

Annual Report – 2009-10

Institutional Data

1. Name and address of the college :

Name : **DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA**

Address : **208/B/2, Dum Dum Road, Kolkata - 700074**

City : Kolkata District : North 24 PGS State : West Bengal

Pin code : 700074

Website : www.ddmrm.org

2. For communication :

Office :

<i>Name</i>	<i>Area/ STD Code</i>	<i>Tel No.</i>	<i>Fax No.</i>
Principal :			
Dr. Sandip Dasgupta	033	25515921	033 25297988
IQAC Co-ordinator :			
Sabitri Dutta	033	25515921	033 25297988
*e-mail : ddmrm2006@rediffmail.com			

Residence :

<i>Name</i>	<i>Area/STD Code</i>	<i>Tel No.</i>	<i>Mobile No.</i>
Principal :			
Dr. Sandip Dasgupta	033	25923296	9830469603
IQAC Co-ordinator :			
Sabitri Dutta	033	24225296	9830569574

3. Type of Institution :

a. By management	i. Affiliated College	<input checked="" type="checkbox"/>
	ii. Constituent College	<input type="checkbox"/>
b. By funding	i. Government	<input type="checkbox"/>
	ii. Grant-in-aid	<input checked="" type="checkbox"/>
	iii. Self-financed	<input type="checkbox"/>
	iv. Any other (Specify the type)	<input type="checkbox"/>
c. By Gender	i. For Men	<input type="checkbox"/>
	ii. For Women	<input type="checkbox"/>
	iii. Co-education	<input checked="" type="checkbox"/>

4. Is it a recognized minority institution ?

Yes No

If yes specify the minority status (Religious/linguistic/any other)
(Provide the necessary supporting documents)

5. a) Date of establishment of the college :

Month	Year
08	1968

b) University to which the college is affiliated

West Bengal State University

6. Dates of UGC recognition :

Under Section	Date, Month & Year (dd-mm-yyy)
i. 2 (f)	02-1970
ii. 12 (b)	02-1970

7. Does the University Act provide for autonomy of Affiliated/Constituent Colleges?

Yes No

If yes, has the college applied for autonomy?

Yes No

9. Location of the college : (based on Govt. of India census)

- Urban
- Semi-urban
- Rural
- Tribal

**10. Details of programmes offered by the institution :
(Give last year's data) 2008-09**

Sl. No.	Program Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of Student Admitted
i)	Under-Graduate	B.A./ B.Sc. & B.com. Hons.& Gen.	3 Years	H.S. Equivalent	Bengali/ English	2355	1470

11. List of the departments :

Science (General)

Mathematics, Economics, Geography.

Arts

History, Education, Bengali (**Honours**)

General : Bengali, History, Political Science, Education, Geography, Economics, Journalism & Mass Communication, Elective English.

Commerce (Honours & General)

Accounting & Finance & Marketing

12. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

a) including the salary component = Rs.

b) excluding the salary component = Rs.

Annual Report – 2009-10

After being graded B+ in the first assessment by NAAC in January, 2006 we, Dum Dum Motijheel Rabindra Mahavidyalaya, gained the confidence that we can also do, improve and develop. After that we have completed three years, we are getting matured day by day, we are very conscious about quality education and gradually improving ourselves to reach the ultimate goal of sustenance of the quality of the higher education. Infrastructural inadequacy is definitely a problem but that cannot stop our continuous effort for improvement and development. We are constantly learning and growing ourselves. Our unstoppable zeal for development definitely take us through the path of development. We believe in success and are working hard to make our dream come true.

We are submitting here the annual plan for the academic year 2009-10 and its achievements in the end of the year in Part-A.

Developments of the college in the Academic Session 2009-2010: A Criteria-wise Analysis

Criterion I: Curricular Aspects

Our Plan of work

- To introduce B.A/B.Sc Honours course in the subjects like Geography, Political Science, English and Journalism and Mass communication and B.A General course in Sanskrit and Philosophy.

Execution of the Plan

- ✓ With a very sincere cooperation of our teaching and non-teaching staffs of the college we have been able to introduce Honours course in Geography (B.Sc) and English and General Course in Sanskrit and Philosophy from the Academic year 2009-10. We are trying our level best to introduce Honours in other subjects too. We are hopeful that we will be able to introduce Honours and General course in some other subjects from the academic session 2010-11.

