

• PEER TEAM REPORT  
ON  
**INSTITUTIONAL RE-ACCREDITATION OF  
PRABHU JAGATBANDHU COLLEGE  
JHOREHAT, ANDUL-MAURI (HOWRAH) – 711 302 (W.B.)**

**Section I: GENERAL INFORMATION**

- 1.1. Name & Address of the Institution: **PRABHU JAGATBANDHU COLLEGE,  
JHOREHAT, ANDUL-MAURI (HOWRAH) – 711 302  
(W.B.)**
- 1.2. Year of Establishment: 1964
- 1.3. Current Academic Activities of the Institution (Numbers):
- Faculties/Schools: Three - Arts, Science, Commerce
  - Departments/Centres: Fourteen
  - Programmes/Courses offered: PG ☐ UG ☒ Research ☐ Others ☐
  - Permanent Faculty Members: 25 (Twenty-five)
  - Permanent Support Staff: 28 (Twenty-eight)
  - Students 1841
- 1.4. Three major features in the institutional context (as perceived by the Peer Team):
- The College provides higher educational facility for many first generation learners.
  - Nearly 48 per cent of students are girls.
  - The College has started six programmes during the last five years.
- 1.5. Dates of visit of the Peer Team (A detailed visit schedule is included): 13 – 14 March, 2008  
Enclosed.
- 1.6. Composition of the Peer Team which undertook the on-site visit:

Chairperson: Prof K. Kunhikrishnan  
Pro Vice Chancellor  
Kannur University  
Kannur, Kerala .

Member Co-ordinator: Prof. J.K. Mohapatra  
Department of Political Science  
Berhampur University, Berhampur (Orissa) – 760 005.

Member: Dr I.K Bhattacharyya  
Principal, Cotton College, Guwahati (Assam)-781 101



**Section II: CRITERION-WISE ANALYSIS****2.1. Curricular Aspects:****2.1.1. Curricular Design & Development:**

- The curriculum is in conformity with the institution's vision and mission to train young women and men.
- Curriculum is geared to facilitate entry to further higher education as well as employment.
- Faculty contributes to the review and redesigning of the curriculum by participating in the workshops organised by the Calcutta University and sending their suggestions articulated through the Teacher's Council.

**2.1.2. Academic Flexibility**

- The college offers UG and Certificate Courses. Adequate number of Elective Options at Honours and General level are available.
- Opportunities may be made available for gaining extra skills through add-on and value-added courses.
- During the last five years the college has started six programmes including Computer Science and Electronics.

**2.1.3. Feedback on Curriculum:**

- Student feedback on academic affairs/on curriculum is received through the membership in the Academic Committee of the College.
- Alumni are encouraged to give their feedback at the time of annual alumni association meeting.
- The college has collected feedback from the parents by conducting a survey. It is yet to collect feedback of the employers in a structured manner.

**2.1.4. Curriculum update:**

- Curriculum is updated by the University.

**2.1.5. Best Practices in Curricular aspects (if any)**

- Few programmes contains skill-development components.
- Starting of new courses in subjects like Computer Science & Electronics.

**2.2. Teaching-Learning & Evaluation:****2.2.1. Admission Process and Student Profile:**

- Publicity is given for inviting applications for admission to various courses through the Website and College Notice Board. Admissions to all courses are based on merit and monitored through a committee.
- Prescribed rules of reservation of the state govt and university are strictly followed. The SC/ST Cell monitors the admission process.

