



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	HOOGHLY MOHSIN COLLEGE
Name of the head of the Institution	Prof. (Dr.) Tapan Kumar Karpa (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

<b>2. Institutional Status</b>					
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			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://www.hooghlymohsincollege.ac.in/IQAC">http://www.hooghlymohsincollege.ac.in/IQAC</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://www.hooghlymohsincollege.ac.in/IQAC">http://www.hooghlymohsincollege.ac.in/IQAC</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	86.1	2007	21-Mar-2007	20-Mar-2012
<b>6. Date of Establishment of IQAC</b>			09-Jul-2007		
<b>7. Internal Quality Assurance System</b>					
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	04-Jul-2019 2	4
Career Counselling	10-Feb-2020 2	203
Psychological Counselling	14-Apr-2020 1	63
<a href="#">View File</a>		

**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	Govt. of West Bengal	2019 365	124496900
Hooghly Mohsin College	Development Grant	State Govt.	2019 365	1252000
Hooghly Mohsin College	Contingency and others	State Govt.	2020 365	3244000
Hooghly Mohsin College	Renovation & repairing of electrical works	State Govt.	2020 365	6728390
Hooghly Mohsin College	Construction of 2nd & 3rd floor of D.L.Roy Building	State Govt.	2020 365	5000000
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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 :**

1

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)

IQAC encouraged a green initiative to install a rooftop 10 kw solar electricity plant. IQAC facilitated faculty improvement by sending 13 faculty members to professional development programmes [10 to RC, 1 to OP, and 2 to other Faculty Development Programmes]. During the lockdown period, IQAC kept contact with the teachers and encouraged them to participate in online OPs and RCs. Excerpts from the Workshop on Laboratory Methodology was published in the month of September 2019. IQAC was instrumental behind career advancement under CAS of 4 faculty members from different Departments. IQAC took the initiative to keep academic activities in motion for the College and the classes quickly went online as the entire country went into a lockdown in response to COVID 19 outbreak. IQAC's encouragement facilitated holding more than 7 academic seminars or webinars and a number of awareness programmes relating to Swachh Bharat, global importance of mother tongue (Bhasha Diwas), and social outreach camps for legal aid and health monitoring. Special mention may be made of a quick initiative taken for a daylong seminar on COVID19 other related topics in the pandemic situation as an awareness programme. It took place on 22.06.2020. Participants from other colleges as well as students, faculty members and support staff of the College participated in this seminar. Hon'ble VC Prof. Nemai Ch. Saha, Pro. V.C Prof. Asish Pramanick of the university of Burdwan, Prof. Soumendranath Chatterjee, Prof. Kousik Ghosh of the Dept. of Zoology, the university of Burdwan Dr. Saumya Sarkar. MBBS, M.D, a renowned medicine Specialist, were the speakers.

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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
Further actions will be initiated to successfully apply for 2nd cycle of NAAC AA.	SSR was prepared but the College could not apply for the 2nd cycle of NAAC AA as the requisite government order to effectively delink the Law section was still awaited. Given the circumstances, this delinking is essential for successfully applying for NAAC AA.
Further progress will be attempted in building a better Management Information System.	(i) An Examination Management System was evolved to facilitate online examinations. (ii) Service Books maintenance were brought under Human Resource Management portal WBiFMS.
As part of its Green initiative installation of a solar electricity plant of 10kw capacity will be built within the College campus.	The West Bengal Pollution Control Board was approached for this purpose. Funding has already been arranged from the State Government. Installation will be completed within early 2021.
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## 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	2020
Date of Submission	21-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>i) Students Information System1: This consists mainly of admission and registration data and is handled by spreadsheets. ii) Students Information System 2 (Fees Management System): Students can pay admission/examination fees online and generate receipt on payment without having to visit the College office. iii) Students Information System 3 (Examination Management): From the current year, after the nationwide lockdown was clamped down, the College evolved an online examination management system by using emails and software applications like google form. iv) Human Resource Management module: Database on teaching and support staff is managed through WBiFMS (West Bengal Integrated Financial Management System) portal. Till last year the functioning modules dealt with (a) major financial disbursements including salary through ePradan, (b) administrative functions such as sanction of leaves and routing of SelfAppraisal Reports (SAR) for acceptance by Cadre Controlling Authority. This year, maintenance of service books of employees have been incorporated into the system.</p>

### 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 converts 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
NA	NA	Nil	0	NA	NA

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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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
Nil	NA	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	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	Nil	Nil
Skill Enhancement Courses (General): 3.4 CG- E-Commerce, 4.4 CG- Entrepreneurship, 6.1 CG- Personal Selling Salesmanship, 4.3 CG- Computer Applications in Business.	Nil	Nil
Skill Enhancement Courses (Honours): SECI	Nil	Nil

-Translation Studies, SEC  
II-English Language  
Teaching

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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
MA	ENGLISH (PG)	21
BSc	Geology SEM III	6
BSc	Geology SEM IV	11
BSc	Geology MSc SEM II	8
BSc	Geology MSc SEM IV	6
BSc	Zoology Gen	25
BSc	Physiology	17
MSc	Botany	15
BSc	Mathematics	28

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### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
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
Parents feedback were analysed at the department and relevant points were included in teaching- learning process.