Criterion II : Teaching - Learning and Evaluation

Our Plan of work

- The Commerce Department of the College is having a plan of recruiting three full-time teachers in Commerce.
- The Department of English had a plan of recruiting two full time teacher in the coming academic year.
- The Department of Mathematics had a plan of recruiting one full time teacher in the coming academic year.
- The departments of Geography, History, Education, Sanskrit and Philosophy are planning to recruit one teacher in each of these departments.
- To take initiative of making an academic environment within the college so that teachers become more motivated to attend seminars workshops, symposiums etc.
- We also planned for a regular maintenance of Academic Calendar in all the Departments.
- Like other years organization of Departmental as well as college seminar was also an important part of our planning.
- Like other years this year also we planned to organize class tests in different departments throughout the year.

- We thought that we would fix a cut-off mark (especially for Honours students) at the time of admission in the college.
- Improvement of the teacher –student ratio was also one of our goals.
- Academic advancements of the teachers are very important to us and we believe a teacher must update himself or herself in his/her respective fields. This helps in the improvement of the teaching interaction with the students. That is why we tried to create a purely academic atmosphere within the college and also to motivate teachers so that they can pursue for their academic advancements.

Execution of the Plan

- ✓ The Department of Commerce had put a requisition to the West Bengal College Service Commission and the Commission has recommended one whole-time faculty for our college. Following the recommendation we have given appointment to the faculty sent by the Commission. Moreover we have also recruited one whole-time contractual teacher in the Commerce Department.
- ✓ The West Bengal College Service Commission also recommended candidates for the Departments of English, History and Mathematics. We have given appointments to them as faculties of the said departments.
- ✓ One whole time contractual lecturer in each of the Departments of Geography, History, Education, Sanskrit, English and Philosophy in this academic season.
- ✓ Along with recruitment of new teachers we have also been able to create a healthy environment in the College, the number of teachers attended Seminars and workshops has increased in the last one year time span.
- ✓ We are very much particular about maintaining the academic calendar in all our departments.
- ✓ College organised a seminar on the wall magazine in the month of August, 2009. The speaker was Prof. Subhendu Maity, an eminent personality in the world of literature.
- ✓ The Department of History also organized a departmental seminar.
- ✓ The Department of Journalism and Mass Communication organized a departmental seminar on 26th February, 2010.
- ✓ We take Mid - term examination for the first year Honours and General students according to the regulation of West Bengal State University. We regularly take Class tests in all the Departments and examine the scripts very sincerely. We show the scripts to the students so that they can identify their mistakes and rectify.
- ✓ For Admission in the Honours stream we strictly maintain a cut-off mark especially for the subjects like Bengali, Geography and Accountancy we have raised our cut-offs for admission in 2010-11 session.
- ✓ To improve the teacher-student ratio we are trying to increase our number of teachers and it has increased significantly in the session 2008-09.
- ✓ Our teachers are now more motivated and interested about their academic improvement. Nine of our teachers are pursuing their PhD on different socio-economic fields and many other are pursuing their M.phil level of study.

Criterion III : Research, Consultancy and Extension

Our Plan of Work

- We believe that research catalyses the teaching potential and with this view in mind we planned that we will try our best to engage ourselves in research work and give an intensive and extensive effort for that purpose.
- As far as the extension activity is concerned we planned to extend the activities of our N.S.S unit .
- We also had a plan of opening a N.C.C unit in the upcoming year.

Execution of the Plan

- ✓ At present nine of our teachers are pursuing their PhD program on different social fields.
- ✓ One of our teachers is working as Guest lecturer in the Department of Economics, Rabindra Bharati University.
- ✓ One lecturer has been awarded teacher fellowship under the Faculty Development Program of UGC for the completion of research work.
- ✓ Regarding the N.S.S activities the college unit organized
 1. A Traffic Awareness Program on 9th March, 2010 in the locality covering the area from Nagerbazar to Dumdum station. 72 students of the unit volunteered the program. The program turned out to be a success due to the involvement of teachers, non teaching staffs and people of the locality at large.
 2. Another program was organized on 16th March, 2010 by the NSS unit of the college for nursing the trees in the college ground and cleaning dust and waste of the college premises and the areas of the nearby locality. 52 students' participated in the program along with teachers and other staffs of the college.
- ✓ Regarding the N.C.C a negotiation has been made with Eastern Commander but no permission has been obtained so far.

