopadhyay, Advisor, Deptt. of Science and Technology, Govt. of West Bengal, Dr. Shankar Bhowmick, Prof. of Economics, Deptt. of Economics, University of Calcutta, Dr. Sugata Marjit, Director, Center for Studies in Social Sciences, Kolkata, Dr. Pulin Chakraborty, Associate Professor, Deptt. of Soil and Water Conservation, Bidhan Chandra Krishi Vishwavidyalay and Dr. Aniruddha Das, Professor & Head of the Deptt. of Plant Physiology, Mohanpur, Nadia. All teachers of the college participated in the seminar.
- ❖ Department of Chemistry organized a one-day seminar on the occasion of 150th Birth Anniversary of Acharya Prafulla Chandra Ray on 1st March, 2011. Resource persons were Dr. Sanjay Bhar, Associate Prof. in Chemistry, Jadavpur University and Dr. Rupali Ganguly, Research Associate, Indian Association for the Cultivation of Sciences, Kolkata.
- ❖ A seminar was conducted by the College on “Islam and Humanism” on 22nd March, 2011. The speaker was Dr. Maqbul Islam, Associate Professor and Head, Deptt. of Bengali, St. Paul’s College, Kolkata.

9. Research projects

Dr. Ajit Kumar Bera, Department of Bengali, is presently working in UGC funded minor research project titled “Madakashakti: Rashtira Samaj Sahitya o Sanskriti” awarded on September, 2009. The project work is being continued successfully.

Dr. Tapasree Banerjee, Department of Economics, is presently working in UGC funded minor research project titled “Choice of fuel in an EKC framework: a probit analysis”, awarded on September, 2009.

Ms. Sandhya Pal, Department of Commerce MRP is presently working in UGC funded minor research project titled “Accuracy of performance appraisal in a public sector organization: A study”, awarded on November, 2010.

Some recent **publications** of our faculty members include:

Ms. Sumana Bandopadhyay, Department of **Computer Science**

1. “Computation of Minimum Span of a Generalized Channel Assignment Problem with the help of an Edge Maximal Triangulated Sub Graph” : International Journal of Information Processing, 2011.
2. Presented a paper entitled “An Algorithm for Selecting Programme Slots to Broadcast Advertisements in Parallel in Different Television Channels in IEEE sponsored International CSAE, 2011, Shanghai, China, June 10-12, 2011.

Dr. Sarada Mondal, Department of **Geography**

1. “Endurance of ancient art of weaving Baluchari in relation to present technological advancement”, Indian Journal of Landscape Systems and

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Ecological Studies, Special volume on Environmental Problems in Geography, Volume 33, June 2010.

2. “ ‘SWOT’ (Strength-Weakness-Opportunity-Threat) analysis of Baluchari Industry to explore the ways of its modernization”: Abstract volume of the National Seminar on Applied Geography: Issues and techniques, organised by Deptt. of Geography, University of Calcutta in January, 2011.

3. “Problems regarding Primitive Weaving Technology of the Baluchari Industry and Possible Remedies”: Abstract volume of the National Seminar on Natural Resource Management under Deptt. of Geography, University of Calcutta in March, 2011.

Gargi Chakraborty, Department of Geography

1. “Accessibility and Socio-economic Status of Domjur Block, Study of Urban Sprawl” : Conference on Urban Development in Howrah: Socio-economic perspectives; organized by Center for Urban Economics Studies, Deptt. of Economics, University of Calcutta, Sept, 2011
2. “Spatial Pattern of Occupation in Relation to Accessibility, A Study of Howrah District” : Abstract volume of the National Seminar on Applied Geography: Issues and techniques, organised by Deptt. of Geography, University of Calcutta in January, 2011.
3. “Present Status and Future Prospect of Inland Water Transport In Howrah District” Abstract volume of the National Seminar on Natural Resource Management under Deptt. of Geography, University of Calcutta in March, 2011.

Dr. Santarupa Thakurta, Department of Chemistry

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“Synthesis, structural aspects and magnetic properties of an unusual 2D thiocyanato-bridged cobalt(II)–Schiff base network”

Inorganica Chimica Acta, Volume 363, Issue 14, Pages 3981-3986, Publisher: Elsevier

Publications in Newspapers/ periodicals :

Dr. Asok Kumar Das, Department of Economics

1. Inflation and Growth- An intercountry comparison : Effects on poor people in India: Dainik Sanbad, April 19, 2010.
2. Strike and Hartall- Effects on Common Men: Dainik Sanbad, May 3, 2010.
3. “On Rabindranath Tagore’s 150th Birth Anniversary- A Respectful Homage to this Versatile Genius”, Dainik Sanbad, May 23, 2010
4. “Municipal Vote and Services – An interstate comparison” : Dainik Sanbad, May 28, 2010
5. “Let us hope that India should not be like another Greece ” : Dainik Sanbad, September 13, 2010.

