Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**KALIMPONG COLLEGE**
Name of the head of the Institution	**Dr. Rajendra Prasad Dhakal**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**919474583930**
Mobile no.	**8370978773**
Registered Email	**principalkalimpongcollege@gmail.com**
Alternate Email	**anukampasubba@gmail.com**
Address	**RINKINPONG ROAD, NEAR BANKIM CHANDRA PARK**
City/Town	**KALIMPONG**
State/UT	**West Bengal**
Pincode	**734301**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Ms. Anukampa Subba**
Phone no/Alternate Phone no.	**918370978773**
Mobile no.	**8370978773**
Registered Email	**anukampasubba@gmail.com**
Alternate Email	**principalkalimpongcollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://kalimpongcollege.org.in/aqar.php
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://kalimpongcollege.org.in/colegecalender.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**70.75**	**2007**	**10-Feb-2007**	**09-Feb-2012**
2	**B++**	**2.79**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC	**17-Aug-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
IQAC Meeting	08-Nov-2019 1	8
IQAC Meeting	15-Feb-2020 1	8
IQAC Meeting	04-Jul-2020 1	8
Organised a Workshop on Revised Assessment and Accreditation Framework of NAAC	29-Aug-2019 1	70
[View File](#)		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

• **Emphasis on teaching and evaluation of students** • **Improving on sports activities of students.** • **Implementation**

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
1. Keeping track of teaching and evaluation of student	1. Feedback taken from teachers about student activities and progress in the classroom. Difficulties began with the Covid19 Pandemic Lockdown beginning from March 2020. Online classes started.
2. Report on implementation of RUSA funds for construction and repair and buying of science equipment and books.	2. Construction under RUSA in progress. Science equipment, computers, sports equipment bought during the year from RUSA funds.
3. Attention on development of Sports and games in the college	3. Games equipment bought. Carrom Boards, Treadmill, and T.T. Board. District -level Inter College games tournament held.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	27-Jun-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2022**

Date of Submission	**07-Jun-2022**

17. Does the Institution have Management Information System ?	**No**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Kalimpong College disseminates curriculum delivery through the college website, academic calendar, students' orientation programmes, and the college Facebook

page. New students are oriented to the college, its mission and values. The students are given the syllabus and objectives and outcomes of courses are explained to the students at the beginning of each academic session. Teachers ensure implementation of the curriculum through the departmental plans and teaching plans of individual teachers. Almost all departments have a mini library each where they keep extra supplementary books that the students can borrow and read. Students are supplied with reading materials in addition to the texts they have bought/ borrowed. Handouts are given in the classes. Departments with ICT supported classrooms use PPT presentations. Reading is supplemented by audio visuals, movies and documentaries. Continuous evaluation of progress in learning is conducted through class tests, group discussions, students' seminars, debates and panel discussions. Feedback from students is taken not only formally through structured questionnaires, but also during counselling sessions and general conversations. Advanced students are given extra support to encourage them, and remedial classes are held for weaker students. Meritorious students with achievements in Academics, Sports and other programmes are highlighted and felicitated during the Freshers' Welcome. Student concerns and behavioural patterns are discussed in departmental meetings and teachers' council meetings and remedial measures are taken. Classroom teaching is supplemented by field visits, industrial visits, educational tours and excursions by some departments. Staff meetings are held prior to the commencement of the University Examinations. Guidelines are discussed and plans are chalked out to tackle situations arising during the exams. The Examination Committee ensures that exams are conducted smoothly and on time. Students are encouraged to participate in co-curricular activities. Kalimpong College has a vibrant NCC unit. It is a mixed battalion with equal participation of boys and girls. NSS and Eco-club activities, are structures to keep students engaged and learning. Even without space for sports facilities, students are encouraged to participate in games and sports using available public recreation spaces, small room available inside the college. Student involvement in college affairs is ensured through participation in the Governing Body and the various committees in the college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG	07/07/2018
BSc	UG	07/07/2018
BCom	UG	07/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIL	0

