



# NARAJOLERAJCOLLEGE

(NAAC Accredited 'B' Grade Government-Aided College)

NARAJOLE: PASCHIM MEDINIPUR: PIN-721211

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## Compliance Report\_2022-23

Sl. No.	Plan of Action	Action Taken	Compliance
1.	To impart transferable and life skills to the students and enhance their understanding of the expectations of the industry by introduction of Value-Added Courses, Add-on Courses and Certificate Courses for Promotion of Innovation Ecosystem	Twenty-six Value Added/Add-on/Certificate courses are introduced and completed with the endorsement of the Academic Committee & Governing Body of Narajole Raj College and added value to the learning outcomes of the students and would help them in getting placed after completion of their degree. All courses are oriented towards improving the employability of students and bridging their skill gaps.	Complied
2.	To establish a Skill Hub and provide skill-based training for deployment of human resource and to develop an infrastructure for the creation and dissemination of knowledge.	Certificate course on "Tailoring and Beautician" was started by Skill Hub Centre, Narajole Raj College. 25 female students of Narajole Raj College and some females of adopted/UBA villages are successfully trained and completed the courses. This course will provide the employability of female students.	Complied
3.	To build up Innovation Hub to promote creativity and research motivations of students	The institution has initiated an incubation center (Innovation Hub) - "LED BASED DEVICE PRODUCTION" in 2023 under the supervision of the Department of Physics. In the first batch, 14 students are	Complied



		<p>given hands-on training and 9 students completed the Certificate Course on production and repairing of LED Bulbs. Additionally, the institution has also initiated an incubation center (Innovation Hub) -"MUSHROOM CULTIVATION HUB" in 2023 under the supervision of the Department of Botany in this academic session. In the first batch, 30 students are given hands-on training and completed the Certificate Course on Techniques for Mushroom Cultivation. In the Innovation Hub in Department of Chemistry students are given hands on training on preparation of Sanitizer, phenyl, soap, etc, also 15 students have completed the certificate course on "Household Chemistry"</p>	
4.	<p>Establishment of the Govt. of West Bengal-sponsored IPR Cell.</p>	<p>The Intellectual Property Rights (IPR) Cell of Narajole Raj College is sponsored and recognized by the Department of Science &amp; Technology and Biotechnology, Govt. of West Bengal in 2023. IPR Cell received Rs. 50,000/- grant for the Faculty Development Programme, Workshops, and other IPR-related activities. IPR Cell organized surveys, awareness of trademark, and license on canvas painting works of artists of the Paschim Medinipur District (Sabang, Naya and Narajole). This awareness programme will help them to achieve the trademark of their artistic works. Also, workshop on IPR is organized at Narajole Raj College. This workshop will improve the knowledge of patent, copyright, trademark</p>	Complied

  
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 Narajole Raj College  
 Paschim Medinipur District



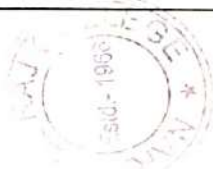
		among faculties and students. Total 238 no teachers and final year students participated in this workshop.	
5.	Different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools.	In this academic year, special emphasis is given on different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools. Many activities like uses of medicinal plants/environmental sustainability, nutritional surveys and monitoring, environmental awareness, cleanliness drives and tree plantations, child vaccination awareness, female foeticide, and infanticide awareness, etc are successfully organized at UBA villages. Basic computer training, lectures on the importance of Vedas/Gita, film screening, workshop on Yoga, workshop on popular science, lectures on citizenship, constitutional rights, and duties craft making training, dance and singing training, training on e-commerce are organized for tribal communities and school students of UBA adopted villages. These activities create social awareness among the villagers. Students of UBA villages and tribal communities are trained with uses of computer, e-commerce, English language, etc. They also learned many cultural activities like, dance, singing, drawing, etc.	Complied
6.	To conduct MoUs with different institutes and educational organizations to explore academic activity as well as to get specialization of other academic	The college has conducted 23 MoUs. Out of them 19 academic collaboration and faculty exchange programs with different educational	Complied



	institutions/academic body/industry, etc.	institutions and academic bodies (Kharagpur College, Garbeta College, Debra College, Ghatal R. S. Mahavidyalaya, Govt. General Degree College Salboni, K D College of Commerce, Dantan College, etc) and industries are organized for the uplift of research and academic activity and employability among the students under these 14 MoUs & collaborations. Faculty exchange programme creates academic excellence and skill development of the students. It has also created new opportunities on research, special projects and practical along with acquisition or update of practice experience which can inform faculty teaching and research. Also, 2 research collaboration with UGC DAE Consortium for Scientific Research, Kolkata, IIT Kharagpur enhance the research activity and quality.	
7.	To provide internship opportunities and placement assistance to students	IQAC has taken initiatives for providing internship opportunities and placement assistance to students. 71 students of different departments successfully completed internship programme on creative writing, functional Bengali, journalism and social services, industry services, marketing, yoga & Meditation, etc under 10 MoUs with different academic bodies, institutions and industries. This internship opportunity will increase their employability beside regular studies.	Complied
8.	To make Library Automation and installation of mark sheet tabulation software	In this academic year, our library is automated through COHA software. At present 15,191 books are under	Complied



		automation. Complete automation is expected to be achieved very soon. It can help to automate the various tasks related to cataloging, circulation, acquisitions, serials, and more. Students can access library very easily. The mark sheet preparation software is purchased. Mark sheet tabulation software not only helps teachers, but also provides a better understanding of the data to parents, giving a deep insight into students' performance.	
9.	Augmentation of Library Infrastructure	Rs. 78,562/- is utilized for purchasing 457 text and reference books for different departments as per their needs.	Complied
10.	To increase the audio-visual learning activity (ICT class) for students	The numbers of ICT classroom is increased. At present, total number of ICT enabled classroom is 14. It improves the concentration and comprehension of students. The activities carried out through digital and interactive tools increase student concentration and, therefore, they assimilate concepts more quickly, enhancing learning.	Complied
11.	To facilitate energy diversification, energy conservation practices and green practices at the institution through systematic monitoring	Green Audit and Energy Audit with ISO certification is completed. Green Club has organized many awareness programmes at institutes and also in the locality. In all section, LED bulbs/lights are installed. The numbers of solar lights are increased.	Complied
12.	To facilitate waste management practices at campus	Many dustbins (by mentioning the colour code) for organic/biological, glass, paper are installed in the campus. Also, separate dustbin is installed for e-waste. The college has also made a	Complied



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Nankar College  
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		MoU with HULLADEK Recycling, an e-waste management company for collection of e-waste of our college. Special chambers are constructed for chemical waste from laboratory.	
13.	To increase the number of seminars, workshops, and special lectures to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students.	A large number of seminars, workshops, and special lectures are organized by different departments, committees and cells to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students and teachers.	Complied
14.	To encourage the faculties to participate in faculty development programmes, workshops, seminars, etc	8 number of faculties participated in faculty development programmes in Academic Staff College. Almost all faculties participated in seminars/workshops for academic development.	Complied
15.	Formation of Placement Cell	A Placement Cell is formed and a training GDA Training at Narajole Raj College Campus.	Complied
16.	To facilitate sports infrastructure of college	As per requirement of Department of Physical Education Rs. 68,173/-is utilized for purchasing different sports equipment. Also, KHO KHO ground creation is completed. 79 decimal land is cleaned & developed for playground at old Rajbari campus.	Complied
17	Development of an Archive Centre for preservation of local history and the dissemination of information on rich cultural heritage of our institution.	Archive Centre is duly framed at old Narajole Rajbari Campus of the college. A certificate course in Archival Research is offered by Dept. of History.	Complied
18.	To facilitate building infrastructure of college	Although there is lack of fund yet college has built a Smart Auditorium, disable friendly washroom, water conservation	Complied

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		system and renovation of rainwater harvesting system in this academic year.	
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*ORA*  
05/07/23

Principal

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Narajole, Pin-721 211



*ORA*  
05/07/24

Principal  
Narajole Raj College  
Narajole, Pin-721 211



# NARAJOLE RAJ COLLEGE

NARAJOLE · PASCHIM MEDINIPUR

PIN - 721211

Member Of The Governing  
Body Of Narajole Raj College

**President** Sri Sujit Kumar Banerjee

**Principal And Secretary** Dr. Basudev Mandal

**Govt. Nominee** 1. Sri Kumaresh Bhunia

2. Sri Sunil Bhowmik

**University Nominee** 1. Sri Laxmi Kanta Roy

2. Prof. Nilanjana Das Chatterjee

**Teacher Representative** 1. Dr. Nilanjana Bhattacharya

2. Dr. Tapanendu Kamilya

3. Dr. Uttam Kumar Kanp

**Non-Teaching Representative** Sri Anupam Ghosh

**Students Representative** Sri Subhadip Samanta

*Principal*  
15/07/21







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*Internal Quality Assurance Cell (IQAC)*

**Strategic Plan: 2018-2023**

**Introduction:** This Strategic Plan is aimed at systematic development of the institution. It is also reflecting the perspective of the institution in the coming five years (2018-2023) in tune with our institutional mission and vision statement and core values. The first NAAC A&A process of the college has been done on August, 2018. This Strategic Plan is considering the recommendations of NAAC peer team as a yard stick of its development. We are also considering SWOC Analysis of the college by the NAAC peer team as a base for the formulation of our Strategies.

**SWOC analysis:**

**Strengths:**

The strengths of the institution include:

- a) Students are keen to cultural activities.
- b) Committed teaching and administrative staff.
- c) Adequate options at undergraduate level.
- d) Adoption of student -centric teaching methodology.
- e) Doing good number of extension activities at adopted villages.
- f) Presence of adequate IT infrastructure.
- g) Appreciable financial contribution by Alumni.
- h) Effective involvement of parents for development of the college.

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Principal  
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Narajole-721211

**Weaknesses:**

The weaknesses of the institution include:

- a) Lack of Inadequate space for academic operations and extracurricular activities;
- b) Vacant positions in teaching and non-teaching posts;



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- c) Absence of structured mechanism for identification of slow and advance learners;
- d) Absence of ecosystem for innovation and incubation;
- e) Limited number of skill development courses;
- f) Lack of automation in Central Library is not fully automated;
- g) Limited participation of students in sports activities.

**Opportunities:**

The opportunities of the institution include:

- a) Research activities can be promoted;
- b) Mobilization of funds through various funding agencies can be arranged;
- c) More P.G. courses can be introduced;
- d) More skill-based programme as per students/local needs can be introduced;
- e) Involvement of Alumni association for institutional development can be augmented;
- f) Students can participate in various cultural competitions at state and national level;
- g) Entrepreneurship programmes in collaboration with NOGs and community can be initiated.

**Challenges:**

The challenges of the institution include:

- a) Development of structured mechanism for identification of slow and advanced learners;
- b) Development of ecosystem for innovation and incubation;
- c) Making library fully automated;
- d) Encouraging participation of students in sports activities;

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- e) Fund allocation in regular budget for infrastructure augmentation;
- f) To give emphasis on systematic development and constant academic and administrative evaluation;
- g) Providing and developing accommodation facilities for the students and staff.

**Institutional Strategic Goals:**

The strategic goals of the institution include:

- a) To suggest appropriate authorities for development and timely adaptation of an effective curriculum enrichment process;
- b) To establish more effective and innovative teaching -learning process taking into consideration technological paradigm shifts.
- c) To develop and monitor a continuous Internal Quality Assurance System to cater to the needs of various stakeholders;
- d) To ensure good and transparent governance with a special emphasis on gradual e-governance;
- e) To ensure all round development of students by providing parental guidance and support to the students;
- f) To ensure mechanism for inclusive development of students in all necessary spheres;
- g) To ensure training and development of teaching and non-teaching staff members so as to negate de-equipment and to provide best-in-class services to all stakeholders;
- h) To provide welfare measures, both pecuniary and non-pecuniary, for staff members;
- i) To give emphasis on interaction of academia with prospective employer including industry;
- j) To give emphasis on faculty research, faculty recharge and faculty exchange programmes;
- k) To enhance the Alumni interaction and participation for the betterment of the institution;
- l) To broaden the outreach activities for the students and to sensitise the in contemporary social issues and social evils;
- m) To develop the institution towards a green campus;
- n) To promote gender equity in all spheres;
- o) To develop the distinctiveness of the institution though academic activities and social behaviour.

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**Strategic Planning For (2018-2023)**

Area of Development	Planning of activities	Responsibility entrusted to	Timeline	Fund
Curricular Aspects (Criterion - I)	<ul style="list-style-type: none"><li>i. To initiate the opening of value-added / Certificate courses.</li><li>ii. To open more courses at UG/PG level.</li><li>iii. Collaborative programmes with other colleges.</li><li>iv. To initiate the opening of add -on courses.</li></ul>	Academic Committee	Four years from September, 2018	Grants from UGC & Internally Generated Funds
Teaching – Learning and Evaluation (Criterion - II)	<ul style="list-style-type: none"><li>i. To enhance ICT in teaching – learning and to train the faculties and students according to that.</li><li>ii. To initiate the optimum use of LMS and initiate LCS system.</li><li>iii. To nurture the culture of innovative teaching - learning.</li><li>iv. To develop the process of continuous evaluation in addition to university curriculum.</li><li>v. To develop a structured process of identifying advanced learner and slow learner.</li><li>vi. To initiate the mentoring programme.</li><li>vii. To prepare teaching plan by the faculties.</li><li>viii. Academic calendar of the institution's own.</li></ul>	Academic Committee & Academic Departments.	Four years from September, 2018	Internally Generated Funds







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Teaching – Learning and Evaluation (Criterion - II)	viii. To revisit the PO, CO, PSO of the college. ix. To develop a mechanism to measure the attainment level of the students regarding PO, CO, PSO.	Academic Committee & Academic Departments.	Four years from September, 2018	Internally Generated Funds
Research, Innovations and Extension (Criterion - III)	i. To enhance the Research activities of the faculties. ii. To develop an incubation centre of the college. iii. To develop a Research Centre in the college in connection with PG courses of the college. iv. To encourage the faculties regarding mobilization of research fund and research collaboration. v. To enhance the community service of the faculties with the help of NSS, NCC, extension committee. vi. To engage the Alumni in extension activities. vii. To initiate Faculty exchange programme.	Principal, IQAC & Research Committee	Four years from September, 2018	Grants from UGC
Infrastructure and learning resources (Criterion - IV)	i. To construct building and class rooms. ii. Addition of the ICT enabled class rooms and ICT facilities inside the campus, updation of institutional website, promote e- governance in administration.	Library committee, Building committee, NSS, NCC	Four years from September, 2018	Grants from UGC, Grants from State Government & Internally

  
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	iii. To initiate the library automation. v. To subscribe more e- resources for the students and faculties. vi. To enhance the number of sports equipment. vii. To develop an ambiance (instruments, trainings etc.) of cultural enrichment of the students.	Units & Technology subcommittee.		Generated Funds
Student Support and Progression (Criterion - V)	i. The introduce the capacity enhancement and skill development programmes for the students. ii. To enhance the Career Counselling programmes for the students. iii. To develop a centre for training of the students for competitive examinations. iv. To establish a placement cell for the students.	IQAC, Career Counselling Cell, Alumni Association.	Four years from September, 2018	Grants from UGC, Grants from State Government & Internally Generated Funds.
Governance, Leadership and Management (Criterion - VI)	i. To enhance the faculty empowerment, development strategies. ii. To give priority to Faculty and staff recruitment. iii. To develop welfare schemes for the faculties and office staff. iv. To conduct Internal and external audits regularly.	Governing body & Principal, IQAC.	Four years from September, 2018	Grants from UGC, Grants from State Government & Internally Generated Funds.

*Handwritten signature and date:*  
 15/07/24  
 Principal  
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 Paschim Medinipur





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	v. To develop a mechanism to mobilize the external funds from various GOs, NGOs for the development of the college.			
Institutional Values and Best practices (Criterion -VII)	i.To plan a structured method for the operations of gender equity cell. ii.To conduct gender equity programmes with external agencies. iii. To enhance the green activities of the college. iv. To enhance the programmes with local community. v. To prepare a code of conduct hand book for the stake holders. vi. Organizing programmes and to find out structured methods to inculcate core values and ethics amongst faculties, office and students.	IQAC, Green Club, Gender equity cell, Teachers 'Council, Staff council, Student council	One year from September,2018	Internally Generated Funds

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### Internal Quality Assurance Cell (IQAC)

#### Strategy Implementation and Monitoring

After approval of Strategic development plan the next step is its implementation. During implementation the progress of strategy shall be measured from time to time. Hence the measurable success indicators are mentioned in the implementation document. The principal along with Governing Body and other Academic and Administrative subcommittees member will be the custodian for strategic plan and its deployment.

#### Implementation At Institution Level:

Governance & Administration	President, Principal & Members of Governing Body & Office of the Principal
Students Admissions	Principal along with office, Admission Committee, Technology Sub committee
Statutory Compliance	HODs, Convenor / Coordinators of different Cells
Infrastructure (physical)	Governing Body, Principal, Building Sub committee
Infrastructure (Academics)	Principal, Academic sub- committee, Faculties
Teaching- Learning	Principal, HODs, Faculty and Staff
Research& Development	Principal, Research Committee, IPR cell
Students Development	Principal, Academic committee, Faculties, student centric Cell
Departmental Activities	HODs and Faculty
Training	Principal, Student centric Cell, Technology sub committee
Quality Assurance	







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**Measurable during Implementation**

<b>Curricular Aspects (Criterion - I)</b>	<ul style="list-style-type: none"><li>i. Number of Courses in UG/ PG level implemented.</li><li>ii. Number of Value added/ Certificate/ Add -on courses initiated.</li></ul>
<b>Teaching - Learning and Evaluation (Criterion - II)</b>	<ul style="list-style-type: none"><li>i. Number of teaching aids</li><li>ii. Syllabus completion</li><li>iii. Projects other innovative measures</li><li>iv. Number of learning resources</li><li>v. Number of student counseling/mentoring/trainingsessions conducted</li><li>vi. Result of examinations (Pass, First classes,Distinctions)</li><li>vii. Graduate attribute attainment levels</li><li>viii. Student feedback</li></ul>
<b>Research, Innovations and Extension (Criterion - III)</b>	<ul style="list-style-type: none"><li>i. Number of research work, publications, projects done by the faculties</li><li>ii. Number. of Research publication awards received by the faculties.</li><li>iii. Number of Research Collaborations, faculty exchange programme initiated.</li><li>iv. Number of incubation center</li><li>v. Number of extension programmes conducted through NSS, NCC, UBA etc.</li><li>vi. Number of people benefited in each Programme.</li></ul>
<b>Infrastructure and learning resources (Criterion -IV)</b>	<ul style="list-style-type: none"><li>i. Number of buildings, class rooms added</li><li>ii. Removal of obstacles</li><li>iii. New Laboratories added</li><li>iv. New equipment added</li><li>iv. Annual budget allocated &amp; utilized</li><li>vi. Number of books purchased in library.</li></ul>

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	<ul style="list-style-type: none"><li>vii. Number of e resources initiated.</li><li>viii. Attainment in library automation.</li><li>ix. Number of IT infrastructure, added</li></ul>
<b>Student Support and Progression (Criterion - V)</b>	<ul style="list-style-type: none"><li>i. Number of government and non-government scholarship provided.</li><li>ii. Number. of student development schemes initiated, Remedial classes and its attainment of success.</li><li>iii. Number of soft skill development programmes initiated.</li><li>iv. Number of vocational trainings</li><li>v. Number placement drive organized</li><li>vi. Number of placements</li><li>vii. Number of students participated in Sports and cultural activities in state/ national/ international level.</li><li>viii. Alumni data base</li><li>ix. Number of interactions</li><li>x. Number of activities</li></ul>
<b>Governance, Leadership and Management (Criterion - VI)</b>	<ul style="list-style-type: none"><li>i. GB selection (Inclusion of Academicians &amp; Industrialist)</li><li>ii. No. of GB meetings</li><li>iii. Vision Mission, Dissemination &amp; Review</li><li>iv. Organization structure in place</li><li>v. Degree of decentralization</li><li>vi. Degree of E governance</li><li>vii. Resource mobilization</li><li>viii. Staff appraisal &amp; career advancement</li><li>ix. Service rules &amp; benefits scheme in place</li></ul>

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	<ul style="list-style-type: none"><li>x. Number of staff welfare programs</li><li>xi. Annual Budget forecasting income &amp; expenditure</li><li>xii. Utilization / Allocation of funds Internal &amp; External Audit</li><li>xiii. Number of IQAS initiatives/ semester</li><li>xiv. Audits Reports</li><li>xv. AQAR submission</li></ul>
<b>Institutional Values and Best practices (Criterion -VII)</b>	<ul style="list-style-type: none"><li>i. Number of gender equity programmes initiated.</li><li>ii. Number of initiatives towards environment and green practices.</li><li>iii. Number of programmes inculcated human values and professional ethics.</li></ul>

**Monitoring of strategic plan**

The execution of strategic plan will be observed time to time by Principal, Academic Committee and other committees intermittently through periodic review. The detailed progress report will be presented by the HODs, coordinators, conveners in the review meetings. The benchmarking of quality standards and its monitoring, evaluation of attainment will be carried out by the IQAC independently. The report will be sent by IQAC to the GB. With thorough analysis of outcomes and based on IQAC report, the GB will recommend the corrective measures, actions, need of further processes and deployment of resources. All the corrected reports which will be sent by the committees will be redirected again to GB for further discussions and implementation.

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#### **Conclusion**

The **Strategic Plan and Deployment document** is an attempt for attaining goals of **Narajole Raj College**. Only initiation of strategic plan doesn't ensure success, but it provides a guidance which is a collective effort by the process of participative brainstorming of stakeholders. The fair implementation of strategies and potential teamwork result into success and sustainable development. It needs random advancement to weave the lessons learnt during the implementation and highlights the role of IQAC in clinching the quality implementation.

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**VIDYASAGAR UNIVERSITY**

Midnapore – 721102, Paschim Medinipur, West Bengal.

# Provisional Regulations (Draft)

*for*

## **CURRICULUM & CREDIT FRAMEWORK FOR UNDERGRADUATE PROGRAMMES (CCFUP)**

*Based on*

*National Education Policy, 2020*

**(w.e.f Academic Session 2023-24)**



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# VIDYASAGAR UNIVERSITY

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# VIDYASAGAR UNIVERSITY

Midnapore – 721102, Paschim Medinipur, West Bengal.

## 1. Preamble:

In view of the National Education Policy-2020 (NEP-2020) of the Government of India and the subsequent guidelines of University Grants Commission (UGC) for *Curriculum & Credit Framework for Undergraduate Programmes (CCFUP)*, the Department of Higher Education, Govt. of West Bengal call for implementation of CCFUP to State Universities on 17 Match, 2023 from the forthcoming session.

The Vidyasagar University, in concurrence with the academic and administrative restructuring recommended in CCFUP, has designed new Curriculum and Credit Framework for Undergraduate Programmes in Semester mode for various disciplines and recommended for its implementation through the affiliated Colleges/ Institutes with effect from Academic Session 2023-24.

To cater to the needs of students with diverse talents, aspirations and professional requirements, it is necessary to make qualitative changes in its undergraduate programmes. Taking care of the needs of the generation, the CCFUP in light of NEP-2020 has recommended Multi-disciplinary Undergraduate Programme with multiple exit and entry options with Certificate/ Diploma/ Degree at each stage of the exit.

The new Curriculum has emphasized on continuous learning and evaluation, holistic education by allowing students to experience inter/multidisciplinary and Value Added courses through a 3-Year or 4-Year Undergraduate programmes with flexible degree having multiple entry and exit options. The students are provided abundant opportunities during the programme of study to accumulate credits by opting Major Courses, Minor Courses, Multidisciplinary Courses, Ability Enhancement Courses, Skill Enhancement Courses and Value Added Courses under various disciplines. This system aims to strengthen the academic potential of the student as it provides flexibility in the choice of courses offered beyond the framework of the respective disciplines of study.

The 3-Year or 4-year undergraduate programmes under Vidyasagar University based on CCFUP structures have been designed in the disciplines of Science, Arts, Commerce and Professional studies.

The Draft Regulations for Undergraduate Programmes of Vidyasagar University under CCFUP (based on NEP, 2020) have been proposed by the concerned authority for wide deliberation and to receive views of the stakeholders prior to implementation. The provisions of these Regulations shall be applicable with effect from academic session 2023-24.



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## 2. Implementation of CCFUP (w.r.t. NEP 2020) from session 2023-24:

In pursuant to the D.O. vide No. 266(31)-Edn(U)-EH/1U-45/2020(Pt.) dated 17.03.2023 of Department of Higher Education, Govt. of West Bengal on implementation of Curriculum & Credit Framework for Undergraduate Programmes (CCFUP), 2023-24 and subsequent Notification vide No. 354.Edn(CS)/10M-95/14 dated 02.06.2023 of Department of Higher Education, Govt. of West Bengal for commencement of admission to Undergraduate programmes for academic session 2023-2024, a Steering Committee for implementation of CCFUP under Vidyasagar University was constituted vide notification ref. VU/R/Noti./572/2023 dated 05.06.2023.

The Steering Committee after series of brainstorming interactions with the affiliated Colleges and other stakeholders of the University has proposed the provisional (draft) guideline of Curriculum and Credit Structure for Undergraduate Programmes (CCFUP) with effect from academic session 2023-2024 for all affiliated Colleges under Vidyasagar University.

The members of the Steering Committee are:

### **Chairman:**

Prof. Ajay Kumar Mishra, Dept. of Chemistry, Vidyasagar University

### **Members:**

Dr. Avijit Roychoudhury, Inspector of Colleges, Vidyasagar University

Mr. Biplab Chakraborty, Controller of Examination, Vidyasagar University

Prof. Pinaki Das, Professor, Dept. of Economics, Vidyasagar University

Prof. Madhumangal Pal, Head, Dept. of Applied Mathematics, Vidyasagar University

Prof. Indranil Acharya, Head, Dept. of English, Vidyasagar University

Dr. Rupa Dasgupta, Principal, Debra Thana S.K.S. Mahavidyalaya, Paschim Medinipur

Dr. Bidyut Samanta, Principal, Kharagpur College, Paschim Medinipur

Dr. Amit Kumar De, Principal, P. K. College, Contai, Purba Medinipur

Dr. Debnarayan Roy, Principal, Jhargram Raj College, Jhargram

Dr. Tarun Kanti Mondal, Secretary, Faculty Council of P.G. Studies, Vidyasagar University

Dr. S. K. Sau, Special Officer to Hon'ble Vice-Chancellor, Vidyasagar University

Prof. Sankar Kr. Roy, Dept. of Applied Mathematics, Vidyasagar University (special invitee)

### **Convener:**

Mr. Debkumar Biswas, Secretary, Undergraduate Council, Vidyasagar University

The Ninth Executive Council of Vidyasagar University in its Eighteenth (18) meeting dated 27.07.2023 has approved the recommendations of Steering Committee for implementation of Curriculum & Credit Framework for Undergraduate Programmes (CCFUP) under Vidyasagar University with effect from academic year 2023-24.

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## 3. Major Highlights of CCFUP 2023-24 of Vidyasagar University:

- Vidyasagar University CCFUP, 2023-24 Regulations based on NEP-2020 provide detailed procedure for implementation of different provisions of NEP-2020 in Higher Education in terms of Under Graduate Degree Programmes.
- CCFUP (NEP-2020) Regulations are applicable from the Academic Year 2023-2024 for Under Graduates Programmes.
- The University seeks to enforce the academic disciplines to adopt the spirit of NEP-2020 in terms of entry-exit requirements, academic bank of credits and credit transfers and flexibility for students to move from one institution to another.
- These regulations are significant for skill development, inter/multi-disciplinary learning, wider access and inclusiveness and entrepreneurship.
- All Colleges/ Institutes/ Departments are mandated to launch UG programmes with entry-exit facility. These academic programmes will have lateral entry facility in the applicable stages.
- First Year ends with the award of a Certificate, second year with a Diploma, third year with a UG degree and fourth year ends with Honours/Research Degree.
- Existing CBCS System will be substituted with Vidyasagar University CCFUP Regulations, 2023-24 (based on NEP-2020) with effect from academic session 2023-24.
- Summer Internship is proposed for conducting Apprenticeship/ field studies/Scientific Innovations/conducting social services/community outreach programmes and such other similar field/work related programmes to have in-depth information of subjects through direct observation and analysis in their natural settings.
- Boards of Studies (BOS) with inputs from programme committee would design curriculum for UG Programmes as per the CCFUP (NEP-2020) guidelines of the Vidyasagar University focusing on skill development and holistic-multi-disciplinary learning/education across disciplines that would help develop all capacities of human beings-intellectual, aesthetic, social, physical, emotional, ethical, and moral-integrating other skills along with specialized immersion in academics.
- Promote credit-based courses on community engagement and service, environmental and value-based education.
- UG Programmes will have components of job- oriented skills having suitable assessment procedures.
- In alignment with NEP, 2020, the programmes shall be designed to create scope of online learning for students along with regular class room teaching.



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## 4. Title and Commencement:

These regulations shall be called THE REGULATIONS FOR CURRICULUM & CREDIT FRAMEWORK FOR UNDERGRADUATE PROGRAMMES (CCFUP) 2023-24 OF VIDYASAGAR UNIVERSITY.

These Regulations shall come into force with effect from the academic session 2023-24 for the Undergraduate Programmes.

## 5. Scope and Applications:

(i) The Undergraduate Academic Programmes governed by these CCFUP Regulations of Vidyasagar University shall be with multiple entry and exit options with appropriate Certifications/ Diplomas/ Degrees as follows:

- Bachelor's Certificate** in a Discipline upon the successful completion of the First Year (Two Semesters).
- Bachelor's Diploma** in a Discipline upon the successful completion of the Second Year (Four Semesters).
- Bachelor's Degree** in a Discipline upon the successful completion of the Third Year (Six Semesters).
- Bachelor's Degree with Honours / Honours with Research** (UG Degree with Hons. / Research) in a Discipline upon the successful completion of the Four years (Eight Semesters).

(ii) 'Eligibility' and admission procedure for each UG programme of studies under CCFUP, 2023-24 shall be governed by the Admission Regulations of Vidyasagar University, as applicable time to time.

(iii) The students who exit with Certificate, Diploma and three years Bachelor Degree shall be eligible to re-enter in the same programme of study to complete the next levels within the stipulated time considering the availability of seat and the eligibility criteria.

(iv) Academic Bank of Credit (ABC) is mandatory for students entering in Undergraduate programmes under CCFUP at Vidyasagar University.

(v) The transferred students from the 'Other University' with valid ABC account shall be assessed for credit equivalency prior to offering lateral admission under CCFUP at Vidyasagar University.



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(vi) No student shall be admitted to more than one Undergraduate programme (in regular mode) at a time in the Colleges.

(vii) There shall be no provision for students to shift from any one programme to other in between their studies as well as swap between minor to major and vis-a-versa, unless otherwise specified in the Regulation of CCFUP, 2023-24 as applicable.

(viii) CCFUP, 2023-24 regulations shall apply to all undergraduate programmes offered by the Vidyasagar University and colleges/courses affiliated to Vidyasagar University with effect from the academic year 2023-24.

(ix) These regulations shall not be applicable to the following programmes under Vidyasagar University

1. Bachelor of Vocational Studies (B.Voc.)
2. BA LLB (5 years)
3. LLB (3 years)
4. Bachelor of Fishery Science (B.F. Sc.)
5. B.Sc. (Hons.) Agriculture programmes

## 6. Definitions:

(i) **ACADEMIC YEAR:** Two consecutive (one odd + one even) Semesters constitute one academic year.

(ii) **SEMESTER:** Each Semester consists of 15 weeks equivalent to 90 teaching days. The ODD Semester may be scheduled from July to December and Even Semester from January to June.

(iii) **PROGRAMME:** 'Programme' means a course of study and examination leading to the award of a certificate/diploma/degree in a subject.

(iv) **DISCIPLINE:** This refers faculty viz *Science*, Arts, Commerce and Professional.

(v) **COURSE:** Usually referred to as 'papers' is a component of programme. All courses need not carry the same weight. The course should define learning objectives and learning outcomes. A course may be designed to include lectures/tutorials/laboratory work/field work/outreach activities/project work/ vocational training/ viva/ seminars/ term papers/ assignments/ self study/ presentations etc. or a combination of some of these.

(vi) **CREDIT:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/ field work per week.



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- i. Lecture 1 credit = 1 Hour Lecture [1 theory period of one hour duration per week]
  - ii. Tutorial 1 credit = 1 Hour Tutorial [1 tutorial period of one hour duration per week]
  - iii. Practical 1 credit = 2 Hours Practical [1 practical period of two hours duration per week]
  - iv. Summer training/Internship/Apprenticeship 1 Credit = Thirty hours of practical work

(vi) **CREDIT POINT:** It is the product of grade points and number of credits to be completed by the students.

(vii) **LETTER GRADE:** It is an index of the performance of the students in a said course. Grade are denoted by letters O, A+,A, B+, B, C, D and F.

(viii) **GRADE POINT:** It is a numerical grade allotted to each letter grade on a 10-point scale.

(ix) **SEMESTER GRADE POINT AVERAGE (SGPA):** It is the measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in various courses of a semester and the course credits taken during that semester. It shall be expressed up to two decimal points.

(x) **CUMULATIVE GRADE POINT AVERAGE (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal points

(xi) **TRANSCRIPT OR GRADE CCERTIFICATE:** Based on the grade earned, a grade Certificate/ report shall be issued after every semester. The grade certificate will display the course details (code, title, marks, letter grade, number of credits, grade secured) along with SGPA and CGPA where applicable.

(xii) **CHOICE BASED CREDIT SYSTEM (CBCS):** It is a flexible system of learning that focuses from teacher centric to student centric education and permits students to choose course from a wide range of courses, adopt an interdisciplinary approach in learning, make best use of the expertise of available faculty.



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## 7. Course and Credit Structure Regulations under CCFUP

(i) **MAJOR COURSE (MJ):** Major discipline is the discipline or subject of main focus and the degree will be awarded in that discipline.

- Each Major course shall be of 4 credits
- Minimum credits required from Major discipline/s for a programme shall be
  - 160 credits for 4-year Hons. / Hons. with Research programme
  - 120 credits for 3-year Multidisciplinary Studies programme
- Major Course can be of any subject chosen from the listed programmes given in Table-9.4.1 and 9.4.2.

(ii) **MINOR COURSE (MI):** Minor discipline/s to be opted from the bunch/ group of subjects assigned to a particular programme.

- Each Minor course shall be of 4 credits
- Minimum credits required from Minor discipline/s for a programme shall be
  - 32 credits to be studied for 4-year Hons. / Hons. with Research programme
  - 24 credits to be studied for 3-year Multidisciplinary Studies programme

(iii) **MULTIDISCIPLINARY COURSES (MDC):** A multidisciplinary course is an option to explore courses from other disciplines of interest beyond the choices students make in major courses.

- Three (03) courses of 3 Credits each to be studied from 1<sup>st</sup> to 3<sup>rd</sup> semesters.
- Students must not select MDC courses from their Major subject.
- Multidisciplinary Courses are common for all programmes and semester specific.

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Course are to be selected from given list :

Choice for 1 <sup>st</sup> Semester (MDC-1)	Choice for 2 <sup>nd</sup> Semester (MDC-2)	Choice for 3 <sup>rd</sup> Semester (MDC-3)
a) Indian Constitution	a) Nation, Culture & India	a) Library, Information and Media Sciences
b) Social value and Ethics	b) Gender Studies	b) Governance and Public Policy
c) Sports and fitness	c) Community nutrition and Public health	c) Business Environment
d) Basics of information technology (IT)	d) Physical and Cultural Geography of Bengal	d) Basics of Artificial Intelligence (AI)
e) Basics of Accounting	e) Natural Resource Management	e) Nano-materials & Applications
f) NGO & its Operations	f) Digital Technologies	f) Entrepreneurship Development
g) Business Organization	g) Financial Literacy and Household Decision-Making	g) E-Governance

- For BMLT (Hons.) programme MDCs are specified in the relevant curriculum.



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(iv) **ABILITY ENHANCEMENT COURSES (AEC):** These are generic courses aimed to enhance skills in communication and local languages.

- Four (04) AEC courses shall be of 2 credits each.
- One (01) AEC course is to be taken in each Semester upto 4<sup>th</sup> Semesters
- **Communicative English is compulsory** course for all students to improve the communication abilities
- **Modern Indian Language (MIL) e.g. Bengali/Hindi/Sanskrit/Santali** to be chosen as per the curriculum.

(v) **SKILL ENHANCEMENT COURSES (SEC):** These courses are aimed at imparting practical skills, hands-on training, soft skills, etc., to enhance the employability of students.

- The SECs shall be purely **practical/project /hands-on training based course**
- Three (03) SEC courses shall be of 3 credits each and to be studied in 1<sup>st</sup> to 3<sup>rd</sup> Semesters
- One (01) SEC course in each semester is to be studied from 1<sup>st</sup> to 3<sup>rd</sup> Semesters.
- College authority may designate **Course Coordinator for SEC** for each discipline.
- Evaluation of Training, assignment, project etc. shall be conducted at the College level.
- Semester end practical / project evaluation shall be conducted by University nominated External Examiner along with Internal examiner/ Course Coordinator for SEC.
- Discipline specific list of SEC courses have been provided in the respective curriculum.

### Modalities of selection of SECs as follows:

a. **Students of 4-Year Bachelor (Hons./Hons. with Research) programme shall study SECs from Major discipline in the respective semester, for example.:**

Semester-1	SEC-1 of Major Discipline
Semester-2	SEC-2 of Major Discipline
Semester-3	SEC-2 of Major Discipline

b. **Students of 3-Year Multidisciplinary Programmes shall study SECs from the three chosen disciplines sequentially, for example:**

Semester-1	SEC-1 of Discipline-A
Semester-2	SEC-2 of Discipline-B
Semester-3	SEC-3 of Discipline-C

- SEC courses may also be taken from the **SWAYAM or NSQF or other training/ learning platform as per applicability**. Colleges may arrange the skill training for the students in association with Sector Skill Councils (SSC)/ Paschim Banga Society for Skill Development (PBSSD) or any other recognized council/organizations.
- The SEC Coordinator must be assigned to facilitate students in selection of SEC course, manage skill training, assessment and submit marks to COE or transfer credit in due time.

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(vi) **VALUE ADDED COURSES (VAC):** Value added interdisciplinary courses are to enhance the standard of the students beyond specified academic curriculum.

Two (02) VAC courses (common for all programmes) to be selected from below:

<b>For Semester-I (01 compulsory paper)</b>
a. Environmental Studies (ENVS)
<b>For Semester-II (01 paper to be selected from below)</b>
a. Human Rights
b. Yoga and Wellness
c. Disaster Management

(vii) **INTERNSHIP/APPRENTICESHIP/COMMUNITY SERVICES/ ENTREPRENEURSHIP:** Students will be provided with opportunities for Internship /Apprenticeship/ Entrepreneurship/ Community Services with nearby locality, local bodies, local industry, business organizations, health and allied areas. It shall be a short - term engagement of Four (04) weeks in a suitable organization or hands on training in order to gain work experience.

The pattern of summer trainings to be taken is as follows:

- i. **Community Services (4 Credits):** In the 1<sup>st</sup> year of study, students shall be oriented to 4-Credits Community Services course. **Minimum 120 hours** of engagement in NSS, Rural Development and Social Development activities in association with local governments (such as panchayats, municipalities etc.) under the supervision of a college faculty designated as Course Coordinator for Community Services. For the Community Services course, student shall be evaluated at the end of 2<sup>nd</sup> Semester by the concerned authorities following the **Point Scale Activity Chart** given in **Annexure-4**.
- ii. **Internship/ Apprenticeship/ Entrepreneurship: (4 Credits):** In the 2<sup>nd</sup> year of study during 4<sup>th</sup> Semester, students shall be oriented to 4-Credits Internship/ Apprenticeship/ Entrepreneurship. **Minimum of 120 hours** training/internship/apprenticeship in local bodies, local industry, NGOs, business organizations, health and allied areas, rural entrepreneurs, survey, media organizations, artists, crafts persons etc. shall be under the supervision of a college faculty designated as Internship/apprenticeship/entrepreneurship Coordinator. Students of Internship/ Apprenticeship shall have to produce a report related to the work carried out along with the Certificate of completion from the concerned authority. Student shall be evaluated by the University nominated External Examiner(s) based on the report and subsequent viva-voce. The colleges shall establish Internship/ Apprenticeship/ Entrepreneurship Cell to maintaining liaison with industry/ bodies/ institution to facilitate the students.



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(viii) **RESEARCH PROJECT/DISSERTATION:** Students choosing a 4-Year Bachelor's degree (**Honours with Research**) are required to take up research projects under the guidance of the assigned faculty member of College/ University. The students are expected to complete the **Research Project in the 4<sup>th</sup> Year of study**. The research outcome of their project work is to be presented during evaluation and furthermore may be published in journals or presented in conferences etc.

As per the policy guidelines of CCFUP, the required facilities for a college to offer Bachelor's degree (Honours with Research) are – Library facility, access to journals, computer lab, laboratory, infrastructure for research work and two faculty members recognized as PhD supervisors. *Colleges willing to offer Honours with Research programme may apply to the concerned University Authorities for their concurrence.*

(ix) **PEDAGOGY ACROSS ALL PROGRAMMES:** Effective learning requires an appropriate curriculum, an apt pedagogy, continuous formative assessment and adequate student support. The intention is to contextualize curriculum through meaningful pedagogical practices, which determine learning experiences directly influencing learning outcomes. Active, cooperative, collaborative and experiential learning pedagogies are some of the examples. The use of technology in creating a learning environment that connects learners with content, peers and instructors all through the learning process, respecting learners' pace is the need of the hour.

