

**DRAFT REPORT
ON
INSTITUTIONAL ACCREDITATION**

OF

**BARRACKPORE RASTRAGURU
SURENDRANATH COLLEGE
BARRACKPORE, WEST BENGAL**

**Visit dates
December 19-21'2002**

**National Assessment and Accreditation Council
Bangalore**

**DRAFT PEER TEAM REPORT
OF
BARRACKPORE RASTRAGURU SURENDRANATH COLLEGE
BARRACKPORE, WEST BENGAL**

Introduction

Barrackpore Rastraguru Surendranath College was established in September 1953 by a group of dedicated men led by noted social worker Dr. Satish Bose, who was founder Secretary of the College. The institution functioned from Devi Prasad High School until 1954 when the premises at 6, River Side Road was obtained by the College authorities. In 1969, the College acquired land at 85, Middle Road, Barrackpore, 24 Parganas(North), West Bengal, where the present administrative office, Faculties of Arts, Science and Central Library are located. The Commerce Faculty complex is located at 6, River Side Road which is about 0.5 Km from the main campus. The College has come a long way since its humble beginning and is currently celebrating its Golden Jubilee year. It is a grant-in-aid College affiliated to the University of Calcutta.

This College imparts essentially undergraduate teaching in Basic Sciences, Humanities, Commerce and Business Administration. It has a small but beautiful campus with a total area of 4.47 acres. The College has 21 departments, 10 in faculty of Science, 9 in faculty of Arts and 1 in faculty of Commerce and one in the faculty of Management. They provide for 24 programme options i.e; 21 basic undergraduate courses and 1 Certificate, 1 Diploma, 1 PG Diploma courses. The College has no PG degree courses as yet.

The College has 46 permanent and 62 contractual teachers. Among the permanent teachers, 19 have Ph.D. and 7 have M.Phil. qualification. Among the contractual teachers 7 have Ph.D. and 1 has M.Phil. degree. The rest are PG Degree holders. The recruitment of contractual teachers is done by an internal selection committee considering the minimum norms of the UGC. There are 47 non-teaching staff which include 18 technical staff.

The strength of students admitted each year into various programmes of the College is around 1400 with slightly higher female percentage and overall roll strength is

around 4000. There are about 50 students, drawn from outside the state and at least 15 overseas students, mostly from Bangladesh on the recommendation of Indian Council for Cultural Relations, Ministry of External Affairs, Govt. of India. The College follows only annual system of education without credit system of instruction. The College has an admirable pattern of periodical examinations for assessing the knowledge and skills of its students and provides for bridge course as per Calcutta University directives. Tutorial and counselling classes are arranged for all students and remedial coaching for financially and academically disadvantaged and needy students.

The College has support services such as Central Library, Computer Centre, Health Centre, Sports facilities, Canteen, Welfare scheme, Grievance Redressal Cell, boys & girls common room with facilities for indoor games, vehicle parking shed.

It is interesting to note that the Teachers' Council of the College has very important role in advising the Principal of the College on all important matters. The College has a well developed mechanism of evaluating teachers' performance recorded on daily basis.

The College has achieved premier status in the district of 24-pgs (North). In certain courses, the cut-off percentage for admission is higher than 60%. The examination results are above 80% for General and 90% for Honours courses. Such performance is possible only with thorough grooming and careful filtering. In addition to academic activities students are encouraged for all round development through various extracurricular activities. The seminar, symposia etc. held in each department under the aegis of Seminar Committee is highly significant.

The College volunteered to be assessed by NAAC, Bangalore. NAAC constituted a peer team to visit the College and to validate self- study report. The team comprised of

Prof. S.D.Tripathi (Chairman)

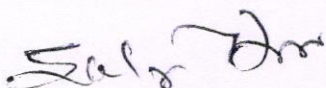
Vice-chancellor

Rani Durgawati University

Jabalpur - 482 001

Madhya Pradesh.

Prof. Guru Charan Patro (member)



Department of Industrial Relations & Personnel Management
Berhampur University,
Berhampur-760-007
Orissa.

