



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		KURSEONG COLLEGE
Name of the head of the Institution		SAMIR BAL
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03542344243
Mobile no.		9434462377
Registered Email		kurseongcollege@yahoo.in
Alternate Email		kurseongcollegeiqac@gmail.com
Address		Dowhill Road
City/Town		kurseong
State/UT		West Bengal
Pincode		734203
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	UPENDRA ADHIKARI
Phone no/Alternate Phone no.	+919531745945
Mobile no.	8918562734
Registered Email	adhikarilupendra@gmail.com
Alternate Email	kurseongcollegeiqac@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://iqac.kurseongcollege.net/wp-content/uploads/AQAR-Kurseong-College-2016-17.pdf">http://iqac.kurseongcollege.net/wp-content/uploads/AQAR-Kurseong-College-2016-17.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://www.kurseongcollege.net/wp-content/uploads/Academic-Calendar-2017-18.pdf">http://www.kurseongcollege.net/wp-content/uploads/Academic-Calendar-2017-18.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.03	2009	31-Dec-2009	30-Dec-2014

### 6. Date of Establishment of IQAC

01-Aug-2011

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Preparing a good research proposal	21-Jul-2018 1	10

**8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<b>No Files Uploaded !!!</b>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

**Yes**

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

**3**

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

**Yes**

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

**No**

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

**Student orientation Programme**

**Participation in Cultural Programmes**

**Research proposal writing workshop for the Teachers**

**No Files Uploaded !!!**

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
<b>Regular monitoring of students attendance in the class periodic assessment of students learning outcomes encouraging students to participate in extra and co curricular activities</b>	<b>Active involvement of students in different activities in the college better results of the students in the University examinations</b>
<b>No Files Uploaded !!!</b>	

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>GOVERNING BODY</td> <td>05-Dec-2018</td> </tr> </table>		Name of Statutory Body	Meeting Date	GOVERNING BODY	05-Dec-2018
Name of Statutory Body	Meeting Date				
GOVERNING BODY	05-Dec-2018				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2017				
Date of Submission	19-Mar-2017				
17. Does the Institution have Management Information System ?	No				

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Kurseong College is an affiliated college attached to the University of North Bengal, offering the Honours and General courses in Science, Commerce and Arts streams. As an affiliate college, the institution follows and adheres to the curriculum delivery guided by the different statutes and guidelines issued by the affiliating university. The basic documentation as required relating to candidates admitted to the institution, their registration with the university details and degree awarded by the university are documented in the college. The course contents, pattern of examination, marking system, issue of diploma and degrees is done by the affiliating university. The university incorporates faculty members from different colleges affiliated to it to prepare the syllabi, modules, course design etc. The faculty members from Kurseong college participate in these processes which helps the college to plan curriculum delivery in an appropriate and student friendly design. Sent up tests, preparatory tests are conducted in the college to prepare the students for University examinations.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc		03/07/2017

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The feedback is summarised and accordingly the new initiatives are undertaken to resolve the mitigations if any. The concerned areas of weakness are outlined and proper plan of action is chalked out to utilise the students' feedback.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ECONOMICS HONOURS	51	10	1

BA	NEPALI HONOURS	51	15	7
BA	ENGLISH HONOURS	51	62	36
BA	POLITICAL SCIENCE HONOURS	51	33	21
BA	HISTORY HONOURS	51	15	9
BA	GEOGRAPHY HONOURS	26	22	9
BA	B.A. GENERAL	450	122	144
BSc	CHEMISTRY HONOURS	26	10	0
BSc	ZOOLOGY HONOURS	16	7	3
BSc	MATHEMATICS HONOURS	26	11	3
BSc	B.SC. GENERAL	120	13	6
BCom	ACCOUNTANCY HONOURS	44	13	9
BCom	B.COM. GENERAL	195	8	4

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	736	0	31	0	0

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
31	10	5	4	1	5

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring is done at personal level as per the requirement of the student. There is no designated programme to cater this service as available earlier under UGC scheme of remedial coaching classes, etc. since 2017/18. Special coaching is done as and when it is urged by the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
736	39	18.871

