Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**KHARAGPUR COLLEGE**
Name of the head of the Institution	**Dr. Bidyut Samanta**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03222225920**
Mobile no.	**9474447501**
Registered Email	**kharagpurcollege@gmail.com**
Alternate Email	**bidyut_pbc@yahoo.in**
Address	**KHARAGPUR COLLEGE, POST - INDA**
City/Town	**Kharagpur**
State/UT	**West Bengal**
Pincode	**721305**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Jyotirmoy Pramanik**
Phone no/Alternate Phone no.	**03222225920**
Mobile no.	**9474000477**
Registered Email	**jotir_moy@yahoo.com**
Alternate Email	**kciqac2018@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://kharagpurcollege.ac.in/wp-content/uploads/2020/09/AQAR-2017-18-New-Format.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://kharagpurcollege.ac.in/wp-content/uploads/2020/08/ACADEMIC-CALENDER-2018-2019.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B++**	**2.76**	**2016**	**02-Dec-2016**	**01-Dec-2021**

6. Date of Establishment of IQAC	**27-Sep-2007**

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
Student Induction Programme	**18-Jul-2018** **1**	**400**

Prathagato Sikkhay Silpo Charchar Bhumika	08-Sep-2018 1	110
VU regulation for BA/BSC/BCOM (Hons & Gen) and PG courses under Choice Based Credit System (CBCS)	04-Aug-2018 1	100
Women Empowerment Both From Mental & Physical Point of View	01-Mar-2019 1	150
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8. Provide the list of funds 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
Kharagpur College	RUSA 2.0	Rashtriya Uchchatar Shiksha Abhiyan (RUSA)	2018 730	10000000
Dr. Jyotirmoy Pramanik, Dept of Physics, Kharagpur College	Research Project	Board of Research in Nuclear Sciences	2016 1095	3140500
Kharagpur College	MPLADS	Central Government	2019 90	110000
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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)	

1. Post graduate courses in English and History have been introduced from the session 201819 with the prior approval of the affiliating University i.e Vidyasagar University. 2.A new building named "Vidyasagar Bhavana" has been constructed by the financial support of Rupees One Crore only from the Higher Education Department, Govt of West Bengal. 3. Kharagpur College has received an amount of Rupees One Crore out of total allotted fund of Rs. Two Crore under RUSA 2.0 infrastructural grant by the Rastriya Uchhatara Siksha Avijan (RUSA) for new construction, renovation and procurement of equipments, books, computers and printers during the current financial year 201819. New equipments, computers, printers, books have been procured from this grant. 4. IQAC organized a student induction program on the 1st day of the academic session for the first semester students. In this program, students were well informed about the rules and regulations of the college and different activities of the four cells e,g. Career Counselling Cell, Grievance Redressal Cell, Women Cell and Antiragging cell The Principal, Dr. Bidyut Samanta, delivered a lecture on VU regulation for BA/BSC/BCOM (Hons Gen) and PG courses under Choice Based Credit System (CBCS) at Kharagpur College. 5. IQAC took steps to assign coordinator for counselling and mentoring of each student as per NAAC guidelines. 6. Feedbacks of the student on teachers have been taken from the final year Hons students and these feedbacks will be communicated to the teachers by the Principal. 7. Annual Quality Assurance Report has prepared for the session 201718 and the same has been uploaded in the college webpage in time. Later it has been uploaded to the HEI portal of NAAC. 8. IQAC initiated the introduction of online system for Student Feedback and mechanism for analyzing feedback. 9.. Recommended for development of infrastructure like classroom, books, staffroom and furniture for the newly opened Post Graduate courses in English and History from the academic session 201819. 10. .Arranged to distribute of Tata Metaliks Scholarships for the year 2018 to the rank holders of BA/BSC/BCOM Hons. students of the college. 11. All the students of the college have been registered under NAD (National Academic Depository). This is a mission of the Union Government and UGC for Digital India vision of the Hon'ble Prime Minister. In future students can download their Admit, Mark sheet Certificate etc. from the website of NAD and verification of academic qualification for employments of the students from the college will no longer be required. Employer can verify their qualification directly from the website of NAD. 12. Providing Mobile App to all the students with the help of IMade (Innovation of Mobile Application and Development Ecosystem) of DOT, Govt. of India. This is another mission of the Government of India for Digital India.

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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
Curriculum Aspect	1.Two Board of Studies are formed for the newly introduced PG courses in English and History from this session. 2. The BOS of the PG Departments of Bengali, English and History regularly discussed the academic affairs mainly progress of syllabus, invitation of senior academicians from various institutes and preparation of examination related activities. 3. BOS

	members of UG departments are regularly attached with members of Vidyasagar University regarding admissions, conducting University examinations. Unit Test, online admission process etc are followed throughout the session
Teaching Learning Evaluation	1. Eminent academicians have been invited from different universities and research institutes for taking classes and seminar lectures in the PG departments. 2. Guest lecturers have been recruited for different departments. 3. Regular Feedback taken from final year students to improve the academic system of the college 6. A good number of departmental seminars were organized by different departments. 7. Quality of the board in the classrooms improved.
Research, consultancy &extension	One major project funded by Board of Research and Nuclear Sciences (BRNS), Govt. of India is going on under the principal investigator Dr. Jyotirmoy Pramanik, Dept of Physics. Two N.S.S. units were functioning actively under the supervisions of the NSS Programme Officers, Sri. Mahanga Singh (Associate Professor in Botany) and Sri Rakhal Chandra Bhunia, (Assistant Professor in History). The NCC unit of our college was also actively engaged in different social activities and training camps at the different places throughout the year under the supervision of Dr. Prakash Kumar Agrawal..
Infrastructure and Learning resources	1. A new building named "Vidyasagar Bhavana" has been constructed by the financial support of Rupees One Crore only from the Higher Education Department, Govt of West Bengal. 2. Kharagpur College has received an amount of Rupees One Crore out of the allotted amount of Rupees Two Crore under RUSA 2.0 infrastructural grant by the Rastriya Uchhatara Siksha Avijan (RUSA) for new construction, renovation and procurement of equipment, books, computers and printers during the current financial year 201819. New equipment, computers, printers, books have been procured from this grant. 3. Upgradation of UG Labs in Physics, Chemistry, BCA, Zoology Botany and Geography with necessary instruments. 4. Upgradation of Library through the introduction of Online Public Access Catalogue (OPAC) software for the

	digital database of all Library books.
Student Support & Progression	1. IQAC has arranged for awarding of Tata Metaliks Scholarships of amount Rs. 5000/, Rs. 4000/ and Rs. 3000/ to the rank holders of BA./B.Sc,/ B.Com Honours students in the Part I, PartII and Part III university examinations Thirty eight rank holders of the college received this benefit in this year. 2. Kharagpur College Proficiency Award, Principal Sripati De Merit Medal and Scholarship, Anweshan Bhowmik Merit Medal and Scholarship, Prof.K.L.Saha Merit Medal and Award, Pankaj Kumar Das Memorial Award Mrinalini Das Memorial Award, Prof.L.N.Basak Memorial Award, Benimadhab De Parulbala De Merit Medal Scholarship, Chanchala Bala Memorial Award, Prabodh Chandra Dutta Majumdar Kanika Dutta Majumdar Memorial Award, Principal H.B. Sarkar Merit Medal, Maitreyee Chakraborty Merit medal Scholarship, Prof. Shakti Chakraborty and Merit medal Scholarship have been awarded distributed to the respective students in the College foundation day on 29/08/2018. 3. One DST sponsored Entrepreneurship Development Programme of four weeks was held for BSC 3rd year students in September 2018. Dr. Sukla Mondal Saha was coordinator of this progamme. 4. Expansion and cleaning of the NCC parade ground. 5. College swimming pool is running smoothly from the session 201718. 6. Construction of Sports Complex is going on. 7. New Equipments have been purchased as per requirements in the laboratories. NComputing facilty is created for the students of BCA and B.Com. 8. Parent teachers meeting was continued. 9. Best student Award and Best NCC Cadet Award have been introduced from this session to encourage the students of the college.
Governance, Leadership and Management	1. Financial aids were provided to the poor students through half free and full free of tuition fess facilities. 2. Kharagpur College Proficiency award and different merit medal and scholarships are awarded to the students for their excellent performances in academic fields, Games and sports, NCC, NSS and cultural activities on college foundation day ceremony. 3. Inclusion of more girls students in Kanyashree project of Govt.

of West Bengal 4. Career counselling
and Placement for the final year
students 5. Regular
departmental/college level seminar 6.
Participation of our teachers in
governing bodies of other colleges as
V.U. nominee.