### 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
BSc	General	97	482	36
BCom	General	144	420	71
BA	General	565	3264	368
BSc	Honours	256	3422	66
BCom	Honours	58	357	46
BA	Honours	438	3555	263

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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
2019	2457	196	60	Nil	46

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
106	106	8	6	2	Nil

[View File of ICT Tools and resources](#)

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

Mentoring in the institution is done both formally and in an informal way. In addition to the career counselling guidance available from the College Career Counselling Cell, and nurturing of extra-curricular talent by the Cultural Committee, the teachers are always ready to extend to students personalised assistance to take care of their stress related as well as academic need. Practice of academic interactions between teachers and students outside the remit of classrooms is a common feature in all the Departments. Teachers also guide their students by enlightening them on the future prospect of various courses and jobs. Occasionally teachers help progression of economically challenged students by helping them with resources.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2653	106	1:25

## 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
115	106	9	Nil	61

### 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.Chakradhar Padhan	Assistant Professor	Surya Antarbharati Bhasha Samman
2020	Dr Dipan Adhikari	Assistant Professor	Best Researcher, Chennai, India, VDGOD,



			Professional Institution.
2020	Dr Dipan Adhikari	Assistant Professor	Young Researcher Award, By Institute of Scholars (InSc, unit of SDPL, Bangaluru, India, 560091)
2020	Dr Sisir Kumar Chatterjee	Associate Professor	Winner of the Write India Season 3 Short Story Writing Competition organised by The Times of India Group
2020	Dr Sisir Kumar Chatterjee	Associate Professor	Winner of the "Dig The Past Writing Contest" organised by www.storybaaz.com
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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
MCom	PG	Semester	09/10/2020	29/10/2020
MSc	PG	Semester	09/10/2020	29/10/2020
MA	PG	Semester	09/10/2020	29/10/2020
MSc	PG	Semester	24/07/2019	27/08/2019
MCom	PG	Semester	24/07/2019	27/08/2019
MA	PG	Semester	24/07/2019	27/08/2019
BSc	UG	Semester	15/10/2020	29/10/2020
BCom	UG	Semester	15/10/2020	29/10/2020
BA	UG	Semester	15/10/2020	29/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Class tests conducted at the Departmental level before the introduction of CBCS are now integrated into the University evaluation system. Now, continuous internal evaluation not only helps to keep track of students' academic progress, it also literally contributes to their university marks.

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. This keeps students informed in advance about, inter alia, the schedules of seminars and workshops as well as examinations. Strict adherence to the

academic calendar ensures that students are well-tuned to an unavoidably tight academic time table.

## 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)

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

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
PG	MSc	NA	47	47	100
PG	MCom	NA	10	10	100
PG	MA	NA	38	37	97.36
UG	BSc	Honours	136	129	94.85
UG	BCom	Honours	47	41	87.2
UG	BA	Honours	268	222	85.82

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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)

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

## 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
Nil	Nil	NA	Nil	Nil

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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
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
NA	NA	NA	Nil	NA

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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
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0	NIL	NA	NA	NA	Nil
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### 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
Botany	1
Urdu	4

#### 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	15	Nil
International	All Departments	61	Nil
<a href="#">View File</a>			

#### 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	28
<a href="#">View File</a>	

#### 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
<b>No Data Entered/Not Applicable !!!</b>						
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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
<b>No Data Entered/Not Applicable !!!</b>						
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#### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	38	67	60	2
Presented papers	16	13	2	2