Prof. Rama Krushna Kar (member)

Principal
Ravenshaw College
Cuttak-753 003
Orissa

The visit was co-ordinated by the **Mr. B.S. Madhukar**, Deputy Adviser, NAAC.
The criterion-wise report of the team is as follows:

Criterion 1 : Curricular Aspects

The College offers undergraduate courses in basic and applied Science, Humanities, Commerce and Management. The UG course on microbiology and BBA are application orientated. Courses started recently on Microbiology, Electronic Science, Computer Science, Journalism & Mass Communication, Film Studies are multi-disciplinary models in emerging fields having good employment potential. All the regular UG courses are as prescribed by the Calcutta University. Implementation of the curricular programmes are aimed at achieving the objectives of the College, namely advancement of learning, need based higher education and excellence through academics.

The curricular programming spelt out in the institutional calendar is strictly adhered to. Regular departmental seminars, helps in augmenting the delivery of the curriculum. Interaction with academic peers from outside the institution needs more attention.

Criterion – 2 : Teaching-Learning & Evaluation

Admission to the College is open to all communities and religions. Special preference is given to socially and economically backward students. The total number of teaching days is 200 and working days are 247 in a session which is appreciable. The shortage of full time teachers is compensated by engagement of part-time teachers. Approximately 60% of the classes are taught by full time faculty.



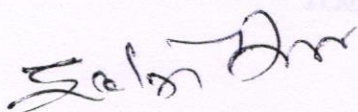
Students' knowledge and skills are assessed for each programme through Periodical tests. Teachers council and academic sub-committee review annual performance of students in College and University examination and suggest remedial measures to be implemented in respective departments. Students are intimated through academic calendar at the time of admission about the schedules of various tests & examination which is a good practice. The evaluation is terminal as prescribed by the University.

The College offers bridge courses to weak students. Each teacher maintains lesson daily which is checked by the Principal. The teaching is imparted mostly through classroom lecture method. It is supplemented when needed through audio visual teaching aids by few departments. The performance of teachers is monitored through self appraisal report, departmental meetings and student feedback programme which is verified by College authority. Each department has to organise at least two seminars in an academic year which is being followed and noteworthy.

The College encourages faculty development programme. The faculties are encouraged to participate in various national and International seminars, workshops and conferences. Eight UGC funded seminars were held during 2000-02 in addition to the departmental seminars.

Criterion – 3 : Research, Consultancy and Extension

The research activity in the College is yet to gain momentum. About 20% of the teachers are engaged in research activities particularly belonging to departments of Geography, Chemistry, Physics, Political Science and Economics. One teacher of the college is acting as co-guide at University level. The College has 6 on going Minor Research Project(MRP) funded by UGC. The total outlay of all ongoing projects stand at Rs.,2.5 Lakhs. Three Minor Research Project have been submitted to UGC. There is need for the faculties to be involved in research work in greater numbers and try for funding from other agencies. Efforts should also be made to take-up consultancy work and resource generation by the departments so that the College can augment its resources. The faculty is participating in extension activities such as health and hygiene awareness, and medical camps besides, NCC. Participation in the Arsenic pollution



eradication programme, Thalasemia detection test, vaccination of Hepatitis-B is specifically notable and are interesting outreach activities. The extension activities are planned by Teachers' council and approved by the Governing Body.

Criterion – IV : Infrastructure and Learning Resources

The College has two premises – one at 6, Riverside Road with an area of 3.19 acres having a floor area of 20,000 sqft. and other at 85, Middle Road with an area of 1.28 acres having a floor area of 55,000 sqft. The campus located by the side of the river Hoogly houses the Commerce Department, play ground, Basket Ball court and NCC Parade ground. The second campus situated adjacent to the main road houses the administration, humanities, science departments and management. Paucity of space at 85, Middle Road is strongly felt as it is the hub of all activities of this College. In the absence of land space the College has to expand vertically.

Maintenance is done by the Public Works Department, Govt. of West Bengal and funds are made available from internal resources.

There are facilities such as laboratories, exclusive common rooms for male and female students, private photo copy centre extending services to the students; and a health centre to take immediate care of minor health problems of the students and staff during working hours. Further, the College has provided free space to a book vendor to sell books to the students at discounted price ranging between 15% to 20%. The overall house keeping is good. There are separate canteen in the two premises which offer snacks and tea. The canteen needs improvement in the areas of space, cleanliness and variety of food.

