



MS Certification Services Pvt. Ltd.

AUDIT REPORT

Type of Audit:			
Stage 1 <input type="checkbox"/> Stage 2 <input type="checkbox"/> Surveillance <input checked="" type="checkbox"/> Re-Certification <input type="checkbox"/> Special / Extension <input type="checkbox"/>			
Client ID Number:	Management Scheme: (mention specifically if it is an integrated audit)	Reference Standard:	Date of Audit:
INQ-1462 INE-00136	QMS EMS	ISO 9001:2015 ISO 14001:2015	06.04.2023
Name of Organisation: DR. Kanailal Bhattacharyya College		Team Leader:	D. Ray Choudhury
Main Address: 15, Kona Road, Ramrajatala, P.O: Santragachi, Howrah- 711 104, W.B., India.		Team Member:	1) S. P. Mitra
			2) Anirban Hens
			3)
		Technical Expert:	
		Observer:	S. K. Samanta
Location			
Site 1: 15, Kona Road, Ramrajatala, P.O: Santragachi, Howrah- 711 104, W.B., India.			
Names of Key Personnel Interacted		Designation	
Dr. Kaustubh Lahiri		Principal	
Dr. Mantu Biswas		IQAC Co-ordinator	
Dr. Sudipta Bhowmik		Convenor ISO	
Ms. Karabi Das		Assistant Professor	
Dr. Mriganka Mondal		Assistant Professor	
Ms. Bidusi Sardar		HOD- History	
Audit Objectives: To assess the Assessment on maintenance, level of implementation, improvement & developments, overall awareness, infrastructural improvements, closures of earlier nonconformity reports/observations of Internal & External Audit, Objectives & planning to realize the set objectives and maintenance of certification conditions as use of logo in promotional activities of Quality Management System as per the requirement of the Standard ISO 9001:2015 standard & Environmental Management System as per the requirement of the Standard ISO 14001:2015 in business processes against defined scope of activity.			
Audit Scope: Providing effective Educational Services to Students pursuing UG and PG Degree Courses in the Stream of Science, Humanities and Commerce.			
Audit Criteria: Documented Procedures, Manuals, Quality & Environmental Policy, work Instructions, Legal Requirements, and Other Organization Related Regulatory and Statutory Documents as per the Standards ISO 9001:2015 & ISO 14001:2015.			
Company Profile (Including the organization and its context) Dr. Kanailal Bhattacharyya College is now one of the few tertiary institutions of higher education to be assessed and accredited thrice by NAAC. The College, inaugurated by 22.09.1985 was assessed and accredited by the National Assessment and Accreditation Council (NAAC) in 2004 and reassessed and re-accredited by the same authority in 2009. After meticulous inspections, the college was awarded C++ (67.70%) and 'C' (1.91 CGPA) grades in 2004 and 2009 respectively. The College has been also assessed and accredited by NAAC for the third time in Dec. 2014 and was re-accredited with a CGPA of 2.01 on a four-point scale at 'B' Grade. These results stand for the continuous progress and development of the			



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institution. The dream gradually turned into a demand. At this turn, certain events also coincided. Late Sudhir Kumar Ghosh decided to donate his land and the building situated at Dharmatala in Ramrajatala. After that with the initiative of the then local MLA Sri Satyen Ghosh and some important persons of the area, a trustee was formed before setting up the college. It was 26th November, 1984. On 10th March, 1985 in a public meeting presided over by Late Raghudas Baul and attended by Late Sudhir Kumar Ghosh, the college was named after the leading educationist, respected public leader and ex-minister of Industry and Commerce (Govt. of W. B.), Late Professor Dr. Kanailal Bhattacharyya. Subjects as covered under Academic Curriculum are as Education, History, Political Science, Philosophy, English, Bengali, Geography, Journalism & Mass Communication [Subject to the approval of affiliation of C.U.] & Food and Nutrition. [Subject to the approval of affiliation of C.U.].

Findings

Statement on the conformity and the effectiveness of the management system together with a summary of the evidence relating to:(the capability of the management system to meet applicable requirements and expected outcomes):

The implemented Integrated Management System conforms to the requirements of ISO 9001:2015 & ISO 14001:2015 Standards respectively. Manual (Documented Information Number: IMS/DKBC/01, Revision No. 00, Dated: 05.11.2019) as per Integrated Standard has been prepared. Other relevant documented information like Management System Policy (Documented Information Number: IMS/DKBC/5.2.1/01), Objectives (IMS/DKBC/6.2/01), Risks Analysis (IMS/DKBC/6.1/2/01 & IMS/DKBC/6.1/2/02), Infrastructure, Management Review etc. are all available. Management System Policy has been displayed for communication. Top Management has declared its policy binding and implemented. The IMS Policy is appropriate and provides a framework for the respective Integrated Management System Objectives. It commits all employees to pursue continuous quality system improvement. List of Documented Information found identified, as listed below.

- Integrated Management System Manual (IMS/DKBC/01, Revision No. 00, Dated: 05.11.2019)
- Issue Register (IMS/DKBC/4.1/01)
- Organization Context (IMS/DKBC/4.1/02)
- Needs & Expectation of Interested Parties (IMS/DKBC/4.2/02)
- Scope of The Organization (IMS/DKBC/4.3/01)
- Leadership (IMS/DKBC/5.1/01)
- Organization Chart (IMS/DKBC/5.1/02)
- Integrated Management System Policy (IMS/DKBC/5.2.1/01)
- Roles, Responsibilities, Authorities (IMS/DKBC/5.3/01)
- Risk & Opportunities (Internal) (IMS/DKBC/6.1/2/01)
- Risk & Opportunities (External) (IMS/DKBC/6.1.2/02)
- Integrated Management System Objectives (IMS/DKBC/6.2/01)
- Infrastructure (IMS/DKBC/7.1.3/01)
- Preventive Maintenance Record (IMS/DKBC/7.1.3/02)
- Breakdown Maintenance Record (IMS/DKBC/7.1.3/03)
- Monitoring & Measuring Resources (IMS/DKBC/7.1.5/01)
- Competence (Manpower) (IMS/DKBC/7.2/01)
- Competence Criteria (IMS/DKBC/7.2/02)



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- Awareness (Training Need Identification, Schedule & Others) (IMS/DKBC/7.3/01)
- Awareness (Training Record Register) (IMS/DKBC/7.3/02)
- Communication (IMS/DKBC/7.4/01)
- Control of Documents (IMS/DKBC/7.5.3/01)
- List of Legal & Statutory Documents (IMS/DKBC/7.5.3/03)
- Process Flow Chart (IMS/DKBC/8.1/01)
- Contract Review (IMS/DKBC/8.1/02)
- Operation / Production Planning (IMS/DKBC/8.1/03)
- Customer Complaints Register (IMS/DKBC/8.2.1/01)
- Review of Products & Services (IMS/DKBC/8.2.3/01)
- Control of Externally Providers (IMS/DKBC/8.4.1/01)
- Quality Assurance Plan (IMS/DKBC/8.5/01)
- Production Register (IMS/DKBC/8.5/02)
- Post Delivery Activities (IMS/DKBC/8.5.5/01)
- Release of Products Authority (IMS/DKBC/8.6/01)
- Customer Satisfaction (IMS/DKBC/9.1.2/01)
- Internal Audit Calendar (IMS/DKBC/9.2/01)
- Internal Audit Schedule (IMS/DKBC/9.2/02)
- Non-conformance Report (IMS/DKBC/9.2/03)
- Management Review Meeting (IMS/DKBC/9.3/01)
- Improvement (IMS/DKBC/10.1/01)
- Non-conforming Product / Service Register (IMS/DKBC/10.2.1/01)

Leadership:

Roles, Responsibility & Authorities found evident for Teaching Staff as Principal, Teachers, Non-teaching Staff under the Leadership of Principal Mr. Kaustubh Lahiri. Duties & Responsibilities segregation vide Letter Reference Dated: 04.12.2020 found evident for Governing Body, Principal, IQAC, Faculties & Non-Teaching Staff. Needs & Expectation of Interested Parties (IMS/DKBC/4.2/02) found available as per the List of Interested Parties as identified by the Top Management.

Planning (Risk and actions to address risks and opportunities)

Risk Assessment Evaluation Process Form (Documented Information No. IMS/DKBC/6.1.1-01, Dated: 16.11.2021, Rev. 00) found evident. Risk & Its related Evaluation done on the basis of Examination & Review of Student Performance, Operation, Storage, Purchase & Marketing.