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Kalimpong College takes formal feedback from students. Questionnaires are given through which they give a feedback on the handling of syllabus, curriculum and extracurricular activities of the college. According to the response given to the questionnaire and observations made by students, the college acts to make necessary changes. The Principal conveys the feedback for teaching and learning methods in the classroom to the teachers. Regarding extracurricular activities, the feedback is utilised to make necessary changes or consolidate good practices in the sectors identified. This year, the Sports Committee organised trial runs and selected students to participate in football, table-tennis, and marathon. These activities were held outside of the college campus at the Mela Ground and the usual running routes of the town. Students were selected and encouraged to participate in the games. Inter-college Table-tennis and other games. With the help of the College Alumni Association, the sports team also organised an inter-college staff games competition in which Pedong Government College and Cluny Women's College also participated. Kalimpong College involved the other colleges in a recreational activity Feedback for subject related matters is also taken by teachers during classes. Any personal difficulties raised by individual students are addressed by teachers at the individual, departmental and institutional levels. Regarding other stakeholders in the college, the Principal and the College Office are in constant touch with the teaching fraternity. All matters relating to the college are discussed during staff meetings, Teachers' Council meetings, and Governing Body meetings. Problems are brainstormed at every level of administration, and solutions sought for in a spirit of cooperation and goodwill.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
Nill	NIL	0	0	0

View File

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1786	0	42	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
0	0	0	0	0	0

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students are mentored by teachers inside and outside the classrooms. Regarding issues related to subject matter, individual teachers respond to students' queries in and outside the classrooms. Students of the Department, especially the students taking Honours, are divided into groups in the order of their roll numbers. Each group is under the charge of one teacher who keeps track of them regarding their academic development as well as personal difficulties they might be going through. Advanced students are provided with extra reading materials and information relating to their interest and research. The weaker students are given remedial sessions to assist them in the comprehension of their subjects. Assistance of advanced students is taken to guide research and presentation of papers during student seminars in the departments. Besides this, teachers ensure that personal capacities of the students are allowed free play as far as practicable, by encouraging them to participate in a variety of departmental and institutional activities. Leadership skills, organisational skills, research skills, community connection and service skills, sports and games, communication and presentation skills are all encouraged through NCC, NSS, Eco Club, Transcreations Club and through cultural and sports activities organized in the college, and in outreach to the community. As far as practicable and necessary, teachers also try and support the academic activities and ventures of former students of the departments, whoever are in touch with teachers, even after they have graduated from the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1683	42	1:40

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D

50	42	8	6	16

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	File attached	Nill	Nill	Nill

View File

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

•The Departments conduct regular class tests, surprise tests, give assignments, subject related projects to the students. Teachers and students get feedback on subject comprehension and retention. •Annual students' departmental seminars are conducted to facilitate research, presentation and articulation skills. •Debates, panel discussions and quiz contests are held to assess knowledge assimilation, reasoning and debating skills. Student participation and response to such exercises helped teachers assess students' intellectual and interest level in academic, social and political issues.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Committee of the college prepared an Academic Calendar in consonance with the University calendar at the beginning of the session to facilitate systematic execution of the activities of the college. Dates were set for activities that included Orientation Programmes for new students, Departmental Students' Seminars, Field trips for Science Departments, Geography, History, and Industrial Visit of B.B.A. were listed. Schedule for Campus cleaning programmes by NSS, NCC, Eco- Club, and Beautification, Health and Hygiene Committee was included. The calendar also included Co- curricular activities like Sports and Cultural activities. Selection trial sessions for the college football and volleyball teams, table –tennis and athletics were included. The calendar included Freshers' Welcome and GeetPratiyogita. Space was created for ongoing Extension service of Blood- Donation Camp by NCC in collaboration with Kalimpong District Hospital. Celebration of National, State and local events and holidays, Environment Day, World Yoga Day, KargilDiwas, Library Day, College Foundation Day, Constitution Day, NCC Day, World Aids Day, World Soil Day were also included in the calendar. Dates for NBU Examinations are not included in the college calendar as it is the prerogative of the university. Class tests are conducted and monitored by the departments and individual teachers, so they are not included in the calendar. Some programmes like guest lectures, talks by visiting scholars, administrative and staff meetings and staff get-togethers cannot be pre-scheduled, but are held as and when they are required.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://kalimpongcollege.org.in/programoutcome.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA/BSC/BCOM	Nill	FILE ATTACHED	0	0	0
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://kalimpongcollege.org.in/sss.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Antarashtriya TathagatVishist SrijanSamman 2019	Dr. Sova LimbooYolmo Department of Hindi	Siddharth Tathagat Kala-Sahitya Sansthan, Uttar Pradesh	10/11/2019	Contribution to Literature at the International Level
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	NIL	NIL	NIL	NIL	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards		
State	National	International
NIL	NIL	NIL