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
41	31	10	1	8

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Mrs. Namrata Rai, (National Level)	Assistant Professor	Best ANO by NCC National Level Training Programme
2017	Dr. Amit Shankar (International Level)	Assistant Professor	Distinguished Reviewer By ELSEVIER

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	GENERAL AND HONOURS	3RD YEAR	30/05/2018	02/07/2018
BSc	GENERAL AND HONOURS	3RD YEAR	30/05/2018	02/07/2018
BCom	GENERAL AND HONOURS	3RD YEAR	30/05/2018	02/07/2018
BA	GENERAL AND HONOURS	1ST AND 2ND YEAR	23/06/2018	24/08/2018
BSc	GENERAL AND HONOURS	1ST AND 2ND YEAR	23/06/2018	24/08/2018
BCom	GENERAL AND HONOURS	1ST AND 2ND YEAR	23/06/2018	24/08/2018

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Besides internal sent up test (as held before term end examination), class test, group discussions, seminars, student's teaching ability, assignments submission, etc. Are conducted by departments as per their own discretion.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar prepared by the affiliating university i.e., university of north bengal is strictly adhered and very little diversions are made for internal assessment other cocurricular activities.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.kurseongcollege.net>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NEPALI HONOURS	BA		4	1	25
ENGLISH HONOURS	BA		9	8	88.89
POLITICAL SCIENCE HONOURS	BA		19	18	94.74
HISTORY HONOURS HONOURS	BA		4	1	25
GEOGRAPHY HONOURS	BA		13	12	92.31
CHEMISTRY	BSc		1	1	100
MATHEMATICS	BSc		4	0	0
B.COM HONOURS	BCom		5	1	20
B.A. GENERAL	BA		120	74	61.67
B.SC GENERAL	BSc		6	5	83.33
B.COM GENERAL	BCom		15	15	100

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.kurseongcollege.net/>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	3	Science and Engineering Research Board, New Delhi	2087700	11437003
Major Projects	3	Science and Engineering Research Board,	2727340	636111



**3.2 – Innovation Ecosystem**

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
<b>No Data Entered/Not Applicable !!!</b>		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>No Data Entered/Not Applicable !!!</b>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					

**3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
<b>No Data Entered/Not Applicable !!!</b>	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	ECONOMICS	2	5.43
National	COMMERCE	1	4.72
International	POLITICAL SCIENCE	1	3.01
International	MATHEMATICS	14	0.51
International	PHYSICS	1	1.14
International	HINDI	2	3
International	ENGLISH	2	0
National	HISTORY	8	0

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
COMMERCE	1
ENGLISH	1

POLITICAL SCIENCE	2
HISTORY	1
ECONOMICS	1
MATHEMATICS	1

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Ricci solitons in N(K)-manifold	K. K. Baishya, P. R. Chowdhury and T. P. Chowdhury	Tamsui Oxford Journal of Information and Mathematical Sciences	2018	0	Kurseong College	0
Working Capital Management Trend in Indian Cement Companies: A Case Study	Sandip Kumar Santra	International Journal of Business and Management Inventions	2017	0	KURSEONG COLLEGE	0
Uday Prakash ki katha sahitya me samajik pariprekshya	Prashat Sarkar	Transframe eMagazine	2018	0	KURSEONG COLLEGE	0
On Band Orthodox Semirings	Rajib Debnath	Afrika Mathematica	2018	0	KURSEONG COLLEGE	0
Oral Literature mamd Performing Arts of a Marginalized Community: The Chain of West Bengal	Chanchal Adhikary	Contemporary Voice of Dalit	2018	0	Kurseong College	0
Folk Religious, Cultural Beliefs and Practices	Chanchal Adhikary	Man and Society	2018	0	Ramananda Centenary College, Purulia	0