Support:

- Roles, Responsibility & Authorities found evident for Teaching Staff as Principal, Teachers, Non-teaching Staff.
- List of Faculties Department wise along with Competency Criteria and Matrix found evident.
- Lesson Plan found evident as per Semester II, Semester IV & Semester VI for Department of Philosophy, Department of Education & Department of English.
- Integrated Management System Objectives (IMS/DKBC/6.2/01) found evident for Tenure 2023-24.
- Facilities as available Department wise vide Dated: 28.12.2021

Operation:



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- Lesson Plan found evident for Semester II, Semester IV & Semester VI for Department of Philosophy (HONS & General) under supervision of Faculty Ms. Ratna Banerjee, Lesson Plan found evident for the Tenure 2023-24.
Assessment Procedure: As per the Selection from set of Questionaries for Student. Class Test & Monthly Test is being conducted.
College Internal Evaluation is being done based on Aptitude.
Communication: Through Interactive Session with Students. Reference model is being followed during Student Interaction.
- Lesson Plan found evident for Semester II, Semester IV & Semester VI for Department of Education under supervision of Dr. Sampa Ray Bagchi & Dr. Samir Kumar Naskar.
Faculty Profile (Competency Criteria) checked and verified.
Lesson Plan vide Notification No. CSR/12/18 under “University of Calcutta” Dated: 28.05.2018 under supervision of Deputy Register Dr. Santanu Paul found evident.
Distribution of Marks as Attendance: 10 Marks, Internal Assessment: 10 Marks, Tutorial: 15 Marks, Subject Exam: 65 Marks found evident.
Semester wise Credit as 20 for Semester I, 20 for Semester II, 26 for Semester III, 26 for Semester IV, 24 for Semester V and 24 for Semester VI found evident.
Ability Enhancement Course as Ability Enhancement Compulsory Courses (AECC) & Skill Enhancement Courses (SEC) found evident.
Routine for Semester (II, IV & VI) for 2022-23 vide Dated: 16.03.2023 for Honours & General Education Department found evident under supervision of Dr. Sampa Ray Bagchi, HOD, Department of Education found education.
Departmental Achievement found evident based on different Activities.
Faculty Exchange Programme found evident for 2019-20.
Academic Project Work vide Roll No. 192413110111, Registration No. 413-1215-0087-19 Student: Nilufa Khatun & Roll No. 192413110080, Registration No. 413-1211-0097-19 Student: Aratrika Bose found evident.
Minutes of Departmental Meetings vide Dated: 28.12.2022 found evident.
Subject wise Mentor for Semester I (Honours) & Semester V (Honours) under supervision of Mentor: Dr. Sampa Roy Bagchi found evident.
UG (B.A.) Programme Outcomes after Completing Undergraduate Programme in Specific Subjects (Major), a student will acquire in depth knowledge of subjects that she/he studied in UG Programme and become competent for future higher studies, to prepare for Competitive examination and can apply for jobs of his/her interest.
Number of Student Enrolled in higher Education in last 5 Years for tenure 2016-2021 for M.A./ B. Ed.
- Lesson Plan found evident for Semester II, Semester IV & Semester VI for Department of English under supervision of Mr. Anurag Mazumder for 2023-24.
Improvement Plan: Faculty related more focus and distribution of Study Documents within Faculties. More focus on ICT and Resources (Physical & E- Learning Procedure) is required.
- For Library, Online Public Access Catalogue is available. Call No. 954 DEY1 and 954.025MUK checked. Student Registration Procedure checked and verified. Requisition Slip No. 2210067 against Accession No. 336.2 (RAH/K) vide Dated: 05.04.2023 found evident. Hold Time for any Book is 15



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Days, can be extended up to 7 Days more.

Performance Evaluation:

- Vocational Courses and Add-on Courses and Its Module Planning found evident.
- Training conducted on Dated: 06.03.2023 upon "Basic Awareness on ISO 9001:2015 & ISO 14001:2015". Effectiveness Evaluation conducted on Dated: 31.03.2023 found evident.

Improvement:

Overall Improvement related to Tutorial Class is being done for easy interaction with Teacher for Department of Philosophy and Faculty related more focus and distribution of Study Documents within Faculties & more focus on ICT and Resources (Physical & E- Learning Procedure) is required for Department of English found evident.

Overall Effectiveness of the management system:

- Control of Externally Providers (IMS/DKBC/8.4.1/01) along with periodical Evaluation found evident.
- Infrastructure List (IMS/DKBC/7.1.3/01) found evident.
- Annual Maintenance Contract for OTIS Elevator vide Contract Agreement No. MR0338 Dated: 20.10.2022, for Tenure: Jan, 2023 to Dec, 2023 found evident. Last AMC done on Dated: 30.01.2023.

Internal Audit:

Internal Audit conducted on Dated: 10.03.2023. Total number of Nonconformities raised: 02 (Clause 9.1 (ISO 14001)). Raised nonconformities found closed on Dated: 18.03.2023. Internal Audit Calendar (IMS/DKBC/9.2/01) & Internal Audit Schedule (IMS/DKBC/9.2/02) found evident.

Management Review:

Management Review Meeting conducted on Dated: 20.03.2023. All the management-oriented agendas found discussed and documented.

Applicable Statutory & Regulatory Requirements of the Organisation Documented in the QMS/FSMS/OHSAS/EMS/EnMS:

(Comments on the status of compliance of identified /applicable regulatory and statutory requirements. (Compliance of FSSAI schedule 4 (Part 2 and other relevant parts))

The following Statutory & Regulatory Requirements checked and verified.

- Inclusion of College under Section s (f)/12-B of the UGC Act, 1956 vide reference No. F.-8-48/87 (CPP-I) vide Dated: 22.10.1994 under "University Grant Commission" found evident.

Any unresolved issues, if identified: Not any

Level of integration in case of IMS audit:

Found high in nature, as the Management Commitment and Document Control based Operational Activity found integrated in nature.

Any deviation from the audit plan and their reasons: Not any

Any significant issues impacted on the audit programme: Not any

Details of the sites visited (if any) along with the processes verified:

Site Visited: 15, Kona Road, Ramrajatala, P.O: Santragachi, Howrah- 711 104, W.B., India.

Processes Verified: As per Process Flow Chart

For EMS Audit only. (If applicable)



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Observation exclusively for EMS:

Environment aspect and impact, which are not stated in the Environment Management System (issues needed to be concerned):

Not any

Environment aspect and impact of the Company which are stated in the EMS Management System but not defined and controlled:

Not any

Comments about the EMS applications:(EMS Policy, planning, implementation and operation, checking):

- Pest Control Activity vide under supervision of “Jupiter Pest Control” vide Certificate No. DS/1030/20-21 vide Dated: 14.07.2020 against Invoice No. PI/JSH/091/20-21 found evident.
- E-Waste Disposal vide Reference No. KBC/Govt.- WEBEL/Proposal-E Waste Disposal/ISSO Dated: 10.11.2021 found evident.
- Emergency Preparedness Planning (IMS/DKBC/8.2-01) found evident in case on Fire, Accident. Emergency Contact Number is being displayed and communicated to all resources.
- Fire Extinguisher inspection last on Dated: 12.12.2020 under supervision of “S. K. Mallik & Co.” found evident.
- Check Sheet Record of pH of Waste Liquid (Botani) vide Dated: 02.03.2023 found evident.
- Aspect Impact Analysis (IMS/DKBC/6.1.2-01) and related Emergency, Resource, Waste, Garden Maintenance related Activities found evident.

Issues which have priority in the Next/Surveillance Audit:

The following list of Observations raised during the CB Audit, which are need to be taken care off. The same are mentioned below.

- Integrated Management System Policy found not displayed.
- Document Control on SOP found not evident.
- List of Fire Extinguisher along with Date of Expiry found not evident.
- Floor Layout Plan along with Locational Position of Fire Extinguishers found not evident.
- At Geography Lab, Weight Balance needs periodical calibration.
- Mock Drill under Emergency Preparedness Planning found not maintained periodically.
- Emergency Exit Direction under Emergency Preparedness Planning for Emergency Exit found not evident.

Opportunity for Improvements as concluded from Audit Findings:

Raised Observations are need to be taken care. Off.

Confirmation of the information provided to MSCS during application: Found conforming.

For Surveillance and recertification Audit (If applicable)

Comparison with Previous Audit: (significant changes, if any, that affect the management system of the client since the last audit took place:)

Found improved.

Closure of Previous Non-conformities: (verification of effectiveness of taken corrective actions regarding previously identified nonconformities, if applicable.)

Found closed.



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Any change in scope, address, products, ownership, staff, etc as identified in Surveillance Audit If YES define	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Is the registration/certification mark being used correctly If NO give details	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Are complaints and non-conformances being recorded and investigated and analysed effectively	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
any unresolved issues, if identified: not any	
Recommendation	
Scope Recommended: (To be confirmed after Stage 2 audit/ Surveillance Audit/ Special Audit - a conclusion on the appropriateness of the certification scope:) Providing effective Educational Services to Students pursuing UG and PG Degree Courses in the Stream of Science, Humanities and Commerce.	
Confirmation on fulfilment of the audit objectives: Found conforming.	
NCs Details	
Major: Nil	Minor: Nil
Corrective Action Due Date: N.A.	
Conclusion: The organization is maintaining its process and procedure as per the requirement of ISO 9001:2015 Quality Management System & ISO 14001:2015 Environmental Management System Standards respectively. The manpower found competent. The Processes found monitored periodically. The raised observations are need to be taken care off. The Operational Activity found monitored periodically under the supervision of the Top Management. The effectiveness checked and verified through support of Records, as showed by the Client. The organization is recommended for continuation of Certification as per the requirements based on the Standards ISO 9001:2015 Quality Management System & ISO 14001:2015 Environmental Management System respectively.	
Signed <i>D. Ray Choudhury</i> Lead Auditor Date06.04.2023.....	