Dr. Ajit Kumar Bera, Department of Bengali

Drug: Rashtra Samaj – Sahitya o Sanskriti : Uttaran 2010

Ms. Aparna Dutta, Department of Bengali

“Hindu Musalman Prosangya o Rabindranather ekti chchoto Golpo”- Tobu Ekalobya, 2010

Mr. Avijit Banerjee, Department of Bengali

“Rabindranather chchoto Golpe Prakriti Chetna”- Tobu Ekalobya, 2010

Books Published :

1. "Baisnab Padabolir Naba Mullyayan": Pustak Biponi
2. "Modhya Yuger Sahitye Gatanugotikata Banam Moulikata" Bangiya Sahitya Parishad

Both books are written by **Mr. Avijit Banerjee**, Department of **Bengali**.

10. Patents generated, if any:

At present the college has not been able to generate any patents.

11. New collaborative research programmes:

Although no institutional collaboration in research programmes has been pursued but several of our faculty members are actively pursuing research work in renowned institutions.

Dr. Asok Kumar Das of Economics Department is presently involved in research related to Government Finance with special emphasis on Fiscal Federalism and Local Level Finances. As a life member of Indian Statistical Institute and the Asiatic Society, Kolkata, he regularly participates in academic deliberations.

Dr. Monojit Ghosh of Economics Department is currently working on sustainability in water resource management and the role of economic incentives.

Dr. Tapasree Banerjee of Economics Department is currently involved in research work on Environmental Economics.

Dr. Santarupa Thakurta of Chemistry Department is engaged in research activities in Department of Chemistry, Jadavpur University.

12. Research grants received from various agencies:

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Dr. Ajit Kumar Bera, Department of Bengali, is presently working in UGC funded minor research project titled “Madakashakti: Rashtra Samaj Sahitya o Sanskriti”. Grant received Rs. 1,00,000.

Dr. Tapasree Banerjee, Department of Economics, is presently working in UGC funded minor research project titled “ Choice of fuel in an EKC framework: a probit analysis”. Grant received Rs. 72,000.

Both the above projects have commenced from October , 2009.

13. Details of research scholars :

The institution catering to under graduate students has limited scope for guiding research scholars.

14. Citation index of faculty members and impact factor:

Although a considerable section of our faculty have been regularly publishing in both International and National Journals as has been highlighted in the above point (no. 9). The impact factors of some of the international journals are hereby furnished.

Serial Number	Journal Name	Impact Factor (2010-11)
1.	Inorganica Chimica Acta	1.899
2.	International Journal of Information Processing	1.673

15. Honors / Awards to the faculty:

Many of our faculty members are actively involved in research work.

Ms. Sarada Mandal, of the Department of Geography, has been awarded Ph. D. degree of University of Calcutta on 05.07. 2011 for her thesis entitled

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“Appraisal of silk weaving industry of Bishnupur, West Bengal” (registration date 08.01.08).

Ms. Santarupa Thakurta, Department of Chemistry, has been awarded Ph. D. (Science) degree of Jadavpur University on 07. 12. 2010 for her thesis entitled “Synthesis and characterization of a few mono, di or polymeric metal coordination complexes”.

16. Internal resources generated :

The sole objective of the College have been the enhancement of education in the locality and at the same time percolating this spirit to the downtrodden and vulnerable section of this rather backward area of the district. By backward we mean primarily educational and economic backwardness apart from the related social & cultural backwardness. So, in relation to this perspective, the present administrative legacy of the college is also striving hard to carry forward the sermon of “depriving nobody from realm of attaining higher education”. Despite the present day stupendous amount of expenditure needed to run such an educational Institution, the College authority demands minimum fees to be taken from the students to attain their long cherished dream of becoming a respectable citizen of the country. Internal resource, is, therefore, far less as compared to the huge amount of expenditure (even the recurring expenditure to meet up regular needs of college is not compensated properly from the own fund).

