

# **PEER TEAM REPORT**

**ON**

**INSTITUTIONAL ASSESSMENT AND ACCREDITATION  
(Cycle –2)**

**Of**

**Kharagpur College  
Inda, Kharagpur, Paschim Medinipur  
West Bengal**

**Dates of visit:  
21<sup>st</sup> – 23<sup>rd</sup> November, 2016**



**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission  
P.O. Box No.1075, Nagarbhavi, Bangalore-560 072, INDIA.

<b>PEER TEAM REPORT</b> <b>ON</b> <b>Institutional accreditation (Cycle-2) of</b> <b>Kharagpur College</b> <b>Inda, Kharagpur, Paschim Medinipur</b> <b>West Bengal - 721305</b>	
<b>Section I: GENERAL INFORMATION</b>	
1.1 Name and Address of the Institution:	Kharagpur College, Inda, Kharagpur, Paschim Medinipur, West Bengal -721305.
1.2 Year of Establishment:	1949
1.3 Current Academic Activities at the Institution (Numbers) :	
• Faculties/Schools:	03
• Departments/Centres:	19
• Programmes/Courses offered:	UG-19 and PG-01
• Permanent Faculty Members:	45
• Permanent Support Staff:	23
• Students:	3,683
1.4 Three major features in the institutional context (As perceived by the Peer Team):	<ul style="list-style-type: none"> <li>• Grant-in-Aid, Co-education College, affiliated to Vidyasagar University.</li> <li>• A College in semi-urban area established before 1950.</li> <li>• College operates in three shifts from 6.30 AM to 7.00 PM.</li> </ul>
1.5 Dates of visit of the Peer Team	21 <sup>st</sup> to 23 <sup>th</sup> November, 2016
1.6 Composition of the Peer Team which undertook the on-site visit:	
Chair person	Prof. P.K. Radhakrishnan, Vice Chancellor, University of Kerala, Senate House Campus, Palayam, Thiruvanthapuram- 695034, Kerala.
Member Co-ordinator	Dr. B.H. Suresh Department of Commerce, University of Mysore, Manasagangotri, Mysore 570 006.
Member	Dr. V. Gilbert Camillus (Former Principal, St. Xavier's College (autonomous), Palayamkottai, Principal, St. Xavier's College, Hathoi Fort Road, Jaipur – 302001, Rajasthan.
NAAC Co-ordinator	Mr. Ponmudiraj Deputy Adviser, NAAC, Bangalore.

**Section II CRITERION WISE ANALYSIS**

<b>2.1 Curricular Aspects:</b>	
2.1.1 Curricular Planning and Implementation:	<ul style="list-style-type: none"> <li>Curriculum designed by the affiliating University is followed.</li> <li>Seven teachers of the college are in the BoS at UG and PG level.</li> <li>Curriculum implementation is satisfactory.</li> </ul>
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> <li>College offers Arts, Science and Commerce courses on annual basis.</li> <li>Wide choice is given to the students with 19 UG programmes and one self financed PG programme.</li> <li>College has study centre of Netaji Subhashchandra Bose Open University.</li> </ul>
2.1.3 Curriculum Enrichment:	<ul style="list-style-type: none"> <li>Special lectures, seminars and workshops are organised for the benefit of the students.</li> <li>Awareness about climate change, human rights and environmental issues is created.</li> <li>Inter-disciplinary courses are yet to be started.</li> </ul>
2.1.4 Feedback System:	<ul style="list-style-type: none"> <li>Feedback is obtained from final year students only.</li> <li>Structured and systematic feedback from all stakeholders to be formalized.</li> </ul>


**2.2 Teaching-learning and Evaluation:**

2.2.1 Student Enrolment and Profile:	<ul style="list-style-type: none"> <li>Admission procedures are published in notice board, print media and website of the college.</li> <li>Merit based online admission following statutory reservation policy.</li> <li>Ratio between University and Management of the college is 6:4 in PG admissions.</li> </ul>
2.2.2 Catering to Student Diversity:	<ul style="list-style-type: none"> <li>Remedial and extra classes for slow learners and encouragement for advance learners.</li> <li>Industrial training programme is conducted regularly in the commerce department.</li> <li>Effective induction programmes for freshers' need to be introduced.</li> <li>Facilities for differently abled students need to be augmented.</li> </ul>

2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> <li>Final year students are given projects as a part of curriculum.</li> <li>Traditional method of teaching is followed.</li> <li>Study/industrial tours are organised to provide practical exposure to the students.</li> </ul>
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> <li>Twenty two teachers with Ph. D degree and nine with M. Phil degree.</li> <li>Fifteen teachers have attended refresher courses, eight have attended orientation programmes and five have participated in HRD programmes.</li> <li>Permanent teaching positions need to be filled.</li> </ul>
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> <li>A mechanism for redressal pertaining to examination is in place.</li> <li>The examination and evaluation system are followed as per University norms.</li> <li>Students are assessed through tests and assignments.</li> </ul>
2.2.6 Student Performance and Learning Outcomes:	<ul style="list-style-type: none"> <li>Students' progress is regularly monitored.</li> <li>Results are very good.</li> </ul>

