PEER TEAM REPORT

ON

INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Cycle -2)

Of

Kharagpur College
Inda, Kharagpur, Paschim Medinipur
West Bengal

Dates of visit:
21st – 23rd 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.
# PEER TEAM REPORT

## ON

Institutional accreditation (Cycle-2) of

Kharagpur College

Inda, Kharagpur, Paschim Medinipur

West Bengal - 721305

## Section 1: GENERAL INFORMATION

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):

- Grant-in-Aid, Co-education College, affiliated to Vidyasagar University.
- A College in semi-urban area established before 1950.
- College operates in three shifts from 6.30 AM to 7.00 PM.

1.5 Dates of visit of the Peer Team:  
21st to 23rd November, 2016

1.6 Composition of the Peer Team which undertook the on-site visit:

<table>
<thead>
<tr>
<th>Chair person</th>
<th>Prof. P.K. Radhakrishnan, Vice Chancellor, University of Kerala, Senate House Campus, Palayam, Thiruvanthapuram- 695034, Kerala.</th>
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<tr>
<td>Member Co-ordinator</td>
<td>Dr. B.H. Suresh Department of Commerce, University of Mysore, Manasagangotri, Mysore 570 006.</td>
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<td>Mr. Ponmudiraj Deputy Adviser, NAAC, Bangalore.</td>
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Kharagpur College, Kharagpur, West Bengal

23/11/16
## Section II CRITERION WISE ANALYSIS

### 2.1 Curricular Aspects:

#### 2.1.1 Curricular Planning and Implementation:
- Curriculum designed by the affiliating University is followed.
- Seven teachers of the college are in the BoS at UG and PG level.
- Curriculum implementation is satisfactory.

#### 2.1.2 Academic Flexibility:
- College offers Arts, Science and Commerce courses on annual basis.
- Wide choice is given to the students with 19 UG programmes and one self financed PG programme.
- College has study centre of Netaji Subhashchandra Bose Open University.

#### 2.1.3 Curriculum Enrichment:
- Special lectures, seminars and workshops are organised for the benefit of the students.
- Awareness about climate change, human rights and environmental issues is created.
- Inter-disciplinary courses are yet to be started.

#### 2.1.4 Feedback System:
- Feedback is obtained from final year students only.
- Structured and systematic feedback from all stakeholders to be formalized.

### 2.2 Teaching-learning and Evaluation:

#### 2.2.1 Student Enrolment and Profile:
- Admission procedures are published in notice board, print media and website of the college.
- Merit based online admission following statutory reservation policy.
- Ratio between University and Management of the college is 6:4 in PG admissions.

#### 2.2.2 Catering to Student Diversity:
- Remedial and extra classes for slow learners and encouragement for advance learners.
- Industrial training programme is conducted regularly in the commerce department.
- Effective induction programmes for freshers’ need to be introduced.
- Facilities for differently abled students need to be augmented.
2.2.3 Teaching-Learning Process:
- Final year students are given projects as a part of curriculum.
- Traditional method of teaching is followed.
- Study/industrial tours are organised to provide practical exposure to the students.

2.2.4 Teacher Quality:
- Twenty two teachers with Ph. D degree and nine with M. Phil degree.
- Fifteen teachers have attended refresher courses, eight have attended orientation programmes and five have participated in HRD programmes.
- Permanent teaching positions need to be filled.

2.2.5 Evaluation Process and Reforms:
- A mechanism for redressal pertaining to examination is in place.
- The examination and evaluation system are followed as per University norms.
- Students are assessed through tests and assignments.

2.2.6 Student Performance and Learning Outcomes:
- Students’ progress is regularly monitored.
- Results are very good.

2.3 Research, Consultancy and Extension:

2.3.1 Promotion of Research:
- There is a research committee headed by Principal and senior teachers as members.
- Eminent researchers are invited to the college for delivering lectures.
- Two teachers are guiding students for their doctoral degrees.

2.3.2 Resource mobilisation for Research:
- Four projects (funded by UGC and DST) have been completed.
- One DST funded and one UGC funded workshops are organised.

2.3.3 Research Facilities:
- There are seven laboratories and corresponding equipments.
- Adequate Library facilities are yet to be made available to the teachers for pursuing research.
- Seed money is yet to be provided to promote research.

Kharagpur College, Kharagpur, West Bengal
### 2.3.4 Research Publications and Awards:
- Number of papers published by teachers is 156, number of chapters in books is 53 and number of books published is 12.
- Recognition and research awards received by teachers are 15 and 4 respectively.
- One teacher has applied for patent for his research finding.

### 2.3.5 Consultancy:
- Generation of resources through consultancy needs to be initiated.

### 2.3.6 Extension Activities and Institutional Social Responsibility:
- Many awareness programmes are conducted through NCC and NSS units.
- Two villages are adopted by the college.
- Blood donation camps and tree plantation programmes are held regularly.

### 2.3.7 Collaborations
- College has entered into agreement with ADS enterprise, ADAMAS University and Reliance Jio.
- Academic collaborations with other institutions and industries need to be initiated.

