Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**HOOGHLY MOHSIN COLLEGE**
Name of the head of the Institution	**Prof. (Dr.) Tapan Kumar Karpha (Till 10.02.2021) DR. PURUSHOTTAM PRAMANIK (From 10.02.2021)**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03326802252**
Mobile no.	**8902387317**
Registered Email	**hooghlymohsincollege@gmail.com**
Alternate Email	**puru.pra@gmail.com**
Address	**P.O. Chinsurah, Dist. Hooghly**
City/Town	**Chinsurah**
State/UT	**West Bengal**
Pincode	**712101**

2. Institutional Status

Affiliated / Constituent	**Constituent**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Prof. (Dr.) Sajal Kumar Maiti (Till 28.02.2021), Sri Suresh Nath Bairagya (From 01.03.2021)**
Phone no/Alternate Phone no.	**09830692067**
Mobile no.	**9051115369**
Registered Email	**hooghlymohsincollege@gmail.com**
Alternate Email	**aqarhmc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://assessmentonline.naac.gov.in/public/index.php/hei

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	http://www.hooghlymohsincollege.ac.in/IQAC/18-19/ACADEMIC%20CALENDAR.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**81.5**	**2007**	**21-Mar-2007**	**20-Mar-2012**

6. Date of Establishment of IQAC

09-Jul-2007

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
To expedite the promotion of Teachers through CAS	01-Oct-2018 2	14
Awareness Programme on Gender Sensitization	15-Sep-2018 1	172
View File		

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
Hooghly Mohsin College	Salary	State Govt.	2018 365	75540000
Hooghly Mohsin College	Development Grant	State Govt.	2018 365	1211540
Hooghly Mohsin College	Contingency and others	State Govt.	2019 365	9116000
Hooghly Mohsin College	Major works (Land & Building)	State Govt.	2018 365	3578700
Hooghly Mohsin College	Major works (Land & Building)	State Govt.	2019 365	4421300
Hooghly Mohsin College	Construction of 2nd & 3rd floor of D.L.Roy Building	State Govt.	2019 365	19815200
Hooghly Mohsin College	Painting of building	State Govt.	2019 365	194300
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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 :	**2**
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)

a) A psychological counselling was organised with the help of Department of PostGraduate Studies in English. Dr. Nilanjana Bagchi was the invited resource person who addressed on the problems and perspective of the different psychological issues of college students. Students of this college were immediate beneficiaries of this program and their knowledge will be beneficial to the society as a whole. b) Different Environmental awareness programme was organised. Dr. Kalyan Rudra, Chairman, West Bengal Pollution Control Board and Prof. P. Alveno, University of Rome were the distinguished speakers. Other than these some seminars were arranged highlighting environmentally significant issues like importance of organic farming, rice and medicinal plants (Department of PostGraduate Studies in Botany with financial assistance of Alumni Association). c) A workshop was arranged in the Department of PostGraduate Studies in Zoology on Methodology (Practical Method) and its application for undergraduate Zoology Honours course under CBCS system for the Teachers with financial support from Higher Education Department, Govt. of West Bengal. d) Awareness Programme on Gender Sensitization: With the help of Internal Complaints Committee and Gender Sensitization Cell, an awareness program was arranged. Prof. Sangeeta Roy (Mitra), Assistant Prof. of Law, Hooghly Mohsin College addressed the audience to aware them how constitution guards the sufferers of gender discriminations through legal shield. e) IQAC supervised and fasttracked career advancement under CAS of 14 faculty members from different departments.

[View File](#)

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
Academic Audit	Academic Audit includes distribution of syllabus among the teachers of respective departments, periodical evaluation of the performance of the students and taking stock of the coverage of the syllabus time to time. It was decided that teachers of a department would find out the students who need additional academic support.
Publication of Prospectus	The prospectus of the college was published during the time of UG Admission. The prospectus described the rules and regulations to be followed by different stakeholders. It was distributed among the students.
Awareness Programme on Gender Sensitization	A programme was arranged with the help of Internal Complaints Committee and Gender Sensitization Cell to aware the students with the legal aids available in our constitution to protect the sufferers of Gender bias.
The IQAC identified 14 faculty members	14 teachers were promoted to the next