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	Geography	1	0
Nill	Hindi	1	0
Nill	Physics	1	0
Nill	Zoology	3	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	2
Geography	1
Hindi	1
Political Science	2
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	0	NIL	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	15	4	1
Presented	3	7	Nill	Nill

papers				
Resource persons	Nill	0	Nill	1

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
ThalSainikCamp(TSC)	NCC, Delhi	1	1
ThalSainikCamp(TSC)	NCC, Delhi	1	1
ThalSainikCamp(TSC)	NCC, Delhi	1	1
ThalSainikCamp(TSC)	NCC, Delhi	1	1

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Abhiyan	NSS and NCC	College cleaning Drive	4	50
SwachhtaPakhwada	NSS	Observation of 15-day SwachhtaPakhwada	2	50
World Aids Day	NSS	World Aids Day Awareness Rally	2	50
Special Camp	NSS	Special Camp at Adopted village. Primary School clean-up and Environment Awareness programme	2	25
Health and Hygiene	NSS in collaboration	Tuberculosis Awareness	5	150

	with the Kalimpong District Hospital	Programme for the College		
Tuberculosis Awareness Programme	NSS in collaboration with Kalimpong District Hospital	Tuberculosis Awareness	2	200
Awareness Programme on Domestic Violence	Internal Complaint Cell, Kalimpong College	Awareness Programme on Domestic Violence	5	200
Sanitization Programme	NSS	Sanitization of Lower Bong Busty and distribution of surgical masks (Covid-19 times)	2	15
World Environment Day	NSS	Planting saplings of fruit trees and flowers at individual homes.	2	25
International Yoga Day	NSS and NCC	Observation of International Yoga Day at individual homes	2	25
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate

houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nill	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	20212	4635277	0	0	20212	4635277
Reference Books	1242	878296	22	0	1264	878296

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existin	55	2	3	0	0	0	0	15	0

g									
Added	0	0	0	0	0	0	0	0	0
Total	55	2	3	0	0	0	0	15	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

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15 MBPS/ GBPS

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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0	1255794	0	5057344

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Regarding the instruments in the laboratories associated with the Faculty of Science and Geography, the departments keep an inventory of all the instruments under their care. Damages are reported to the Principal. Applications of requisition of new instruments are given to the Principal by the Head of the specific Department/s. The College office then procures the necessary instruments for the departments. More expensive instruments for Science laboratories are generally bought when the college gets grants either through college fund, or other governmental agencies, and MLA fund. Regarding furniture and accessories for the Library too, Library Committee holds meetings to assess the requirements of the Library, and the Librarian places the same to the Principal. Regarding procurement of books, the librarian sends an annual general notice requesting teachers of each department to give a booklist. The book list is then sorted out, and books ordered according to necessity, and funds available for the same. Computers in the office, laboratories, Computer Room, Department of B.B.A and the Library are in regular use. Repair and replacement are conducted whenever necessary. Departmental laptops are maintained by individual departments. Classrooms and washrooms are cleaned and maintained in good condition by regular cleaning staff of the college. Water pumps and tanks are also maintained and kept in working order. Audio systems are available in bigger class rooms for adequate sound augmentation necessary for larger number of students. The lab-attendant of the Department of Chemistry doubles up as electrician to monitor the electrical power supply and wiring, and have the college generator functional and on standby for emergencies. Kalimpong College does not have a sports complex as such. But the games room and common games court is maintained by the college. The Sports Committee keeps track of the accessories for indoor games.

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https://kalimpongcollege.org.in

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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Maya Devi Scholarship and Lions Club Scholarship(One time)	2	17000
Financial Support from Other Sources			
a) National	NIL	0	0
b)International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Nill	0	0
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

| 2019 | 30 | BA, BSC, BCOM | ALL | Nill | Nill |

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	6

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
GeetPratiyogita(Cultural)	Institutional	50
Extempore Speech, Quiz, Photography and Skit competition held at Kalimpong College Hall, conducted by Debate and Extra-Mural Committee. August 27, 2019. Extempore, Quiz, Photography and Skit competition held at Kalimpong College Hall, conducted by D	Institutional	50