So far as the report of the estimated internal resource generation of the college is concerned during the fiscal year 2010-11, it appears that out of total ordinary revenue of Rs 3,46,6515, 56 % is being generated through tuition and laboratory fees. Part time Teachers’ receivable amount of remuneration from the Government is a blocked revenue and to be spent for the purpose it is being granted, the amount receivable should have been more because the college has

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to pay a lot of money for recruiting some guest lecturers to conduct the teaching schedule at least upto a reasonable standard.

Apart from these two important offshoots of revenue generation other heads of revenue income are however extremely meager although the college authority have intermittently thought to increase fees but could not do so because of complaints and prayers from students' side.

The authority having considered all pros and cons of the situation has to streamline the administrative as well as the academic schedule in a best possible manner within the meagre fund available.

A sum up of this estimate is as follows:

Broad heads of estimated revenue budget for 2010-11	Weights(%)
From Student Side	
1) Admission fee	2.308
2) Self Tuition fee	7.212
3) College Exam fee	2.885
4) Session fee	5.193
5) Laboratory fee	10.097
6) Electric fee	4.327
7) Transfer Certificate, Character Certificate	0.058
8) Fine or irregularity fees	0.014
9) Tuition fee	46.156
From Non-Student side	
10) Rental income from N.C.Paul Brick Field (Lease Land)	0.260
11) Interest Income	1.010
12) Misc. Income	1.442
13) Part time remuneration receivable	19.039

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

Nil

18. Community services :

Since its inception the NSS and NCC units of the College have been engaged in community development programmes both within the College

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campus as well as in the near vicinity. For NSS activities the village adopted for was Kalitala Mashila, Howrah in the vicinity (~ 5 km) of the College. Some of the community development programmes regularly undertaken by the volunteers include:

- Cleaning the College Campus, beautification of the College garden, planting of trees in the adopted village, alerting people against the menace of smoking and drugs etc.
- Distribution of books and stationary to the underprivileged children going to school of our adopted village at Kalitala, Mashila on February 2011
- A survey on health, public sanitation and personal hygiene and literacy was conducted in March, 2011 in the adopted village. An awareness programme on N₁H₁ virus by Wall magazine and discussion in groups,. As planned in the previous year, the NSS unit has successfully set up a district level “Legal Aid Clinic” in our College. Hepatitis B Vaccine has been provided at low cost to a considerable number of students during July 2010.
- Awareness Programme regarding HIV-AIDS was held on July 2010 in collaboration with “Durbar Mahila Samonnay Samiti”. A puppet show was organized in this programme.
- A seminar was organized on 12th January, 2011 on Swami Vivekananda, Netaji Subhash and Yuva Samaj to commemorate Swami Vivekananda’s Birthday. A rally was organized with the teachers and NSS volunteers of the college with tableaux, slogan and recitals from Vivekananda’s work and life.

Training in NCC instills qualities like Nationalism, Patriotism, Discipline, Team spirit, Leadership and self confidence and promotes overall personality development. Our College provides opportunities to its students to participate in various social and community development through NCC wing operating in the college. NCC has adopted major activities like tree plantation, blood donation, old

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age home programs, community work projects like village track improvement, cleaning of streets and ponds, sanitation drives, disaster relief, AIDS and Cancer awareness programs.

National Cadet Corps or the N.C.C. in the College started since 1968 under the able guidance of Prof. Manoranjan Adak has been existing successfully. It is army wing company under 41 Bengal Battalion N.C.C. of West Bengal and Sikkim Directorate. Our Unit organizes many camps and the cadets participate in the camp for the training required for Nation Building. At present the Unit is running with 160 cadets under the supervision of Lt. Palash Patra, A.N.O. Some of the community development programmes regularly undertaken by the NCC volunteers include:

- i) National Integration Camp, Ranchi : 17th-28th January, 2011
- ii) CATC., Fort William, Kolkata : 6th-15th January, 2011
- iii) Local Republic Day Camp,
Red Road, Kolkata : 18th-27th January, 2011
- iv) CATC Naval Wing, Diamond Harbour, WB: 5th-14th February, 2011
- v) CATC., Joypur, Howrah : 23rd May-1st, June, 2011
- vi) Inter group Shooting Championship, 2011
Asansol, WB : 23rd May-1st, June, 2011
- vii) East zone shooting Capsule, 2011
Asansol, WB : 2nd-11th June, 2011
- viii) CATC- I/ PRE RDC-I
Shibkalinagar, WB : 4th-13th June, 2011

19. Teachers and officers newly recruited :

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The recruitment of eligible faculty in this Institution is made only after the recommendation of West Bengal College Service Commission, following which the Governing Body issues an appointment letter. In this academic year there were no fresh recruits.