Disclaimer statement: This audit is done on a sampling process of the available information; Samples are randomly selected to evaluate against the audit criteria and to get the audit conclusion. There may be uncertainty in selecting samples may not be correct representative of the total set of people, documents, practices and records being assessed. As a result, audit conclusion may be different that if the auditor had examined the whole populations.

National Institutional Ranking Framework

Ministry of Education

Government of India

Welcome to Data Capturing System: COLLEGE

Submitted Institute Data for NIRF'2022'

Institute Name: Dr. Kanailal Bhattacharya College [IR-C-C-42788]

Sanctioned (Approved) Intake

Academic Year	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16
UG [3 Years Program(s)]	980	950	950	-	-	-

Total Actual Student Strength (Program(s) Offered by Your Institution)

(All programs of all years)	No. of Male Students	No. of Female Students	Total Students	Within State (Including male & female)	Outside State (Including male & female)	Outside Country (Including male & female)	Economically Backward (Including male & female)	Socially Challenged (SC+ST+OBC Including male & female)	No. of students receiving full tuition fee reimbursement from the State and Central Government	No. of students receiving full tuition fee reimbursement from Institution Funds	No. of students receiving full tuition fee reimbursement from the Private Bodies	No. of students who are not receiving full tuition fee reimbursement
UG [3 Years Program(s)]	654	1172	1826	1826	0	0	1411	415	251	0	0	1575

Placement & Higher Studies

UG [3 Years Program(s)]: Placement & higher studies for previous 3 years

Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates(Amount in Rs.)	No. of students selected for Higher Studies
2016-17	950	827	2018-19	410	43	132000(one lakh thirty two thpusand)	47
2017-18	950	730	2019-20	460	25	120000(one lakh twenty thousand)	65
2018-19	950	734	2020-21	467	13	180000(One lakh eighty thousand)	44

Financial Resources: Utilised Amount for the Capital expenditure for previous 3 years

Academic Year	2020-21	2019-20	2018-19
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings)			
Library	0 (zero)	183407 (One lakh eighty three thousand four hundred and seven)	1000330 (Ten lakhs three hundred and thirty)
New Equipment for Laboratories	0 (zero)	538698 (Five Lakhs thirty eight thousand six hundred and ninety)	5083822 (Fifty lakhs eighty three thousand eight hundred and twenty two)
Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building)	1082148 (Ten laks eighty two thousand one hundred and forty eight)	247452 (Two lakhs forty seven thousand four hundred and fifty two)	2499840 (Twenty four lakhs ninety nine thousand eight hundred and forty)

Financial Resources: Utilised Amount for the Operational expenditure for previous 3 years

Academic Year	2020-21	2019-20	2018-19
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Operational Expenditure			
Salaries (Teaching and Non Teaching staff)	51752309 (five crores seventeen lakhs fifty two thousand three hundred and nine)	35698092 (Three crore fifty six lakhs ninety eight thousand and ninety two)	30969023 (Three crores nine lakhs sixty nine thousand and twenty three)
Maintenance of Academic Infrastructure or consumables and other running expenditures(excluding maintenance of hostels and allied services,rent of the building, depreciation cost, etc)	1495105 (fourteen lakhs ninety five thousand one hundred and five)	1143555 (Eleven lakhs forty three thousand five hundred and fifty five)	1700509 (Seventeen lakhs five hundred and nine)
Seminars/Conferences/Workshops	36200 (thirty six thousand two hundred)	133456 (One lakh thirty three thousand four hundred and fifty six)	8600 (Eight thousand and six hundred)

PCS Facilities: Facilities of physically challenged students

1. Do your institution buildings have Lifts/Ramps?	Yes, more than 60% of the buildings
2. Do your institution have provision for walking aids, including wheelchairs and transportation from one building to another for handicapped students?	Yes
3. Do your institution buildings have specially designed toilets for handicapped students?	Yes, more than 60% of the buildings

Faculty Details

Srno	Name	Age	Designation	Gender	Qualification	Experience (In Months)	Currently working with institution?	Joining Date	Leaving Date	Association type
1	SWATI MUSTAPHI	48	Assistant Professor	Female	M. Phil	248	Yes	01-11-2000	--	Regular
2	SUTAPA CHAUDHURI	50	Assistant Professor	Female	Ph.D	248	No	22-03-2010	04-05-2021	Regular
3	MADHUMITA DEBNATH	46	Assistant Professor	Female	Ph.D	245	Yes	01-04-2010	--	Regular
4	SRABANI DEY	46	Associate Professor	Female	M. Phil	264	Yes	08-02-2003	--	Regular
5	ASIM KUMAR ROY	59	Associate Professor	Male	M.COM	271	Yes	01-12-1999	--	Regular
6	ANASUA CHATTERJEE	48	Associate Professor	Female	M.A.(Political Science)	264	Yes	28-03-2001	--	Regular
7	SIPRA GANGULY	62	Associate Professor	Female	M.A	436	Yes	18-03-1986	--	Regular
8	SUJATA DHAR	48	Associate Professor	Female	M. Phil	264	Yes	01-04-2010	--	Regular
9	KAUSTUBH LAHIRI	59	Dean / Principal / Director / Vice Chancellor	Male	Ph.D	269	Yes	10-12-2016	--	Regular
10	BIDUSI SARDAR	39	Assistant Professor	Female	M. Phil	147	Yes	01-04-2010	--	Regular
11	SUBHASISH GHOSH	64	Associate Professor	Male	M.A.(History)	487	Yes	16-01-1981	--	Regular
12	MRIGANKA MANDAL	45	Assistant Professor	Male	Ph.D	84	Yes	04-12-2014	--	Regular
13	KARABI DAS	30	Assistant Professor	Female	M.A	49	Yes	05-06-2017	--	Regular

14	SUTAPA MUKHERJEE	47	Assistant Professor	Female	Ph.D	228	Yes	16-07-2008	--	Regular
15	MANTU BISWAS	45	Assistant Professor	Male	Ph.D	194	Yes	10-05-2005	--	Regular
16	KESHAB CHANDRA KHANRA	63	Associate Professor	Male	M. Phil	427	Yes	10-12-1985	--	Regular
17	SUDIPTA BHOWMICK	44	Assistant Professor	Female	Ph.D	135	Yes	01-04-2010	--	Regular
18	SAMPA RAY BAGCHI	50	Assistant Professor	Female	Ph.D	194	Yes	02-05-2005	--	Regular
19	SAMIR KUMAR NASKAR	39	Assistant Professor	Male	Ph.D	122	Yes	23-12-2016	--	Regular
20	ANURAG MAZUMDAR	27	Other	Male	M.A	40	Yes	19-09-2018	--	Adhoc / Contractual
21	SRIJEETA ADHIKARY	26	Other	Female	M.A	40	Yes	19-09-2018	--	Adhoc / Contractual
22	DHRUBA KUMAR SAUTYA	55	Other	Male	M.Sc.(Physiology)	160	Yes	19-07-2008	--	Adhoc / Contractual
23	SAURAV MONDAL	50	Other	Male	Ph.D	241	Yes	01-12-2001	--	Adhoc / Contractual
24	PRABIR KUMAR SANKI	46	Other	Male	Ph.D	255	Yes	01-09-2000	--	Adhoc / Contractual
25	ASANTA MAITY	58	Other	Male	M.COM	304	Yes	09-08-1996	--	Adhoc / Contractual
26	SUBHAS CHANDRA DALUI	52	Other	Male	M.COM	315	Yes	19-09-1995	--	Adhoc / Contractual
27	KUNTAL KANTI CHAULIA	55	Other	Male	M.COM	315	Yes	19-09-1995	--	Adhoc / Contractual
28	BIDYUT MONDAL	29	Other	Male	M.COM	72	Yes	11-01-2016	--	Adhoc / Contractual
29	SOUVIK PAUL	26	Other	Male	M.COM	49	Yes	30-11-2017	--	Adhoc / Contractual
30	MANJURI PAKHIRA	27	Other	Female	M.COM	39	Yes	26-09-2018	--	Adhoc / Contractual
31	ELORA BHATTACHARYYA	51	Other	Female	M.A.(Political Science)	255	Yes	11-09-2000	--	Adhoc / Contractual
32	RUMA BANNERJEE	56	Other	Female	M.A.(History)	260	Yes	01-04-2003	--	Adhoc / Contractual
33	RIMLI PAUL	32	Other	Female	M.Sc.	76	Yes	17-08-2015	--	Adhoc / Contractual
34	DIPU SAMANTA	33	Other	Female	Ph.D	48	Yes	06-12-2017	--	Adhoc / Contractual
35	KUHELI NAG	47	Other	Female	M.A	219	Yes	12-09-2003	--	Adhoc / Contractual
36	KAKALI GANGULY	49	Other	Female	M. Phil	220	Yes	01-08-2003	--	Adhoc / Contractual
37	SRIPARNA KUTHE	38	Other	Female	Ph.D	162	Yes	10-07-2008	--	Adhoc / Contractual
38	GARIMA HORE	31	Other	Female	M.Sc.	39	Yes	25-09-2018	--	Adhoc / Contractual
39	DEBASMITA GHOSHAL	27	Other	Female	M.Sc.	39	Yes	12-09-2018	--	Adhoc / Contractual
40	SANTU PARIA	31	Other	Male	M.Sc.	48	Yes	18-01-2018	--	Adhoc / Contractual
41	RUPAK JANA	27	Other	Male	M.A	39	Yes	19-09-2018	--	Adhoc / Contractual

