

**Name of the Institution: Cooch Behar College**

**Year of Report: 2010-2011**

## **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.**

In the beginning of the year the IQAC took into consideration the recommendations made by the NAAC Peer Team for quality enhancement of the institution and accordingly planned new courses of study, encouraging faculty members to apply for research projects, giving attention to staff and faculty development activities, strengthening soft skill development of students, strengthening the library with more journals and magazines and making provision of more spacious reading room, introducing welfare scheme for staff, introducing computer training programme for non-teaching staff, beginning the process of computerization of library, setting up language laboratory, constructing hostels for boys and girls, introducing NSS unit for girls and initiating NCC, strengthening of Science laboratories and introducing the system of inviting distinguished personalities in various fields to interact with the students.

## **Part B**

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

The mission of the college is to provide higher education to all eligible students of the society to make them intellectually sound, morally upright, socially concerned so that they may prove themselves to be fruitful human resources for national development. To the mission in view the college has introduced not only regular B.A., B.Sc., B.Com. (Hons) and general courses but also BBA course and COP courses in Eco-Tourism, Communicative English and Women Studies. Side by side with general and professional study, the extra-curricular activities including sports, NSS, educational tour etc. have

been introduced for the benefit of the students. The college collects feed back directly from the students, through suggestions from alumni association and the views expressed by the parents and guardians of the students. Of the development of curriculum the college maintains regular liaison with the academic bodies of North Bengal University.

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

New academic programmes are awaited. Because at the moment development of infrastructure needed for the above is in progress.

## **3. Innovations in curricular design and transaction:**

The curricular design is reviewed annually in order to suitably adjust the syllabi of general level with that of Honours standard. The review is obviously made for a sort of rearrangement in the curriculum either in the Humanities or Commerce or in Science offered to the students. Of course, the said design of the curriculum undergoes moderation step by step without disturbing the fundamental structure as envisaged in the Government and the University policy.

## **4. Inter-disciplinary programmes started:**

Of late an emphasis is being laid upon inter-disciplinary programmes in order to obviate parochialism of the disciplines concerned. For instance, the Orientation Programme meant for college and university teachers is so designed that different branches of Humanities, Commerce and Science are blended with each other to impart wider academic perspectives. Generally such programmes are initiated by the university. If the university chooses to hold such programmes in this college, the faculty will not only be benefitted but also actively participate in it. We are waiting for the decentralization of such programmes from the university to the college level.

## **5. Examination reforms implemented:**

Traditionally, public examinations organized by the university are not found enough to adjudge the merit of the students as well as the programmes made by them in the preparation of the lessons. On this ground a programme has been introduced for

continuation of internal assessment by holding unit tests, at least twice in a year, if not more. This step seems to be a positive reform of the existing examination system and will go a long way to persuade the students to devote their energy for regular studies.

**6. Candidates qualified (NET/SLET/SET/GATE etc.):**

Within the year 2010-2011 a survey has been initiated to trace the rate of success achieved by the students of the college in NET/SLET/GATE etc. It transpires from the survey that an ex-student of the Geography department of the college qualified in NET/SLET.

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

For the purpose of Faculty development teachers are deputed to join Seminars, Conferences, Refresher Courses etc. For instance, Sri Abhijit Roy of the Department of Commerce participated the International Finance Conference at IIM, Calcutta. Besides, the teachers are also encouraged to engage themselves in short term or long term research projects for which the infrastructure is available in the college, so far as library and computer facilities are concerned. Again, in order to advance such projects successfully the college teachers are encouraged to maintain regular liaison with the teachers of the university level.

**8. Total number of seminars/workshops conducted:**

A proposal for holding a seminar to commemorate the 150<sup>th</sup> birth anniversary of Rabindranath Tagore has been forwarded to the UGC requesting for financial assistance. Subject to the sanction of the proposal, preparation for the seminar is being undertaken at the college.

**9. Research projects:**

Four teachers of the college have been engaged in research for acquiring Ph.D. for a number of years. One of them has been recently awarded the degree, the second one submitted his thesis and the other two are going to submit their theses very shortly. Recently, Sri Subhasish Bhattacharjee, Asst. Professor of Economics, received grant for

Minor Research Project from the UGC. Besides, there are teachers who have been contemplating to contribute research papers to renowned journals.

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

Patents are generated generally by the Departments of Science at the university level when they are in a position to place before the public a new finding unknown before for the benefit of all concerned. At our college Science curriculum has been introduced recently.

**11. New collaborative research programmes:**

Collaborative research programmes are hardly found to be implemented due to the prevalence of individualistic approach for investigation in a certain discipline.

**12. Research grants received from various agencies:**

As has been already mentioned, a grant for Minor Research Project grant has been received from the UGC. Research projects are regularly forwarded by the teachers of the college to the UGC.

**13. Details of research scholars:**

Nil

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

Data not available.

**15. Honours/Awards to the faculty:**

During the academic year 2010-2011 a teacher of the Department of Bengali has been awarded the degree of Ph.D. by the University of North Bengal.

**16. Internal resources generated:**

Internal resources are obviously generated by the introduction of courses of study running of which does not depend upon grant sanctioned from the UGC, State Government and other agencies. Though limited in scope, at this college some career oriented programmes such as Communicative English, Eco-Tourism, Women Studies, Computer Application

as well as BBA are being conducted under the self-financing scheme. The main resource of the college is based on the collection of fees from the students.

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

This is meant for university departments or the colleges having affiliation for PG courses. This college has not yet been affiliated for introducing the PG course. Therefore, the question of running advanced research centres does not arise.