Criterion IV : Infrastructure and Learning Resources

Our Plan of-work

- As we are growing quantitatively we have a plan to complete the new building the construction work of which started earlier .
- As we are expanding we planned to improve our library services to the students as well as teachers.
- we planned to provide an opportunity to the students who did not secure enough marks in their graduation to continue their study thereafter, and accordingly we had land to open a center for Distance Education in our college.
- We also have a plan to open a computer center for the students of our college to make them technically more suitable for the job market.
- To arrange an educational tour for the students of the Department of Geography.
- To arrange and run the Annual Sports and some social activities (e.g. Blood Donation Camp) successfully was also a part of our plan of work.
- To create an environment so that students can participate in the extra curricular activities like debate, quiz etc.

Execution of the Plan

- ✓ Since we are gradually growing we need more space, so our college took the plan of completing the second floor of the new building. The construction work is now complete and the building was inaugurated in August, 2008. So far we the 2nd floor has been constructed with 6 airy classrooms and necessary infrastructure.

- ✓ Work order has already been issued for the construction of 3rd and 4th floor with 6 classrooms each with necessary facilities. We hope that we will be able to start classes in the 3rd floor at least, from the academic session 2010-11.
- ✓ The number of books and Journals in the Library on various subjects has been increased manifold and the current number of books is 14,408 and that of journal subscription is 03. 100% books of the library are catalogued. The online catalogue searching is complete.
- ✓ From the academic session 2009-10 college has opened a center for Directorate of Open and Distant Learning under Kalyani University. Post Graduation courses are taught here in four subjects viz. Bengali, English, History and Education. The number of students taken admission in the first year is 162 which is quite satisfactory for the opening year and we are expecting this will increase in the coming years.
- ✓ We have not yet set up any computer Center of our own but our college has given consent to run a computer center (under Government of West Bengal) in the college premise as was mentioned in the earlier report. A new computer lab with 25 terminals with internet facility has been opened in this session and classes are being held there in the lab.
- ✓ This year our College organized an educational tour to Vizag, Andhra Pradesh for the students of Department of Geography. The department also organized an educational trip to Shantiniketan, West Bengal in the month of February, 2010.
- ✓ This college organized annual sports 24th and 26th February, 2010. Students, teaching and non-teaching staffs of the college participated in the sports.
- ✓ The students of our college participated in All West Bengal Inter College Athletic Meet, 2010 held on 15th February, 2010 at Yuba Bharati Krirangan. Our college won the first prize (gold medal) in 3000 mt. walking race (boys), second prize (silver medal) in 4x100 mt. relay (boys) race and third prize in 2000 mt. walking race (girls).
- ✓ The students of our College took part in Inter College Football Tournament (15th-18th January, 2010) and reached upto the level of quarter final.
- ✓ The students of our College also participated in state University Inter College Football Tournament (August 12, 2009).
- ✓ The college has arranged for a game teacher for the further development of the sport activities by the college students.
- ✓ This year our college on 5th August, the college foundation Day, arranged one Blood Donation Camp and one Health Check-up Camp. All the staffs and students of the college participated in both of the camps.

- ✓ The students of our college participated in All West Bengal Youth Parliament Competition (held on 23-24 December) and ranked 5th and our students became the district champion in All West Bengal Youth Parliament Quiz Competition and participated in the state meet.

Criterion V: Student Support and Progression

Our Plan of work

- Performance of the students of the college in the University examinations is of utmost importance to all of us. We plan accordingly and send the most deserving students in the University level examinations so that they can come out with a very promising result in their Degree examinations.
- Like the previous years provision of special assistance and care to academically backward students were also a part of our planning.
- To make a parallel arrangements of library so that poor and needy students get benefitted.
- We were also very much eager about stretching our helping hands to the poor and needy students of our college.
- Like other years, this year also we planned to arrange annual cultural programme in the college.

Execution of the Plan

- ✓ In (1+1+1) system 212 students appeared in the Part I B.Com Honours Examination 2009. Among them 99% students qualified Honours.

148 students in B.Com general course appeared in the Part I 2009 and success rate was 59%.

In Part II (1+1+1) Honours Examination, 2009 249 candidates appeared among whom 71% candidates came out successfully. In Part II General Course success rate was 48%.

In B.Com. Part III (1+1+1) Honours Examination, 2009 success rate was 91% and in the General course of the same success rate was 87%.

In B.A. Part I Honours Examination 92% candidates have done very well in their Honours papers.

In B.A. Part I (1+1+1) General Examination 2009 53% passed out successfully.

In B.Sc. Part I (1+1+1) General Examination 2008 80% of the students came out successfully.

96% candidates passed in the B.A. Part II (1+1+1) Honours Examination, 2009

40 candidates appeared in B.A Part II (1+1+1) General Examination 2009 and 75% of them passed out successfully.