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	Nill	Nill

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council/Students' Union in the college is elected after the University sends a circular for holding elections across all colleges under the University. After the election, the elected members are represented in various committees of the college. The General Secretary of the Student Council is an ex-officio member of the College Governing Body. So, the students are represented in the Administrative decisions of the college. In the event that the term of the Student Council (one-year term) gets over and elections are delayed, then the college takes in student members from various parties along with representatives from NCC and some other active and resourceful students identified by the college, and creates an especial committee to hold student activities and functions of the college. Student Secretaries of the various committees like Cultural Committee and Sports Committee have very active roles to play in assembling students, organising events and assisting teacher convenors to guide and support students participating in events outside the

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Kalimpong College has a registered Alumni Association. The alumni association has installed a filtered drinking water system in the college which is functional, and of great help to the college community. Some members of the Alumni Association have participated in various ways in the college. This year, the Alumni Association organised a District level Intra- District Table Tennis tournament for College Staff at Kalimpong College on 30th September, 2019. It was for both men and women. Three College—Pedong Government College, Cluny Women's College and Kalimpong College participated in the tournament. All expenses including the trophies were sponsored by the Kalimpong College Alumni Association.

5.4.2 – No. of enrolled Alumni:

200

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Intra District Table Tennis Tournament

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Governing Body is the apex body in the management of the College. Kalimpong College has adequate representation of teaching and non-teaching staff, a students' representative, two representatives from the Government, and two University nominees in the Governing Body of the College. Participation of the staff in the policy and implementation is ensured through various committees. The IQAC and Teachers' Council coordinate the efforts of all the committees. The IQAC is formed according to the guidelines of the UGC where there are five members from teaching staff, two from Non- teaching staff, two from the GB, and two from the alumni. One of the senior teachers is the Coordinator of the IQAC. The Faculty of Commerce have their classes in the morning hours with a Teacher-in-Charge of the section. Two other major sections, IGNOU and BBA, also function independently. The IGNOU Study Centre is managed by a Coordinator and an Assistant Coordinator who are Teachers of the college, and two support staff. BBA.is managed by a teacher Coordinator, and an office staff. The College Library is managed by the Librarian and a few support staff. All Departments are managed by their respective Heads of the Departments. There are many Committees led by a Convenor. Convenors are appointed by the Principal in consultation with the Secretary, Teachers' Council, and senior teachers.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details

Curriculum Development	The Departments take up the responsibility of ensuring that the lessons of the pre-designed University syllabus are comprehensible to the students. Learning objectives of subjects are clarified to the students at the outset, and lessons are planned and focused on introducing the scope and content of the subjects in the initial year to be followed by deeper exploration and practical application by the time they are ready to leave the college. Teaching tools and strategies are adjusted to the variety of learning ability of students in the classrooms. In order to make the curriculum balanced and not just subject-centred, teachers supplement teaching of texts with activities geared to making the learning process enjoyable and participative
Teaching and Learning	When the Covid-19 Lockdown started from 26th March, 2020, classes and examinations went online. The trauma and anxiety created by the virus, the break in communication with lack of physical contact, and the problems posed by lack of consistent network connectivity proved very stressful especially for the Darjeeling Hills. Our students from Bhutan and Nepal, and also from village areas suffered the utmost because of the network problems.But on the better side, students were forced to learn how to scan papers and make PDFs and use email to upload their assignments and answer scripts online. Teachers anad students learned to use the Google and ZOOM platforms for online classes and submission of assignments and test papers on Google Classrooms. Technology was put to great use as the alternative source of communication. Reading materials, free books, teaching materials were sent to the students through WhatsApp, through voice messages.
Examination and Evaluation	Examination went online with open book system. Evaluation became difficult and different in the midst of the pandemic as connectivity became a serious issue. Financially challenged students found it impossible to keep up with the expenses incurred over phone recharge.