among the Chain Community of West Bengal, India: An Ethno Historical Study						
Determination of Rural Female Work Participation in West Bengal A study of North Bengal Region	Srijana Rai	Zenith International Journal of Multidisciplinary Research	2017	0	Kurseong College	0
Women's Work and Gender Division of Labour in Rural Hill Economy A Study of Hill District in the State of West Bengal, India	Srijana Rai	Asian Journal of Multidimensional Research	2018	0	Kurseong College	0
Theories of Origin of the Lepchas An Indigenous Tribes of the Kanchanjunga Basin	Shera Pandi Molommu	International Journal of Research in Social Sciences	2018	0	Kurseong College	0
Chi The Traditional Drink of the Lepchas: A Case Study	Shera Pandi Molommu	IOSR Journal of Humanities and Social Sciences	2017	0	Kurseong College	0
Naambum: The Festival Imbedded in the Fabric	Shera Pandi Molommu	National Journal of Multidisciplinary	2017	0	Kurseong College	0

of the Lepcha Community		Research and Development				
Dal Bahadur Giri The First Gorkha Freedom Fighter from Darjeeling Hills	Shera Pandi Molommu	Dal Bahadur Giri- The First Gorkha Freedom Fighter from Darjeeling Hills Shera Pandi Molommu Research Guru 2018 Kurseong College	2018	0	Kurseong College	0
Long Choks: The Sacred Megalithic Shrines of the the Lepchas	Shera Pandi Molommu	International Journal of Research Culture Society	2018	0	Kurseong College	0
Lepchas- The Brothers of the Bamboo	Shera Pandi Molommu	International Journal of Research in Economics and Social Sciences.	2018	0	Kurseong College	0
Ricci Solitons in Sasakian manifold	K. K. Baishya	Afrika Matematika	2017	0	Kurseong College	0
On generalized weakly symmetric manifolds	K. K. Baishya	Bulletin of the Transilvania University of Brasov, Series III: Mathematics, Informatics, Physics	2017	0	Kurseong College	0
Note on almost generalized pseudo Ricci symmetric	K. K. Baishya	Kyungpook Mathematical Journal	2017	0	Kurseong College	0

manifolds						
On almost generalized weakly symmetric LP-Sasakian manifold	K. K. Baishya and P. R. Chowdhury	Annals of West University of Timisoara Seria Matematica Informatica	2017	0	Kurseong College	0
On the spacetime admitting some geometric structures on energy momentum tensors	On the spacetime admitting some geometric structures on energy momentum tensors K. K. Baishya and A. Mukherjee Revista Colombiana de Matemáticas 2017 Kurseong College	Revista Colombiana de Matemáticas	2017	0	Kurseong College	0
Riemann manifold admitting Ricci quarter symmetric metric connection	K. K. Baishya	ANNALES UNIV. SCI. BUDAPEST, Eotvos Sect. Math.	2017	0	Kurseong College	0
On hyper generalized weakly symmetric manifolds	K. K. Baishya, Fusun Zengin and Josef Mikeš	Proceedings of the Nineteenth International Conference on Geometry, Integrability and Quantization, Sofia	2018	0	Kurseong College	0
On generalized weakly symmetric (LCS) <sub>n</sub> -manifolds	K. K. Baishya	Hacettepe J. Mths and Statistic	2017	0	Kurseong College	0
A note on generalize	K. K. Baishya	Acta Mathematica	2018	0	Kurseong College	0

d pseudo Ricci symmetric manifold		Academiae Paedagogicae Nyregyhaziensis				
More on $\eta$ -Ricci solitons in (LCS) $_n$ manifolds	K. K. Baishya	Bulletin of the Transilvania University of Brasov, Series III, Maths, Informatics, Physics	2018	0	Kurseong College	0
$\eta$ -Ricci solitons in Kenmotsu manifolds	S. Eyasmin, P. Roy Chowdhury and K. K. Baishya	Honam Mathematical Journal	2018	0	Kurseong College	0
Existence of some classes of $N(k)$ -quasi Einstein manifolds	S. K. Chaubey, M. Danish and K. K. Baishya	Bol. Soc. Paran. Mat	2018	0	Kurseong College	0
On an almost generalized pseudo Ricci Symmetric Spacetime	K. K. Baishya	Italian Journal of Pure and Applied Mathematics	2018	0	Kurseong College	0
Asghar Wajahat's Unborn in Lahore and Salman Khurshid's Sons of Babur: Rehistoricising the Hindu-Muslim Rivalry	Joydeep Bhattacharya	Rupkatha Journal on Interdisciplinary Studies in Humanities	2017	0	Kurseong College	0
First Principle Calculations of Structural, ..... $R_2Ni_2Pb$ ( $R = Ho, Lu, and Sm$ ) Compounds	Y. Benkaddou, (et. al).	First-Principle Calculations of Structural, ..... $R_2Ni_2Pb$ ( $R = Ho, Lu, and Sm$ ) Compounds Y. Benkaddou, (et.	2018	0	Kurseong College	0