20. Teaching – Non-teaching staff ratio :

The following are the Teaching – Non-teaching staff of our College

Number of teachers in substantive post	: 28
Number of teachers recruited as part time lecturers	: 18
Number of teachers who are guest lecturers	: 11
Number of non-Teaching staff	: 25

21. Improvements in the library services:

The College Library which started its open access system in 2003-04 is computerized at present. Reading Room facilities have been provided for students as well as for the staff of the college separately. About twenty five journals and periodicals are available and these include those providing career information like 'Employment News', 'Pesha Prabesh', 'Karmakhetra' etc. There is also an internet access to the students and reprographic facilities whereby a student can photocopy study material against a nominal charge. Thus the students are benefited from the library by three major sources:

- i. Central library books
- ii. The Book Bank which provides an additional number of books
- iii. The Departmental Library which is managed primarily by the Faculty of the respective Department

22. New books / journals subscribed and their cost :

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Books for Central Library and Departmental Library amounting to Rs. 2,42,458.00 have been purchased in the academic year 2010-2011.

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

Since the college is not an autonomous Institution, it cannot introduce any such course on its own. However, various steps have been taken to improve the teaching learning process on classroom basis, acting on the student feedback.

24. Unit cost of education :

Student Strength = 2100

1. Total Expenditure (including capital expenditure and salary)	Rs 2,12,96,180.46
2. Recurring Expenditure	Rs 11,16,617.46
3. Pay and Allowances (except salary and capital expenditure)	Rs 2,01,79,563

Unit Cost of Education = 2 / Student Strength = Rs 532
(excluding salary component)

Unit cost of education = 3 / Student Strength = Rs 9610

25. Computerization of administration and the process of admissions and examination results, issue of certificates :

The office of the college is totally computerized in all its section, viz., cash, accounts, student's records regarding admission and results. The College has a website-the ID address being www.prabhujagatbandhucollege.org and its annual upgradation is maintained by DSS Consultancy.

26. Increase in the infrastructural facilities :

A meeting of the finance committee was held on 08.04.2009 to prepare and consider the revenue budget for the year 2009-10 and it was placed in the GB and GB approved the same. It was a deficit budget of Rs. 5,04,548, i.e., excess of expenditure over income. Due to unavoidable circumstances no such remarkable development work was done. Only Rs 1 lakh was sanctioned in the meeting dated 19.09.2009 to construct a temporary boundary wall on the banks of river Saraswati to protect the college building which is highly damaged by the floods. Another meeting was held on 17.04.2009 to prepare and pass the revenue budget for the year 2010-11. It was a deficit budget amounting to Rs. 17,86,535 and the deficit amount increased compared to last year budget due to increase in salary of part time lecturers.

27. Technology upgradation :

Software based on Visual Basic is used for the purpose of academic and financial management. Internet access has been established in the College. This has been restricted to only three areas, namely the Principal's Chamber, the Library and for carrying out official activities pertaining to NAAC. Apart from this, a number of departments like Mathematics, Geography, Commerce, Chemistry and Philosophy have their own computers. This is primarily used for maintaining database related to the respective departments as well as for academic use. There is also an LCD projector which is well maintained and is used as teaching aid as and when required, particularly when special lectures or seminars are arranged in the College.

28. Computer and Internet access and training to teachers and students :

The college has a well equipped computer laboratory which caters to the need of not only the students in the Department of Computer Science but also final year undergraduate students of Mathematics, Physics and Commerce

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students as well. Although there are at least two nodal points for Internet access in this laboratory, it has not been activated so far. Only Teaching Faculty can avail the Internet facilities till now. However, serious thought has been given about the fact if this facility could be extended to the students as well.

29. Financial aid to students :

Student-Concession & Aid Fund Sub-committee Report for the session 2010-11

This sub-committee, comprising of some teachers, non-teaching members & a student representative (usually General Secretary of Students' Union of the College) being elected both by teachers & non-teaching Council for electing the members from their respective floors, thereby headed by the senior most teacher of the college called as convener of the sub-committee dwells upon considering the prayers of Fee Concession & Aid fund benefits to the students.

Also, full-free studentship is sanctioned to students securing highest marks in C.U. Part I and Part II examinations in each Honours Department and also to the 1st year students of each discipline who secure highest mark in Higher Secondary Examination.