### 2.3 Research, Consultancy and Extension:

2.3.1 Promotion of Research:	<ul style="list-style-type: none"> <li>There is a research committee headed by Principal and senior teachers as members.</li> <li>Eminent researchers are invited to the college for delivering lectures.</li> <li>Two teachers are guiding students for their doctoral degrees.</li> </ul>
2.3.2 Resource mobilisation for Research:	<ul style="list-style-type: none"> <li>Four projects (funded by UGC and DST) have been completed.</li> <li>One DST funded and one UGC funded workshops are organised.</li> </ul>
2.3.3 Research Facilities:	<ul style="list-style-type: none"> <li>There are seven laboratories and corresponding equipments.</li> <li>Adequate Library facilities are yet to be made available to the teachers for pursuing research.</li> <li>Seed money is yet to be provided to promote research.</li> </ul>

  
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2.3.4 Research Publications and Awards:	<ul style="list-style-type: none"> <li>• Number of papers published by teachers is 156, number of chapters in books is 53 and number of books published is 12.</li> <li>• Recognition and research awards received by teachers are 15 and 4 respectively.</li> <li>• One teacher has applied for patent for his research finding.</li> </ul>
2.3.5 Consultancy:	<ul style="list-style-type: none"> <li>• Generation of resources through consultancy needs to be initiated.</li> </ul>
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> <li>• Many awareness programmes are conducted through NCC and NSS units.</li> <li>• Two villages are adopted by the college.</li> <li>• Blood donation camps and tree plantation programmes are held regularly.</li> </ul>
2.3.7 Collaborations	<ul style="list-style-type: none"> <li>• College has entered into agreement with ADS enterprise, ADAMAS University and Reliance Jio.</li> <li>• Academic collaborations with other institutions and industries need to be initiated.</li> </ul>


#### 2.4 Infrastructure and Learning Resources:

2.4.1 Physical Facilities:	<ul style="list-style-type: none"> <li>• The campus area is 81,301.42 sq. mts. and the built up area is 15177sq.mts.</li> <li>• Adequate physical facilities are available to carry out learning process.</li> <li>• Sports facilities (including a big Indoor Stadium and Swimming pool), Hostels, Auditorium, Bank, ATM, Health centre and Canteen are in place.</li> </ul>
2.4.2 Library as a Learning Resource	<ul style="list-style-type: none"> <li>• College has an automated library with a built up area of 340.51 sq.mts. and collection of 33723 books.</li> <li>• College has a library advisory committee headed by the Principal.</li> <li>• Library facilities need to be augmented.</li> </ul>
2.4.3 IT Infrastructure:	<ul style="list-style-type: none"> <li>• College has 78 desktops and 10 laptops.</li> <li>• College has 63 LCD monitors and 15 CRT monitors and one smart class room.</li> <li>• Language lab needs to be established.</li> </ul>

  
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2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> <li>• Financial provision are adequate for proper maintenance of campus facilities.</li> <li>• Power backup is provided.</li> <li>• Physical facilities are maintained properly.</li> </ul>
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**2.5 Student Support and Progression:**


2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> <li>• Common rooms for both boys and girls are available.</li> <li>• Training is given for competitive examinations.</li> <li>• Ten medals/awards are installed to encourage meritorious students and fee concession to the extent of 10% is provided to students who are economically poor.</li> <li>• All statutory cells are in place.</li> <li>• Career guidance and placement cell provides training and facilitates campus recruitment.</li> </ul>
2.5.2 Student Progression:	<ul style="list-style-type: none"> <li>• Student progression is documented.</li> <li>• Nearly 74% of the students take up higher studies.</li> <li>• About 22% of the students get into jobs.</li> </ul>
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> <li>• Students' participation in co-curricular, extra curricular and sports activities are encouraged.</li> <li>• One girl from Physical education won silver medal in Body building and Physique in Asian games.</li> <li>• All departments have wall magazines.</li> <li>• Two students have received Governor's medal for meritorious service and 6 students have participated in RD parade over a period of five years.</li> <li>• Participation of Students' Union in the College Governing Body.</li> </ul>