		a). Journal of Supercondu ctivity and Novel Magnetism 2018 Kurseong College				
Satta our viahardhar a ke parip reksha me uday prakash ka katha sahitya	Prashat Sarkar	Transframe e-Magazine	2018	0	Kurseong College	0

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	10	0	2
Presented papers	9	9	0	0
Resource persons	1	2	0	0

### 3.4 – Extension Activities

#### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation	NSS in collaboration with Kurseong Hospital	2	20
Tree Plantation	NSS in collaboration with Kurseong Forest Office	2	50
Blood Donation	NSS in collaboration with	1	30

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	Kurseong College	Campus Cleaning	20	200

**3.5 – Collaborations**

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development



570000	456000
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4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>No Data Entered/Not Applicable !!!</b>	

**4.2 – Library as a Learning Resource**

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	3.22.10	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	22267	0	12	0	22279	0
Text Books	0	0	0	0	0	0
Reference Books	0	0	0	0	0	0
e-Books	0	0	0	0	0	0
Journals	9	6721	0	0	9	6721
e-Journals	0	0	0	0	0	0
Digital Database	0	5900	0	0	0	5900
CD & Video	0	0	0	0	0	0
Weeding (hard & soft)	923	0	0	0	923	0
Library Automation	0	0	0	0	0	0

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			

**4.3 – IT Infrastructure**

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	29	1	8	2				1	

Added									
Total	29	1	8	2	0	0	0	1	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	<a href="#">0</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
744440	558330	342000	334291

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

No Data Entered/Not Applicable !!!

### CRITERION V – STUDENT SUPPORT AND PROGRESSION

#### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!		

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
YOGA DAY	21/06/2018	25	NCC
AWARNESS PROGRAMME ON ANTIHUMAN TRAFFICKING	24/08/2018	90	MARG NGO

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	IISD	65	65	0	0

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	7	6

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
N/A					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	12	BA, BSC, B.COM	NEPALI, ENGLISH, POLITICAL SC., HISTORY, GEOGRAPHY, B.COM HONOURS, B.COM GENERAL, CHEMISTRY, MATHEMATICS, B.SC GENERAL	NBU, SU, IGNOU	M.A, MSC, M.COM

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
ANNUAL SPORTS WEEK	INSTITUTIONAL	200
FOUNDATION DAY	INSTITUTIONAL	200
FRESHERS WELCOME	INSTITUTIONAL	200
FAREWELL PROGRAMME	INSTITUTIONAL	200

## 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

In this period Students Union lend their support to the teaching staff in the various committees' like sports, cultural and admission. Without engaging the students it would be very difficult to manage these huge tasks, the General Secretary, Sports Secretary, Cultural Secretary and Class Representatives help the Convenors of these entire Committees'. The Convenors are professors and the secretaries are elected members from among the students. There is also a representation from the students union in the Governing body of the College.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

<b>No Data Entered/Not Applicable !!!</b>
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5.4.2 – No. of enrolled Alumni:

<b>No Data Entered/Not Applicable !!!</b>
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5.4.3 – Alumni contribution during the year (in Rupees) :

0
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5.4.4 – Meetings/activities organized by Alumni Association :