42	TUSAR KANTI DWARI	27	Other	Male	M.A	39	Yes	20-09-2018	--	Adhoc / Contractual
43	RATNA BANERJEE	53	Other	Female	M. Phil	288	Yes	01-01-1997	--	Adhoc / Contractual
44	MOUSUMI DAS	28	Other	Female	M.Sc.(Nutrition and Dietetics)	24	Yes	01-01-2020	--	Adhoc / Contractual
45	SHILPA HATI	27	Other	Female	M.Sc.	39	Yes	19-09-2018	--	Adhoc / Contractual
46	SUBHADIP TRIPATHY	31	Other	Male	M. Phil	39	Yes	19-09-2018	--	Adhoc / Contractual
47	SK SADDAM HOSSEN	29	Assistant Professor	Male	M. Phil	27	Yes	19-09-2019	--	Regular
48	SHILPA DUTTA	26	Other	Female	M.Sc.(Physiology)	23	Yes	14-02-2020	--	Visiting
49	ANANYA ADHIKARY	29	Other	Female	M.Sc.(Physiology)	26	Yes	11-11-2019	--	Visiting
50	DEBASHIS KAYAL	39	Other	Male	M. Phil	10	Yes	09-03-2021	--	Visiting
51	AVHISEK DEY	25	Other	Male	M.A	10	Yes	12-03-2021	--	Visiting
52	PALLABI BASU	28	Other	Female	M.A.(Political Science)	9	Yes	26-04-2021	--	Visiting
53	ANWESHA BANERJEE	34	Other	Female	M.A	13	Yes	10-12-2020	--	Visiting
54	SAMPRIKTA BAGCHI	26	Other	Female	MA(MC): M.A.Mass Communication	13	Yes	17-12-2020	--	Visiting

National Institutional Ranking Framework
Ministry of Education
Government of India
Welcome to Data Capturing System: COLLEGE

Submitted Institute Data for NIRF'2023'

Institute Name: Dr. Kanailal Bhattacharya College [IR-C-C-42788]

Sanctioned (Approved) Intake

Academic Year	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
UG [3 Years Program(s)]	1141	980	950	-	-	-

Total Actual Student Strength (Program(s) Offered by Your Institution)

(All programs of all years)	No. of Male Students	No. of Female Students	Total Students	Within State (Including male & female)	Outside State (Including male & female)	Outside Country (Including male & female)	Economically Backward (Including male & female)	Socially Challenged (SC+ST+OBC Including male & female)	No. of students receiving full tuition fee reimbursement from the State and Central Government	No. of students receiving full tuition fee reimbursement from Institution Funds	No. of students receiving full tuition fee reimbursement from the Private Bodies	No. of students who are not receiving full tuition fee reimbursement
UG [3 Years Program(s)]	729	1302	2031	2031	0	0	1485	401	554	0	0	1332

Placement & Higher Studies

UG [3 Years Program(s)]: Placement & higher studies for previous 3 years

Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates(Amount in Rs.)	No. of students selected for Higher Studies
2017-18	950	730	2019-20	460	25	120000(One lakh twenty thousand)	65
2018-19	950	734	2020-21	467	13	180000(one lakh eighty thousand)	44
2019-20	950	618	2021-22	350	12	180000(One lakh eighty thousand)	45

Financial Resources: Utilised Amount for the Capital expenditure for previous 3 years

Academic Year	2021-22	2020-21	2019-20
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings)			
Library	57400 (fifty seven thousand four hundred)	0 (zero)	183407 (one lakh eighty three thousand four hundred and seven)
New Equipment for Laboratories	65274 (sixty five thousand two hundred and seventy four)	0 (zero)	538698 (five lakhs thirty eight thousand six hundred and ninety eight)
Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building)	173170 (one lakh seventy thtree thousand one hundred and seventy)	1082148 (ten lakhs eighty two thousand one hundred and forty eight)	247452 (two lakhs forty seven thousand four hundred and fifty two)

Financial Resources: Utilised Amount for the Operational expenditure for previous 3 years

Academic Year	2021-22	2020-21	2019-20
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Operational Expenditure			
Salaries (Teaching and Non Teaching staff)	51316542 (five crores thirteen lakhs sixteen thousand five hundred and forty two)	51752309 (five crores seventeen lakhs fifty two thousand three hundred and nine)	35698092 (three crore fifty six lakhs ninety eight thousand ninety two)
Maintenance of Academic Infrastructure or consumables and other running expenditures(excluding maintenance of hostels and allied services,rent of the building, depreciation cost, etc)	3967602 (thirty nine lakhs sixty seven thousand six hundred and two)	1495105 (fourteen lakhs ninety five thousand one hundred and five)	1143555 (eleven)
Seminars/Conferences/Workshops	170000 (one lakh seventy thousand)	36200 (thirty six thousand two hundred)	133456 (one lakh thirty three thousand four hundred and fifty six)

PCS Facilities: Facilities of physically challenged students

1. Do your institution buildings have Lifts/Ramps?	Yes, less than 40% of the buildings
2. Do your institution have provision for walking aids, including wheelchairs and transportation from one building to another for handicapped students?	Yes
3. Do your institution buildings have specially designed toilets for handicapped students?	Yes, less than 40% of the buildings

Faculty Details

Srno	Name	Age	Designation	Gender	Qualification	Experience (In Months)	Currently working with institution?	Joining Date	Leaving Date	Association type
1	SWATI MUSTAPHI	49	Assistant Professor	Female	M. Phil	260	Yes	01-11-2000	--	Regular
2	MADHUMITA DEBNATH	47	Assistant Professor	Female	Ph.D	257	Yes	01-04-2010	--	Regular
3	SRABANI DEY	47	Associate Professor	Female	M. Phil	276	Yes	08-02-2003	--	Regular
4	ASIM KUMAR ROY	60	Associate Professor	Male	M.COM	283	Yes	01-12-1999	--	Regular
5	ANASUA CHATTERJEE	49	Associate Professor	Female	M.A.(Political Science)	276	Yes	28-03-2001	--	Regular
6	SIPRA GANGULY	63	Associate Professor	Female	M.A	448	Yes	18-03-1986	--	Regular
7	SUJATA DHAR	49	Associate Professor	Female	M. Phil	276	Yes	01-04-2010	--	Regular
8	KAUSTUBH LAHIRI	60	Dean / Principal / Director / Vice Chancellor	Male	Ph.D	281	Yes	10-12-2016	--	Regular
9	BIDUSI SARDAR	40	Assistant Professor	Female	M. Phil	159	Yes	01-04-2010	--	Regular
10	SUBHASISH GHOSH	65	Associate Professor	Male	M.A.(History)	499	No	16-01-1981	31-01-2022	Regular
11	MRIGANKA MANDAL	46	Assistant Professor	Male	Ph.D	96	Yes	04-12-2014	--	Regular
12	KARABI DAS	31	Assistant Professor	Female	M.A	61	Yes	05-06-2017	--	Regular
13	SUTAPA MUKHERJEE	48	Assistant Professor	Female	Ph.D	240	Yes	16-07-2008	--	Regular