There is a central library having 22029 books as evident from accession registers. The books are centrally procured, accessed and classified. Those pertaining to Commerce stream are diverted to the Riverside Campus as the Commerce Dept. is situated there. There are reference sections in both the libraries and counselling cubicles in and around the library. Students are issued two cards out of which one is used to procure books from the library to be retained for a week days and the other one is used for reference. The library use rate on an average working day around is 150 transactions

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all put together. There is a need for more text books. The College's future plan to procure more text books is a welcome sign. The library is open on all 247 working days between 10am to 6pm and on Saturdays up to 3pm. The reference section can be kept open up to 8pm on all working days-as suggested by the students. Newspapers in English(4), Bengali(4) and Hindi(2) are procured along with some popular magazines. Few journals are subscribed but not are adequate. It is noteworthy that some departments are building a library of their own from the complementary copies received from the publishers. The welcome suggestion for creating a book bank by donating books to the College by the outgoing students and by alumni can further strengthen the library.

Besides major departments having computer systems (34 in total), the College has tie-up with the Institute of Computer Engineers, India. The College has provided space for the Institute to set up 15 Computer systems and train the students and outsiders on "O" level, "A" level and "CCC" Courses of DOE.

The College has not made provision for hostels apparently because the College lies in the catchment area and the residence of the students lie within 30 km radius surrounding the College at Barrackpore which is easily reached by frequent bus services. The future plan to have a girls' hostel with UGC funding is laudable since the College has more number of female students than male students. The provision of complaint / suggestion boxes, counselling rooms for students are noteworthy.

The College has dial-up internet facility but its use is restricted and its plan to go for greater access to internet connectivity could benefit the teachers and the students. The need of the teachers in the Arts faculty to have separate department rooms requires attention.

Criterion-V : Student support and Progression

Being an undergraduate College, progression of students in terms of employment is limited. However the department of Micro-biology, Computer Science have exhibited their employment potential. Majority of passed out students pursue post graduate courses in their respective fields. The drop out rate is negligible. The pass percentage is quite

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encouraging at 98% and above. Tireless efforts of the faculty members at helping students through academic counselling has contributed to improvement of results.

The S.C and backward students get financial aid reimbursed by the Government. Full and half free ship of tuition fees to students are extended by the College on merit cum means basis. The College by virtue of its goodwill has enlisted the free services of some devoted retired teachers which is a commendable initiative.

The alumni association has been recently formed. It is a welcome sign. Discussions with Alumni Association and Parents indicated that the College enjoys good image for its disciplined and positive academic environment. The College would be benefited if it can explore the rich potential of its Alumni.

The students are supplied with information about criteria for admission, rules and regulations, facilities available etc. through a neatly developed handbook. The student Union is non-political. The students have expressed satisfaction over academic atmosphere, teachers' involvement, cultural and sports facilities. They had some reservations about closed access system in the library and shortage of teaching staff. A disciplined and ragging free environment in the College is a positive point for the College administration. Revival of NCC for girl students and more indoor games in the girls' common room are some of the specific needs identified by the lady students. NSS has been revived so that it can inculcate a spirit of service among the students. The campus interviews were conducted by the Bengal Chemical and Pharmaceutical Company Ltd. and Metro Dairy.

The evaluation of teaching performance and that of the College by out going students on a five point scale is a good practice of the College.

Criterion-VI : Organisation and Management

The College has an organisation chart with the Governing Body at apex policy making level of which the Principal is the Secretary. Besides Government and University nominees, there are representatives of Teachers, Students and Non-teaching staff on the Governing Body. The Principal, as the administrative head, is supported by three wings

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namely finance, Office-administration and Academics. Constitution of 14 committees indicate the decentralised and delegated structure adopted by the College. There is strong indication of collective effort, self discipline and devotion to the College among the human resource. The academic sub-committee is responsible for many innovative academic practises in terms of manifest accountability, student feedback etc.. Financial practises are quite organised in terms of daily book keeping of accounting and up to date external auditing. The administrative record keeping is quite scientific in terms of desk filing system and computerisation.

The Human resource planning and recruitment of staff needs improvement. The teacher taught ratio need to be reduced.

The College besides providing students amenities provides loan facilities through a co-operative credit society to its employees. It can consider opening a "crèche" for it has large number of women teachers. The employees are extended retirement benefits like gratuity, provident fund and pension as per Govt. norms. The grievance redressal committee has an open door policy.