0
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### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Different statutory and nonstatutory subcommittees are formed for carrying out different activities in the college. Few of them can be cited as examination, cultural, admission, games and sports and so on each of which is composed of teachers, nonteaching staff and students.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial
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#### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Research and Development	The Research subcommittee of the Teachers Council encourages faculty to attend seminars, symposia and

	workshops. The faculty are also encouraged to write papers, edit and publish books.
Library, ICT and Physical Infrastructure / Instrumentation	1. The automation process of the Central library is in process with integrated open source library management software KOHA. 2. The central library has been WiFi enabled. 3. Access to ebooks and ejournals to faculty. 4. Three new lecture rooms and one. 5. Room No. upgraded to SMART classroom. 6. The process of transfer of books to the respective departments for setting up of Departmental Library is under process. 7. The central library collection of books augmented.
Human Resource Management	1. The performance appraisal of the teachers is done during the time of promotions to higher scale. Detailed academic activities including the number of class allocated and taken, hours of administrative duties, curriculum design, question paper setting, examining the answer scripts, hours of examination duty, participation in community life etc are considered by a screening committee before awarding the higher scale of pay. The screening committee is constituted by the registrar of the affiliating university solely for verifying the performance appraisal report. 2. Career advancement is done as soon as the staff attains basic eligibility criteria. 3. Provident Fund Loan is easily provided for immediate requirement by staff. 4. Orientation and Refresher courses can easily be attained by the staff as an when required.
Admission of Students	1. Online admission policy w.e.f. 2015 2. Merit list prepared on the basis of index score is displayed online and communicated to the students through sms. 3. Counselling and guidance for choice of subjects for students seeking admission are given during filling of forms by the members of the Admission subcommittee.
Curriculum Development	It is a well understood fact that the affiliated Colleges in India have very little autonomy in respect of curriculum structure and curriculum designs. The College follows the syllabus prescribed by the University of North Bengal. Under the syllabus

designed and prescribed by the affiliating University the College has started B.Sc honours in Zoology from the Session 20162017. Induction of M.A in Nepali is under process.

Teaching and Learning

1. The university to which the college is affiliated designs the schedules for the annual examinations during the month of April to June every year. The college plans teachinglearning schedules by following the examination schedule of the university. 2. Students are continuously evaluated by the teachers through classtests and towards the end of the session a comprehensive sentup test is taken to prepare them for the final examination. 3. The evaluation methods and schedules is designed by the university and the teachers are required to follow the same. 4. Teachinglearning methods are designed by the respective teachers depending on the nature of the subject concerned. In general terms all forms of teachinglearning methods are followed varying from lecture, demonstration, excursions, laboratory, projectbased, and computerassisted learning, etc. 5. The teachinglearning is attempted to be made studentcentric by involving them in excursions, projectbased learning, Youthparliament and etc. 6. The faculty are provided with individual laptops to facilitate teachinglearning. 7. Smart board has been installed and is used for instruction by the faculty for developing better understanding among the students. 8. Teachers encouraged pursuing research, writing, editing and publishing books. 9. Movies are also screened to facilitate the learning process of the students of Literature.

Examination and Evaluation

1. Examination and evaluation are conducted through assignments, class tests and surprise tests regularly. The marks are displayed to better performance and attendance of students. 2. Teachers meet students and discuss their scripts at a mutually convenient time when the need arises. 3. Students undertake classroom presentations for interpretation of topics taught. 4. The students are evaluated and selected on the basis of selection examination held every year in the month of December for filling of University Examination form

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	YES
Administration	Governing body meetings, resolutions etc are documented in soft copies too.
Finance and Accounts	Fees are collected through banking system, PF accounts are computerised
Student Admission and Support	Online admission policy w.e.f. 2015
Examination	Conducted as per the guidelines of the affiliating University

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
SHORT TERM COURSE	1	30/08/2017	05/09/2017	7
REFRESHER COURSE	2	17/01/2018	06/02/2018	21
REFRESHER COURSE	1	29/01/2018	09/02/2018	12
ORIENTATION PROGRAMME	1	05/06/2018	02/07/2018	28

