



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 1)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
TAKI GOVERNMENT COLLEGE**

**TAKI
West Bengal
743429**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	TAKI GOVERNMENT COLLEGE TAKI West Bengal 743429	
2.Year of Establishment	1950	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:		
Departments/Centres:	15	
Programmes/Course offered:	17	
Permanent Faculty Members:	48	
Permanent Support Staff:	31	
Students:	2327	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Co-educational rural Govt. College 2. Large number of students from underprivileged section. 3. Good academic ambience .	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 28-08-2018 To : 29-08-2018	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	MR. TAPODHIR BHATTACHARJEE	
Member Co-ordinator:	DR. INDRA NATH MISHRA	Dean,L.N. Mithila University
NAAC Co - ordinator:	DR. SHYAM SINGH INDA	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

Established in 1950, Taki Government College is situated alongside river "Ichhamoti". It has good infrastructure. It has been observed that the college provides higher education to the socially underprivileged and financially weaker students. Activities of the college take place in three part campus. Main building, Annex- Building and Geography-cum-playground enclave. The college offers Honours in thirteen different subjects and Post - Graduate programmes in English and Bengali.

The College is affiliated to the West Bengal State University and follows the curriculum designed by it. For successful delivery of the curriculum, four major modules were formulated. The college prospectus and academic calendar exhibit the curriculum to be taught in the stipulated period. Continuous internal assessment has been in accordance with the University guidelines. Estimation of the receptivity by the students are carried out by holding regular class tests. The last but not the least module is taking care of students who are academically weaker. This was achieved with the help of remedial coaching and personal interaction. For better understanding of the curriculum, practical and demonstrative mode of teaching were adopted. Excursions and educational visits are also arranged from time to time. Use of e-resources are also encouraged by means of PPT presentation and dissertations. Some departments have organized seminars where students are encouraged to present papers/posters. The college is also utilizing present day communication technology means for increasing access to the contemporary world for updating.

Academic flexibility exists in PG curriculum framed by college BOS. But for UG courses academic flexibility is beyond the reach of the college as it is affiliated to the West Bengal State University. However, teachers of the college are invited to participate in BOS and Academic Council for helping in formulating the course of studies. Academic autonomy is seen in P.G. courses of Bengali and English.

Curriculum enrichment has also been properly undertaken in case of both U.G and P.G students by the College.

Gender sensitization and gender equality, Women studies and feminism are important components of P.G. course in the college and also in some UG courses. By teaching Tagore literature, the college helps in inculcating Human values in the students. Post Graduate syllabus of the college includes professional ethics.

This promotes original research without plagiarism in them.

The CBCS system is introduced this year only. They have also adopted the add-on programmes of Netaji Subhas Open University. Feedback system needs to be made more effective.

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Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

Admissions are done online as per the rules laid down by the University and State Government. Reservation roster is also strictly followed. The college receives large number of applications for admission from neighbouring remote and rural areas. The college offers Honours in thirteen subjects and general degree in two subjects only.

Immediately after the start of the classes of the fresh batch of students, they are identified through interaction in the classroom as slow learners and advanced learners. Contact-hours are enhanced for the slow learners by means of tutorial classes and remedial classes. Advanced learners on the other hand are provided with advanced study materials, web links and problem sheets to solve. Teachers are always available for them for solving any problem. Scholars of repute are invited for delivering lectures which ends with interactive session at the end where students of both types are encouraged to participate in discussion. This helps them in broadening their understanding. If slow learners have still some doubts left, they clear it with the help of their mentors. This whole procedure helps in the improvement of all sorts of learners. During this process, teachers try to identify the point of interest also. It has been found that sometimes slow learners do have more interest in extracurricular activities. Such students are encouraged to nourish their special interest. It has been noticed that by the time they obtain their degree they achieve excellence in their other field of interest.

Coordinated programmes like sports, cultural activities, competitions at college level, National levels, NSS, Tree plantation, Women's day celebration, excursions, industrial visits etc. help both types of students to get

realistic views of the problems. This helps in changing their views towards women folks. Team spirit is inculcated. With maturity and coordinated efforts responsible citizens are produced by the college.

The college possesses a moderate Teachers students ratio ranging from 1 : 35 to 1 : 48.