- a) Classroom processes must encourage rigorous thinking, reading and writing, debate, discussion, peer learning and self-learning.
- b) The emphasis is on critical thinking and challenge to current subject orthodoxy and develops innovative solutions. Curricular content must be presented in ways that invite questions, not as a body of ready knowledge to be assimilated or reproduced. Faculty should be facilitators of questioning and not authorities on expertise.
- c) Classroom pedagogy should focus on the 'how' of things, i.e. applying theory and ideas. All courses, including social sciences and humanities, should design projects and practicums to enable students to get relevant hands-on experiences.  
Learning must be situated in the Indian context to ensure no sense of alienation from their context, country and culture.
- e) Classroom processes must address issues of inclusion and diversity since students are likely to be from diverse cultural, linguistic, socio-economic and intellectual backgrounds.
- f) Cooperative and peer-supported activities must be part of empowering students to take charge of their own learning.
- g) Faculty will have the freedom to identify and use the pedagogical approach best suited to a particular course and student.

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- h) Pedagogies like PBL (Problem/Project Based Learning) and Service Learning be brought into practice as part of the curriculum. Experiential learning in an internship with a specified number of credits is to be made mandatory.
- i) UGC suggests implementing Blended Mode as a new mode of teaching-learning in higher education. Blended Mode is not a mere mix of online and face-to-face mode, but it refers to a well-planned combination of meaningful activities in both modes. The blend demands consideration of several factors, mainly focusing on learning outcomes and the learner centric instructional environment.

Implementing Blended Mode requires a systematic, planned instructional process. An effective teaching- learning process in a blended environment calls for understanding and skills of using appropriate pedagogies with suitable technologies. The UGC Concept Note provides guidelines for the implementation of Blended Mode.

(x) **ACADEMIC BANK OF CREDIT (ABC):** The Academic Bank of Credit, a national-level facility, is a prime attribute in NEP for imparting flexibility to the curriculum framework and interdisciplinary/ multidisciplinary academic mobility of students across the higher education institutions (HEIs) in the country with an appropriate “credit transfer” mechanism. It is a mechanism to facilitate the students to choose their own learning path to attain a degree/ diploma/certificate, working on the principle of multiple entry and exit as well as anytime, anywhere, and any level of learning.

The multiple entries and exit options through ABC for students are facilitated at the undergraduate levels. It would facilitate credit accumulation through the facility created by the ABC scheme in the "Academic Bank Account" opened for students across the country to transfer and consolidate their credits by undergoing courses in any eligible Higher Education Institutes (HEIs).

*Vidyasagar University offering multiple entries and exit system is registered in the ABC platform to enable credit transfer" and credit acceptance.* The ABC allows for credit redemption by commuting the accrued credits in the Academic Bank Account maintained in the ABC to fulfill the credits requirements for awarding certificate/diploma/degree by the University. Upon collecting a certificate, diploma or degree, all the credits earned till then, in respect of that Certificate or degree, shall be debited from the account concerned.

*The validity of credits earned will be for a maximum period of **Seven Years for undergraduate level** at the Academic Bank of Credit (ABC). The procedure for depositing credits earned, its shelf-life, the redemption of credits would be as per UGC.*



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## 8. Summary of Undergraduate Programmes under CCFUP:

### 8.1 Type of Programmes

#### Bachelor's Degree Programmes (Honours / Research) with Single Major:

- a) **4-year Bachelor's degree (Honours)** with Major in Science/ Arts/ Commerce field of studies

**Duration : 8 semesters (4 years)**

**Total Credits : 166 Credits**

- b) **4-year Bachelor's degree (Honours with Research)** with Major in Science/ Arts / Commerce field of studies

**Duration : 8 semesters (4 years)**

**Total Credits : 166 Credits**

*Students to complete research project of 12 Credits in major discipline in the 4<sup>th</sup> Year of studies.*

#### Bachelor's Degree with Multidisciplinary programmes (Double Major):

- c) **3-year Bachelor's degree** with Multidisciplinary programme of studies in **Life Sciences/ Physical Sciences / Mathematical & Computer Sciences/ Social Sciences/ Humanities**

**Duration : 6 semesters (3 years)**

**Total Credits : 126 Credits**

#### **# Note:- Programmes that are not under CCFUP, 2023-24**

- a) LLB (3Yr.)
- b) LLB (5Yr.)
- c) 4-Yr. Bachelor of Fishery Science
- d) 4-Yr. B.Sc. (Hons.) Agriculture and
- e) B.VOC (Bachelor in Vocational studies)



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## 8.2 List of Programmes under CCFUP, 2023-24 offered by Vidyasagar University:

<u>Major (H/H.&amp; R.) Programmes*</u>	<u>Major (H/H.&amp; R.) Programmes*</u>
<b><i>FACULTY OF ARTS:</i></b>	1. <b><i>FACULTY OF COMMERCE:</i></b>
1 B.A. (H/H.& R.) in Bengali	B.Com (H/H.& R.) in Accounting & Finance
2 B.A. (H/H.& R.) in Education	2. B.Com (H/H.& R.) in Marketing Management
3 B.A. (H/H.& R.) in English	
4 B.A. (H/H.& R.) in Hindi	<b><u>Multidisciplinary Programmes</u></b>
5 B.A. (H/H.& R.) in History	1 3-Yr. B.A. in Humanities
6 B.A. (H/H.& R.) in Music	2 3-Yr. B.A. in Social Sciences
7 B.A. (H/H.& R.) in Philosophy	3 3-Yr. B.Sc. in Life Sciences
8 B.A. (H/H.& R.) in Political Science	4 3-Yr. B.Sc. in Physical Sciences
9 B.A. (H/H.& R.) in Sanskrit	5 3-Yr. B.Sc. in Mathematics & Comp. Sc.
10 B.A. (H/H.& R.) in Santali	
11 B.A. (H/H.& R.) in Sociology	<b><u>Professional Programmes</u></b>
12 B.A. (H/H.& R.) in Library & Info. Sc.	1 Bachelor of Computer Applications (Hons.)
	2 Bachelor of Social Work (Hons.)
<b><i>FACULTY OF SCIENCE:</i></b>	3 Bachelor of Medical Laboratory Technology (Hons)
1 B.Sc. (H/H.& R.) in Anthropology	4 Bachelor of Tourism & Travel Mgt. (Hons.)
2 B.Sc. (H/H.& R.) in Aquaculture	5 Bachelor of Business Administration (Hons.)
3 B.Sc. (H/H.& R.) in Biotechnology	6 Bachelor of Business Adm.(Hons.) in Hospital Mgt.
4 B.Sc. (H/H.& R.) in Botany	
5 B.Sc. (H/H.& R.) in Chemistry	
6 B.Sc. (H/H.& R.) in Computer Sc.	
7 B.Sc. (H/H.& R.) in Electronics	
8 B.Sc. (H/H.& R.) in Economics	
9 B.Sc. (H/H.& R.) in Geography	
10 B.Sc. (H/H.& R.) in Geology	
11 B.Sc. (H/H.& R.) in Mathematics	
12 B.Sc. (H/H.& R.) in Microbiology	
13 B.Sc. (H/H.& R.) in Nutrition	
14 B.Sc. (H/H.& R.) in Physics	
15 B.Sc. (H/H.& R.) in Physiology	
16 B.Sc. (H/H.& R.) in Statistics	
17 B.Sc. (H/H.& R.) in Zoology	
18 B.Sc. (Hons.) in Industrial Chemistry	
19 B.Sc. (Hons.) in Automobile Maintenance	
20 Bachelor of Physical Edu. & Sports (Hons.)	

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\* H./H. & R. – Hons. / Hons. with Research (applicable for 4-Yr. programmes only)

\* B.S. – Bachelor of Science is applicable for all 4-Yr. B.A./B.Sc./B.Com. (Hons./Hons. with Research) programme as per new Nomenclature of UGC based on NEP, 2020.



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## 8.3 Duration of programmes, Credits requirements for Awards/ Degrees:

- The Undergraduate degree shall be of either Four (04) years duration (for Hons. / Hons. with Research) or Three (03) years duration (for Multidisciplinary programme) with multiple entry and exit options within this period.

Duration with minimum credit requirements for exit candidates is given in below (in Table-2):

Exit with	Duration	Min. Credits	Other Requirement	Remarks
<b>Certificate (Level 5)</b>	Completion of <b>1<sup>st</sup> Year (Semesters-I &amp; II)</b> of 4-Year Bachelor's Degree (Hons./ Hons. with Research) Programme or 3-Year Bachelor's Degree (Multidisciplinary) Programme	44	Successful completion of <b>Social Service (4 Credit)</b>	Students are allowed to re-enter within <b>three (03) years</b> and complete the degree programme within period of <b>seven (07) years</b>
<b>Diploma (Level 6)</b>	Completion of <b>2<sup>nd</sup> Year (Semesters-I to IV)</b> of 4-Year Bachelor's Degree (Hons./ Hons. with Research) Programme or 3-Year Bachelor's Degree (Multidisciplinary) Programme	86	Successful completion of <b>Internship/ Apprenticeship (4 Credit)</b>	
<b>Bachelor Degree (Level 7)</b>	Completion of <b>3<sup>rd</sup> Year (Semesters-I to VI)</b> of 4-Year Bachelor's Degree (Hons./ Hons. with Research) Programme or 3-Year Bachelor's Degree (Multidisciplinary) Programme	126	-	
<b>Bachelor Degree (Honours) (Level 8)</b>	Completion of <b>4<sup>th</sup> Year (Semesters-I to VIII)</b> of 4-Year Bachelor's Degree (Hons./ Hons. with Research) Programme	166	-	
<b>Bachelor Degree (Honours with Research)</b>	Completion of <b>4<sup>th</sup> Year (Semesters-I to VIII)</b> of 4-Year Bachelor's Degree (Hons./ Hons. with Research) Programme	166	Successful completion of <b>Research/ Project (12 Credits)</b>	

Students who successfully completes three (03) years (six semesters) of Four-Year Bachelor's Degree (Honours/ Honours with Research) Programme who have secured minimum **CGPA of 7.5 (at the end of the 6<sup>th</sup> Semester)** and wishes to pursue the fourth year of the undergraduate programme with Research Project shall be allowed to continue the programme to obtain the Bachelor's Degree (Honours with Research) while other candidates may continue their studies in the fourth year of the undergraduate programme without a Research Project along with other courses to complete minimum Credits as prescribed in the curriculum to complete their Bachelor's Degree (Honours).





## 9. Admission Criteria for CCFUP:

Admission criteria under CCFUP for 2023-24 and onwards shall be governed according to the guidelines issued by the Government of West Bengal and Vidyasagar University as applicable from time to time.

### 9.1 Eligibility for Admission to undergraduate programmes

**A. General admission criteria** - applicable for UG Admission from the session 2024-25 onwards with respect to introduction of CCFUP are as follows:

1. Candidate **passing Higher Secondary Examination (10+2)** conducted by the West Bengal Council of Higher Secondary Education or any other equivalent board/council (as per Registered Board/ Council lists (**Annexure-5**) of Vidyasagar University) are eligible for admission in 4-Year Bachelor's degree (Hons./ Hons. with Research) programme with Single Major and 3-Year Bachelor's degree in Multidisciplinary Studies under CCFUP, 2023-24 **within Four (04) consecutive academic years including the year of passing** the qualifying examination.
2. Candidate must have passed in **Four (04) recognized subjects (excluding Environmental Education/ Studies) including one language subject in the qualifying examination**. If the subject "**Environmental Education/ Studies**" is studied as an elective subject of 100 marks, it may be taken into account for the purpose of determining the aggregate marks.
3. Students who have passed Higher Secondary or equivalent examination with minimum **45% marks in the Aggregate** (to be calculated by adding the marks obtained in '**Best Four**' subjects (excluding Environmental Education/ Studies) **including only one language subject** along with pass in the subject/related subject **or 50% marks in the subject or related subject** are eligible to apply for admission in the Honours/ Honours with Research programmes.
4. Students **carrying pass marks in Higher Secondary (10+2)** or equivalent examination with **pass in Four subjects (excluding Environmental Studies) including one language subject** are eligible to apply for Multidisciplinary programmes under CCFUP.
5. Candidate passing Higher Secondary Examination (10+2) from **Vocational stream** conducted by the respective Board/ Council for vocational studies or any other equivalent board/council are eligible for admission **within Four (04) consecutive academic sessions** including the year of passing the qualifying examination in the undergraduate programmes in **Multidisciplinary Studies only** subject to fulfillment of other criteria.
6. All admission to the 1<sup>st</sup> Semester of the undergraduate programme of studies is subject to Merit calculation and availability of seats in a particular 'Major Subject' for 4-Year Honours / Research programme and seats available in a particular field of multidisciplinary studies for 3-Year Multidisciplinary programmes.



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7. All admission processes to First Semester in the affiliated Degree Colleges shall be completed according to the guidelines of the Government of West Bengal and/or Academic Calendar of each Academic year of Vidyasagar University as applicable from time to time.

## B. Other UG admission criteria:

- i. Admission is to be done on merit basis and merit point for admission in **4-Year Bachelor's programme** with Honours is to be calculated by **adding 10% of total marks obtained in the 'Best Four' subjects (excluding Environment Studies) including one language subject** at Higher Secondary / Equivalent examination **and the marks obtained in the subject or related subject in which the admission in honours course is sought.**
- ii. Merit point for admission in **3-Year Bachelor's in Multidisciplinary Studies** is to be calculated by **adding the marks obtained in 'Best Four' subjects (excluding Environment Studies) including one language subject** at Higher Secondary / Equivalent examination.
- iii. **Tie-Break rules** : For students with same merit points the following rules to be considered
  - a) **For 4-Year Honours/Research programme:**  
Tie-Break 1: Marks in Honours subject or related Subject (out of 100) in 10+2 level Exam.  
Tie-Break 2: Percentage of Marks in 10th Level Exam.
  - b) **For 3-Year Multidisciplinary programme:**  
Tie-Break 1: Marks of best scored Subject (out of 100) in 10+2 level Exam.  
Tie-Break 2: Percentage of Marks in 10th Level Exam.
- iv. If any student of Science stream in Higher Secondary /equivalent examination applies for Honours in Bengali /English /Hindi, his /her merit point is to be calculated proportionately by deducting marks obtained in the practical examination.
- v. In addition to clause (i), any candidate seeking admission with Economics (Hons.) or Accounting & Finance (Hons.) or Marketing Management (Hons.) must have obtained 45% marks in Mathematics in Madhyamik (10<sup>th</sup> level) /equivalent examination or must have passed in Mathematics in Higher Secondary / equivalent examination. However, for Accounting & Finance (Hons.) this condition is not applicable for a student passing H.S. examination /equivalent examination having at least two Commerce papers one of which must be either Business Economics including Business Mathematics or Accountancy or any other equivalent subjects.
- vi. In addition to clause (i) any candidate seeking admission with Physics (Hons.) must have passed in Mathematics in Higher Secondary /equivalent examination.
- vii. Any candidate seeking admission in Lab based subjects must have obtained pass marks in those subjects /relevant subjects in H.S. level.
- viii. Regarding admission in Nutrition Honours course only those students are eligible who have passed in (i) Nutrition with Biology or Chemistry at Higher Secondary /equivalent examination, (ii) Biology and / or Chemistry at Higher Secondary /equivalent examination.



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- ix. Regarding admission in Bachelor of Computer Application (BCA) course students who have passed H.S. examination (10+2) /equivalent examination with Mathematics/ Computer Science/ Computer Applications/ Information Technology related subject or Business Mathematics (for Commerce stream) are eligible for admission in BCA programme.

## 9.2 Reservation Policy:

Regarding reservation of seats and relaxation of minimum marks for admission against reserve seats/ quotas for ST/ SC/ PWD/ OBC and other reserved candidates as applicable, the guidelines/ instructions of Govt. of West Bengal and UGC issued from time to time will be followed strictly.

## 9.3 Supplementary Seat for International Students:

Colleges affiliated to Vidyasagar University are encouraged to have MoUs with Foreign Institutions with a view to encourage students exchange programme as emphasized in NEP, 2020. Affiliated Institutions/Colleges of Vidyasagar University may admit International students in supernumerary seats to a maximum of 10% over and above of their total sanctioned intake capacity subject to fulfillment of basic criteria and authorization from the University Authority as per the policy of the Vidyasagar University as applicable.

## 9.4 Selection of Subjects during Admission:

A student shall opt for the subjects prescribed as per Credit Framework (**Annexure-1&2**) with effect from the academic session 2023-24 for all undergraduate programmes under CCFUP, 2023-24.

The programme wise subject selection modalities are given below

- i. Bachelor's degree of 4-year Hons/ Hons. with Research programme **with Major in Science/ Arts field of studies**
  - a) Major - 1 subject
  - b) Minor - 2 subjects (from the subject bunch given in 8.4.1/8.4.2)
- ii. Bachelor's degree of 3-year programme **with Multidisciplinary Studies in Life Science/ Physical Science / Mathematical & Computer Sc./ Social Sc./ Humanities**
  - a) Major- 2 subjects
  - b) Minor -1 subject (from the subject bunch given in 8.4.3)
- iii. Bachelor's degree of 4-year Hons. prog. with **Major in Commerce field of studies**
  - a) Major & Minor (courses as per syllabus)

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## Subject Offering:

9.4.1 Subject Combination 4-Year B.A. (Hons./ Hons. with Res.) in Single Major	
Major	Choice for Minor (I & II)
Any one Subject from Arts Discipline	<p><b>Two Subjects as Minor (I &amp; II)</b> taking one from any two (02) from the following groups (<b>except the Major subject</b>):</p> <p>Group 1 : Bengali/Hindi/Santali            Group 2 : History/ Library &amp; Info. Studies.            Group 3 : Political Science/Music            Group 4 : Philosophy            Group 5 : English/Education            Group 6 : Sanskrit/ Sociology</p>

9.4.2 Subject Combination 4-Year B.Sc. (Hons./ Hons. with Res.) in Single Major	
Major	Choice for Minor(s) (I & II)
(Any one from below)	<b>Two Subjects as Minor (I &amp; II)</b> from the following combinations for respective Major subject:
Anthropology	Geology/Zoology/Botany/Chemistry/Computer Sc /Statistic /Geography/Physiology/ Nutrition
Aquaculture Management	Chemistry/Statistics/Computer Sc/Zoology/Mathematics /Botany/Microbiology/Bio-Technology/Economics
Automobile Maintenance	Physics/Electronics/Mathematics/Computer Science/Economics
Biotechnology	Physics/Chemistry/Mathematics/Statistics/Microbiology/Zoology/ Botany/Physiology/Economics/Nutrition/Geology/Computer Sc.
Botany	Chem./Zoology/Physiology/Computer.sc/Microbiology/Bio-Technology/ Anthropology/Geology/Nutrition/Aquaculture Mgt./ Geography
Chemistry	Mathematics/Physics/Computer Sc/Statistics/Geology/Electronics/ zoology/Botany/Microbiology/Physiology/biotechnology/Nutrition
Computer Sc.	Mathematics/Physics/Chemistry/Statistics/Geology/Electronics/ Economics/Zoology/Botany/Physiology
Economics	Mathematics/Statistics/Computer Sc/Geology/Geography/ Bio-Technology/ Zoology/Botany/ Anthropology/ Nutrition/Aquaculture
Electronics	Mathematics/Physics/Chemistry/Computer Sc./Statistics/ Geology/ Biotechnology/Economics
Geography	Anthropology/Economics/Geology/Computer Sc/Mathematics/ Zoology/Botany/Statistics/Chemistry/Physiology
Geology	Physics/Chemistry/Mathematics/Geography/Computer Sc/Botany/ Zoology
Mathematics	Physics/Chemistry/Computer Sc/Statistics/Geology/ Electronics/ Economics/Physiology/Bio-technology
Industrial Chemistry	Computer Science/ Mathematics/ Physics/Chemistry/ Economics





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Microbiology	Chemistry/Physics/Computer Sc./Statistics/Botany/Zoology/Physiology/ Nutrition/ Biotechnology/ Geology/Mathematics
Nutrition	Chemistry/Physiology/Botany/Zoology/Computer Sc/ Microbiology/ Bio- Technology/Mathematics/Statistics
Physics	Mathematics/Chemistry/Computer Science /Statistics/ Geology/ Electronics/ Bio-technology
Physiology	Physics/Chemistry/Statistics/Computer Sc/Microbiology/ Bio Technology/ Zoology/Botany/Nutrition
Statistics	Mathematics/Physics/Chemistry/Computer Sc/Geology/Electronics /Economics/Zoology/Botany/Physiology
Zoology	Chemistry/Botany/Physiology/Computer Sc./Microbiology/Bio Technology/Geology/Nutrition/Aquaculture Management/ Anthropology
Physical Education & Sports	Physiology/ Nutrition/ Computer Sc./ Anthropology

### 9.4.3 Subject Combination 3-Year B.A./B.Sc. in Multidisciplinary Studies

Multidisciplinary Studies	Choice for Minor (I &II)
	<b>Two (02) Subjects as Major Disciplines (A &amp; B) &amp; One (01) Subject as Minor Discipline (C) from the following groups:</b>
B.Sc. in Life Sciences	Botany/ Zoology/ Physiology/ Nutrition/ Biochemistry/ Anthropology/Chemistry
B.Sc. in Physical Sciences	Physics/ Chemistry/ Mathematics/Geography/ Electronics/ Geology/ Disaster Management/ Computer Sc. <b>OR</b> Economics
B.Sc. in Mathematics & Computer Sciences	Mathematics/ Statistics/ Computer Science/ Economics/ Military Science
B.A. in Social Sciences	Sociology/ Political Science/ Anthropology/ Economics/ Geography/ Education /NSS
B.A. in Humanities	<b>Three (03) subjects to be chosen taking one (01) from any of the three groups:</b> a) Bengali / Hindi/ Santali b) English/ Education/ Sociology c) History/ Defence Studies d) Political Sc./ Music/ Human Rights Education e) Philosophy/ NCC f) Sanskrit/ Physical Education

### 9.4.4 Provision for Swap of Courses:

The provision for swap between the Major and Minor courses shall not be allowed in CCFUP, 2023-24 Regulation of Vidyasagar University unless otherwise specified.



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## 9.4.5 Additional credits:

The student shall have an option to study only the Skill Enhancement Course (SEC) from SWAYAM or similar platforms recognized by the University in addition to classroom learning.

The SEC Coordinators of the Colleges shall arrange the skill training to the students in association with Sector Skill Councils (SSC)/ Paschim Banga Society for Skill Development (PBSSD) or any other recognized council/organizations. The SEC Coordinator must arrange to submit transfer credit / completion certificate to Controller of Examination in due time as being notified by the competent authority.

## 9.6 Medium of Instructions and Examination

- English or Bengali shall be the medium of instruction for all courses in 4-Year Hons./ Hons. with Research programmes and 3-Year Multidisciplinary programmes except in Classical and Modern Indian Languages where medium of instruction and examination shall be the language concerned.
- Programmes offered exclusively in Santali Medium, the medium of instruction will be in Santali (olchiki script).

## 9.7 Admission to One Programme at a Time

No student shall be admitted to more than one regular programme at a time in the College/ Institute unless otherwise specified in the CCFUP Regulations of Vidyasagar University.

## 9.8 Change of College / University Transfer

### 9.8.1 Transfer of admission of students within the University:

- a. Candidate willing to transfer (Lateral Entrants) may be permitted for change of college **only in the Odd Semesters (III, V, VII)** with due consent from both the colleges subject to availability of same combination of subjects studied in the previous College. There shall not be any provision for transfer/change of college for even semesters.
- b. Transfer of admission of students shall be within the permitted intake capacity of the college and according to the merit list, as applicable.
- c. Students of 1<sup>st</sup> year without qualifying the Semesters are not eligible for transfer/change of college within the Vidyasagar University.
- d. The transfer students must fulfill the attendance requirements as prescribed in this Regulation.



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- e. The student shall have to complete the programme as per the Regulations governing the maximum duration of the programme.

## 9.8.2 Transfer of admission of students from other Universities:

- A candidate migrating from any other University may be permitted to join **only in the Odd Semesters (III, V, VII)** of the degree programme provided he/she has passed all the subjects of previous semesters/ years as the case may be. Such candidates must satisfy all other conditions of eligibility stipulated in the Regulations of the University.
- Transfer of admission shall be within the intake permitted to the college.
- Candidates with Fail / Supplementary in lower semester examination shall not be eligible for transfer from the colleges of other University within or outside the state.
- The transfer candidates from other university must produce the **Equivalence Certificate issued by Vidyasagar University authority** with the confirmation of similarity of the programmes with each other.
- Candidate shall fulfill the attendance requirements as per University Regulations.
- The candidate migrating from other University is *eligible for overall SGPA/ CGPA of Class and not for ranking*.
- He/she shall complete the programme as per Regulations governing the maximum duration of completing the programme.

## 9.8.3 Change of Programme:

Every Undergraduate Programme under CCFUP, 2023-24 is specific in nature and hence, there shall not be any provision to change/shift the programme. The students willing to change/ shift the programme may cease the current programme by surrendering the University Registration subject to permission of the concerned College and University Authority and may apply for fresh admission to the desired programme in the subsequent academic session following the admission procedure as stipulated under CCFUP, 2023-24 Regulation of Vidyasagar University.

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## 9.9 Provisions for Multiple Entry and Exit in Academic Programmes

Keeping in mind the flexibility of learning under the NEP, provisions are made for multiple entry and exit for students so they will have options. The requirements for entry and exit are as follows:

### Bachelor's Programme 1<sup>st</sup> Year (Level 5)

**Entry:** Entry requirements for 1<sup>st</sup> Year (Level 5) are Secondary School Leaving Certificate (10+2 Grade) and meeting other requirements as stipulated.



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**Exit:** A student after having completed First (01) year or two semesters of Undergraduate / Bachelor's Programme (Level 5) equivalent to 44 credits as per CCFUP Credit Structure (see Annexure-1&2) shall be allowed to exit the programme with Undergraduate Certificate.

## 2<sup>nd</sup> Year (Level 6)

**Entry:** An Undergraduate Certificate holder meeting entrance requirements stipulated by Vidyasagar University shall be allowed entry to level 6.

**Exit:** A student after completing two year (four semesters) of Bachelor's Programme (Level 6) equivalent to 86 credits shall be allowed to exit the programme with Undergraduate Diploma.

## 3<sup>rd</sup> Year (Level 7)

**Entry:** An Undergraduate Diploma holder meeting entrance requirements stipulated by Vidyasagar University shall be allowed entry to Level 7.

**Exit:** A student after completing three years (six semesters) of Bachelor's Programme (Level 7) equivalent to 126 credits shall be allowed to exit the programme with Bachelor's Degree.

## 4<sup>th</sup> Year (Level 8)

**Entry:** A three-year Bachelor's Degree holder (pursuing any Honours programme) meeting entrance requirements stipulated by Vidyasagar University shall be allowed to continue studies in the fourth year Bachelor's Programme with Honours (Level 8).

A three-year Bachelor's Degree holder (pursuing any Honours programme) meeting a **minimum CGPA of 7.5** shall be allowed to continue studies in the fourth year Bachelor's Programme with Research (Level 8).

**Exit:** A student on completion of the fourth year (eight semesters) of Bachelor's Programme (Level 8) equivalent to 166 credits shall be awarded a Bachelor's Degree (Honours) or Bachelor's Degree (Honours with Research) (Level 8) as applicable.

Principal  
Naraj College  
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## 10. Attendance Regulations

- a. A student shall be deemed to have pursued a regular course of study during each semester, and he/ she has to attend at least 75% classes. It is provided that the Principal/Head of the concerned college may condone shortage of percentage in attendance not exceeding 15 percent in each subject due to one or more of the following reasons, involving absence from the classes.
  - i. Participation in N.C.C./ N.S.S. Camps duly supported by a Certificate from the Officer-in-Charge, N.C.C./ Program officer, N.S.S.
  - ii. Participation in University or College Team(s) Games or Inter-State or Inter-University Tournament(s) duly supported by a Certificate from the competent authority of the College/ University.
  - iii. Participation in any of the co-curricular activities organized by University/ Institute/ Department, duly certified by the competent authority.
  - iv. Prolonged illness duly certified by the Superintendent/ CMO of government hospital.
- b. Attendance verification form forwarded through Principal/Head should be submitted to University Authority along with End Semester Examination forms.
- c. The Hon'ble Vice-Chancellor of Vidyasagar University shall have the power to condone any deficiency of attendance for cogent reasons.

## 11. Formation of Course and Syllabus

- a) The syllabi and courses of study for each programme and subject shall be prescribed by the academic council on the recommendations of the respective Board of Studies (BOS).
- b) The curriculum has been divided into two semesters in each academic year and shall include lectures, tutorials, laboratory examination, seminars and projects apart from this industrial training and educational tours etc. as decided in the scheme and necessary instructions issued from time to time.
- c) The distribution of credits and number of lectures for various semesters of each part of study and examination shall be as per the syllabi of the appropriate programme subject to changes by recommendations of respective Board of studies.





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## 12. Enrollment and Registration

### 12.1 Enrollment:

- A candidate must submit Enrollment Form at the time of entry to the undergraduate programme through the concerned College.
- Students of intermediate semesters shall have to Enroll before each Odd Semester (III, V and VIII) to continue his/ her studies.
- Students of Lateral Entry (Transfer candidates from College and/or other University) must submit Enrollment Form to the respective College immediately after admission.

### 12.2 Registration:

- Registration of a student to the University is mandatory for prosecuting studies in undergraduate programmes at any affiliated college.
- The registration for undergraduate degree programme will be governed by the University Regulations relating to Registration as applicable time to time.
- Student of 1<sup>st</sup> Year (Entry Level 5) must submit their Registration Form after admission to the respective College after being notified by the University Authority. Once registration is complete he /she shall not be required to renew his / her registration at any subsequent stage.
- Transferred candidates for lateral entry from other Universities shall have to submit their Registration Form to Vidyasagar University along with the Migration Certificate/ Transfer Certificate issued from their previous University.
- College Transfer students shall not be required to re-registered in case of change of the college
- A candidate admitted for any undergraduate degree programme but not registered will not be allowed to sit for 1<sup>st</sup> Semester Examination.

### 12.3 Equivalence Certificate:

Student of lateral entry i.e. transfer from Other University shall have to produce **Equivalence Certificate** issued from Vidyasagar University prior to admission to any undergraduate programme in the affiliated college of Vidyasagar University.

Student can apply for Equivalence Certificate on a prescribed format to Vidyasagar University Authority through the Principal/Head of the affiliated College by paying the prescribed fee. All such applications shall be accompanied by the copies of the provisional certificates, mark sheets, details of curriculum and other credentials of the student issued from the University which he/she intends to leave.





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## 13. Examination and Evaluation

Assessment is an integral part of the teaching learning process. Awarding of each credit to the student is subject to the due assessment and evaluation. The assessment process acts as an indicator to both faculty and students to improve continuously.

### 13.1 Examination Schedule:

The examination for all the semesters will be held as per the prescribed academic calendar of every year. However, exact dates and the centers of examination shall be notified by the Controller of Examinations of Vidyasagar University. In the event of any unforeseen exigency the Controller of Examinations shall be competent authority for any minor adjustment in the schedule.

### 13.2 Examination Fee:

The examination fees and other fees prescribed by the University from time to time shall have to be paid by each student within the stipulated times of respective End Semester Examination after notification from the Controller of Examinations.

### 13.3. Admit Card:

Admit card for appearing at the End Semester Examination, will be issued by the Controller of Examinations after fulfilling eligibility criteria like attendance, registration etc. No student shall be allowed to appear for the End Semester Examination without a valid Admit Card.

### 13.4. Scheme of Evaluation:

- Each course shall be comprised of mid-semester **Continuous Assessment** and **End-Semester Examination**.
- Continuous Assessment includes **Class Attendance (CA)** and **Internal Assessment (IA)**
- Distribution of marks for assessment:

<b>Total marks</b> for each course	= 100%
Continuous assessment ( <b>CA + IA</b> )	= 20% marks
End Semester Examination ( <b>ESE</b> )	= 80 % marks

- The End Semester Examination shall be conducted by the University.
- The evaluation of the Internal Assessment lies with the course coordinator of College.
- The examinations for Odd Semesters (Semester-I, III, V & VII) shall be conducted during July to December and Even Semesters (Semester-II, IV, VI & VIII) examinations shall be conducted during January to June.
- Before the End Semester Examination, a student will enjoy study leave of 7-10 days.






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## 13.5 Course, Type, Credit and Marks Distribution:

COURSE & CODE	TYPE OF COURSE	TOTAL CREDIT	CREDIT ASSIGNED (L-T-P)	TOTAL MARKS	THEORY			PRACTICAL		
					CA	IA	ESE	CA	IA	ESE
<b>Major (MJ)</b>	Theory	4	3-1-0	75	05	10	60	-	-	-
	Theory + Practical	4	3-0-1	75	05	10	40	-	-	20
	Practical	4	0-0-4	75	-	-	-	05	15	60
<b>Minor (MI)</b>	Theory	4	3-1-0	75	05	10	60	-	-	-
	Theory + Practical	4	3-0-1	75	05	10	40	-	-	20
	Practical	4	0-0-4	75	-	-	-	05	15	60
<b>Skill Enhancement Course (SEC)</b>	Practical	3	0-0-3	50	-	-	-	05	05	40
<b>Ability Enhancement Course (SEC)</b>	Theory	2	2-0-0	50	05	05	40	-	-	-
<b>Multidisciplinary Course (MDC)</b>	Theory	3	3-0-0	50	05	05	40	-	-	-
<b>Value Added Course (VAC)</b>	Theory	4	4-0-0	50	05	05	40	-	-	-
<b>VAC -ENVS</b>	Theory + Practical	4	2-0-2	100	05	15	50	-	-	30
<b>Social Service /Internship/ Apprenticeship</b>	Practical	4	0-0-4	50	-	-	-	-	-	50
<b>Research/ Project</b>	Practical	4	0-0-4	75	-	-	-	05	15	60

Programme wise total marks are given in **Annexure-3**.

  
 05/07/24  
 Principal  
 Marafate Ray College  
 Midnapore - 721102



**DRAFT REGULATIONS OF CCFUP (NEP-2020), VIDYASAGAR UNIVERSITY, 2023-24**





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## 13.6. Evaluation process for Continuous Assessment:

- i. The Continuous Assessment includes **Class Attendance (CA)** and **Internal Assessment (IA)** which shall be conducted by the internal teacher of the respective College.
- ii. IA shall be on the basis of tutorials, class tests, seminar presentations, or any combination thereof, evenly distributed over the entire study period. The first component (C1) shall be completed after completing 50% of syllabus of the course/s and within 45 working days of semester programme. The second component (C2) should be based on completion of remaining 50 percent of syllabus of the courses of the semester. The average of two internal assessments (C1 & C2) shall be taken as final Internal Assessment (IA) marks.
- iii. The marks for **Class Attendance** and **Internal Assessment** will be clubbed and shall be submitted by the Principals/Head of the respective Colleges to the Controller of Examinations before the commencement of End Semester Examination.
- iv. The modalities of such assessment be recorded and documents will be preserved by the respective college and those must be placed before any committee or team constituted by the university for verification.
- v. In case of a student who has failed to attend the C1 or C2 on a scheduled date, it shall be deemed that the student has dropped the test. However, in case of a student who could not take the test on scheduled due date to genuine reasons, such a candidate may appeal to the Principal/ Head of College for special test under intimation to the Controller of Examination, Vidyasagar University.
- vi. Marks obtained in the internal assessment (C1 + C2) will be clubbed with marks obtained in the End Semester Examination (C3) before awarding the grade.
- vii. If a candidate fails to secure pass grade in a particular course, he/she will have to appear in that course only. The internal assessment marks will be retained for next examinations with valid chances.
- viii. Marks for attendance shall be evaluated based on the followings
  - a) 75% to less than 80 % attendance – 2 mark
  - b) 80% to less than 85 % attendance – 3 marks
  - c) 85% to less than 90 % attendance – 4 marks
  - d) 90% and above attendance – 5 marks

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05/07/24  
Principal  
Parajoti Ray College  
Muragola, Paschim 211





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## 13.7. Hour of End Semester Examination:

- Theoretical** papers of full marks up to **50**, duration **2** hours.
- Theoretical** papers of full marks more than **50**, duration **3** hours.
- Practical** papers of full marks up to **50**, duration **3** hours.
- Practical** papers of full marks above **50**, duration **5** hour

## 14. Question Pattern:

FULL MARKS	QUESTIONS TYPE	QUESTIONS TO ATTEMPT	MARKS PER QUESTION	MARKS	QUESTION OPTIONS
<b>60 Marks</b> (For Science Faculty)	Very short	10	02 marks	10X2 =20 marks	15 Questions
	Short	04	05 marks	4X5 =20 marks	06 Questions
	Long	02	10 marks	2X10 =20 marks	04 Questions
<b>60 Marks</b> (For Humanities Faculty)	Very short	05	02 marks	<b>05X2 = 10 marks</b>	08 Questions
	Short	04	05 marks	<b>4X5 =20 marks</b>	06 Questions
	Long	03	10 marks	<b>3X10 = 30 marks</b>	05 Questions
<b>40 Marks</b> (For Science Faculty)	Very short	05	02 marks	5X2 = 10 marks	08 Questions
	Short	04	05 marks	4X5 =20 marks	06 Questions
	Long	01	10 marks	1X10=10 marks	02 Questions
<b>40 Marks</b> (For Humanities Faculty)	Very short	05	02 marks	<b>5X2 = 10 marks</b>	08 Questions
	Short	02	05 marks	<b>2X5 =10 marks</b>	04 Questions
	Long	02	10 marks	<b>2X10=20 marks</b>	04 Questions
<b>25 Marks</b>	Very short	03	02 marks	3X2 =06 marks	05 Questions
	Short	02	05 marks	2X5 =10 marks	03 Questions
	Long	01	09 marks	1X9 =09 marks	02 Questions

The given question pattern is indicative. The Controller of Examination is competent authority to set the question pattern on basis of recommendations from concerned Board of Studies (BOS).





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## 15. Eligibility criteria of examination:

A candidate shall be eligible for appearing at any of the semester of examination fulfilling the following essential condition:

1. A student must fulfill the class attendance criteria as stipulated in Para- 9.
2. Student shall have to fill-up the examination form of the University paying the required fees as stipulated by the Vidyasagar University from time to time.
3. Registration is mandatory prior to form fill-up for the 1<sup>st</sup> Semester Examination. For Transfer candidates of Other University the registration is mandatory prior to sit in the end semester examination
4. Admit card shall be issued by the Controller of Examinations before the End Semester Examination and is mandatory for appearing at the examination.

## 16. RESULTS:

Results will be declared by the Controller of Examination after 45 days (tentatively) of last examination date of that particular Semester.

### 16.1 Promotion:

- a) A student shall have to secure **minimum 40% marks in aggregate including marks of End Semester Examination, Internal Assessment and Class Attendance (ESE+IA+CA)** to PASS the respective Semester.
- b) **To qualify for individual course / paper minimum 30% marks** including marks of End Semester Examination, Internal Assessment and Class Attendance (ESE+IA+CA) to be secured.
- c) In case of **Course (Paper) with Practical component** a student shall have to secure **minimum 30% Marks separately in Theory (ESE+IA+CA) and Practical.**
- d) **Maximum upto 02 (two) supplementary papers (marks obtained less than 30%)** are allowed to **PROMOTED to the next subsequent Semester** provided that student must secure 40% marks in aggregate and qualifying marks (more than 30%) in rest of papers.
- e) **Candidate without having 40% marks in aggregates in a semester** shall be considered as **FAILED** and he/she will be asked to repeat the entire semester and have to appear all the papers of the semester concerned.
- f) SGPA will be built only after passing in all subjects in the respective semester.





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- g) **All the supplementary papers to be cleared by 5<sup>th</sup> Semester**, otherwise student shall not be allowed to appear to 6<sup>th</sup> Semester examination.
- h) If a student obtains F or Ab grade in any course(s), he/she will be treated as having failed in this/those course(s), such a student has to appear only in the **Supplementary / Back Papers** of earlier Semester examination along with the appropriate Semester Examination (i.e. **Odd to Odd and Even to Even**). Marks obtained earlier in Continuous Assessment (Internal) may be carried forward and added to the marks obtained in repeat semester-end examination to decide the grade in the repeat course(s).
- i) The candidates remaining absent in the written examination for Internal Assessment will be awarded zero (0) marks.
- j) If a student *fails in theory but is pass in practical of the same paper*, in such case the student will have to reappear in both theory & practical of that course.
- k) A candidate shall have to complete each semester examination **within Three (03) consecutive chances** including his/her first appearance in the concerned End Semester Examination. If any candidate *fails to qualify any semester after Three (03) chances his/her candidature of the course will be lapsed/ cancelled*.
- l) The programme has to be completed **within Seven (07) consecutive academic years** of his/her entry to 1<sup>st</sup> Semester of the respective programme.
- m) Students of 4-Year Bachelors Degree (Hons.) programme must clear all supplementary papers before being promoted to 8<sup>th</sup> Semester.

## 16.2 Special Supplementary Examination:

- a) A Special supplementary examination will be held for 3<sup>rd</sup> year students of both 4-Year Bachelor's (Hons./Research) programme and 3-Year Bachelor's (Multidisciplinary Studies) programme who have supplementary/back papers only for 6<sup>th</sup> semester, except the R.A. student(s).
- b) Similarly there will be Special supplementary examination for 4<sup>th</sup> year students of 4-Year Bachelor's (Hons./ Research) programme who have supplementary/back papers only for 8<sup>th</sup> semester, except the R.A. student(s)
- There will be no Special supplementary examination for any practical / project paper.