- 2.2.2. Catering to the diverse needs:
- Admission offered to large numbers of first generation learners from rural economically deprived groups.
  - Differently-abled students get direct admission and the institution is sensitive to their needs.
  - Advanced and slow-learners are identified basing on their performance in the periodic tests.
  - The college needs to conduct tutorial/remedial classes on regular basis and mentoring for advanced learners.
- 2.2.3. Teaching-Learning Process:
- Teachers follow the academic calendar. Teachers are required to maintain daily teaching diaries. Classroom teaching is mostly traditional. Few departments make use of OHP/LCD in classroom teaching and seminars.
  - Study tours and field work are encouraged to inculcate experimental learning, and problem-solving aptitude.
  - The Library remains open on all working days. Besides the Central Library, there are 13 departmental libraries, which cater to the needs of the students and teachers.
- 2.2.4. Teacher Quality
- 10 teachers are Ph.D. holders and 06 possess M.Phil. Degree. Out of 37 sanctioned posts, 23 are filled-up
  - Large number of permanent posts lying vacant and temporary appointments made by management.
  - Teachers are appointed as per the Guidelines of the UGC, University and State Government guidelines.
  - During the last five years five teachers had availed the UGC/Faculty improvement programme (two for Ph.D and one for M.Phil). many other teachers have attended refresher course/Orientation course/Workshop.
- 2.2.5. Evaluation Process and Reforms:
- System of examination presented by the university is followed.
  - Students can scrutinise their answer scripts of the tests conducted and can register their grievance.
  - Systematic students evolution on continuous assessment needs to be taken up.
- 2.2.6. Best Practices in Teaching-learning and Evaluation (if any):
- Faculty and students are benefited from invited talks from experts and dignitaries.
  - Periodic tests are conducted for evaluation of students.

**2.3. Research, Consultancy & Extension:****2.3.1. Promotion of Research:**

- Teachers are encouraged to attend Seminars and Conferences hosted by other institutes. Three UGC-sponsored Seminars were hosted by the College during the last five years.
- Faculty undertakes research in collaboration with the counterparts through personal contact, in institutes like Jadavpur University and Saha Institute of Nuclear Physics.
- The College may constitute a research committee to coordinate and monitor research activities.

**2.3.2. Research and Publications Output:**

- Teachers of the college have published 43 research papers in journals of repute. They have published six papers in refereed journals and have published six books.
- Teachers of various departments have completed five Minor Research Projects, in addition to five ongoing MRP funded by the UGC.
- The College library and laboratories needs to be strengthened to facilitate research.

**2.3.3. Consultancy:**

- Faculty of the institution render academic consultancy to the Netaji Subhas Open University and render the expert services to GOs and NGOs.

**2.3.4. Extension Activities:**

- The College promotes extension activities through NSS and NCC and supports extension and outreach activities.
- The institution has organised need-based outreach and extension programmes for the local community.
- The NSS units of the College have organised many one-day programmes on various themes of social relevance besides regular NSS activities. NSS Units have worked in a nearby village and have constructed a road.

**2.3.5. Collaborations:**

- The NSS Units take active part in various extension activities organised by GOs and NGOs like the local Panchayats, Indian Medical Association, Nehru Yuva Kendra, etc.
- Has established informal collaboration with Industries/Establishments, which has resulted in employability of students.

**2.3.6. Best Practices in Research Consultancy and Extension (if any):**

- Participation of faculty and students in extension activities is encouraged and sustained.
- NSS volunteers render services regularly to keep the campus clean.
- Research promotion effort on the part of faculty

is visible.

#### 2.4. *Infrastructure and Learning Resources:*

##### 2.4.1. Physical Facilities for Learning:

- The College is located in a well-protected campus area of 2.21 Acres with a built-up area of 2265.975 sq. metre with well maintained class rooms, laboratories and space for co- and extra-curricular activities.
- There are facilities for indoor sports and games, a gymnasium, Common Room and Rest Rooms are available for the women students and staff.
- The institution makes use of its infrastructure optimally by conducting various academic programmes and co- and extra-curricular activities. The infrastructure is also used by GOs and the Calcutta University for various purposes. There is a centre of Netaji Subhas Open University in the college premises.

##### 2.4.2. Maintenance of Infrastructure:

- Budgetary allocation is made under different heads for maintenance facilities of the college. Computers are maintained through job contracts as and when the need arises.
- Funds available for maintenance is utilised within the specific time frame.
- Computer science labs are linked with internal networking through LAN.

##### 2.4.3. Library as a Learning Resource:

- The College library is housed in a hall of 3225 sq. feet area and has 17642 books and subscribes to 2 national journals and 22 magazines. There is a Book Bank with 500 books.
- Computerisation of the library is in progress. It is functioning under the supervision of a Library Advisory Committee and qualified Librarians. Internet browsing facility with three computers caters to the needs of the students.
- The resources of the Library are augmented continuously during the last five years. The Library has Open Access System and Reading Room facility for teachers and students are available.

