

PEER TEAM REPORT
ON
INSTITUTIONAL RE-ACCREDITATION

of

Heramba Chandra College.
23/49, Gariahat Road, Kolkata - 700029

(Dates of Visit: October 4-6, 2016)

National Assessment and Accreditation Council

Bangalore-560 072, India

PEER TEAM REPORT ON
 Institutional Re-accreditation
Heramba Chandra College.
23/49, Gariahat Road, Kolkata - 700029

Section I : GENERAL	Information
1.1 Name & Address of the Institution	Heramba Chandra College, 23/49, Gariahat Road, Kolkata. 700 029
1.2 Year of Establishment	1955
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties / Schools :	03 (Arts, Science, Commerce)
• Departments / Centers :	08 (Arts-5, Science-2, Commerce-1)
• Programmes / Courses offered :	UG-10.
• Permanent Faculty Members :	14 (M-05; F-09).
• Permanent Support staff:	35 (M-28; F-7)
• Students :	3404 (M-2362; F-1042)
1.4 Three major features in the institutional context (As perceived by the Peer Team) :	<ul style="list-style-type: none"> • Urban co-educational college affiliated to University of Calcutta, imparting UG Degrees in Arts, Science and Commerce. • In Commerce education, the college is ranked as 7th in the city of Kolkata. • Good local reputation and stake-holders relationship.
1.5 Dates of visits of the Peer Team (a detailed visit scheduled may be included as annexure) :	October 04-06, 2016
1.6 Composition of the Peer Team which undertook the on-sight visit :	
Chairperson :	Prof.Vunnam Venkaiah. (Former VC, Krishna University) Res: Plot No.232, Kavuri Hills. Jubilee Hills Post, Hyderabad-500033.Telangana.
Member Coordinator:	Dr. Kamal Mehta. Professor, Department of English, Saurashtra University. Rajkot-360005. Gujarat.
Member :	Dr.Bhat.P.A.(Former Principal, Dr. A.V. Baliga College, Kumta.) Resi:No.E-982,Shiva Prasad,Ramnagar,N.H.17. Kumta-581343. Dist.North Kanara. Karnataka
NAAC Officer :	Dr. M. S. Shyamasundar. Adviser, National Assessment and Accreditation Council. (NAAC) P.O.Box No.1075, Opp. NLSIU. Bangalore. Nagarbhavi. Bangalore-560072

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Section II : CRITERION WISE ANALYSIS	Observations (Strengths and / or Weaknesses) on Key-Aspects
2.1. Curricular Aspects :	
2.1.1 Curricular Design and development :	<ul style="list-style-type: none"> • Curriculum relevant and aligned with the national goals. • Curriculum is designed and prescribed by the affiliating University of Calcutta. • The faculty of the college attend the workshops organized by the University for developing the curriculum.
2.1.2 Academic Flexibility :	<ul style="list-style-type: none"> • Limited academic flexibility in accordance with the University provisions available. • Only some core and elective options available. • College provides certificate courses of Arun Sen Computer Information Institute.
2.1.3: Curriculum Enrichment :	<ul style="list-style-type: none"> • Efforts evident to supplement University curriculum by introducing enrichment programmes. • Curricula reviewed by the university. • Mechanism to monitor and evaluate the quality of its enrichment programmes is in place.
2.1.4 Feedback System:	<ul style="list-style-type: none"> • College has adopted formal system of Feedback from the stakeholders. • Analysis of feedback used for quality improvement. • For quality sustenance and enhancement measures, feedback is communicated to the stakeholders.

2.2. Teaching, Learning and Evaluation :	
2.2.1 Student Enrolment and Profile :	<ul style="list-style-type: none"> • Admission process is transparent and as per University and State Govt rules. • Admission process is publicized on college website and also through newspapers. • Online admission process is very effective.
2.2.2 Catering to Student Diversity:	<ul style="list-style-type: none"> • College has adopted the procedure to cater to the need of economically weaker students. • Bridge courses, remedial classes and enrichment courses arranged for slow learners. • Access to various web resources by INFLIBNET, pre-placement training, student seminar competitions etc. are provided to advanced learners.