whose career advancement would be due during the course of the year. The plan was to supervise the process in a time-bound manner.	stage through Career Advancement Scheme. IQAC extended its support in the process by scrutinizing the applications and documents and making necessary corrections. After being approved by the screening committee the proposals were forwarded to Higher Education Department for implementation of CAS.
Seminars, Workshops and Extended Lectures	Oneday Seminar in the Department of PostGraduate Studies in Botany with the active participation and financial support from the Alumni Association was arranged. Distinguished speakers from The University of Burdwan and Bidhan Chandra Krishi Viswa Vidyalaya were Guest Speakers. The main theme of this year was Organic Farming. Several Lectures were arranged for the Environmental Awareness and Psychological Counselling. A workshop for the teachers in the Department of PostGraduate Studies in Zoology was arranged to equip them for the newly introduced CBCS form.
[View File]()	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Teachers' Council and IQAC	21-May-2021

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	**2019**

Date of Submission	**23-Feb-2019**

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)	**Salary and other financial matters are performed through WBIFMS, a web portal of Govt. of West Bengal introduced in the Academic Year 201516. The portal has several internal modules like**

electronic allocation of funds, digitisation of bill form, e payment system, Government Receipt portal system, Human Resource Management System etc. This system includes Pay register, bank transfer register, arrears, advances and loans, allowances. Form 16 is generated through TRACES. Information like Faculty Leave Records, leave encashment, LTC etc. are also managed.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Curriculum for each course taught in the institution has been prescribed by the University of Burdwan. Curriculum delivery has been executed as per Academic calendar and prescribed routine formed by Routine Committee of the Institution. An attendance register has been maintained by each department for each paper mentioned in the curriculum. Teachers of different subjects adopted different methods of curriculum delivery system-from chalk and talk method to ICT enabled delivery method. Since the University of Burdwan coverts the syllabus into CBCS form from July, 2017, it is implemented by the College. Different departments arrange continuous assessment process as a part of Internal Assessment in the newly introduced CBCS form.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Botany Tools and Techniques in Biotechnology and Plant Tissue Culture	NA	01/07/2018	365	With the advent of the application of modern scientific technologies this sort of practice has being rendered to the students with basic knowledge gathered from their theoretical and practical syllabi for their self-employability and entrepre	It has multifaceted avenues: 1. Development of synthetic seeds 2. Development of plant propagule and their proper maintenance 3. Transfer of the cultured plants to the field

neurship

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill

No file uploaded.

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

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

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

	Certificate	Diploma Course
Number of Students	21	Nil

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
Skill Enhancement Courses (Honours): 3.4 CH- E-Commerce, 4.4 CH- Entrepreneurship	Nill	96
Skill Enhancement Courses (General): 3.4 CG- E-Commerce, 4.4 CG- Entrepreneurship, 6.1 CG- Personal Saling Salesmanship, 4.3 CG- Computer Applications in Business.	Nill	138
Skill Enhancement Courses (Honours): SECI -Translation Studies, SEC II-English Language Teaching	Nill	36
Skill Enhancement Courses (Honours and General): Bengali Grammar	Nill	82
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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
BSc	Geology Sem	11
BSc	Geology Year	15
BSc	Zoology	10
BSc	Zoology	47

BA	Economics	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
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

Different departments collected feedback from outgoing students of UG Hons and PG (where applicable) on various parameters. The HODs of the respective departments discussed on the feedbacks received from the students. It is found that students were by and large happy with the environment of the college and were satisfied with the standard and quality of teaching, evaluation and mentoring outside classroom. Parent's Feedback Analysis: Parent-Teacher meeting held on 18.3.19. A form was distributed to collect the Students' Satisfaction. Parents from undergraduate courses gave feedback during the course of the academic session. They appreciated the care and concern of College authorities towards the overall well-being of the students. The parents and alumni are free to meet the faculty members and the Principal any time within office hour during the academic year.

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	Honours	438	7041	282
BCom	Honours	58	565	49
BSc	Honours	251	6415	111
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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	3175	229	51	Nill	52

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	88	8	6	2	4

<div align="center">View File of ICT Tools and resources</div>

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

Faculty members interact with students and guide them for their career advancement whenever it seems necessary. Students are free to meet any teachers in their need. The teachers are always ready to take care of the students at any kind of need: academic, co-curricular, extra – curricular matters and physical as well as mental well-being. Occasionally teachers help progression of economically challenged students by helping them with resources. Outside the department, students are also under mentoring by teachers of Career Counselling Cell, and Cultural committee.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3404	103	1:33

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
124	103	21	Nill	63

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Dipanjan Dutta	Assistant Professor	Junior Scientist of the year 2018 award.