Class		No. of Students applied for Concession	No. of Students availing the concession		
			Half	Full	Total
B.A.	I Yr.	33	18	11	29
	II Yr.	35	9	19	28
	III Yr.	33	13	20	33
B.Sc.	I Yr.	11	3	8	11
	II Yr.	7	2	5	7
	III Yr.	10	4	5	9

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B.Com.	I Yr.	17	7	8	15
	II Yr.	10	2	8	10
	III Yr.	10	2	8	10

Total Applicants = 166

Availed of 152.

From the above data it is evident that 91.6% of the applicant students are provided with financial assistance.

In addition to this, 9 students have been provided with an aid of Rs 200 each against application from the Aid fund.

A sum total of Rs. 77,260 has been disbursed by the institute as financial aid to its students.

30. Support from the Alumni Association and its Activities :

The College took the initiative to organize the Alumni Association in December, 2002. The College always had a deep rooted relationship with its ex-students. Although Annual General Meeting was held regularly in the past, one could not be arranged in the last academic session. However, it will be our endeavor to get the Alumnus involved in some activities of the College so that their valuable suggestions help in the general upgradation of the College.

31. Support from the Parent – Teacher Association and its Activities :

A Parent-Teacher Association is not formally existent in our College. However, most departments are in touch with parents/guardians of the students by means of counseling which takes place not only at the time of admissions every year but also mid-term or if situation demands. It can be mentioned here that some serious thought by the authorities on the Parent-Teacher Association in future is under consideration for the better functioning of the College.

32. Health services :

College Health care Unit: The College Health Centre is located in the campus besides Student's union room. A medical practitioner has been attending our health care center thrice a week to treat the ailing students. Consultation and Medicine costs (to some extent) are provided by the college.

Student's Health Home: Consultation at the Home is free of charge and only nominal charges are made for the medicines supplied, investigations for the hospitalization there. Ailing students will have to visit the home and get their Health Care prepared there by presenting their acknowledgement Cards. Main Health Home is situated at Moulali, near Sealdah in central Kolkata. Now, the Students' Health Home is under its control at Shibpur D.B. Institution (College), 8 k.m away from the college.

In near future college authority has a target to open a branch of Students' Health Home in the college premises to enable not only every student of the college, but also all the students of the schools and colleges, in this region to get the service of the Home.

Other Health Programme: Several Health awareness programmes are organized among the students and staffs of the college in every year by different NGOs. Blood donation camp is conducted every year by the college through Students' Union.

33. Performance in sports activities :

The institution also has a Sports and Games Committee, which plans programmes for various, sports events in the college.

Annual Sports is organized by the college with active cooperation of the students' council (usually in the month of December-January). Our College organized Annual Sports Meet on 7th and 8th December, 2010. The venue was Andul Rajmath, on the first day and the college Campus Ground the next day. There were

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about 142 participants. Various events were athletics, long jump, high jump, throws-discuss, javelin and shot-put.

Apart from this students have participated in

- XIth Inter Non-Government College State Athletic Meet (Track and Field) 2010-11 (For District)
Sahid Ali (B.A. 2nd Year) – 3rd position in high jump
- Inter Collegiate Judo
Mohanto Das (B. A.1st Year) – 1st round winner
- Inter Collegiate Football (Calcutta University) – 1st round winner

34. Incentives to outstanding sportspersons:

When students' participate in events outside the college they get conveyance allowance.

35. Student achievements and awards :

In the session 2010-11 performances of the students in various University Examination was quite satisfactory. A resume of the results for the year is presented below (please see **Annexure-II**).

36. Activities of the Guidance and Counselling Cell :

Guidance and Counselling in the College is primarily dependent on the Faculty members of respective Departments. Since the one to one interaction of the students with Faculty is best achieved when students belonging to a particular Department or pursuing a specific subject approaches the teacher concerned, academic, career and personal counselling is carried out when approached. The College does not have a Guidance and Counselling Cell which can look after the needs of students in general.

37. Placement services provided to students:

The Career Counseling Cell of Prabhu Jadatbandhu College organizes Campus Interviews for the outgoing students. Faculty members give sufficient effort to organize such recruitment drive. Reputed Companies are approached officially to conduct such interviews on Campus. We had a number of reputed institutions that visited our College for their recruitment drive programs. Not only this, a few seminars were arranged by the college for the students where they could get into direct contact with professional Institutes who offered scholarship to willing students for pursuing their courses. For this purpose Brainware, a leading IT, Management and Engineering group of Institute in West Bengal engaged in development in Information Technology visited our college on 08.09.2011. they gave a seminar on “Brainware National IT Study Scholarship 2011- a path to great career and forthcoming opportunities in the Industry”. Like previous year Institute-Narendranath Institute (Academy for Defence Examination) organized a career counseling session for our students on 08.09.2011. Their objectives were – “To reach information & guidance about the opportunity that exists in Defence” They gave a one hour seminar on the subject “Wings in Defence & how to make career in Defence”. Another Institute iplus, which trains students primarily in English and success in Government jobs, visited our College on 13.09.2011 and delivered a seminar on “English for Employability” and “Success in Competitive Exams”. So we can definitely say that the College provides several opportunities to students to participate and thereby benefit from these sessions.