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2.2.3 Teaching-Learning Process :	<ul style="list-style-type: none"> • College has Academic Calendar, Teaching Plan and Teachers Diary. • Teaching-learning process with use of ICT practices is initiated by converting some classrooms into ICT enabled classrooms. • College has a well conceived plan for monitoring the students' progress • Psychological counseling to students exists.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • College gets adequately qualified teachers through an effective recruitment mechanism of W B College Service Commission. • Out of 14 permanent faculty, 08 are Ph.D and 04 M. Phil Degree holders. • Sustainable good practices in teaching & learning have been adopted.
2.2.5 Evaluation Process and Reforms :	<ul style="list-style-type: none"> • The evaluation schedule and methods are communicated to students through college notice board and website. • Continuous evaluation system is in place as per University regulations. • Mechanism to redress grievances relating to university examinations exists
2.2.6 Student Performance and Learning Outcomes	<ul style="list-style-type: none"> • Mechanism for evaluation of Student Performance exists. • The average performance of students of Honors Stream is very good, but that of General Stream is satisfactory.

2.3. Research, Consultancy and Extension:	
2.3.1 Promotion of Research :	<ul style="list-style-type: none"> • Faculty is encouraged to undertake research work. • Students' participation in research through projects is good. • Research Committee is yet to be constituted.
2.3.2 Resource Mobilization for Research:	<ul style="list-style-type: none"> • No special budget or Seed Money for research from college. • No UGC or other funded Research Project with the faculty.
2.3.3 Research Facilities:	<ul style="list-style-type: none"> • Internet and library facilities available for researchers • Access to research journals is through INFLIBNET. • Facilities other than library yet to be created.
2.3.4 Research and Publication and Awards :	<ul style="list-style-type: none"> • 73 research papers published in national/international journals. • 23 Books with ISBN numbers and 14 Chapters in books published.

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	<ul style="list-style-type: none"> • One faculty got best research paper award.
2.3.5 Consultancy:	<ul style="list-style-type: none"> • No visible consultancy activities. • Structured mechanism to promote consultancy yet to be initiated.
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> • Extension activities undertaken are active through NSS. • Nature Club, Photography Club, Drama Club and Rock Climbing & Trekking Club are very active and involve students in various activities. • Students undertake various outreach and extension programmes in collaboration with NGOs, and local community • Blood Donation, health awareness and other community engagement programs organized.
2.3.7 Collaborations :	<ul style="list-style-type: none"> • Linkages with industries initiated. • No collaborations. • College has scope for linkages and collaborations with Govt. Departments, NGOs and University Departments for research and extension

2.4. Infrastructure and Learning Resources:	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> • Sufficient infrastructure facilities for curricular, co-curricular and extra-curricular activities, but shared with two other Institutions under the same Management. • Infrastructure facilities are augmented from time to time. • Common facilities like Ladies Waiting Room, Staff Room, Common Room with table tennis board and carom board, Canteen, Psychological Counseling Cell etc. are in place. • Limited playground and indoor game facility.
2.4.2 Library as a Learning Resource:	<ul style="list-style-type: none"> • Library has an Advisory Committee to guide its functioning • Two libraries - a) Central Library b) Seminar library with moderately sufficient seating capacity exits. • Library is equipped with 38,000 books, 90,000 e-books, 7,000 e-journals through INFLIBNET. • Library automation is in progress with use

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	of KOHA software.
2.4.3 IT Infrastructure:	<ul style="list-style-type: none"> • College has a Computer Lab with internet facility. • The college is upgrading its computer systems and other IT facilities. • College has a website which is updated regularly.
2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> • Maintenance of infrastructure and repair work is looked after by Accommodation Coordination Committee • Maintenance of infrastructure is good with necessary budget allocation.

2.5. Student Support and Progression:

2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> • Updated prospectus published every year. • College has Career Guidance & Placement Cell, Anti-ragging Cell, Grievance Redressal Cell, Women's Cell, Cell for SC/ST and Entrepreneurship Development Cell. • In addition to Government freeships and scholarships, College provides financial assistance to needy students from its Students Benevolent Fund.
2.5.2 Student Progression:	<ul style="list-style-type: none"> • Students progression from UG to PG is very good i.e. 75%. • Academic performance at UG Honors level is good but General level is satisfactory.
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> • College is recognizing and encouraging the students for participation in sports and extracurricular activities. • Active Students Union. • Students' cultural and sports activities are visible and there are achievers at University / national / state level sports and cultural events • College puts Wall Magazines regularly