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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body, Kharagpur College	31-Oct-2019

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	2018

Date of Submission	30-Sep-2018

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Admissions in UG and PG courses are done through online mode only. Immediately after the publication of 12th level results, the details of UG admission process including the dates of online application and submission of application form, eligibility criteria, intake capacity, admission rules, date of publication of merit list, dates of admission, dates of counselling and other information related to admission, are made available in the college website. The same is also displayed in the notice boards and notice books of the college. Similar procedure is adopted after publication of UG level results for admission into PG courses in the college. Students are admitted strictly on the basis of the merit. The merit list is prepared following the guidelines of Vidyasagar University (the affiliating university), reservation policy of the government, and the recommendations of the

admission committee. The admission committee of the college consists of the Principal, all Heads of the departments, Secretary of the Teachers' council and representatives from students and nonteaching staff members. Complying with the reservation policy, a category wise merit list is uploaded in the college website and displayed in the college notice board as well. Selected candidates through the process of ecounselling chose their subject of preference, and consequently get admitted. Admissions in reserved categories are done in accordance with the rules and regulations as laid by the government from time to time. Separate lists and Merit Panels for all categories with intake capacity are prepared and uploaded in the college website and a copy of the same is also walled up in the college campus for communicating the entire admission procedure of the college to all the stake holders. Admission fees are also paid through online mode. On the very 1st day of commencement of classes, all the submitted documents for the admission are verified by the concerned departmental teachers, and one set of hard copy of documents taken from the students for office records and upcoming registration. Data required by the University regarding admission and registration are duly sent online to the University. All relevant information regarding college, notices and announcements are uploaded on the website. Important notices, instructions directives from State Govt., UGC and MHRD etc. are downloaded and duly communicated to the competent stakeholders. Printed challans against the fees paid by the students are provided to them. Staff salary notification from banks is done online. All types of MIS transactions from the college to the banks are done online. All tenders related to various works of the College are notified as well as sanctioned online by the college. Regular exercise of etendering is followed through Govt. Portal. Ledger records are maintained electronically through Talley Software. Most of the stakeholders of the college are communicated with the college management through MIS system.

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

In order to effectively implement the curriculum of the UG and PG syllabi, as framed by the affiliating University i.e. Vidyasagar University, the teachers and management devise an action plan in the beginning of the session through different academic sub-committees. The draft syllabi of all the subjects taught at UG and PG levels are supplied to the affiliated colleges and PG departments for consideration. Later on, workshops are arranged at the University level and the teachers participate in such workshops and finalize the syllabi by recommending necessary changes/modifications in the draft syllabi. Once the syllabi are finalized and circulated to the UG and PG departments of the colleges, the departments distribute the syllabus content among the teaching staff of the departments in a well-balanced manner depending upon experience, availability, paper specialization of the teaching staff of the respective departments. Maintaining the academic calendar issued by the affiliating University and the college, different sub-committees and Tthe eachers' Council of the college prepare academic plans for every session. Teaching departments thereafter prepare detailed lesson plans for the whole session (semester) that includes not only the syllabus to be covered but also the time for holding internal assessments, seminars and remedial classes for the students in need. At the beginning of each academic session, syllabi are distributed among the teachers of the departments. A well-balanced class-routine is prepared with adequate thrust on Hons. / Core papers. Besides traditional lectures and seminars, facilities of ICT-based classroom teaching is provided by various departments of the college. To complete the syllabi in time, UGC-guidelines regarding workload is strictly followed. Moreover, additional classes for individual teachers are allotted in the routine only with the sole intention to complete the syllabi in time. Audio-visual aids, LCD projectors for making power point presentations, are available at the college to make the teaching-learning process more attractive and interesting to the students. To make the syllabi a little more grabbing to the learners, field tours / field projects are included into the syllabi of a good number of subjects like Bengali, Geography, Zoology and Botany. Being driven by the thought and eagerness to make the studies enjoyable and more acceptable to the students, some departments often undertake programmes like educational excursions and field studies, although such programmes are not included in their syllabi as laid by the University. Internal Assessments are taken timely and properly to evaluate the progress of the students. Seminars on topics related to the syllabi are organized by the College authority where resource persons from various higher educational and research institutions are invited to explain with clarity the portions of the syllabi appearing obscured to the learners. Interactive sessions of such seminars or workshops appears to be immensely helpful to the learners to make the process of knowledge-capture very enjoyable.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	02/07/2019	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	History	18/07/2018
MA	English	18/07/2018
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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
BA	Bengali (Hons)	18/07/2018
BA	English (Hons)	18/07/2018
BA	Hindi (Hons)	18/07/2018
BA	Sanskrit (Hons)	18/07/2018
BA	History (Hons)	18/07/2018
BA	Political Science (Hons)	18/07/2018
BA	Philosophy (Hons)	18/07/2018
BA	General	18/07/2018
BSc	General	18/07/2018
BCom	Accountancy (Hons)	18/07/2018
BCom	General	18/07/2018

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
Environmental Studies	18/07/2018	1352
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Bengali (Hons)	87
BSc	Geography (Hons)	41
BSc	Zoology (Hons)	42
BSc	Botany (Hons)	25
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes

Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Every year IQAC and the authority of the college instruct all the departments to collect feedback from the students and their parents as well. Printed feedback forms are supplied by IQAC to the departments as and when they intend to collect those from IQAC. Normally, feedback is taken from the final semester Honours students of the college. After collecting the feedback forms respective HOD's submit the feedback forms in sealed packet to the Principal. The feedback forms from all departments are opened by a central committee constituted by the Principal, and the committee prepares a report on individual teachers and on the institution as a whole. They collate, analyze and tabulate the reports and send to the Principal. He then arranges meeting with individual academic departments to discuss the week points (if any) and the strong sides of the teacher concerned and the department as a whole, as noted by the students. Necessary suggestions are provided to overcome the shortcomings along with words of appreciation for the positive efforts. The suggestions for betterment of the department or the college are studied and analyzed properly. All the departments organized parent -teachers meeting in the college once in a Year. The major suggestions are communicated to the college authority to take necessary steps for improvement of the conditions of the departments as suggested by the students and /or parents. The college authority also motivates the staff members (teachers and non-teaching staff) to improve the areas wherever such progression is found necessary.

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	Bengali (Hons)	133	519	109
BA	English(Hons)	103	774	87
BA	Hindi (Hons)	94	43	39
BA	Sanskrit (Hons)	94	205	24
BA	History (Hons)	110	273	50
BA	Political Science (Hons)	117	162	42
BSc	Chemistry (Hons)	70	521	50
BSc	Physics (Hons)	77	295	50
BSc	Mathematics (Hons)	110	765	93
BCA	BCA	50	183	48
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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
2018	3750	149	65	0	80

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	Numberof smart classrooms	E-resources and techniques used
103	60	4	3	1	13
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

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

Semester wise mentoring and counselling of each honours student is done as per NAAC guidelines. Within a few days of commencement of class, first semester honours students are equally divided among the permanent teachers (named as mentor) of the department for mentoring the students on academic advice, library consultation, community development, personal, psycho-social support and guidance services on professional counselling. Once a student is assigned a mentor, he/she will be under the guidance of this teacher throughout his/her study in the college. For this purpose, a register is maintained by the department to record his /her progress. Apart from the routine classes of the college, the teachers of each department are always available in the department. As and when the students feel any need to solve out their academic problems, they can easily approach their departmental teachers quite at ease. For better understanding of the student problem and to solve their difficulties WhatsApp groups for students of individual semesters are made. Through these WhatsApp groups, students get very quick and easy access of their departmental teachers. They can get very quick access of important information about the classes, notices, exams, extra classes, seminars etc, Apart from these, students also get assistance from the teachers for solving problems, checking answer scripts, doubt clearing etc. through interactive participation in these groups especially when they are off the class during recess or vacation etc. The teachers also extend personal help to their students in the college. Besides that, most of the departments organize "Meet-The-Students" programme in which not only the students' suggestions are sought for, they are assisted and consulted adequately in solving out their personal as well as academic problems. In consequence, the students, i.e. the mentees get active support and guidance from the teachers-cum-mentors to carry forward their courses of studies.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3895	80	1:48

