DR. KANAILAL BHATTACHARYYA COLLEGE

(Affiliated to the University of Calcutta)
Re- Accredited with 'B' Grade by NAAC
15, KONA ROAD, RAMRAJATALA,
P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No. ....

Date : ....

KBC/IQAC – Academic Audit/Departmental Profile (1)   **Dtd. 14/09/2020**

Urgent Notification

All Departmental Head of the Departments are requested to submit Departmental Profile through Prescribed Google Forms for the following Academic Session :

1. 2015 – 16; 2. 2016 – 17; 3. 2017 – 18; 4. 2018 – 19; 5. 2019 – 20.

The last date of submission for the submission of aforementioned Departmental Profile is 30/09/2020. All relevant documents have to be uploaded. For required assistance please contact Professor Anasua Chatterjee.

Anasua Chatterjee.
Professor Anasua Chatterjee
Convener
Academic Audit
Steering Committee

Dr. Mantu Biswas
Coordinator
IQAC
(DR. MANTU BISWAS)
Coordinator,
IQAC,
Dr. Kanailal Bhattacharyya College
Santragachi, Howrah-4

Dr. Kaustubh Lahiri
Principal
Dr. Kanailal Bhattacharyya College
Santragachi, Howrah- 4

Format for Appraisal of Performance of Department

* Required

1. Password *

   _____

   Format for Appraisal of Performance of Department

2. Name of The Department *

   Mark only one oval.

   - Bengali
   - English
   - Education
   - Geography
   - History
   - Political Science
   - Philosophy
   - Commerece
   - Botany
   - Physiology
   - Zoology

3. Email Address of HOD *

   _____

   Overview of The Department

4.   Brief History About The Department *

_____

_____

_____

_____

5.   Courses Offered *

Mark only one oval.

- ◯ Honours
- ◯ General
- ◯ Honours & General Both

6.   Intake Capacity (Honours Course) *

_____

7.   Intake Capacity (General Course) *

Mark only one oval.

- ◯ 300
- ◯ 100
- ◯ 40

8.   Admission Criteria *

_____

9. Total Number of Faculty *

Mark only one oval.

○ 1

○ 2

○ 3

○ 4

○ 5

○ 6

○ 7

○ 8

○ 9

○ 10

○ 11

○ 12

○ 13

○ 14

○ 15

10. Name and Designation of The Faculty *

Designation of Teachers & Numbers

_____

_____

_____

_____

_____

11. Technical Staff *

Mark only one oval.

○ Yes

○ No

12.   Technical Staff (If Yes)
      Specify the Total Number of Permanent Staff and Casual Staff

      _____

13.   Facilities Available in the Department for the Students *
      Seminal Library, Books and Journals, Specific Laboratory Equipment, GIS etc. (Within 1000 words)

      _____

      _____

      _____

      _____

      _____

14.   Number of Applications Received and Student Admitted (From 2015 to 2019) *
      (Upload in PDF)(Name of the Department must include in the file name. Example - Bengali Admitted
      2015 to 19)

      Files submitted:

15.   Results (From 2015 to 2019) Mentioning The Number of Students *
      (Upload in PDF)(Name of the Department must include in the file name. Example - Bengali Result 2015
      to 19)

      Files submitted:

Teaching Learning and Evaluation

16.   Is the record of attendance maintained for all courses offered the Department?
      *

      Mark only one oval.

      ◯ Yes

      ◯ No

17. Teaching Plan To be Sub-divided into following Phases Under 1+1+1 System *

i)1st Phase - From July/August to September/October, ii)2nd Phase - From Late October to December, iii)3rd Phase - From January to May. (Upload in PDF)(Name of the Department must include in the file name. Example - Bengali 1+1+1 Sys Teaching Plan)

Files submitted:

18. Teaching Plan To be Sub-divided into following Phases Under CBCS System *

i) Even Phase - From July/August to 1st week of December, ii) Odd Phase - From January to May. (Upload in PDF)(Name of the Department must include in the file name. Example - Bengali CBCS Teaching Plan)

Files submitted:

19. Has the curriculum (as per CU) been updated? *

Mark only one oval.

◯ Yes

◯ No

20. If Yes please the changes made?

_____

_____

_____

_____

_____

21. Departmental Routine and Work Load (2015 onward) *

Upload in PDF(Name of the Department must include in the file name. Example - Bengali Routine and Workload)

Files submitted:

22. Has Provision been made for Tutorials / Remedial / Smart Classes in the Time Table? *

    Mark only one oval.

    ◯ Yes

    ◯ No

23. Total Number of Teaching Hours per Week for Each Faculty of the Department?
    *

    Upload in PDF (Name of the Department must include in the file name. Example - Bengali Teaching Hours)

    Files submitted:

24. Average Number of Hours allotted for Research / Independent Projects / Study Material Development etc. per Week *

    _____

25.   No. of Faculties using ICT Facilities available in the College? *

Mark only one oval.

- ◯ 1
- ◯ 2
- ◯ 3
- ◯ 4
- ◯ 5
- ◯ 6
- ◯ 7
- ◯ 8
- ◯ 9
- ◯ 10
- ◯ 11
- ◯ 12
- ◯ 13
- ◯ 14
- ◯ 15

26.   Progression of Students of Backward Categories *

Upload in PDF. (Name of the Department must include in the file name. Example - Bengali Progresson Backward Category)

Files submitted:

27.   Programmes Initiated for Slow Learners (Report of the Mentor-Mentee to be attached) *

Report of the Mentor-Mentee to be attached. (Upload in PDF) (Name of the Department must include in the file name. Example - Bengali Mentor-Mentee)

Files submitted:

Departmental Activities for Enhancing Learning Management

28. **Field Visits, Educational Excursion Programmes**

Detailed programme Undertaken and Outcome Therein.(Documents and Picture to be Uploaded in PDF) (Name of the Department must include in the file name. Example - Bengali Excursion)

Files submitted:

29. **Number of Mini Research Projects Undertaken By Students. (If any)**

(Upload in PDF)(Name of the Department must include in the file name. Example - Bengali Student Mini Research Project)

Files submitted:

30. **Initiatives Taken By Faculty Members To Bring out The Students' Talent.** *

Debate, Student' Seminar Presentation, Cultural Competitions, Participating in Government Organised Youth Programmes, Wall Magazine etc. (Upload in PDF)(Name of the Department must include in the file name. Example - Bengali Student Talent)

Files submitted:

31. **Faculty Exchange Programme**

(Upload in PDF)(Name of the Department must include in the file name. Example - Bengali Faculty Exchange)

Files submitted:

32. **Seminars and Workshop Organized**

Detailed Programme and Number of Students' Participation, Whether Seminar Proceedings Published etc. (Upload in PDF)(Name of the Department must include in the file name. Example - Bengali Seminar and Workshop)

Files submitted:

33. **Endowments, Scholarships Awarded to Students**

Last 5 Years (Upload in PDF)(Name of the Department must include in the file name. Example - Bengali Awarded Student)

Files submitted:

34. **Number of Students Enrolled in Higher Education in The Last 5 Years**

Detailed Record To Be Kept. (Upload in PDF)(Name of the Department must include in the file name. Example - Bengali Student Higher Education)

Files submitted:

35.   Number of Students Placed In Jobs/Business (If any)

36.   Students Feedback About Department

37.   Future Plans *