**18. Community services:**

NSS has already been introduced for both boys and girls. For the introduction of NCC application has already been forwarded to the appropriate authority. The authority is yet to give its consent.

**19. Teachers and officers newly recruited:**

Nine full-time teachers and staff of Group C and Group D categories (one for each category) have been newly recruited. Recruitment of two Group D staff and a sweeper is under process.

**20. Teaching - Non-Teaching staff ratio:**

The existing Teaching-Non Teaching staff ratio is 19:13

**21.Improvements in the library services:**

a)The library services at the college are regularly monitored by the Library Committee. b) So far as books are concerned the acquisition of the library increases every year following the receipt of the UGC grants. At present, the number of books at the disposal of the library is 21287 and five journals are being subscribed. The Library Committee has recommended increasing the number of learned journals to be subscribed. c) Xerox and computer facilities are available in the library. The process of cataloguing through computer is under way and can hardly be expedited due to lack of adequate library staff. Sufficient number of posts for the library have to be sanctioned. d) Extension of the reading room meant for both

students and staff can not be implemented at this moment. The work has to wait till the construction of new a building is completed.

**22. New books/journals subscribed and their value:**

One thousand two hundred and twenty-six (1226) books have been purchased till date after the visit of the NAAC Peer team. In addition, five journals/periodicals have been subscribed.

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

Students' assessment of teachers has been introduced at the Honours level. Grievances of students are redressed by the Principal, the Faculty and the college Governing Body together.

**24. Unit cost of education:**

**25. Computerisation of administration and the process of admission and examination results, issue of certificates:**

The process of admission through computerization has already been introduced. The responsibility of issuing certificates rests on university.

**26. Increase in the infra-structural facilities:**

The infra-structural facilities are expected to be upgraded following the expansion of space in new buildings under construction.

**27. Technology upgradation:**

Recently BSNL offered a package for expanding the internet services through computer, the services which would not only connect this college with other colleges affiliated to North Bengal University but also with the colleges and universities in and outside West Bengal. The offer has been accepted and ten internet connections are already in operation.

**28. Computer and internet access and training to teachers and students:**

Computer and internet access and training are available for the students. So far as the teachers are concerned most of them are conversant with the computer application.

**29. Financial aid to students:**

Substantial number of poor and meritorious students are mostly benefitted by the free studentship programme of the college. Besides, the bonafide wards of labourers belonging to the unorganized sector (specially *Bidi* labourers) are widely awarded stipends/scholarships during the tenure of their study in the college. Needy students are supported by Students' Aid Fund. From the Academic Session 2010-2011 students are getting financial support from the UGC Merged Scheme "Colleges with relatively higher proportion of SC/ST/OBC (excluding creamy layer) and minorities."

**30. Activities and support from the Alumni Association:**

The Alumni Association has been formed but due to lack of initiative on the part of the members the Association, is not yet in a position to function regularly.

**31. Activities and support from the Parent-Teacher Association:**

Regular informal contact between teachers and parents is being maintained in the interest of the students.

**32. Health services:**

Students' Health Home has been providing health services for the students of the college, although no arrangement has yet been made internally for continuing health services within the college itself.

**33. Performance in sports activities:**

Annual sports of the college are organized. Besides, inter-college sports meet and football tournaments are held. Some of the college students' performances have been striking enough for acquisition of district and state level recognition.

**34. Incentives to outstanding sportsperson:**

At the time of college admission applicants are given additional credit for outstanding sports activities. Even there is a quota of admission for sports persons.

**35. Student achievements and awards:**

In terms of achievements students have made their mark by earning First Class Honours in several subjects like Geography, Commerce.

**36. Activities of the Guidance and Counseling unit:**

The Counseling unit has been recently set up with the purpose of providing career guidance to the students receiving aid from the UGC Merged Scheme (XIth Plan).

**37. Placement services provided to students:**

There is no scope of providing placement services to the students as the college has not yet set up employment bureau exclusively for the students. A plan has been initiated by the Career and Counselling Cell in this context.

**38. Development programmes for non-teaching staff:**

The services of the cooperative credit society are available for both teachers and non-teaching staff. The loan granted through the credit society paved the way towards development of living standards with minimum pressure on monthly salary.

**39. Healthy practices of the institution:**

In connection with some healthy practices of the institution mention may be made of a positive role played by the Parent-Teacher Association, Alumni Association and, above all, regular contact between teachers and students in and outside the class.

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

Nil

**41. Any other relevant information the institution wishes to add:**

**Part C**

**Detail the plans of the institution for the next year:**

The plan of action of the institution for the next year may be formulated as under:

- A) Construction of at least six rooms to be used as reading room, class room and laboratory.
- B) Improvement of the existing play ground.
- C) Filling up the vacancy of 12 teaching posts duly recommended by the West Bengal College Service Commission.
- D) Having sanction of new teaching posts from the State Government.
- E) Having sanction of new non-teaching posts from the State Government.
- F) Provision of one 125 KV generator.
- G) Arrangement for subscribing at least one journal for each department.
- H) Purchase of more text and reference books for the students.
- I) Beginning of NCC Unit.
- J) Purchase of more sports equipment.
- K) Purchase of more equipments/apparatus for the department of Physics, Chemistry and Geography.
- L) Purchase of more furniture for the office, faculties and the library.
- M) Provision of more facilities for pure drinking water.
- N) Organization of at least two National Seminars at the college annually in addition to at least one Seminar for each department.
- O) Encouragement of the Faculty members for approaching the UGC with Research Projects.
- P) Encouragement of the Faculty members for publishing research articles and participation in various Faculty development programmes.