##### 2.4.4. ICT as Learning Resources:

- There are 45 Computer Terminals in the College. 23 Computers are available for the students of different departments like Computer Science, Electronics, Mathematics and Accountancy.
- Internet facility with 3 terminals in the library and 5 terminals separately are available for the students and faculty respectively.
- The College updates its Website regularly.

##### 2.4.5. Other Facilities:

- There are separate staff rooms/rest rooms and common rooms for the students. A girls' hostel with a capacity to accommodate 47 students is under construction with the UGC assistance.

2.4.6. Best Practices in the Development of Infrastructure and Learning Resources (If any):

- Canteen and parking facility are available. There is facility for a public phone booth.
- The College has a Health Centre attended by a Doctor thrice in a week. The general ambience of the college is conducive to teaching and learning.
- Infrastructure facility is being developed systematically keeping in view the institutional requirements.
- Optimum utilisation of infrastructure and resources and maintenance.

**2.5. Student Support and Progression:**

2.5.1. Student Progression:

- The College monitors the students' progression to higher studies. 28 per cent of UG students pursue their higher studies. The pass percentage of the college is impressive and is generally at par with the University pass percentage.
- The drop out rate is around 12 per cent, which seems to be due to the socio-economic background of the students. The institution makes effort to study reasons for dropouts.

2.5.2. Student Support:

- The College publishes its updated Prospectus every year containing necessary information, which is given to all students.
- Besides the Government sponsored scholarships, students get Free/Half-ships from the College. Few endowment cash awards are also available to the meritorious students.
- The Counselling cell consisting of teachers extend counselling to the students on their academic performance.

2.5.3. Student Activities:

- The College has indoor and outdoor games and sports facilities and organises cultural programmes to encourage the students to exhibit and develop their talents. Elected college union of students organizes various cultural activities. It publishes the Annual College Magazine and Newsletter.
- The institution conducts regular sports and games meets and extends training facilities to the students. Students participate in various games and sports meets organised by different bodies. Students of the college have represented the Calcutta University in the Inter-University National Meet.
- Good number of NCC cadets regularly clear 'B' & 'C' Certificate exams and participated in the RD

- parade and has own prize.
- 2.5.4. Best Practices in Student Support and Progression (If any):
- SC/ST and Women Cell constituted recently try to empower students of these categories.
  - Former teachers have instituted endowment cash awards for meritorious students.
- 2.6. *Governance and Leadership:*
- 2.6.1. Institutional Vision and Leadership:
- The Vision and Mission of the Institution is in consonance with the stated objectives of the Higher Education. The Teacher In Charge and the Management Committee provide leadership and guidance for achieving the Goals and Objectives of the Institution.
  - The College authorities are aware of the changing context of higher education and the future challenges that are to be faced by the students and accordingly steps are initiated to prepare the students to face the challenges.
  - The Management has to develop long term plan.
- 2.6.2. Organizational Arrangements:
- The management structure of the College is as per rules prescribed under the Calcutta University Act and Statutes. Appropriate committees have been constituted to assist the Teacher In Charge in administrative, financial and academic matters.
  - Participation of teachers in various activities of the institution is ensured. Students and the non-teaching staff's representation in various committees encourages their involvement in institutional activities.
  - The Sexual Harassment Cell and Grievances Redressal Cell may be constituted.
- 2.6.3. Strategy development and deployment:
- The College collects feedback from students and other stakeholders for proper planning and implementation of its various developmental activities.
  - The College needs to prepare a prospective plan document for future development.
- 2.6.4. Human Resource Management:
- The Management is sensitive to human resource requirement to implement the various academic activities of the College and has appointed faculty to run the academic programmes for which Government is yet to sanction and appoint faculty.
  - Performance of the teachers is monitored through the Annual Self-Appraisal and Students' Feedback on teachers' performance. The performance of the non-teaching staff is monitored by the HODs, Vice-Principal and the Principal.
  - Teachers are encouraged to participate in

Orientation and Refresher Courses. A training programme for use of Internet was organised for the teachers. For the teachers of the Geography Department, a programme on GIS was conducted in collaboration with an outside agency.

2.6.5. Financial Management and Resource Mobilisation:

- The College utilises the funds provided by the State Government, University and UGC as per the norms laid down. The Management also grants funds for academic and developmental activities.
- Accounts of the College are computerised and audited by External Auditors. The college ensures proper and optimum utilisation of funds received from various sources.