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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	UG	Year	27/04/2019	Nill
LLM	PG	Semester	10/09/2018	28/12/2018
LLB	UG	Semester	25/03/2019	14/06/2019

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

Internal evaluation mechanism has been performed through assignment and written

examination and practical examination for lab- based departments as prescribed by the University of Burdwan for each department and each semester.

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

Academic Calendar of the college is prepared at the beginning of every academic year. The purpose of Academic Calendar is to publish the major activities during the academic session. The calendar gives students an idea of tentative time schedule of Sem-end examination. Strictly adhering to this schedule gives them ample time to get ready for the examination.

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)

Not done

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
UG	BSc	Honours	138	109	79
UG	BCom	Honours	47	29	61.7
UG	BA	Honours	313	192	61.3
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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
Nill	Nill	NA	Nill	Nill
No file uploaded.				

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
NA	NA	

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
Junior Scientist of the Year 2018	Dr. Dipanjan Dutta	International Academy of Science	22/01/2019	For the presentation of Research Paper

Junior Scientist of the Year 2018	Dr. Dipanjan Dutta	Research International Foundation for Environment Ecology	20/02/2019	For the presentation of Research Paper

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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
0	Nil	NA	NA	NA	Nill

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
URDU	3
LAW	4
BOTANY	1
GEOLOGY	1

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	All Departments	18	Nill
International	All Departments	20	Nill

[View File](#)

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
All Departments	9

[View File](#)

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
See File 3.3.3	Nill	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	9	46	3	2
Presented papers	13	33	1	3
Resource persons	4	5	2	1
[View File](#)				

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
INDEPENDENCE DAY	NCC	1	65
REPUBLIC DAY	NCC	1	75
CANCER AWARNESS DRIVE	NCC	1	32
WORLD EARTH DAY	NCC	1	32
[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
NA	NA	NA	Nill
No file uploaded.			

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
NCC Activity	NCC Unit, Hooghly Mohsin College	Cancer Awareness Prgramme	1	32
NCC Activity	NCC Unit, Hooghly Mohsin College	Environmental Awreness Programme	1	32
NCC Activity	NCC Unit,	Awareness	1	24

	Hooghly Mohsin College	programme on malignity of using tobacco		
NCC Activity	NCC Unit, Hooghly Mohsin College	Campus cleaning (Swachh Bharat)	1	38
NSS Activity	NSS Unit, Hooghly Mohsin College with Students' Health Home	Health Check-up of female students	1	Nill
NSS Activity	NSS Unit, Hooghly Mohsin College	Environmental Mass Awareness	1	Nill
No file uploaded.				

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
Nil	0	NA	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nill	Nill	0
No file uploaded.					

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
NA	Nill	NA	Nill
No file uploaded.			

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
58.61	58.52

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar Halls	Newly Added
Campus Area	Existing

[View File](#)

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
NA	Nill	NA	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	123964	Nill	Nill	Nill	123964	Nill
Digital Database	2	12500	Nill	Nill	2	12500

[View File](#)

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
NA	NA	NA	Nill

No file uploaded.

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	60	8	15	0	0	0	0	1000	11
Added	15	0	0	0	0	0	0	0	0
Total	75	8	15	0	0	0	0	1000	11

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

1000 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
NA	Nill

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
22.01	21.83	81.26	79.01

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)

The Institution is fully owned by the Government of West Bengal. Grants from Government of West Bengal are one of the major sources for procuring, augmenting educational resources like books, journals, laboratory consumables and library resources. Proposal for different grants for a financial year is sent to the Department of Higher Education, Govt of West Bengal. Upon receiving of such grants a meeting is conducted by the Principal with all the Heads and the funds are distributed as per need. Quotations are invited from competent authorities and for this tenders are circulated as per the Government norms.

http://www.hooghlymohsincollege.org

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	NA	0	0
Financial Support from Other Sources			
a) National	Central and State Govt. (SC/ST/OBC, Kanyasree, INSPIRE, Indira Gandhi Girl Child Scholarship and Minorities Merit-cum-Means Scholarship)	1141	Nill
b)International	NA	Nill	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
Remedial coaching(Zoology)	Nill	3	Departmental Teachers
Remedial coaching(English)	28/02/2019	392	Department of English and B.A/B.Sc./B.Com students
View File			