Resource persons	3	6	4	2
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### 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
REPUBLIC DAY (26.1.20)	NCC Unit, Hooghly Mohsin College	1	62
NATIONAL VOTERS DAY (25.1.20)	NCC Unit, Hooghly Mohsin College	1	60
ACTION PLAN (1.12.19)	NCC Unit, Hooghly Mohsin College	1	75
WORLD AIDS DAY (1.12.19)	NCC Unit, Hooghly Mohsin College	1	142
SWACHH BHARAT ABHIYAN (24.9.19)	NCC Unit, Hooghly Mohsin College	1	48
INDEPENDENCE DAY (15.8.19)	NCC Unit, Hooghly Mohsin College	1	71
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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	Nil
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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/Agen cy/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	Campus cleaning (Swachh Bharat)	1	48
NCC Activity	NCC Unit, Hooghly Mohsin College	Voters' Awareness programme	1	60
NCC Activity	NCC Unit, Hooghly Mohsin College	AIDS Awreness Programme	1	142
NCC Activity	NCC Unit, Hooghly Mohsin College	Cancer Awareness Programme	1	45
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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
NIL	0	NA	0
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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 linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0
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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
NA	Nil	NA	Nil
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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
50	50

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
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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 partially)	Version	Year of automation
NA	Nil	NA	2021

4.2.2 – Library Services

Library	Existing	Newly Added	Total
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Service Type						
<b>Text Books</b>	<b>115920</b>	<b>Nil</b>	<b>938</b>	<b>398779</b>	<b>116858</b>	<b>398779</b>
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>All Faculty members</b>	<b>e-learning corner</b>	<b>College Portal</b>	<b>Nil</b>
<b>No file uploaded.</b>			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
<b>Existing</b>	<b>71</b>	<b>7</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1000</b>	<b>11</b>
<b>Added</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>71</b>	<b>7</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1000</b>	<b>11</b>

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

<b>1000 MBPS/ GBPS</b>
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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
<b>NIL</b>	<b>Nil</b>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
<b>12.52</b>	<b>12.52</b>	<b>32.44</b>	<b>26.7</b>

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)

<p><b>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.</b></p>
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**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	Nil
b) International	NA	Nil	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 implementation	Number of students enrolled	Agencies involved
Remedial coaching (BA General)	28/01/2020	Nil	All State Aided College Teachers of Hooghly Mohsin College
Remedial coaching (English L1-1 L1-2))	05/12/2019	Nil	Teachers of Dept. of English

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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 passed in the comp. exam	Number of students placed
Nil	NA	Nil	Nil	Nil	Nil

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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
Nil	Nil	Nil

**5.2 – Student Progression**

## 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	NA	Nil	Nil
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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	Department graduated from	Name of institution joined	Name of programme admitted to
2020	212	UG	All Dept	University of Burdwan, Kalyani University, Vidyasagar University, Jadavpur University, Calcutta University, Presidency University, IACS, IIT, IEST, Ashutosh College, MAKAUT, KIIT, Hyderabad Univ. etc.	PG, B.Ed., Nursing, LLB, Job
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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
NET	8
GATE	1
Any Other	4
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## 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Essay Competition was held. Topic: Iswarchandra Bandyopadhyay to Iswarchandra Vidyasagar: a saga of transformation (22.2.2020)	College Level	44
Rabindra Jayanti	College Level	100



(Online Programme on 8.5.2020)		
Annual Sports (03.2.2020)	College Level	150
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Geoclick	National	Nil	1	University Roll No. 170340500090	Rupam Sarkar
2019	Geomodeling	National	Nil	1	University Roll No. 170340500090	Rupam Sarkar
<a href="#">View File</a>						

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 Annual Sports (03.2.2020), Fresher's welcome Annual Fest (6.1.2020), 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. Alumni Association has published a Souvenir on 16th February' 2020.

5.4.2 – No. of enrolled Alumni:

110
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5.4.3 – Alumni contribution during the year (in Rupees) :

## 5.4.4 – Meetings/activities organized by Alumni Association :

5 Activities : a) In the month of May 2019 we arranged a Book Fair in the Bankim Bhavan and made awareness and enthusiasm to the Writers' of the books containing education and culture of Hooghly District. b) 1st August, 2019 (Observation of Foundation Day and Birth day of Hazi Mohammad Mohsin): i) Garlanding the statue of Md. Mohsin ii) Short speech about Mohsin and his contribution towards education and culture of Hooghly District including the donation made by him by which our Hooghly Mohsin College was established. We also arranged Plantation programme on that day. c) In the month of February, 16, 2020 we arranged our annual reunion. About 100 participant were attendant. Different discussions and plans and programs were discussed. Finally a gorgeous cultural program had been also arranged. d) In the month of March, 4, 2020, 6th one day seminar on Plant Science organished by our Alumnus Dr. Mohanlal Ghosh in the PG department of Botany. The speaker was Dr. Rajib Bndhyopadhyay (Prof. in Botany, BU )- Topic : Exploration of Online resources for Career in Science. Another important scientist Dr. Aparna Banerjee (University of Chile, South America) discussed an important topic "Bacterial Polysaccharides for Extreme environments: A treasure hunt". Besides in this seminar UG and PG students participated given their individual poster presentations. The programe was inaugurated by the Hon'ble Chairman Sri Gourikanta Mukherjee. e. Reunion where 100 members participated. From the Desk of Secretary Alumni Association