14	MANTU BISWAS	46	Assistant Professor	Male	Ph.D	206	Yes	10-05-2005	--	Regular
15	KESHAB CHANDRA KHANRA	64	Associate Professor	Male	M. Phil	439	Yes	10-12-1985	--	Regular
16	SUDIPTA BHOWMICK	45	Assistant Professor	Female	Ph.D	147	Yes	01-04-2010	--	Regular
17	SAMPA RAY BAGCHI	51	Assistant Professor	Female	Ph.D	206	Yes	02-05-2005	--	Regular
18	SAMIR KUMAR NASKAR	40	Assistant Professor	Male	Ph.D	134	Yes	23-12-2016	--	Regular
19	ANURAG MAZUMDAR	28	Other	Male	M.A	51	Yes	19-09-2018	--	Adhoc / Contractual
20	SRIJEETA ADHIKARY	27	Other	Female	M.A	51	Yes	19-09-2018	--	Adhoc / Contractual
21	DHRUBA KUMAR SAUTYA	56	Other	Male	M.Sc.(Physiology)	173	Yes	19-07-2008	--	Adhoc / Contractual
22	SAURAV MONDAL	51	Other	Male	Ph.D	252	Yes	01-12-2001	--	Adhoc / Contractual
23	PRABIR KUMAR SANKI	47	Other	Male	Ph.D	267	Yes	01-09-2000	--	Adhoc / Contractual
24	ASANTA MAITY	59	Other	Male	M.COM	312	No	09-08-1996	31-08-2022	Adhoc / Contractual
25	SUBHAS CHANDRA DALUI	53	Other	Male	M.COM	324	Yes	19-09-1995	--	Adhoc / Contractual
26	KUNTAL KANTI CHAULIA	56	Other	Male	M.COM	327	Yes	19-09-1995	--	Adhoc / Contractual
27	BIDYUT MONDAL	30	Other	Male	M.COM	83	Yes	11-01-2016	--	Adhoc / Contractual
28	SOUVIK PAUL	27	Other	Male	M.COM	59	Yes	30-11-2017	--	Adhoc / Contractual
29	MANJURI PAKHIRA	28	Other	Female	M.COM	51	Yes	26-09-2018	--	Adhoc / Contractual
30	ELORA BHATTACHARYYA	52	Other	Female	M.A.(Political Science)	267	Yes	11-09-2000	--	Adhoc / Contractual
31	RUMA BANNERJEE	57	Other	Female	M.A.(History)	236	Yes	01-04-2003	--	Adhoc / Contractual
32	RIMLI PAUL	33	Other	Female	M.Sc.	88	Yes	17-08-2015	--	Adhoc / Contractual
33	DIPU SAMANTA	34	Other	Female	Ph.D	60	Yes	06-12-2017	--	Adhoc / Contractual
34	KUHELI NAG	48	Other	Female	M.A	231	Yes	12-09-2003	--	Adhoc / Contractual
35	KAKALI GANGULY	50	Other	Female	M. Phil	231	Yes	01-08-2003	--	Adhoc / Contractual
36	SRIPARNA KUTHE	39	Other	Female	Ph.D	173	Yes	10-07-2008	--	Adhoc / Contractual
37	GARIMA HORE	32	Other	Female	Ph.D	51	Yes	25-09-2018	--	Adhoc / Contractual
38	DEBASMITA GHOSHAL	28	Other	Female	M.Sc.	51	Yes	12-09-2018	--	Adhoc / Contractual
39	SANTU PARIA	32	Other	Male	M.Sc.	59	Yes	18-01-2018	--	Adhoc / Contractual
40	RUPAK JANA	28	Other	Male	M.A	51	Yes	19-09-2018	--	Adhoc / Contractual
41	TUSAR KANTI DWARI	28	Other	Male	M.A	51	Yes	20-09-2018	--	Adhoc / Contractual

42	RATNA BANERJEE	54	Other	Female	M. Phil	311	Yes	01-01-1997	--	Adhoc / Contractual
43	MOUSUMI DAS	29	Other	Female	M.Sc.(Nutrition and Dietetics)	35	Yes	01-01-2020	--	Adhoc / Contractual
44	SHILPA HATI	28	Other	Female	M.Sc.	51	Yes	19-09-2018	--	Adhoc / Contractual
45	SUBHADIP TRIPATHY	32	Other	Male	M. Phil	51	Yes	19-09-2018	--	Adhoc / Contractual
46	SK SADDAM HOSSEN	30	Assistant Professor	Male	M. Phil	39	Yes	19-09-2019	--	Regular
47	SHILPA DUTTA	27	Other	Female	M.Sc.(Physiology)	32	Yes	14-02-2020	--	Visiting
48	ANANYA ADHIKARY	30	Other	Female	M.Sc.(Physiology)	37	Yes	11-11-2019	--	Visiting
49	DEBASHIS KAYAL	40	Other	Male	M. Phil	21	Yes	09-03-2021	--	Visiting
50	AVHISEK DEY	26	Other	Male	M.A	21	Yes	12-03-2021	--	Visiting
51	PALLABI BASU	29	Other	Female	M.A.(Political Science)	20	Yes	26-04-2021	--	Visiting
52	ANWESHA BANERJEE	35	Other	Female	M.A	24	Yes	10-12-2020	--	Visiting
53	SAMPRIKTA BAGCHI	27	Other	Female	MA(MC): M.A.Mass Communication	24	Yes	17-12-2020	--	Visiting



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ACTION TAKEN REPORT

Internal Quality Assurance Cell (IQAC)

Dr. Kanailal Bhattacharyya College

ACADEMIC SESSION: 2017-2018

Resolutions adopted in IQAC Meetings	Implementation of the program (Action Taken)
1. Proposal for requisition of books and equipment as per UGC grant. (Resolution adopted in IQAC meeting dated 25/07/2017).	Initiative taken to purchase new books, furniture, laboratory equipment, specimen and chemicals for Bio-Science departments and Geography under UGC grant. <i>'Resolved that proposals for arrangement of furniture and fixtures, electrical fittings and purchase of laboratory equipment, specimens, chemicals and other peripherals for department of Botany, zoology and Physiology and purchase of equipment and GIS software for department of Geography will be submitted to Govt. Of West Bengal and UGC with item specification and respective costs in adherence to resolution no. 1 of Purchase committee subsequent to Finance committee resolution no.6 dated 08/03/2017.'</i> (Excerpts of Governing Body meeting: Resolution no:12, dated 29/08/2017)
2. Engagement of guest lecturer as per requirement. (Resolution adopted in IQAC meeting dated 25/07/2017).	Guest Lecturers were appointed in various departments to satisfy workload in respective department. <i>'Resolved that following number of Guest Lecturer is being approved for Zoology (02), Botany (02), Physiology (02), Political science (02), Bengali (01), Commerce (01).'</i> (Excerpts from Governing Body meeting: Resolution no: 4/4, dated 29/08/2017)
3. Establishment of smart classrooms. (Resolution adopted in IQAC meeting dated 25/07/2017).	Smart class rooms with projection system were made operational for U.G. Courses in Geography and Life Sciences to address the long-standing demand of the students, teachers, and alumni.
4. Proposal for Departmental activities. (Resolution adopted in IQAC meeting dated 25/07/2017).	Governing body allocated Rs. 3000/- per department for organizing departmental seminar in 2017-2018. a) Department of Bengali organized seminar on 'Indo European Language Family and Bengali Language' on 22/08/2017. b) Department of Commerce organized a seminar on 'Impact of Goods & Services Tax /GST Act 2017' on 09/09/2017. <i>'Resolved that Rs. 9000/- sanctioned to Department of Commerce to organize seminar on GST.'</i> (Excerpts of Governing Body meeting: Resolution no: 21, dated 29/08/2017) <i>'Resolved that Rs. 3000/- be allocated to each department to organize seminar in association with IQAC.'</i> (Excerpts of Governing Body meeting: Resolution no: 22, dated


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	29/08/2017) c) Department of Political science organized a debate on 'Swadhinota Uttar Bharate Nari Swadhinota: Aropito na Orjito' (Women Independence in Post Independent India: Inflicted or Earned?) in September, 2017.
5. Proposal for set up of Virtual classroom. (Resolution adopted in IQAC meeting dated 25/07/2017).	Governing body has submitted proposal to Department of Higher education, Govt. of West Bengal and UGC for raising at least three digital classrooms – two in science block and another in main building. <i>'Resolved that digital classroom be set up in order to ensure contemporary curricular management with information technology enabled teaching practice. Proposal be submitted to Department of Higher education, Govt. of West Bengal and UGC for raising at least three digital classrooms – two in science block and another in main building'.</i> (Excerpts from Governing Body meeting: Resolution no: 4/11, dated 29/08/2017)
6. Extension activities with NSS unit. (Resolution adopted in IQAC meeting dated 25/07/2017).	NSS unit of the college has organized Blood Donation Camp on 16/03/2018 in college campus. The campus was declared 'Plastic-Free Zone'.
7. Proposal for Dr. K L B memorial lecture. (Resolution adopted in IQAC meeting dated 11/09/2017).	The first Dr. Kanailal Bhattacharyya Memorial Lecture was delivered by Dr. Puroshottam Bhattacharyya, Professor of International Relations, Jadavpur University on 'Indian Foreign Policy: An Overall Evaluation in the Perspective of Strategic Evolution' on 17/11/ 2017.
8. Proposal for infrastructural augmentation in science building. (Resolution adopted in IQAC meeting dated 11/09/2017).	Governing body has taken initiative for construction of new room in science block for laboratory purpose.
9. Proposal for career-oriented workshop on animation and multimedia. (Resolution adopted in IQAC meeting dated 11/09/2017).	A one-day workshop on Animation and Multimedia was organized by RTG Animate-Animation Academy in collaboration with IQAC, on 3rd November, 2017.
10. Proposal for improvement of library service. (Resolution adopted in IQAC meeting dated 11/09/2017).	Separate internet connection was introduced in the library for book requisition.
11. Proposal for Career counseling seminars and workshop for students. (Resolution adopted in IQAC meeting dated 04/12/2017).	A Career Counseling Programme was organized by George School of Competitive Exams, on 11th December, 2017 in collaboration with IQAC.
12. Proposal for various infrastructural augmentations in the campus. (Resolution adopted in IQAC meeting dated 04/12/2017).	Following infrastructural augmentation carried out. a) New toilet for students was constructed in campus. b) Additional elevated passage was constructed to get access to classrooms in library building. c) New Chair, tables, Kitchen chimney was installed in college canteen.