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
66	58	8	0	28

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	Designation	Name of the award,

	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
2018	Dr. Sujit Mandal	Assistant Professor	PhD, Vidyasagar University, Midnapore
2018	Dr. Ranjit Sinha	Lecturer	PhD, Sidhu Kanu Birsha University, Dumka
2018	Dr. Santanu Mondal	Lecturer	PhD, Rabindra Bharati University, Kolkata
2019	Dr. Sukla Mondal Saha	Associate Professor	PhD, Vidyasagar University, Midnapore
2019	Dr. Rakhal Chandra Bhunia	Assistant Professor	PhD, Vidyasagar University, Midnapore
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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	Honours/General	Semester-I	28/01/2019	03/04/2019
BCom	Honours/General	Semester-I	28/01/2019	03/04/2019
BSc	Honours/Gen	Semester-I	28/01/2019	03/04/2019
BSc	Hons/General	Semester-III	24/12/2018	14/02/2019
BA	Hons/General	Part-III 2019	06/04/2019	06/06/2019
BSc	Hons/General	Part-III 2019	06/04/2019	06/06/2019
BCom	Hons/General	Part-III 2019	06/04/2019	06/06/2019
MA	BNGPG	Semester I	30/11/2018	17/04/2019
MA	BNGPG	Semester III	30/11/2018	17/04/2019
MA	BNGPG	Semester II	12/06/2019	17/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

A Continuous Internal Evaluation (CIE) system prevails at the college as per directives of Vidyasagar University, the affiliating university. Each department of the college generally holds two Internal Assessments for each paper under honours course (Core Course for CBCS) and one internal assessment for each paper under general courses (for non CBCS) and SEC, GE, AECC and DSc (under CBCS course of study). The students are always encouraged to take the internal assessment seriously, since marks scored in such assessments are added to their final result cards issued by the university. Besides this, students of some of the departments of science stream undertake project . Such project works prepare the students to a large extent for their final University Exam.

Moreover, such works signify the progressive level of academic uplift of a student in his/her preparation for final semester / year end examination. As an integral part of the curricula, field-tours / field-surveys / field-projects are undertaken by some departments including the department of Bengali, Geography, Zoology and Botany of the college every year which also promote to some extent the prospect of scoring good results in the forthcoming examinations. Printed magazines and wall-magazines are published by the college and different departments with articles from the students and teachers as well.

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

Since the college is an affiliated one under Vidyasagar University, it generally follows the academic calendar prepared and printed by the university during every academic year. Keeping in compliance with the academic calendar as prepared by the university, an academic calendar is also prepared by the college authority incorporating certain additions and modifications. The academic calendar contains the yearly schedule (semester wise schedule for CBCS courses) of the college ranging from the date of commencement of classes, dates of form fill up and submission of students' registration forms to Vidyasagar University by the college, list of holidays (national level holidays, state level holidays, local holidays), date schedule of the college internal assessments and tentative dates of University examinations and other forms of evaluation such as evaluation through performance in departmental seminar presentation etc. The tentative dates of activities of NSS, NCC, Career Counselling and Placement Cell, schedule of other activities such as Parent-Teacher meeting, college social and other cultural programmes, college sports etc are prepared separately by the respective cells and departments. Individual departments also prepare the exam schedule of internal assessments. The Teachers' Council of the college prepares it once a year for each paper under General Course (for non CBCS) and SEC, GE, AECC and DSc (under CBCS course of study). Year-end / Final Examinations are is held as per the university Academic Calendar. Besides this, the schedules of seminars / workshops / special lectures organized by different departments for promoting quality enhancement of the students, are duly prepared and notified to all the stake holders much ahead of such programmes.

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)

https://kharagpurcollege.ac.in/wp-content/uploads/2020/10/2.6.1-Outcome-All-Final.pdf

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
BNGH	BA	Bengali (Hons)	74	72	97.30
ENGH	BA	English (Hons)	60	59	98.33
SANH	BA	Sanskrit (Hons)	16	16	100
HINH	BA	Hindi (Hons)	29	29	100

PHSH	BSc	Physics (Hons)	35	35	100
CHMH	BSc	Chemistry (Hons)	31	29	93.58
MTMH	BSc	Mathematics (H)	69	68	98.55
ZOOH	BSc	Zoology (H)	22	20	90.91
BOTH	BSc	Botany (H)	18	18	100
ACNH	BCom	Accountancy (H)	82	82	100

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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)

Not Done

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	1095	BRNS, DAE, Govt. of India	3140500	371823

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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
Scholarship Distribution Programme to the rankers of B.A./B.Sc./B.Com students of Kharagpur College	IQAC, Tata Metaliks, Kharagpur	08/05/2019

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
Young Teacher Award	Dr.Bikash Kumar Ghosh	Kharagpur College	29/08/2019	College Level
Navamalati Smruti Sanmman	Dr. Jagamohan Acharya	Bhagaban Sahoo Smruti Parishad, Denphouda, Mayurbhanj, Odisha	25/11/2018	State Level
Bhisista Hindi Sahityakar	Dr. Pankaj Saha	Adwi Uran Rastriya Puraskar abang Sanman,	12/06/2019	National Level

		Udaipur, Rajasthan		
Best Student Award from PG Course	Sri Ujjal Das	Kharagpur College	29/08/2019	College Level
Best Student Award from Science Stream	Sri Bibek Ranjan Patra	Kharagpur College	29/08/2019	College Level
Best Student Award from Arts Stream	Neha Kumari	Kharagpur College	29/08/2019	College Level
Best Student Award from Commerce Stream	Smruty Pragyan Dash Soumil Bhattacharya	Kharagpur College	29/08/2019	College Level
Best Student Award from BA General	Sri Aditya Sharma	Kharagpur College	29/08/2019	College Level
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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
NIL	NIL	NIL	NIL	NIL	02/07/2019
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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	Bengali	3	3.5
National	Sanskrit	3	3.0
National	Physics	4	5.8
International	Chemistry	2	4.5
International	Sanskrit	2	4.0
National	Political Science	5	3.0
National	Hindi	11	3.5
National	History	6	4.5
National	Philosophy	2	3.5
National	Economics	3	4.0

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
Hindi	1
Economics	1
Bengali	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
Electrical Conducting behavior of Defect Pyrochlore – type ABMoO6 Ceramics	Dr. Tanika Kar	Journal of Applied Science and Computations	2019	8	Kharagpur College	144
Structural and Dielectric Properties of Defect Pyrochlore – type ABWO6 Ceramics	Dr. Tanika Kar	Pramana Research Journal	2019	8	Kharagpur College	144
Studies on Structural and Dielectric Properties of Defect Pyrochlore – type ABMoO6 Ceramics	Dr. Tanika Kar	Pramana Research Journal	2019	8	Kharagpur College	144
Electrical Conductivity of Defect Pyrochlore – type ABWO6 Ceramics	Dr. Tanika Kar	Journal of Applied Science and Computations	2019	8	Kharagpur College	144
Adhunika Samskrita sahitya	Dr. Jagamohan Acharya	Ritaayani, A Refereed Research	2018	2	Kharagpur College	52

Title of the Paper	Name of Author	Title of journal	Year of publication		Institutional affiliation	Number of citations
drstya rajanitih		journal of Sanskrit				
Importance of Vedic Goddesses	Dr. Jagamohan Acharya	A Bilingual Refereed Research journal of Indology	2019	2	Kharagpur College	52
Novel 1, 4 -dihydropyridine induces apoptosis in human cancer cells through overexpression of Sirtuin1	Dr. Forid Saikh	Apoptosis	2018	5	Kharagpur College	198
Studies on the interaction of a synthetic nitro-flavone derivative with DNA: A multi-spectroscopic and molecular docking approach	Dr. Forid Saikh	Spectrochimica Acta	2018	5	Kharagpur College	198