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
Nill	NA	Nill	Nill	Nill	Nill

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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
Nill	Nill	Nill

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
NA	Nill	Nill	NA	Nill	Nill

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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	148	UG/PG	All Departments	University of Burdwan, Kalyani University, Vidyasagar University, Jadavpur University, Calcutta University, Presidency University, IACS, Inst. Of Chartered Account s of India, Inst. Of Cost Accounts of India, IIT, IIEST, Ashutosh College, RKM Vivekan	PG, CA, PhD, Lectureship

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
NET	7
SET	3

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

Activity	Level	Number of Participants
Poribesh Dibosh- 8th June 2018	College Level	Nill
Akushe February Smaran – 21.02.2019	College Level	Nill
College Foundation Day- 01.8.18	College Level	Nill
Freshers' Welcome (29.9.18)	College Level	Nill
College Social (16.3.19)	College Level	Nill

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
Nill	NA	Nill	Nill	Nill	NIL	NA
No file uploaded.						

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

As per government guideline, the College has a Students' Council. Executive Committee of this body is formed through election of class representatives. Candidates file their nominations. The election takes place in a healthy and democratic manner under the supervision of a committee of teachers led by the Chief election Officer, appointed by the Principal, who is the ex-officio President of the Students' Council. The members of the Students' Council are involved in various activities throughout the year including the Fresher's welcome (29.9.18), Annual Fest (16.3.19), Celebration of Teachers' day as well as maintaining the cleanliness and general environment of the college campus throughout the year.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of Hooghly Mohsin College is actively involved in fostering academic, social and cultural activities arranging seminars,

workshops, training programmes, different awareness programmes, nature study, cultural programmes The Association provides financial assistance for arranging seminar every year. The Alumni Association encourages the students in their academic endeavours by giving prizes to the students of each Honours course who secure the top position from our college in the Final Examination. Souvenir of Alumni Association was published on 17th February' 2019.

5.4.2 – No. of enrolled Alumni:
87

5.4.3 – Alumni contribution during the year (in Rupees) :
40000

5.4.4 – Meetings/activities organized by Alumni Association :
8

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 Departments and faculty function independently and also decide on the student specific activities. Principal meets with the faculties of different departments separately. Teachers' Council meetings are convened regularly to discuss academic related matters. All major decisions are taken in the meeting. Secretary of the Teachers' Council is elected every year. He forms several academic committees with the approval of Teachers' Council to conduct Internal Examination, University Examination, Admission for UG courses, Cultural Programme, Purchase related matters etc. Each Committee comprises of a convener and members from the faculty members. Principal also forms some administrative committees to support his workload which include faculty and students of the college as members.

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

Partial

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	The University of Burdwan approved curriculum is followed. Several faculty members are members of Curriculum development committee and take part in finalizing the curriculum. Urdu, Physiology and Geology are the only departments of the University where PG teaching are extended. All the faculty members of those departments develop curriculum as per guideline of the University. Continuous evaluation through written tests and assignments have been introduced. Practical and demonstrative teaching is undertaken in laboratories and through excursions and educational visits. Tests are held for

	non-CBCS students. If necessary, PPT presentations are arranged. Educational visits are undertaken in many Lab-based subjects. Students are encouraged to participate in Seminars and Conferences held in and outside the College.
Teaching and Learning	Emphasis is given in the attendance of the students and teachers to facilitate the teaching learning process. Teaching and Learning methods vary from conventional chalk and talk to the use of PPT, VIDEO and others. Continuous Assessment method through assignments and short tests have been introduced. For PG students there are methods of evaluation of submitted Dissertation Paper followed by a Viva Voce. Department of Postgraduate Studies in English has published the 2nd version of the wall magazine "Seedling" with selected articles from the students. Thus students' participation directly enriches their oucome.
Examination and Evaluation	As per the guideline of the University of Burdwan, only questions of the Internal assessment have been set by the Institute and evaluated by its teachers. However our teachers actively participate in examination and evaluation processes in the capacity of Head Examiner, Convener, Examiner, Paper Setter, Moderator, Scruitiniser, Review examiner. In addition post-graduate departments in Physiology, Geology and Urdu evaluate their students through end semester examinations and presentation of Term Papers in public seminars.
Research and Development	Hooghly Mohsin College always inspires its teachers to carry out active research but without compromising the completion of syllabus. College sanctions required leave to the teachers to attend seminars, to arrange required excursions and field works and to visit other research institutions and to interact with other research scholars for the betterment of overall performance of the Research Work. This is reflected in the outcome as one of the teachers of our college has been conferred the Junior Scientist Award' 2018, 4 teachers have been awarded PhD this year and 9 scholars have completed their PhD under the supervision of the