38. Development programmes for non – teaching staff :

A few non-teaching staff working in the college is computer literate. To make most of them adept in computer handling is under consideration. Also, those working in laboratories receive on the job training by our faculty.

39. Best practices of the Institution :

The best practices of the Institution can be summarized into three distinct heads namely- Academic, Administration and Finance that are well coordinated:

Academic

- In the Academic year 2010-2011 the college conducted three seminars - UGC sponsored state-level seminar was organized by the college on 18th and 19th February, 2011, Department of Chemistry organized a one-day seminar on the occasion of 150th Birth Anniversary of Acharya Prafulla Chandra Ray on 1st March, 2011 and A seminar was conducted by the College on “Islam and Humanism” on 22nd March, 2011.
- An academic calendar is provided to each student alongwith the college prospectus at the time of admission
- Modular structure of the syllabi is provided to the students by the Departments
- Open access system in the library and also a number of Departmental libraries for better access of books by the students
- SC/ST reservation quota is duly maintained at the time of admission
- Faculty members frequently collaborate with other Institutions in pursuit of research work to enhance their quality of teaching
- Encouraging students to participate in seminars, quizzes, debates etc.

Administrative

- For the first time in the history of the college the Part I admission procedure has been operated through college website www.prabhujagatbandhucollege.org in collaboration with DSS Consultancy and Axis Bank, Andul Howrah. Part I admission has been completed for the year 2011-2012 in three phases. The first phase started

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in the month of June immediately after the publication of the results of Higher Secondary Examination, 2011, However the admission procedure had to be continued till the month of August, 2011 to ensure that all seats in honours and general subjects were filled up.

- The administration takes initiative in effective monitoring of different Institutional activities with the help of several committees
- A gymnasium with various types of modern equipment available to all students
- Students' feedback has been taken. In future plans have to be made to take students' feedback on a regular basis
- Placement Cell is a significant landmark on the part of the administration, keeping in mind the rural hinterland
- A lot of best practices are brought out by the extension activities like the NCC and the NSS such as blood donation camps, general awareness programme in the semiurban areas

Finance

- Providing Half/Full free studentship for poor/meritorious students through Students' Aid Fund
- The College provides subsidy for canteen facilities to students

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

The faculty of the institution has consistently remained engaged in collaborative work with other institutions/ organizations which have fostered academic enrichment of the institution and also improved the teaching learning process. Collaboration has been done with various research organizations like School of Energy studies, Jadavpur University, Centre of Advanced study in Economics, University of Bombay, Geographical Information System. The

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faculty has collaborated with various local and state bodies for extension activities including Lekhak Shilpi Sangha (an organization for writers and artistes), Neheru yuva Kendra, Indian Medical Association, the district Blood Bank etc. Such collaboration has benefited the institution.

41. Any other relevant information :

Having regard to the fact that under the UGC Grant (11th Plan) instruments , books and journals , generator, installation of tubewells and other purchases have been ratified. Accordingly, the following purchases have been made:

- | | |
|---|----------------|
| 1. Generator (including installation and overhead roof) | Rs 5,45,000.00 |
| 2. Tubewell (including installation) | Rs 98148.00 |
| 3. Library books for central library and Departmental library | Rs 212458.00 |

Part C : Detail the plans of the institution for the next year

- We shall continue the work in accordance to the XIth plan outlay as sanctioned by UGC to our College
- Enhancement of library facilities through purchase of books. Also development of infrastructural facilities in the Central library by installation of mini photocopy machine and drinking water facilities with purifier.

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- Continuation of the work of Women's Hostel and other infrastructural facilities

- Introduction of new courses like Education, Nutrition and initiate Honors curriculum in the Department of Chemistry

- To start an Entrepreneurship Development Cell in the College
- To start some vocational courses

- Magazine from the Teacher's Council will be published very soon. This magazine will also include research work of the Teaching Members

- To continue the remedial classes for the poorer students

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Name & Signature of the Coordinator, IQAC

Name & Signature of the Chairperson, IQAC