Approximately 78.3% of the sanctioned posts are filled and nearly 76.6% teachers are ICT enabled. Among the teachers 46.13% are Ph.D degree holders and average individual teaching experience is 9.57 years which appears to be reasonably high. Fifty five research papers were published by teachers of the college during the last five years in referred journals. Ten books and forty-one chapters in the books were also published by them. Two Major Research Projects and some Minor Research Projects were carried out by the faculty members generating an amount of Rs.64.505 lakhs from different funding agencies.

Most of the students hail from rural background and many of them are first generation learners hence they fail to communicate in English. This has become a very significant hurdle. Students Career Counseling and Placement Cell help them to improve their level of English. Besides, conventional chalk and duster, overhead projectors and computer linked LCD Projectors in seven Departments are used to make teaching more interesting. Only one Smart Board teaching was noticed. In departmental seminars both teachers and students are asked to participate. Film-screening is one of the good practices in Department of Bengali and English. This helps the students to become script writer. Wall Magazines was present in History and Philosophy Department only.

NSS activities, Blood-donation camp and visit to old age home are often organized so as to enable them to become responsible citizens of our country.

During the three years stay of degree students, final examination is conducted each year by the University. But before that, tests examinations and surprise examinations are conducted too. After the evaluation, copies are shown to them so as to realize their mistakes and rectify them as per the suggestions given by the teachers. The best performers are felicitated every year. Most of the teachers of the college are examiners and hence well versed with the evaluation pattern of the University.

The marks obtained by the students in the internal tests examinations are displayed in the Departmental notice board. The college is also ready to exhibit answer book to unsatisfied students as per the RTI act. Every step is taken to maintain the academic calendar provided by the University.

The college does not have any role in evaluation of Programme outcome rather they try their best to implement the P.O's perfectly. The student success rate is 87.02% which reflects about students satisfaction.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

Only three teachers of the college are recognized as Ph.D supervisor. The college is not recognized as a Research centre by the University. However research projects sanctioned by government and non-government agencies during last five years are thirteen in number. Publication of research papers may be enhanced and similarly number of books and chapters in the edited books. The institution has no stated code for checking plagiarism and malpractices in Research. The teachers of Botany Department have developed a National Herbarium for use of nearby college students. The college is in the process of establishing Ecosystem study centre for study of Mangrove Ecosystem. Keeping in view of the existence of mangrove forest commonly known as "Mini Sunderban" or "Taki Golpatar Jungle". This may develop in Incubation centre for emanating knowledge. Some award of local significance were received by the teachers of the college. No extension and collaborative work was noticed. Extension work what so ever was done by the NSS of the college in form of organizing Thalassemia detection camps, Environmental Awareness camp, Ban Mahotsav. With regard to special outreach, students were encouraged to visit Old Age Home for interacting with old people. So far faculty exchange, internship, research training is concerned, the college needs to take some initiative. Being a Government institution the college does not have scope for signing MOU on its own. The Institution has not signed MOUs of national and international importance with other university or industry for betterment of the students during last five years. Structured mechanism of consultancy and inter-institutional and Institution-Industry interaction, MOUs need to be developed.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The college has three separate buildings located close to each other. The main building has 24 classrooms, 04 traditional laboratories, 02 Computer laboratories, one research laboratory, central library and departmental Libraries. All these class-rooms are provided with black/white board, electricity, lights, fans etc. In the second building there are only two classrooms, one on each floor. The third building houses Department of Geography which has three class-rooms, 02 laboratories, 01 computer laboratory, 01 seminar library room and 02 store rooms. Overhead projectors and LCD monitors seven in numbers are available. Seminar Hall is available on the 3rd floor of the main building. It is fully air-conditioned with good quality acoustics system, LCD projector and other facilities. No proper Botanical garden is present. However, the Department of Botany maintains, a small garden of medicinal plants on the first floor itself.

The college has a playground measuring 18,600 sq. ft. located in front of Geography Department where students can play football only. Annual sports are organized in it. Gymnasium is yet to be constructed. Cultural activities are organized in form of exhibitions, commemorating different occasions, etc.

The college library contains more than ninety-five thousand books. It subscribes to ejournal consortium INFLIBNET-NLIST. Five journals were subscribed till last year, but no journal was subscribed this year. Reading room is air conditioned with computers printer and network facility. Partial automation of library was noticed. Rare books, manuscripts and special reports were not present. Teachers and students using library facilities are not up to the mark.