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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
Electrical Conducting behavior of Defect Pyrochlore – type ABMoO6 Ceramics	Dr. Tanika Kar	Journal of Applied Science and Computations	2019	8	144	Kharagpur College
Structural and Dielectric Properties of Defect Pyrochlore	Dr. Tanika Kar	Pramana Research Journal	2019	8	144	Kharagpur College

– type ABWO6 Ceramics						
Studies on Structural and Dielectric Properties of Defect Pyrochlore – type ABMoO6 Ceramics	Dr. Tanika Kar	Pramana Research Journal	2019	8	144	Kharagpur College
Electrical Conducting behavior of Defect Pyrochlore – type ABMoO6 Ceramics	Dr. Tanika Kar	Journal of Applied Science and Computations	2019	8	144	Kharagpur College
Novel 1, 4 -dihydropyridine induces apoptosis in human cancer cells through overexpression of Sirtuin1	Dr. Forid Saikh	Apoptosis	2018	5	198	Kharagpur College
Studies on the interaction of a synthetic nitro-flavone derivative with DNA: A multi-spectroscopic and molecular docking approach	Dr. Forid Saikh	Spectrochimica Acta	2018	5	198	Kharagpur College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	10	16	5	5
Resource persons	3	5	4	4

No file uploaded.

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
An one week special Winter camp	Two NSS Units	8	140
Thalassemia Test	Two NSS Units	18	1250
A blood donation camp	Two NSS Units	8	70
[View File](#)			

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
Tracking at Sikkim	Best cadet in the tracking	25 Bengal BN NCC	100
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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 activites	Number of students participated in such activites
Rastriya Ekta Diwas	NSS Units	The Birth Anniversary of Sardar Vallabhbhai Patel	2	100
SWACHHA BHARAT AVIYAN	NSS Units	SWACHHA BHARAT AVIYAN	2	100
World AIDS Day	NSS Units	World AIDS Day Observation	2	100
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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
Major research	Dr. Jyotirmoy Pramanik, Department of Physics	BRNS, DAE Funded Project	10
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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	Name of the	Duration From	Duration To	Participant

linkage	partnering institution/ industry /research lab with contact details				
Research	Experimental Study of nonlinear waves and stable dust structures	Institute for Plasma Research, Gandhinagar	20/10/2018	29/10/2018	Dr. Jyotirmoy Pramanik

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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
Crown Cricket Academy, Kharagpr	03/02/2018	Provide high quality cricket coaching by an panel of coaches free of cost to the Kharagpur College students and around the municipal limits of Kharagpur College	60

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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
5675130	5675130

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Seminar halls with ICT facilities	Newly Added
Laboratories	Newly Added
Class rooms	Newly Added

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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 patially)	Version	Year of automation
KOHA	Partially	2016	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	34219	827963	412	144068	34631	972031
e-Books	8997	5990	0	0	8997	5990
e-Journals	2750	5990	0	0	2750	5990
Digital Database	17684	323101	0	0	17684	323101
Others(specify)	431	0	30	0	461	0

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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
NIL	NIL	NIL	02/07/2018

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	121	6	21	16	1	2	21	10	5
Added	28	4	7	12	0	0	2	0	1
Total	149	10	28	28	1	2	23	10	6

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

10 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
NIL	https://kharagpurcollege.ac.in/

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 incurredon maintenance of physical facilites
3968382	3968382	1706748	1706748

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)

Procedure and policies for maintaining and utilizing physical, academic and support facilities are followed as per the decisions of various sub committees namely Purchase Sub-committee, Academic Sub-Committee, Building Sub-Committee (UGC, West Bengal Govt other assistance), Establishment and Campus Development Sub-Committee, Library Sub-Committee etc. formed by the Governing Body of the college. The policies are taken through prior or post approval of the Finance Sub-Committee and finally have to be approved by the Governing Body of the College. Tender rules of Govt. of West Bengal are followed. These Sub-Committees are formed by the representatives from teachers, non- teaching staff and students' Union. The College is limited in financial resources. No engineering department is maintained for construction of physical facilities. However, engineering consultation is sought on case to case basis. Building Sub-Committee, consisting of teaching and non-teaching staff members of the college, nominee from the affiliating University and Assistant Engineer, Paschim Medinipur Zilla Parishad, formulates proposal for new creation of physical facilities and renovation of existing facilities and also looks after the upkeep and maintenance of existing infrastructure. For minor repair and maintenance of buildings and allied infrastructure the Principal takes decision in conversation with the internal members of the Building Sub-Committee. Purchase Sub-Committee to supervise the purchase of materials for the same. For technology related items (like computers, scanners, smart class room, ICT enabled class rooms and other electronic items) the concerned departments look after the issue in its first place, and if the department feels the necessity to call professional service providers and repairers from outside it decides so through committee meetings. For laboratory related items, the responsibility of maintaining and utilizing is entrusted upon the concerned department in general and the Head of the Department in particular. If the department feels the necessity to avail the services of professionals/experts from outside, it then passes resolution to this effect and place the same for consideration of the Principal. Once, it gets the positive nod from the office of the Principal it avails the professional services in respect of the departmental laboratory gadgets. Academic Facilities: Academic Sub-Committee comprising of all Heads of Departments is entrusted with the maintenance of academic facilities like preparation and timely up-gradation of class routine, supervising the class holdings as per the routine, supervising the arrangements made by the departments in respect of holding remedial and special/tutorial classes and keeping the academic environment of the college smart and glitches free. The Library Sub-Committee is responsible for maintenance and up-gradation of library facilities in consultation with the Academic Sub- Committee. Support Facilities: The college is having a Scholarship Section headed by one full time teacher and three non-teaching staff members to look after the scholarship issues and concession in tuition fees to the poor but meritorious students. The college is having canteen facility which is providing quality services to students and staff.

https://kharagpurcollege.ac.in/wp-content/uploads/2020/08/Administrative-Sub-Committee-15022020-approved.pdf

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
Financial Support from institution	Concession in tuition fees	245	134637
Financial Support from Other Sources			

a) National	Kanyashree Prakalpa, Merit cum Means, SC/ST/OBC/Minority, Tata Metaliks, DST Inspire	1196	6891500
b)International	NIL	0	0

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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 implemetation	Number of students enrolled	Agencies involved
Bratachari	14/01/2019	110	Bratachari Kendriya Nayak Mandali

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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 passedin the comp. exam	Number of studentsp placed
2018	Training Program counducted by Tata Consultancy Service (TCS)	7	46	7	7
2018	Entrepreneurship Development Programme (EDP)	0	70	0	0

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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
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
International BPO	350	45	RICE, ICA (Institute	200	30

| company, George Telegraph, ICICI Prudential, Sriram Finance, Rashmi Group | | | of Computer Accountant), EIIM (Eastern Institute of Integrated Management), ARENA ANIMATION | | |

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	105	PHSH, CEMH,MTMH,ZOOH,BOTH, ECOH, GEOH	Physics, Chemistry, Matmematics, Zoology, Botany, Economics, Geography	BHU,Vidyasagar University, Visva Bharati, Midnapur College, Panskura Banamali College, PK College, Contai,, B.Ed. College, Bankura University, Burdwan University, Jharagram Raj College, Mohanpur B.Ed. College, Anindita College for teachers Education	M.Sc., B.Ed.
2019	95	BNGH,ENGH,SANH,HINH,PLSH,PHIH,HISH	Bengali, English,Sanskrit, Hindi, Political Science, Philosophy, History	Vidyasagr University, Midnapur College, Kharagpur College, Ravenshah College, Midnapur b.Ed. College, Banipur B.Ed. College,	MA, B.ED.

| 2019 | 15 | ACNH | Commerce (Hons) | Vidyasagar University, University of Calcutta, Burdwan University | M.COM., MBA |
| Jhargram Raj College, Burdwan University, Raja N.L.Khan College | | | | | |

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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
Any Other	12

No file uploaded.