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
31	31	15	22

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• Leave sanctioned and classes are adjusted for upgrading academic qualification, research and attending Refresher and OP for CAS.</li> <li>• Loan from Provident Fund Account</li> <li>• Allow newly appointed teachers to attend Ph. D. Course work for Ph. D. registration</li> <li>• Special study leave granted to teachers for submitting Ph. D. thesis</li> </ul>	<ul style="list-style-type: none"> <li>• Loan from Provident Fund Account</li> <li>• Fund provided/raised for medical treatment of Nonteaching staff</li> <li>• Award for regularity and sincerity</li> <li>• Festival advance</li> </ul>	<ul style="list-style-type: none"> <li>• Sponsorship (Freeship)</li> <li>• Free College Uniform for needy students.</li> <li>• Awards in various categories (best student, College Topper, Highest scorer individual Honours subject Highest scorer General Subjects BA/B.Com/B.Sc)</li> <li>• Cash prize for Differentlyabled meritorious student.</li> </ul>

#### 6.4 – Financial Management and Resource Mobilization

##### 6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Auditing of college fund in case of an affiliated college in West Bengal is conducted by the Government of West Bengal through the office of the Director of Public Instructions. Hence, the auditing is done as and when the government appoints an auditor to conduct the same.

##### 6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MLA LAD FUND	400000	Repair of approach road

##### 6.4.3 – Total corpus fund generated

0

#### 6.5 – Internal Quality Assurance System

##### 6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

##### 6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

No Data Entered/Not Applicable !!!

##### 6.5.3 – Development programmes for support staff (at least three)

No Data Entered/Not Applicable !!!



6.5.4 – Post Accreditation initiative(s) (mention at least three)

**No Data Entered/Not Applicable !!!**

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	<b>Yes</b>
b) Participation in NIRF	<b>No</b>
c) ISO certification	<b>No</b>
d) NBA or any other quality audit	<b>No</b>

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>					

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
<b>No Data Entered/Not Applicable !!!</b>				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

**No Data Entered/Not Applicable !!!**

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
<b>Physical facilities</b>	<b>Yes</b>	<b>2</b>
<b>Provision for lift</b>	<b>No</b>	<b>0</b>
<b>Ramp/Rails</b>	<b>Yes</b>	<b>2</b>
<b>Braille Software/facilities</b>	<b>No</b>	<b>0</b>
<b>Rest Rooms</b>	<b>Yes</b>	<b>2</b>
<b>Scribes for examination</b>	<b>Yes</b>	<b>1</b>
<b>Special skill development for differently abled students</b>	<b>No</b>	<b>0</b>

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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No Data Entered/Not Applicable !!!

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
ORCHID	17/08/2017	Orchid is a magazine published by Kurseong College annually where a number of articles are contributed by the students as well as staffs, renowned writers of the locality. The magazine carries a series of articles based on literatures, Sports as well as code of conduct and human values as revered in and by Kurseong College. A proper directive and guidelines is stressed as how to promote self sufficient ways of sustenance through different interviews and articles involving past and present local well established personals of this field.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
INDEPENDENCE DAY	15/08/2017	15/08/2017	200
REPUBLIC DAY	26/02/2018	26/02/2018	200
GANDHI JAYANTI	02/10/2017	02/10/2018	200
TEACHERS DAY	05/09/2017	05/09/2017	200

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

SWACHHATA PAKHWADA
TREE PLANTATION
TREE PLANTATION REVIEW AND CLEANING THE PLANTATION AREAS.
CLEANLINESS DRIVE IN THE LOCAL TOWN
TREKKING AND AWARENESS PROGRAMME FOR SMALL VILLAGE NEAR BY THE COLLEGE PREMISES

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The best practices of the institution are Orientation Programme for the students and the students' feedback programme. The new students are encouraged to express and respond in a positive and friendly way to the programme. The response and participation of the students on these programmes are found to be very fruitful and enriching.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

No data entered !!!

### 8.Future Plans of Actions for Next Academic Year

The college in its future plans for the next academic year is preparing for the followings: 1. Securing appointment of permanent faculties in the vacant posts by applying to the West Bengal College Service Commission. 2. Creating infrastructure for the opening of Honours Course in Botany. 3. Creation of additional infrastructure for sports in the college as well as the womens hostel. 4. Preparation of proposals for development of library facility in the womens hostel. 5. Preparing proposals for the fencing of campus areas that are vulnerable to external encroachments. 6. Initiating interdepartmental programmes including seminars and faculty exchanges. 7. Levelling and barricading the basketball and volleyball play areas.