Wi-Fi facility is available in whole college. E-governance is also being practiced.

Software is being used for generating receipt of tuition fees. The college office was found to be paperless. At present all transactions are being processed through 'IFMS' provided by the Govt. of West Bengal. The college library is undergoing the process of modernization.

The college administration is using various government machineries for upkeeps of various works. The

college and Hostel building are taken care of by the PWD civil. The electrical maintenance is done by PWD (electrical) Department. Aqua-guards, computers etc. are under Annual Maintenance Contract {AMC}. Repair and maintenance of equipments are taken care of by concerned manufacturing company. However, Girls Hostel lacks sanitary pad vending machine and there is no provision of Day care room in the college.

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Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

Of the total students admitted, about 11.19% have been benefitted by scholarship provided by the state Government during last five years while only 0.21 students availed the benefit of freeship during this period. Almost negligible percentage of students were benefitted by the guidance for competitive examinations and career counseling offered by the college. Similar is the case of students who had availed benefits offered by Vocational Education and Training (VET). Number of students who went for higher studies could be further enhanced. Placement record of students is equally very poor. Almost negligible percentage of students has passed NET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/ State Govt. examination during above mentioned time period. No award/medal for outstanding performance in Sports/Cultural activities at national/international level was received during this

span of time.

Students union is comprised of 14 members. Different students Union committees are headed by different teachers of college as "In-charge". Student Union organizes various programmes like "Nabin Baran", "Teachers Day", "Animal Sports Event", "Cultural Programmes", Seminar etc. But only 05 such events were organized in 2016 - 2017. During "Nabin Baran" they welcome fresh batch of students in the college. It also organizes "Maitri Utsav" which helps in reinforcing love and integrity among students and to alleviate the menace of ragging. They even help in formulating college Annual Budget. The college students Union provides suggestion in effective administration and infrastructural development of the college. It even helps the poor and needy students of the college during admission and examination through Students' Aid Fund.

The college has a small (only 67) and young alumni association which is still under the process of registration. Only on 15 September, 2017 they had organized one felicitation programme for successful students of the college. Only two alumni meeting were organized in 2016 - 2017. The alumni association has contributed <1 lakh in last five years. The Association needs to be activated further.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

The Governance of the college is under the direct control of Education Directorate {ED} which works in tune with the Department of Higher Education, Science and Technology and Biotechnology {DHESTB}, Government of West Bengal {Govt. WB}. Appointments, promotions, transfers and all non-academic matters are under the direct control of DHESTB, Govt. WB. But for all academic affairs it abides by the regulations laid by the affiliating West Bengal State University {WBSU}. The Principal is the administrative Head of the college who is responsible for implementing Government policies regarding the academics. He has to look after the financial management of the College. Keeping in view of its vision and mission, the college has taken initiatives to inculcate knowledge and human values in its students so as to make them responsible citizens of our country.

The Institution practices decentralization and participative management in the sense that all the academic and non-academic activities are being performed by Governing body, IQAC, Teachers council, PG administrative

board and Internal cells/Committees. They work together to improve quality in academic, research and administrative matters of the college.

Education Directorate alongwith DHESTB frames Educational policies and formulates strategic plans which helps in the development of the Institution. As, the college is registered under 2 {f} and 12 {B} of the U.G.C., the funds received from it is utilized in infrastructural development works. Six strategic plans formulated by the college need to be strengthened. Strategy developed by the Institution for upgrading P.G. courses by forming four subcommittees under the ambit of one PG Administrative Board is a welcome step.

The Governing body ensures steps to implement statues and policies of the Government and WBSU, so the vision and mission of the college is achieved. The recruitment of teachers are done by Public services commission as per UGC guidelines and reservation roster of the state Govt. Promotional benefits are given to the teachers of the college as per UGC-CAS guidelines.

Service book of every employee is manually updated time to time and is kept under the safe custody of the Principal. It is praiseworthy to note that recently a portal "e-services for Employees" has been introduced in HRMS Module through which pay slips, record of GPF contribution and Leave Accounts of the employees are provided.