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

Activity	Level	Number of Participants
Sports and Games	University	25
Sports and Games	National	5
Cultural	University	30

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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
2019	1st Position in firing competition	National	1	0	0	Saswata Bhattacharya
2019	Best Cadet in Tracking Competition	National	1	0	0	Suparna Ghosh

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

The Students' Council in Kharagpur College exists in the name of the Students' Union which is a very strong organ of the college administration. The General Secretary (G.S.) of the Students' Union is a member of the Governing Body of the college which is the highest decision and policy making body of the college administration. The opinions and the suggestion of the G.S. in the GB meetings

are taken care of. The Students' Union also maintains the liaison among the Principal, faculties and the students of the college. The students' grievances are properly communicated to the college administration through the Students' Union. Apart from the academic and the cultural programmes of the college, the Students' Union organizes different programmes every year. The Students' Union of the college organizes Freshers' Welcome ceremony and Raksha Bandhan every year in the college with pomp and grandeur in the month of August / September. The members also observe Teachers' Day on 5th September every year by paying tributes to their teachers. They also organize Annual Sports of the college every year in the month of December / January with assistance from the Dept. of Physical Education of the college. They also play very active role in organizing the Intra college cultural competition in several events and also in celebration of the college foundation day on 29th August every year. They also come forward with all kinds of assistance to the students of the college. The members of the Students' Union extend their all-round support and assistance to the students of the college in many a ways that include but are not limited to helping them to complete formalities for different purposes such as registration to the university after admission, sending applications through proper channels for scholarships, tuition fees concession, availing hostel facility, and for solving many more academy related issues. During normal activities and special camp of N.S.S. Units of the college, the members of the Students' Union extend their helping hands quite gladly and enthusiastically.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Kharagpur College Alumni Association has reformed its executive body on 02/10/2016. This association is registered (7376/2016 dated 25/10/2016) under the provisions of Indian Trust Act, 1882. The association is taking role as educational and charitable trust. For instance, it is maintaining a garden with medicinal plants in the college campus and also taking a few steps for keeping the campus clean. Department of Physics of this institution has formed an Alumni Association in 2007. It organizes its reunion programme biannually in the college campus. This association has received its registration number (7375/2016) on 25/10/2016 under The Provisions of Indian Trust Act, 1882. As a reflection of its determination to play active role as an educational and charitable trust it has been organizing different programmes that are not only beneficial for the students of the college but also for the greater part of the society. The members of the association organize blood donation camps and seminars by eminent faculties of Physics during alumni meet. They also discussed about the current affairs and opportunities for the Physics students in the current global scenario.

5.4.2 – No. of enrolled Alumni:

200

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting: 02, Activities:02: (1) Organized blood donation camp in collaboration with NSS units of the college on the occasion of the college foundation day on 29.08.2018. (2) Organised a seminar on Women Empowerment in collaboration with the Women cell of the college on 01.03.2019 at the H.B. Sarkar Memorial Hall of Kharagpur College.

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)

The Governing Body, with the Principal as the Secretary (Ex- Officio), two nominated persons from the Government of West Bengal, One nominee from the West Bengal State Council of Higher Education and two members nominated by Vidyasagar University, three representatives from Teaching staff and one from Non-Teaching fraternity and General Secretary of the Students Union, governs the management of the college in compliance with the opinion of the majority of the members. All major decisions regarding development, infrastructure, financial management, academic affairs, admission, governance and administration are taken by the Governing Body in line with recommendations and suggestions of IQAC and various statutory and non-statutory sub committees of the college namely, Finance sub-committee, Academic sub-committee, Purchase sub-committee, Establishment Campus development Sub-committee etc. In addition to those mentioned above, different sub committees are formed under the supervision of Teachers' Council of the college comprising representatives of the teachers for smooth conduction of important academic activities of the college. The secretary of the Teachers' Council through these committees maintains effective coordination between the teaching community and the administration of the college. The management has ensured full autonomy to all the departments with regard to extra academic activities like, deciding curriculum, modification in evaluation system, seminars (both national and international levels), extension lectures, special lectures or academic tours. This practice of decentralization has resulted in participative management for the faculty members cutting across all the departments wherein, the onus of suggesting, planning or successfully organizing such activities lie with the faculty of the various departments of the institution. In general, the college administration holds regular meetings of different academic administrative bodies where teachers, supporting staff members and students participate. Based on the deliberations on different issues, the college finally reaches the decision. Case Study: • During the academic year 2018-19, the institution decided that all the departments should organize academic seminars. This was a mega event. • Departments were encouraged to organize state level, national level or international level seminars to commemorate the event. While funds for organizing the seminars was provided by the institution, the theme of the seminars, the nature (national or international) of the seminars, selection of resource persons and responsibility of organizing the entire event was given to the departments concerned. • The students' representatives along with active support of the teachers and college authority, organized different cocurricular events to mark the celebration. • While budgeting was done by the accounts department, all departmental committees were given due responsibilities to abide by the financial rules and regulations as prevailed in the institution and the target was made clear that the entire funding by the government should be spent with all accuracies and utilization should be sent in time.

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

Yes

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
Curriculum Development	1.The college has little scope of framing curriculum as it is done by

	Vidyasagar University to which it is affiliated. 2. Teachers are encouraged to attend workshops, seminars etc. regularly in order to keep themselves abreast with the upcoming issues and, ideas and the modern dimensions of knowledge in the relevant fields as well. 3. Senior faculty members are included in various academic bodies like Board of Studies so that they can remain actively involved in framing the syllabus. 3. Board of Studies for the newly introduced PG courses in English and History have been formed. 4. Vidyasagar University, the affiliating university, has introduced CBCS curricula for honours course in all science subjects (UG level) from the academic session 2017-18 and for all other courses (UG level) from the session 2018-19.
Teaching and Learning	The practice of ICT enabled teaching and learning is encouraged by the college authority, and some of the departments have already been engaged in teaching using these aids. For the purpose of smooth conduction of ICT enabled teaching, three LCD projectors have been purchased and one smart classroom has been established. ? Teaching plans and methodologies are maintained and audited internally. ? Topics and assignments for teaching are allotted by the department concerned as per specialization of teachers. ? Feedback is taken and analyzed properly as far as possible. ? Innovative practices in teaching, seminars, are encouraged. ? Task based learning and problem-based learning are some of the techniques that have been introduced. ? Results of examinations at different stages are analyzed and steps are taken for further improvement.
Examination and Evaluation	Entire process of examination and evaluation of UG courses is guided by the affiliating university. Only 10 of the total marks is allotted for internal assessments which is managed and conducted by the college and rest of the evaluation is done by the university through external evaluation system. In CBCS system, for the papers of CC, GE and DSE, out of total 75 marks, 10 marks and 5 marks are allotted for internal assessments and class attendance respectively. Whereas

	for the evaluation of papers like SEC and AECC, out of total 50 marks, 5 marks are allotted each for internal assessments and class attendance. ? For evaluation in PG courses, the university has given partial autonomy to the college from the session 2015-2016, and the College Board of Studies looks after the evaluation process. College Board of studies consists of three internal members and two university nominees as per the guidelines of the affiliating university. ? Regular internal tests for both UG and PG courses as stipulated by the university are conducted. ? Experimental projects are carried out under the guidance of departmental teachers which are finally evaluated by the internal and university appointed external examiners. ? Scope for review of results is available as per the university guide line.
Research and Development	In order to promote research activities in the college, along with the normal class teaching, the college authority has constituted a Research Advisory committee (RAC). ? The college creates an academic environment that ignites and fosters students' interest in scientific temper and research culture ? The college motivates faculty members for research publications in peer reviewed journals with high impact factors. ? Various departments of the college organize departmental seminars/invited lectures to inculcate research motivation and culture among the staff and students. ? Space and necessary infrastructural support are provided for research work.
Library, ICT and Physical Infrastructure / Instrumentation	412 new books have been purchased in the session 2018-19, and the number of books has now increased to 34849. ? Central Library provides reading room and book lending services to its members. ? Searching e-resources through N-LIST programme of INFLIBNET has been installed. ? Computerization of the Library Stock has started. ? The library uses various ICT tools like photocopier, scanner, and printer etc. to help the students. ? The college has a library sub-committee for monitoring the activities of the library. ? Instrument purchased for modernization