**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)

With respect to both its core and allied activities the College adopts a decentralized and participatory system of governance. The academic departments enjoy considerable autonomy in drawing up their academic plans and in discharging their day-to-day functions. Within each department, committees are formed to take care of departmental responsibilities. Similarly, to conduct admission, University Examination, Internal examination and other academic matters, several committees have been set up by the Teachers' Council. Each Committee consists of a convener and members from different departments. Some administrative committees are there to support the workload of the Principal which include faculty members, support staff and students of the college as members. We encourage students to participate in various co-curricular activities for a holistic development.

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
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.

Human Resource Management

a) Students : Foundation is made at the UG and PG level to give exposure to Seminar defence as well as Cultural, Sports and social outreach. 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. Special attention is paid to efficient allocation of duties to get the best outcome.

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.

Research and Development

Hooghly Mohsin College encourages its teachers in research work and academic interactions. Even during the time of pandemic different Departments held several seminars and talks, including a series of ICPR sponsored national level lectures. The PG Department of Political Science conducted a seminar in January 2020 on International Relations where one of its young ex-alumni was invited to give a talk. College provides all support for research and development like sanctioning duty leaves, encouraging faculties to interact with faculties from other institutions. Some of the faculty members are also engaged as Ph.D. supervisors. One scholar of this institution has been conferred PhD degree in the current academic year. 32 Ph.D scholars have enrolled themselves under supervision of faculty members of different Departments of the College. In the month of December' 2020, 6 PhD

scholars of Physiology department presented (online) their Pre-PhD seminars using Google Platform. Teachers have also contributed in the academic journals and books of repute. Students, especially at postgraduate level, are also encouraged to develop a research-orientation.

#### Examination and Evaluation

Since our college is a constituent college, affiliated to The University of Burdwan, the curricula and examination guidelines issued from time to time by the University are followed. Teachers actively participate in examination and evaluation processes in the capacity of Head Examiner, Convener, Examiner, Paper Setter, Moderator, Scrutiniser, Review examiner. As per requirement of the CBCS internal examinations are carried out at regular interval. 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. In this academic Session, COVID 19 outbreak restricted the academia to be offered from home. It was a great challenge to the teachers to cope up with conducting examination and evaluation process during the pandemic considering the physical and mental health of the students and their accessibility to the internet connectivity. Teachers of Hooghly Mohsin College performed well in arranging examinations through online (through Google Form) or offline-online blended mode. Evaluation process was also in online mode for both internal and Semester-end examination.

#### Teaching and Learning

After the completion of the Odd-Semester, the world witnessed an unprecedented pandemic where all physical activities came to a halt. The normal mode of classroom teaching through 'chalk and talk', power point presentation and other conventional methods became impossible. Since all teachers were not accustomed with teaching on online mode, the college authority moved to an alternative method. E-learning portal of the college website which didn't gain much recognition to the teachers till then became the main repository for uploading lecture notes for the benefit

of the students. Students who didn't have the access to the library and had no books with them were benefitted by this. UGC-shared links are also publicised on the college website. Soon teachers learnt to use Zoom or Google Meet platforms to continue their classes with live interactions with the students. Teachers were also made them available to the students through Whatsapp messenger, E-mail and over the phone communication. Other than these, webinars were arranged to make the learning interesting and meaningful, and a unique innovative way of teaching Kalidas's novel, blended with musical instrument, by a resource person (Somnath Chakraborty) added some spices to the students during this period of monontony.

Curriculum Development

The University of Burdwan approved CBCS curriculum has been followed since 2017. No further curriculum development program has been undertaken.

#### 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	Admission is completely in online mode. 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.