The Grievance Redressal cell, the Anti-Ragging Cell, the Gender Sensitization and Sexual Harassment protection cell, Career counseling and Placement cell have been established for betterment of the college students. The Library Advisory Committee is equally competent. Digitalization of library resources with augmentation of International open-source software KOHA for automation of bibliographic data has been done by the college.

Teaching and non-teaching staffs of the college are entitled to all welfare measures which are given to the employees of the Govt. Under the West Bengal Health Scheme for all employees and Pensioners Cashless Medical Treatment Scheme, 2014. They are entitled to additional benefit of Rs. One lakh besides all benefits given to them under Scheme, 2008. Under Swathya Sathi Scheme for part time faculty members, they are entitled for 1.5 lakh annually under Insurance node and up to OS lakhs in critical illness. LTC, facility fore-library, Low-budget canteen, staff quarters, GPF loan and Festival bonus are also given to them.

However, teachers have to show enhanced interest in obtaining financial support for attending any conference/workshop during last five years. No administrative training programme was organized during this year for teaching and non-teaching staffs. With regard to attending orientation programme, refresher course, faculty development programme 23.41% of teachers attended such programs during last five years.

The college has both academic and administrative performance appraisal system for the teachers. Every teacher has to sign and maintain at every working day mentioning details of academic and administrative duties performed. Apart from this, Principal of the college provides ACR (Annual Confidential Report) and SCR (Special Confidential Report) for teaching and non-teaching staffs for their promotion.

All financial transactions are subjected to internal and external audits. Internal audit is done by the teachers of the college while external audit is done by Principal Accountant General, Govt. of West Bengal.

Since it is a Govt. College, for mobilizing funds only state and central Governments are requested. Tuition and other fees are collected but partly deposited in the college account. Salary and development works under Non-plan Heads are obtained from State Govt. Infrastructural facilities and research grants are received from

various funding agencies.

Internal Quality Assurance cell (IQAC) is established in this Institution from late 2013.

Because of its endeavours, improvement was noticed in teaching, research, academic and administrative performance of the college. IQAC took interest in organizing a number of outreach programmes, cultural programmes, public awareness programmes and career - oriented programs from time to time.

The IQAC is organizing departmental seminars and workshops for the benefit of students. Forty teachers of the college got their promotions under their guidance and help.

The college is meticulously evaluating teaching-learning practices, methodologies applied and learning outcomes at regular basis. IQAC is functioning as a monitoring cell. Departments are entrusted to make assessments as per the suggestions given by IQAC and make necessary amendments in methodologies to be adopted in the assessment patterns and prepare academic calendar. Two major initiatives adopted by the college in this direction are worth mentioning. In place of chalk and black board, overhead projector (OHP) and LCD projector were introduced in some class-rooms to make teaching more interactive and vibrant. Secondly, assessment of students and teaching staffs are made at short intervals. For the evaluation of the students regular class-tests/ surprise tests are organized. For assessing teachers' performance, both in academic and administrative count session-wise, prescribed UGC format is used. The same is collected by the H.O.D's and submitted to the IQAC for estimation. For quality assurance initiatives, undermentioned initiatives are taken.

Regular meeting of IQAC, timely submission of AQAR (Annual Quality Assurance Report) to NAAC, Feedback collected, analysed and used for improvement.

Academic Administrative Audit (AAA) and initiation of follow up action.

The college has made incremental improvements in last five years in various spheres as mentioned below :

(1) Online Admission (2) Free Wi-Fi facility

(3) Formation of Gender sensitization and sexual Harassment Protection cell. (4) Career Counselling cell and Placement cell.

(5) Community outreach and sensitization programme. It includes Environmental Awareness programme, Anti-ragging awareness program, Visit to old age home, Thalassemia camp etc.

(6) Alumni Association initiated.

(7) Besides, the various Govt. sponsored scholarship schemes for poor students of the college, the institution has started one Kanyashree (K-2) project for only girl students of the college. This scheme funded by Govt. of West Bengal has been widely accepted even by State Govt. agencies.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The college has initiated some steps to take care of this aspect. Foremost is "Gender Equality". Although only one gender equity promotion program has been organized by the college but even then it has taken noteworthy steps towards safety and security, counseling and separate common room facilities for the girl students. The entire college campus is under CCTV surveillance to ensure the safety and security of both girl students and women employees. The college has separate wash-room facilities for boys and girls. Counseling session is organized from time to time to sensitize the students on specific needs and issues.