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	<p><i>'Resolved that necessary numbers of chairs, tables to be purchased for canteen.'</i> (Excerpts of Governing Body meeting: Resolution no: 27, dated 29/08/2017) <i>'Resolved that a kitchen chimney be bought for student's canteen.'</i> (Excerpts of Governing Body meeting: Resolution no: 1/7, dated 17/03/2018) <i>'Resolved that number of admissible toilets be constructed from V.U. fund. Necessary building plan be prepared by recognized LBS for this purpose'.</i> (Excerpts from Governing body Meeting: Resolution No. 3/6. Dated 29/09/2017). <i>'Resolved that toilets in campus for students and paving of access to classrooms in library building to avoid water logging be constructed with immediate effect and for these purpose estimate vetted by Howrah Municipal Corporation amounting Rs. 4,74,237/- is being approved'.</i> (Excerpts from Governing body Meeting: Resolution No. 6/1/4. Dated 17/03/2018). d) Un-utilized room in the ground floor of the main building can now be used as Girls common room with provision of new furniture and attached toilet. <i>'Resolved that Allied to agenda No. 2, unutilized room for vocational courses will be used as Girls common room with arrangements new chairs, tables, wash basin with mirror, exhaust fan and almirah.'</i> (Excerpts from Finance Committee: Resolution No. ¾ dated 16/01/2018).</p>
13. Proposal for smart classroom from RUSA grant, (Resolution adopted in IQAC meeting dated 09/02/2018).	Four smart classrooms were made operative by utilization from RUSA grant and with the technical assistance from WEBEL for ongoing UG Honours and General courses and for proposed PG program in Geography and UG course in Journalism and Mass Communication.
14. Management of new CBCS curriculum. (Resolution adopted in IQAC meeting dated 09/02/2018).	New CBCS curriculum is being operative in B.Com. programme. 'Internal Evaluation' was introduced from the 2nd semester of commerce program under CBCS. Attendance and progress of students are now being monitored as per the new structure. Mechanism is now formulated to identify weak students and necessary measures planned for their improvement.
15. Proposal for seminars on gender-sensitization to celebrate International Women's Day. (Resolution adopted in IQAC meeting dated 09/02/2018).	The IQAC has organized special seminar on 'Women in Folk Literature' and 'Position of Women in the working field' on the eve of International Women's Day, 8 th March, 2018. Renowned Emeritus Professor Dr. Barun Kumar Chakraborty and Dr. Ayantika Ghosh, Associate Professor, Ananda Mohan College, Kolkata have graced the occasion and delivered lecture.


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16. Proposal for awareness program on e-submission of fees. (Resolution adopted in IQAC meeting dated 09/02/2018).	Awareness Programme On 'Net Banking and Online Deposition of Tuition Fees' was organized for students in Collaboration with State Bank of India Regional Circle.
17. Proposal for renovation of Teachers room. (Resolution adopted in IQAC meeting dated 01/12/2017).	Teachers' room was renovated with requisite arrangements of new furniture and desktop computers. 'Resolved that Renovation of Teachers' room and office will be done from V.U. fund'. (Excerpts from Finance Committee meeting: Resolution no: 3/7, dated 16/01/18)
18. Operationalization of Virtual classroom. (Resolution adopted in IQAC meeting dated 01/12/2017).	Teachers were given practical training on various aspects of the software installed in the Virtual (digital) classroom. The virtual classroom was set up using special grant from Department of Higher education, Govt. of West Bengal. The master routine was modified to incorporate one special class per Honours subject per week in the virtual class room.
19. Proposal for appointing new casual staff. (Resolution adopted in IQAC meeting dated 02/12/2017).	Casual staff appointed for running the offices of Distance education, VU, NSOU and Vocational courses to ease the work load.
20. Renovation of Office. (Resolution adopted in IQAC meeting dated 02/12/2017).	Following renovation were made in office infrastructure. a) New room for Cash and Account section. b) Expansion of existing Office and toilets. c) Expansion of CCTV network to ensure security of the campus. d) Installation of new biometric device. 'Un utilized room for vocational course to be repaired and remodeled for new cash and account section, purchase of new biometric impression to be made, office to be renovated from VU fund'. (Excerpts of Finance Committee meeting: Resolution no: 2,4,7,9, dated 16/01/2018)
21. Management of new CBCS curriculum. (Resolution adopted in IQAC meeting dated 14/05/2018).	In adherence to CU notification No. CSR/3/18 dated 07/05/2018, the office was prepared for the introduction of new CBCS (semester) system in B.A/B.Sc. from academic session 2018-2019. Office will follow the revised admission regulations for 3-year B.A. /B.Sc. (Honours & General) course of studies, Necessary changes are now incorporated in the online admission system to accommodate the new CBCS in UG level. The office staff were made acquainted with the new course structure of SEC and DSE courses as notified by CU.
22. Training of office personal for management of CBCS. (Resolution adopted in IQAC meeting dated 14/05/2018).	Sri Kinkar Ghosh have attended the workshop on CBCS curriculum organized by CU.
23. Preparation of online admission system. (Resolution adopted in IQAC meeting dated 14/05/2018).	Admission system will be made fully online from 2018-2019. Necessary online admission package was procured and adequate training of the office personal was arranged.

K. K. Ghosh
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Action Taken Report of 2018-2019

Plan of Actions	Achievements
1.To restructure Library Management system with new software to enhance the online browsing scope of library resources.	1.TheCloud based KOHA software enabled library management system would be introduced in adherence to new NAAC guidelines and enhance the online browsing scope of library resources.
2.Renewal of Alumni Association	2.Reconstituted the Executive Council of the Alumni Association and renewed the registration.
3. Introduce Professional Courses for Skill Equipped Start Up capability and Self Employment.	3. B VOC_ Degree Programme by UGC Specialization Beauty Therapy & Aesthetics. 2. Introduced Professional Taxation Course with Tally Academy with particular emphasis on GST.
4. Expansion of NSS activities	4. a)Introduction of Sanitary Napkins Vending Machines b. Herbal Sapling plantation in the College Premise. C. Planting of Trees in Neighbouring Circle. d. Mass Awareness Programme on basic hygiene for local community
5. To Introduction of UG courses as an affiliating college under University of Calcutta	5. Journalism & Mass Communication and Food & Nutrition have been introduced deemed with comparative professional leverage
6. ICT enabled dissemination of Institutional and Extra Institutional relevant information to students, Faculties, Non-Teaching Staff, Alumni and for Community outreach.	6. College website up gradation by configuring the WEBSITE as mobile savvy. Important Notification For Students like E prospectus, E Routine College Programme Schedule, NSS Activities, Notification on Career oriented programmes and placement scopes for students and other informations uploaded in the website.
7. ICT enabled knowledge dissemination process enhancement And Institutional Management System.	7. A) Eight Internet enabled Digital Classroom.B) Six new Desktops to for Different Departments. C) Thirteen New Desktops attached with GIS software and being hosted at Remote Sensing and GIS Laboratory. D). Ten new Desktop have been provided to Office and Library in order to make Institutional system compatible with University of Calcutta introduced Online


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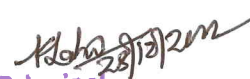
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	Admission and Registration System.
8. Establishment of Grievance Gender specified Redress mechanism in adherence to UGC Guideline.	8. Restoration of ICC is being accomplished with Professor Sipra Ganguly Member IQAC as its Coordinator
9. Establishment of Grievance Redress Cell, Anti-Ragging mechanism, RTI Cell in adherence to UGC Guideline.	9. There is a Grievance Redress cell, Anti- Ragging mechanism, RTI Cell with manual submission of complain facility.
10. Faculty & Students Exchange Programme	10. A) Faculty Exchange Programme with Bijoy Krishna Girls College Date 13/03/2019 for the Subjects Political Science and Education. B) With Prabhu Jagatbandhu College Date 13/03/2019 for the Subjects Geography, Education and Philosophy. B) Student Exchange programme: Date 11/04/2019 Subject : Geography With Prabhu Jagat Bandhu College Topic : Basic Concepts of Surveying and Survey Equipment: Laser Distance Meter: Geography Honours; Semester- I No of Students Participants from Prabhu Jagat Bandhu college : 35 : No. of faculties : 03 No of students from D. Kanailal Bhattacharyya College : 11 : No. of faculties : 04 Venue : Smart Class Room, Main Building, Dr. Kanailal Bhattacharyya College.


Principal
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DR. KANAILAL BHATTACHARYYA COLLEGE

(Affiliated to the University of Calcutta)
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P.O. SANTRAGACHI, HOWRAH - 711104

Ref. No.