15/06/24  
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Naraj College  
Midnapore, Paschim Medinipur





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## 16.3 Cancellation of Results:

A candidate may apply to the Controller of Examinations for cancellation of his/her result of any semester for improvement of results within 15 days from the publication of results or issue of mark sheet for that semester. There will be no provision for cancelling results of any single subject/ paper in any case. In all cases, cancellation of results will be counted as one chance lost. Such candidate shall have to surrender their original mark sheet along with the application for cancellation of results by payment of requisite fee as fixed by the University authority.

## 16.4 Post publication review and Post publication scrutiny (Self Inspection) of answer scripts:

### 16.4.1 Post publication review:

- a) A student may apply for post-publication review of his/her answer scripts in the prescribed form and manner and a submission of requisite fees per paper within the date as per notification to be issued by the Controller of Examinations at the time of publication of the result. All such applications must be forwarded by the Principal of the college concerned.

Post Publication Review is applicable only for theory papers of different End Semester Examinations. Review shall not be permissible for Internal Assessment, Practical Examination and Project work/Field work etc.

- b) Post publication Review and post publication scrutiny of the same paper(s) in a subject shall not be allowed.
- c) A student shall be allowed to apply for re-examination/review of not more than 2 (Two) theoretical papers in each semester, provided that he/she has scored qualifying marks i.e. 30% in each paper except the paper in which the Review is sought.
- d) In case of variation of marks for more than 5% equal weightage is to be given to marks awarded by the examiner appointed for Re-examination and original examiner and an average of two awards is to be taken into account for computing result of re-examination. Marks originally obtained and the marks obtained through re-examination be taken together to work out and average which will be considered as the award in that paper of the candidate concerned even if the average is more or less than the initial award of marks.
- e) In case of variation of 5% marks or less between the original and re-examination process the change shall be ignored.
- f) Incomplete and faulty application is liable to be rejected without assigning reason or without any intimation to the candidate and college concerned.
- g) Under no circumstances fees for post publication Review [as notified from time to time by Controller of Examination (COE)] once paid shall be refunded.
- h) Prayer for Post Publication Review in prescribed manner in respect of any examination

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Midnapore College  
Midnapore, Pin-721 211





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cannot be related to the appearance of the next semester/ year’s examination, as the case may be. Candidates applying for the Post Publication Review shall have to make necessary preparations for the next examination on the basis of his /her original results accordingly, even though they have applied for the same.

## 16.4.2 Post publication scrutiny of answer scripts:

A candidate pursuing undergraduate programme may apply for Self Inspection or RTI of his / her one or more answer scripts irrespective of marks by paying requisite fees. Post publication scrutiny (Self Inspection) does not imply re-examination or re-assessment of scripts but involve verification of scripts and records.

## 17. Grading system:

### 17.1 Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

Based on the performance of the students, each student will be awarded Grade in subjects at the end of the semester examination following grading system on the base of TEN (10). The letter grades and the corresponding grade points are as shown below:

#### 10 Point scale

Qualification	Letter Grade	% of Marks	Grade Point
Outstanding	O	90-100	10
Excellent	A+	80-89	9
Very Good	A	70-79	8
Good	B+	60-69	7
Above Average	B	50-59	6
Average	C	40-49	5
Poor	D	30-39	4
Fail	F	Below 30	0
Absent	Ab	Absent	0

- Further there shall be another **grade ‘I’ (with point 0)** for students for whom disciplinary action remain pending

- Any fraction mark above 0.05 will not be added/ counted off next higher percentage of marks

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Midnapore (Dist. Paschim Medinipur - 721102)





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## 17.2 Computation of SGPA and CGPA

The Semester Grade point Average (SGPA) will be computed in each semester as per the following formula:

$$SGPA = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i}$$

$C_i$  = The number of credits allotted for particular course.

$G_i$  = This is the Grade points corresponding to the grade awarded for the course

$i = 1, 2, \dots, n$  represent the number of course in which a student is registered in the concerned semester. The SGPA is rounded off to two decimal places.

The Cumulative Grade Point Average (CGPA) will be computed at the end of semester as per the following formula

$$CGPA = \frac{\sum_{i=1}^n C_i S_i}{\sum_{i=1}^n C_i}$$

\*  $C_i$  is the total credits of the corresponding semesters.  $S_i$  is the SGPA of the corresponding semesters.

$i = 1, 2, \dots, n$  represent the number of the course in which a student is registered in the concerned semester. The CGPA is rounded off to two decimal places.

# Equivalent percentage of marks is  $CGPA \times 10$

## 18. Accumulation of Credits

Every student shall open an account in Academic Bank of Credit (ABC) which shall have to be provided during examination form fill-up. The Credit awarded to a student for the courses pursued in the University shall be accumulated in the Academic Bank Account of the student. The procedure for accumulation of credit earned, redemption of credits would be as per UGC and other relevant Regulations.





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## 19. Awards of Ranks/ Prize/Medal

The University Ranks, Medals etc., shall be awarded as per the regulations to be issued by the University later on.

## 20. Power to Remove Difficulties:

- If any difficulty arises in giving effect to the provisions of these Regulations, the Vice-Chancellor may by order make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty. Every order made under this rule shall be subject to ratification by the Appropriate University Authorities.
- Necessary additions or deletions in the model Programme Structure, Course pattern, Scheme of Examination not inconsistent with the Act, Statutes, Ordinance or other Regulations shall be effected with the approval of appropriate authorities of the University.

## 21. Modification to the Regulations:

Notwithstanding the foregoing, any amendments/ modifications issued or notified by the University Grants Commission/ Higher Education Commission of India and its verticals such as – National Higher Education Regulatory Council, General Education Council or the State Government, from time to time, shall be deemed to have been incorporated into these Regulations and shall constitute an integral part of these Regulations.

## 22. Repeal and Savings:

The existing Regulations governing three years Bachelor degree programmes in the faculties of Arts, Science and Commerce shall stand repealed. However, the above Regulations shall continue to be in force for the students who have been admitted to the course before the enforcement of these Regulations.

## 23. Interpretation:

If any question arises as to the interpretation of these Regulations, the same shall be decided by the Academic Council or the Vice-Chancellor. The Vice-Chancellor/ Executive Council shall have the power to issue clarification to remove any doubt(s) which may arise in regard to implementation of these Regulations.

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## Curriculum &amp; Credit Structure of 4-Year Bachelor Degree Programme B.A./B.Sc./B.Com. (Hons./ Hons. with Research) in Single Major

SEMESTER	Major - MJ (Core Discipline)	Minor Disciplines- MI (Discipline- I & II)	Ability Enhancement Courses -AEC	Skill Enhancement- SEC	Summer Internship	Multidisciplin ary Courses	Value Added Courses - VAC	Dissertation/ Project/ Entrepreneurship	Total Credit / No. of courses
	Major - 20 (4 Credits)	Minor- 8 (4 Credits)	AEC -4 (2 Credits)	SEC- 3 (3 Credits)	Int./Proj./ Comm. Ser. -2 (4 Credits)	MDC-3 (3 Credits)	VAC -2 (4 Credits)	Dissertation/ Project/ Entp. 2	
I	Major-1	Minor -1 (Discipline-1)	English Communication-1	SEC-1		MDC-1	VAC-1 (ENVS)		20 /6
II	Major -2	Minor-2 (Discipline-II)	MIL (Bengali/Hindi) -1	SEC-2	Community Service (Add.)	MDC-2	VAC-2		20/ 6
YEAR-1	(2x4) 8	(2x4) 8	(2x2) 4	(3x2) 6	(+4)	(3x2) 6	(2x4) 8	-	40 (+4) 44
<b>Exit option with Undergraduate Certificate (in the Major Discipline) securing 44credits</b>									
III	Major -3 Major -4	Minor-3 (Discipline-1)	English Communication-2	SEC-3		MDC-3			20/ 6
IV	Major 5 Major 6 Major 7	Minor4 (Discipline-1I)	MIL (Bengali/Hindi) -2		Internship / Apprenticeship (Major Disc.)				22/ 6
YEAR-2	(7x4) 28	(4x4) 16	(4x2) 8	(3x3) 9	4 (+4) 8	(3x3) 9	(2x4) 8	-	86
<b>Students on Exit shall be awarded Undergraduate Diploma (in the Major Discipline) securing 86 credits</b>									
V	Major 8, 9, 10 Major (Elect.) -1	Minor- 5 (Discipline-1)							20/ 5
VI	Major -11, 12, 13 Major (Elect.) -2	Minor-6 (Discipline-1I)							20/ 5
YEAR-3	(15x4) 60	(6x4) 24	(4x2) 8	(3x3) 9	4 (+4) 8	(3x3) 9	(2x4) 8	-	126
<b>Students on Exit shall be awarded 3-Year Bachelor Degree (in the Major Discipline) after securing 126 Credits</b>									
VII	Major -14, 15, Major (Elect.) -3*	Minor-7 (Discipline-I)						Project-1 (4 Credit)	20/ 5
VIII	Major -16 Major (Elect.) -4*	Minor-8 (Discipline-1I)						Project-2 (8 Credit)	20/ 4 (5*)
YEAR-4	(20x4) 80	(8x4) 32	(4x2) 8	(3x3) 9	4 (+4)=8	(3x3) 9	(2x4) 8	(4+8) 12	166 /43
<b>Students shall be awarded Bachelor Degree (Hons. with Research) in the Major Discipline securing 166 credits</b>									
<i>*Students not opting Research shall complete Three (03) additional papers (Major Electives-5 in Sem.-VII and Major Electives-6, 7 in Sem.-VIII One (01) Major Discipline &amp; Two (02) Minor Disciplines-(1 &amp; 2) Disciplines to be selected from given Subject bunch/group</i>									



## Curriculum &amp; Credit Structure of 3-Yr. Bachelor Degree Prog. B.A./B.Sc. in Multidisciplinary Studies

SEMESTER	Major - MJ (Disciplines- A&B)	Minor Disciplines- MI (Discipline- C)	Ability Enhancement Courses -AEC	Skill Enhancement- SEC	Summer Internship	Multidisciplinary Courses	Value Added Courses - VAC	Dissertation/ Project/ Entrepreneurship	Total Credit / No. of courses
	Major - 20 (4 Credits)	Minor Disc.- 8 (4 Credits)	AEC -4 (2 Credits)	SEC- 3 (3 Credits)	Int./Proj./ Comm. Ser. -2 (4 Credits)	MDC-3 (3 Credits)	VAC -2 (4 Credits)	Dissertation/ Project/ Entp. 2	
I	Major -A1	Minor -C1	English Communication-1	SEC-1		MDC-1	VAC-1 (ENVS)		20 /6
II	Major -B1	Minor-C2	MIL (Bengali/Hindi) -1	SEC-2	Community Service (Add.)	MDC-2	VAC-2		20/ 6
YEAR-1	(2x4) 8	(2x4) 8	(2x2) 4	(3x2) 6	(+4)	(3x2) 6	(2x4) 8	-	40 (+4) 44
<b>Exit option with Undergraduate Certificate ( Multidisciplinary field of study ) securing 44credits</b>									
III	Major -A2 Major -A3	Minor-C3	English Communication-2	SEC-3		MDC-3			20/ 6
IV	Major -B2 Major -B3 Major (Elect.) -1	Minor-C4	MIL (Bengali/Hindi) -2		Internship / Apprenticeship (any Discipline)				22/ 6
YEAR-2	(7x4) 28	(4x4) 16	(4x2) 8	(3x3) 9	4 (+4) 8	(3x3) 9	(2x4) 8	-	86
<b>Students on Exit shall be awarded Undergraduate Diploma (in Multidisciplinary field of study ) securing 86 credits</b>									
V	Major-A4, A5, A6 Major (Elect.) -2	Minor- C5							20/ 5
VI	Major-B4, B5, B6 Major (Elect.) -3	Minor-C6							20/ 5
YEAR-3	(15x4) 60	(6x4) 24	(4x2) 8	(3x3) 9	4 (+4) 8	(3x3) 9	(2x4) 8	-	126
<b>Students on Exit shall be awarded 3-Year Bachelor Degree (in Multidisciplinary field of study ) after securing 126 Credits</b>									
<b>Students shall be awarded Bachelor Degree in Multidisciplinary field of studies securing 126 credits</b>									
<b>A, B &amp; C- Three (03) Disciplines/ Subjects to be selected from Subject bunch/group of respective Multidisciplinary studies</b>									

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## MARKS DISTRIBUTION IN PROGRAMMES

### 4-Year B.A./B.Sc./B.Com (Hons./Hons. with Research) in Single Major

SEM	Major (MJ) (Core Discipline) 4 Credits /course	Minor (MI) ((Discipline- I & II) 4Credits/course	Ability Enhancement Courses(AEC) 2Credits/course	Skill Enhancement- SEC 3Credits/course	Summer Internship 4Credits/course	Multidisciplinary courses (MDC) 3Credits/course	Value Added Courses (VAC) 4Credits/course	Dissertation/ Project/ Entrepreneurship (4 + 8 Credits)	Total Marks/ Semester	Total marks/ Year
I	75	75	50	50		50	100		400	
II	75	75	50	50	50	50	50		400	800
III	150	75	50	50		50			375	
IV	225	75	50		50				400	775
V	300	75							375	
VI	300	75							375	750
VII	225	75						100	400	
VII	150	75						200	425	825
<b>Total</b>									<b>3150</b>	

### 3-Year B.A./B.Sc. in Multidisciplinary Studies

SEM	Major (MJ) (Discipline- A & B) 4 Credits /course	Minor (MI) ((Discipline- C) 4Credits/course	Ability Enhancement Courses(AEC) 2Credits/course	Skill Enhancement- SEC 3Credits/course	Summer Internship 4Credits/course	Multidisciplinary courses (MDC) 3Credits/course	Value Added Courses (VAC) 4Credits/course	Dissertation/ Project/ Entrepreneurship (4 + 8 Credits)	Total Marks/ Semester	Total marks/ Year
I	75	75	50	50		50	100		400	
II	75	75	50	50	50	50	50		400	800
III	150	75	50	50		50			375	
IV	225	75	50		50				400	775
V	300	75							375	
VI	300	75							375	750
<b>Total</b>									<b>2325</b>	



### Point Scale for Evaluation Method for Social Services (CS)

STUDENT NAME:		Individual Role based Points		Max. Point to be allotted	Point Earned
COURSE COORDINATOR:		Organizer/ Team Lead	Participant		
Sl. No	Activities				
1.	Training/Workshop in Village	10	5	10	
2.	Sensitization programme Women, Child etc.	10	5	10	
3.	Participation in Relief Camp	15	10	15	
4.	Help in Vaccination for rural people	10	5	10	
5.	Cleaning of local area/ Society/ School/ College/ Health institution	10	5	10	
6.	Photography / Video film making & reporting on social issues in near locality	15	10	15	
7.	Awareness campaigning on Vector born disease- Control & Prevention	10	5	10	
8.	Awareness campaigning on Traffic rules	10	5	10	
9.	Awareness campaigning on Anti Tobacco/ Cancer	10	5	10	
10.	National Day Celebration	10	5	10	
11.	Plantation of trees (with visual record) and upbringing	-	2 (per tree)	10	
12.	Awareness campaigning on Aids	10	5	10	
13.	Rally on specific Social issue	10	5	10	
14.	Blood donation Camp	15	10	15	
15.	Awareness campaigning on Water conservation	10	5	10	
16.	Awareness campaigning on Garbage disposal	10	5	10	
17.	Awareness campaigning on Child labour prevention	10	5	10	
18.	Awareness campaign on Cyber Crime	10	5	10	
19.	Medical Camp	15	10	15	
20.	Yoga / Self defence camp	10	5	10	
21.	Integrated Child development programme	15	10	15	
22.	Motivation for School leaving Children	10	5	10	



### ANNEXURE- 3

23.	Work with rural entrepreneurs for sustainable development e.g. Bio fertilizer, mushroom cultivation, use of natural /plant materials, utilization of bio-waste material etc.	15 (for hands on training)	10 (for visit /campaigning)	15	
24.	Skill Development for households for Computer literacy/ information technology	10	5	10	
25.	Any activity under NCC unit	10	5	10	

- One (01) point shall be equivalent to One (01) mark
- The activities shall be carried out during 1<sup>st</sup> year of studies under the guidance of the concerned Course Coordinator.
- Photographic/ Audio-visual/ Documentation of work/activity are to be recorded for evaluation/ assessment purpose.

*[Handwritten Signature]*  
15/07/24  
Principal  
Narasimha Raj College  
Mangalore, Karnataka 575 001



**List of equivalent Boards/Councils**

1. Assam Higher Secondary Education Council, G.N.B. Board, Ambari, Guwahati-781014.
2. Bihar School Examination Board, Patna-800005.
3. Uttar Pradesh Board of High School & Intermediate Education, Allahabad- 211001.
4. Board of Higher Secondary Education Tamilnadu, College Road, Chennai- 600006.
5. Telangana State Board of Intermediate Education, Hyderabad- 500001
6. Board of Intermediate Education (Andhra Pradesh), Vijayawada- 8
7. Department of Pre-University Education, Govt. of Karnataka, Banglore-560012
8. Board of School Education Haryana, Bhiwani-127021
9. Board of Secondary Education, Manipur, Imphal-795001.
10. Central Board of Secondary Education (CBSE), Delhi- 110092.
11. ICSE Board, New Delhi-110001
12. Council of Higher Secondary Education, Orissa, Kedar Gouri Road, Bhubaneswar-751002.
13. Goa Board of Secondary and Higher Secondary Education, Goa-403521.
14. Gujarat Secondary & Higher Education Board, Gandhinagar-382010.
15. Himachal Pradesh Board of School Education, Dharmasala-176216.
16. Jharkhand Academic Council, Ranchi
17. Board of Secondary Education, Madhya Pradesh, Bhopal.
18. Maharashtra State Board of Secondary and Higher Secondary Education, Shivaji Nagar, Pune-411010.
19. National Institute of Open Schooling (NIOS), A-24/25, Institutional Area, Gautam Budh Nagar, Uttar Pradesh - 201 309.
20. Punjab School Education Board, S.A.S. Nagar (Ropar).
21. The West Bengal Council of Rabindra Open Schooling, West Bengal.
22. Board of Secondary Education, Rajasthan, Ajmer-305001.
23. The Jammu & Kashmir State Board of School Education, Lal Mandi, Srinagar-190005



(Summer), Behari Colony, Jammu- 180005 (Winter).

24. Tripura Board of Secondary Education, P.O. - Abhayanagar, Agartala- 799005.

25. West Bengal Board of Madrasah Examination.

26. West Bengal State Council of Vocational Education & Training, Kolkata

27. Delhi Board of School Education, I.P. Extension, Patparganj, Delhi- 110092

28. Northwest Accreditation Commission, USA

29. International Baccalaureate, Singapore- – 188778

30. Cambridge International Examinations, UK

  
15/07/24  
Principal  
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Durgam, Pin-721 211

  
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Durgam, Pin-721 211  
Estd. - 1968



**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Government Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Finance Committee**

**Notice**

Dated: 14.02.2021

Notice is hereby given that a meeting of the Finance Committee will be held on 19.02.2021 (Friday) at 01:00 p.m. at the Principal's Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

**Agenda:**

1. To read and confirm the proceedings of the Finance Committee meeting;
2. To discuss in detail the Audit Report of the College for the financial year 2019-20;
3. To discuss the Report placed by the Bursar of the College regarding the Books of Accounts and audit observations in relation to the financial years 2019-20;
4. To prepare financial budget for the session 2021-22;
5. To discuss about the procurement of desktop computers and printers for use in office and academic departments;
6. To discuss the issues relating to pending bills of some vendors;
7. Miscellaneous, if any, with the permission of the Chair



*Anupam Parua*

Dr. Anupam Parua  
Principal  
Narajole Raj College  
Narajole, Pin-721 211

Copy forwarded for information and necessary action to:

1. Sri Sunil Bhowmik *Sunil Bhowmik*
2. Dr. Nilanjana Bhattacharya *Nilanjana Bhattacharya*
3. Dr. Tapanendu Kamilya *Tapanendu Kamilya*
4. Sri Anupam Ghosh *Anupam Ghosh*





**Agenda 6:** To discuss the issues relating to pending bills of some vendors:

The members noted that out of the vendors whose names were there in the list of unpaid vendors and who are not yet been settled only two vendors namely, M/S Mandal Hardwares and M/S Kar Enterprise are in contact with the College though they are yet to submit relevant papers so as to enable the College to process their bills in their favour. Resolved that those two vendors be allowed a month time to submit proper bills and relevant documents.

**Agenda 07:** Miscellaneous, if any, with the permission of the Chair

Under the miscellaneous agenda the Principal placed before the house a petition signed by a good number of students of 3<sup>rd</sup> and 5<sup>th</sup> Semesters of the College to provide some relief in the payment of admission and other related fees for 3<sup>rd</sup> and 5<sup>th</sup> Semesters of this ongoing academic session in the face of financial hardships caused by the outbreak of deadly Corona Virus and resultant prolonged lockdown. After due discussion it was resolved to provide 'COVID 19 Fees Waiver' for different departments in the following quantum. Also resolved that this fees waiver is a one-time affair and is not permanently incorporated in the existing fees structure.

Name of the Dept.	Amount of Waiver / Per Candidate (Rs.)	Name of the Dept.	Amount of Waiver / Per Candidate (Rs.)
Bengali	Rs. 500/-	Botany	Rs. 600/-
English	Rs. 500/-	Chemistry	Rs. 600/-
History	Rs. 400/-	Geography	Rs. 1500/-
Philosophy	Rs. 400/-	Mathematics	Rs. 500/-
Pol. Science	Rs. 400/-	Physics	Rs. 600/-
Sanskrit	Rs. 500/-	Zoology	Rs. 600/-
B. A. (General)	Rs. 400/-	B. Sc. (General)	Rs. 500/-

Further resolved that the excess fees paid by any student in this regard would be refunded to him or her on application being made by him or her. Also resolved that the Hon'ble Principal be requested to do the needful in this matter on an urgent basis.

With no other business left the meeting ended with a reciprocal vote of thanks to and from the Chair.



*Amparo Kano*  
Chairperson

**Principal  
Narajole Raj College  
Narajole-721211**

*AKM*  
6/5/24  
Principal  
Narajole Raj College  
Narajole-721211





Estd.-1966

**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Government Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



Estd.-1966

**Finance Committee**

**Notice**

Dated: 09.09.2020

Notice is hereby given that a meeting of the Finance Committee will be held on 15.09.2020 (Tuesday) at 12:30 p.m. at the Principal's Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. To read and confirm the proceedings of the Finance Committee meeting;
2. To discuss in detail the Audit Report of the College for the financial year 2017-18 and 2018-19;
3. To discuss the Report placed by the Bursar of the College regarding the Books of Accounts and audit observations in relation to the financial years 2017-18 and 2018-19;
4. To prepare financial budget for the session 2020-21;
5. To discuss about the financial approval of the admission portal related expenditures;
6. To discuss about the financial approval and procurement of accounting software;
7. To discuss about the financial approval and procurement of e-office software;
8. To discuss the issues relating to pending bills of some vendors;
9. To discuss about the increment of salaries for casual non-teaching staff of the College;
10. Miscellaneous, if any, with the permission of the Chair



*Anupam Parua*

Dr. Anupam Parua  
Principal

Narajole Raj College  
Narajole, Pin-721 211

Copy forwarded for information and necessary action to:

1. Sri Sunil Bhowmik *Sunil Bhowmik*
2. Dr. Nilanjana Bhattacharya *Nilanjana Bhattacharya*
3. Dr. Tapanendu Kamilya *Tapanendu Kamilya*
4. Sri Anupam Ghosh *Anupam Ghosh 15/9/20*



**Agenda 6: To discuss about the financial approval and procurement of accounting software**

The accounting software became out of date and needed some modification specially to incorporate accounting data keeping track with the semester system (from erstwhile annual pattern). The provider of the existing package is not accessible to cope up with the needs of the college when required. Given these, resolved that the accounting package be newly designed to suit the purpose of accounting of the college. Further resolved that due to the very nature of the package to suit the specific needs of the accounting of the College especially exporting of data from the old package to the new one, export of data from admission portal or package to the accounting package, the urgency of the matter and the magnitude of amount involved in the matter the normal procedure of tendering is waived. Also resolved that requisite financial approval be given in this matter.

**Agenda 7: To discuss about the financial approval and procurement of e-office software**

NAAC in its Peer Team Visit Report specifically pointed towards maintaining paperless office / e-office. Various initiatives have already been taken in this direction. Keeping in view the suggestion of NAAC and also to bring in ease of maintaining office to suit the modern day requirement for college administration it was resolved that e-office initiative be further bolstered by procuring e-office software with functionality to record various data and information ranging from academic performance of teachers, leave records of the employees, career record of the employees and so on. Keeping in mind the complexity of the issue, need to customise the package to suit the specific requirements of the college, seamless flow of data and information in various segments and tires of office and the like it was further resolved the normal procedure of tendering is waived. Also resolved that requisite financial approval be given in this matter.

**Agenda 8: To discuss the issues relating to pending bills of some vendors:**

The issue of payment to unpaid vendors came up for discussion. The Principal apprised the house that no significant progress was noticed in the matter of procuring relevant and adequate papers from the vendors. Resolved that some more time might be given in this matter after which the question of final settlement would be taken up. In this context the Principal apprised the house that in the absence of relevant papers the Auditors treated the payments already made to those vendors as 'advances' made and advised that proper papers be procured before any further



**NARAJOLE RAJ COLLEGE**  
**NARAJOLE \* PASCHIM MEDINIPUR**

**BUDGET ALLOCATION FOR THE YEAR 2020-21**

Incomes	Amount(Rs)	Expenditures	Amount(Rs)
Collection of Tuition Fees from the Students	12	Tuition Fees Payable to Govt. of West Bengal	6.5
Other Collections from the Students	62	Different Fees Payable to VU	6.5
Salary Grant Received from Govt. of W.B.	591	Payment of Outstanding Amounts to Vendors	
Receipt from VU for Examination Purposes	1	Salary Payment to Full Time Teachers	460
		Salary Payment to Full Time Non-Teaching Staff	35
		Salary Payment to Govt. Approved SACTS	96
		Salary Payment to Guest Teachers	0
		Salary Payment to Casual Non-Teaching Staff	16
		Expenses for Library Purchases	1
		Expenses for Office Purchases	1
		Reconstruction of College Web-site	
		Purchase of Accounting Software	
		Installation of CCTV	
		Expenses for Laboratory Purchases	1
		Repairs & Maintenance	0.5
		Xerox & Printing	0.5
		Examination related Expenses	0.5
		Travelling Expenses	0.3
		Refund to UGC	0
		Misc.	6
		Electricity & Generator Expenses	2
<b>TOTAL</b>	<b>666</b>	<b>TOTAL</b>	<b>632.3</b>

\* Indicate all the figures in Rs. Lakhs

Surplus

33.7

*Rupam n Bc*

Accountant  
Narajole Raj College  
Narajole, PIN: 721211



*Arun Kumar Das*

Principal & Secretary  
Narajole Raj College  
Narajole, Pin-721 211



Principal  
Narajole Raj College  
Narajole, Pin-721 211



**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Finance Committee**

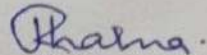
**Notice**

Dated: 26/05/2022

Notice is hereby given that a meeting of the Finance Committee will be held on 02/06/2022 (Monday) at 3-00 PM in the Chamber of the Vice Principal to discuss the following agenda. Please make it convenient to attend the meeting.

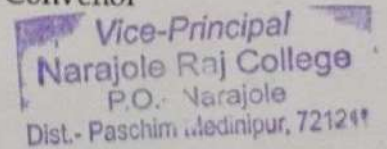
Agenda:

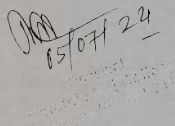
1. Read and confirm the proceedings of the last meeting held on 19.02.2021;
2. Inclusions of New members in Finance Committee as per agenda 2 of GB Meeting dated 02/06/2022
3. To consider and approve the budget for financial year 2022-23.
4. To consider and approval of salary increment of casual staffs.
5. To observe the financial expenses of Student's Council in absence of Elected Student's Union.
6. Discussion regarding purchase of electrical items (like ceiling fan, electrical accessories) for repairing and renovation of damaged electrical items.
7. Discussion regarding stair shed of science building and shed for the generator and earth work at the backside of college beside the volley ball court;
8. Discussion regarding purchase of sports items as per requisition of Dr. Atanu Nanda, HoD, Physical Education.
9. Discussion regarding purchase of N-List & Sodhganga for library;
10. Miscellaneous, if any, with the permission of the Chair.

  
Dr. Ranajit Kumar Khalua  
Vice Principal

**Members:**

1. Dr. Ranajit Kumar Khalua, Vice Principal & Secretary, Convenor
2. Sri Sujit Kumar Banerjee, President, Governing Body
3. Sri Kumaresh Bhunia, Govt. Nominee
4. Sri Sunil Bhowmik, Govt. Nominee
5. Dr. Nilanjana Bhattacharyya, G.B. Member
6. Dr. Tapanendu Kamilya, G. B. Member
7. Dr. Uttam Kumar Kanp, G. B. Member
8. Sri Anupam Ghosh, G. B. Member

  
Vice-Principal  
Narajole Raj College  
P.O. Narajole  
Dist. Paschim Medinipur, 721211

  
05/07/22



1. Sujit Kr. Banerjee,
2. Ranajit Kr. Khalua.
3. Kumaresh Bhunia.
4. Tapanendu Kamilya
5. Nilanjana Bhattacharyya
6. Anupam Ghosh

Proceedings of the Governing Body Meeting held on 02/06/2022 (Monday) in the Office Chamber of the Vice Principal

**Agenda 1:** Resolutions of the previous meeting of the Governing Body held on 29/03/2022 were read and confirmed without any amendment.

**Agenda 2:** It is unanimously decided that the below mentioned G.B. members are included in the Finance Committee with existing members. The names are mentioned below-

Sri Sujit Kumar Banerjee, President, Governing Body  
Sri Kumaresh Bhunia, Govt. Nominee  
Dr. Uttam Kumar Kanp

**The members of Finance Committee are-**

1. Dr. Ranajit Kumar Khalua, Vice Principal & Secretary, Convenor
2. Sri Sujit Kumar Banerjee, President, Governing Body
3. Sri Kumaresh Bhunia, Govt. Nominee
4. Sri Sunil Bhowmik, Govt. Nominee
5. Dr. Nilanjana Bhattacharyya, G.B. Member
6. Dr. Tapanendu Kamilya, G. B. Member
7. Dr. Uttam Kumar Kanp, G. B. Member
8. Sri Anupam Ghosh, G. B. Member

**Agenda 3:** The Annual Budget for the 2022-23 financial year is prepared. The house unanimously approved the annual budget for the 2022-23 financial year. The Budget is mentioned below-

Narajole Raj College, Narajole, Daspur, Paschim Medinipur			
Budget Allocation for the Year 2022-23			
Incomes	Amount	Expenditures	Amount
Collection of Tuition Fees from the Students	14	Tuition Fees Payable to Govt	7
Other Collections from the Students	60	Different Fees Payable to VU	15.7
Salary Grant Received from Govt	400	Payment of Outstanding Amounts to Vendors	14
Receipt from VU for Examination Purposes	0.7	Salary Payments to Full Time Teachers, SACT & NTS	400
Misc Receipts	0.5	Salary Payments to Casual Non-Teaching Staff***	21
Balance as on 31-03-22	75	Expenses for Library Purchases	3
DAE & DST Project	3.2	Expenses for Office Purchases	1
		Reconstruction of College Web-site Renewal & Maintenance	1

Proceedings of the Finance Committee Meeting held on 02/06/2022 (Monday) in the Office  
Chamber of the Vice Principal

	Procurement of Accounting Software, LMS, N-List, Sodhganga	1
	Upgradation of Library Software & Library Automation	1
	Departmental Purchases	0.4
	Expenses for Laboratory Purchases	2
	Repair & Maintenance	3
	Xerox & printing & Stationary	2
	Examination related Expenses	0.7
	Travelling Allowance	2.5
	Electricity and General Expenses	4.6
	Students Hostel Renovation	1.5
	ICT Development	2
	Academic Development other than Lab, Lib & ICT	1.7
	Infrastructure Development	10
	Refund to UGC***	1
	Unnyat Bharat Development	0.4
	Extension Programme Development	0.5
	Seminar Activity Expenses	0.5
	NSS Development	0.3
	NCC Expenses	0.15
	IQAC Innovation Hub	0.3
	Career Counselling & Placement Cell Activity	0.15
	DAE & DST Project	3.2
	Previous Student Union Balance	8.75
	Misc including Student Union Expenses	3.5
	Reserve Salary for Casual NTS for 1 year (FD)	21
	Surplus (Balancing Figure)	18.55
	553.4	553.4
Note: Indicate all the figures in Rs. Lakhs		
* Subject to admission of students		
*** UGC Refund is subject to Settlement by the UGC in case refunds		

15/07/24





are to be made budgetary allocation of Infrastructure Development or Repair & maintenance will have to be curtailed.	
**** 30 % increment of Casual Salary is Projected subject to approval of Finance & Governing Body	
# Salary Grants to be received from the Govt of West Bengal and Payment of Salaries to Different Person are subject to change after the inclusion and exclusions of teachers and Non-Teaching Staff Members.	

**Agenda 4:**

The revision of pay structure and reshuffling of the Casual Teaching Staffs of College is done. The new pay structure and designation of them are given below.

Name	Designation	Net Amount (in Rupees)
Rupam Kumar Bhunia	Accountant & Cashier	12,000.00
Raju Poria	Computer Lab Incharge	9,500.00
Sujit Pathak	Library Clerk	8,000.00
Arjun Poria	Office Bearer	8,000.00
Baren Dutta	Office Clerk	10,500.00
Prabir Bhunia	Vice-Principal Attendant & Caretaker of Old Building	8,500.00
Naba Kumar Dolai (Supa)	Guard	7,000.00
Mustaquim Ansari	Office Clerk	8,500.00
Jyotsna Nayek	Sweeper	6,500.00
Bhabani Prasad Boxi	Botany Lab Attendant	7,500.00
Dibakar Samanta	Zoology Lab Attendant	7,500.00
Krishna Roy	Library Clerk	6,500.00
Amar Kundu	Library Clerk	8,500.00
Satyajit Hait	Office & PG Clerk	9,000.00
Naba Kumar Dolai (Narajole)	Guard	7,000.00
Tapan Maity	Guard	6,500.00
Prasanta Kumar Bera	Sweeper	7,000.00
Rajesh Maity	Library Clerk	7,500.00
Pralay Singha	Phys Lab & Old Building in-Charge	8,500.00
Manoranjan Dolai	Sweeper	6,500.00

Proceedings of the Finance Committee Meeting held on 02/05/2022 (Monday) in the Office  
Chamber of the Vice Principal

Pashupati Maiti	Gardener	6,500.00
Rajasri Karan	Math & Geo Lab Attendant	6,500.00
Bivash Singha	Chemistry Lab Attendant	6,500.00

It is unanimously decided that the Salary for Casual NTS for 1 year will be reserved as Fixed Deposit in State Bank of India. It is also decided that the in normal situation the superannuation age of the casual staff is 60 years by following the Govt. rules

**Agenda 5:**

It is also unanimously decided that Dr. Dipak Shom, Assistant Professor of Bengali & TCS will directly observe the financial matter / financial expenses of Student's Council for different academic, Sports, Cultural and other activities. The College will issue Cheque in favour of Dr. Dipak Shom for different expenses related to academic, Sports, Cultural and other activities of Students Council. After directly observing, following the purchase procedure of West Bengal Financial Rules and its amendments and verifying the bills; Dr. Shom Shom will submit bills to Office against his advance.

**Agenda 6:**

The Vice Principal informed the house that 15 ceiling fans, 10 tables and 10 chairs, 1 Cooler cum Water Purifier for the Teachers' Lounge, 1 water purifier for Vice Principal's Office and repairing of 1 Cooler cum Water Purifier are urgently required for some departments, office and Library. It is unanimously resolved that the finance committee approve the purchase of these items that will be done by following Purchase Procedure as per Govt. of West Bengal.

**Agenda 7:** The Vice Principal informed the house that the stair shed of science building and shed for the generator is to be constructed before the coming rainy season. It is unanimously resolved that the finance committee approve the purchase of these items that will be done and Vice Principal is requested to complete the work by following Purchase Procedure as per Govt. of West Bengal.

A discussion regarding earth work at the backside of college beside the volley ball court (approximate area 150 ft x 45 ft) will be filled by local soil. It is also decided the cleaning of this area and dressing of surface after filling soil upto

depth 1 ft will be done. It is decided that open tender/quotations will be invited for the work although the estimate of total work is less than Rs. 1,00,000/-. The lowest bidder will be eligible to get work order. The house requested Vice Principal to call for open tender. Vice Principal is also requested to complete the work by following Purchase Procedure as per Govt. of West Bengal.

**Agenda 8:** The Vice Principal informed the house that a good infrastructure of Sports Equipment will be required. Dr. Atanu Nanda, HoD, Physical Education submitted the list-

Sl. No	Name of reagents/items	Fund Provision	Amount/ Quantity	Make/ Company
1	Football	College Own Fund	20 Pcs	Cosco/Nivea/An y Brand
2	Football Corner Flag		04 Pcs	
3	Football Agility Ladder		02 Pcs	
4	Football Cone		15 Pcs	
5	Gole Keeper Gloves		02 Set	
6	Volley Ball		06 Pcs	
7	Volley Ball Net		01 Pc	
8	Volley Ball Antenna		04 Pcs	
9	Volley Ball Post		01 Pair	
10	Badminton Racket		16 Pcs	
11	Badminton Feather		02 Box	
12	Badminton NET		02 pcs	
13	Badminton Post		01 pair	
14	Hand Ball		02 pcs	
15	Basket Ball		04 pcs	
16	Plastic Hurdles		20 Pcs	
17	Sports Umbrella		04 pcs	
18	Khokho Pole		02 Pairs	
19	Ice Pack		03 Pcs	
20	Heart Rate Monitor		01 Pcs	
21	Stop Board		01 Pcs	
22	Javelin Boys		04 Pcs	
23	Javelin Girls		04 Pcs	
24	Discuss Throw (Boys)		02 Pcs	
25	Discuss Throw (Girls)		02 Pcs	
26	Weighing Machine		01 Pc	

Dr. Nanda also informed the house that total work is less than Rs. 1,00,000/-. The Finance Committee approve the budget also it is decided that open tender/quotations will be invited for the work although the estimate of total work is less than Rs. 1,00,000/-. The lowest bidder will be eligible to get work



order. The house requested Vice Principal to call for open tender by following the purchase procedure of Govt. of West Bengal.

**Agenda 9:** The Vice Principal informed the house that a good infrastructure of Library will be required. Dr. Lakshmi Kanta Jana, Librarian submitted the list of journals to be purchased.

A. N-List

B. Sodhganga

The house approve the subscription of N-List and Sodhganga by following the purchase procedure of Govt. of West Bengal and requested the Vice Principal to take necessary step by urgent basis.

With no other business left to be transacted, the meeting ended with reciprocal vote of thanks to and from the Chair.

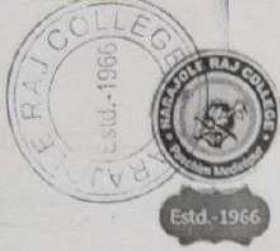
*Rhama*  
Chairperson

Vice-Principal  
Narajole Raj College  
P.O.- Narajole  
Dist.- Paschim Medinipur, 721211



*15/07/24*  
Principal  
Narajole Raj College  
Paschim Medinipur, 721211





**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Finance Committee**

**Notice**

Dated: 21/06/2022

Notice is hereby given that a meeting of the Finance Committee will be held on 28/06/2022 (Tuesday) at 11-00 AM in the Chamber of the Vice Principal to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Read and confirm the proceedings of the last meeting held on 02.05.2022;
2. To consider and approve the payment of Modal Hardware and Maity Marble.
3. To consider the approve of proposal of Vice Principal regarding the first floor of Women's Hostel.
4. To consider the proposal of Librarian for the full automation of Library;
5. Miscellaneous, if any, with the permission of the Chair.

Members:

1. Dr. Ranajit Kumar Khalua, Vice Principal & Secretary, Convenor
2. Sri Sujit Kumar Banerjee, President, Governing Body
3. Sri Kumaresh Bhunia, Govt. Nominee
4. Sri Sunil Bhowmik, Govt. Nominee
5. Dr. Nilanjana Bhattacharyya, G.B. Member
6. Dr. Tapanendu Kamilya, G. B. Member
7. Dr. Uttam Kumar Kanp, G. B. Member
8. Sri Anupam Ghosh, G. B. Member

*Ranajit*  
Dr. Ranajit Kumar Khalua  
Vice Principal



**Agenda 4:** The Vice Principal inform the house that at present our total online management system (website, on line admission portal, accounts, examination, etc.) is ongoing by M/S Affinity Infosoft. He also intend to willing to link the Teacher's Management Software (TMS), Post Graduate Marksheet Preparation Software (PGMPS) along with Assets and Stock Maintain Software (ASMS) with the existing software. The house unanimously approved the proposal and it is decided that as the total system is running by M/S Affinity Infosoft; they will be asked for estimate for this software. It will be discussed in next Finance Committee and Governing Body. After approval of Finance Committee and Governing Body the decision will be taken as per direction of Governing Body.

Principal  
15/07/24  
Maraja's College  
Thangapattinam



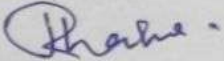


Proceedings of the Finance Committee Meeting held on 23/08/2022 (Tuesday) in the Office  
Chamber of the Vice Principal


Uttam Kumar Kanp and Sri Barun Kumar Mondal will verify each bill and vouchers properly and they are the supreme authority of passing the bills; without their signatures no bill will be proceed to Vice Principal for payment and disbursement.