For B.A/B.Sc Part III (1+1+1) the success rate was 92%.

- ✓ Like the previous years we always try our level best to provide special assistance to the academically weaker section of the students.
- ✓ We have student-aid fund and both teaching and non-teaching staff gladly contribute in the fund. In this academic session students from financially weaker section of the society have got an aid of Rs. 44,520/- from this fund. Also in this session we have given a tuition fee concession of Rs. 21,540/- .

- ✓ The students Union of the college is successfully running a Book Bank which is a parallel arrangement of the Library for the benefit of needy students.
- ✓ This year the students of our college arranged Annual Social Function on 6th April, 2010 and our students performed themselves and also invited eminent artists to perform in the program. The programme was qualitatively rich enough.
- ✓ This year we celebrated Rabindra Jayanti (Birthday of Rabindranath Tagore). College students, Teaching & Non-Teaching staffs participated in the programme.

Criterion VI: Leadership and Governance

Governing Body is the sole authority to take decisions and make policies regarding all the academic and non-academic affairs of the college. Principal is the only executive who can execute the decisions taken and approved by the Governing Body. The Governing Body of our College successfully manages all the relevant affairs of the college and also takes care of the matters of academic improvement and maintenance of academic standard.

Plan of work

In the previous year the G.B of the college planned on several matters including both academic and non-academic affairs of the College. It planned on

- Recruitment of new teachers
- Arrangement of classes in the new building.
- Laboratories and other instructional facilities
- Upgradation of the library
- Updating the accounts of the college
- Health, sports and recreation of the students
- Proper management of the funds of the college

Execution of the Plan

Nine meetings of the members of the Governing Body of our college were held in the last year for a successful execution of the plans they had made.

- ✓ Four full time lecturers in the departments of Commerce, History, English and Mathematics have been appointed following the recommendations of the West Bengal College Service Commission.
- ✓ Seven full-time contractual lecturer in the Department of Commerce, Geography, History, Education, Sanskrit, English and Philosophy have been appointed.
- ✓ Honours in English and Geography and General course in Philosophy and Sanskrit have been introduced from the academic Session 2009-10.
- ✓ Upgradation of the library is under process and stock checking of the existing books, journals magazines has already been done. The number of books and journals is gradually increasing. The installation of the online catalogue searching system is almost complete. Cent percent books of the library are now catalogued. The computerization of the library has been complete. The open access of the books and journal is under process.
- ✓ The accounts of the college are always updated regularly.
- ✓ We provide promotional avenue to our staffs. One of our Group-C staffs has been promoted to the post of Accountant.
- ✓ Annual Sports, Cultural programmes, celebration of Birthday of Rabindranath Tagore, college foundation, Independence Day, Republic Day etc. are regularly held in the college.
- ✓ The G.B also manages the financial resource part of the college properly.

Criterion VII: Innovative Practices

Innovative practices reflect the mission and philosophy of a college. The peer team has given utmost importance to it as far as quality assessment is concerned.

Our Plan of work

- Our college had a plan to publish its annual academic journal this year.
- College also thought of publishing wall magazines and a college magazine in the coming year.

Execution of the Plan

- ✓ The college has published its academic journal this year. The journal is enriched with valuable thoughts and quality writing of the teachers. The articles reflect rich thinking and sense of literature of the staffs of the college. The journal is really unique in its quality and value of literature. This is certainly an asset of our institution.
- ✓ Students have also come up with a college magazine which includes the entire noteworthy incidences of the college. This is very much informative in nature.
- ✓ The Department of Bengali has published one magazine (*patrika*) called 'Agami' this year.
- ✓ Students have also published wall magazines in 2009-10 academic year. The magazines have a great literary value and it nourishes the talents of our students.

Plan for the next year

We have so many plans and programmes in our mind that we have not been able to execute this year. We have made some plans that we will try to execute in the coming year. They are as follows:

- ✓ To introduce B.A Honours course in Journalism and Mass communication.
(inspection team from the WBSU came in the college on 27th May to inspect the present infrastructure of the Department of Journalism and Mass communication).
- ✓ To introduce internet facilities in the library
- ✓ To increase the number of books and journals in the library and to introduce the online catalogue searching system
- ✓ To fill up vacant posts in Economics,
- ✓ To arrange National/State-level seminars
- ✓ To arrange inter class debate and quiz contest
- ✓ To arrange educational tour for the students
- ✓ To introduce a new course on communicative English and Computer training specially for the third year commerce students.
- ✓ To improve the teaching and learning in the Night School run by the college.