	teachers of our college.
Library, ICT and Physical Infrastructure / Instrumentation	Library is equipped with computers having internet connectivity and also uses various ICT tools photocopiers, scanners, and printers etc. to help students. Purchase of text and reference Books has been done for students and teachers.
Human Resource Management	a) Students : College tries its best to give its students the exposure in Cultural, Sports, and other areas of Academic Activities by arranging Seminars, Extended Lectures. Other than curricular, co-curricular and extra-curricular activities, it is our utmost effort to address the issues of environmental and psychological concern and aware them on these aspects. b) Teachers : Faculty members are involved in academic work as well as Committee work. The various responsibilities are coordinated with academic activities but do not compromise the latter. Workshops are arranged for the teachers to equip them for the newly introduced CBCS pattern. This year a workshop was arranged for the Teachers of Zoology Department on Methodology and its application for undergraduate Zoology Honours course under CBCS system.
Admission of Students	Admission of the first Semester students has been done as per the rule set by the Govt. of West Bengal and The University of Burdwan and on the merit of the applicants only. The institution publishes its updated prospectus every year which provides not only an overview of the College but also upholds the unique features of Hooghly Mohsin College. To ensure admission to all deserving and meritorious students, the College announces its admission process in the college website. To ensure transparency in the admission process the College has made it mandatory for applications to be filed online. The admission process is outsourced by professionals, who prepare the list according to the criterion set by the different departments of the College. Admission is based only on merit.

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

E-governace area	Details
Planning and Development	Financial transactions are managed

	digitally. Teachers' and students' data management are to some extent digitalized. Regular Teachers' Council meeting has been organised to plan and execute development projects.
Administration	Principal's office is computerized. Financial operations are done by e-billing and WBIFMS. Admission process is outsourced and done completely in online mode. Students' data thus generated and confirmed after registration are used for AISHE.
Finance and Accounts	Apart from e-billing and e-Pradhan, HRMS module of WBIFMS has been introduced for dealing the financial matters and salary of staff. • Tax related procedures are executed and supervised digitally.
Student Admission and Support	From this year a complete online mode of admission process has been introduced. Physical verification of testimonials is done after the commencement of class. Merit is the sole criterion for admission. Teachers' Council fix some criteria required to get admission in a course (UG). Wide publicity of admission schedule is given to justify the demand of deserving students.
Examination	There are separate Examination committee to conduct the internal as well as University examinations. The guideline of affiliating University is strictly followed.

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
Nill	NA	NA	NA	Nill
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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)

| 2019 | Workshop on Laboratory Methodology in Under graduate Zoology | NA | 18/01/2019 | 20/01/2019 | 32 | Nill |

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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
Refreshers course in Business studies (ECONOMICS)	1	23/08/2018	12/09/2018	21
Short term course in Gender Sensitization (English)	1	22/02/2018	28/02/2018	7
Refresher course on Emerging trends in Mechanical Engineering with interdisci plinary application (Math)	1	02/01/2019	22/01/2019	21
Refresher Course (Physics)	2	02/02/2019	22/02/2019	21
Orientation programme	1	18/07/2018	14/08/2018	28
Refresher Course	1	14/11/2018	04/12/2018	21
Refresher Course	2	06/02/2019	26/02/2019	21
Refresher Course	1	06/09/2018	27/09/2018	22

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF, West Bengal Health Scheme, Medical Leave per year 20 days full pay, Maternity Leave, CCL available.	GPF, West Bengal Health Scheme Medical Leave per year 20 days full pay. Maternity Leave , CCL available. Bonus and Advance salary during festive Puja season.	Different Government Scholarship schemes.

6.4 – Financial Management and Resource Mobilization

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

> The Auditors of Accountant General, Govt. of West Bengal has been appointed to conduct the External Financial audit of the institution.