(c) It is also decided that in case of e-Tender for purchase greater than or equal to Rs. 1,00,000/-; the e-signature (DFC)/signing authority in e-tender process will be (i) Principal/Vice Principal/Teacher-in-Charge (ii) Convenor, Purchase Committee (iii) Convenor/Principal Investigator/Sectional Head/In-charge/Coordinator/Programme Officer/Librarian/Library In-charge, etc. for whom or which section the purchase will be done.

With no other business left to be transacted, the meeting ended with reciprocal vote of thanks to and from the Chair.

  
Chairperson

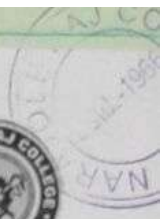
Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211

  
6/5/07/24  
Principal  
Narajole Raj College  
Narajole, Pin - 721211





**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



*Finance Committee*

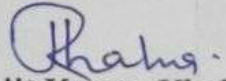
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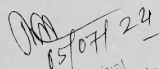
Dated: 03/12/2022

Notice is hereby given that a meeting of the Purchase Committee will be held on 10/12/2022 (*Saturday*) at 11-00 AM in the Chamber of the Principal to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Read and confirm the proceedings of the last meeting held on 23.08.2022;
2. Discussion regarding expenditure of Sports & Cultural Programme of session 2022-23;
3. Discussion regarding expenditure of Extension of CCTV;
4. Discussion regarding expenditure of repairing of instruments of Science Laboratory;
5. Discussion regarding expenditure of purchase of instruments and chemicals of Science Laboratory;
6. Discussion regarding expenditure of purchase of sound system & projector;
7. Discussion regarding expenditure of Library Upgradation;
8. Approval of Budget for Archive Project of Department of History;
9. Miscellaneous, if any, with the permission of the Chair.

  
Dr. Ranajit Kumar Khalua  
Vice Principal

  
Principal  
Narajole Raj College  
Paschim Medinipur 721211



Vice-Principal  
Narajole Raj College  
P.O. - Narajole  
Dist. - Paschim Medinipur, Pin-721211





Technology Committee with layout drawing and budget of approximately Rs. 77,970/-. The Governing Body approved of work as per layout with approximate budget. Then tender will be floated as well as total purchase will be done as per purchase procedure of Govt. of West Bengal in single bid.

**Agenda 4:** The Vice Principal informed the house about the repairing of scientific instruments of different laboratories suggested by HoDs of different Science departments. The Governing Body instruct the Vice Principal at first to collect the signed lists from different HoDs; then tender will be floated as well as total repairing will be done as per purchase procedure of Govt. of West Bengal in single bid. The Governing Body sanctioned Rs. 55,000/- that will be shared equally weightage of Rs. 10,000/- by 05 (for Botany, Zoology, Physics, Chemistry, Geography) Hons. Department and Rs. 5,000/- (Five Thousand Only) for Physiology (Pass) department for the academic session 2022-23. However, further the Governing Body instruct the Vice Principal to complete the work in single tender as stated earlier.

**Agenda 5:** The Vice Principal informed the house about the purchase of scientific instruments and chemicals of different laboratories suggested by HoDs of different Science departments. The Governing Body instruct the Vice Principal at first to collect the signed lists with approximate price with proper justification from different HoDs; then tender will be floated as well as total purchase will be done as per purchase procedure of Govt. of West Bengal. The Governing Body sanctioned Rs. 1,65,000/- from college fund that will be shared by 06 (Botany, Zoology, Physics, Chemistry, Mathematics, Geography) by the below mentioned procedure i.e. Rs. 25,000/- (Twenty Five Thousand Only) for each Hons. Department & Rs. 15,000/- Physiology (Pass) department for the academic session 2022-23. However, further the Governing Body instruct the Vice Principal to complete the work in e-tender as total purchase price is greater than Rs. 1,00,000/-.

**Agenda 6:** The Vice Principal informed the house about the purchase of sound system and good quality of projector and fixed background screen for seminar hall. The Governing Body sanctioned Rs. 70,000/- for purchase of sound system and its installation and another Rs. 70,000/- for purchase of good quality projector with background screen. The Governing Body instruct the Vice Principal to select the items within this budget as per suggestions of technology committee/sound expert/technical expert and tender will be floated for sound system and good quality of projector with fixed background screen by following the purchase procedure of Govt. of West Bengal.

**Item 7:** The Vice Principal informed the house that the upgradation of library is very urgent. He also informed the house that Dr. Sk. Mohammad Aziz, Prof. Barun Rout, Jt. Convenor, Technology Committee, Sri Sujit Pathak, Library Staff, Prof. Arif Iqbal Mallick, Library in-charge visited the Library of K. D. College of Commerce &

05/07/24  
Principal  
K. D. College of Commerce &  
Kolkata



General Studies and discussed with the Librarian of that College. By listening the suggestions of the above-mentioned members; it is unanimously decided that open source COHA Library Software will be taken along with it paid technical support from a supervisor/support from vendor/service provider (specialist in COHA) will also be hired. Further, it is decided that one manpower/operator with M. Lib. degree having expertise in COHA Software will be hired in purely temporary basis only for six months through open advertisement and interview basis for entry of all books in COHA system and to give training the existing Library Staffs. The remuneration of the manpower/operator will be discussed in next meeting. The President inform the Vice Principal to look after the matter with very emergency and place the progress of work in next meeting, positively.

*Item 8:* The budget proposal submitted by the Dept. of History and forwarded by the IQAC for the Archive Project in the Narajole Rajbari Campus of the college was considered and an initial grant of Rs. 70,000/- (Rupees Seventy thousand only) was sanctioned. The Archive Project was discussed at length and the formation of the Archive Committee having external experts, internal members and local representatives was indicated. Dr. Ranajit Kumar Khalua would act as the Chief Patron of the Archive Project, Prof. Pragna Paramita Mondal would function as the Project Convener in the capacity of being the IQAC Coordinator, Dr. Mangal Kumar Nayak would function as the Project Coordinator and the other members of the Archive Committee would be as follows: Prof. R. K. Chattopadhyay and Prof. Ujjayan Bhattacharya would be invited as External Experts, Sri Kumaresh Bhunia & Sri Sunil Kumar Bhowmik would be invited as Members of the Governing Body of the college, Sri Debashish Bhattacharya would be invited as local representative and distinguished researcher & author in this field and Dr. Nilanjana Bhattacharyya, Prof. Asis Bhattacharya & Prof. Barun Rout would join the Committee as Internal Members. It was further resolved that additional grant may be released in the second phase of the project in consideration of the progress made in the first phase starting from January 2023.

With no other business left to be transacted, the meeting ended with reciprocal vote of thanks to and from the Chair.

*Phanis*  
Chairperson

*Principal*  
6/10/24  
Principal  
Narajole Raj College  
P.O. - Narajole  
Dist. - Paschim Medinipur, Pin-751011



Vice-Principal  
Narajole Raj College  
P.O. - Narajole  
Dist. - Paschim Medinipur, Pin-751011



**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited 'B' Grade Govt.-Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Internal Quality Assurance Cell (IQAC)**

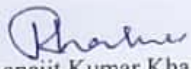
**Notice**

**Dated: 12.07.2022**

It is hereby notified that a meeting of the IQAC will be held on 13.07.2022, Monday, at 9:00 p.m. via Google Meet to discuss the following agenda. Please make it convenient to attend the meeting.


**Agenda:**

1. Read and confirm the proceedings of the previous meeting held on 10.05.2022;
2. Discuss the uploading of the revised AQAR for the academic session 2020-21;
3. Discuss the uploading of the revised Action Taken Report of the academic session 2020-21;
4. Discuss the responsibilities of IQAC members;
5. Discuss the status of the IQAC's proposed work;
6. Miscellaneous, if any, with the permission of the Chair

  
(Dr. Ranajit Kumar Khalua)  
Signature of the Vice Principal  
Narajole Raj College

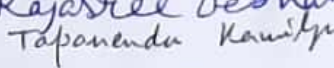
Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College

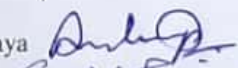
Members:  
Narajole, Pin - 721211

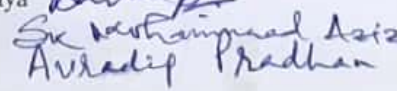
  
(Pragna Paramita Mondal)  
Signature of the IQAC Coordinator  
Narajole Raj College

1. Prof. Pragna Paramita Mondal
2. Dr. Rajasree Debnath
3. Dr. Tapanendu Kamilya
4. Dr. Akul Rana
5. Prof. Anustup Chattopadhyaya
6. Dr. Sk Mohammad Aziz
7. Dr. Avradip Pradhan
8. Dr. Shreyasi Jana
9. Shri Kumaresh Bhunia
10. Dr. Susanta Kumar Dolai
11. Dr. Prabir Kumar Chakraborty
12. Dr. Amal Kanti Chakraborty
13. Sk. Taher Ali
14. Sri Gagan Chandra Samanta

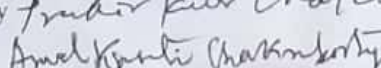
  
Rajasree Debnath

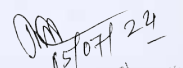
  
Tapanendu Kamilya

  
Anustup Chattopadhyaya

  
Avradip Pradhan

  
Prabir Kumar Chakraborty

  
Amal Kanti Chakraborty

  
15/07/22  
Principal  
Narajole Raj College  
Narajole, Pin-721211



नर / No.	रेजल्यूशन / Resolution Adopted
1.	<i>[Signature]</i>
2.	Pragna Paramita Mondal
3.	Tapanendu Kamilya
4.	Rajalree Debnath
5.	Arubis Juv Chatur
6.	Sr. Muhammad Aziz
7.	Audrey Pradhan
8.	<i>[Signature]</i>
9.	Amal Karthi Thakurthy



**Proceedings of the meeting of the IQAC held on 13.07.2022  
(Monday) via Google Meet**

*Meeting 1 of the Academic Session 2022-23*

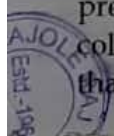
Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalua in the Chair; detailed discussions on the items of agenda took place and the following resolutions were adopted:

**1. Read and confirm the proceedings of the last meeting held on 10.05.2022:**

The resolutions of the previous meeting held on 10.05.2022 were read out and confirmed without any amendment.

**2. Discussion on the uploading of the revised AQAR for the academic session 2020-21**

The AQAR submitted by the previous IQAC Coordinator was asked to be revised and resubmitted at the NAAC portal. All revisions had been undertaken by the Prof. Pragna Paramita Mondal, Coordinator, IQAC, and Dr. Tapanendu Kamilya. All suggested changes had been duly incorporated. The Coordinator informed all members that the Student Satisfaction Survey (SSS) for the academic session 2020-21 was due and have been conducted at present to meet the requirement of AQAR re-submission. The Summary Report of the SSS was prepared by the IQAC Coordinator and approved by the Governing Body of the college. The Summary Report was shared with all members and it was resolved that the IQAC's recommendations would be implemented in due course.





**Proceedings of the meeting of the IQAC held on 13.07.2022  
(Monday) via Google Meet  
Meeting 1 of the Academic Session 2022-23**

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**3. Discussion on the revised Action Taken Report of academic session 2020-21**

The submission of the Action Taken Report and Compliance Report in the AQAR of academic session 2020-21 was also due and these documents had to be prepared and uploaded by the present IQAC Coordinator during the resubmission. Both the reports were presented to the IQAC members for careful consideration and for future implementation.

**4. Discussion of the responsibilities of IQAC members**

For the smooth functioning of the IQAC and for the efficient compilation of data for AQAR preparation, it was resolved that the following members would supervise the documentation of the respective criteria for the academic session 2021-22:-

- Criterion 1: Prof. Anustup Chattopadhyaya
- Criterion 2: Dr. Shreyasi Jana
- Criterion 3: Dr. Tapanendu Kamilya
- Criterion 4: Dr. Avradip Pradhan
- Criterion 5: Dr. Sk. Mohammad Aziz
- Criterion 6: Dr. Akul Rana
- Criterion 7: Dr. Rajasree Debnath

All members agreed to the proposed work distribution and the IQAC Coordinator then offered detailed explanation of duties associated with respective criterion. A general advisory was shared verbally by the Coordinator on the need to maintain the transparency and sanctity of the accumulated data.

**5. Discussion on the status of proposed work of the IQAC**

*Handwritten signature and date:*  
13/07/22  
Principal  
Naraja College  
Bhubaneswar, Odisha





**Proceedings of the meeting of the IQAC held on 13.07.2022  
(Monday) via Google Meet**

*Meeting 1 of the Academic Session 2022-23*

The progress of the proposed work of the IQAC as per the POW adopted in its meeting dated 18.04.2022 was discussed. The following observations were made regarding the activities of the IQAC:

- I. The Slow and Advanced Learners' identification framework was successfully implemented in May 2022 across all academic departments and the evaluation outcomes of the assessment were prepared and shared with the concerned groups of students by all departments. However, due to end-semester examination, the feedback session could not be conducted. It was thus resolved that after the commencement of the next semester, when students' class attendance is more or less regularized, the official publication of Slow & Advanced Learners' Assessment (SAL) and the feedback session would be conducted by all departments. The next round of SAL Assessment would also be scheduled thereafter.
- II. Many departments have responded to the IQAC Coordinator's proposal to conduct Value Added Courses and Add-on Courses. The VAC on Yoga & Meditation offered by the Yoga Centre in collaboration with Physical Education Foundation of India (PEFI), West Bengal Chapter has been inaugurated in June 2022 and has been running successfully with 50 students. In June 2022, the Bengali department has also completed the BOS of its Value Added Course in Creative Writing (Bengali). Other departments have also submitted their course proposals: Political Science will conduct the BOS meeting for the VAC on Human Rights Education, BOS of the Add-on Course on Medicinal Plant etc., Philosophy and History have submitted their proposals on Ethics & Value Education and Archival Research respectively.
- III. The Physical Education department as per the proposal of the IQAC has formed the following sports teams after conducting rounds of selection with students of different departments: Women's Football Team, Men's Football Team, Men's Kho Kho Team, Women's Kho Kho Team, Men's & Women's Athletics Team. The Women's Football Team will be officially inaugurated on 15<sup>th</sup> August 2022 and will play at the university level this time. The efforts of

*Signature*  
15/07/22  
Principal  
Narajole Raj College  
Narajole, West Bengal





**Proceedings of the meeting of the IQAC held on 13.07.2022  
(Monday) via Google Meet  
Meeting 1 of the Academic Session 2022-23**

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Prof. Partha Manna in mentoring the teams were duly acknowledged by the members.

IV. The success of the Library Orientation Week held from 30.05.2022 to 08.06.2022 was reviewed and the members recognized the utility of such initiatives. The status of Library Automation was discussed and it was resolved that the update would be solicited from the Library Sub-Committee.

**6. Miscellaneous**

It was resolved that the IQAC would convene at regular intervals as adequate review and monitoring of tasks and responsibilities of the Cell would ensure its effective functioning.

With no other issues left, the meeting ended with paying reciprocal thanks to the Chair.

CHAIRMAN  
(DR. RANAJIT KUMAR KHALUA)

Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211

13/07/24  
Principal  
Narajole Raj College  
Narajole, Pin - 721211



# মিটিং রেজল্যুশন বহি



**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited 'B' Grade Govt.-Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



## Internal Quality Assurance Cell (IQAC)

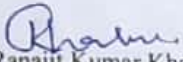
### Notice


Dated: 26.07.2022

It is hereby notified that a meeting of the IQAC will be held on 02.08.2022, Tuesday, at 11:00 a.m. at the Vice Principal's Office Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

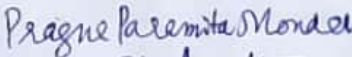
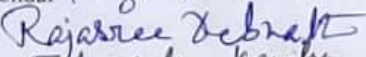
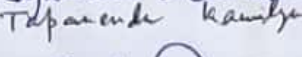
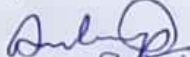
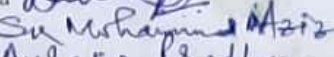
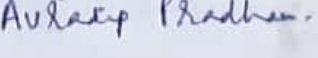
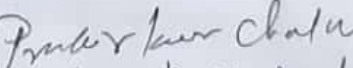
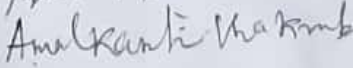
### Agenda:


1. Read and confirm the proceedings of the previous meeting held on 13.07.2022;
2. Discussion on the progress of the Value Added Courses & Add-on Courses for the academic session 2022-23;
3. Discussion on the creation of Skill Hub & Archive at the college;
4. Discussion on the development of green infrastructure;
5. Discussion on formation of sports teams;
6. Miscellaneous, if any, with the permission of the Chair

  
(Dr. Ranajit Kumar Khalua)  
Signature of the Vice Principal  
Narajole Raj College  
Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211

  
(Pragna Paramita Mondal)  
Signature of the IQAC Coordinator  
Narajole Raj College

### Members:

1. Prof. Pragna Paramita Mondal 
2. Dr. Rajasree Debnath 
3. Dr. Tapanendu Kamilya 
4. Dr. Akul Rana
5. Prof. Anustup Chattopadhyaya 
6. Dr. Sk Mohammad Aziz 
7. Dr. Avradip Pradhan 
8. Dr. Shreyasi Jana
9. Shri Kumaresh Bhunia
10. Dr. Susanta Kumar Dolai
11. Dr. Prabir Kumar Chakraborty 
12. Dr. Amal Kanti Chakraborty 
13. Sk. Taher Ali
14. Sri Gagan Chandra Samanta

  
25/07/22  
Principal  
Narajole Raj College  
Narajole, Pin-721211





নং / No.	রেজল্যুশন / Resolution Adopted
1.	Ranajit
2.	Pragna Paramita Mondal
3.	Ruber Inar Chatterjee
4.	Tapanendu Kamilya
5.	Rajeshree Deb Nath
6.	Ranajit
7.	Sr. Mohammad Aziz
8.	Avedip Pradhan
9.	Amal Kanti Mukherjee



15/07/22  
Principal  
Narajole Raj College  
Midnapore, Pin-721 211



**Proceedings of the meeting of the IQAC held on 02.08.2022  
(Tuesday) in the Office Chamber of the Vice Principal  
Meeting 2 of the Academic Session 2022-23**

Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalua in the Chair; detailed discussions on the items of agenda took place and the following resolutions were adopted:

**1. Read and confirm the proceedings of the last meeting held on 13.07.2022:**

The resolutions of the previous meeting held on 13.07.2022 were read out and confirmed without any amendment.

**2. Discussion on the progress of the Value Added Courses and Add-on Courses for the academic session 2022-23**

The introduction of the Certificate Courses for the students of the 5<sup>th</sup> and 3<sup>rd</sup> Semesters was discussed by the IQAC Coordinator. The members were informed that the Dept. of Political had conducted the BOS meeting for its Value Added Course in Human Rights Education on 23<sup>rd</sup> July 2022 with Dr. Annapurna Nanda, Associate Professor, Midnapore College (Autonomous) as the External Expert. The Dept. of Botany has also hosted the BOS meetings for its Add-on Course on Medicinal Plants: Propagation, Conservation & Uses and its Certificate Course on Techniques of Mushroom Cultivation for Promotion of Innovation Ecosystem on 29<sup>th</sup> July 2022 with Dr. Dulal De, Associate Professor, Midnapore College (Autonomous) as the External Expert.

# মিটিং রেজল্যুশন বহি



**Proceedings of the meeting of the IQAC held on 02.08.2022  
(Tuesday) in the Office Chamber of the Vice Principal**

*Meeting 2 of the Academic Session 2022-23*

The Depts. of Chemistry and Geography will conduct the next two BOS meetings for their Add-on Courses on Applications of ChemDraw Software for Scientific Drawing and on Arc GIS Basics respectively on 02.08.2022 and 08.08.2022.

The Depts. of Philosophy & Education have jointly submitted their proposal for the open-to-all Value Added Course on Ethics & Value Education; the Dept. of History also has submitted its proposal for an Add-on Course on Archival Research and these courses will hopefully be introduced by the end of the current year.

It was suggested by the members that the progress with the introduction of Value Added Courses & Add-on Courses was satisfactory and that it would be effective if the departments can offer these courses multiple times in a year. It was resolved that given the short duration of these courses, this advisory will be forwarded to the concerned departments for consideration and implementation.

### **3. Discussion on the creation of Skill Hub & Archive at the college**

The creation of the Skill Hub for the promotion of skill-based training was discussed. It was observed that local needs and the feedback of stakeholders were important considerations so far as the selection of the courses or training programmes was concerned. It was resolved that the Skill Hub courses should have an entrepreneurial aspect associated with them which can provide flexible economics solutions through interaction with industry and corporate establishments. It was further resolved that the courses would be initially targeted towards female students and stakeholders in order to promote women entrepreneurship and that a pilot survey would be conducted among the female students of the college by administering printed questionnaires to them on a random sampling basis.

The launch of the Archive & Knowledge Resource Centre was discussed in the light of the institution's role in the preservation of local history. The college has a valuable connection with the Narajole Raj and this historical embeddedness provides good reason for the institution to engage in the task of representation

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15/07/22  
Principal  
Narajole Raj College  
Narajole, West Bengal  
741012





**Proceedings of the meeting of the IQAC held on 02.08.2022  
(Tuesday) in the Office Chamber of the Vice Principal**

*Meeting 2 of the Academic Session 2022-23*

and propagation of facts and historical ideas. It was resolved that an Archive Committee would be formed with External Experts and Internal Members to supervise the execution of the project and to secure approval for the proposal as per requirement. It was also resolved that the Archive would be set up in the old campus of the college at Narajole Rajbari to give it a suitable locational relevance and that the Dept. of History of the college would be entrusted with the responsibility of drafting the proposal to be placed before the Archive Committee.

**4. Discussion on the development of green infrastructure at the college**

The development of the medicinal plant garden was discussed in connection with the IQAC's proposal for expansion of green infrastructure within the college campus. The members pronounced the need to revitalize and redesign the medicinal plant garden after the damage that it has suffered from during the lockdown. The task of reconstructing the medicinal plant garden would be undertaken by the faculty and students of the Dept. of Botany as part of their training and course delivery of the Add-on Course on Medicinal Plant Garden: Propagation, Conservation & Uses. It was resolved that the IQAC would forward recommendation at the Governing Body's meeting to allocate and release funds for the reconstruction to begin.

Principal  
Narajole Rajbari College  
02/08/2022



**5. Discussion on the formation of sports teams**

The Physical Education department has succeeded in creating the sports teams for both men and women. The Football teams, especially the one for women, will be officially inaugurated in 15<sup>th</sup> August 2022 on the occasion of the Independence Day celebration at the college. The teams are also going to play at the University Level Meet in the next month. The Sports Sub-Committee has forwarded its proposals to purchase sports equipments of Rs. 60000/- approximately. It was discussed that the teams do need a college ground for practice, warm up other field activities. The college would thus create a Kho Kho ground within the new campus boundary. It was also resolved that the proposal of the IQAC to create a new playground at the old campus of the college will be placed before the Governing Body for due consideration.



# মিটিং রেজল্যুশন বহি



Proceedings of the meeting of the IQAC held on 02.08.2022  
(Tuesday) in the Office Chamber of the Vice Principal  
Meeting 2 of the Academic Session 2022-23

## 6. Miscellaneous

The Extension Service activities need to be resumed at the earliest; so the Extension Services Sub-Committee will be asked by the IQAC to begin talks and mobilizations with the community members and local governmental bodies to draw a priority list of activities at the adopted village of Boramara. Other community level activities also need to be promoted with the NSS (Units I & II) and the other statutory bodies so that the social commitment of the college is duly fulfilled.

With no other issues left, the meeting ended with paying reciprocal thanks to the Chair.

*Ranajit*  
CHAIRMAN

(DR. RANAJIT KUMAR KHALUA)

*Principal*  
6/5/2022  
Principal  
Narajole Raj College  
Narajole, Pin - 721211



Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211





সিটিং কক্ষস্থিত



**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited 'B' Grade Govt.-Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



## Internal Quality Assurance Cell (IQAC)

### Notice

Dated: 26.09.2022

It is hereby notified that a meeting of the IQAC will be held on 27.09.2022, Tuesday, at 11:00 a.m. at the Vice Principal's Office Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

#### Agenda:

1. Read and confirm the proceedings of the previous meeting held on 13.07.2022;
2. Discussion on the recent Exhibition and the progress of the Archive project;
3. Discussion on stakeholders' feedback analysis;
4. Discussion on the achievements in sports and related infrastructure development;
5. Discussion on code of ethics and related activities;
6. Miscellaneous, if any, with the permission of the Chair

*Ranajit*  
(Dr. Ranajit Kumar Khalua)  
Signature of the Vice Principal  
Narajole Raj College

Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211

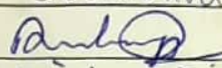

*Pragna Paramita Mondal*  
(Pragna Paramita Mondal)  
Signature of the IQAC Coordinator  
Narajole Raj College

*Pragna*  
05/07/22  
Principal  
Narajole Raj College  
Narajole, Pin-721211

#### Members:

1. Prof. Pragna Paramita Mondal
2. Dr. Rajasree Debnath *Rajasree Debnath*
3. Dr. Tapanendu Kamilya *Tapanendu Kamilya*
4. Dr. Akul Rana
5. Prof. Anustup Chattopadhyaya *Anustup Chattopadhyaya*
6. Dr. Sk Mohammad Aziz *Sk Mohammad Aziz*
7. Dr. Avradip Pradhan *Avradip Pradhan*
8. Dr. Shreyasi Jana
9. Shri Kumaresh Bhunia
10. Dr. Susanta Kumar Dolai
11. Dr. Prabir Kumar Chakraborty *Prabir Kumar Chakraborty*
12. Dr. Amal Kanti Chakraborty *Amal Kanti Chakraborty*
13. Sk. Taher Ali
14. Sri Gagan Chandra Samanta
15. Prof. Nandita Bhakat *Nandita Bhakat*
16. Dr. Soumendu Bisoi *Soumendu Bisoi*
17. Dr. Uttam Kumar Kanp *Uttam Kanp*



নং / No.	রেজল্যুশন / Resolution Adopted
1.	Rhachre.
2.	Bagne Paremited Mondel
3.	Rajenae Zebnakt
4.	Sr Mohammad Aziz
5.	Avkadiy Phedhan.
6.	Nandita Bhakar
7.	Soumendu Mishra
8.	
9.	
	Tobanendu Kaulya
	Bisw Kumar Chelari
	Amal Kanti Chakraborty



**Proceedings of the meeting of the IQAC held on 27.09.2022  
(Tuesday) in the Office Chamber of the Vice Principal  
Meeting 3 of the Academic Session 2022-23**

Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalua in the Chair; detailed discussions on the items of agenda took place and the following resolutions were adopted:

**1. Read and confirm the proceedings of the last meeting held on 02.08.2022:**

The resolutions of the previous meeting held on 02.08.2022 were read out and confirmed without any amendment.

**2. Discussion on the recent Exhibition at the college and the progress of the Archive project**

The IQAC Coordinator informed members about the Exhibition successfully organized by the Dept. of History on the occasion of Partition Horrors Remembrance on the eve of the Independence Day. The exhibition was curated by governmental institutions and presented a vivid representation of the human tragedies and loss of lives that mark the history of the Partition in India. It was a significant message for the youth of this generation and students of our college participated in it with much anticipation and rigour.

*Handwritten signature and date: Ranajit Kumar Khalua, 05/10/22*



# মিটিং রেজল্যুশন বহি



Proceedings of the meeting of the IQAC held on 27.09.2022  
(Tuesday) in the Office Chamber of the Vice Principal

Meeting 3 of the Academic Session 2022-23

The Exhibition was also kept open for a couple of days more than the stipulated time to allow the students and people of the local community an opportunity to experience this phenomenon. The IQAC members congratulated the Dept. of History for their laudable efforts and resolved that similar exhibitions would be conducted in the college in future to utilize this tool of learning and knowledge dissemination with ease and value addition..

The Archive project was also progressing in a gradual pace and members were informed about the proposed constitution of the Archive Committee. The site of the Archive project was also physically visited in the previous week and the budget proposal for the renovation of the selected spot would be submitted at the Governing Body for due consideration.

### 3. Discussion on stakeholders' feedback analysis

It was resolved after deliberation at the IQAC that the procedure for collecting Feedback of the different sections of stakeholders for session 2021-22 would be undertaken. The current students, the alumni members, parents of currently enrolled students and faculty members would be targeted this time. All feedback will be administered to the students and stakeholders in the online format via Google Forms and the data would be further analyzed based on the findings of Google Analyzer and the figures derived thereof. It was also resolved that the Action Taken Report for 2021-22 will be prepared by the IQAC Coordinator and placed for the approval of the Governing Body and the Head of the Institution thereafter.

### 4. Discussion on the achievements in sports and related infrastructure development at the college

The issue of students' progression in sports was thoroughly discussed. The members congratulated the Men's and Women's Football Teams of the college that participated at the University Meet in the middle of September 2022. The inauguration of the Women's Football Team has become a potent symbol of gender equality and women's empowerment within the campus and the local





**Proceedings of the meeting of the IQAC held on 27.09.2022  
(Tuesday) in the Office Chamber of the Vice Principal  
*Meeting 3 of the Academic Session 2022-23***

community and the IQAC members recognized the importance of this positive change in social attitudes and perceptions towards women. The women's team was also appreciated by the Hon'ble Vice Chancellor of Vidyasagar University. It was resolved that the players would be sufficiently motivated by the institution to move towards the creation of the Kho Kho teams and for training in other sports and for field & track events.

The IQAC also congratulated Subashis Santra, our 3<sup>rd</sup> Semester student, who was selected to play for the Odisha Juggernauts in the first edition of the Ultimate Kho Kho League held in Pune in August 2022. Subhasis has also been selected to play for the Nationals (Senior) and might get the chance to represent the country at the Asian Games. The IQAC members recognized the glorious achievements of Subhasis Santra and resolved that Subhasis would be properly supported by the institution with its best resources to help him achieve greater goals.

**5. Discussion on the code of ethics and related activities**

The framing of the Code of Ethics especially for students, faculty, staff and management was discussed and it was resolved that the existing Code of Ethics document would be updated in due time in view of the evolved role of these stakeholder cohorts. It was also resolved that three issues will be specifically focused upon in the upcoming months:

1. The institution will conduct seminars and awareness programmes in the next semester to inform stakeholders about the ethical obligations and moral rights that they own.
2. The institution will also entrust the responsibility of disseminating information regarding the Code of Ethics to a dedicated Cell or Body.
3. This Cell or Body will converge its focus with the Research Committee and the IPR Cell to create a comprehensive structure for implementation of ethical guidelines across all dimensions of academic and social activities within the institution.

**6. Miscellaneous**

Principal  
Narajole Raj College  
Date: 27/09/22







**Proceedings of the meeting of the IQAC held on 27.09.2022  
(Tuesday) in the Office Chamber of the Vice Principal**

**Meeting 3 of the Academic Session 2022-23**

1. It was resolved that all academic departments and committees will have to be asked to conduct seminars and webinars on a regular basis in the next academic semester.
2. The functioning of the IPR Cell and Research Committee was also duly evaluated and it was resolved that the IPR Cell will be directed to conduct awareness camps or seminars in the next semester. It was also resolved that the Research Committee will be advised to take steps to augment the research activities and output of faculty members.
3. The College witnessed the visit of Prof. Sibaji Pratim Basu, the Honb'le Vice Chancellor of Vidyasagar University on 19<sup>th</sup> August 2022. The Vice Chancellor discussed the academic prospects of the college with the Vice Principal, Dr. Ranajit Kumar Khalua, during this historic visit. The IQAC takes a special note of the importance of this visit and pledges to accomplish the tasks that inspire the approval and acknowledgement of such esteemed academicians.
4. The college celebrated its 57<sup>th</sup> Foundation Day on 12<sup>th</sup> September 2022 and officially adopted Singaghai Primary School on this occasion. It was resolved that the IQAC would direct and guide the Extension Services Sub-Committee to undertake projects at Singaghai Primary School and work towards better coordination and collaboration with local educational institutions to ensure child welfare, quality education and moral development of learners at the rudimentary grassroots level.

With no other issues left, the meeting ended with paying reciprocal thanks to the Chair.

*Ranajit*

CHAIRMAN  
(DR. RANAJIT KUMAR KHALUA)

Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211

*Ranajit*  
15/09/22  
Principal  
Narajole Raj College  
Narajole, Pin - 721211



মিটিং রেজল্যুশন বহি  
MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.  উপস্থিত সভাগণের নাম  তারিখ



**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited 'B' Grade Govt.-Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Internal Quality Assurance Cell (IQAC)**

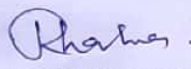
**Notice**


**Dated: 06.01.2023**

It is hereby notified that a meeting of the IQAC will be held on 09.01.2023, Monday, at 2:30 p.m. at the Vice Principal's Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

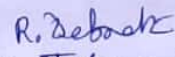
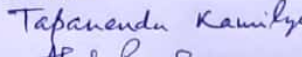
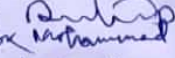
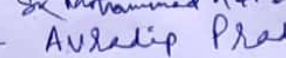
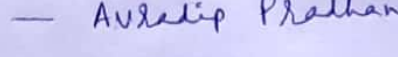

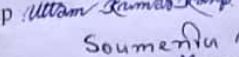
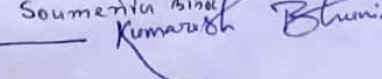
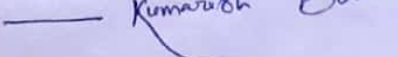
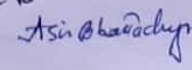
**Agenda:**


1. Read and confirm the proceedings of the previous meeting held on 27.09.2022;
2. Discuss the Plan of Work (POW) of IQAC in the next session;
3. Discuss the outline of the Self Study Report (SSR) preparation;
4. Miscellaneous, if any, with the permission of the Chair

  
(Dr. Ranajit Kumar Khalua)  
Signature of the Vice Principal  
Narajole Raj College  
Vice-Principal  
Narajole Raj College  
P.O. - Narajole  
Dist. - Paschim Medinipur, 721211

  
(Pragna Paramita Mondal)  
Signature of the IQAC Coordinator  
Narajole Raj College  
CO-ORDINATOR,  
IQAC  
NARAJOLE RAJ COLLEGE  
NARAJOLE, PASCHIM MEDINIPUR

**Members:**

1. Dr. Rajasree Debnath 
2. Dr. Tapanendu Kamilya 
3. Dr. Akul Rana 
4. Prof. Anustup Chattopadhyaya 
5. Dr. Sk Mohammad Aziz 
6. Dr. Avradip Pradhan 
7. Dr. Shreyasi Jana
8. Prof. Nandita Bhakat 
9. Dr. Uttam Kumar Kanp 
10. Dr. Soumendu Bisoi 
11. Shri Kumaresh Bhunia 
12. Dr. Susanta Kumar Dolai
13. Dr. Prabir Kumar Chakraborty
14. Dr. Amal Kanti Chakraborty
15. Sk. Taher Ali
16. Sri Gagan Chandra Samanta
17. Subhadip Samanta
18. Prof. Barun Rout (Invitee Member) 
19. Prof. Ashis Bhattacharya (Invitee Member) 

  
05/01/23  
Principal  
Narajole Raj College  
Paschim Medinipur



নং/No.	রেজল্যুশন / Resolution Adopted	
1.	Ranajit Kumar Khalsa	11. Nandita Bhakat
2.	Pragne Paramita Mondal	12. Sr. Mohammed Aziz
3.	Kumarash Bhowic	13. Anshu
4.	Biswam Roy	14. Rajarnee Debbrata
5.	Aushadip Pradhan	
6.	Asis Bhattacharya	
7.	Soumendu Bisoi	
8.	Altam Kumar Karf	
9.	Tapasendu Kamilya	
10.	Ahul Paul	

Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber

Meeting 4 of the Academic Session 2022-23

Meeting of the IQAC commenced with the Vice Principal Dr. Ranajit Kumar Khalsa in the chair. Detailed discussions on the items of agenda took place and the following resolutions were adopted

1. Read & confirm the proceedings of the last meeting held on 27/09/2022:

The resolutions of the previous meeting held on 27/09/2022 were read out and confirmed without any amendment.

2. Discuss the plan of IQAC in the next session:

- (a) It is recorded that the below mentioned Add-On/Value Added/Certificate Courses are ongoing in this Academic Session (2022-23) as per recognition and approval of Academic Committee meeting dated 26/07/2022.

ADD ON COURSES

Sl. No	Title	Course Code	Department	Course Co-ordinator	Course duration	Intake capacity
1	Add on Course on Medicinal Plants: Conservation, Propagation and Uses.	AOCMPCPU	Botany	Nandita Bhakat	12.11.2022 - 30.06.2023	35
2	Add on Course on Application of Chemdraw Software for Scientific Drawing.	AOCACSSD	Chemistry	Dr. Soumendu Bisoi	22.12.2022 - 13.06.2023	20
3	Add on Course on Ancient Indian History and Culture.	AOCAIHC	History, Philosophy and Sanskrit	Dr. Bhakti Pada Jana, Dr. Rabindranath Maity and Singray Tudu	02.03.2023 - 23.03.2023	
4	Add on Course on Functional Bengali and Grammar.	AOCFBG	Bengali	Dr. Dipak Shom	23.03.2023 - 27.06.2023	30
5	Add on Course on Indian Constitution & Polity.	AOCICP	Political Science	Prasenjit Senapoti and Supen Sarkar	03.05.2023 - 30.06.2023	25
6	Add on Course on Archival Research.	AOCAR	History	Dr. Mangal Kumar Nayak and	22.05.2023 - 30.06.2023	30



**Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber**

**Meeting 4 of the Academic Session 2022-23**

7	Add on Course on Water Resource Management.	AOCWRM	Geography	Ishita Biswas	26.05.2023 - 27.06.2023	15
8	Add on Course on English Writing Skills.	AOCEWS	English	Pragna Paramita Mondal	01.06.2023 - 30.06.2023	50
9	Add on Course on Household Chemistry (Grihasthal i rasayanik toirir jonnyo laboratoryte hate kolome prasikkhan).	AOCHC	Chemistry	Dr. Sk Mohammad Aziz and Dr. Soumendu Bisoi	13.06.2023 - 30.06.2023	15
10	Add on Course on "FORTRAN Programing and ORIGINLAB for Scientific Data Analysis".	AOCFPOSD A	Physics	Dr. Arif Iqbal Mallick and Dr. Avradip Pradhan	13.06.2023 - 30.06.2023	10
<b>Total</b>						<b>345</b>
1	Value Added Course on Yoga & Meditation.	VACYM	Yoga Centre	Dr. Bholanath Mahato	21.06.2022 - 01.02.2023	50
2	Value Added Course on Human Rights Education.	VACHRE	Political Science	Dr. Rajasree Debnath	25.08.2022 - 30.11.2022	25
3	Value Added Course on Creative Writing in Bengali.	VACCWB	Bengali	Dr. Nilanjana Bhattacharyya	09.09.2022 - 03.01.2023	30
4	Value Added Course on Add on Course on ARC GIS Basics.	AOCAGB	Geography	Subhasis Das	24.12.2022 - 22.06.2023	15
5	Value Added Course on the Study of Biodiversity and its impact on human health.	VACSBIIH	Botany, Zoology, Physiology	Prof. Nandita Bhakat	20.02.2023 - 29.06.2023	30
6	Value Added Course on Basic Computer Training for SC and ST Students.	VACBCTSSS	Technology Sub-Committee	Dr. Avradip Pradhan	28.02.2023 - 07.04.2023	20
7	Value Added Course	VACBM	Mathematic	Shilpa Patra	15.05.2023	30



**Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber**

**Meeting 4 of the Academic Session 2022-23**

	on Basic Mathematics		s		- 30.06.2023	
8	Value Added Course on Spoken Sanskrit.	VACSS	Sanskrit	Dr. Uttam Kumar Singha and Tumpa Jana	17.05.2023 - 31.05.2023	115
9	Value Added Course on Ethics & Value Education .	VACEVE	Philosophy & Education	Dr. Tanuka Acharya	17.05.2023 - 30.06.2023	45
10	Value Added Course on Basic Computer Skills for female students.	VACBCSFS	Technology Sub-Committee	Dr. Shreyasi Jana	20.05.2023 - 30.06.2023	15
11	Value Added Course on Women's Health and Nutrition.	VACWHN	Physiology & Zoology	Dr. Parimal Dua and Dr. Poulami Adhikary Mukherjee	23.05.2023 - 28.06.2023	30
12	Value Added Course on General English for Competitive Exams.	VACGECE	English	Pragna Paramita Mondal	01.06.2023 - 30.06.2023	50
13	Value Added Course on LED Based Device Production.	VACLBDP	Physics Department	Dr. Tapanendu Kamilya	02.06.2023 - 27.06.2023	15
14	Value Added Course on Vedic Culture and Karmakanda.	CCVCK	Sanskrit	Asis Bhattacharya and Barnali Banerjee	12.06.2023 - 30.06.2023	100
<b>Total</b>						<b>570</b>
1	Certificate Course on English as a Second Language.	CCESL	Language Lab	Pragna Paramita Mondal	01.06.2023 - 30.06.2023	50
<b>Total</b>						<b>50</b>
1	Innovative Hub on Techniques for Mushroom Cultivation.	AOCTMC	Botany	Sanjay Kumar Dutta	03.12.2022 - 16.06.2022	30
<b>Total</b>						<b>30</b>





**Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber**

**Meeting 4 of the Academic Session 2022-23**

Grand Total (No. of Total Course 10+14+1+1 = 26 )	995
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It is also noted that Value Added Course on Yoga & Meditation offered by Yoga Centre in collaboration with Physical Education Foundation of India (PEFI), West Bengal was inaugurated in June 2022 is also post facto approved by Academic Committee meeting dated 26/07/2022. Finally it is resolved that total 26 Value Added/Add-On/Certificate Courses are ongoing as per UGC norms and approved by Academic Council of Narajole Raj College. Decision will be forwarded to Governing Body for memorandum.