**2.6 Governance, Leadership and Management:**

2.6.1 Institutional Vision and Leadership	<ul style="list-style-type: none"> <li>• The vision of the college is to provide higher education to the people of the locality.</li> <li>• Governing Body provides a good leadership.</li> <li>• A regular Principal is to be appointed.</li> </ul>
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<p>2.6.2 Strategy Development and Deployment:</p>	<ul style="list-style-type: none"> <li>• Administration is carried out through various committees.</li> <li>• A perspective plan for the overall development of the college is yet to be prepared.</li> </ul>
<p>2.6.3 Faculty Empowerment Strategies:</p>	<ul style="list-style-type: none"> <li>• Teachers are permitted to participate in seminars and workshops.</li> <li>• Departmental headship is by rotation.</li> <li>• Employees credit cooperative society is established for the benefit of employees.</li> <li>• Welfare schemes of State Government are extended to all permanent employees.</li> </ul>
<p>2.6.4 Financial Management and Resource Mobilisation:</p>	<ul style="list-style-type: none"> <li>• Audit is regularly conducted.</li> <li>• Funding by the Government and UGC are the main sources of revenue in addition to fee collection.</li> <li>• More resource mobilisation needs to be explored.</li> </ul>
<p>2.6.5 Internal Quality Assurance System:</p>	<ul style="list-style-type: none"> <li>• IQAC is functional.</li> <li>• Many initiatives are taken up by IQAC.</li> <li>• Academic and administrative audit needs to be conducted.</li> </ul>


## 2.7. Innovation and Best Practices

<p>2.7.1 Environment Consciousness:</p>	<ul style="list-style-type: none"> <li>• Green audit is in place.</li> <li>• Clean and plastic free campus is maintained.</li> <li>• Solar energy and rainwater harvesting needs to be augmented.</li> </ul>
<p>2.7.2 Innovations:</p>	<ul style="list-style-type: none"> <li>• Steps needed to develop skills among students.</li> <li>• Technology Business Incubation needs to be established.</li> </ul>
<p>2.7.3 Best Practices:</p>	<ul style="list-style-type: none"> <li>• Water quality testing and maintenance are in place.</li> <li>• 30 CCTV cameras are installed at strategic points</li> <li>• Napkin vending and incinerators machines are installed.</li> </ul>

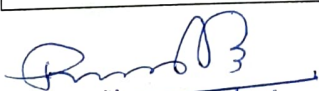
  
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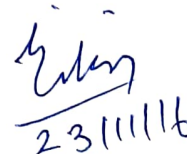
  
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SECTION III: OVERALL ANALYSIS	Observations
3.1 Institutional Strengths:	<ul style="list-style-type: none"> <li>• Enough space for development</li> <li>• Qualified and experienced teachers</li> <li>• Cordial teacher-student relationship</li> <li>• Very good results</li> <li>• Active management</li> </ul>
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> <li>• Traditional method of teaching</li> <li>• Poor interaction with local community</li> <li>• Negligible MOUs and collaborations</li> <li>• Inadequate infrastructure</li> <li>• Inadequate number of permanent faculty</li> </ul>
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> <li>• Starting new PG courses, job oriented certificate and diploma courses</li> <li>• Strengthening ICT based teaching and learning</li> <li>• Enhancing extension and outreach activities</li> <li>• Scope for college-industry interaction</li> </ul>
3.4 Institutional Challenges:	<ul style="list-style-type: none"> <li>• Promoting research culture</li> <li>• Establishment of entrepreneurship incubation</li> <li>• Attracting national level faculty</li> <li>• Recruitment of regular teachers for the vacant posts</li> </ul>
<b>SECTION IV : Recommendations for Quality Enhancement of the Institution</b>	
<ul style="list-style-type: none"> <li>• A perspective plan for the academic and infrastructure development of the institution for the next ten years has to be prepared.</li> <li>• Initiatives may be taken to start new post graduate, job oriented, certificate and diploma courses.</li> <li>• ICT based teaching and learning process has to be strengthened.</li> <li>• Annual academic and administrative audits may be conducted by inviting experts from outside.</li> </ul>	



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- Language lab needs to be established.
- Faculty needs to be encouraged to innovation.
- Research culture and language capability need to be strengthened.
- Library facilities needs to be augmented.
- Collaborations and consultancy needs to be formalized.

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



*Kaushik K. Ghose*  
**Dr. Kaushik Kumar Ghose**  
 Teacher-in-Charge Principal  
 Kharagpur College  
 Inda, Paschim Medinipur, Kharagpur  
**Teacher-in-Charge**  
**Kharagpur College**

**Peer Team:**

Name with Designation		Signature with date
Prof. P.K. Radhakrishnan, Vice Chancellor, University of Kerala, Senate House Campus, Palayam, Thiruvanthapuram- 695034, Kerala.	Chairperson	<i>P.K. Radhakrishnan</i> 23/11/16
Dr. B.H. Suresh Department of Commerce, University of Mysore, Manasagangotri, Mysore 570 006	Member Co-ordinator	<i>B.H. Suresh</i> 23/11/2016
Dr. V. Gilbert Camillus (Former Principal, St. Xavier's College (autonomous), Palayamkottai Principal, St. Xavier's College, Hathoi Fort Road, Jaipur – 302001, Rajasthan	Member	<i>V. Gilbert Camillus</i> 23/11/2016
Mr. Ponmudiraj Deputy Adviser, NAAC, Bangalore.	NAAC Co-ordinator	

**Place:** Inda, Kharagpur

**Date:** 23<sup>rd</sup> November, 2016