	and up- gradation of laboratories.
Human Resource Management	? Teaching and Non-teaching staff members engage themselves in different developmental activities as per their competency in the respective fields. ? Students' involvement in academic, cultural and sports activities are worth mentioning. ? The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively. ? Ragging free campus has been developed. ? The college has been instilling fundamental values among young generation students through involvement in NSS. ? In order to create a congenial working environment in the college, administration advocates a sense of regularity, punctuality, discipline, high moral values and cooperation.
Industry Interaction / Collaboration	Regarding campus Placement our college performed a good record of job-oriented training and placement opportunities in the college campus since 2013. In the last one year it got momentum. • In September-2018, one International BPO company visited our college and selected 8 passed out students of BA, BSc and BCOM for recruitment. • In October 2018, during Puja vacation Tata Consultancy Services provided 21 days Training programme for career development in corporate sector. 46 students of BA, BSc, BCom and MA completed the programme and 7 students were recruited in the Regional Head Office of TCS at Newtown, Kolkata. • ICICI prudential visited our campus in February for Campus Interview. Nearly 100 student attended campus interview. 5 students were recruited. • George Telegraph visited our college and through interview they recruited two students for their Kharagpur Branch. • Sri Ram Finance, Kharagpur selected 3 students. • Rashmi Group of Companies visited our campus and absorbed 10 BSc students for their plants and 10 BCom students for their office. • Apart from these RICE, ICA (Institute of Computer Accountant), EIIM (Eastern Institute of Integrated Management), ARENA ANIMATION, George Telegraph, Smart Education organized seminars on career counselling and skill development.
Admission of Students	The admission procedure has been

conducted through online mode mostly with the help of very user-friendly software. ? The admission procedure follows strictest principles of transparency. Admission of students to various UG and PG courses has been made purely on the basis of merit and the result of the written admission test in case of PG course. ? Rules and Regulations for admission as laid down by the affiliating university and state government from time to time (such as category wise reservation, intake capacity, admission fees etc.) are strictly followed by the college. ? Notifications for admission to various courses are made through the college website. ? Short listed students are called for counselling through website notification and SMS services. ? Prospectus containing various details of information regarding admission, faculty members, fee structure, scholarship etc. is provided to the students at the time of admission.

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

E-governace area	Details
Planning and Development	• Online admission process for first year UG PG students along with online payment facility for 2nd year 3rd year students. • SMS gateway to send important notifications to different stakeholders of the college. • Upgradation of the college website with special importance to MIS. • Communication of important information to general public through website and conventional notices.
Administration	• Notice display system for students and other stakeholders through college website in addition to conventional display on notice boards. • All Tender notices are displayed in the college webpage • Regular exercise of e-tendering process through Govt. portal. • Regular exercise of PFMS portal to upload expenditure related to Govt. funds. u• Sbmission of retirement related documents through e-pension portal.
Finance and Accounts	• Fully computerized office and accounts section. • Maintenance of the college accounts through "Smart College" software. • Disbursement of salary fund from Govt. through HRMS portal. Payment of remuneration from

	the college fund is also done by e-payment mode through bank mandate. Bill payment are done by issuing cheques or by NEFT.
Student Admission and Support	• The admission procedure has been conducted through online mode mostly with the help of very user-friendly software. • Short listed students are called for counseling through website notification and SMS services. • Maintaining students database through tailor 'Smart College' software and AIMS software.
Examination	None.

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
2018	Dr. Jyotirmoy Pramanik	33rd National Symposium on Plasma Science Technology (PLASMA 2018) at University of Delhi, Delhi, Dec 4-7, 2018	Plasma Science Society of India	13576
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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)
2018	Training cum PFMS registration by Institution under Comp 9 of RUSA 2.0	Training cum PFMS registration by Institution under Comp 9 of RUSA 2.0	07/08/2018	10/08/2018	2	1
2018	Training on E-tendering for colleges	Training on E-tendering for colleges	03/10/2018	04/10/2018	2	2

2019	Training schedule for GEM procurement for RUSA Fund	Training schedule for GEM procurement for RUSA Fund	05/02/2019	07/02/2019	2	2
2019	Training Program for implementation of West Bengal Health Scheme for the beneficiaries of Grant in aid colleges	Training for entry in Kanyashree Prakalpa	08/01/2019	08/01/2019	1	1

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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
Refresher Courses	1	06/07/2018	26/07/2018	21
Refresher Courses	1	06/09/2018	27/09/2018	21
Refresher Courses	1	31/12/2018	21/01/2019	21
Refresher Courses	1	29/01/2019	18/02/2019	21
Orientation Programe	1	20/11/2018	17/12/2019	28
Orientation Programe	1	05/03/2019	01/04/2019	28
Refresher Courses	1	04/01/2019	24/01/2019	21
Refresher Courses	6	06/02/2019	26/02/2019	21
Refresher Courses	1	28/11/2018	18/12/2018	21
Short Term Courses	1	17/06/2019	23/06/2019	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Kharagpur College Co-Operative Credit Society Ltd., Group Insurances Scheme, P.F. Facilities and Maternity leave.	Kharagpur College Co-Operative Credit Society Ltd., Group Insurances Scheme, P.F. Facilities and Maternity leave.	Concession in tuition fees to the financially weak students, Kharagpue College Proficiency Award eight other merit medal and scholarship awards which are mentioned in the college prospectus.

6.4 – Financial Management and Resource Mobilization

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

There is a Finance Sub-Committee which monitors the appropriate use of available finances of the college. One member from the teaching staff is appointed as Bursar of the college for 2 (two) years to look after the financial aspects of the college on behalf of the Principal. The decisions of the Finance Sub-Committee, Purchase Sub-Committee and Bursar have to be is approved by the Governing Body. The college accounts are jointly operated by the Principal (who is also the Secretary of the Governing Body) and the President of the Governing Body. Statutory audit of the college finances is made on a regular basis. All processes relating to the financial audit of the college for the financial year 2018-19 is nearly complete, and the same is likely to be conducted by the Vijay Sethia CO, Chartered Accountant, Howrah - 711101, an authorized auditor of Government of West Bengal very soon.

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
NIL	0	NIL
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6.4.3 – Total corpus fund generated

1038208

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	Yes	Affiliating University	Yes	IQAC
Administrative	No		Yes	Governing Body

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

Kharagpur College does not have any Parent-Teacher Association as such. • But the parents and teachers of almost every departments meet once a year to discuss and monitor the progression of the students. • The parents of the

students with less than 50 attendance are informed about the attendance status at the time of form fill-up programme. • The parents are told to encourage their wards to come regularly to the college. They are also informed about the various activities like Literary and Cultural Activities, NSS- related camps and drives, job opportunities and placements through various agencies and through the college as well. • During the meetings parents are made well aware of the pros and cons of various student welfare schemes such as DST Inspire scholarship, Swami Vivekananda Merit Cum Means Scholarship, Minority Talent Search Scholarship, Sitaram Jindal Trust Scholarship, SC/ST/OBC Stipend, Handicapped Scholarship etc so that they can help their wards choose the right scheme to apply Kanyashree prakalpa is a unique scheme of government of West Bengal for the girl students. During the meetings, parents of the girl students are encouraged to take benefit of the scheme through the Kharagpur College Kanyashree Assistance Cell.

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

• The support staff of the college are allowed to attend any training programmes organized by the college or other institute for augmenting their performance. In the current year training programme for implementing the newly introduced online admission software was organized for the support staff. • A few support staff of the college were trained with elementary and advanced Tally utilizing CPE fund for increasing their computer proficiency. • Computer training of the office staff was arranged so as to enable them to handle the online admission and registration of the students. • Two Support staff of the Accounts department was trained by the college to be proficient with e-Pradan and HRMS systems of West Bengal and PFMS of the Government of India.

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

1. Post graduate courses in English and History have been introduced from the session 2018-19 with the prior approval of the affiliating University i.e Vidyasagar University and the recommendation from the West Bengal State Council of Higher Education.. 2. IQAC of the college has introduced Mentor- Mentee programme for all the students. 3. A new building named "Vidyasagar Bhavana" has been constructed by the financial support of Rupees One Crore only from the Higher Education Department, Govt of West Bengal. This building will be mainly used by English department from this session for smooth running of UG and PG classes. 3. Kharagpur College has received an amount of Rupees One Crores under Component 9 of RUSA 2.0 infrastructural grant by the Rastriya Uchhatara Siksha Abhiyan (RUSA) for new construction, renovation and procurement of equipment, books, computers and printers during the financial year 2018-19. Using this fund, process of construction of the Ground Floor of a new three storied building with three class rooms has been started. Vertical extension of first and second floor over the existing ground floor of a three storied building and 120 sq.m hall over the first floor of a three storied building have been started. Procurement of Computer and peripherals, books and equipment also initiated.