- (b) IQAC has taken initiative to establish a Skill Hub and provide skill-based training for deployment of human resource and to develop an infrastructure for the creation and dissemination of knowledge. It is decided that Certificate course on "Tailoring and Beautician" will be started by Skill Hub Centre, Narajole Raj College. Total 25 female students of Narajole Raj College and female of adopted/UBA villages will be trained. The name of Baisali Guha, Associate Professor, Department of History is proposed for Coordinator of Skill Hub. The course will be designed for both theory and practical classes. There should be an examination system to qualify the course. This course will provide the employability of female students. This proposal will be forwarded to Vice Principal for necessary approval.
- (c) IQAC has taken initiative to establish an Innovation Hub to promote creativity and research motivations of students. It is decided that initially the innovation hub will be in three chapters- (i) (Innovation Hub) -"LED BASED DEVICE PRODUCTION" under the supervision of the Department of Physics for the production and repairing of LED Bulbs. (ii) (Innovation Hub) -"MUSHROOM CULTIVATION HUB" under the supervision of the Department of Botany for Mushroom Cultivation. (iii) (Innovation Hub) - under the supervision of Department of Chemistry for training on preparation of Sanitizer, phenyl, soap, etc. This proposal will be forwarded to Vice Principal for necessary approval.
- (d) The Intellectual Property Rights (IPR) Cell of Narajole Raj College is sponsored and recognized by the Department of Science & Technology and Biotechnology, Govt. of West Bengal in 2023. IPR Cell received Rs. 50,000/- grant for the Faculty Development Programme, Workshops, and other IPR-related activities. All the members thanks to Dr. Tapanendu Kamilya, Coordinator, IPR Cell for this achievement. IPR Cell will organize surveys, awareness of trademark, and license on canvas painting works of artists of the Paschim Medinipur District (Sabang, Naya and Narajole). This awareness programme will help them to achieve the trademark of their artistic works.
- (e) It is decided that different activities will be started for the development of Tribal





**Proceedings of the meeting of the IQAC held on 09/01/2023 at Vice Principal's Chamber**

**Meeting 4 of the Academic Session 2022-23**

Communities through Extension Activity Cell, Narajole Raj College at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages, preferably Dubrajpur village.'

- (f) An initiative is taken to start faculty exchange programme, student internship programme through MoU with different Institutes/Academic Body/Industry/Agencies. Preliminary the proposal of MoUs with Kharagpur College, Garbeta College, Ghatal Rabindra Satabarshiki Mahavidyalaya, Chaipat Saheed Pradyot Bhattacharya Mahavidyalaya, Ramnagar College, Debra Thana Sahid Kshudiram Smriti Mahavidyalaya, Govt. General Degree College- Salboni, Srijan, Amitrakhar, Gandhi Mission, Argha Engg. Works, Telipukur Chemical and Fertilizers, Modern PC Care, Tarun Sangha Vyayamagar, Affinity Infosoft, Daspur Barta, Bhattar College, KD College of Commerce and General Studies, Gourav Guin College, Valuemen Agri Tech. Pvt. Ltd. etc. is forwarded to Vice Principal for consideration and early necessary action.
- (g) It is decided that Green Audit and Energy Audit with ISO certification will have to be done immediately. Green Audit Committee will take initiative regarding this matter.
- (h) It is decided that Green Audit Committee and Green Club will set up dustbins (by mentioning the colour code) for organic/biological, glass, paper in the campus. Also, separate dustbin will be installed for e-waste. A MoU with HULLADEK Recycling, an e-waste management company will be made for collection of e-waste of our college. Special chambers will constructed for chemical waste from laboratory. Green Audit Committee will take initiative regarding this matter. This proposal will be forwarded to Vice Principal for early necessary action.

3. It is discussed that SSR preparation will start after submission AQAR-2022-23. With no more agenda left, the meeting ends with reciprocal thanks to chair.

*Rahim*  
Chairperson

Vice-Principal  
Narajole Raj College  
P.O.- Narajole  
Dist.- Paschim Medinipur, 721211

*15/07/24*  
Principal  
Narajole Raj College  
Paschim Medinipur



মিটিং রেজল্যুশন বহি  
MEETING RESOLUTION BOOK

উপস্থিত সভ্যগণের নাম

স্থান / Place



**NARAJOLERAJ COLLEGE**

(NAAC Accredited 'B' Grade Government-Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Internal Quality Assurance Cell (IQAC)**

**Notice**

It is hereby notified that a meeting of the IQAC will be held on 27/06/2023 at 2.30 pm at Principal's Chamber to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Read and confirm the proceedings of the previous meeting held on 09/01/2023
2. Discussion about compliance report
3. Discussion about Feedback Analysis & Action Taken report
4. Discussion about Plan of Action of next academic year
5. Discussion about AQAR submission
6. Miscellaneous, if any with the permission of the chair

*26/06/23*  
Dr. Basudev Mandal  
Principal

*Pragna Paramita Mondal*  
Prof. Pragna Paramita Mondal 20.06.2023  
IQAC Coordinator

Principal  
Narajole Raj College  
Members: 21/211

Dr. Rajasree Debnath *R. Debnath*  
Dr. Tapanendu Kamilya *T. Kamilya*  
Dr. Akul Rana *Akul Rana*  
Anustup Chattopadhyaya *Anustup Chattopadhyaya*  
Dr. Sk. Mohammad Aziz *Sk. Mohammad Aziz*  
Dr. Avradip Pradhan *Avradip Pradhan*  
Dr. Shreyasi Jana  
Nandita Bhakat *Nandita Bhakat*  
Dr. Uttam Kumar Kanp *Uttam Kumar Kanp*  
Dr. Soumendu Bisoi *Soumendu Bisoi*  
Kumaresh Bhunia *Kumaresh Bhunia*  
Dr. Susanta Kumar Dolai  
Dr. Prabir Kumar Chakraborty  
Dr. Amal Kanti Chakraborty  
Sk. Taher Ali *Sk. Taher Ali*  
Sri Gagan Chandra Samanta  
Subhadip Samanta *Subhadip Samanta*

*24/07/24*  
Principal  
Narajole Raj College  
Paschim Medinipur





নং/No.	রেজল্যুশন / Resolution Adopted	
1-	<i>27/06/23</i>	10. Rajarajee Subramanian
2.	Prague Palermite Mondal	11. Kumarajsh Bhowmik
3.	Tapaswinda Karntya	12. Subhadip Samanta.
4.	Ashutosh Pradhan	13. Nandita Bhattach
5.	Sr. Mohammad Aziz	14. Soumenius Biswas
6.	<i>Arshad</i>	
7.	Akul Karal	
8.	Uttam Kumar Karb.	
9.	Sr. Taher Ali	



**Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber**

**Meeting 5 of the Academic Session 2022-23**

Meeting of the IQAC commenced with the Principal Dr. Basudev Mandal in the chair. Detailed discussions on the items of agenda took place and the following resolutions were adopted

**1. Read & confirm the proceedings of the last meeting held on 09/01/2023:**

The resolutions of the previous meeting held on 09/01/2023 were read out and confirmed without any amendment.

**2. Discussion about Compliance Report:**

Sl. No.	Plan of Action	Action Taken	Compliance
1.	To impart transferable and life skills to the students and enhance their understanding of the expectations of the industry by introduction of Value-Added Courses, Add-on Courses and Certificate Courses for Promotion of Innovation Ecosystem	Twenty-six Value Added/Add-on/Certificate courses are introduced and completed with the endorsement of the Academic Committee & Governing Body of Narajole Raj College and added value to the learning outcomes of the students and would help them in getting placed after completion of their degree. All courses are oriented towards improving the employability of students and bridging their skill gaps.	Complied
2.	To establish a Skill Hub and provide skill-based training for deployment of human resource and to develop an infrastructure for the creation and dissemination of knowledge.	Certificate course on "Tailoring and Beautician" was started by Skill Hub Centre, Narajole Raj College. 25 female students of Narajole Raj College and some females of adopted/UBA villages are successfully trained and completed the courses. This course will provide the employability of female students.	Complied
3.	To build up Innovation Hub to promote creativity and research motivations of students	The institution has initiated an incubation center (Innovation Hub) - "LED BASED DEVICE	Complied



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK



*Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber*

*Meeting 5 of the Academic Session 2022-23*

		<p>PRODUCTION" in 2023 under the supervision of the Department of Physics. In the first batch, 14 students are given hands-on training and 9 students completed the Certificate Course on production and repairing of LED Bulbs. Additionally, the institution has also initiated an incubation center (Innovation Hub) -"MUSHROOM CULTIVATION HUB" in 2023 under the supervision of the Department of Botany in this academic session. In the first batch, 30 students are given hands-on training and completed the Certificate Course on Techniques for Mushroom Cultivation. In the Innovation Hub in Department of Chemistry students are given hands on training on preparation of Sanitizer, phenyl, soap, etc, also 15 students have completed the certificate course on "Household Chemistry"</p>	
4.	Establishment of the Govt. of West Bengal-sponsored IPR Cell.	The Intellectual Property Rights (IPR) Cell of Narajole Raj College is sponsored and recognized by the Department of Science & Technology and Biotechnology, Govt. of West Bengal in 2023. IPR Cell received Rs. 50,000/- grant for the Faculty Development Programme, Workshops, and other IPR-related activities. IPR Cell organized surveys, awareness of trademark, and license on canvas painting	Complied

Principal  
Narajole Raj College  
27/06/2023





Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber

Meeting 5 of the Academic Session 2022-23

		works of artists of the Paschim Medinipur District (Sabang, Naya and Narajole). This awareness programme will help them to achieve the trademark of their artistic works. Also, workshop on IPR is organized at Narajole Raj College. This workshop will improve the knowledge of patent, copyright, trademark among faculties and students. Total 238 no teachers and final year students participated in this workshop.	
5.	Different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools.	In this academic year, special emphasis is given on different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools. Many activities like uses of medicinal plants/environmental sustainability, nutritional surveys and monitoring, environmental awareness, cleanliness drives and tree plantations, child vaccination awareness, female foeticide, and infanticide awareness, etc are successfully organized at UBA villages. Basic computer training, lectures on the importance of Vedas/Gita, film screening, workshop on Yoga, workshop on popular science, lectures on citizenship, constitutional rights, and duties craft making training, dance and singing training, training on e-commerce are	Complied

Principal  
Narajole Raj College  
27/06/2023



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK



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*Meeting 5 of the Academic Session 2022-23*

		organized for tribal communities and school students of UBA adopted villages. These activities create social awareness among the villagers. Students of UBA villages and tribal communities are trained with uses of computer, e-commerce, English language, etc. They also learned many cultural activities like, dance, singing, drawing, etc.	
6.	To conduct MoUs with different institutes and educational organizations to explore academic activity as well as to get specialization of other academic institutions/academic body/industry, etc.	The college has conducted 23 MoUs. Out of them 14 academic collaboration and faculty exchange programs with different educational institutions and academic bodies (Kharagpur College, Garbeta College, Debra Thana Sahid Khudiram Smriti Mahavidyalaya, Ghatal R. S. Mahavidyalaya, Govt. General Degree College Salboni, K D College of Commerce, Bhattar College, Chaipat College, Valueman Organic Agri Tech. Pvt. Ltd. etc) and industries are organized for the uplift of research and academic activity and employability among the students under these 14 MoUs & collaborations. Faculty exchange programme creates academic excellence and skill development of the students. It has also created new opportunities on research, special projects and practical along with acquisition or update of practice experience which can inform faculty	Complied

*Principal*  
27/06/23





**Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber**

**Meeting 5 of the Academic Session 2022-23**

		teaching and research. Also, 2 research collaboration with UGC DAE Consortium for Scientific Research, Kolkata, IIT Kharagpur enhance the research activity and quality.	
7.	To provide internship opportunities and placement assistance to students	IQAC has taken initiatives for providing internship opportunities and placement assistance to students. 71 students of different departments successfully completed internship programme on creative writing, functional Bengali, journalism and social services, industry services, marketing, yoga & Meditation, etc under 10 MoUs with different academic bodies, institutions and industries. This internship opportunity will increase their employability beside regular studies.	Complied
8.	To make Library Automation and installation of mark sheet tabulation software	In this academic year, our library is automated through COHA software. At present 15,191 books are under automation. Complete automation is expected to be achieved very soon. It can help to automate the various tasks related to cataloging, circulation, acquisitions, serials, and more. Students can access library very easily. The mark sheet preparation software is purchased. Mark sheet tabulation software not only helps teachers, but also provides a better understanding of the data to parents, giving a deep insight	Complied

Principal  
Narayana Raj College  
Durgam Chatterjee Road



# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK



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*Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber*

**Meeting 5 of the Academic Session 2022-23**

		into students' performance.	
9.	Augmentation of Library Infrastructure	Rs. 78,562/- is utilized for purchasing 457 text and reference books for different departments as per their needs.	Complied
10.	To increase the audio-visual learning activity (ICT class) for students	The numbers of ICT classroom is increased. At present, total number of ICT enabled classroom is 14. It improves the concentration and comprehension of students. The activities carried out through digital and interactive tools increase student concentration and, therefore, they assimilate concepts more quickly, enhancing learning.	Complied
11.	To facilitate energy diversification, energy conservation practices and green practices at the institution through systematic monitoring	Green Audit and Energy Audit with ISO certification is completed. Green Club has organized many awareness programmes at institutes and also in the locality. In all section, LED bulbs/lights are installed. The numbers of solar lights are increased.	Complied
12.	To facilitate waste management practices at campus	Many dustbins (by mentioning the colour code) for organic/biological, glass, paper are installed in the campus. Also, separate dustbin is installed for e-waste. The college has also made a MoU with HULLADEK Recycling, an e-waste management company for collection of e-waste of our college. Special chambers are constructed for chemical waste from laboratory.	Complied
13.	To increase the number of seminars,	A large number of seminars,	Complied



**Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber**

**Meeting 5 of the Academic Session 2022-23**

	workshops, and special lectures to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students.	workshops, and special lectures are organized by different departments, committees and cells to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students and teachers.	
14.	To encourage the faculties to participate in faculty development programmes, workshops, seminars, etc	8 number of faculties participated in faculty development programmes in Academic Staff College. Almost all faculties participated in seminars/workshops for academic development.	Complied
15.	Formation of Placement Cell	A Placement Cell is formed and a training GDA Training at Narajole Raj College Campus.	Complied
16.	To facilitate sports infrastructure of college	As per requirement of Department of Physical Education Rs. 68,173/- is utilized for purchasing different sports equipment. Also, KHO KHO ground creation is completed. 79 decimal land is cleaned & developed for playground at old Rajbari campus.	Complied
17	Development of an Archive Centre for preservation of local history and the dissemination of information on rich cultural heritage of our institution.	Archive Centre is duly framed at old Narajole Rajbari Campus of the college. A certificate course in Archival Research is offered by Dept. of History.	Complied
18.	To facilitate building infrastructure of college	Although there is lack of fund yet college has built a Smart Auditorium, disable friendly washroom, water conservation system and renovation of	Complied Principal Narajole Raj College 27/06/2023



# মিটিং রেজল্যুশন বহি



*Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber*

*Meeting 5 of the Academic Session 2022-23*

		rainwater harvesting system in this academic year.	
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The Compliance Report is unanimously approved by all members and forwarded to Governing Body.

### 3. Discussion about Action taken Report on Feedback:

Feedbacks are collected from different stakeholders the responses are analyzed by the concerned members to derive optimal solutions to the existing problems.

### TEACHING & CURRICULAR ASPECTS

Most stakeholders have expressed an awesomely positive response regarding the performance of the faculty and the quality of academic engagement promoted in the classroom. ICT based learning has been a priority for most stakeholders.

Another most priority area of students of Science category is Laboratory equipment. Interestingly, the faculty members have themselves expressed their willingness to incorporate the elements of ICT-based pedagogy as part of their curriculum delivery. The administration and the IQAC has taken due note of this concern. The IQAC has forwarded the following proposals to the institutional management and has worked towards its implementation in the ongoing academic session:

- i. To increase the numbers of ICT enable classrooms, computers, software and other equipment.
- ii. Faculty members were encouraged to contribute to more class notes/study materials in Google Class Room enabled LMS, VIDEO LECTURES for different semesters.
- iii. To increase the number of equipment/chemicals, etc. in different science laboratories as per needs.
- iv. To increase the numbers of special lecture for all streams.

### EVALUATION & ASSESSMENT

Respondents have been positive about the role of the institution in conducting continuous assessment and evaluation. The IQAC has augmented efforts to secure





**Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber**

**Meeting 5 of the Academic Session 2022-23**

efficiency in this area through the following interventions:

- i. No of online remedial classes will be increased and the IQAC as a follow-up of the Slow & Advanced Learners' Feedback session.
- ii. Suggestions for increase of online test series have also been forwarded.

**INFRASTRUCTURE & LEARNING RESOURCES**

The following initiatives will be adopted in the coming academic session in response to the observations of stakeholders:

- i. No of computers will be increased in Library and reading room.
- ii. New books and journals will be procured in the Central Library.
- iii. Reading Room and Laboratory facilities are considering suggestions for improvement and expansion.
- iv. Hostel facilities are considering suggestions for improvement and expansion.
- v. Suggestions for improvement of canteen facilities including supply of good food quality with cheap rate have also been forwarded.
- vi. Drinking water facility will be more improved.

**SKILL DEVELOPMENT & EMPLOYMENT**

The following initiatives have been implemented to address issues on career building opportunities for students and alumni:

- i. The IQAC has taken initiative to improve the quality of Value Added Courses/Add-on/Certificate Courses by hiring expert faculties from other institutions and collaborating with institute/academic bodies with institute of national importance.
- ii. Internship opportunities for students will be increased.
- iii. Initiative will be taken for conducting Coaching Classes for JAM for UG Science as well as NET/SLET for PG departments.
- iv. Emphasis will be given on campus recruitment through Placement Cell from the coming academic session.

# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK



**Proceedings of the meeting of the IQAC held on 27/06/2023 at Principal's Chamber**

**Meeting 5 of the Academic Session 2022-23**

The report is forwarded to Principal for necessary action.

#### 4. Plan for the next Academic Year:

The plan for the next academic year is discussed. The future initiatives are-

- i) More Value-Added Courses, Add-on Courses, certificate course in collaboration with institutes/academic body with national importance will be introduced in the next academic year as per the demand and requirement of students.
- ii) The internship /field activity & survey programmes of students will be facilitated in a large scale by different departments.
- iii) Initiative will be taken to provide fellowships to meritorious and needy students from college own fund.
- iv) Initiative will be taken to provide some seed money to faculty members for research.
- v) Initiative will be taken to organize faculty development programmes and National/International level seminars on National Education Policy, Research methodology, IPR awareness, etc.
- vi) Initiative will be taken to develop a gymnasium as part of its sports infrastructure development.
- vii) The college will increase its community involvement by expanding its Extension Services in neighboring areas and collaborate with government agencies and bodies to facilitate mobilizations.
- viii) The Placement Cell will increase professional networks to conduct on campus recruitment drives.
- ix) Library infrastructure will be improved by purchasing more books and journal as well as launch of e-library with remote access.
- x) The College will promote to up-gradation of its ICT infrastructure.
- xi) The College will promote to extension of its building infrastructure.
- xii) Special emphasis will be given to introduce more PG courses, research centre and vocational courses and distance education.

#### 5. Discussion about submission AQAR 2022-23:

It is discussed that AQAR-2022-23 preparation will be started very quickly. With no more agenda left, the meeting ends with reciprocal thanks to chair.

Chairperson

Principal  
Narajole Raj College  
Narajole, Pin-721 211



# NARAJOLERAJCOLLEGE

(NAAC Accredited 'B' Grade Government-Aided College)

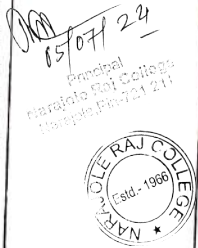
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211

E-mail: [narajolerajcollege@rediffmail.com](mailto:narajolerajcollege@rediffmail.com)


Website: <http://narajolerajcollege.ac.in/>



## Compliance Report\_2022-23

Sl. No.	Plan of Action	Action Taken	Compliance
1.	To impart transferable and life skills to the students and enhance their understanding of the expectations of the industry by introduction of Value-Added Courses, Add-on Courses and Certificate Courses for Promotion of Innovation Ecosystem	Twenty-six Value Added/Add-on/Certificate courses are introduced and completed with the endorsement of the Academic Committee & Governing Body of Narajole Raj College and added value to the learning outcomes of the students and would help them in getting placed after completion of their degree. All courses are oriented towards improving the employability of students and bridging their skill gaps.	Complied 
2.	To establish a Skill Hub and provide skill-based training for deployment of human resource and to develop an infrastructure for the creation and dissemination of knowledge.	Certificate course on "Tailoring and Beautician" was started by Skill Hub Centre, Narajole Raj College. 25 female students of Narajole Raj College and some females of adopted/UBA villages are successfully trained and completed the courses. This course will provide the employability of female students.	Complied
3.	To build up Innovation Hub to promote creativity and research motivations of students	The institution has initiated an incubation center (Innovation Hub) - "LED BASED DEVICE PRODUCTION" in 2023 under the supervision of the Department of Physics. In the first batch, 14 students are	Complied



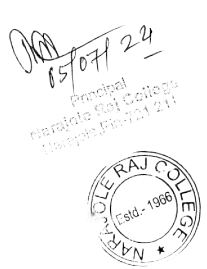
<p>Principal Narajole Raj College Narajole P.O. 741 211</p> <p>15/07/24</p> 		<p>given hands-on training and 9 students completed the Certificate Course on production and repairing of LED Bulbs. Additionally, the institution has also initiated an incubation center (Innovation Hub) -"MUSHROOM CULTIVATION HUB" in 2023 under the supervision of the Department of Botany in this academic session. In the first batch, 30 students are given hands-on training and completed the Certificate Course on Techniques for Mushroom Cultivation. In the Innovation Hub in Department of Chemistry students are given hands on training on preparation of Sanitizer, phenyl, soap, etc, also 15 students have completed the certificate course on "Household Chemistry"</p>	
<p>4.</p>	<p>Establishment of the Govt. of West Bengal-sponsored IPR Cell.</p>	<p>The Intellectual Property Rights (IPR) Cell of Narajole Raj College is sponsored and recognized by the Department of Science &amp; Technology and Biotechnology, Govt. of West Bengal in 2023. IPR Cell received Rs. 50,000/- grant for the Faculty Development Programme, Workshops, and other IPR-related activities. IPR Cell organized surveys, awareness of trademark, and license on canvas painting works of artists of the Paschim Medinipur District (Sabang, Naya and Narajole). This awareness programme will help them to achieve the trademark of their artistic works. Also, workshop on IPR is organized at Narajole Raj College. This workshop will improve the knowledge of patent, copyright, trademark</p>	<p>Complied</p>



		among faculties and students. Total 238 no teachers and final year students participated in this workshop.	
5.	Different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools.	In this academic year, special emphasis is given on different activities for the development of Tribal Communities and extension work at some of the neighborhood Unnat Bharat Avijan (UBA) and adopted villages and schools. Many activities like uses of medicinal plants/environmental sustainability, nutritional surveys and monitoring, environmental awareness, cleanliness drives and tree plantations, child vaccination awareness, female foeticide, and infanticide awareness, etc are successfully organized at UBA villages. Basic computer training, lectures on the importance of Vedas/Gita, film screening, workshop on Yoga, workshop on popular science, lectures on citizenship, constitutional rights, and duties craft making training, dance and singing training, training on e-commerce are organized for tribal communities and school students of UBA adopted villages. These activities create social awareness among the villagers. Students of UBA villages and tribal communities are trained with uses of computer, e-commerce, English language, etc. They also learned many cultural activities like, dance, singing, drawing, etc.	Complied
6.	To conduct MoUs with different institutes and educational organizations to explore academic activity as well as to get specialization of other academic	The college has conducted 23 MoUs. Out of them 14 academic collaboration and faculty exchange programs with different educational	Complied

Principal  
NARAYAN COLLEGE  
Pararajole Post, Golegaon  
Talukada, Pin-721 211

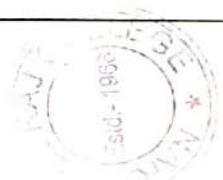


	institutions/academic body/industry, etc.	institutions and academic bodies (Kharagpur College, Garbeta College, Debra College, Ghatal R. S. Mahavidyalaya, Govt. General Degree College Salboni, K D College of Commerce, Dantan College, etc) and industries are organized for the uplift of research and academic activity and employability among the students under these 14 MoUs & collaborations. Faculty exchange programme creates academic excellence and skill development of the students. It has also created new opportunities on research, special projects and practical along with acquisition or update of practice experience which can inform faculty teaching and research. Also, 2 research collaboration with UGC DAE Consortium for Scientific Research, Kolkata, IIT Kharagpur enhance the research activity and quality.	
7.	To provide internship opportunities and placement assistance to students  	IQAC has taken initiatives for providing internship opportunities and placement assistance to students. 71 students of different departments successfully completed internship programme on creative writing, functional Bengali, journalism and social services, industry services, marketing, yoga & Meditation, etc under 10 MoUs with different academic bodies, institutions and industries. This internship opportunity will increase their employability beside regular studies.	Complied
8.	To make Library Automation and installation of mark sheet tabulation software	In this academic year, our library is automated through COHA software. At present 15,191 books are under	Complied

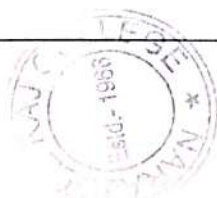


		<p>automation. Complete automation is expected to be achieved very soon. It can help to automate the various tasks related to cataloging, circulation, acquisitions, serials, and more. Students can access library very easily. The mark sheet preparation software is purchased. Mark sheet tabulation software not only helps teachers, but also provides a better understanding of the data to parents, giving a deep insight into students' performance.</p>	
9.	Augmentation of Library Infrastructure	Rs. 78,562/- is utilized for purchasing 457 text and reference books for different departments as per their needs.	Complied
10.	To increase the audio-visual learning activity (ICT class) for students	The numbers of ICT classroom is increased. At present, total number of ICT enabled classroom is 14. It improves the concentration and comprehension of students. The activities carried out through digital and interactive tools increase student concentration and, therefore, they assimilate concepts more quickly, enhancing learning.	Complied
11.	To facilitate energy diversification, energy conservation practices and green practices at the institution through systematic monitoring	Green Audit and Energy Audit with ISO certification is completed. Green Club has organized many awareness programmes at institutes and also in the locality. In all section, LED bulbs/lights are installed. The numbers of solar lights are increased.	Complied
12.	To facilitate waste management practices at campus	Many dustbins (by mentioning the colour code) for organic/biological, glass, paper are installed in the campus. Also, separate dustbin is installed for e-waste. The college has also made a	Complied

05/07/24



		MoU with HULLADEK Recycling, an e-waste management company for collection of e-waste of our college. Special chambers are constructed for chemical waste from laboratory.	
13.	To increase the number of seminars, workshops, and special lectures to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students.	A large number of seminars, workshops, and special lectures are organized by different departments, committees and cells to bring together subject matter experts and industry leaders to share their knowledge and thoughts among the students and teachers.	Complied
14.	To encourage the faculties to participate in faculty development programmes, workshops, seminars, etc	8 number of faculties participated in faculty development programmes in Academic Staff College. Almost all faculties participated in seminars/workshops for academic development.	Complied
15.	Formation of Placement Cell	A Placement Cell is formed and a training GDA Training at Narajole Raj College Campus.	Complied
16.	To facilitate sports infrastructure of college	As per requirement of Department of Physical Education Rs. 68,173/-is utilized for purchasing different sports equipment. Also, KHO KHO ground creation is completed. 79 decimal land is cleaned & developed for playground at old Rajbari campus.	Complied
17	Development of an Archive Centre for preservation of local history and the dissemination of information on rich cultural heritage of our institution.	Archive Centre is duly framed at old Narajole Rajbari Campus of the college. A certificate course in Archival Research is offered by Dept. of History.	Complied
18.	To facilitate building infrastructure of college	Although there is lack of fund yet college has built a Smart Auditorium, disable friendly washroom, water conservation	Complied





		system and renovation of rainwater harvesting system in this academic year.	
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*ORA*  
05/07/23

Principal

Principal  
Narajole Raj College  
Narajole, Pin-721 211



*ORA*  
05/07/24

Principal  
Narajole Raj College  
Narajole, Pin-721 211





**NARAJOLERAJCOLLEGE**  
(NAAC Accredited 'B' Grade Government-Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211  
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Website: <http://narajolerajcollege.ac.in/>



## Internal Quality Assurance Cell

### Action Taken Report 2022-23

#### CONTEXT

Narajole Raj College has functioned as a responsible higher education institution and has evolved as a centre of learning and development across all parameters of knowledge, resource provision, governance and academic administration. The institution has aptly implemented the mechanism of feedback collection from all categories of stakeholders and has analyzed the responses of the concerned members to derive optimal solutions to the existing problems and enhance its reputation as a premiere educational organization.

#### TEACHING & CURRICULAR ASPECTS

Most stakeholders have expressed an awesomely positive response regarding the performance of the faculty and the quality of academic engagement promoted in the classroom. ICT based learning has been a priority for most stakeholders. Another most priority area of students of Science category is Laboratory equipment. Interestingly, the faculty members have themselves expressed their willingness to incorporate the elements of ICT-based pedagogy as part of their curriculum delivery. The administration and the IQAC has taken due note of this concern. The IQAC has forwarded the following proposals to the institutional management and has worked towards its implementation in the coming academic session:

- i. To increase the numbers of ICT enable classrooms, computers, software and other equipment.



*Handwritten signature and date: 23/07/23*  
Principal  
Narajole Raj College  
Narajole, Pin-721 211

- ii. Faculty members were encouraged to contribute to more class notes/study materials in Google Class Room enabled LMS, VIDEO LECTURES for different semesters.
- iii. To increase the number of equipment/chemicals, etc. in different science laboratories as per needs.
- iv. To increase the numbers of special lecture for all streams.

## EVALUATION & ASSESSMENT

Respondents have been positive about the role of the institution in conducting continuous assessment and evaluation. The IQAC has augmented efforts to secure efficiency in this area through the following interventions:

- i. No of online remedial classes will be increased and the IQAC as a follow-up of the Slow & Advanced Learners' Feedback session.
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## INFRASTRUCTURE & LEARNING RESOURCES

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## SKILL DEVELOPMENT & EMPLOYMENT

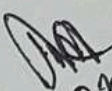
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Principal  
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- collaborating with institute/academic bodies with institute of national importance.
- ii. Internship opportunities for students will be increased.
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  - iv. Emphasis will be given on campus recruitment through Placement Cell from the coming academic session.

  
23/07/23

Principal  
Narajole Raj College  
Narajole, Pin-721 211





Memo No.....

Date.....

## TRUE COPY OF THE PROCEEDINGS OF GOVERNING BODY MEETING

Meeting No. - 11/58<sup>th</sup>

Date: 03/08/2023 (Thursday) at 11.30 am

Place: Office Chamber of the Principal

### Members present:

1. Sri Sujit Kumar Banerjee – President
2. Dr. Basudev Mandal- Principal and Secretary
3. Dr. Laxmi Kanta Roy – University Nominee
4. Sri Kumaresh Bhunia – Govt. Nominee
5. Sri Sunil Bhowmik – Govt. Nominee
6. Dr. Nilanjana Bhattacharya – Teacher Representative
7. Dr. Tapanendu Kamilya - Teacher Representative
8. Dr. Uttam Kumar Kanp - Teacher Representative
9. Sri Anupam Ghosh – Non-Teaching Representative

A meeting of the Governing Body was held on 03.08.2023 at 11.30 am in the Principal's Chamber under the chairmanship of Sri Sujit Kumar Banerjee, President of the College to discuss as follows:

- O) Principal placed the resolutions of IQAC meeting held 27.06.2023 regarding action taken report on feedback analysis for the academic session 2022-2023 before the house and after discussion it is resolved that the resolutions of IQAC meeting held 27.06.2023 regarding action taken report on feedback analysis for the academic session 2022-2023 be accepted and approved.

*Attested*  
*26/04/2024*

Principal  
Narajole Raj College  
Narajole, Pin-721 211



S/d  
Sujit Kumar Banerjee  
President



723

# NARAJOLE RAJ COLLEGE

P.O.: NARAJOLE DIST.: PASCHIM MEDINIPUR  
**PAYMENT VOUCHER**

No. -  
Name of Payee... *Canvas Interior Decoration*

Date	Purpose	Value	
		Rs.	P.
30/01/24	T.V CGST SGST 550.847 49576.23 49576.23	6,50,000	
	Less:- 1% CGST - 5508 Less:- 1% SGST - 5508 Less:- 1% TDS - 5508 <u>Security Deposit</u> - 30,000		46,524
	Net Amount Payable	6,03,476	

Signature of Payee with Date

Pay Rs..... ( 6,03,476 ) vide Cash/Cheque No. *983420* Dated: *31/01/24* Drawn on Bank... *S.B.I.*

Checked and Verified by-

*Rup & Co. 30/01/24*  
Signature of Accountant

**ACCOUNTANT**

Narajole Raj College

Narajole, Paschim Medinipur

*Anshu Bhowmik*  
Signature of Head Clerk

**Head Clerk**  
Narajole Raj College  
Narajole, PIN: 721211

Signature of Governing Body Appointed Verifying Authority

*[Signature]*  
Principal

**Principal**  
Narajole Raj College  
P.O.- Narajole  
Dist.- Paschim Medinipur



Received Rupees *Five Lakhs Three Thousand Four Hundred* only vide Cash/Cheque No. *983420* Dated: *31/01/24* Drawn on Bank *SBI* Narajole Paschim Medinipur *Seventy Six*

Principal  
Narajole Raj College  
Narajole, PIN: 721211



Signature of Payee with Date

**CANVAS INTERIOR DECORATION**KUSHPATA, GHATAL, PASCHIM MEDINIPUR  
WEST BENGAL-721212

CONTACT-9851854801

GSTIN-19EBSPP8624Q1ZA

STATE-WEST BENGAL  
CODE-19

DATE -

WORK NAME-INTERIOR DECORATION OF THE CHAMBER OF PRINCIPAL, NARAJOL RAJ  
COLLEGE

REF: MEMO NO - NRC/WORK ORDER/431/2023

DATED- 23.11.2023

ADDRESS-NARAJOL, PASCHIM MEDINIPUR

STATE-WEST BENGAL

CODE -19

BUYER'S GST NO -

SL	DESCRIPTION	UNIT	RATE	AMOUNT
1	FALSE CEILING (GYPSUM FALSE CEILING) WITH STEEL STRUCTURED AND SIDE MOULDING BIT	413 SQ FT	@120	49560.00
2	GYPSUM MADE STEEL STRUCTURED FRAMED WALL	146 SQ FT	@100	14600.00
3	ELECTRIFICATION WITH CONCEALED WIRING BY FINOLEX WIRE AS REQUIRED, PVC PIPE, ANCHOR MODULER BOARD, PLATE, SWITCHES, DB BOX, MCB WITH EXECUTION	413 SQ.FT	@180	74340.00
4	20 WATT SYSKA PANEL LIGHTS	12 PCS	@ 705	8460.00
5	6 WATT COB SPOT LIGHTS	31 PCS	@ 287	8897.00
6	BRACKET LIGHTS WITH LED LAMP	4 PCS	@900	3600.00
7	ROPE LIGHTS	-	-	3000.00
8	2.0 MM THICK PVC VYNILE WOODEN FLOORING	413 SQ FT	@120	49560.00
9	19 MM PLYWOOD TABLE WITH VENEER PASTING & PU POLISH	30.16 SQ FT	@1300	39208.00
10	WALL PANELLING WITH POLISH	70 SQ FT	@450	31500.00
11	DOOR WITH VENEER PASTING & POLISH	3 PCS	@15500	46500.00
12	ASIAN PAINTS PUTTY, PRIMER & COLOUR	1198 SQ FT	@35	41930.00
13	19 MM PLYWOOD MAKE & VENEER PASTED WARROBE WITH PU POLISH ALONG WITH HARDWARE FITTINGS	39 SQ FT	@1600	62400.00
14	PILLAR WITH ANTIQUE FINISHING & POLISH	63 SQ.FT	@700	44100.00
15	CEILING CORNER DESIGN BIT & SKIRTING BIT	160 RFT	@200	32000.00
16	OTHERS DESIGN WITH PU MATT POLISH	-	-	30500.00
17	ROYAL TYPE CURTAIN	-	-	5700.00
18	WINDOW PANELING WITH PU POLISH ON VENEER & GLASS SELF	-	-	4992.00
			<b>TOTAL</b>	<b>5,50,847.00</b>
BANK - BANDHAN BANK (GHATAL BRANCH)			SGST@ 9%	49576.23
A/C NO. 10170004315670			CGST@ 9%	49576.23
IFSC CODE-BDBL0001631			ROUND OFF	0.54
			<b>GRAND TOTAL</b>	<b>6,50,000.00</b>

TOTAL- SIX LAC FIFTY THOUSAND ONLY.

CANVAS INTERIOR DECORATION

Proprietor,

For, CANVAS INTERIOR DECORATION

Signature of recipient



Dr. ...  
30/11/24

Dr. ...  
24



# Narajole Raj College

Affiliated by  
Vidyasagar University  
Accredited: Grade B by NAAC

Estd. 1966

Narajole :: Paschim Medinipur :: West Bengal :: Pin - 721211  
Website :: <https://www.narajolerajcollege.ac.in> :: Email [narajolerajcollege@rediffmail.com](mailto:narajolerajcollege@rediffmail.com)

Memo No.: NRE/ Work Order / 431/2023

Dated: 23.11.2023

To  
CANVAS INTERIOR DECORATION  
Vill. Konnagar, P.O. - Ghatal  
Dist. Paschim Medinipur

Sub: Work order for "Estimate of the interior decoration for the chamber of the Principal's room at Narajole Raj College, Paschim Medinipur", Paschim Medinipur for the Year 2023-24.

Ref: e-N.I.T. No, 19/NRC/ETender/2023 Sl. No. 1;

Amount Put to Tender: Rs. 650000.00 (Rupees Six Lakh Fifty Thousand) only.

Tendered Amount: Rs. 650000.00 (Rupees Six Lakh Fifty Thousand) only.

With reference to the above the undersigned would like to inform you that your offered rate which is AT PER than the Schedule of Rate duly accepted by the undersigned.

This work order is hereby given to him for "Estimate of the interior decoration for the chamber of the Principal's room at Narajole Raj College, Paschim Medinipur".

The work will be done as per vetted plan & estimated and technical guidance of this office. Measurement must be done after notifying the undersigned for which a date has to be fixed up. The work will be completed within 45 (Forty Five) days from the date of issuance of this work order. Copy of vetted plan & estimate is enclosed herewith.

This office will supervise the whole work technically; check the materials as per specification and measure the work from time to time on the basis of which the payment will be made.

He will be liable for any failure of work due to negligence.

Tender terms and conditions as laid down in the tender notice will must be followed.

Payment will be made after availability of fund.

23/11/23

Principal  
Narajole Raj College  
Pin-721211



The Principal  
Narajole Raj College  
Narajole, Paschim Medinipur

Principal  
Narajole Raj College  
P.O. - Narajole  
Dist - Paschim Medinipur



# NARAJOLE RAJ COLLEGE



NAAC Accredited 'B' Grade College

**ESTD.- 1966**

Narajole + Paschim Medinipur

P.O.- NARAJOLE  
DIST.- PASCHIM MEDINIPUR  
PIN CODE- 721211  
WEST BENGAL  
Email: narajolerajcollege@rediffmail.com  
Ph.- 03225-259755

Memo No.....

Date..... 30/01/23

To,  
The Principal  
Narajole Raj College

Memo No -

Dated - 30/01/2024.

Respected Sir,

I, on behalf of Camon Interiors Decoration has completed the work of interior decoration work at the chamber of the Principal on time. Hence I assured you the warranty of repairing on the above mentioned work for one year. It is also stated that in case of any major intentional damage, company will not provide any service for that.

Thanking you,

Sinha  
30/01/2024

Principal  
Narajole Raj College  
Medinipur-721211





# Narajole Raj College

Affiliated by  
Vidyasagar University  
Accredited : Grade B by NAAC

Estd.-1966

Narajole :: Paschim Medinipur :: West Bengal :: Pin – 721211  
Website :: <https://www.narajolerajcollege.ac.in> :: Email [narajolerajcollege@rediffmail.com](mailto:narajolerajcollege@rediffmail.com)

## NOTICE INVITING e-TENDER

Notice Inviting e-Tender No. **19/NRC/ETender/2023** of The Principal, Narajole Raj College, Narajole, Paschim Medinipur invites e-tender for the work detailed in the table below-

(Submission of Bid through **online**)

Name of Scheme:

Sl No	Name of the work	Tender Amount (Rs.)	Earnest Money (Rs.)	Participation Fees (Rs.)	Period of Completion	Eligibility of Contractor
1.	Estimate of the interior decoration for the chamber of the Principal's room at Narajole Raj College, Paschim Medinipur	650000	13000.00	1300.00	45 days	Resourcefull, bonafied & experienced contractors having at least 50% credential certificate for single work of same work of any Govt. /Semi Govt. work (with work order) and valid <b>upto date</b> IT, GST & P. Tax Clearance

### Terms & conditions:

- 1) In the event of e-filling, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. **The supporting documents of the Lowest Bidder to be submitted to the office of The Principal, Narajole Raj College, Narajole, Paschim Medinipur.**
- 2) Earnest Money /Bid Security: Cost of Bid Security/Earnest Money should be deposited Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of **payment through ICICI Bank Payment Gateway.**
- 3) Necessary participation fees should be submitted through **DEMAND DRAFT** in favour of **The Principal, Narajole Raj College, Narajole, Paschim Medinipur.**
- 4) Any Financial Certificate, i.e NSC, Kishan Vikash Patra etc. should not be accepted.
- 5) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>
- 6) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No.-18.