The budget is prepared annually but amended by the Governing Body as per the exigencies. Internal auditing is being carried out.

Criterion-VII : Healthy Practices

The healthy practices noted by the peer team is as follows :

- ◆ the College has started couple of self-financing courses viz., BBA degree course and the 'O' level computer course of the Dept. of Electronics, Govt. of India.
- ◆ the team work being done by the teachers to raise the academic standard of the College is impressive.
- ◆ academic counselling sessions.



- ◆ Internal performance monitoring system is quite impressive.
- ◆ the College administration maintains regular contact with guardians of the students and keeps them posted about the progress of their wards.

OVERALL ANALYSIS

The College is making sincere attempts to achieve all round excellence in its aims and objectives. This is evident from the notable performance of its students in the University Examinations, sports competitions, and cultural activities etc. Discipline of the students and sincerity of teachers is particularly impressive. The admission rate is found to be one out of eight applicants almost in every course. The admission is granted strictly in accordance with the merit of the students, and with utmost transparency. Enough Free-ships are awarded to needy SC/ST and OBC students.

The Administrative Office and Account Section of the College were found quite efficient in their works. The College is able to achieve 200 days of teaching in a year which is better than UGC norms. The participation of students in extracurricular activities, in sports and in NCC is commendable. The parents expressed pride and satisfaction that their wards are admitted to this institution. The alumni also had similar sentiments and promised all sort of support for the development of the College.

There are no PG programmes in the College, and this appears as one of the main difficulties in the development of research programme. In spite of this constraint, the departments like Geography and Economics and a few others have reasonable research output.

The peer team would like to highlight the following:

- ❖ The Principal and the teachers of the College are sincerely devoted to the development of their College and students.
- ❖ The quality of students getting education in the College is good and they are highly disciplined and properly motivated.

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- ❖ The unique mechanism for ensuring the performance of teachers and staff on daily basis is worth appreciating.
- ❖ The students are constantly monitored and supervised. If necessary, the parents are kept informed of the progress of their wards.
- ❖ Maintenance of infrastructure like class rooms, labs, library and other facilities is noticeably good.
- ❖ Proper emphasis on automation of office, library and labs has already begun.

Considering the overall aspects affecting the College the Peer team recommends the following :

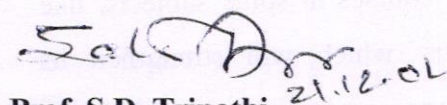
- ❖ The College may try to get a few PG courses in some subjects, like Commerce, Economics and Chemistry which will strengthen its research performance. We strongly recommend that the Calcutta University should consider this favourably.
- ❖ The central library needs more text books as well as reference books. The library space should be further increased. Departmental libraries may be encouraged.
- ❖ Each department may be provided at least a separate office space.
- ❖ Large scale computerisation to be undertaken in the College and internet access may be provided to faculty as well as students.
- ❖ More self financing courses like PGDCA, PGDIT etc may be started .
- ❖ Professors / experts from other Universities may be invited to give lectures, seminars for the students and the teachers.
- ❖ Coaching facility for various competitive exams may be yet another incentive for students.

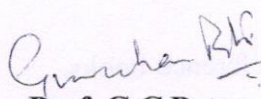
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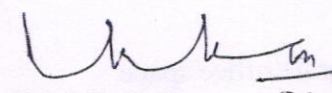
- ❖ NCC and basket ball facility for girls students also may be provided.
- ❖ Creating hostel facilities for outside students is very desirable.
- ❖ NSS programme may be activated and given due importance for character building.
- ❖ The College may send proposal to UGC for the award of COSIP, COHIP and COSIST programmes.
- ❖ Increase in National & international linkages is desirable.

The peer team wishes the College all the best in its future endeavours.

Signature of the Peer-team members:

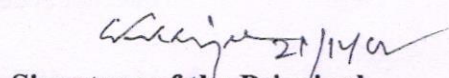

Prof. S.D. Tripathi
 Chairman


Prof. G.C. Patro
 Member


Prof. R.K. Kar
 Member



I agree with the report


 Signature of the Principal
 Rastraguru Surendranath College
 BARRACKPORE
 Principal
(Dr. AJOY KR. MUKHERJEE)

(Dr. AJOY KR. MUKHERJEE)
 Principal
 BARRACKPORE
 Rastraguru Surendranath College