SUMMING UP

To sum up, we are progressing gradually and going ahead in the path of development . We are confident enough that we will be able to reach our goal of overall excellence in the near future because we, all the college staffs, are working together to make our dream come true and our sincere effort will definitely reward ourselves.

Part - B

1. Activities reflecting the goals and objectives of the institution :

We aim at inculcating a sense of dignity, respect, tolerance among our students. It helps them build their career and character ; consequently they become responsible citizens in future. Regular classes and attendance of the students punctuality, continuous evaluation, quality development, integrity and advancement of learning are the hallmark of our college

2. New academic programmes initiated (UG and PG) :

Arts and Science General and Honours Course is undergraduate level.

3. Innovations in curricular design and transaction :

Academic Calendar for students and Academic Diaries for teachers introduced.

4. Inter-disciplinary programmes started :

Nil

5. Examination reforms implemented :

selection tests for Honours and General Courses.

6. Candidates qualified : NET / SLET / GATE etc.

Nil

7. Initiative towards faculty development programme :

One faculty of the Department of Economics has been given permission to avail the Faculty Development Program of UGC. Another faculty from the Department of Commerce has undertaken a Minor Research Project under UGC scheme.

8. Total number of seminars / workshops conducted :

05

9. Research projects (a) Newly implemented, (b) Completed :

Nil

10. Patents generated, if any :

Nil

11. New collaborative research programmes :

Nil

12. Research grants received from various agencies :

Nil

13. Details of research scholars :

Nil

14. Citation index of faculty members and impact factor :

Nil

15. Honors / Awards to the faculty :

Nil

16. Internal resources generated :

17. Details of departments getting SAP, COSIST (ASSIST) / DST, FIST, etc. assistance / recognition :

Nil

18. Community services :

NSS Boys' Unit working for local slum area on health, education, traffic awareness in the locality, self-employment of women etc. Annual Blood Donation Camp, free plantation programme organised by the College Students.

19. Teachers and officers newly recruited :

Three whole-time lecturers and six whole time contractual lecturer.

20. Teaching - Non-teaching staff ratio :

34:14 (excluding part-time lecturers)

21. Improvements in the library services :

Computerisation completed. Online Catalogue Searching System almost completed.

22. New books / journals subscribed and their cost :

Books : Cost :

Periodicals/Journal : 03

23. Courses in which students assessment of teachers is introduced and the action taken on students feedback :

Assessment of teachers by third year outgoing students and on the basis of student feedback academic sub-committee fixes up guideline from time to time.

24. Unit cost of education :

With salary components : Without salary components :

25. Computerization of administration and the process of admissions and examination results, issue of certificates :

Initial process for computerisation of administrative work and of admission of students in progress.

26. Increase in the infrastructural facilities :

Second floor of the new building completed with six class rooms with adequate facilities.

27. Technology upgradation :

Upgradation of Local Area Networking for academic & administrative purpose.

28. Computer and internet access and training to teachers and students :

Computer training to teachers and students. A new computer Lab for students with modern equipments has already been set up (No. of computer terminals:). Computer and internet facility to the teachers are available.

29. Financial aid to students :

Provided sufficient financial support through tuition fee concession and student aid fund.

Tuition fee concession - Rs. 21,540/-

Student Aid Fund - Rs. 44,540/-

30. Support from the Alumni Association and its activities :

Alumni yet to be flourished however Annual Meet of the Alumni Association organised during the year.

31. Support from the Parent - Teacher Association and its activities :

No parent-teacher association as such, however Annual parent-teacher meet and parent-teacher meet as and when required considering the gravity of the situation for academic and disciplinary betterment.

32. Health Services :

Institutional membership with Students' Health Home, Calcutta.

33. Performance in sports activities :

Participated in University Football Tournament and Athletics Meet Annual College Sports, Inter-class football, table tennis, chess, carom tournament organised.

34. Incentives to outstanding sportspersons :

Nil

35. Students achievements and awards :

Nil

36. Activities of the Guidance and Counselling Cell :

Regular guidances for students for academic and carrer betterment by Students' Counselling cell.

37. Placement services provided to students :

Career and Job counselling by the faculties.

38. Development programmes for non-teaching staff :

Initial planning for staff training programme taken up.

39. Best practices of the institution :

Practice to impart value-based education by discourse, display of codes of conduct, moral and by counselling.

40. Linkages developed with National / International, academic / research bodies :

Nil

41. Any other relevant information :

None as such.