The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found qualified by the 'Tender Evaluation Committee' of **The Principal, Narajole Raj College, Narajole, Paschim Medinipur**. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

8) **Eligibility criteria for participation in the tender.**

- i. Resourceful, bonafide & Experienced contractors having credencial during the last 3 (*three*) years from the date of issue of this Notice of at least one work of same work as a **prime agency** under authority of State / Central Government, State / Central Government undertaking / Statutory Bodies Constituted under the Statute of the Central / State Government at least in the magnitude of 50% (*Fifty percent*) of the amount put to tender.
- ii. Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 2020-21, 2021-22 & 2022-23 , Pan Card, VAT & GST Registration Certificate are to be accompanied with the Technical Bid Documents.
- iii. The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (*three*) years. Such abandonment or **rescission** will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive.)
- iv. The prospective bidders should own or arrange, the required plant and machineries **through their own arrangement**.
- v. Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.
- vi. Registered Labour Co-operative Societies are required to furnish valid Bye Law, Current Audit Report Minutes of last A.G.M. , valid certificate from A.R.C.S. along with other relevant supporting papers.
- vii. **Joint Ventures engagement of Sub-Agency will not be allowed.**
- viii. A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.
- 9) Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of running bill is 50% of the tendered amount.
- 10) Escalation of prices in respect of construction materials shall not be considered.
- 11) No mobilisation advance and secured advance will be allowed.
- 12) Security Deposit:  
Retention money towards performance Security amounting to 8% (*eight percent*) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Security Deposit.
- 13) Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
- 14) All materials required for the proposed work including cement and steel shall be of specified grade and approved brand inconformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement and steel are to be submitted along with challan and test certificate. If required by the Engineer-in-Charge, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.
- 15) Constructional Labour Welfare CESS @ 1% (*one percent*) of cost of construction will be deducted from every Bill of the selected agency.
- 16) **There shall be no provision of Arbitration.**

17) Bid shall remain valid upto the last day of submission of Tender. If the bidder withdraws the bid during the period of dropping, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

18) Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	01.11.2023 :: 11:00 AM
2	Bid submission start date (Online)	01.11.2023 :: 11:00 AM
3	Bid Submission closing (Online)	07.11.2023 :: 04:00 PM
4	Bid opening date for Technical Proposals (Online)	09.11.2023 :: 04:00 PM
6	Submitting hard copy of Tender Fees, Application (ITB, Section-B, Form-1) & verification of Non Statutory documents with Original.	08.11.2023 :: 11:00 AM at The Principal, Narajole Raj College

19) The Prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during progress of work and a period of 9 (Nine) month from the date of successful completion of the work to the entire satisfaction of the Engineer-in-Charge. If any defect / damage is found during the period as mentioned above, the contractor shall make the same good at his own cost to the specification at par with instant project work. On failure to do so, penal action against the contractor will be imposed by the The Principal, Narajole Raj College, Narajole, Paschim Medinipur, as deem fit. The contractor may quote his rate considering the above aspect.

Refund of Security Deposit will only be made after successful maintaining of appropriate service level of the work as mentioned above for 6 (six) month from the date of completion of the work.

- 20) Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
- 21) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all informations that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
- 22) The intending Bidders shall clearly understand that whatever may be the out come of the present invitation of Bids, no cost of Bidding shall be reimbursable. The Principal, Narajole Raj College, Narajole, Paschim Medinipur, reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
- 23) Refund of EMD: The Earnest Money of all the unsuccessful tenderers deposited in favour of The Principal, Narajole Raj College, Narajole, Paschim Medinipur, shall be refunded after completion of tender formalities.
- 24) **Conditional / Incomplete tender will not be accepted under any circumstances.**
- 25) **The intending tenderers are required to quote the rate/percentage online.**
- 26) Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.

- Guiding Schedule of Rates: Rates have been taken from the latest P.W.D. (W.B.) Schedule of Rates for building (Model Estimate prepared by Superintending Engineer, Planning Circle, Social Sector, P.D.Dte).
- 28) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
- 29) The Principal, Narajole Raj College, Narajole, Paschim Medinipur reserves the right to cancel the **N.I.T. 19 of 2023-24** due to unavoidable circumstances and no claim in this respect will be entertained.
- 30) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.

32) Qualification criteria:

The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

- 1) Financial Capacity
- 2) Technical Capability comprising of personnel & equipment capability
- 3) Experience / Credential

The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice

33. Escalation of Price on any ground and consequent cost over run shall not be entertained under any circumstances. Rates should be quoted accordingly.

34. Instruction to Bidders:

A. Statutory Cover Containing the following documents:

1. (a) EMD, Participation Fees & Other Document : Cost of Bid Security/Earnest Money should be deposited Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway.

(b) DEMAND DRAFT towards Participation fees as prescribed in the NIT against each of the serial of the Work in favour of the "The Principal, Narajole Raj College, Narajole, Paschim Medinipur" concerned with the Work to be submitted in this folder.

2. BOQ : BOQ to be submitted in the BOQ Folder.



B. Non-statutory Cover Containing the following documents:

**THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER**

Click the check boxes beside the necessary documents in the My Document list and then click the tab " Submit Non Statutory Documents' to send the selected documents to Non-Statutory folder.

Next Click the tab " Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

Category Name	Sub-Category Description	Detail(s)
A. Certificate(s)	Certificate(s)	Vat and GST Registration Certificate & Acknowledgement. PAN, P Tax (Challan) (2020-21, 2021-22, 2022-23). Latest IT Return, IT-Saral for Assessment year 2021-22.
B. Company Detail(s)	Company Detail	Proprietorship Firm ( <i>Trade License</i> ) Partnership Firm ( <i>Partnership Deed, Trade License</i> ) Ltd. Company ( <i>Incorporation Certificate, Trade License</i> ) Society ( <i>Society Registration Copy, Trade License</i> ) Power of Attorney.
C. Credential	Credential – 1 Credential – 2	Resourceful, bonafide & Experienced contractors having at least 50 % credential certificate (with work order) of work of same work and valid up to date IT, VAT, P. Tax clearance and GST Registration

Sd/-  
The Principal  
Narajole Raj College  
Narajole, Paschim Medinipur

*[Signature]*  
05/07/24  
Principal  
Narajole Raj College  
Narajole, Paschim Medinipur



**OTHER TERMS AND CONDITIONS**

- Rate should be quoted in percentage (in ward in figures).
2. No payment will be made for unapproved materials.
  3. Deduction of voids should be made as per PWD Rules for supply of materials.
  4. The rate as specified in the price schedule including the cost of quarrying, loading, un-loading, carrying, stacking in site, royalty and other taxes etc. complete.
  5. No extra payment will be made for carrying of materials involving head load / trolley etc.
  6. Work must be completed within schedule time.
  7. (a) EMD, Participation Fees & Other Document : Cost of Bid Security/Earnest Money should be deposited Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway.
  8. (b) Participation Fees is to be deposited in the form of **DEMAND DRAFT** in favour of **The Principal, Narajole Raj College, Narajole, Paschim Medinipur** and must be enclosed with the tender documents.
  9. If the accepted tenderer fails to execute on agreement within the date mention in the letter of intimation, his name should be brought into book for taking disciplinary action and his earnest money will stand forfeited.
  10. Security money @ 8% of the value of work done by the concerned contractor/ agency will be deducted from each R.A bill / Final bill.
  11. In case of the accepted tenderer, who has executed the agreement, the earnest money will automatically be converted into security money in the first R.A bill / First and final bill, if desire by the concerned contractor / Agency. Such security deposit will be refunded on satisfactory completion of the whole work and after covering security period.
    - i. In case of failure to complete the work with in the stipulated time, the earnest money and the security money will be forfeited.
  12. The Tenderer or his authorized representative must remain present at the time of opening tender.
  13. **Royalty Clearance Certificate/ Carriage Order/ Road Challan in original is to be submitted by the contractor / Supplier with each bill for effecting payment.**
  14. Measurement of materials will be taken after making stack as per direction of the Engineer-in-charge of the scheme.
  15. The tenderers must sign on each page of tender form and price schedule before dropping it.
  16. The name of the work including serial no, tender notice no, date must be written on the top of the envelope containing the tender documents.
  17. Bill will be prepared on the basis of measurement of work done and after obtaining satisfactorily report from concerned Juneer Engineer.
  18. Payment of the bill will be made on the basis of the availability of the fund under which the tender was made.
- For detailed information, please contract with the Engineering section of the office of the The Principal, Narajole Raj College, Narajole in any working day between 11 A.M. to 4 P.M.

*Principal*  
15/07/24  
Principal  
Narajole Raj College  
Narajole, Paschim Medinipur



West Bengal  
Tenders


## eProcurement System of Government of West Bengal

## Finance Bid Evaluation Summary

Date : 23-Nov-2023 01:17 PM

Print

Organisation Chain :	DEPARTMENT OF HIGHER EDUCATION  NARAJOLE RAJ COLLEGE
Tender ID :	2023_DHE_597693_1
Tender Ref No :	27/NRC/ETender/2023
Tender Title :	Estimate of the interior decoration for the chamber of the Principal room, size 16.5ft by 24 ft at Narajole Raj College, Paschim Medinipur
Cover System :	2

Committee Chairperson/Co-ordinator Type :	Internal
Committee Chairperson/Co-ordinator Name :	The Principal, Basudev Mondal, Narajole Raj College
Committee Members :	Barun Kumar Mondal, Sk. Taher Ali
Summary Details :	finsummary_1264867.pdf (409.45 KB) 
Summary uploaded on :	23-Nov-2023 01:17 PM

No. of Bids : 3

**Bid List**

S.No	Bid Number	Bidder Name	Opened By	Submitted Date	Quoted Amount/ Evaluated Amount in ₹	Rank	Status	Reason
1	4282241	CANVAS INTERIOR DECORATION	Sk Taher Ali	11-Nov-2023 08:28 AM	6,50,000.00	1ST	Accepted	LOWEST BIDDER
2	4282352	CHHABI FURNITURE AND INTERIOR	Sk Taher Ali	10-Nov-2023 09:11 AM	6,54,875.00	2ND	Rejected	2ND LOWEST BIDDER
3	4293651	NANTU BARIK	Sk Taher Ali	11-Nov-2023 08:38 AM	6,58,125.00	3RD	Rejected	3RD LOWEST BIDDER

Tender Inviting Authority

*Signature*  
05/07/24  
Principal  
Narajole Raj College  
Paschim Medinipur





West Bengal  
Tenders

## eProcurement System of Government of West Bengal

## Technical Bid Evaluation Summary

Date : 22-Nov-2023 04:36 PM

Print


Organisation Chain : DEPARTMENT OF HIGHER EDUCATION||NARAJOLE RAJ COLLEGE

Tender ID : 2023\_DHE\_597693\_1

Tender Ref No : 27/NRC/ETender/2023

Tender Title : Estimate of the interior decoration for the chamber of the Principal room, size 16.5ft by 24 ft at Narajole Raj College, Paschim Medinipur

Cover System : 2

Committee Chairperson/Co-ordinator Type :	<b>Internal</b>
Committee Chairperson/Co-ordinator Name :	<b>The Principal, Basudev Mondal, Narajole Raj College</b>
Committee Members :	<b>Barun Kumar Mondal Tahel Ali</b>
Summary Details :	<b>techsummary_1264867.pdf (409.23 KB)</b> 
Summary uploaded on :	<b>22-Nov-2023 04:36 PM</b>
Bid Opening Date & Time for Financial :	<b>23-Nov-2023 09:00 AM</b>

No. of Bids : 3

**Bid List**

S.No	Bid Number	Bidder Name	Opened By	Submitted Date	Status	Reason
1	4282241	CANVAS INTERIOR DECORATION	Barun Kumar Mondal	11-Nov-2023 08:28 AM	Accepted	ACCEPTED
2	4282352	CHHABI FURNITURE AND INTERIOR	Barun Kumar Mondal	10-Nov-2023 09:11 AM	Accepted	ACCEPTED
3	4293651	NANTU BARIK	Barun Kumar Mondal	11-Nov-2023 08:38 AM	Accepted	ACCEPTED

Tender Inviting Authority

Principal  
Narajole Raj College  
Paschim Medinipur

eProcurement System of Government of West Bengal  
Created By: Sk Taher Ali

Created Date/Time: 23-Nov-2023 01:12 PM

Tender Title: Estimate of the interior decoration for the chamber of the Principal room, size 16.5ft by 24 ft at Narajole Raj College, Paschim Medinipur  
Tender ID: 2023\_DHE\_597693\_1

Tender Inviting Authority: The Principal, Narajole Raj College, Narajole, Paschim Medinipur

Name of Work: Estimate of the interior decoration for the chamber of the Principal's room at Narajole Raj College, Paschim Medinipur

Contract No:

SCHEDULE OF WORK / ITEM(S)

SI.No	Bidder Name	Estimated Rate	Quoted Percentage	Quoted Rate in Figures and Words (Iteration 0)	
				Rate	Amount
1.00	CANVAS INTERIOR DECORATION(GSTN-NA)	650000.00	0.00	650000.00	Six Lakh Fifty Thousand
2.00	NANTU BARIK(GSTN-NA)	650000.00	1.25	658125.00	Six Lakh Fifty Eight Thousand One Hundred and Twenty Five
3.00	CHHABI FURNITURE AND INTERIOR(GSTN-NA)	650000.00	.75	654875.00	Six Lakh Fifty Four Thousand Eight Hundred and Seventy Five

Lowest Amount Quoted BY: CANVAS INTERIOR DECORATION(650000.00)

Principal  
Narajole Raj College  
Narajole, P.D. - 721 211





**ANNUAL REPORT: 2022 – 2023**  
**NARAJOLE RAJ COLLEGE, NARAJOLE, PASCHIM MEDINIPUR**  
**PIN; 721211, E-MAIL: [narajolerajcollege@rediffmail.com](mailto:narajolerajcollege@rediffmail.com)**



donated land to the government so that a Boys' Hostel for the weaker section of the community could be constructed. In 2005, the subjects under the discipline of humanities were shifted to the new campus. From 2006 onwards, we undertook serious efforts to develop the new and main campus. In the new and main campus a Science Block was constructed. A Ladies' Hostel, with complete assistance from the UGC, was also built. The administrative wing was shifted in 2009 and the Science Block accommodating the Science subjects became operational in 2013.

Narajole Raj College now offers a total of 12 Honours courses and 15 general courses at the degree level. At present the College is offering two Post Graduate Courses, one in Bengali and another in Sanskrit. With about 1850 students, about 72 teaching staff (including the Principal, one full-time Librarian and two Graduate Laboratory Instructors) and 30 non-teaching staff members (six full-time and twenty four casual non-teaching staff) the College has emerged as one of the premier college under Vidyasagar University. It has a rich Library with more than 22,000 books with about 3000 titles and 23 varieties of journals. The Central Library of the College maintains one well-equipped reading room for the students and the teachers. In addition, the Dept. of Sanskrit, Dept. of Bengali and that of Human Rights (under the Dept. of Political Science) maintain their respective Book Banks. The institution boasts of devoted staff (teaching and non-teaching) that is ever ready to help and support their students in all aspects. The students are engaged in social activities through the two NSS and one NCC units(s). The students of the College are also actively participating in programmes like University Sports, Youth Parliament Programme organised by the Govt. of West Bengal, to name a few.

**In the year 2018 the College was assessed and accredited by National assessment & accreditation council (NAAC) of University Grants Commission, New Delhi and was graded in category 'B' by it.**

The college caters not only to the academic interests of the students, but to the overall development of their personality. The College is also planning to take serious initiatives so as to improve the employability of students.

## **1.2. Administration of the College**

### **1.2.1. Governing Body of the College**

1. Sri Sujit Kumar Banerjee, President
2. Dr. Basudev Mandal, Principal & Secretary
3. Sri Sunil Kumar Bhowmick, Government (WB) Nominee
4. Sri Kumaresh Bhunia, Government (WB) Nominee
5. Vacant Nominee – WBSCH
6. Prof. Laxmi Kanta Roy, Vidyasagar University Nominee

*Principal*  
15/07/24  
Principal  
Narajole Raj College  
Paschim Medinipur





7. Prof. Nilanjana Das Chatterjee, Vidyasagar University Nominee
8. Dr. Nilanjana Bhattacharyya, Teachers' Representative
9. Dr. Tapanendu Kamilya, Teachers' Representative
10. Dr. Uttam Kumar Kanp, Teachers' Representative
11. Sri Anupam Ghosh, Representative of Non-Teaching Staff
12. Vacant, Students' Representative

### **1.2.2. Internal Quality Assurance Cell (IQAC) of the College**

#### **(A) Chairperson:**

Prof. Dr. Basudev Mandal (Principal/HOI)

#### **(B) Teacher Members:**

- (i) Dr. Rajasree Debnath – Associate Professor & HoD, Dept. of Pol. Science;
- (ii) Dr. Akul Rana – Associate Professor, Dept. of Mathematics;
- (iii) Dr. Tapanendu Kamilya – Associate Professor, Dept. of Physics;
- (iv) Dr. Uttam Kumar Kanp – Associate Professor, Dept. of Botany;
- (v) Prof. Anustup Chattopadhyaya – Assistant Professor & HoD, Dept. of Sanskrit;
- (vi) Dr. Avradip Pradhan – Assistant Professor, Dept. of Physics;
- (vii) Dr. Sk. Mohammad Aziz – Assistant Professor & HoD, Dept. of Chemistry;
- (viii) Dr. Shreyasi Jana - Assistant Professor, Dept. of Mathematics;
- (ix) Dr. Soumendu Bisoi – Assistant Professor, Dept. of Chemistry;
- (x) Prof. Nandita Bhakat – Assistant Professor & HoD, Dept. of Botany;

#### **(C) Senior Administrative Officers:**

Sk. Taher Ali – Head Clerk

#### **(D) Nominee from Local Society, Students and Alumni:**

- (i) Sri Gagan Chandra Samanta – Pradhan, Nij Narajole Gram Panchayet as member from Local Society;
- (ii) Sri Kumaresh Bhunia, Member from Management;
- (iii) Nominee from the Alumni: Prof. Susanta Dolai;
- (iv) One Student Representative, Vacant

#### **(E) Nominee from Stakeholders:**

- (i) Dr. Prabir Kumar Chakraborty, External Member from Senior Administrative Official;
- (ii) Dr. Amal Kanti Chakraborty, External Member from Senior Administrative Official;

#### **(F) Co-ordinator:**

Prof. Pragna Paramita Mondal, Assistant Professor & HoD, Dept. of English.

**IQAC conducted 5 meetings and feedback of all stakeholders are collected, analyzed and used for improvements. Our institution is certified with ISO 14001:2015, ISO 9001:2015 and ISO 50001:2018.**





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### 1.2.3. Different Committees, Sub-Committees and Cells of the College

#### 1.2.3.1. Academic Committee

##### Terms of Reference:

1. To Oversee the general academic environment of the College;
2. To co-ordinate in respect of routines for different faculties and classes;
3. To Oversee the attendance of the students in their respective class;
4. To promote, make and supervise e-teaching and e-learning methods (including regular use of smart class room, development of soft copies in respect of teaching-learning input and output and so on)
5. To make an academic calendar in compliance with the academic calendar circulated by the University from time to time;
6. Any other matter incidental or ancillary to issues of academic environment of the College

**Chairman: Dr. Basudev Mandal, Principal**

**Convenor: Dr. Akul Rana**

##### Members:

- |                                 |                                    |
|---------------------------------|------------------------------------|
| 1. Dr. Nilanjana Bhattacharyya  | GB Member                          |
| 2. Dr. Tapanendu Kamilya        | GB Member                          |
| 3. Dr. Uttam Kumar Kanp         | GB Member                          |
| 4. Dr. Dipak Shom               | Teachers' Council Secretary        |
| 5. Prof. Pragna Paramita Mondal | IQAC Co-Ordinator                  |
| 6. Prof. Asis Bhattacharya      | Alumni Association Representative  |
| 7. Prof. Barun Rout             | Convener, Technology Sub-Committee |
| 8. Sri Suvodip Samanta          | Student Representative             |

#### 1.2.3.2. Finance Committee

##### Terms of Reference:

To perform all the activities as per the statute of affiliating University, i.e., Vidyasagar University and applicable customs & orders / general guidelines issued by competent concerned authorities from time to time relating to financial transactions and overall management of financial resources in any academic institutions

**Convenor: Dr. Basudev Mandal, Principal & DDO**

##### Members:

- |                                 |  |
|---------------------------------|--|
| 1. Sri Sunil Bhowmcik           | Govt. Nominee, Governing Body as Member            |
| 2.. Dr. Nilanjana Bhattacharyya | Teachers' Representative, Governing Body as Member |
| 3. Dr. Tapanendu Kamilya        | Teachers' Representative, Governing Body as Member |
| 4. Sri Anupam Ghosh             | Non Teaching Staff Representative,                 |





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Governing Body as Member

**1.2.3.3. Unnat Bharat Aviyam**

1	Dr. Akul Rana	In Charge of Village Harirajpur
2	Dr. Sk. Mohammad Aziz	In Charge of Village Dubrajpur
3	Prof. Anustup Chattopadyaya	In Charge of Village Buramara
4	Prof. Asis Bhattacharya	In Charge of Village Danikola
5	Prof. Sanjoy Kumar Dutta	In Charge of Village Kismat Narajole
6	Dr. Uttam Kumar Kanp	Member
7	Dr. Rajasree Debnath	Member
8	Dr. Nilanjana Bhattacharyya	Member
9	Sri Kumaresh Bhunia	Purta Karmadhyaksha, Daspur - I Panchayat Samiti
10	Sri Gagan Chandra Samanta	Pradhan, Nij Narajole GP

**1.2.3.4. Cultural Sub- Committee**

**Chairman: Dr. Basudev Mandal, Principal**

**Convenor: Dr. Rajasree Debnath**

**Members:**

1. Dr. Dipak Shom
2. Prof. Subhasis Das
3. Prof. Avijit Chakraborty
4. Prof. Sanjay Kumar Datta
5. Prof. Asis Bhattacharya
6. Prof. Tanmay Kumar Goswami
7. Prof. Uttam Kumar Singha
8. Prof. Manik Shit
9. Prof. Mousumi Maity Mandal
10. Prof. Manas Barik
11. Prof. Surajit Dhara
12. Prof. Dipasree Roy
13. Prof. Goutam Jana
14. Prof. Barun Kumar Mondal

**1.2.3.5. Admission Committee**

**Terms of Reference:**

- (1) To arrange for admission and counselling of students;
- (2) To co-ordinate with different agencies and authorities like online admission portal and web-site vendor, University Authorities and the like;
- (3) Supervising the verification of documents connected with students' admission;





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- (4) Looking after the Registration of admitted students;
- (5) Any other matter incidental or ancillary to issues of students' admission

**Chairman:** Prof. Dr. Basudev Mandal, Principal

**Jt. Convenors:** Dr. Akul Rana & Prof. Barun Rout

**Members:**

1. Prof. Arif Iqbal Mallick Member
2. Dr. Ranajit Kumar Khalua Member
3. Dr. Parimal Dua Member
4. Dr. Soumendu Bisoi Member
5. Prof. Achintya Ghosh Member
6. Prof. Sumanta Hait Member
7. Prof. Tapas Rana Member
8. Sri Satyajit Hait Member
9. Mr. Mustaquim Ansari Member

#### 1.2.3.6. Library Sub-Committee

**Terms of Reference:**

- (1) To formulate various policies related to library functions like purchase of books, cataloguing, book lending, reading room etc.
- (2) To propose library budget for the institute and its various departments;
- (3) To propose library vision and strategy document;
- (4) To maintain and upgrade library facilities;
- (5) To promote library automation;
- (6) To organise library awareness programmes for better utilisation of library facilities;
- (7) To create academic material archive;
- (8) Any other incidental or ancillary matter

**Chairman:** Dr. Basudev Mandal, Principal

**Convenor:** Dr. Tanuka Acharya, HOD, Dept. of Philosophy

**Members:**

1. Dr. Tanuka Acharya HOD - Philosophy
2. Dr. Rajasree Debnath HOD - Political Science
3. Dr. Ranajit Kumar Khalua HOD - Zoology
4. Dr. Nilanjana Bhattacharyya HOD - Bengali
5. Dr. Mangal Kumar Nayak HOD - History
6. Prof. Soma Debray HOD - English
7. Prof. Nandita Bhakat HOD - Botany
8. Prof. Arif Iqbal Mallick HOD - Physics
9. Prof. Anustup Chattopadhyaya HOD - Sanskrit
10. Dr. Sk. Mohammad Aziz HOD - Chemistry

*Dr. Tanuka Acharya*  
15/07/24  
Principal  
Narajole Raj College  
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11.	Dr. Akul Rana	HOD – Mathematics
12.	Prof. Subhasis Das	HOD – Geography
13.	Dr. Atanu Nanda	HOD – Physical Education
14.	Dr. Parimal Dua	HOD – Physiology
15.	Prof. Sk Mosibul Ali	HOD - Education
16.	Prof. Barun Rout	Jt.Convenor, Technology Sub-Committee
17.	Sri Amar Kundu	Library, NTS

**1.2.3.7. Service Book and Retirement Benefits (including e-Pension) Sub-Committee**

**Terms of Reference:**

- (1) To look after the opening and regular updating of service book of all employees of the College;
- (2) To look after the status of availed leaves of different categories;
- (3) To supervise the work relating to e-Pension and other terminal /retirement benefits;
- (4) Any other incidental or ancillary matter.

**Chairman: Dr. Basudev Mandal, Principal**

**Convenor: Dr. Uttam Kumar Kanp**

**Members:**

1.	Dr. Uttam Kumar Kanp	Member
2.	Dr. Sadhan Ch. Pandit	Member
3.	Dr. Akul Rana	Member
4.	Dr. Nilanjana Bhattachryya	Member
5.	Prof. Barun Kumar Mondal	Member
6.	Mr. Asoke Bhatta	Member
7.	Prof. Milan Kumar Mondal	Member
8.	Prof. Ishita Biswas	Member
9.	Prof. Arif Iqbul Mallick	Member
10.	Prof. Bhakti Pada Jana	Member
11.	Prof. Sanjay Kumar Datta	Member
12.	Prof. Achintya Ghosh	Member
13.	Prof. Surajit Dhara	Member
14.	Prof. Manik Shit	Member

**1.2.3.8. Provident Fund Sub-Committee:**

**Terms of Reference:**

- (1) To look after the opening and regular updating of Provident Fund of all employees of the College;
- (2) To look after the status of Provident Fund Accumulated Balances of employees;







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- (3) To supervise the work relating to withdrawals (refundable or non-refundable) Provident Fund Account of any employee;
- (4) Any other incidental or ancillary matter.

*Chairman:* Dr. Basudev Mandal, Principal  
*Convenor:* Dr. Uttam Kumar Kanp

**Members:**

1.	Prof. Nandita Bhakat	Member
2.	Mr. Suphal Kumar Barik	Member
3.	Dr. Rajasree Debnath	Member
4.	Dr. Dipak Shom	Member

**1.2.3.9. Technology Sub-Committee**

**Terms of Reference:**

- (1) To look after the computer installation and network connectivity in different locations of the College and their maintenance;
- (2) To look after the maintenance, up-gradation (as and when required) and regular updating of the web-site of the College;
- (3) To supervise the technology aspects of online admission of students in the College;
- (4) To supervise the CCTV installation of the College as to the regular maintenance, capturing and storage of data and the like;
- (5) To supervise the maintenance and proper functioning of the Smart Room set up of the College;
- (6) Any other matter incidental or ancillary to the above noted terms of references.

*Chairman:* Dr. Basudev Mandal, Principal  
*Convenor:* Prof. Dr. Sk. Mohammad Aziz & Prof. Barun Raut (Jt. Convenor)  
**Email Us: [technology@narajolerajcollege.ac.in](mailto:technology@narajolerajcollege.ac.in)**

**Members:**

1.	Dr. Tapanendu Kamilya	Member
2.	Dr. Avradip Pradhan	Member
3.	Dr. Shreyasi Jana	Member
4.	Dr. Poulami Adhikary Mukherjee	Member
5.	Prof. Arif Iqbal Mallick	Member
6.	Sri Ashok Bhatta	Member
7.	Dr. Soumendu Bisoi	Member
8.	Prof. Achintya Ghosh	Member
9.	Prof. Partha Kumar Manna	Member
10.	Sri Raju Poria	Member

**1.2.3.10. Purchase Committee**

**Terms of Reference:**





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- (1) To look after the issues relating to purchase and procurement of different items of goods and services needed by the College especially to include the followings:
  - (a) To analyse quotations submitted by prospective vendors/suppliers;
  - (b) To ensure all documentation is accurately completed;
  - (c) To ensure that the supplies/services quoted for complying with what was requested on the SR;
  - (d) Seek clarification from suppliers/service providers where necessary;
  - (e) To request technical input from relevant staff as required;
  - (f) In certain contexts, it may be appropriate for some or all members of the PC to be directly involved in the collection of quotations;
  - (g) Ensuring proportionality, transparency, accountability and fairness in the procurement process;
  - (h) Involvement in the evaluation discussion;
  - (i) The PC should also be assigned a role within the supplier pre-qualification process;
  - (j) and the like;
- (2) Any other matter incidental or ancillary to the above noted terms of references.

**Chairman: Dr. Basudev Mandal**  
**Convenor: Dr. Barun Kumar Mandal**

**Members:**

1.	Dr. Tapanendu Kamilya	Finance Committee Representation
2.	Prof. Barun Rout	Technical Representation
3.	Prof. Asis Bhattacharya	Locality Representation
4.	Dr. Tanuka Acharya	Member
5.	Dr. Akul Rana	Member
6.	Dr. Dipak Shom	Member
7.	Dr. Uttam Kumar Kanp	Member
8.	Prof. Barun Kumar Mondal	Member
9.	Sk. Taher Ali	General Office Representation
10.	Mr. Rupam Kumar Bhunia	Member

**1.2.3.11. Pay-Fixation Sub-Committee**

**Terms of Reference:**

- (1) To keep themselves well-acquainted with Government Orders and such other documents for fixation of pay of teachers and non-teaching members of the College;
- (2) To supervise the arrangement for processing of documents and taking necessary follow-up measures in connection with the fixation of pay of teachers and non-teaching members of the College;

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- (3) To supervise the issues relating different financial claims of the employees like arrear claims;
- (4) Any other matter incidental or ancillary to issues of fixation of pay of the employees of the College.

**Chairman: Dr. Basudev Mandal, Principal**  
**Convenor: Dr. Akul Rana**

**Members:**

1	Vacant	Member
2	Dr. Nilanjana Bhattacharyya	Member
3	Dr. Sadhan Chandra Pandit	Member
4	Dr. Tapanendu Kamilya	Member
5	Dr. Sk Mohammad Aziz	Member
6	Prof. Barun Kumar Mondal	Member
7	Prof. Isitha Biswas	Member
8	Sk. Taher Ali	Member
9	Mr. Asoke Bhatta	Member

**1.2.3.12. Extension Activity Cell**

**Chairman: Dr. Basudev Mandal, Principal**  
**Convenor: Dr. Nilanjana Bhattacharyya**

**Members:**

1.	Dr. Rajasree Debnath	Member
2.	Prof. Soma Debray	Member
3.	Prof. Baisali Guha	Member
4.	Sk. Asiruddin	Member
5.	Dr. Sk. Mohammad Aziz	Member
6.	Prof. Bholanath Mahato	Member
7.	Prof. Shilpa Patra	Member
8.	Prof. Bangomati Hasda	Member
9.	Prof. Asis Bhattacharyya	Member
10.	Dr. Uttam Kumar Singha	Member
11.	Prof. Arpita Chakraborty	Member
12.	Prof. Partha Manna	Member
13.	Prof. Tapas Rana	Member
14.	Prof. Goutam Jana	Member
15.	Prof. Dipasree Roy	Member
16.	Sri Satyajit Hait	Member
17.	Sri Pralay Singha	Member
18.	Sri Dibakar Samanta	Member
19.	Smt. Krishna Roy	Member

**1.2.3.13. College Building Sub-Committee**

**Terms of Reference:**

- (1) To propose construction of building projects at different sites of the College;





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- (2) To supervise the execution of the building projects;
- (3) To check the progress of the building projects;
- (4) To check that all the necessary papers like engineering drawing, estimate and other relevant papers are in order and are vetted wherever necessary;
- (5) Any other matter incidental or ancillary to issues of different building projects of the College.

*Chairman:* Dr. Basudev Mandal , Principal

*Convenor:* Prof. Soma Debray

*Members:*

1.	Sri Sunil Bhoumik	(G.B. Representative)
2.	Sri Kumaresh Bhunia	(G.B. Representative)
3.	Dr. Akul Rana	Member
4.	Prof. Asis Bhattacharya	Member
5.	Prof. Barun Rout	Member
6.	Dr. Uttam Kumar Kanp	Member
7.	Sri Suphal Barik	Member
8.	Prof. Baisali Guha	Member
9.	Dr. Tapanendu Kamillya	Member
10.	Sri Anupam Ghosh	Member

#### **1.2.3.14. Centre Committee (for University Examinations)**

##### **Terms of Reference:**

To perform all the activities connected with or incidental and ancillary to the conduct and holding of University Examinations (vide Vidyasagar University Circular No. VU/CE/UG/CBCS/1526/2019)

*Chairman:* Dr. Basudev Mandal – Principal

*Convenor:* Dr. Nilanjana Bhattacharyya

##### **Members**

1.	IC of Local Police Station (Daspur Police Station)	Ex-officio Member
2.	One Registered Medical Practitioner	Vacant (to be nominated by the Vice-Principal)
3.	Prof. Ishita Biswas	Nominated by the Vice-Principal
4.	Dr. Akul Rana	Nominated by the Vice-Principal
5.	Dr. Soumendu Bisoi	Nominated by the Vice-Principal
6.	Prof. Milan Mondal	Nominated by the Vice-Principal
7.	Prof. Uttam Chakraborty	Nominated by the Vice-Principal
8.	Sk. Taher Ali	Nominated by the Vice-Principal
9.	Sri Ashok Bhatta	Nominated by the Vice-Principal
10.	Sri Amar Kundu	Nominated by the Vice-Principal

#### **1.2.3.15. Cine Club**

##### **Terms of Reference:**

- (1) To promote and imbibe the culture of watching substantial films with great socio-cultural message;

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- (2) To arrange for talk shows, seminars or special lectures on studying and analysis of films;
- (3) To arrange for Screening of films;
- (4) To Teach the audience how to evaluate and appreciate films;
- (5) Any other matter incidental or ancillary to issues of students' admission

**Chairman: Dr. Basudev Mandal, Principal**  
**Convenor: Prof. Soma Debroy**

**Members:**

- |    |                              |        |
|----|------------------------------|--------|
| 1. | Prof. Goutam Jana            | Member |
| 2. | Dr. Dipak Shom               | Member |
| 3. | Prof. Pragna Paramita Mandal | Member |
| 4. | Dr. Mangal Kumar Nayak       | Member |
| 5. | Prof. Supen Sarkar           | Member |

**1.2.3.16. Internal Complaint Committee (Formerly known as Sexual Harassment Prevention Cell):**

**Terms of Reference:**

- (1) To keep themselves well-acquainted of the provisions of the relevant Statues/ Acts, Rules, Regulations etc concerning the prevention and protection of women from sexual harassment in their workplace;
- (2) To suggest measures and to take active steps to provide every woman a safe and secure workplace environment irrespective of her age or employment/work status. This protection mechanism is to be considered as the right of all women working whether in the capacity of regular, temporary, adhoc, or daily wages basis, visiting any workplace or a student;
- (3) To aware women at relevant workplace of the meaning and scope of "Sexual Harassment" as given in Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. As per the provision of this Act, 'sexual harassment' includes anyone or more of the following unwelcome acts or behaviour (whether directly or by implication), namely: 1. Physical contact or advances; 2. A demand or request for sexual favours; 3. Making sexually coloured remarks; 4. Showing pornography; 5. Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature;
- (4) To take necessary and urgent steps to redress or dispose of any case of sexual harassment complained of and to report to the appropriate authority in due course following the guidelines provided in the aforementioned Act or in other Acts or Statute concerning such issues;
- (5) Creation of an empathetic attitude so that grievance can be stated in a fearless environment;
- (6) To follow the process as to its non-biased manner of hearing, keeping the confidentiality of the parties, supporting the complainant or respondent as to





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their right to appeal or to seek other redressal through lodging of FIR and so on;

- (7) Any other matter incidental or ancillary to the issues prevention of sexual harassment at workplace.

**Chairman: Dr. Basudev Mandal, Principal**

**Convenor: Dr. Tanuka Acharya**

1	Dr. Rajasree Debnath	Member
2	Dr. Poulami Adhakary Mukherjee	Member
3	Prof. Shilpa Patra	Member
4.	Prof. Avijit Chakraborty	Member
5.	Prof. Prasenjit Senapoti	Member
6.	Smt. Jharna Pandit	Member
7.	Smt. Molina Bhuiin	Member

**1.2.3.17. Equal Opportunity Cell:**

*Chairman:* Dr. Basudev Mandal

*Convenor:* Prof. Pragna Paramita Mondal

**Members:**

1	Dr. Tanuka Acharya	Member
2	Prof. Arif Iqbal Mallick	Member
3	Prof. Bangamoti Hansda	Member
4	Prof. Singray Tudu	Member

**1.2.3.18. Intellectual Property Rights Cell:**

**Terms of Reference:**

- (1) To create awareness among the students and budding researchers of the scope of Intellectual Property Rights (IPRs) as the their different dimensions of patent, copyright, trademark and trade secrets;
- (2) To guide the students and teachers to develop innovative ideas and activities that would lead to creation of IPR;
- (3) To create an effective liason between this Cell and the Research Committee of the College so as to make effective use of both the ventures of the College;
- (4) To arrange for seminars, workshop, symposium etc concerning IPR;
- (5) To create Skill Development Centres (SDCs) to provide necessary impetus to development of Intellectual Property Rights;
- (6) Any other matter incidental or ancillary to the issues Intellectual Property Rights.

**Chairman: Dr. Basudev Mandal, Principal**

**Convenor: Dr. Tapanendu Kamilya**

**Members:**

1	Prof. Pragna Paramita Mondal	Member
2	Dr. Lakhikanta Jana	Member
3	Prof. Asis Bhattacharya	Member

Principal  
Narajole Raj College  
Paschim Medinipur-721211





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4	Dr. Tapas Kumar Bandopadhyay	Assistant Professor, Rajib Gandhi School of Intellectual Property, IIT, Kharagpur
5	Dr. Bhaskar Bhowmick	Assistant Professor, Rajendra Misra School of Engineering Entrepreneurship, IIT, Kharagpur
6.	Dr. Sk Mohammad Aziz	Member
7.	Dr. Akul Rana	Member
8.	Dr. Avradip Pradhan	Member
9.	Dr. Poulami Adhikary Mukherjee	Member

**1.2.3.19. Green Club:**

**Terms of Reference:**

- (1) To create awareness among the students and teachers regarding the necessity of protection and conservation of environment;
- (2) To make awareness for afforestation and prevention of deforestation;
- (3) To make different medicinal plants known to the students and others as to their medicinal and other traits, benefits etc;
- (4) To create awareness and to make the College campus and other adjacent areas plastic free;
- (5) To create awareness regarding the different types of pollutions and the ways to control or mitigate such pollutions;
- (6) Any other matter incidental or ancillary to the issues such Green Initiatives.