LED bulbs are used to lessen power requirements. Initiatives for alternative energy sources not found.

Environmental consciousness and sustainability includes waste management practices.

Solid waste is a menace for all. Solid waste received from Wash rooms, hostels, class-rooms, sitting rooms, offices, Play-ground, Wall-writing, Placards and posters are regularly collected from waste-bins and periodically carried to civic dumping ground by municipality cleaning workers. Liquid waste comes out mainly from wash-rooms and laboratories of chemistry Dept. They are properly disposed to the main drain of the municipality. E-waste comes out from appliances like Photocopiers, AC, machines, batteries, compressors of the Refrigerators and CRT monitors. Special care is taken for its re-cycling. Vendors are appointed to recycle usable parts of the discarded computer sets and other e-waste products.

No rain water harvesting facility was observed as the college is situated by the side of river "Ichhamati". As an educational need based proposal the matter is lying with state Govt. for sanction. Bicycle and public transport mainly serve as a means for conveyance. The college is well connected by pedestrian friendly roads from railway station and bus stand. Campus is plastic free as most of the students and staffs carry their lunch in reusable containers. College office is not entirely paperless as applications and other documents are stored in hard copy form. However, most of the notices are circulated through websites, E-mails, Whatsapp and other electronically transmitted media. Improved facilities have to be provided for differently abled persons.

The observance of birthday of great personalities like Dr. S.Radhakrishnan and Rabindranath Tagore etc. with national days (Independence and Republic days) is a good practice and inculcate values and social responsibilities in the minds of students.

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions in accordance with the rules and regulation laid down by the Govt. of West Bengal and funding agencies like UGC, DST, DBT etc.

Section III:OVERALL ANALYSISbased on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)

Strength

Strength:

- It imparts education to poor and unprivileged students.
- Proactive IQAC.
- Togetherness amongst all stakeholders for further development of the college in all spheres.
- Affable outlook of administration, faculty members and non-teaching staffs towards students.

Weakness:

- The college lacks formal linkage with centres and organizations of excellence in India and abroad.
- Inadequate use of ICT enabled teaching and learning resources.
- Lack of registered alumni association.
- Regulatory constraints in offering need based and add-on courses.
- Dearth of vacant space for further expansion.
- Geographically remote location does not permit usual interface with better educational institutes.

Opportunities :

- Adequate opportunities for introduction of more industry oriented technical courses.
- Ample scope for obtaining more funds for infrastructure and research on the basis of its backward and rural background.
- Enough scope for developing incubation centres entrepreneurship.
- Introduction of job-oriented courses.

Challenges:

- Provision of adequate scholarship facilities to attract students as they come from poor socio-economic background.
- Making classes more interactive so that even slow-learners do not go for private tuition.
- Taking further care of safety and security of girl students.
- Making the students good in English conversation for their better employability.
- Provision for more and more placements by strengthening college's efforts towards it.

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Industry, need based and job oriented UG and PG programmes be started.
- Communication skills and computer literacy among the students and increased use of ICT in teaching learning and evaluation process be adopted.
- Establishment of Language Laboratory, innovation and incubation centres be initiated to encourage students for entrepreneurship.
- Properly functional Boys and Girls hostel be constructed.
- College website be further developed.
- Complete computerization of office and library be done.
- More and more teachers be encouraged to update their professional excellence by attending refresher courses I orientation courses.
- After obtaining self-appraisal of the teachers, remedial measures to be undertaken.
- Vacant sanctioned posts in various departments to be filled up.
- Teachers be encouraged to seek more research grants.
- Computer centre be further strengthened.
- Alumni association be registered and more funds through them be collected for developmental works.
- Functional MO Us with industries and Academia be developed in consultation with Govt.
- Solar Panel to be installed as alternative source of energy.
- Add-on and enrichment courses alongwith value addition to the methodology of teaching-learning process be initiated.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	MR. TAPODHIR BHATTACHARJEE	Chairperson	
2	DR. INDRA NATH MISHRA	Member Co-ordinator	
3	DR. SHYAM SINGH INDA	NAAC Co - ordinator	

Place

Date

NAAC