6.5.5 – Internal Quality Assurance System Details

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

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

2018	Student Induction Programe	18/07/2018	18/07/2018	18/07/2018	400
2018	Prathagato Sikkhay Silpo Charchar Bhumika	08/09/2018	08/09/2018	08/09/2018	100
2018	VU regulation for BA/BSC/BCOM (Hons Gen) and PG courses under Choice Based Credit System (CBCS)	04/08/2018	04/08/2018	04/08/2018	80
2019	Women Empowerment Both sfrom Mental Physical Point of View	01/03/2019	01/03/2019	01/03/2019	200
2019	Biodiversity in Midnapur District	08/08/2019	08/08/2019	08/08/2019	100
2019	Visited Legislative Assembly of West Bengal	02/02/2019	02/02/2019	02/02/2019	21
2018	One DST sponsored Entrepreneurship Development Programme	01/09/2018	01/09/2018	28/09/2018	28

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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
Women Empowerment Both From Mental Physical Point of View	01/03/2019	01/03/2019	90	30

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
The college has been very conscious about the energy conservation. For this, the college has gradually moved on from normal light bulbs (high wattage) to tube lights, slim lights, CFLs, LEDs and the college has also replaced all f the CRT monitor by LCD monitors thus conserving energy to the extent required. College also promotes procurement and installation of efficient electrical systems to save electricity. The College has applied to Government of west Bengal for installation of 20 KW roof top solar plant on the roof of administrative building. The solar power will be converted into AC power and that will be connected with the state electricity power grid. It is well known that Solar energy has the least negative impact on the environment compared to any other energy source. It does not produce greenhouse gases and does not pollute the water. Solar energy also reaches its maximum production capacity during peak hours, when electricity demand is maximum. The college itself is rich with a huge green coverage consisting of a number of large and small trees. Students of the college not only clean the garden but take initiatives to nourish the trees and the flowering plants. Plantation is regularly done in the campus by the NSS volunteers throughout the year and a special drive is taken on the college foundation day every year.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Ramp/Rails	Yes	6

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
2018	1	2	02/07/2018	365	swiming	Training of swiming	130
2018	1	2	02/07/2018	365	Crown Cricket Academy	Training of Cricket playing	60
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Student Induction Programme	18/07/2018	Following points are highlighted before 1st semester students on the 1st day of the academic session. 1. Those who will remain absent totally within first twenty days from the date

of starting their classes , will not be allowed to continue their enrolment. 2. Concerned Departments have the freedom to take disciplinary measures for keeping healthy Academic Environment. 3. Concerned Departments motivate their students to avail the Library Facilities . They will also encourage the students to participate in the extracurricular activities (specially in the programmes which are conducted by the college authority). 4. They are make aware about the activities of different cells, name of the convernors of each cell and their contact details. 1.Career Counseling Cell Convenor, Dr Mahadev Mukherjee 2. Grievance Redressal Cell Convenor, Prof. Debasis Aich 3. Women Cell, Convenor, Prof Udita Bhattacharya 4. Antiragging cell, Convenor, Prof Shukla Saha Mondal. 5. Overall attendance in classes must be 75 for all the students to appear in the Internal and University examinations. 6. A guardian meet with the authority and teachers will be held in the weekpreceding to the Puja holidays to discuss the overall performance of their ward. 7. There should healthy student teacher relationship to maintain the goodwill of the college and department and to build bright future as well.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Independence Day	15/08/2018	15/08/2018	60

Celebration of College Foundation Day	29/08/2018	29/08/2018	380
Blood Donation Camp	29/08/2018	29/08/2018	70
Celebration of Gandhiji's Birthday	02/10/2018	02/10/2018	50
SWACHHA BHARAT AVIYAN	30/10/2018	30/10/2018	110
Observation of Rastriya Ekta Diwas	01/11/2018	01/11/2018	90
World AIDS Day	01/12/2018	01/12/2018	100
Celebration of Republic Day	26/01/2019	26/01/2019	60
Celebration of Birthday of Swami Vivekananda	12/01/2019	12/01/2019	60
Celebration of Rabindra Jayanti	08/05/2019	08/05/2019	55

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

• Use of Renewable Energy: The College has attempted for installation of solar energy panels in the campus. Installation of Solar Panel has contributed to the security of the Girls' hostel campus by illuminating a great portion of it at night. The College has applied to Government of west Bengal for installation of 20 KW roof top solar plant under Aloshree on the roof of administrative building. The solar power will be converted into AC power and that will be connected with the state electricity power grid. It is well known that Solar energy has the least negative impact on the environment compared to any other energy source. It does not produce greenhouse gases and does not pollute the water. Solar energy also reaches its maximum production capacity during peak hours, when electricity demand is maximum. • Water harvesting: At the centre of the college there is a big pond of nearly 4800 sq metre. The water of the pond is used for non-drinking purpose such as for the watering of trees, construction and other repairing work of the building etc. Ground water is used mainly for drinking purpose. Thus, the institution seeks to reduce the practice of consuming ground water for regular activities and contributes to the preservation of ground water resources to a certain extent. • Plantation: The college itself is rich with a huge green coverage consisting of a number of large small trees. We have four well maintained gardens inside the college campus. Students of the college not only clean the garden but take initiatives to nourish the trees and the flowering plants. Plantation is regularly done in the campus by the NSS volunteers throughout the year and a special drive is taken on the college foundation day every year. • Hazardous Waste Management: The College does not generate hazardous waste to a great extent. Solid wastes are disposed in closed containers stationed at various points within the college premises and they are regularly cleaned. Emphasis to be put on the purchases of bio-degradable equipment. Hazardous effluents from laboratories of certain departments are disposed in the pits dug in the ground which are covered safely so that they cannot cause any harm. • E-waste Management: Electronic waste, such as discarded computers, office electronic equipment and refrigerators etc. are stored in a separate area and sold out when the stock reaches a certain extent. These items are sold to some hawkers and waste material purchasers under the supervision of the authority.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES (2018-19) A BEST PRACTICE -1: 1) Title of the Practice: "Blood Screening for Thalassemia Test" 2) The Objectives: To eradicate Thalassemia from India. 3) The Practice and Evidence of Success Thalassemia is an inherited disorder characterized by abnormal hemoglobin. It is a severe type of anemia where alpha or beta chain of hemoglobin are not formed by natural process. Thalassemia is caused by mutation in the DNA of cells that make hemoglobin. Thalassemia patients do not have enough healthy RBC, and therefore, oxygen deficiency is found. This prolonged deficiency of oxygen causes the patient to feel very tired, weak and short of breath. They suffer from severe anemia. This disease cause bone deformities in the face and skull. It also causes frequent infections, enlargements of spleen and pale looks of skin. Their appearance become frightful, horrible and pathetic. Thalassemia disease is passed on from parents to their children through their genes. The symptoms and sufferings start from childhood and continues throughout the life. This disease never develops later in life. A child born with Thalassemia cannot be cured completely, only life can be prolonged with the help of blood transfusion and using supportive costly medicines. Human have 23 pairs of chromosomes. In each pair of chromosomes, one comes from our father and one from our mother. In chromosomes there are genes, which they are also in pair. Genes are responsible for all the characteristics that we inherit from our parents. Thus, genes pass genetic information from parents to their offsprings. Just like colour of hair or eyes, our blood type is inherited from our parents. Among all pairs of genes there is a particular pair which is responsible for all the formation of blood and type of blood. If both of these genes (one from each parent) in this particular pair are normal, then the blood of their offsprings will also be normal. If one of the genes is defective and the other is normal then the offsprings becomes thalassemia minor. If both the genes are defective the offspring becomes thalassemia major. People with thalassemia minor do not usually have any sufferings and symptoms. They are quite normal people and can lead normal daily life as ordinary healthy people do. But it is important to note that though they are normal people, they are considered as thalassemia carriers as their off-springs may become thalassemia major patients. If one of the parents is thalassemia minor (i.e. carrier) and the other is normal then there is a 50 chance of their off-springs heredity thalassemia minor. If both the parents are thalassemia minors (i.e. carrier) then the chance of their offsprings to be thalassemia minor is 50, thalassemia major is 25 and completely normal is 25. Thus, thalassemia major, which is a very serious disease can occur only if both of the father and mother are thalassemia minor (i.e. carrier). So, in order to eradicate thalassemia, we should restrict the marriage between thalassemia minor and thalassemia minor. If this simple restriction is imposed in the marriage system, we can get a world without any thalassemia major patient. This is the only job that we have to do to remove thalassemia from our beloved world. Strictly following only this restriction some countries of the world have already eradicated thalassemia from their countries. We, the Indians can also do that. For this, we first have to detect the persons who are thalassemia carriers and then make them aware not to marry another carrier. This thalassemia carrier detection can be done at free of cost for schools and college students. The name of the test is HPLC or Hb electrophoresis. NSS units of Kharagpur College has been doing this noble job of carrier detection for college students with the technical support from the medical team of Thalassemia Society of Midnapore District of Health Family Welfare department, Govt of West Bengal and Kharagpur Voluntary Blood Donars Organisation (KVBDO) for the last three years very successfully and sincerely. The number of students who have gone through this test for the last three years are as follows. Session Duration No of students undergone thalassemia test done