**Chairman: Dr. Basudev Mandal, Principal**

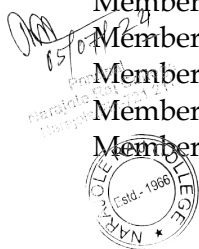
**Convenor: Prof. Arpita Chakraborty**

**Members:**

1.	Prof. Asis Bhattacharya	Member
2.	Prof. Goutam Jana	Member
3.	Dr. Shreyasi Jana	Member
4.	Dr. Poulami Adhikary Mukherjee	Member
5.	Prof. Bangamoti Hansda	Member
6.	Dr. Parimal Dua	Member
7.	Dr. Uttam Kumar Kanp	Member
8.	Dr. Prithwi Ghosh	Member
9.	Prof. Shilpa Patra	Member
10.	Prof. Sumanta Hait	Member
11.	Prof. Suman Kalyan Khanra	Member
12.	Prof. Tapas Rana	Member
13.	Prof. Koushik Samanta	Member
14.	Prof. Nimai Sanyasi	Member

**1.2.3.20. Grievance Redressal Cell**

**Terms of Reference:**





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**NARAJOLE RAJ COLLEGE, NARAJOLE, PASCHIM MEDINIPUR**  
**PIN; 721211, E-MAIL: [narajolerajcollege@rediffmail.com](mailto:narajolerajcollege@rediffmail.com)**



- (1) To look into the academic matters such as timely issue of Mark-sheets or duplicate copy of it Transfer Certificate, Character certificate, or such other certificates;
- (2) To look into financial matters such as fee structure, payment procedure, not receiving money receipt as and when collection is made and the like;
- (3) To look into matters pertaining to certain misgivings about conditions of sanitation, preparation and quality of food in canteen or hostel, availability of adequate transport and communication facilities, victimisation of by any staff member of the College and the like;
- (4) To encourage the students to express their grievances/ problems freely and frankly without any fear of being victimised with the objective of maintain healthy student-student, student-teacher and student-staff relationships;

*Chairman:* Dr. Basudev Mandal, Principal

*Convenor:* Dr. Rajasree Debnath

*Members:*

1	Dr. Sadhan Ch. Pandit	Member
2	Dr. Uttam Kumar Kanp	Member
3	Prof. Barun Kumar Mondal	Member
4	Prof. Asis Bhattacharya	Member
5	Prof. Sanjay Kumar Datta	Member
6.	Prof. Barnali Banerjee	Member
7.	Dr. Atanu Nanda	Member
8.	Prof. Subhas Manna	Member

**1.2.3.21. Examination Cell**

**Chairman: Dr. Basudev Mandal, Principal**

**Convenor: Dr. Nilanjana Bhattacharyya**

**Members:**

1.	Dr. Dipak Shom	Member
2.	Dr. Managal Kumar Nayek	Member
3.	Dr. Soumendu Bisoi	Member
4.	Prof. Milan Mondal	Member
5.	Prof. Uttam Chakraborty	Member
6.	Prof. Sanjoy Dutta	Member
7.	Prof. Asis Bhattacharya	Member
8.	Sk. Taher Ali	Member
9.	Mr. Ashoke Bhatta	Member

**1.2.3.22. Career Counselling Cell:**

**Chairman: Dr. Basudev Mandal, Principal**

**Convenor: Dr. Sk. Mohammad Aziz**

**Members:**

1.	Prof. Soma Debray	Member
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2.	Prof. Nandita Bhakat	Member
3.	Prof. Tumpa Jana	Member
4.	Prof. Pragna Paramita Mondal	Member
5.	Prof. Prithwi Ghosh	Member
6.	Dr. Parimal Dua	Member
7.	Prof. Shilpa Patra	Member
8.	Prof. Arpita Chakraborty	Member
9.	Prof. Nimai Sanasi	Member

### 1.2.3.23. COVID 19 (Redressal) Committee

#### Terms of Reference:

The committee has the following terms of reference:

- To apprise themselves of the different aspects, protocols, guidelines, rules & regulations, circulations, notifications, communications, advisories or the like issued by any competent authority from time to time in this matter;
- To supervise the compliance of applicable protocols especially those relating to social (physical) distancing, coughing & sneezing etiquette, no spitting in public or open places and the like;
- To aware different stakeholders of the College regarding different aspects and applicable protocols etc for compliance regarding the Pandemic in a timely manner;
- To arrange for campaign, awareness programme, seminar, workshop and such other activities to create awareness in respect of different dimensions of the disease and to control for fear and stigma factors of the disease maintaining social distancing and other protocols;
- To supervise the preservation and maintenance of healthy work environment in and around the College;
- To perform such other acts as is necessitated to combat the disease in true spirit.

#### Constitution of the Cell

Dr. Basudev Mandal - Principal & Chairman

Dr. Parimal Dua - Head, Dept. of Physiology as Convenor

Dr. Dipak Shom - Programme Officer, NSS as Member

Dr. Nilanjana Bhattacharyya - Convenor, IQAC and TR to GB as Member

Prof. Nandita Bhakat - Assistant Professor, Dept. of Botany as Member

Sk. Taher Ali - Head Clerk as Member

Sri Anupam Ghosh - NTR to GB as Member

### 1.2.3.24. Controller Section

**Chairman: Dr. Basudev Mandal - Principal**

**Convenor: Dr. Sadhan Chandra Pandit**





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**Members**

1.	Dr. Sk Mohammad Aziz	Member
2.	Prof. Arif Iqbal Mallick	Member
3.	Dr. Soumendu Bisoi	Member
4.	Prof. Sanjoy Dutta	Member
5.	Prof. Asis Bhattacharya	Member
6.	Prof. Barun Rout	Member
7.	Prof. Bhaktipada Jana	Member
8.	Prof. Achintya Ghosh	Member
9.	Mr. Baren Dutta	Member
10.	Mr. Satyajit Hait	Member

**1.2.3.24. Anti-Ragging Committee**

**Chairman: Dr. Basudev Mandal, Principal**

**Convenor: Dr. Dipak Shom**

**Members**

1.	Prof. Baisali Guha	Member
2.	Dr. Prithwi Ghosh	Member
3.	Prof. Sanjay Kumar Datta	Member
4.	Prof. Asis Bhattacharya	Member
5.	Prof. Tumpa Jana	Member
6.	Prof. Singray Tudu	Member
7.	Prof. Dipashree Roy	Member

**1.2.3.25. Seminar/Webinar & Workshop Sub- Committee**

**Chairman: Dr. Basudev Mandal**

**Convenor: Dr. Rajasree Debnath**

**Members:**

1.	Dr. Nilanjana Bhattacharyaya	Member
2.	Dr. Akul Rana	Member
3.	Dr. Tapanendu Kamilya	Member
4.	Dr. Prithwi Ghosh	Member
5.	Dr. Mangal Kumar Nayak	Member
6.	Prof. Asis Bhattacharya	Member
7.	Prof. Sanjay Kumar Datta	Member
8.	Prof. Subhasis Das	Member
9.	Sri Rupam Bhunia	NTS Member
10.	Sri Rajesh Maity	Member

**1.2.4. Other Important Posts**

**1.2.4.1. Bursar – Dr. Tapanendu Kamilya**





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- 1.2.4.2. Nodal Officer (AISHE) - Dr. Akul Rana  
1.2.4.3. RTI Officer - Dr. Sadhan Chandra Pandit  
1.2.4.4. Hostel Superintendent: - Prof. Uttam Chakraborty  
1.2.4.5. NAAC co-ordinator: - Dr. Tapanendu Kamilya  
1.2.4.6. NSS Programme Officers - Dr. Sk Mohammad Aziz & Prof. Anustup Chattopadhyaya  
1.2.4.7. Nodal Officer (Students' Scholarship): Dr. Sk. Mohammad Aziz  
1.2.4.8. Nodal Officer (Banglar Uchchashiksha Portal) - Dr. Shreyasi Jana  
1.2.4.9. Nodal Officer (West Bengal Student Credit Card Scheme): Prof. Arif Iqbal Mallick  
1.2.4.10. Help Desk Officer (West Bengal Student Credit Card Scheme): Dr. Sk. Mohammad Aziz  
1.2.4.11. Nodal Officer (Vidyasagar University Examination Portal): Prof. Barun Rout

## 2. Teaching Staff of the College (Department - Wise)

### 2.1. Name and Current Designation of Existing Teachers (as on 30/06/2023)

Name of the Teacher	Current Designation
<b>Dept. of Bengali</b>	
Dr. Nilanjana Bhattacharyya	Associate Professor
Dr. Sadhan Ch. Pandit	Associate Professor
Dr. Dipak Shom	Associate Professor
Prof. Avijit Chakraborty	SACT - II
Prof. Madhumita Addya	SACT - II
Prof. Sanat Pan	SACT - II
Prof. Dipashri Roy	SACT - II
Prof. Goutam Jana	SACT - II
<b>Dept. of Sanskrit</b>	
Prof. Anustup Chattopadhyaya	Assistant Professor
Prof. Tumpa Jana	Assistant Professor
Prof. Barnali Banerjee	Assistant Professor
Prof. Asis Bhattacharya	SACT - II
Prof. Rabindranath Maity	SACT - I
Prof. Uttam Kumar Singha	SACT - II
Prof. Tapas Rana	SACT - II
Prof. Koushik Samanta	SACT - I
<b>Dept. of History</b>	
Prof. Baisali Guha	Associate Professor
Dr. Mangal Kumar Nayak	Assistant Professor

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Prof. Uttam Chakraborty	SACT - II
Prof. Bilash Samanta	SACT - II
Prof. Bhakti Pada Jana	SACT - I
Prof. Nimai Sannyasi	SACT - II
<b>Dept. of English</b>	
Prof. Soma Debray	Associate Professor
Prof. Pragna Paramita Mondal	Assistant Professor
Prof. Milan Mondal	Assistant Professor
Prof. Samir Kuilya	SACT - II
Prof. Manas Barik	SACT - I
<b>Dept. of Political Science</b>	
Dr. Rajasree Debnath	Associate Professor
Prof. Supen Sarkar	Assistant Professor
Prof. Barun Rout	SACT - II
Prof. Prasenjit Senapati	SACT - II
<b>Dept. of Philosophy</b>	
Dr. Tanuka Acharya	Associate Professor
Prof. Bholanath Mahato	Assistant Professor
Prof. Singray Tudu	Assistant Professor
Prof. Achintya Ghosh	SACT - II
<b>Dept. of Education</b>	
Sk. Mosibul Ali	SACT - II
Sk. Idrish Ali	SACT - II
<b>Dept. of Geography</b>	
Prof. Ishita Biswas	Assistant Professor
Prof. Subhasis Das	Assistant Professor
Dr. Sukamal Maity	SACT - I
Prof. Subhas Manna	SACT - I
Prof. Mousumi Maity (Mondal)	SACT - II
<b>Dept. of Botany</b>	
Dr. Uttam Kumar Kanp	Associate Professor
Prof. Nandita Bhakat	Assistant Professor
Dr. Prithwi Ghosh	Assistant Professor
Prof. Bangamoti Hansda	Assistant Professor
Prof. Sanjay Kumar Datta	SACT - II
Prof. Arpita Chakraborty	SACT - II
<b>Dept. of Chemistry</b>	
Prof. Barun Kumar Mondal	Assistant Professor
Dr. Sk. Mohammad Aziz	Assistant Professor

6/5/22  
Principal  
Narajole Raj College  
Paschim Medinipur



# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK

মিটিং-এর ক্রমিক সংখ্যা / Serial No. of Meeting: ||

মিটিং এর তারিখ / Date of Meeting: 05.2.2021

মিটিং এর স্থান / Venue of Meeting: online

মিটিং এর সময় / Time of Meeting: 12.30 P.M.

## উপস্থিত সভ্যগণের নাম / Name of Members Present

১/১	.....	৯/৯	.....	১৭/১৭	.....
২/২	শ্রীমান চন্দ্র বসু	১০/১০	.....	১৮/১৮	.....
৩/৩	শ্রীমান ব্রজেন বসু	১১/১১	.....	১৯/১৯	.....
৪/৪	শ্রীমান ব্রজেন বসু	১২/১২	.....	২০/২০	.....
৫/৫	শ্রীমান ব্রজেন বসু	১৩/১৩	.....	২১/২১	.....
৬/৬	শ্রীমান ব্রজেন বসু	১৪/১৪	.....	২২/২২	.....
৭/৭	.....	১৫/১৫	.....	২৩/২৩	.....
৮/৮	.....	১৬/১৬	.....	২৪/২৪	.....

ক্রমিক সংখ্যা  
Serial No.

## রেজল্যুশন | RESOLUTIONS ADOPTED

15/07/24  
Principal  
Bansal  
Kalyan College  
Kalyan, Dist. Thane



# NARAJOLE RAJ COLLEGE



(NAAC Accredited B Grade)  
AFFILIATED BY - VIDYASAGAR UNIVERSITY  
NARAJOLE :: PASCHIM MEDINIPUR :: 721211



Date: 01.02.2021

## Notice

Notice is hereby given that a Meeting of the Board of Studies, Dept. of Bengali (PG Section) will be held on 05.02.2021 (Friday) at 12.30 P. in the Chamber of Principal Narajole Raj College discuss the following agenda. Your presence in this meeting is highly solicited.

### Agenda:

1. Read and Confirmation of Previous resolutions.
2. To prepare the list of Paper-Setters, Examiners, Moderators in connection with End Semester Examination of Semester-I & III (Theory papers & Project Paper) for the session 2020-21.
3. Miscellaneous, if any with the permission of the Chair.



*Anupam Parua*  
Dr. Anupam Parua  
Principal & Chairman BOS  
Principal  
Narajole Raj College  
Narajole, Pin-721 211

### Members:

1. Dr. Sadhan Chandra Pandit
2. Dr. Nilanjana Bhattacharyya
3. Dr. Dipak Shom

Copy forwarded to:  
4. Dr. Rani Ranjan De, Member, BOS.  
5. Dr. Srutirtha Chakraborty, Member, BOS.



# মিটিং রেজল্যুশন বই

## MEETING RESOLUTION BOOK



মিটিং-এর ক্রমিক সংখ্যা / Serial No. of Meeting :

মিটিং এর তারিখ / Date of Meeting :

মিটিং এর স্থান / Venue of Meeting :

মিটিং এর সময় / Time of Meeting :

উপস্থিত সভ্যগণের নাম / Name of Members Present

১/১	৯/৯	১৭/১৭
২/২	১০/১০	১৮/১৮
৩/৩	১১/১১	১৯/১৯
৪/৪	১২/১২	২০/২০
৫/৫	১৩/১৩	২১/২১
৬/৬	১৪/১৪	২২/২২
৭/৭	১৫/১৫	২৩/২৩
৮/৮	১৬/১৬	২৪/২৪

ক্রমিক সংখ্যা  
Serial No.

রেজল্যুশন | RESOLUTIONS ADOPTED

৩১) ০৩.০২.২০২০ তারিখ, বেনা- ১২৩০ বিল্ডিং, মধ্যাহ্ন ১১.৩০ ঘটিকা।  
 অনন্য অধ্যক্ষ ড. অনুপম সন্দ্বী মহাশয়, সভাপতি 'COVID-19'  
 বৈশিষ্ট্য বর্ণিত মহামারীর নিয়ন্ত্রণের 'Lockdown' বিধি প্রসিদ্ধি হওয়া  
 মোতাবেক দায়িত্ব পূরণের মাধ্যমে Video Conferencing-এর  
 মাধ্যমে, গুলবার স্কুলের প্রধান শিক্ষক, Board of Studies  
 এর আলোচনায় সভাপতি অধ্যক্ষ গুলবার স্কুল, গুলবার  
 Board of Studies-এর অনন্য/অনন্য অধ্যক্ষ/অধ্যক্ষগণের  
 উপস্থিতিতে গুলবার স্কুল Board of Studies-এর সভাপতি  
 ড. অনুপম সন্দ্বী মহাশয়ের সভাপতিত্বে সভা গঠন করা  
 হয়েছিল।

৩২) গুলবার স্কুল, গুলবার ২০২০-২০২১ বিদায়ী M.A. (Bengali)  
 1st & 3rd Semester Exam.-2020 এর প্যাপার-সেট (External  
 & Internal), Examiners (External & Internal) Moderators  
 নাম নিম্নলিখিত নিম্ন বিবরণ (অনুলিপি ২খ) প্রসিদ্ধি করা  
 হয়েছিল।

Paper	Internal Paper-Setter	External Paper-Setter	Examiner
BN৭-101	Dr. Sadhan Ch. Pandit	Dr. Amar Kr. Saha Dept. of Bengali Medinipore College (Autonomous)	Dr. Amar Kr. Saha Dept. of Bengali Medinipore College
BN৭-102	Dr. Bipak Shom	Dr. Bisharanjan Ghosh Dept. of Bengali Panskura Bonamali College	Dr. Bipak Shom
BN৭-103	Dr. Sadhan Ch. Pandit	Dr. Paramesh Acharya Dept. of Bengali Tamluk Mahavidyalaya	Dr. Sadhan Ch. Pandit
BN৭-104	Dr. Nilanjana Bhattacharya	Dr. Achintya Chattopadhyay Kharagpur College	Dr. Nilanjana Bhattacharya
BN৭-105	Sri Avijit Chakrabarty	Dr. Sujoy Kr. Maiti Dept. of Bengali Raja N.L.Khan Women's College	Sri Avijit Chakrabarty



**রেজল্যুশন / RESOLUTIONS ADOPTED**

\* M. A. (Bengali) 3rd Sem. Exam. - 2020

Paper	Internal Paper-Setter	External Paper-Setter	Examiner
BNG-301	Sri Avijit Chakrabarty	& Manoranjan Goswami Dept. of Bengali P.K. College, Contai	& Manoranjan Goswami Dept. of Bengali P.K. College, Contai
BNG-302	& Nilanjana Bhattacharya	& Maharshi Sarkar Dept. of Bengali Vidyasagar University	& Nilanjana Bhattacharya
BNG-303	& Dipak Shom	& Bipul Kr. Mandal Dept. of Bengali Raja N.L. Khan Women's College	& Dipak Shom
BNG-304 (CBCS)	& Sadhan Ch. Pandit	& Amar Adhikari Dept. of Bengali Kharagpur College	& Sadhan Ch. Pandit
BNG-305 (Project Paper)		—	① Prof. Bani Ranjan De Dept. of Bengali Vidyasagar University  ② & Nilanjana Bhattacharya Dept. of Bengali Narajole Raj College

\* M. A. (Bengali) 1st & 3rd Sem. Exam. - 2020 (Moderators name)

Paper	Moderators
BNG-101, 102, 103, 104, 105	① & Sadhan Ch. Pandit ② & Nilanjana Bhattacharya ③ Prof. Bani Ranjan De, Dept. of Bengali Vidyasagar University ④ Prof. Sutinath Chakrabarty, Former Prof. Dept. of Bengali, Vidyasagar University
BNG-301, 302, 303, 304 (CBCS)	

২) প্রধান অধ্যাপক সমন্বিত শিক্ষক Course Coordinator  
 প্রধান অধ্যাপক M. A. 1st & 3rd Sem. - এর Internal Assessment  
 কার্যক্রমের প্রস্তুতি নিশ্চিত করার জন্য। নিম্নোক্ত কার্যক্রম, ২০২০-২১  
 অধিবেশন M. A. 1st & 3rd Semester - এর ক্ষেত্রে online-এ  
 পাঠ্য, প্রশ্নপত্র, অধ্যয়ন-সহায়ক E-learning Materials সমন্বিত  
 E-learning Portal-এ প্রকাশ করা হবে।

প্রধান অধ্যাপক সমন্বিত শিক্ষক সমন্বিত কার্যক্রমের  
 প্রস্তুতি নিশ্চিত করার জন্য প্রধান অধ্যাপককে

Principal  
 Narajole Raj College  
 Paschim Medinipur



— A uniform Board  
 (সমন্বিত সমন্বিত ৩ অধ্যাপক)

Chairman  
 Examination Cell  
 PG Board of Studies  
 Narajole Raj College  
 Paschim Medinipur





## RTI Act 2005

Home > RTI Act 2005

विहारी सं. डी. एल. (एन) 04/0007/2003-05

REGISTERED NO. DL-(N)04/0007/2003-05

  
**भारत का राजपत्र**  
**The Gazette of India**

असाधारण  
EXTRAORDINARY

भाग II — खण्ड 1  
PART II — Section 1

प्राधिकार से प्रकाशित  
PUBLISHED BY AUTHORITY

सं. 25] नई दिल्ली, मंगलवार, जून 21, 2005/ज्यैष्ठ 31, 1927  
No. 25] NEW DELHI, TUESDAY, JUNE 21, 2005/JYAISTHA 31, 1927

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके।  
Separate paging is given to this Part in order that it may be filed as a separate compilation.

MINISTRY OF LAW AND JUSTICE

(Legislative Department)

New Delhi, the 21st June, 2005/Jyaistha 31, 1927 (Saka)

The following Act of Parliament received the assent of the President on the 15th June, 2005, and is hereby published for general information:—

15/07/20  
Principal  
Narajole Raj College  
Narajole P.O. - 721 211



## Notice Board

18 Jul 2024

[Notice\\_ Community service\\_ One Day Training Camp](#)

---

16 Jul 2024



[Read More >](#)

## Enquiry Form

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Mobile No. \*

Email Id \*

Address \*

Course Intrested in\*

Select Department



Submit



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Social

## Contact

Vill+PO: Narajole  
Paschim Medinipore, PIN : 721211  
Phone: +919635665468  
Email: narajoleraj\_college@mail.vidyasagar.ac.in

## Opening Hours

Mon - Fri	9 AM - 5 PM
Saturday	9 AM - 2 PM
Sunday	Closed





**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Purchase Committee**

**Notice**

Dated: 07/02/2022

Notice is hereby given that a meeting of the Purchase Committee will be held on 11/02/2022 (Friday) at 03-00 PM in the Chamber of the Principal to discuss the following agenda. Please make it convenient to attend the meeting.

**Agenda:**

1. Read and confirm the proceedings of the last meeting held on 30.07.2021;
2. Discussion regarding procurement of chemicals and consumables for the research project of Dr. T. Kamilya for his collaborative research project vide Memo No. UGC-DAE-CSR-KC/CRS/19/MS-06/0401 dated 25/10/2021;
3. Discussion regarding procurement of chemicals, glass apparatus, equipment and consumables for Teachers Associateship for Research Excellence (TARE) in favour of Dr. Sk Mohammad Aziz vide File No. TAR/2020/000023 dated 19/12/2020;
4. Miscellaneous, if any, with the permission of the Chair.

*Anupam Parua*  
Dr. Anupam Parua  
Principal  
Principal  
Narajole Raj College  
Narajole, Pin-721 211

**Members:**

- (1) Dr. Lakshmi Kanta Jana *Lakshmi Kanta Jana*
- (2) Dr. Tapanendu Kamilya *Tapanendu Kamilya*
- (3) Sk. Taher Ali *Sk. Taher Ali*
- (4) Prof. Barun Rout *Barun Rout*
- (5) Prof. Asis Bhattacharya *Asis Bhattacharya*
- (6) Dr. Sk Mohammad Aziz (Invitee for Agenda 03) *Sk Mohammad Aziz*

*07/02/22*



Members Present

Sankhmi Kanti Jais  
Tapanendu Kamilya

S.K. Das, Asst.  
Barun Rout  
Asin Bhattacharya

Sr. Mohammod Asif 11/02/2022  
Anupam Kumar



Proceedings of the meeting of the Purchase Committee held on 11/02/2022  
(Friday) in the Office Chamber of the Principal

Meeting of the Purchase sub-committee commenced with the Principal in the chair, detailed discussions on the items of agenda took place and the following resolutions were adopted:

- (1) Proceedings of the last meeting held on 30.07.2021 were read and confirmed unanimously and without any amendment.
- (2) Purchase of chemicals & consumables for the research project of Dr. T. Kamilya for his collaborative research project vide Memo No. UGC-DAE-CSR-KC/CRS/19/MS-06/0401 dated 25/10/2021 is considered. It is learnt Rs. 30,000/- is sanctioned by UGC-DAE Consortium for purchase of chemicals & consumables for above project. Dr. T. Kamilya, the Principal Investigator proposed the list of chemicals & Consumables that are to be purchased. The list is given below-

Sl. No	Name of reagents/items	Fund Provision	Amount/Quantity	Make/Company
i)	Copper (II) Nitrate	Research Project: UGC-DAE-CSR-KC/CRS/19/MS06/0401 dt. 25.10.2021	500gm	Merck
ii)	Copper (II) Acetate		500 gm	Merck
iii)	Deionized Water		5 Litre	Merck
iv)	Ethanol UV Grade		500 mL	Imported/SRL
v)	Lysozyme from Chicken Egg White-62970		1 gm	Sigma (USA)
vi)	Human Hemoglobin-H7379		1 gm	Sigma (USA)
vii)	DPEC (1,2 Dipalmitoyl-sn-Glycero-3-Phosphocholine)-850355P		25 mg	Sigma (USA)
viii)	Stearic Acid-S4751		1 gm	Sigma (USA)
ix)	Octadecylamine-74750		25 gm	Sigma (USA)

Principal  
15/07/22





**Proceedings of the meeting of the Purchase Committee held on 11/02/2022  
(Friday) in the Office Chamber of the Principal**

It is resolved that tender would be floated in Notice Board of the College and web-site of the College for the purchase of above-mentioned items as per guidelines. Prospective vendors would be asked to apply within proper terms and conditions laid down by the College. It is also resolved that the Principal would be authorized to do the needful in this regard including issuing of work order in due course. For selection of lowest bidder total amount and not the item-wise amount would be considered.

It is also decided that the College has received Rs. 45,000/- from UGC DAE Consortium for Scientific Research on 12-01-2022 in Account Maintained in BANK OF INDIA (Account No: 431020100000208) for the Project "Synthesis of Biocompatible Magnetic Nanoparticles and their Applications in Nanotherapy and Prevention in Environmental Water Pollution" (UGC-DAE-CSR-KC/CRS/19/MS06/0401 dt. 25.10.2021). Out of which Rs. 30,000/- will be used for the purpose of Chemical Purchase. Also, the remaining Rs.- 15,000/- be paid to PI (Tapanendu Kamilya) for Contingency Expenditure Purposes on original bills.

- (3) Purchase of chemicals, glass apparatus, equipment and consumables for Teachers Associateship for Research Excellence (TARE) in favour of Dr. Sk Mohammad Aziz vide File No. TAR/2020/000023 dated 19/12/2020 is considered. It is learnt Rs. 2,00,000/- sanctioned by DST SERB for purchase of chemicals, glass apparatus, equipment and consumables for above project. Dr. Sk. Mohammad Aziz, the Principal Investigator proposed the list of chemicals & Consumables that are to be purchased. The list is attached herewith.

It is resolved that tender would be floated for the purchase of chemicals, glass apparatus, equipment and consumables for Project No. TAR/2020/000023 dated 19/12/2020. Prospective vendors would be asked to apply within proper terms and conditions laid down by the College. It is also resolved that invitation of tender for the purchase of chemicals, glass apparatus, equipment and consumables for Project No. TAR/2020/000023 dated 19/12/2020 would be published in ANANDABAZAR PATRIKA newspaper, Notice Board of the





Proceedings of the meeting of the Purchase Committee held on 11/02/2022  
(Friday) in the Office Chamber of the Principal

College and web-site of the College as per guidelines. Office of Pradhan, Nij Narajole Gram Panchayat, office of the Block Development Office, Daspur - I and office of the Daspur PS, Daspur, Paschim Medinipur would also be duly notified for necessary noting and action on their respective part. It is also resolved that the Principal would be authorized to do the needful in this regard including issuing of work order in due course. For selection of lowest bidder total amount and not the item-wise amount would be considered.

It is also decided that the College has received Rs. 2,75,000/- from DST SERB Teachers Associateship for Research Excellence (TARE) in favour of Dr. Sk Mohammad Aziz vide File No. TAR/2020/000023 dated 19/12/2020 in Account Maintained in BANK OF INDIA (Account No: 431020100000208) on 14/01/2021. Out of which Rs. 25,000/- will be used for the purpose of Institute Overhead Charges as per GO No: SB/S9/Z-33/2015 Dated: 01/01/2016. Narajole Raj College will take necessary steps regarding this matter as per norms.

Also, the remaining Rs. 50,000/- be paid to PI (Dr. Sk Mohammad Aziz) for Contingency & Travel Expenses Purposes as per GO No: SB/S9/Z-33/2015 Dated: 01/01/2016 on production of proper bills in original.

With no other business left, the meeting ended with vote of thanks to the Chair.

*Anupam Parua*

CHAIRMAN  
(DR. ANUPAM PARUA)

Principal  
Narajole Raj College  
Daspur, Paschim Medinipur  
11/02/2022





**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211

**Purchase Committee**

**Notice**

Dated: 28/02/2022

Notice is hereby given that a meeting of the Purchase Committee will be held on 04/03/2022 (Friday) at 02-00 PM in the Chamber of the Principal to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Read and confirm the proceedings of the last meeting held on 30.07.2021;
2. Opening of received Tender Forms and performance of activities relating to that in connection with procurement of chemicals, glass apparatus, equipment and consumables for Teachers Associateship for Research Excellence (TARE) in favour of Dr. Sk Mohammad Aziz vide File No. TAR/2020/000023 dated 19/12/2020 and Tender Notification No. 01/2021-22 dated 22.02.2022;
3. Opening of received Tender Forms and performance of activities relating to that in connection with procurement of chemicals and consumables for the research project of Dr. T. Kamilya for his collaborative research project vide Memo No. UGC-DAE-CSR-KC/CRS/19/MS-06/0401 dated 25/10/2021 and Tender Notification No. 02/2021-22 dated 23.02.2022;
4. Consideration of expenses in the nature of Contingency Expenses incurred by the respective Principal Investigators in relation to the above-mentioned two projects;
5. Miscellaneous, if any, with the permission of the Chair.

*Principal  
Narajole Raj College  
28/02/2022*



*Anupam Parua*  
Dr. Anupam Parua  
Principal

**Principal**  
Narajole Raj College  
Narajole-721211

**Members:**



- (1) Dr. Lakshmi Kanta Jana - *Lakshmi Kanta Jana*
- (2) Dr. Tapanendu Kamilya - *Tapanendu Kamilya*
- (3) Sk. Taher Ali - *SK Taher Ali*
- (4) Prof. Barun Rout - *Barun Rout*
- (5) Prof. Asis Bhattacharya - *Asis Bhattacharya*
- (6) Dr. Sk Mohammad Aziz (Invitee for Agenda 02 & 04) - *SK Mohammad Aziz*
- (7) Dr. Nilanjana Bhattacharyya (TR to GB as Invitee) - *Nilanjana Bhattacharyya*
- (8) Dr. Uttam Kumar Kanp (TR to GB as Invitee) - *Uttam Kumar Kanp*





members present

1. Anupam Parua 04.03.2022,
2. Kaushmi Kanti Jais 04.03.2022
3. Tapanendu Kamilya 04.03.2022
4. Sk Mohammad Aziz 04.03.2022
5. Nilanjana Bhattacharyya 4.03.2022
6. Baran Rout 04.03.22
7. Asis Bhattacharya 04.03.22.
8. SK. Toher Ali 04.03.22
9. Sauri Chakraborty (M/S Chakraborty Brothers,
10. Sandipan Mukherjee (Ruby Chemicals and Instrument)



**Proceedings of the meeting of the Purchase Committee held on 04/03/2022  
(Friday) in the Residential Chamber of the Principal**

Meeting of the Purchase sub-committee commenced with the Principal in the Chair, detailed discussions on the items of agenda took place and the following resolutions were adopted:

- (1) Proceedings of the last meeting held on 07/02/2022 were read and confirmed unanimously and without any amendment.
- (2) Six the tender forms received from different agencies/ concerns for purchase of chemicals, glass apparatus, equipment for the project of Dr. Sk. Mohammad Aziz (TAR/2020/000023 dt. 19/12/2020 and tender notification no. 01/2021-22 dt. 22/02/2022. Two tender forms are cancelled due to insufficient documents. Pratima Enterprise is selected unanimously as lowest tenderer from the comparative charts. It unanimously decided that work order will be issued to PRATIMA ENTERPRISE.
- (3) Six the tender forms received from different agencies/ concerns for purchase of chemicals & consumables for the project of Dr. Tapanendu Kamilya (UGC-DAE CSR-KC/CRS/19/MS-06/0401 dt. 25/10/2021 and tender notification no. 02/2021-22 dt. 23/02/2022. One tender form is cancelled due to insufficient documents. Chakraborty Brothers is selected unanimously as lowest tenderer from the comparative charts. It unanimously decided that work order will be issued to CHAKRABORTY BROTHERS.
- (4) It is unanimously decided that as per norms of the above mentioned two projects the total amount for the purchase of contingency items will be paid to both Principal Investigators by issuing cheque in favour of the them by the submitted the original bills.
- (5) With no other business left, the meeting ended with vote of thanks to the Chair.

Principal  
Narajole Raj College  
04/03/2022



Anupam Parua  
22-03-22

CHAIRMAN  
(DR. ANUPAM PARUA)





**VIDYASAGAR UNIVERSITY, MIDNAPORE**  
OFFICE OF THE INSPECTOR OF COLLEGES  
P.O.: VIDYASAGAR UNIVERSITY, PASCHIM MEDINIPUR- 721102

Ref.No. VU/IC/Misc/102/2023

Date : June 28, 2023

To: The Principal/Teacher-in-Charge/Officer-in-Charge  
of all the affiliated Colleges or Colleges with affiliated courses  
of Vidyasagar University.

*Sub: Creation of NAD Digilocker-ABC ID of the students*

Dear Madam/Sir,

As per instructions received from the UGC vide its letter no.- D.O.No . F.1-50/2021 (ABC/NAD), dated 21.02.2023, it is mandatory for all the students, both freshers and ongoing, to possess ABC ID. In view of this I request you to kindly direct the students to create the NAD Digilocker-ABC ID without further delay.

A Powerpoint presentation to show the process is being attached with the e-mail. This may facilitate understanding the whole process.

Any queries may kindly be directed to the e-mail ID [nadcell@mail.vidyasagar.ac.in](mailto:nadcell@mail.vidyasagar.ac.in). Or you can contact Dr. Soudeep Kr. Sau, Special Officer, Vidyasagar University, Cell No. 8373063971.

Counting on your valued co-operation,

With regards,

Yours sincerely,

(DR. AVIJIT ROYCHOUHURY)  
INSPECTOR OF COLLEGES  
Inspector of Colleges,  
Vidyasagar University  
Midnapore-721102

Principal  
Narajole Raj College  
Narajole, Pin-721 211



# NARAJOLE RAJ COLLEGE



NAAC Accredited 'B' Grade College

ESTD. 1966

Narajole + Paschim Medinipur

P.O. - NARAJOLE  
DIST. - PASCHIM MEDINIPUR  
PIN CODE - 721211  
WEST BENGAL  
Email: narajolecollege@gmail.com  
Ph. - 03225-258753

Address No. \_\_\_\_\_

City \_\_\_\_\_

Date: 09.10.23

## Notice

All the esteemed members of the sports sub-committee of Narajole Raj College are hereby notified that a meeting will be held on 9th October, 2023 at principal's chamber at 3pm to discuss the following agenda.

1. Modus operandi of the Inter-college competition.
2. To discuss regarding the grant for Dress.
3. Miscellaneous if any, with the permission of the chair.

N.B- your presence is highly solicited.

Member:

- 1.
2. Partha Kr. Manne.
3. Milan Mondal
4. Buha
5. Sanat Pan
6. Ishita Biswas
7. Singray Indu
8. A. Saini
9. Bangamoti Hansda
10. Barun Kumar Hal

Principal  
Narajole Raj College

09/10/23  
Principal  
Narajole Raj College



Atanu Nanda  
09/10/23  
Convenor  
Sports sub-committee

11



Proceedings of the meeting of the Sports Sub-committee held on 09/10/2023  
(Friday) at 03-00 pm in the Office Chamber of the Principal

A meeting of the Sports sub-committee was held on 09.10.2023 at Principal's chamber from 3 p.m. to 4 p.m. with the Principal on chair and the following resolutions were adopted:

1. The resolution of the previous meeting dated 25.08.23 was read and confirmed with the permission of the chair.
2. A discussion regarding the participation of the college in inter-college sports competition, to be held by Vidyasagar University, took place in presence of the members present in the meeting on that very day.
3. A request was made to the Principal by the convener to provide a monetary grant of ₹ 4500/ (Rupees Four Thousand and Five Hundred only) for buying dresses for those who are going to participate in the inter college Khokho competition.

The meeting ended with a vote of thanks by the convener as there was no other agenda.

Aham Nanda

Assistant Professor & HOD  
Dept. of Physical Education  
Narajole Raj College

Convener  
Sports Sub-Committee

09/10/23  
CHAIRMAN  
(DR. BASUDEB MONDAL)





**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE, PASCHIM MEDINIPUR, PIN-721211



**Extension Activity Cell**

**Notice**

Dated: 19.04.2022

Notice is hereby given that a meeting of the Extension Activity Cell will be held on 22.04.2022 (Friday) at 03-00 PM in the Teachers' Lounge to discuss the following agenda. Please make it convenient to attend the meeting.

**Agenda:**

1. To discuss regarding resumption of work of Extension Activity Cell in the current session and its modus operandi.
2. To Chalk out a plan to carry out extension activities in the adopted village in the session 2021-22.
3. Miscellaneous, if any, with the permission of the chair.

*Ranajit*  
Dr. Ranajit Kumar Khulua  
Vice Principal & Chairman  
Vice-Principal  
Narajole Raj College  
P.O.- Narajole  
Dist.- Paschim Medinipur, 721211  
Members:

*Nilanjana Bhattacharyya*  
Dr. Nilanjana Bhattacharyya  
(Convener)

1. Dr. Rajasree Debnath *R. Debnath 19.4.2022*
2. Prof. Soma Debray *S. Debray 21/4/22*
3. Prof. Baisali Guha *B. Guha 21/4/22*
4. Sk. Ashiruddin *Ashiruddin*
5. Dr. Sk. Mohammad Aziz *Sk. Mohammad Aziz*
6. Prof. Bholanath Mahato *Bholanath Mahato*
7. Prof. Shilpa Patra *Shilpa Patra*
8. Prof. Bangamati Hansda *B. Hansda 21.04.22*
9. Prof. Asis Bhattacharyya *Asis Bhattacharyya 21/04/22*

*Principal*  
15/07/22  
Principal  
Narajole Raj College  
Paschim Medinipur-721211





# NARAJOLE RAJ COLLEGE



(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211

## Extension Activity Cell

10. Dr. Uttam Kumar Singha *Uttam Kr. Singh 21/04/22*
11. Prof. Arpita Chakraborty
12. Prof. Partha Manna *Partha Kr. Manna 21.4.22*
13. Prof. Tapas Rana *Tapas Rana 22.4.22*
14. Prof. Goutam Jana *Goutam Jana*
15. Prof. Dipasree Roy *Dipasree Roy 21/4/22*
16. Sri Satyajit Hait *Satyajit Hait*
17. Sri Pralay Singha *Pralay Singh.*
18. Sri Dibakar Samanta *Dibakar Samanta.*
19. Smt. Krishna Roy *Krishna Roy 21.04.22*

*Principals*  
6/5/22  
Principal  
Narajole Raj College  
Paschim Medinipur, Pin-721211



## Meeting of Extension Activity cell

Place: Teachers' Lounge

Date: 22.04.2022

Friday, 3 pm

Members Present:

1. Ranajit K. Khunta
2. Tapas Rana 22.04.22
3. Goulam Jana 22.04.2022
4. Dipashri Raj 22.04.2022
5. Asis Bhattacharya.
6. Prajna Paramita Mondal 22.04.2022
7. Bangamoti Hansda 22.04.22
8. Sk Ashiruddin
9. Uttam Kr. Singh
10. Alibakar Samanta.
11. Krishna Raj.
12. Sk Muhammad Aziz 22/22
13. Sama Debroy 22-04-22
14. Nilanjana Bhattacharya 22.4.22

Principal  
15/07/22  
Narayan College  
Kolkata-700011





Proceedings of the meeting of the Extension Activity Cell held on 22/04/2022 (Friday) in the Teachers' Lounge of the college



Meeting 01 of the Academic Session 2021-22

Meeting of the Extension Activity Cell commenced with the Vice Principal, Dr. Ranajit Kumar Khalua in the chair, detailed discussions on the items of agenda took place and the following resolutions were adopted:

1. To discuss regarding resumption of work of Extension Activity Cell in the current session 2021 -22 and its modus operendi.

Hon. Vice Principal greeted the members as it is the first meeting of them. Due to pandemic of Covid -19 the field activities regarding community services were hindered. After re- opening of the college this is the first meeting with the new members. Members discussed at length regarding resumption of work and resolved that like pre - covid period the extension activities of the college will be executed in a three-layered system, -

i. Through NSS, ii. through NCC, iii. Through Extension Activity Cell. Except the activities of NSS and NCC, all other extension activities of the academic departments, committees, student centric cells will be done under the coordination of Extension Activity Cell. Here, members proposed to adopt a primary school of the locality for rendering extension services. Members also placed a proposal to the Hon. Vice Principal for allocating a separate fund for rendering community services by the committee. Hon. Vice principal assured the members to discuss the matter with concerned committees.

2. To Chalk out a plan to carry out extension activities in the adopted village in the session 2021-22.

Members discussed at length and proposed the following plan of action to carry out extension activities in the adopted village.

Sl. No.	Name of the broad area of activity	Responsibility entrusted to
1.	Health and hygiene & nutrition	Green Club, Dept. of Physiology
2.	Environmental awareness Programme	Green Club
3.	Gender sensitization programme	Gender Equity Cell, Academic Departments
4.	Community Computer Training programme	Technology Sub Committee
5.	Language training programme	Dept. of English
6.	Yoga & wellness programmes	Yoga Centre







Proceedings of the meeting of the Extension Activity Cell held on 22/04/2022 (Friday) in the Teachers' Lounge of the college



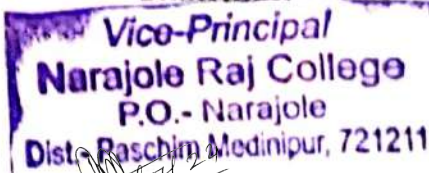
Meeting 01 of the Academic Session 2021-22

Sl. No.	Name of the broad area of activity	Responsibility entrusted to
7.	Popular Lectures/ Awareness lectures on Indian Knowledge system, Constitutional rights, and duties	Academic Departments
8.	Promotion of scientific temperament among the local kids	Academic Departments (Faculty of Science)
9.	Craft Training/ Drawing Programme	Cultural Sub Committee
10.	Training on singing, dance, Recitation	Cultural Sub Committee

No other issues left to be discussed, the meeting ended with a reciprocal vote of thanks to and from the Chair.