Date :

Action Taken Report of 2019-2020

Plan of Actions	Achievements
1. Introduction of two new UG courses.	1. Two new UG course namely Journalism and mass communication and Food and Nutrition have been introduced from 2019-2020 academic session respectively.
2. To emphasis on NSS activities with particular priority on environmental health hygiene and gender sensitization programmes.	2. The NSS Unit of the college has successfully conducted the following programmes for the academic year 2019-2020 – a) Plastic awareness campaign held on 25/9/2019 at word no.27 under Howrah Municipal Corporation. Cyclathon, keep India Fit campaign held on 18/1/2020. Dengue awareness programme held on 8/2/2020. • The NSS Unit also organized online COVID19 awareness programme. The NSS Unit commemorated Independence Day celebration by conducting a State Level webinar on 'Psychological and Physical wellbeing during COVID-19 lockdown.
3. Emphasis on skill orientation programmes for professional development with special emphasis and career counselling and placement.	3. Skill orientation development programmes for professional development with special emphasis and career counselling and placement to be conducted through UGC approved B-VOC degree programme on 'Beauty Therapy and Aesthetics' and UGC recognised career- oriented programme on 'Interior Decoration And Beautification 'from 2019-2020 academic session. This programme will also be extended for ex- students.
4. Introduction of basic IT acquaintance and learning for students.	4. Introduced subsidized basic computer course for the students of 1st Semester, 2019 in collaboration with WEBEL TECHNOLOGY LIMITED from academic session 2019-2020.
5. Up gradation of Bio-Science laboratory.	5. Memorandum of understanding ('MOU') between Dr.Kanailal Bhattacharyya College, Ramrajatala, Howrah4 and TCG Life Sciences Pvt. Ltd., BlockBN, Plot7, Sector5, Salt Lake, Kolkata-91 was signed on 21/06/2019. The purpose is


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	aimed at enabling exposure to their laboratory and research infrastructure for Bio Science students.
6. Faculty and students exchange programme.	6. Faculty and students exchange programme with neighbouring colleges (Bijoy Krishna Girls' College Howrah and Prabhu Jagat Bandhu College Andul, Howrah) have been introduced. Department of Political Science, Philosophy, Education and geography have participated in this programme. Extention programme has also been organised by Department of Education in association with PanchlaMahavidyalaya.
7. Seminar to be organised on IPR and Human Rights.	7. Organised seminar on IPR by department of political science association with IQAC on 20.09.2019. ICC of the college organise a seminar on "Human Rights in India" on 27.09.2019.
8. Conduct online classes through institutional endeavour during covid-19 pandemic.	8. All the departments have been allotted online classes within prescribed routine with ICT facilities (Google classroom and Google Meet) to facilitate E-learning to students during COVID-19 pandemic.
9. Students seminars will be conducted by each department pertaining to the syllabus or other emerging issues.	9. Department of Political Science, Bengali, Physiology and Geography have conducted student seminars for both semester II and semester IV. The Department of English (Date 28/06/2020 and 29/06/2020) and Physiology (Date 29/06/2020) have organized students' seminars through Google Meet to develop knowledge within the students. On the occasion of International Women's Day, 2020 The Department of Bengali in association with IQAC has also organized a students' seminar on the topic entitled "Women In Pre Modern Bengali Literature "on 12th March, 2020.
10. To conduct ISO certification.	10. 1st phase Audit of ISO Certification 9001:2015 and ISO 14001:2015 completed on 28/01/2020.
11. Remedial and value orientation classes to be conducted.	11. Remedial and value orientation classes has been conducted regularly for student support


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	and progression.
12. Introduction of online feedback system.	12. Introduced online feedback system from students, teachers and alumni.
13. Introduction of student mentoring system.	13. The mentor mentee programme was introduced for creating yardsticks to organise advanced and slow learners keeping in mind the results of previous semesters.
14. Participation in NIRF and AISHE.	14. The institution participated in NIRF and AISHE for the year 2019.
15. UGC Project as per order No. D.O. No. F. 1-1/2020(Secy) Dated-12th June, 2020 for conduct of survey on COVID-19 awareness and also comparative analysis with Spanish Flu of 1918.	15. In adherence to the project mentioned Dr. Kanailal Bhattacharyya College conducted the aforementioned UGC project as its endeavour to study to the impact of COVID19 in the five adjoining villages of the institution in Amragori Gram panchayat, Joypur, Howrah on 26th June, 2020 in collaboration with Amragori Gram Panchayet, Howrah711104.


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Action Taken Report of 2020-2021

Plan of Actions	Achievements
1. Online classes for students during covid-19 pandemic.	1. Online classes has been conducted from 28 th march 2020 till regular classes were resumed from November 2021. The departments monitored the level of attendance and assessment of student through online interactions through Google meet and internal examinations. Smart board enabled classrooms along with webcam coupled with internet facilities have been provided to facilitate E Learning for students during the pandemic of COVID19.
2. Programmes of NSS(online mode)	2. 15 programmes were conducted under NSS like covid-19 awareness programme, world earth day, psychological and physical well-being of students during covid-19 etc. Herbal garden has been formed in the college campus (main building) as part of environmental management system. Scientific lab has been installed in the science block in collaboration with TCG life sciences Kolkata.
3. MOU for faculty exchange programme.	3. MOU for faculty exchange programme With Prafulla Chandra College is operative since March 2020.
4. Job fair to be organised.	4. Job fair was organised in collaboration with Tally ACE where 270 students participated for campus placements. New classes for Tally Ace have resumed.
5. To upgrade College website for conduct of online examinations.	5. Reconstruction of College Website has been done in adherence to NAAC Guidelines. Online


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	conduct of all internal and theoretical examinations stipulated by the University of Calcutta regarding CBCS and 1+1+1 System was introduced. University questions were uploaded through website and answer-scripts were collected through google forms and sent to examiners through Google drive.
6. Introduced Face Recognition Biometric System.	6. Fingerprint Biometric System has been replaced by Face Recognition System during COVID-19 Pandemic situation.
7. Departmental Webinar and Students' Seminars.	7. Departmental Webinar and Students' Seminars have been conducted by Department of Geography, History, Political Science, Physiology, Zoology, and also by the B-Voc and NSS Unit of the College.
8. Completion of library management system	8. Cloud based KOHA software enabled library management system is fully operational from November 2019.
9. Opening of new add-on courses.	9. New add-on courses aimed to increase the employability of students have been introduced in collaboration with Peerless Skill Academy and Ramkrishna Math and Mission, BelurMath, Business Development Executive (BFSI) under DDUGKY, Retail Management under DDUGKY in association with Edubridge Learning Private Limited for SC/ST/Minorities, which will be imparted free of cost, Certificate Course in Employability Skills in association with Edubridge Learning Private Limited.
10. Exclusive IT lab for commerce.	10. Exclusive IT lab for commerce with 6 new desktops from RUSA grant for department of commerce.
11. Site map of the campus for security cleanliness, electric circuit map and network map.	11. Site map of the campus for security cleanliness, electric circuit map and network map have been displayed in the college campus and college website. The campus map and prepared for safety and security of the campus with particular reference to quick prevention of sudden disaster. Network mapping is to identify internet layout and tagging of uplink wire with


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	individual computer from switch box.
12. To impart training to teaching non-teaching and security personnel on fire safety measures	12. Teaching Non-teaching and security personnel have been imparted training on fire safety measures on 12/12/2020 under the supervision of Fire and Emergency Services, Government of West Bengal.
13. Girls and boys common room to be renovated and new common room in science block to be constructed. Disabled friendly washroom and ramp to be constructed.	13. Girls common room has been constructed with attached toilet in science block which was inaugurated on 20.12.2021. Disabled friendly washroom and ramp have been constructed in the main campus on December 2021 .in addition existing girls and boy's common room has been renovated.
14. Registration of alumni association to be renewed.	14. Registration of alumni association to be renewed and alumni meet has also been organised on 26.08.2021.
15. Shifting of NSOU office in the main campus.	15. NSOU office has been shifted in the main campus and the old room has been utilized as the girl's common room.
16. To conduct first Surveillance Audit for ISO Certification 9001:2015 regarding Quality Management System and 14001:2015 regarding Environmental Management System.	16. ISO Certification 9001:2015 (Quality Management System), 14001:2015 (Environmental Management System) 1st Surveillance Audit completed on 18/11/2021 (Ref: Certificate No-IN/QMS/01372/8283 & IN/E/00092/8282)
17. To complete statutory audit.	17. Statutory audit has been completed till 2020.
18. Attainment of PO, PSO and CO as per NAAC criteria.	18. Attainment of PO, PSO and CO as per NAAC criteria has been done by all departments consequent upon evaluation of results published between 12.09.2021 and 06.12.2021.
19. Change in self appraisal of teachers.	19. Format for self appraisal of teachers has been rechristened based on learning management system as Enumerated in the new format of NAAC.
20. Cloud storage of the college website to be increased.	20. Cloud storage of the college website has been increased with necessary changes inserted in the existing website appointment of an IT professional on ad-hoc engagement has been done for assisting the IT Cell.
21. To introduce CIE (College Internal	21. Introduced CIE (College Internal Evaluation)


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Evaluation) for continuous assessment of students.	in adherence to NAAC guidelines for identify advance learners and slow achievers through the mentor –mentee system.
22. Appraisal of mentor mentee programme.	22. The mentor mentee programme was introduced for creating yardsticks to organise advanced and slow learners keeping in mind the results of previous semesters. As a part of this programme Online feedback survey was conducted and student's response on encountered difficulties during COVID-19 Lockdown was analysed.
23. Subscription of e-resources	23. Membership taken for access of online books and journals from List under INFLIBNET (Ref No: INF/N-LIST/2021/7998) for the period of 01/04/2021 to 31/03/2022. It provides access to more than 6000 + e-journals, 1, 99,500 e-books through N-List and 6, 00,000 e-books through NDL.
24. Student satisfaction survey conducted.	24. Institutional student satisfaction survey by teachers, alumni and students successfully conducted and analysed in December 2021.
25. Oline departmental feedback to be taken.	25. Online departmental feedback was conducted and on the basis of report special classes were undertaken for advanced and slow learners.
26. Blood donation camp to be organised.	26. Blood Donation Camp was organised on 17.12.2021 in association with Bhoruka Blood Bank Kolkata approximate budget was 35,000 was allocated for this purpose.
27. Report of code of conduct committee.	27. The code of conduct monitoring committee has found that the performance of principal, teaching and non-teaching staff and approach of students towards institutional practices is found to be satisfactory. The report has been uploaded in the college website.
28. Gym machineries to be repaired.	28. Repairing of gym machineries is completed and is functional.