Research and Development	During the pandemic times, teachers participated in online training and webinars, and upgraded their academic and professional portfolios. The college is planning to establish a Research Cell that will motivate and propel meaningful and enhanced research among teachers and students.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a three-storied library, well equipped with approximately 18,000 books including texts and reference books. It also has an e-library with INFLIBNET-NLIST. The library has three computers currently, with a plan to include more. The library has adequate reading space, both on the ground floor and first floor. There are plans to add more books, book racks and computers in the library to cater to students better.
Human Resource Management	Human Resource recruitment for substantial posts is the prerogative of the Government of West Bengal. Teachers and non-teaching staff are recruited by the College Service Commission in Kolkata. The college is understaffed in both teaching and non-teaching sections. So, the college has employed part-time teachers. For major cleaning and repairing work, the college hires people on contract to complete specific tasks. Besides all of these, committees work together to sustain the work of the college. All committees have members from the teachings staff as well as non-teaching staff.
Industry Interaction / Collaboration	At present field trips, excursions and industrial visits are conducted regularly for BBA, Science Departments, History and English. Discussions are on to have collaborations with industries to train and employ students graduating from the college
Admission of Students	The college advertised for admission through electronic and print media, and also social media. Admission to the college was conducted online. All requirements for reservation of seats in Honours and Pass Course were fulfilled according to Government guidelines. Admission was conducted according to university guidelines and instructions.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details

Planning and Development	Admission to the college is conducted online. AISHE, BangaUcchaSiksha reports and all other reports necessary to be sent to the Government and the University are submitted online
Student Admission and Support	Admission to Kalimpong College is online. All students generally fill in their applications independently at home and at the internet cafes. They conduct fee transactions through the bank and submit the receipts in the college. During the Pandemic, the college continued to support the students with service online. College fee payments were postponed, and waivers were applied for some. Some students got financial help from individual teachers to pay semester fees.
Examination	All evaluations and examinations wereconducted online.
Administration	meetings and webinars were conducted online during the Covid-19 Pandemic.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	0

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NIL	Nill	Nill	Nill	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
COMERCE	1	07/11/2019	20/11/2019	14

HINDI	1	10/12/2019	23/12/2019	14
LIBRARY	1	27/08/2019	09/09/2019	14
POLITICAL SCIENCEC	1	17/01/2020	06/02/2020	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
In addition to the Teachers' Council Fund, sustained through Membership Fees and the Kalimpong College Employees' Cooperative Credit Society fund, the Teachers' Council started a Staff Benevolent Fundthis year. This fund will provide financial assistance to both Teaching and Non-teaching staff members, or to one of the immediate family members of the staff especially for medical needs. The total amount is currently fixed at Rs. 30.000 in which the grant will pay half, and the College will pay half the amount. This is a type of matching grant which has been approved by the Governing Body of the College. It is to be a one-time grant for each staff, and will be given whenever it is required. Forty-five Teachers in Substantive Posts and twenty-one SACT teachers have been enrolled to this fund in the current year, and three teachers have benefitted from the fund.	Non-teaching staff of the college also have created their separate contribution system. They have a fund collection through which they give a consolidated amount of fund to non-teaching staff when they retire from service. It is a one-time contribution of goodwill and appreciation for the retiree. Non-teaching staff can also take benefits from the Kalimpong College Employees' Cooperative Credit Society for loans when necessary if they are members of the same. In addition to these funds, fifteen Non-teaching staff have also been enrolled in the newly created Staff Benevolent Fund. They will receive the same benefits as the Teaching Staff of the college	With the introduction of the CBCS system new books were introduced in the syllabus. The Departments of English and Commerce took the initiative to order books in sets for Honours and Programme students this year. Students then bought the books. Teachers paid for the books for a very few who could not afford them. During the Pandemic too, books were provided for the students by these two Departments. Online reading materials and free books, were provided through WhatsApp.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

> Kalimpong College has a Finance Committee and a Provident Fund Committee. The Finance Committee keeps track of the income and expenditure of the college, and offers suggestions and cautionary advice on financial matters to the Principal. It works in tandem with the Governing Body of the college to verify and approve financial transactions. The Provident Fund Committee ensures that the provident fund of the staff is calculated accurately, and is on track. Internal Financial Audit: The college conducts a detailed internal financial audit annually. Documented record of financial transactions of the college are checked in detail, and a formal report given back to the college by the auditor.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	No	NIL
Administrative	No	NIL	No	NIL

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NIL

6.5.3 – Development programmes for support staff (at least three)

> Two support staff aiding in the Library have been encouraged by the Librarian, to study Library Science. They are currently enrolled for BLIS(Bachelor in Library and Information Science) through IGNOU at Mainaguri Study Centre.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

> 1. CBCS System implemented and supported successfully. 2. Construction of new building started this year. 3. New two-storied college canteen constructed through GTA handed over to the College

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Development	25/03/2020	01/04/2020	31/05/2020	9

of robust platform to conduct online classes, monitoring and evaluation during covid-19 imes				
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness Programme on Domestic Violence	08/03/2020	08/03/2020	140	110