  
Dr. Ranajit Kumar Khalua  
Chairman

  
Vico-Principal  
Narajole Raj College  
P.O.- Narajole  
Dist. Paschim Medinipur, 721211

  
Principal  
Narajole Raj College  
Paschim Medinipur 721211





**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



*Admission Committee*

**Notice**

*Dated: 15.07.2020*

Notice is hereby given that an online meeting of the Admission Committee will be held on 15/07/2020, Wednesday at 09.00 P.M. to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Issues related to online UG students' admission for the session 2020-2021.
2. Discussion on the intake capacity of UG students for the session 2019-2020.
3. Discussions on refund policy for students in line with UGC guide line.
4. Issues related to PG course admission for the session 2020-2021.

*Anupam Parua*

(Dr. Anupam Parua)  
Principal & Chairman

*Tanuka Acharya*

Signature of the Convenor  
Dr. Tanuka Acharya  
HOD (Philosophy)

Members:

1. Prof. Dr. Nilanjana Bhattacharyya (HOD- Bengali) *Nilanjana Bhattacharyya*
2. Prof. Soma Debroy (HOD-English) *Soma Debroy*
3. Prof. Baisali Guha (HOD-History) *Baisali Guha*
4. Dr. Uttam Kumar Kanp (HOD-Botany) *Uttam Kumar Kanp*
5. Dr. Tapanendu Kamilya (HOD-Physics) *Tapanendu Kamilya*
6. Prof. Anustup Chattopadhyaya (HOD-Sanskrit) *A. Chattopadhyaya*
7. Prof. Barun Kumar Mondal (HOD-Chemistry) *Barun Kumar Mondal*
8. Dr. Sukomal Maity (HOD-Geography) *Sukomal Maity*
9. Dr. Ranjit Khalua (HOD-Zoology) *Ranjit Kumar Khara*
10. Dr. Rajasree Debnath (HOD-Political Science) *Rajasree Debnath*
11. Dr. Akul Rana (HOD-Mathematics) *Akul Rana*
12. Dr. Atanu Nanda (HOD- Physical Education) *Atanu Nanda*





13. Dr. Parimal Dua (HOD - Physiology) *Parimal Dua*
14. Prof. Pratim Maity (HOD - Education) *Pratim Maity*
15. Dr. Sk. Mohammad Aziz (Member - Technology Committee as Invited Member) *Sk Mohammad Aziz*
16. Prof. Barun Rout (Member - Technology Committee as Invited Member) *Barun Rout*
17. Dr. Tapanendu Kamilya (Member - Technology Committee as Invited Member)
18. Dr. Avradip Pradhan (Member - Technology Committee as Invited Member) *Avradip Pradhan*
19. Dr. Shreyashi Jana (Member - Technology Committee as Invited Member)
20. Dr. Poulami Adhikary (Member - Technology Committee as Invited Member) *Shreyashi Jana*  
*Poulami Adhikary Mukherjee*
21. Prof. Tanmay Kumar Goswami (Member - Technology Committee as Invited Member) *Tanmay Kumar Goswami*
22. Sri Ashok Bhatta (Member - Technology Committee as Invited Member) *Ashok Bhatta*

**NB: Meeting will be held in Google Meet video-conferencing App. Link of the meeting will be forwarded to all the members in due course.**

*06/07/24*



Proceedings of the meeting of the Admission Committee held on 15.07.2020 (Thursday) in  
Video Conferencing with ID - <https://meet.google.com/ncx-oqxo-dbh>

Meeting 01 of Academic session 2020-21

**In Attendance:**

1. Dr. Anupam Parua - Principal & Chairman *Anupam Parua*
2. Dr. Tanuka Acharya - Convenor *Tanuka Acharya*
3. Dr. Nilanjana Bhattacharyya *Nilanjana Bhattacharyya*
4. Prof. Soma Debray *Soma Debray*
5. Prof. Baisali Guha *Baisali Guha*
6. Dr. Uttam Kumar Kanp *Uttam Kumar Kanp*
7. Dr. Tapanendu Kamilya *Tapanendu Kamilya*
8. Anustup Chattopadhyaya *Anustup Chattopadhyaya*
9. Prof. Barun Kumar Mondal *Barun Kumar Mondal*
10. Dr. Sukomal Maity *Sukomal Maity*
11. Dr. Ranjit Kumar Khalua *Ranjit Kumar Khalua*
12. Dr. Rajasree Debnath *Rajasree Debnath*
13. Dr. Akul Rana *Akul Rana*
14. Dr. Atanu Nanda *Atanu Nanda*
15. Dr. Parimal Dua *Parimal Dua*
16. Prof. Pratim Maity *Pratim Maity*
17. Dr. Sk. Mohammad Aziz (Invited Member) *Sk. Mohammad Aziz*
18. Prof. Barun Rout (Invited Member) *Barun Rout*
19. Dr. Tapanendu Kamilya (Invited Member) *Tapanendu Kamilya*
20. Dr. Avradip Pradhan (Invited Member) *Avradip Pradhan*
21. Dr. Shreyashi Jana (Invited Member) *Shreyashi Jana*
22. Dr. Poulami Adhikary (Invited Member) *Poulami Adhikary*
23. Prof. Tanmay Kumar Goswami (Invited Member) *Tanmay Kumar Goswami*
24. Sri Ashok Bhatta (Invited Member) *Ashok Bhatta*

The meeting was chaired by Dr. Anupam Parua, the Principal of the College and Chairman of the concerned Departmental Committee. Detailed discussions took place on the noted agenda and the following resolutions were adopted:

1. In line with the agenda followings were resolved.
  - a) Admission would be made through on line mode and on merit basis only. No direct admission would be made in any subject or discipline. Eligibility criteria for admission of students shall be same as last year session i.e. 45% marks in the aggregate or 50% marks in the subject or related subject for which the student applied for admission in Honours course.



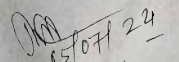
Proceedings of the meeting of the Admission Committee held on 15.07.2020 (Thursday) in Video Conferencing with ID - <https://meet.google.com/ncx-oqxo-dbh>

Meeting 01 of Academic session 2020-21

2. It is noted that the intake capacity limit for induction of students for admission shall be limited for 1385 no seats, out of which 785 no seats for all honours students (as per subject-wise and reservation-wise break up of Vidyasagar University), 500 seats for BA General students and 100 seats for B. Sc General students.
3. The admission refund policy of students was discussed and it was unanimously resolved that the UGC refund policy (as attached) shall be adopted.
4. It was resolved that PG students' admission would be as per guidelines and instructions from different component authorities from time to time.

With no other business to be transacted at the meeting, the meeting ended with a reciprocal vote of thanks to and from the Chair.

  
CHAIRMAN

  
15/07/20  
Proceedings  
Admission Committee  
15/07/20





Estd. - 1966



Estd. - 1966

**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211

*Admission Committee*

**Notice**

Dated: 07.08.2020

Notice is hereby given that an online meeting of the Admission Sub-committee will be held on 07/08/2020, Thursday at 09.00 P.M. to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Read and confirmed the proceedings of the last meeting held on 22/07/2020;
2. To note and discuss action taken by the Principal on 30.07.2020 to temporarily closing the UG Admission Portal
3. Discussion on the matter of preparation of admission schedule and brochure for UG students for the session 2020-2021 against fresh inputs in the light of Notification issued by Secretary, UG Council, VU bearing No. VU/UG/Admission/950/2020 dated 27.07.2020 and subsequently bearing No. VU/UG/Admission/951/2020 dated 30.07.2020 and Notification issued by the IC, VU bearing No. VU/IC/Admission/60/2020 dated nil.
4. Miscellaneous if any, with the permission of the chair.

*Anupam Parua*

(Dr. Anupam Parua)  
Principal & Chairman

*Tanuka Acharya*

Signature of the Convenor  
Dr. Tanuka Acharya  
HOD (Philosophy)

Members:

1. Prof. Dr. Nilanjana Bhattacharyya (HOD- Bengali) *Nilanjana Bhattacharyya*
2. Prof. Soma Debroy (HOD-English) *Soma Debroy*
3. Prof. Baisali Guha (HOD-History) *Baisali Guha*
4. Dr. Uttam Kumar Kanp (HOD-Botany) *Uttam Kanp*
5. Dr. Tapanendu Kamilya (HOD-Physics) *Tapanendu Kamilya*
6. Prof. Anustup Chattopadhyaya (HOD-Sanskrit) *A. Chattopadhyaya*
7. Prof. Barun Kumar Mondal (HOD-Chemistry) *Barun Kumar Mondal*
8. Dr. Sukomal Maity (HOD-Geography) *Sukomal Maity*
9. Dr. Ranjit Khalua (HOD-Zoology) *Ranjit Kumar Khalua*
10. Dr. Rajasree Debnath (HOD-Political Science) *Rajasree Debnath*
11. Dr. Akul Rana (HOD-Mathematics) *Akul Rana*





- 12. Dr. Atanu Nanda ( HOD- Physical Education) *Atanu Nanda*
- 13. Dr. Parimal Dua (HOD - Physiology) *Parimal Dua*
- 14. Prof. Pratim Maity (HOD - Education) *Pratim Maity*
- 15. Dr. Sk. Mohammad Aziz (Member - Technology Committee as Invited Member) *Sk. Mohammed Aziz*
- 16. Prof. Barun Rout (Member - Technology Committee as Invited Member) *Barun Rout*
- 17. Dr. Tapanendu Kamilya (Member - Technology Committee as Invited Member)
- 18. Dr. Avradip Pradhan (Member - Technology Committee as Invited Member) *Avradip Pradhan*
- 19. Dr. Shreyashi Jana (Member - Technology Committee as Invited Member)
- 20. Dr. Poulami Adhikary (Member - Technology Committee as Invited Member) *Poulami Adhikary*
- 21. Prof. Tanmay Kumar Goswami (Member - Technology Committee as Invited Member) *Tanmay Kumar Goswami*
- 22. Sri Ashok Bhatta (Member - Technology Committee as Invited Member) *Ashok Bhatta*
- 23. Sri Mustakim Ansari (Dealing Assistant in Charge of UG Students' Registration as Invited Member) *Mustaqim Ansari*

**NB: Meeting will be held in Google Meet video-conferencing App. Link of the meeting will be forwarded to all the members in due course.**

*15/07/24*





Proceedings of the meeting of the Admission Committee held on 07.08.2020 (Friday) in Video Conferencing with ID - <https://meet.google.com/ppb-sxay-dkk>  
Meeting 03 of Academic session 2020-21

In Attendance:

1. Dr. Anupam Parua - Principal & Chairman *Anupam Parua*
2. Dr. Tanuka Acharya - Convenor *Tanuka Acharya*
3. Dr. Nilanjana Bhattacharyya *Nilanjana Bhattacharyya*
4. Prof. Soma Debray *Soma Debray*
5. Prof. Baisali Guha *Bh.*
6. Dr. Uttam Kumar Kanp *Uttam*
7. Dr. Tapanendu Kamilya *Tapanendu Kamilya*
8. Anustup Chattopadhyaya *A. Chattopadhyaya*
9. Prof. Barun Kumar Mondal *Barun Kumar Mondal*
10. Dr. Sukomal Maity *Sukomal Maity*
11. Dr. Ranjit Kumar Khalua *Ranjit Kumar Khalua*
12. Dr. Rajasree Debnath *Rajasree Debnath*
13. Dr. Akul Rana *Akul Rana*
14. Dr. Atanu Nanda *Atanu Nanda*
15. Dr. Parimal Dua *Parimal Dua*
16. Prof. Pratim Maity *Pratim Maity*
17. Dr. Sk. Mohammad Aziz (Invited Member) *Sk Mohammad Aziz*
18. Prof. Barun Rout (Invited Member) *Barun Rout*
19. Dr. Tapanendu Kamilya (Invited Member)
20. Dr. Avradip Pradhan (Invited Member) *Avradip Pradhan*





Proceedings of the meeting of the Admission Committee held on 07.08.2020 (Friday) in Video Conferencing with ID - <https://meet.google.com/ppb-sxay-dkk>

Meeting 03 of Academic session 2020-21

21. Dr. Shreyas Jana (Invited Member) *Shreyas Jana*
22. Dr. Poulami Adhikary (Invited Member) *Poulami Adhikary*
23. Prof. Tanmay Kumar Goswami (Invited Member) *Tanmay Kumar Goswami*
24. Sri Ashok Bhatta (Invited Member) *Ashok Bhatta*
25. Sri Mustakim Ansari (Invited Member) *Mustakim Ansari*

The meeting was chaired by Dr. Anupam Parua, the Principal of the College and Chairman of the concerned Departmental Committee. Detailed discussions took place on the noted agenda and the following resolutions were adopted:

1. Proceedings of the last meeting held on 23/07/2020 were read and confirmed without any amendment.

2. The members discussed the issue of temporarily closing down of admission portal for UG 1<sup>st</sup> semester students effected urgently on 30.07.2020 by the Principal. The members felt that as such order came from the Directorate of Public Instruction, Govt. of West Bengal and Vidyasagar University the Principal was duty-bound to such action. The members unanimously approved the decision taken by the Principal in this regard.

3. Taking into consideration Notification issued by Secretary, UG Council, VU bearing No. VU/UG/Admission/950/2020 dated 27.07.2020 and subsequently bearing No. VU/UG/Admission/951/2020 dated 30.07.2020 and Notification issued by the IC, VU bearing No. VU/IC/Admission/60/2020 dated nil members resolved to have following schedule for admission to UG 1<sup>st</sup> Semester of different courses/programs:

(a) Opening Date of Online Admission 10-08-2020 (06.00 hrs);

(b) Online Form Fill Up Last Date 21-08-2020 (23.59 hrs)

(c) Publication of Provisional Merit List 23-08-2020 (After 12.00 hrs)

(d) Date and time of lodging objections on provisional merit list through College Helpline/ E-Mail id: [technology@narajolerajcollege.ac.in](mailto:technology@narajolerajcollege.ac.in) 23-08-2020 (12:01 hrs) to 24-08-2020 (09:00 hrs)

(e) Publication of Final Merit List (Only on College Website) 25-08-2020 (After 12.00 hrs)

Proceedings of the meeting of the Admission Committee held on 07.08.2020 (Friday) in Video Conferencing with ID - <https://meet.google.com/ppb-sxay-dkk>

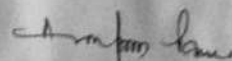
Meeting 03 of Academic session 2020-21

- (f) 1st Phase of Admission 27-08-2020 (00:01 hrs) to 30-08-2020 (20:00 hrs)
- (g) 2nd Phase of Admission (if seats remain vacant) 31-08-2020 (00:01 hrs) to 02-09-2020 (20:00 hrs)
- (h) 3rd Phase of Admission (if seats remain vacant) 03-09-2020 (00:01 hrs) to 05-09-2020 (23:59 hrs)
- (i) Subsequent phase, if required To be notified later on
- (j) Commencement of Classes & Verification of Documents to be notified later on (as per directives of competent authorities)

Further resolved that Dr. Tapanendu Kamilya be entrusted, on behalf of Technology Sub-committee with the task of preparing 'Revised Admission Schedule', 'Revised Admission Brochure' and 'Revised Admission Leaflet' and also of uploading those documents in College website latest by 08.08.2020.

4. Under miscellaneous agenda it was unanimously resolved that in the face of frequent changes of conditions surrounding UG admission in this particular year and also the conditions arising out of COVID-19 Pandemic requiring almost everything being done online without the advantage of physical meetings, the Principal be requested and empowered to take emergent decisions in this regard in consultation with the Convenor, Admission Committee and to inform the committee at his earliest convenience.

With no other business to be transacted at the meeting, the meeting ended with a reciprocal vote of thanks to and from the Chair

  
CHAIRMAN  
(DR. ANUPAM PARUA)

**VIDYASAGAR UNIVERSITY**  
**College Wise SUBJECT-WISE SEAT INTAKE MASTER**  
**for UG ONLINE ADMISSION IN UG HONS COURSES (2020-21)**

College Code	College Name	GEN	SC	ST	O-A	O-B	GE-PH	SC-PH	ST-PH	OA-PH	OB-PH	TOTAL	
VUWGS33	NARAJOLE RAJ COLLEGE	BENGALI	72	29	8	13	9	4	1	0	1	0	137
		BOTANY	20	8	2	4	3	1	0	0	0	0	38
		CHEMISTRY	16	7	2	3	2	1	0	0	0	0	31
		ENGLISH	54	22	6	10	7	3	1	0	0	0	103
		GEOGRAPHY	22	9	2	4	3	1	1	0	0	0	42
		HISTORY	44	18	5	8	6	2	1	0	1	0	85
		MATHEMATICS	34	13	4	6	4	2	1	0	0	0	64
		PHILOSOPHY	19	8	2	4	2	1	0	0	0	0	36
		PHYSICS	17	7	2	3	2	1	0	0	0	0	32
		POLITICAL SCIENCE	13	5	1	2	2	1	0	0	0	0	24
		SANSKRIT	36	14	4	7	5	2	1	0	0	0	69
		ZOOLOGY	15	6	1	3	2	1	0	0	0	0	28

Kindly verify the data  
 10.08.2020

15/07/20  
 24



*[Signature]*  
 Inspector of Colleges

**মিটিং রেজল্যুশন বহি**  
**MEETING RESOLUTION BOOK**

মিটিং নং / Meeting No.	
তারিখ / Date	16/06/2023

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

স্থান / Place	Principal's chamber
সময় / Time	2.30 pm.

১। 1.	৮। 8.	১৫। 15.
২। 2. Atul Rana	৯। 9.	১৬। 16.
৩। 3. Dipak Shom	১০। 10.	১৭। 17.
৪। 4. Pragna Paramita Mondal	১১। 11.	১৮। 18.
৫। 5. Asis Bhattacharya	১২। 12.	১৯। 19.
৬। 6. Barun Rout	১৩। 13.	২০। 20.
৭। 7. Nilanjana Bhattacharyya	১৪। 14.	২১। 21.



**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B grade)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Notice**

Dated: 12.06.2023

Notice is hereby given that the first meeting of the newly formed academic committee will be held on June 16, 2023, Friday at 2.00 pm. in the Principal's Chamber to discuss the following agenda. Please, make it convenient to join the meeting.

**Agenda:**

1. Ongoing academic activities and space for improvement.
2. Miscellaneous, if any, with the permission of the chair

Principal  
Narajole Raj College  
Pin-721211



Signature of the Principal  
Dr. Basudev Mandal

Signature of the Convener  
Dr. Akul Rana

*Copy forwarded for information and necessary action to:*

- |  |                                    |
|--|------------------------------------|
| 1. Dr. Nilanjana Bhattacharyya-Member  | Nilanjana Bhattacharyya 16.06.2023 |
| 2. Dr. Tapanendu Kamilya-Member        | Tapanendu Kamilya                  |
| 3. Dr. Uttam Kumar Kanp-Member         |                                    |
| 4. Prof. Pragna Paramita Mondal-Member | Pragna Paramita Mondal 16.06.2023  |
| 5. Dr. Dipak Shom -Member              | Dipak Shom 16/06/2023              |
| 6. Prof. Asis Bhattacharyya-Member     | Asis Bhattacharyya 16/06/2023      |
| 7. Prof. Barun Rout-Member             | Barun Rout 16/06/23                |
| 8. Sri Suvadip Samanta-Member          |                                    |



Proceedings of the meeting of the Academic Committee held on 16-06-2023  
(Friday) at 2.00 pm

Venue: Principal's Chamber

The meeting was chaired by Dr. Basudev Mandal, the Principal of the College and Chairman of the Academic Committee. Detailed discussions took place on the agenda ongoing academic activities of the college and the following resolutions were adopted:

1. The Head of all academic departments will submit class allotted/ taken reports to the convenor of academic committee (from the coming Semester) and the committee suggests the Principal for betterment, if any, after analyzing the reports quarterly.
2. (i) The main framework of the academic routine will be done by Dr. T. Kamilya and thereafter the routine of arts department will be prepared by Prof. A. Bhattacharyya and Dr. D. Shom. The routine of science department will be prepared by Dr. A. Rana and Dr. U. Kanp.  
(ii) The Academic calendar will be prepared by Dr. U. K. Kanp.  
(iii) Dr. D. Shom will take care of the remedial classes.  
(iv) Online records of academic activities will be preserved by Prof. B. Rout.  
(v) University examination and internal evaluation as per academic calendar will be conducted by the existing Examination Committee.
3. The Principal Dr. Basudev Mandal will meet all faculties of the academic department separately for the betterment of academic activities and a provisional schedule for this purpose is to be prepared by the convenor of the Academic Committee.
4. A detailed discussion regarding faculty exchange programme(FEP) with nearby colleges was discussed and resolved that an initiative for FEP will be taken by the concerned department and the matter be discussed in the forthcoming meeting with the departments.

As there was no further agenda for discussion, the meeting ended with a reciprocal vote of thanks to and from the Chair.

CONVENOR  
(DR. AKUL RANA)

Principal  
Paradise Girl College  
Paradise, P.O. 721 211



CHAIRMAN

(DR. BASUDEV MANDAL)



**VIDYASAGAR UNIVERSITY, MIDNAPORE**  
OFFICE OF THE INSPECTOR OF COLLEGES  
P.O.: VIDYASAGAR UNIVERSITY, PASCHIM MEDINIPUR- 721102

Ref.No. VU/IC/Misc/102/2023

Date : June 28, 2023

To: The Principal/Teacher-in-Charge/Officer-in-Charge  
of all the affiliated Colleges or Colleges with affiliated courses  
of Vidyasagar University.

*Sub: Creation of NAD Digilocker-ABC ID of the students*

Dear Madam/Sir,

As per instructions received from the UGC vide its letter no.- D.O.No . F.1-50/2021 (ABC/NAD), dated 21.02.2023, it is mandatory for all the students, both freshers and ongoing, to possess ABC ID. In view of this I request you to kindly direct the students to create the NAD Digilocker-ABC ID without further delay.

A Powerpoint presentation to show the process is being attached with the e-mail. This may facilitate understanding the whole process.

Any queries may kindly be directed to the e-mail ID [nadcell@mail.vidyasagar.ac.in](mailto:nadcell@mail.vidyasagar.ac.in). Or you can contact Dr. Soudeep Kr. Sau, Special Officer, Vidyasagar University, Cell No. 8373063971.

Counting on your valued co-operation,

With regards,

Yours sincerely,

(DR. AVIJIT ROYCHOUHURY)  
INSPECTOR OF COLLEGES  
Inspector of Colleges,  
Vidyasagar University  
Midnapore-721102

*Affected*  
*Principal*  
*12/06/2024*

Principal  
Narajole Raj College  
Narajole, Pin-721 211



*Principal*  
*15/07/24*  
Principal  
Narajole Raj College  
Narajole, Pin-721 211





OFFICE OF THE INSPECTOR OF COLLEGES  
**VIDYASAGAR UNIVERSITY : MIDNAPORE**

D.- VIDYASAGAR UNIVERSITY : DIST.- PASCHIM MEDINIPUR : PIN.-721 102 : W.B.  
 Phone : 03222-269381

Ref. No. VU/IC/NRC/204/2024

Date : June 11, 2024

TO WHOM IT MAY CONCERN

This is to certify that NARAJOLE RAJ COLLEGE, PO - Narajole, Dist. - Paschim Medinipur, Pin - 721211, West Bengal is affiliated to Vidyasagar University since 1985 and recognized by the University Grants Commission under section 2(f) and 12B of the UGC Act, 1956 and till validated for the academic session 2024-2025. As per approval the following Courses/Subjects are taught in the said college upto the current academic year 2024-2025.

Sl.No.	Name of the Programmes	Programme duration	Affiliation status
01	B.A. (Hons.) with Bengali	Three years CBCS	Permanent
02	B.A. (Hons.) with English	Three years CBCS	Permanent
03	B.A. (Hons.) with History	Three years CBCS	Permanent
04	B.A. (Hons.) with Philosophy	Three years CBCS	Permanent
05	B.A. (Hons.) with Political Science	Three years CBCS	Permanent
06	B.A. (Hons.) with Sanskrit	Three years CBCS	Permanent
07	B.A. General with Bengali, English, History, Philosophy, Political Science, Sanskrit, Physical Education and Education.	Three years CBCS	Permanent
08	B.Sc. (Hons.) with Zoology	Three years CBCS	Permanent
09	B.Sc. (Hons.) with Physics	Three years CBCS	Permanent
10	B.Sc. (Hons.) with Botany	Three years CBCS	Permanent
11	B.Sc. (Hons.) with Geography	Three years CBCS	Permanent
12	B.Sc. (Hons.) with Chemistry	Three years CBCS	Permanent
13	B.Sc. (Hons.) with Mathematics	Three years CBCS	Permanent
14	B.Sc. General with Zoology, Physics, Botany, Geography, Chemistry, Mathematics and Physiology.	Three years CBCS	Permanent
15	B.A. (Hons. or Hons. with Research) with Bengali	Four years CCFUP, effective from 23-24	Permanent
16	B.A. (Hons. or Hons. with Research) with English	Four years CCFUP, effective from 23-24	Permanent
17	B.A. (Hons. or Hons. with Research) with History	Four years CCFUP, effective from 23-24	Permanent
18	B.A. (Hons. or Hons. with Research) with Sanskrit	Four years CCFUP, effective from 23-24	Permanent
19	B.A. (Hons. or Hons. with Research) with Philosophy	Four years CCFUP, effective from 23-24	Permanent
20	B.A. (Hons. or Hons. with Research) with Political Science	Four years CCFUP, effective from 23-24	Permanent
21	B.A. Multidisciplinary with Humanities	Three years CCFUP, effective from 23-24	Permanent
22	B.Sc. (Hons. or Hons. with Research) with Zoology	Four years CCFUP, effective from 23-24	Permanent
23	B.Sc. (Hons. or Hons. with Research) with Physics	Four years CCFUP, effective from 23-24	Permanent
24	B.Sc. (Hons. or Hons. with Research) with Botany	Four years CCFUP, effective from 23-24	Permanent
25	B.Sc. (Hons. or Hons. with Research) with Geography	Four years CCFUP, effective from 23-24	Permanent
26	B.Sc. (Hons. or Hons. with Research) with Chemistry	Four years CCFUP, effective from 23-24	Permanent
27	B.Sc. (Hons. or Hons. with Research) with Mathematics	Four years CCFUP, effective from 23-24	Permanent
28	B.Sc. Multidisciplinary with Life Science and Physical Science	Three years CCFUP, effective from 23-24	Permanent
29	M. A. with Bengali	Two Years	Permanent
30	M. A. with Sanskrit	Two Years	Permanent

*AAestad*  
*18/06/2024*  
 Principal  
 Narajole Raj College  
 Narajole Pin-721 211



*(Signature)*  
 (Dr. Avijit Roychoudhury)  
 INSPECTOR OF COLLEGES

Inspector of Colleges,  
 Vidyasagar University  
 Midnapore-721102



Phone: 03222-269381 / 297 No.:(03222) 278329 / 297  
 Email: ioc@mail.vidyasagar.ac.in Website: http://www.vidyasagar.ac.in



OFFICE OF THE INSPECTOR OF COLLEGES  
**VIDYASAGAR UNIVERSITY : MIDNAPORE**

J.- VIDYASAGAR UNIVERSITY : DIST.- PASCHIM MEDINIPUR : PIN.-721 102 : W.B.  
 Phone : 03222-269381

Ref. No. VU/IC/NRC/205/2024

Date : June 11, 2024

TO WHOM IT MAY CONCERN

This is to certify that NARAJOLE RAJ COLLEGE, PO - Narajole, Dist. - Paschim Medinipur, Pin - 721211, West Bengal is affiliated to Vidyasagar University since 1985 and recognized by the University Grants Commission under section 2(f) and 12B of the UGC Act, 1956 and the year-wise Students Intake and Students Admitted/Registered from the session 2018-2019 to 2022-2023 as follows :

Total Enrolled students (1 st. Year Only)					
Year	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Enrolled	661	606	594	457	589

Intake Capacity and students admitted (Category wise)

Year	Number of Seats earmarked for reserved category as per GOI or State Govt Rule						Number of students admitted/registered from the reserved category					
	GEN	SC	ST	OBC	PH	Total	GEN	SC	ST	OBC	PH	Total
2018-19*	420	168	47	132	18	785	398	170	15	78	00	661
2019-20*	420	168	47	132	18	785	406	121	06	71	02	606
2020-21*	362	146	39	114	28	689	371	148	11	63	01	594
2021-22	508	204	55	160	42	969	270	138	07	39	03	457
2022-23	508	204	55	160	42	969	366	139	13	69	02	589

\* Excluding BA/BSc/BCom General.

*Attested*  
  
 18/06/2024  
 Principal  
 Narajole Raj College  
 Narajole, Pin-721 211



(Dr. Avijit Roychoudhury)  
 INSPECTOR OF COLLEGES  
 Inspector of Colleges,  
 Vidyasagar University  
 Midnapore-721102

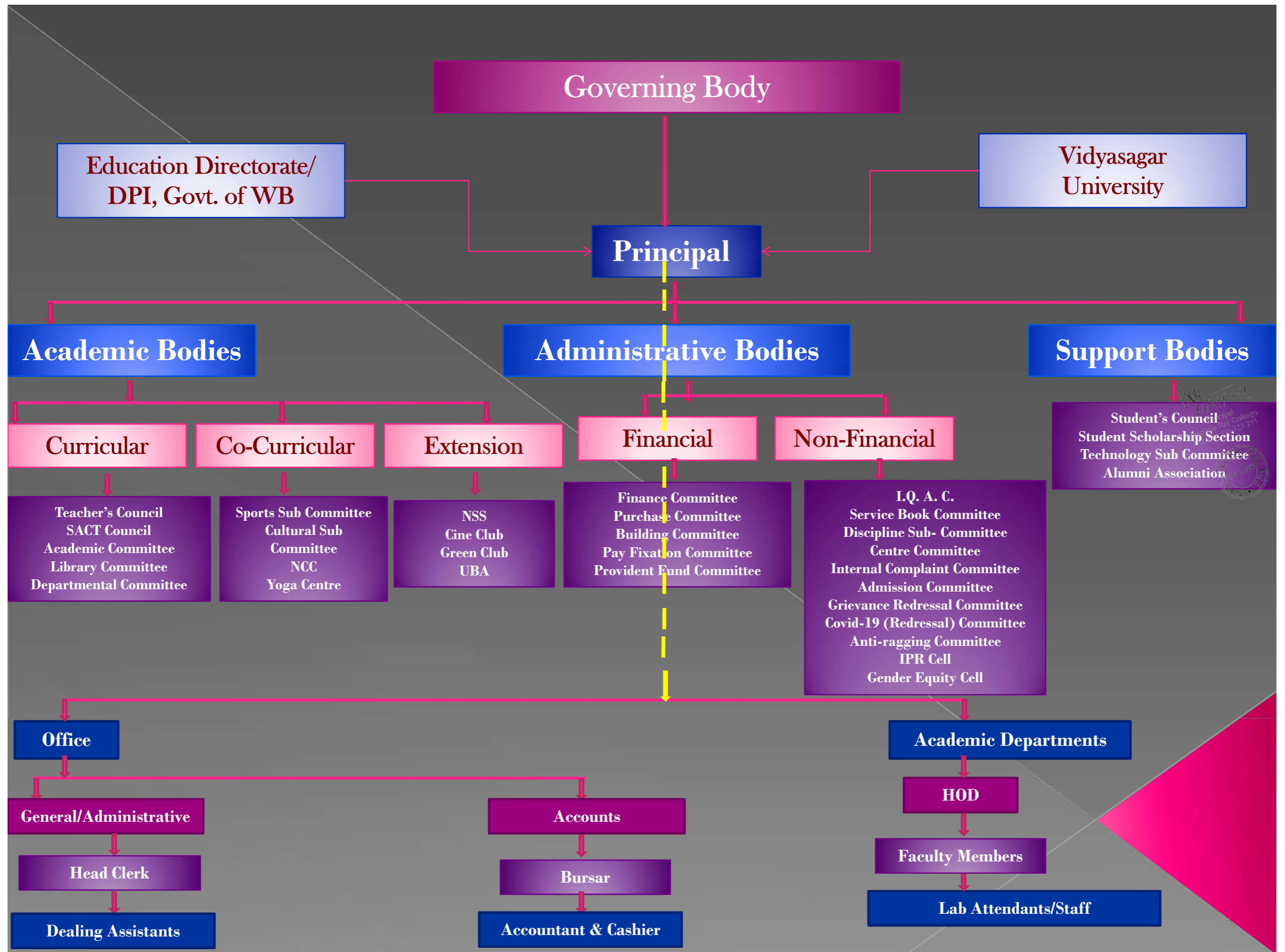
15/07/24  
 Principal  
 Narajole Raj College  
 Narajole, Pin-721 211



Phone: (03222) 269381 Fax No.: (03222) 278325  
 Email: [ic@vidyasagar.ac.in](mailto:ic@vidyasagar.ac.in) [na@vidyasagar.ac.in](mailto:na@vidyasagar.ac.in) Website: <http://www.vidyasagar.ac.in>









**NARAJOLE RAJ COLLEGE**  
(NAAC Accredited B Grade Govt. - Aided College)  
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



**Games and Sports Sub-Committee**

**Notice**

Dated: 05/11/2019

Notice is hereby given that a meeting of the Purchase Committee will be held on 08/11/2019 (Friday) at 09-30 P in the Office Chamber of the Principal to discuss the following agenda. Please make it convenient to attend the meeting.

Agenda:

1. Read and confirm the proceedings of the last meeting held on .....
2. Fixing the date of Annual Games and Sports Meet, 2019;
3. Preparation of the Budget for the Programme;
4. Fixing the events to be accommodated in the Meet;
5. Discussion regarding judgement and judges for the Meet;
6. Discussion regarding purchase of different items necessary for the Meet;
7. Discussion regarding preparatory work for the Meet;
8. Discussion regarding registration of the students for the Meet;
9. Miscellaneous, if any with the permission of the Chair.

*Anupam Parua*

Dr. Anupam Parua <sup>05/11/19</sup>  
Principal

*Atanu Nanda*

Dr. Atanu Nanda <sup>05/11/2019</sup>  
Convenor

**Members:**

- Narajole Raj College**  
Narajole, Pin-721 211
- (1) Prof. Partha Kumar Manna
  - (2) Dr. Md. Aziz;
  - (3) Prof. Nandita Bhakat
  - (4) Prof. Tumpa Jana
  - (5) Sk. Ashiruddin
  - (6) Prof. Uttam Chakraborty
  - (7) Prof. Asis Bhattacharya
  - (8) Prof. Sanjay Kumar Datta
  - (9) Sri Mustakim Ansari
  - (10) Sri Rajkumar Khan

# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	
তারিখ / Date	10/02/2020

উপস্থিত সভ্যগণের নাম  
NAME OF MEMBERS PRESENT

স্থান / Place	P. Chamber.
সময় / Time	4. Pm.

১। 1. Anuram Pano	১। 8. Lajkumar Khan 08/11/19	১৫। 15.
২। 2. Sr Ashiracola	২। 9. Mustaqim Ansari	১৬। 16.
৩। 3. Nandita Bhakot	৩। 10. Sr Mohamud Aziz	১৭। 17.
৪। 4. Asin Chakrabarty	৪। 11. Tumpa JAMA	১৮। 18.
৫। 5. Partha Kumar Manna	৫। 12.	১৯। 19.
৬। 6. Atanu Nanda	৬। 13.	২০। 20.
৭। 7. Sanjay Kr	৭। 14.	২১। 21.



**Proceedings of the meeting of the Games and Sports Sub-committee held on  
08/11/2019 (Friday) at 03-00 pm in the Office Chamber of the Principal**

The meeting for the 53<sup>rd</sup> Annual Games and Sports (Indoor and Outdoor), 2019 was held in the office Chamber of the principal, Narajole Raj College with the Principal in the Chair, discussion took place on noted agenda and following resolutions were adopted:

**Agenda 1:** Resolved that Annual Games & Sports Competition (Indoor and Outdoor), 2019 of the College will be held on 19.11.2019 (Indoor) and 20.11.2019 (outdoor), respectively.

**Agenda 2:** A budget for the said programme was discussed at length and was prepared and approved unanimously by the committee members. Resolved further that the Hon'ble Principal be requested to make arrangement for disbursement of an advance of Rs.15,000/- (Rupees fifteen thousand) only to Dr. Atanu Nanda, Convenor, Games & Sports Sub-committee, Narajole Raj College

Item of Exp.	Budgeted amount (Rs.)
1. Carrom Board	7000/-
2. High Jump Bar	1500/-
3. Marble Dust	500/-
4. Medal & Certificate	3000 /-
5. Tiffin	2000/-
6. Measurement Tape	630/-
7. Cap & Batch	1000/-
8. Badminton Feather (2 Boxes)	500/
9. Ground Preparation and marking	6000/
<b>Total</b>	<b>22,130/-</b>

Further resolved that final adjustments be made after the event was over.



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**Agenda 3:** Following Events of games and sports were proposed to be held:

(A) For Boys Only:	(B) For Girls Only:
(1) Carrom – Singles and Doubles;	(1) Carrom – Singles and Doubles;
(2) Badminton - Singles and Doubles;	(2) Badminton - Singles and Doubles;
(3) Chess – Singles;	(3) Chinese Checker – Singles;
(4) 100 mtr Run;	(4) Ludo
(5) 200 mtr Run	(5) Alpana
(6) 400 mtr Run	(6) 100 mtr Run;
(7) 800 mtr Run	(7) 200 mtr Run
(8) Long Jump;	(8) 400 mtr Run
(9) High Jump;	(9) Long Jump;
(10) Putting the Shot;	(10) High Jump;
(11) Javelin Throw;	(10) Putting the Shot;
(12) Discuss Throw.	(11) Javelin Throw;
	(12) Discuss Throw;
	(13) Musical Chair.

**(c) Staff Members:**

100 mtr walking (For male);

50 mtr Walking (For female)

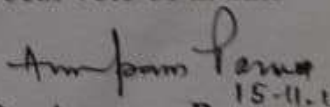
**Agenda 4:** Judges will be taken out of own staff member. List of judges will be finalised by this committee.

**Agenda 5:** The responsibility of purchasers of Carrom Board, if required, High Jump Cross Bar and other necessary items would be entrusted upon Partha kumar Manna.

**Agenda 6:** The responsibility of making the ground ready for sports would be taken up jointly by the committee members under the guidance of Sk. Aharuddin and Dr. Antanu Nanda.

**Agenda 7:** The registration of students for different events of Games & Sports would start on and from 16.11.2019 and will end one hour before the commencement of the program on 19.11.2019.

With no other matter left for discussion the meeting ended with reciprocal vote of thanks to and from the Chair.

  
15-11-19  
**Dr. Anupam Parua**  
Chairman



## NARAJOLE RAJ COLLEGE

(NAAC Accredited B grade)

e-mail:narajolerajcollege@rediffmail.com

NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



### Resolution of the Cultural Sub-Committee

Meeting of the Cultural Sub- Committee was started with Honourable Vice-Principal, Dr. Ranajit Kumar Khalua in the Chair. Members present in the meeting took part in the discussion and resolved the following unanimously.

1. The Resolution taken in the last meeting held on 25/08/2022 was read and confirmed without any amendments.
2. Members present in the meeting evaluated the role of the committee in the Foundation day programme and found that students might be trained in different cultural activities for better performance.
3. Members present in the meeting unanimously resolved to constitute different cultural groups to train the student for the forthcoming programmes and competitions. The following groups were formed and members of the groups were requested to place their plan of work to train the students.
  - i) Music Group – Prof. Avijit Chakroborty, Surojit Dhara, Dipok Shom
  - ii) Recitation Group – Prof Asis Bhattacharjya Prof. Gautam Jana
  - iii) Extempore Group – Prof. Rajasree Debnath. Manas Barik, Sanjoy Dutta
  - iv) Quiz Group – Prof. Uttom Singh , Prof. Kaushik Samanto, Subhasis Das
  - v) Dance Group – Prof. Diposree Roy, Mousumi Maity Mondal

As there was no agenda left for discussion, meeting ended with vote of thanks to the chair.

*Rajasree Debnath*  
Signature of the Convener

*Ranajit*  
Signature of the Vice-Principal



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## Resolution of the Cultural Sub-Committee

Notice No : 05

Date – (16.09.2022)

It is hereby notified that a meeting of the Cultural Sub- Committee will be held on 20th September 2022 (Tuesday) at 1:30 pm in the Chamber of the Teachers' Lounge. Members are requested to attend the meeting and to take part in the following agenda.

1. To read and confirm the previous resolution
2. To evaluate the Foundation Day programme held on 12.09.2022
3. To form different groups of Quiz, Music, Extempore etc. and prepare Training schedule.
4. Misc. if any with the permission of the chair..

*Rajasree Debnath*  
Signature of the Convener

*Ranjan*  
Signature of the Vice-Principal

### Members

1. Prof. Ranajit Kumar Khalua

2. Prof. Rajasree Debnath

3. Prof. Asish Bhattacharya

4. Prof. Dipak Shom

5. Prof. Pragna Paromita Mondal

6. Prof. Avijit Chakroborty

7. Prof. Mousumi Maity

8. Prof. Manas Barik

9. Prof. Surojit Dhara

10. Prof. Diposree Roy

11. Prof. Subhasis Das

12. Prof. Uttam Singha

13. Prof. Manik Shit

14. Prof. Barun kumar Mondal,

15. Sri Proloy kumar Singh,

16. Sri Satyajit Hait.

17. Sri Bhabani Box

*Ranjan*

*Rajasree Debnath*

16.09.2022

*Asish Bhattacharya*

*Dipak Shom*

*Pragna Paromita Mondal*

*Avijit Chakroborty*

*Mousumi Maity*

*Manas Barik*

*Surojit Dhara*

*Manas Barik*

*Subhasis Das*

*Uttam K. Singh*

*Manik Shit*

*Barun Kumar Mondal*

*Proloy Singh*

*Satyajit Hait*