2.6. Governance and Leadership:

2.6.1: Institutional Vision and Leadership	<ul style="list-style-type: none"> • The Vision and Mission are well defined and in alignment with the goals of the Institution. • Vision and Mission of the College support the socio-economic development of the region, particularly, the suburban areas. • The management follows inclusive policy.
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2.6.2: Strategy Development and Deployment	<ul style="list-style-type: none"> • Mechanism exists to redress the grievances of stakeholders. • Feedback collected on various parameters is used for decision making and performance improvement.
2.6.3 Faculty Empowerment Strategy	<ul style="list-style-type: none"> • Professional development initiatives of teaching staff visible • The college encourages the faculty to participate in Orientation Programs and Refresher Courses to update their knowledge.
2.6.4 Financial Management and Resource mobilization :	<ul style="list-style-type: none"> • Well-conceived and efficient financial management. • Online College Management System (CMS) is in place. • Regular external audit system exists. • Government grant, UGC development assistance and fees are main sources of income.
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> • IQAC established in 2011. • Its activities are visible. Minutes of the meetings recorded. • It must be more pro-active throughout the year.

2.7. Innovative and Best Practices :	
2.7.1: Environment Consciousness :	<ul style="list-style-type: none"> • Green audit conducted in 2015 and 2016. • Steps initiated to make the campus eco-friendly.
2.7.2 Innovations:	<ul style="list-style-type: none"> • Peer teaching practice by the students. • College promotes value-based education for inculcating social responsibilities and good citizenry
2.7.3: Best Practices :	<ul style="list-style-type: none"> • Online admission. • Student Benevolent Fund.

Section III : OVERALL ANALYSIS	Observations :
3.1 Institutional strengths :	<ul style="list-style-type: none"> • Regional reputation, particularly for Commerce Education. • Qualified, experienced, dedicated faculty and administrative staff committed to goals of the college. • Conducive atmosphere for teaching and learning • Dynamic Principal and disciplined students. • Strong Alumni Association and committed

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	and knowledgeable management
3.2 Institutional weaknesses :	<ul style="list-style-type: none"> • Absence of PG and need based Add-on and Vocational Courses. • Lack of adequate permanent faculty. • Lack of physical infrastructure for future expansion. • Absence of expertise to promote consultancy. • Linkages and collaborations with industries • Promotion of Research culture among ad-hoc faculty.
3.3 Institutional Opportunities :	<ul style="list-style-type: none"> • Introduction of career-oriented and region specific courses to promote employability. • Regular organization of entrepreneurship and skill development programmes for the students. • Linkages and collaborations with industries and institutes of repute. • Strengthening ICT-enabled teaching-learning methods. • Placement potential because of the location of the college.
3.4 Institutional Challenges	<ul style="list-style-type: none"> • Production of good human resources to accept global challenges. • Ensuring and sustaining quality teaching and research. • Improving the results of general stream programs. • Undertaking strategic planning and development for future growth. • Establishing effective industry-institution partnership. • Enhancing English communication skills among the first generation students.

Section IV: Recommendations for quality Enhancement of the Institution

- To fill up the permanent vacancies of teaching and non-teaching staff.
- To introduce undergraduate Science courses.
- Take measures to introduce PG programmes and job oriented certificate and add-on courses.
- Develop physical infrastructure in the proposed new campus.
- Augmentation of library with more books and Journals be made.

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- E-learning resources need to be further enhanced. Library should be fully automated.
- Think of introducing UGC recommendation of MOOCs in subjects like Banking, Performing Arts, Artificial Intelligence and other IT related courses.
- Increase collaborative linkages with industry for practice-based and experiential learning and to enhance employability skills.
- Thrust on ICT as teaching-learning tool and set up a language laboratory for effective communication skills.
- Strengthen the research culture among the faculty members and students.
- Career Counseling and Placement Cell be institutionalized, and more entrepreneurship/skill development programmes be organized on a regular basis.
- A long term plan be prepared with strategies for phased development of the Institution.

I agree with the observations of the Peer Team as mentioned in this report.

Seal of the Institution



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Signature of the Head of the Institution
Principal

Principal
Heramba Chandra College
Heramba Chandra College, 23/49, Gariahat Road, Kolkata. 700029

Signatures of the Peer Team Members:

Name	Designation	Signature with date
Prof. Vunnam Venkaiah.	Chairperson	<i>V. Venkaiah 6/10/16</i>
Dr. Kamal Mehta.	Member Coordinator	<i>K Mehta 6.10.16</i>
Dr. Bhat. P.A.	Member	<i>P. Bhat 6.10.16</i>
Dr. M S Shyamasundar	NAAC Officer	

Place: Kolkata - 700029.
Date: October 6, 2016