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1.The college has a rainwater-harvesting system that includes a tank to accommodate 1,50,000 litres of water to cater to the needs of 2300 staff and students of the college. The system was constructed by Rotary Club of Kalimpong in collaboration with several Rotary Clubs of Scotland and Rotary International. The water tank fulfils the water requirement for all the laboratories, washrooms, and drinking water system of the college. 2. The drinking water filtering system constructed by the Alumni Association to ensure safe drinking water for the college is being maintained in functioning order by the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nill	Nill	Nill	Nill	00	Nill	Nill	Nill
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nill	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
ORIENTATION PROGRAMME	07/08/2019	09/08/2019	450
FRESHERS WELCOME	19/09/2019	19/09/2019	500
CONSTITUTION DAY	26/11/2019	26/11/2019	35
TEACHERS DAY	05/09/2019	05/09/2019	100

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Department of Botany and Eco-club maintain a space at the entrance of the college where they plant flowers and other useful plants. 2.The NCC, NSS and Eco-Club take turns, and sometimes work together to clean the campus all the year round. 3.The college has been maintained as a No-smoking Zone, Tobacco-free Zone, and Plastic-free Zone. 4. The college canteen provides freshly cooked local food. 5. The canteen does not use fossil fuel for cooking.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.The College Central Library has been made accessible to the community. By taking permission from the office of the Principal, members of the local community can come and read books available in the library. By agreeing to the policies and rules of the institution, and payment of membership fee, members of the community and research scholars can also borrow books from the library, and have access to the e-library. Hence the College is offering extension service to the community through the College Library. 2. Departments of Commerce and English continue to order books for students of the Department in the beginning of each session. 3. Teachers from the Department of Botany initiated online mentoring for students. Dr. Saran Kumar Gupta is actively involved in mentoring the students to prepare for competitive examslike CSIR-NET, GATE, DBT-JRF, ICAR-NET, ICMR and Ph.D. entrance examinations. Besides these, remedial classes, mock tests, for in-house students continued throughout the pandemic times. He has also initiated counselling sessions for students of all the students of the Faculty of Science on how to crack competitive Exams after graduating with a Bachelor's degree. Dr.MstMomtaj Begum has also been regularly assisting students in preparing for these exams. During the pandemic she has also coached students of classes I-X from economically weaker sections of the society.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://kalimpongcollege.org.in/library.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The motto of Kalimpong College is 'Seek, And Ye Shall Find', and its goals are 'Quality Education, Access and Equality'. The mission of the institution emanates from the vision to seek ways to spread higher education in the Kalimpong region and beyond, and give access to it at a minimum cost,

especially to stakeholders who are financially challenged, women, scheduled castes, scheduled tribes and minorities who are in large number in the college. The priority, therefore, is always to make quality higher education accessible to as many people as possible. Hence the college has over the years, sought to upgrade itself through changing times, to overcome challenges and meet the educational needs of the region. The region includes not only the Darjeeling Hills, but the plains of the Dooars, the neighbouring state of Sikkim and the states of North-East India. It also includes the neighbouring countries of Bhutan and Nepal. Kalimpong college is the oldest co-ed college, having served the region for 57 years. It offers access to multiple streams of education. It has Arts, Science, Commerce, Bachelor of Business Administration (B.B.A), and IGNOU, all within the Campus. The college offers Honours in 12 subjects. Kalimpong College is the only college in the District of Kalimpong that has an IGNOU study centre which provides Master degree courses in ten subjects. The Department of BBA caters to the education and training of youth not only from the local community, but from the neighbouring state of Sikkim and beyond the national borders to those from Bhutan and Nepal. Two certificate additional courses—Communicative English, and Travel and Tourism Management are conducted under the aegis of this Department. The College has the largest open access academic library in Kalimpong which is accessible for use of the community, good science labs, and a herbarium collection in the Botany department.

Provide the weblink of the institution
https://kalimpongcollege.org.in

8.Future Plans of Actions for Next Academic Year

1. Continuous Career Counselling and Placement for Students. 2. Installation of 200 Mbps Wi-fi service for the college community through the Central Library. 3. Install a structured method to identify advanced students and weak ones, and to document their progress. 4. Establish a Research and Development Cell in the College. 5. Encourage teachers in research and publication. 6. Signing of MoUs with institutions, Industrial Houses, communities for collaborative activities.