<b>Examination</b>	The guideline of affiliating University is strictly followed. Payment of examination fees and College-to-University communications relating to examination including posting of marks of internal examinations are e-governed.
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### 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)
Nill	NA	NA	Nill	Nill	Nill	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
Refresher Course	1	12/12/2020	25/12/2020	14
Refresher Course	1	31/10/2020	12/11/2020	13
Refresher Course	1	10/12/2019	23/12/2019	14
Refresher Course	2	24/11/2020	07/12/2020	14
Refresher Course	1	16/08/2019	29/08/2019	14
Refresher Course	1	07/11/2019	20/11/2019	14
Orientation Programme	1	08/07/2019	27/07/2019	20
Refresher Course	1	09/12/2019	21/12/2019	13

Refresher Course	1	10/09/2020	23/09/2020	14
Faculty Development programme	1	10/07/2020	19/07/2020	10
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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	Nill

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.
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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
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**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)

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There is no registered Parent-Teachers' Association. However like every year, this year also a Parent-Teachers' Meet held for UG students. The meet held between 01.2.2020 to 20.2.2020. It was conducted by different departments on different dates. The notices for the meeting were displayed in the college website. The parents expressed their faith on overall environment of the college. 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)

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

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
2020	Psychological Counselling	14/04/2020	14/04/2020	14/04/2020	63
2020	Psychological Counselling	09/06/2020	09/06/2020	09/06/2020	Nil
2020	Career Counselling	10/02/2020	10/02/2020	10/02/2020	103
Nil	Innovative Teaching	30/05/2020	30/05/2020	30/05/2020	100

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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
NIL	Nil	Nil	Nil	Nil

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

As part of its alternative energy initiative, a proposal for installation of a solar electricity plant of 10kw capacity was mooted. The West Bengal Pollution



Control Board was approached for this purpose. Funding has already been arranged from the State Government. Installation is scheduled to be completed within early 2021.

7.1.3 – Differently abled (Divyangjan) friendliness

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

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
Nil	Nil	Nil	Nil	Nil	NA	NA	Nil
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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.	01/07/2019	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
Remembering the great educationist Iswarchandra Vidyasagar (Essay Competition was held. Topic: Iswarchandra Bandyopadhyay to Iswarchandra Vidyasagar: a saga of transformation)	22/02/2020	22/02/2020	44
Observance of the birthday of the poet, philosopher and educationist Rabindranath Tagore organised with the College NSS unit Title: ???????? ???????????? (Writurange Rabindranath) held online	08/05/2020	08/05/2020	24

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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. There are special cleaning drives by cadets and volunteers of NCC and NSS Units of the college. Plantation programmes were also organised by Botany department (along with Alumni Association) and NSS unit of Hooghly Mohsin College.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

. Psychological counselling program 2. 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>

## 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

The main thrust of Hooghly Mohsin College is to provide all-inclusive quality education. This necessitates the participation of the teachers in up-gradation programmes like Refresher Courses, Orientation Programme, Seminars, and Workshops. 13 teachers of our institution participated in OPs, RCs and Faculty Development Programmes. Our teachers not only participated in different National or International seminars, they also presented their own papers there and sometimes they were invited as Resource Persons in different seminars. Publication in the peer-reviewed journals is common among our teachers. This year one of our colleagues from Science faculty was honoured as Best Researcher and the literary excellence of two of our colleagues were esteemed. Students also have achieved national level recognition in the field of sports (Rifle shooting) and co-curricular fields (Geoscience Photography and Model competition). But this academic session was unprecedented as nationwide lockdown halted all normal activities. It was a great challenge to the teachers to continue imparting quality education from home. Our E-learning portal initially kept the academics in motion. Students were supplied with lecture notes through this portal. Soon teachers started direct teaching from home using different 'meeting apps' like ZOOM or Google Meet. Even a few students were identified who didn't have Smart Phones. Arrangements were made for them. The main motto was to continue the teaching-learning process at all cost. However, the institute never lagged behind in monitoring the mental health of the students. Special lectures on psychological counselling were arranged. A Counselling portal has already been created that became very useful in this time. To curb the monotony of online education, an innovative way of teaching Kalidas's novel blended with musical instrument was presented.?

Provide the weblink of the institution

<http://www.hooghlymohsincollege.ac.in>

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

? The 2nd cycle NAAC accreditation effort of the College is till now stalled by

the fact that the Law section of the College has not yet been effectively delinked from the College, which is now a requirement from the Bar Council of India, and without which the College is ineligible to apply for NAAC accreditation. In view of the above, further effort will be made to this end. ? In spite of the fact that some progress has been made with respect to Management Information System, the MIS is still partial. Further steps will be taken, as permitted by the budget constraint, to expand its scope, especially with respect to database on students. An overhauling of the data management system more attuned to the need of NAAC and MHRD data requirements will be attempted. ? The initiative to commission the rooftop 10 kw solar energy plant will be guided to its fruition within early 2021. ? Initiation of online feedback for all stakeholders. ? Initiation of online Students' Satisfaction Survey. ? 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 Students' Seminars. ? Continuation of Complete on-line admission. ? Organizing seminars and lecture series. ? Encouraging teachers to publish in refereed journal