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
Dr. Mohanlal Ghosh (Alumnus) / Mr. Kalidas Chakraborty	45000	Seminar

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6.4.3 – Total corpus fund generated

45000

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	No	Nill	Yes	Principal and all Teachers
Administrative	Yes	Accountant General, West Bengal	No	Nill

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

> Though there is no registered Parent- Teacher Association, Parent –Teacher meeting (18.3.19) has been organized to improve attendance and other academic activities. The interaction in those meetings are carefully noted, all constructive suggestions are incorporated which benefit the holistic development of Teaching-Learning Process. Subhadra Chakraborty Memorial Lecture was arranged with financial aid from late Chakraborty's father.

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

> Non- Teaching Staff of the college are covered under medical insurance scheme of State Govt., namely West Bengal Health Scheme 2008. All staff also get free medical treatment at all Govt. Hospitals

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

> NA

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	Awareness Programme on Gender Sensi tizatation	15/09/2018	15/09/2018	15/09/2018	172
2019	Workshop on Laboratory Methodology in Undergrad uate Zoology	18/01/2019	18/01/2019	20/01/2019	32

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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
Awareness on Gender Sensitization	15/09/2018	15/09/2018	134	38

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 institute offers environmental classes and conducts environmental projects. Smoking is prohibited in the college campus to protect the environment Several Environmental Awareness programmes and lectures were arranged. Campus cleaning program (e.g. Swachh Bharat Abhijyan on 20.6.19) was carried out occasionally.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

2019	Nill	1	08/03/2019	1	NSS Activity: International Women's Day Celebration	Health Check up camp with the help of Students' Health Home, Chinsurah where the following tests were done: Blood teast, Eye Check-up, Dental check-up, and Gynaecological check up.	Nill

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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)
Prospectus of the College which contains: General Code of Conduct for Students within College premises, and Admission Rules for UG courses.	01/07/2018	Uploaded in the College Website

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
J. C. Ghosh Smaran	07/12/2018	07/12/2018	105
Bankim Smaran	26/03/2019	26/03/2019	41

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

Care is taken to ensure conservation of biodiversity in the College campus. This College does not dispose of its electronic wastes without the permission of the Government. Out of use electronic items are stored safely. Medicinal plant garden 'Charak Udyan' is maintained. Smoking is prohibited in the campus. Environmental awareness program has been arranged. Periodical Campus cleaning is carried out.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Gender sensitisation programme 2. Psychological counselling program 3.

Introduction of fully On-line admission

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

http://www.hooghlymohsincollege.ac.in/IQAC/18-19/Best%20Practices.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

Hooghly Mohsin College is situated in the district town of Hooghly with a large students' base in the surrounding urban and rural areas. The area also includes the neighbouring districts of East Bardhaman, Nadia, North 24 Paraganas, and Howrah. The students of our college come from different economic and social states. Our effort is to give the opportunities to the meritorious students to get admission in our college. To keep the admission process transparent, Hooghly Mohsin College starts fully online process of admission from this year. We also take care so that students do not have to discontinue their studies because of financial constraints. The Tuition fees of our college is kept at minimum and there are also numbers of scholarships available for the students. The students who come from remote areas can stay at our hostels which are adjacent to the college. We try to increase the facilities of the hostels gradually. We try our best to give quality education to our students in formal mode of education as well as in informal mode i.e. we provide education beyond the class room in regular basis. More than 100 teachers are engaged in this process who are always trying to upgrade themselves through active research and interacting with other experts in their field. It is our goal: To impart quality based higher education so that students can acquire knowledge and development skills to face the national and global challenges To develop responsible and sensitive youths from diverse cultural, linguistic and religious groups who have social commitments. ? To lay emphasis on value based education to create human resources with modern view and foresight who can contribute to the national development by way of catering to the needs of the economy, society and the country as a whole. ?To create accountability within to ensure accountability to the society at large.

Provide the weblink of the institution

http://www.hooghlymohsincollege.org

8.Future Plans of Actions for Next Academic Year

? Continue to Provide Quality Education. ? Target to improve the overall Academic Performance of the Institute. ? To complete all pending CAS cases. ? To organise lectures to develop Psychological strength of students. ? Facilitate departmental seminars. ? Target to complete the vertical extension of the Library Building. ? Continuation of Complete on-line admission. ? Organizing seminars and lecture series. ? Encouraging teachers to publish in refereed journal