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ACTION TAKEN REPORT

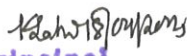
Internal Quality Assurance Cell (IQAC)

Dr Kanailal Bhattacharyya college

Following tables summarises the effort of IQAC, Dr Kanailal Bhattacharyya College in in planning and implementation of various programs in 2021-22


ACADEMIC SESSION: 2021-2022


Plan of Action adopted in IQAC Meetings	Implementation of the program (Outcome)
1. Renewal of registration with the N-LIST programme. (Resolution adopted in IQAC meeting dated 11/02/2022)	N-LIST registration was renewed on 04/04/2022 to continue the membership,
2. Formation of Electoral Literacy Club. (Resolution adopted in IQAC meeting dated 11/02/2022)	Electoral literacy club was constituted with a functional committee headed by Prof. Anasua Chatterjee. (Convenor). The committee will plan to organize various awareness program and workshop on electoral literacy with the members of the club. Members of the club will continue to take part in Youth parliament competition.
3. Proposal for Introduction of new add-on course on Communicative English. (Resolution adopted in IQAC meeting dated 11/02/2022)	Communicative English course was finalized after collaboration with Inditech Software wizard private limited from the next academic (2022-2023) session The course will be of 60 hours duration (1 year) and will be offered to all UG students at a cost of 400/-.
4. Promotion of skill development through introduction of DDU-GKY (Resolution adopted in IQAC meeting dated 11/02/2022)	An agreement was signed between Edubrige Learning private Ltd. and Dr. Kanailal Bhattacharyya College on 08/10/2021 to offer six different skill development training programs for students of this institution to increase their employability.
5. Restructuring of add-on courses (Tally ace). (Resolution adopted in IQAC meeting dated 11/02/2022)	Institution has taken initiatives to introduce a new version (Tally essential level -2) to replace the older version. Students enrolled for Tally ace-ERP.9 showed lack of interest in the program. They wanted an upgraded and latest version of the Tally training.
6. Renewal and restructuring of add-on course on Beauty therapy and aesthetics. (Resolution adopted in IQAC meeting dated 11/02/2022)	The add-on course on Beauty therapy & Aesthetics was relaunched after an agreement between Inditech Software Wizard Private Limited and the College. It was decided that institution will promote short-duration courses in addition to B. Voc. Program as per demand of the students. Institution will develop sufficient infrastructure to conduct this training..
7. To Support skill training program of PSA and RKM being offered to UG and graduate students of the institution. (Resolution adopted in IQAC meeting dated 11/02/2022)	Institution signed MoU with Peerless Skill Academy and Ramakrishna Mission to introduce skill enhancement programs for final year UG students and pass outs and to continue to support the existing program till Feb, 2024. <i>'Resolved that MOU with Ramkrishna Mission and Peerless Skill Academy to pursue career counselling courses for the academic session 2021-22, stands ratified to raise professionally equipped manpower towards self-reliance'.</i> (Excerpts from GB Meeting: Resolution No. 1/12-GB13 dated 08/09/2021).
8. Renewal of ISO Certification (Resolution adopted in IQAC meeting dated 11/02/2022)	Renewal of ISO certification 9001: 2015 and 14001: 2015 was completed successfully.
9. Proposal for Departmental activities. (Resolution adopted in IQAC meeting dated 11/02/2022)	Department wise Student Seminar was organized by various Departments during even semester.


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10. Requirement of new Full-Time teaching posts. (Resolution adopted in IQAC meeting dated 11/02/2022)	<p>Governing body has taken initiative to send prayer to appropriate authority to sanction full time teaching posts across various UG departments.</p> <p><i>'In compliance with memo no 1199-edn(cs)/iom-62/2001 dated 27/09/2018 to fulfill curricular obligation to ensure proper student-teacher ratio in accordance with NAAC guideline. In the subject of Bengali, Botany, Commerce, Education, Geography, Philosophy, Political science, Physiology, Journalism and mass com, Zoology, Food and Nutrition, BBA, it is resolved that prayer be submitted to Department of Higher Education through Directorate of Education for filling up deemed admissible Full time teaching posts'.</i></p> <p>(Excerpts from Governing Body meeting: Resolution no: 7-9/GB1 - 18-9/GB1 dated 28/06/2022.</p>
11. Proposal for seminar on International Mother language Day. (Resolution adopted in IQAC meeting dated 11/02/2022)	A special lecture was organized by the Department of Bengali to observe International Mother Language Day 21 st February, 2022 in association with IQAC.
12. Proposal for Seminar on Ecology/Environment. (Resolution adopted in IQAC meeting dated 11/02/2022)	A state-level seminar was organized by Department of Zoology in association with IQAC on 23/04/2022 on 'Forest and Wildlife in India: An Ecological Perspective'. Speaker: Prof. Susanta Kumar Chakraborty, Department of Zoology, Vidyasagar University.
13. Proposal for seminar on Intellectual property rights. (Resolution adopted in IQAC meeting dated 11/02/2022)	A seminar on 'Intellectual Property Rights' was organized on 7 th April, 2022 in association with IQAC.
14. Observation of National Science Day. (Resolution adopted in IQAC meeting dated 11/02/2022)	National Science Day was observed on 28/02/2022 with an interdisciplinary student seminar incorporating students from three biological science departments. It was based on a central theme of 'Integrated approach in Science and Technology for a sustainable future'.
15. Proposal for introduction of new Distance Education Centre in campus. (Resolution adopted in IQAC meeting dated 6/5/2022)	institution has opened its campus for open and distance learning (ODL) by hosting 'Learner support centre' under IGNOU. Relevant MoU was signed between the two parties. The institution was has submitted proposal to open 'study centres' under distance learning program of Rabindra Bharati University to conduct PG courses in distance mode in Geography, Bengali, Environmental studies, Political science and Education.
16. Proposal for Full time Librarian in central library. (Resolution adopted in IQAC meeting dated 6/5/2022)	<p>Governing body has taken initiative to pray for sanctioning the post of a full time Librarian for college central library.</p> <p><i>'Resolved that prayer be submitted as requisition for sanctioning the post of a Librarian for college library consequent upon the requisitioned book in the college library standing at 14,683 in compliance with statutory audit report for the financial year 2019-2020 and its submission to the Directorate of Education in order to supervise the ongoing amelioration process of library information system as also to ensure its facility of service to the students and teachers'.</i></p> <p>(Excerpts from Governing Body meeting: Resolution no: 6-9/GB1 dated 28/06/2022)</p>
17. Introduction of new subjects in UG & PG curriculum. (Resolution adopted in IQAC meeting dated 6/5/2022)	<p>Governing body took initiative to submit proposal for opening PG courses in Education and UG honours courses in Journalism, Library and Information science and Food & nutrition.</p> <p><i>'Resolved that proposal be submitted to concerned authority for necessary approval of PG course for education and UG honours course in Journalism and mass com, Food and nutrition and Bachelor of library and information science'.</i></p>

	(Excerpts from Governing Body meeting: Resolution no: 1-30/GB2 dated 16/09/2022.
18. Restructuring of add-on courses on Interior Decoration. (Resolution adopted in IQAC meeting dated 6/5/2022)	Institution has successfully redesigned its add-on course on Interior design by signing MoU with Inditech Software Wizard Private Ltd. who could offer short-duration, pocket friendly certification courses along side B. Voc. Program.
19. Observation of World Environment Day. (Resolution adopted in IQAC meeting dated 6/5/2022)	World Environment Day was celebrated on 5 th June, 2022 by planting saplings in college garden. Dr. Kanailal Bhattacharyya College in collaboration with SBI took special initiative to create awareness about making the environment and surroundings clean and green among its students.
20. Upgradation of Digitized accounting system. (Resolution adopted in IQAC meeting dated 6/5/2022)	College has decided to maintain system generated voucher as part of upgradation of digitized accounting system in the administration from next academic session.


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