2.6.6. Best Practices in Governance and Leadership (If any):

- Student membership in management council is encouraged along with faculty and support staff representation.
- Student Feedback counts in the performance appraisal of teachers.
- Academic and financial activities are computerized.

2.7. *Innovative Practices:*

2.7.1. Internal Quality Assurance System:

- Different committees and clubs are constituted for decentralisation of responsibilities and efficient functioning.
- Students' feedback, alumni suggestions and observations of the parents are taken into consideration for improving quality.
- The College may constitute an IQAC, which can meet at regular intervals to suggest and monitor measures for quality improvement.
- Teachers maintain self appraisal logbook.

2.7.2. Inclusive practices:

- Nearly 48 per cent of the students are girls. The College has conducted a programme to train them in self-defence. Women's Cell has been constituted recently to work for their further empowerment.
- College may offer remedial programs in communication skill development and coaching classes for entrance tests for higher education.

2.7.3. Stakeholder Relationship:

- The Management encourages participation of students and staff in extension and outreach activities. Students and the faculty undertake extension activities in the neighbouring villages and relevant socio-economic awareness camps are conducted from time to time.



**Section III: OVERALL ANALYSIS****3.1. Institutional Strengths:**

- The College is offering a number of programmes at the undergraduate level including few in the emerging areas.
- The extension and outreach activities of the college are impressive and it has made itself relevant to the neighbourhood.
- The pass percentage of the students of the institution is above the University average.
- The management is sensitive to the challenges, which the students shall face in the changing scenario and positive in its attitude.
- The Administration of the college is computerized.

**3.2. Institutional Weaknesses:**

- Though the college is covered under the UGC provisions for financial assistance, it has not been able to offer add-on courses/career utility courses.
- The institution is yet to integrate ICT in its teaching-learning process.
- There is a need to strengthened research activities in the college to further motivate faculty.
- Attention is required for the overall personality development of the students and to develop life skill development.
- Appointment of regular staff positions lying vacant and to maintain a healthy student-teacher ratio.

**3.3. Institutional Challenges:**

- The College needs to offer few more programmes in emerging thrust areas/professional courses.
- Teachers need to be supported to acquire higher degrees and make themselves acquainted with latest developments in their respective areas.
- The College should explore to provide consultancy services in the field where expertise is available.
- To develop adequate out door games facility and a play ground.

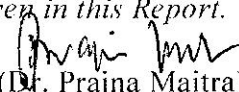
## 3.4. Institutional Opportunities:

- More courses in the interdisciplinary subjects can be offered in emerging areas.
- Formal collaboration with institutions of higher learning and research centres to be taken up.
- Achievement of the students in co- and extra-curricular activities to be channelised and opportunity to be expanded for economically deprived.
- Teachers can be motivated to undertake research in their respective field.

**Section IV: Recommendations for Quality Enhancement of the Institution**

- The college may develop a perspective plan for future development for next 10 years.
- Efforts may be made to start new programmes in cutting-edge areas such as mass media, retail management, hospitality management, etc. along with diploma/certificate courses and career utility courses and add on programmes.
- Exploring the research potentials of the faculty, provision of consultancy services be encouraged by establishing formal linkages with industries/institutions.
- Programmes in Spoken English and soft skills may be started for all the students by outsourcing expertise and developing a Language Lab to develop life skills.
- The use of ICT in teaching/learning needs to be implemented seriously.
- Formation of IQAC and Sexual Harassment Cell may be considered.
- Group insurance for students and mediclaim policies for employees may be considered.
- Alternative environment friendly energy resources can be utilized on campus.
- Women empowerment programs to be introduced.
- Necessary modifications in infrastructure to make it disabled friendly may be considered.

*I agree with the observations of the Peer Team as given in this Report.*

  
(Dr. Prajna Maitra)  
Teacher In Charge

Signature of the Peer Team Members:

Chairman: (Prof. K. Kunhikrishnan)

Member-Coordinator: (Prof. J.K. Mohapatra)

Member: (Dr. I.K. Bhattacharyya)

Place: Andul-Mauri, Howrah

Date: 14<sup>th</sup> March 2008.