### 2.4 Infrastructure and Learning Resources:

#### 2.4.1 Physical Facilities:
- The campus area is 81,301.42 sq. mts. and the built up area is 15177sq.mts.
- Adequate physical facilities are available to carry out learning process.
- Sports facilities (including a big Indoor Stadium and Swimming pool), Hostels, Auditorium, Bank, ATM, Health centre and Canteen are in place.

#### 2.4.2 Library as a Learning Resource
- College has an automated library with a built up area of 340.51 sq.mts. and collection of 33723 books.
- College has a library advisory committee headed by the Principal.
- Library facilities need to be augmented.

#### 2.4.3 IT Infrastructure:
- College has 78 desktops and 10 laptops.
- College has 63 LCD monitors and 15 CRT monitors and one smart class room.
- Language lab needs to be established.
### 2.4.4 Maintenance of Campus Facilities:
- Financial provision are adequate for proper maintenance of campus facilities.
- Power backup is provided.
- Physical facilities are maintained properly.

### 2.5 Student Support and Progression:
#### 2.5.1 Student Mentoring and Support:
- Common rooms for both boys and girls are available.
- Training is given for competitive examinations.
- 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.
- All statutory cells are in place.
- Career guidance and placement cell provides training and facilitates campus recruitment.

#### 2.5.2 Student Progression:
- Student progression is documented.
- Nearly 74% of the students take up higher studies.
- About 22% of the students get into jobs.

#### 2.5.3 Student Participation and Activities:
- Students’ participation in co-curricular, extra curricular and sports activities are encouraged.
- One girl from Physical education won silver medal in Body building and Physique in Asian games.
- All departments have wall magazines.
- Two students have received Governer's medal for meritorious service and 6 students have participated in RD parade over a period of five years.
- Participation of Students’ Union in the College Governing Body.

### 2.6 Governance, Leadership and Management:
#### 2.6.1 Institutional Vision and Leadership
- The vision of the college is to provide higher education to the people of the locality.
- Governing Body provides a good leadership.
- A regular Principal is to be appointed.
2.6.2 Strategy Development and Deployment:
- Administration is carried out through various committees.
- A perspective plan for the overall development of the college is yet to be prepared.

2.6.3 Faculty Empowerment Strategies:
- Teachers are permitted to participate in seminars and workshops.
- Departmental headship is by rotation.
- Employees credit cooperative society is established for the benefit of employees.
- Welfare schemes of State Government are extended to all permanent employees.

2.6.4 Financial Management and Resource Mobilisation:
- Audit is regularly conducted.
- Funding by the Government and UGC are the main sources of revenue in addition to fee collection.
- More resource mobilisation needs to be explored.

2.6.5 Internal Quality Assurance System:
- IQAC is functional.
- Many initiatives are taken up by IQAC.
- Academic and administrative audit needs to be conducted.

2.7. Innovation and Best Practices

2.7.1 Environment Consciousness:
- Green audit is in place.
- Clean and plastic free campus is maintained.
- Solar energy and rainwater harvesting needs to be augmented.

2.7.2 Innovations:
- Steps needed to develop skills among students.
- Technology Business Incubation needs to be established.

2.7.3 Best Practices:
- Water quality testing and maintenance are in place.
- 30 CCTV cameras are installed at strategic points
- Napkin vending and incinerators machines are installed.

Kharagpur College, Kharagpur, West Bengal
### SECTION III: OVERALL ANALYSIS

<table>
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<tr>
<th>Observations</th>
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<tr>
<td>3.1 Institutional Strengths:</td>
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<tr>
<td>• Enough space for development</td>
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<td>• Qualified and experienced teachers</td>
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<td>• Cordial teacher-student relationship</td>
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<td>• Very good results</td>
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<td>• Active management</td>
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| 3.2 Institutional Weaknesses: |
| • Traditional method of teaching |
| • Poor interaction with local community |
| • Negligible MOUs and collaborations |
| • Inadequate infrastructure |
| • Inadequate number of permanent faculty |

| 3.3 Institutional Opportunities: |
| • Starting new PG courses, job oriented certificate and diploma courses |
| • Strengthening ICT based teaching and learning |
| • Enhancing extension and outreach activities |
| • Scope for college-industry interaction |

| 3.4 Institutional Challenges: |
| • Promoting research culture |
| • Establishment of entrepreneurship incubation |
| • Attracting national level faculty |
| • Recruitment of regular teachers for the vacant posts |

### SECTION IV: Recommendations for Quality Enhancement of the Institution

- A perspective plan for the academic and infrastructure development of the institution for the next ten years has to be prepared.
- Initiatives may be taken to start new post graduate, job oriented, certificate and diploma courses.
- ICT based teaching and learning process has to be strengthened.
- Annual academic and administrative audits may be conducted by inviting experts from outside.

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Kharagpur College, Kharagpur, West Bengal
- 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.

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

Teacher-in-Charge  
Kharagpur College

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Place: Inda, Kharagpur

Date: 23rd November, 2016

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