2016-2017 27.01.2017 250 2017-2018 24.11.2017 to 10.01.2018 1329 2018-2019 19.02.2019 to 28.03.2019 854 It is seen that, among the persons who had undergone this test, about 12 became thalassemia carriers which is normal trend of the district of Paschim Medinipur to which Kharagpur College belongs. 4) Problems Encountered: Although notice for thalassemia blood screening test is circulated to all the departments, college notice board and in the college webpage well ahead of the programme it is found that few students remain absent on the schedule dates due to their lack of awareness or usual absence. As this blood screening test is done in three consecutive years, therefore, it is expected that all the students will get chance to undergo this test in their three years period of study in the college. These thalassemia carrier students are given proper counselling by renowned councilors and we are very much satisfied to convince them about not marrying another carrier. Like previous years, this year (session 2020-21) also we will carry on this thalassemia detection after restoration of normalcy when students will start attending their classes regularly. 5) Resource Required: As Thalassemia Society of Midnapore District of Health Family Welfare department, Govt of West Bengal is providing all the medical support, expense to carry out these tests is not an obstruction. A minimal resource is required to carry out these tests. Only, notice for this blood screening test to be circulated among the student in massively and well in advance. B. The Best Practices II 1) Title: Water quality testing and maintenance 2) The Context: Supply of quality drinking water to all. 3) The Objectives: Contaminated water is the route of the water borne diseases which are common to locality like ours. Testing of the presence of pathogenic bacteria in the overhead water tanks and the ground water from the mouth of water lifting pump are done periodically by the Public Health Engineering Department, Kharagpur and water treatment, cleaning of water tanks is done regularly. Again, installation of water purifiers in different locations of our institution has also made a positive bearing in this respect. 4) The Practice: The students and staff s of the college are using all the purifiers in an effective manner. They keep proper vigilance of the purifier machines is and report to the college authority if any disorder is found therein. The college authority thereafter takes immediate action to bring them into working condition. 5) Evidence of Success: Due to use of purified and well treated drinking water, the mind-set of our students changed regarding health and hygiene issues. Many of the students are even accustomed to use this purified water by carrying it to home. As per verbal discussion with the students, it appears that the occurrence of water borne diseases declined significantly in recent times. 6) Problems Encountered: Huge number of students, their demand for purified water and insufficient number of machines occasionally create some problems, especially in summer season. It is also to be noted that the university examinations are hold during summer when a large number of examinees along with their guardians from other colleges assemble at Kharagpur College, and the college has to meet their demand for purified drinking water. Besides these, improper handling of purifiers by some of our students, especially the outside students, brings about damage to some purifiers that pose some problems like enhanced repairing and maintenance expenses and scanty supply of purified waters at some locations. 7) Resource Required: More number of water purifiers including eight (08) coolers (for summer season) are required to meet the need of the huge number of students and staff of the college. It also requires huge fund to meet the said amenities. But lack of sufficient fund creates some hindrance in this respect.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://kharagpurcollege.ac.in/wp-content/uploads/2020/09/Best-Practices-2018-19-NEW.pdf

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

Blood Screening for Thalassemia Test to eradicate thalassemia from India: Thalassemia is an inherited disorder characterized by abnormal hemoglobin. It is a severe type of anemia where alpha or beta chain of hemoglobin are not formed by natural process. It is caused by mutation in the DNA of cells that make hemoglobin. Thalassemia patients not have enough healthy RBC, and therefore, oxygen deficiency is found. This prolonged deficiency of oxygen causes the patient to feel very tired, weak and short of breath. They suffer from severe anemia. Thalassemia disease is passed on from parents to their children through their genes. The symptoms and sufferings start from childhood and continues throughout the life. This disease never develops later in life. A child born with Thalassemia cannot be cured completely, only life can be prolonged with the help of blood transfusion and using supportive costly medicines. Human have 23 pairs of chromosomes. In each pair of chromosomes, one comes from our father and one from our mother. In chromosomes there are genes, which are also in pair. Genes are responsible for all the characteristics that we inherit from our parents. Thus, genes pass genetic information from parents to their offsprings. If one of the genes is defective and the other is normal then the offsprings becomes thalassemia minor. If both the genes are defective the offspring becomes thalassemia major. If both the parents are thalassemia minors (i.e. carrier) then the chance of their offsprings to be thalassemia minor is 50, thalassemia major is 25 and completely normal is 25. Thus, thalassemia major, which is a very serious disease can occur only if both of the father and mother are thalassemia minor (i.e. carrier). So, in order to eradicate thalassemia, we should restrict the marriage between thalassemia minor and thalassemia minor. If this simple restriction is imposed in the marriage system, we can get a world without any thalassemia major patient. This is the only job that we have to do to remove thalassemia from our beloved world. Strictly following only this restriction some countries of the world have already eradicated thalassemia from their countries. We, the Indians can also do that. For this, we first have to detect the persons who are thalassemia carriers and then make them aware not to marry another carrier. This thalassemia carrier detection can be done at free of cost for schools and college students. The name of the test is HPLC or Hb electrophoresis. NSS units of Kharagpur College has been doing this noble job of carrier detection for college students with the technical support from the medical team of Thalassemia Society of Midnapore District of Health Family Welfare department, Govt of West Bengal, for the last three years very successfully and sincerely. The number of students who have gone through this test for the last three years are as follows. Session Duration No of students undergone thalassemia test done 2016-2017 27.01.2017 250 2017-2018 24.11.2017 to 10.01.2018 1329 2018-2019 19.02.2019 to 28.03.2019 854.

Provide the weblink of the institution
https://kharagpurcollege.ac.in/

8.Future Plans of Actions for Next Academic Year

1. To increase and upgrade the use of ICT in teaching learning process. 2. Purchasing of New books for all the departments as per CBCS syllabus. 3. Vertical extension of Library building 4. Laboratories will be well equipped as per new syllabus. Also, more energy savings light will be provided to the Physics and Chemistry Laboratory and sufficient number of basins and water will be provided in the Chemistry and Zoology laboratory. 5. New Computer and Printers will be provided to all the departments. 6. To transmit knowledge through holding

seminars and workshops 7.. To hold awareness programme on Community development issues. 8. To expedite the activities under National project UNNAT BHARAT AVIYAN. 9. To expedite the automation process of the College Library. 10. To make the students aware of Career Counselling Programmes. 11.To introduce skill based and career-oriented courses. 12. To create more classrooms for students. 13. To encourage the faculties to be engaged in research works. 14. To arrange the workshop on role of NSS to promote a healthy social life for our students and NSS volunteers. 15. To strengthen the Physical Education section of the college. 16. To encourage the Alumni Association to be more active. 17. To complete and upload AQAR 2019-2020. 18. To form a committee for preparation of the visit of NAAC Peer Team in 2021.