SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

UNIVERSITY OF NORTH BENGAL

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The University of North Bengal was established by an Act of the Legislature of West Bengal in 1962 with the mission "to encourage and provide for instruction for teaching, training and research in various branches of learning and course of study; to promote advancement and dissemination of knowledge and learning and to extend higher education to meet the growing needs of society.

Historically, this University was the first premier University in sub Himalayan West Bengal with affiliated colleges in all the northern districts of West Bengal and state of Sikkim. The entire higher educational development in the region, including separate new universities, was initially supported by the faculties and administration of North Bengal Universities. This pioneering role is also seen in its recent mentoring role of Darjeeling Hill University. The University has acquired 31.50 acres of land and has set up another campus at Jalpaiguri by the side of the campus of Jalpaiguri Government Engineering College for widening the dimension and scope of Higher Education and Research in one more Centre for Higher Education.

The University of North Bengal, since its inception in 1962, has been fulfilling the objectives of imparting higher education and research to the people of this socio-economically backward area of the country. With the global advancement and requirements in the arena of higher education and research, the University has shouldered the responsibility of dissemination of knowledge by judicious expansion of its role in advanced, non-conventional, applied and job-oriented fields keeping the quality of education at par with global standards at low cost. The University has taken initiatives in qualitative growth by way of achieving excellence. The Departments are well-equipped with research programmes from various agencies and have received academic distinctions and recognitions.

Vision

Located in the lap of the Himalayas and situated far off Kolkata the University of North Bengal was established in 1962 with a vision to encourage and provide a congenial space of higher education, in particular to the socially and economically backward students, in the form of instruction, teaching, training, and research in various branches of knowledge and to meet the growing needs of this region as the highest temple of learning and to commit to foster education on the basis of democratic values and ethos. With the passage of time along with its enriched capacity structure as a competitive University of national repute, North Bengal University envisions a global-centered education system with a commitment to be a part of knowledge society and to provide quality-based education to all.

Mission

- To establish a large, well-resourced vibrant multi-disciplinary teaching and research institutions by way of collaboration of teachers, research scholars, students, academic administrators and employees.
- To enrich strong educational communities and to play a catalytic role to provide high quality education in this disadvantageous geography.
- The University envisages a broad based liberal post graduate education with rigorous specialization in

chosen disciplines and to provide optimal learning environment students support services.

- To develop capable faculty and students who shall be energized and engaged so that they can become hearts of higher education in the region. The University is committed to make all its stakeholders as drivers of demand driven educational changes in national and international field.
- Finally, the University seeks to inculcate environmental awareness and sense of urgency of conservation of nature creating pollution free green campus by encouraging sustainable practices.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Pioneering Role

University of North Bengal has been the sole university for the then six districts of the Northern part of West Bengal and the state of Sikkim. Eventually, many of this areas have seen new universities in which the alumni of this university have taken the leadership role.

A Character of its own

With some unique facilities (A.K.M. Museum, Center for Studies in Local Languages and Culture, COFAM), programmes (Strategic and Area Studies), and Departments (Tea Science) the University is the true representative of the historical, ecological and cultural moorings of North Bengal.

Strong Research Focus

The Departments and Research Centers have made their marks in delivering quality researches of international standards and publication of research outputs. This is reflected in many departments getting DST-FIST, UGC-SAP, among others, and a good H-Index of university publications.

Green Campus

The environment of the university is pristine and conducive to teaching and learning. The large and green campus showcases some of the established eco-sensitive practices like different types of plantations, including medicinal plantations, drawing into the lush green campus a wide variety of migratory birds, and occasionally, wild species.

Well Established Infrastructure

The university has adequate hostel facilities—particularly for girl students—a rich central library, and several sophisticated types of equipment like NMR, HPC, Scanning Electron Microscope, and Liquid Nitrogen Plant.

Institutional Weakness

- The university is situated in a low industrialized region suffers from the weak university-industry linkage.
- Low rate of MOUs and patents.

- Suboptimal placement and vocational guidance.
- Paucity of endowments and chairs.
- Less number of international students.

Institutional Opportunity

- Land being available, and the number of affiliated colleges shrinking owing to the establishment of newer universities in the region, the university can introduce more post-graduate programmes, particularly in the area of technology and management for increasing employability.
- To generate more patented technology for its transfer and augmentation of income through expansion of consultancy.
- To better connect alumni and explore global linkages.

Institutional Challenge

- To provide for management information system and IT application everywhere.
- To upgrade the university to a position of academic eminence.
- To increase faculty participation in MOOCS and other online teaching-learning platforms.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The University has always been up to date in curriculum design and development. Since it is an affiliating university it has taken due care to keep the UG curricula up to date. In all cases, the curricula were revised and updated by the UG Boards of Studies. The University Departments through their Boards of Studies have duly balanced national standards of curricula and regional needs. The University has its M.Phil programs and Ph.D. programs in which following the UGC mandate the course of Research and Publication Ethics has been added. The University has implemented CBCS system at both UG and PG levels. It follows a standard credit structure on a 10 point scale. The curricula provide academic flexibility and the curriculum enrichment process is through academic inputs from various sources and guidelines of the University Grants Commission from time to time. Each course is designed with Program Outcome and Course Outcome so that students can be sure of the value of the programs. The following are the main features of University Curricula:

1. Semester System
2. Choice Based Credit System
3. Modular and Flexible Structure
4. Continuous and Internal Evaluation
5. Transparency in Evaluation
6. Letter Grading
7. Balance of Foundational and Specialization courses.
8. Built-in Research Components
9. Interdisciplinary Programs

10. Mentoring System
11. Timely publication of examination results.
12. Use of ICT in teaching and learning

Teaching-learning and Evaluation

Admission to University of North Bengal, though extremely competitive, is through a completely transparent and student-friendly process, from application to publication of admission test results; details are available to anyone who inquires. Students from backward and disadvantaged sections of society, especially those from remote rural areas, are encouraged to apply; there are many schemes and programmes for such students, including free ships, priority for places in university hostels, special facilities for differently-abled students and provision for remedial coaching.

All new students are briefed about facilities available for them (e.g. library and medical facilities, counseling services, special services for differently abled students); the university's zero-tolerance policy with regard to ragging and sexual harassment, among others.

Students are encouraged to take an active part in curriculum development, not only through their formal feedback on teachers, course content and infrastructural facilities, but also through debate and discussion at the departments; student representatives at various statutory bodies are provided a platform to make the student community's views known and to contribute to planning for the future.

Group learning, tutorials, mentoring, interaction with national and international experts, collaboration with industry, and involvement in project work from the undergraduate level onwards, free internet access and extensive laboratory work are some of the steps taken to make learning at University of North Bengal student-centric.

University of North Bengal's teachers are among the most qualified in the country and their research output is among the best. Testament to this is borne by the fact that several departments receive some kind or the other of special assistance (e.g. SAP, DSA, DRS, DST-FIST, and so on).

The university's Examination Section is well-staffed and equipped; all examinations are held on time and results published on schedule; admission and examination systems are computerized; examination rules are reviewed every four years; there is provision for review and redress; all university results can be seen online; there is an increased use of IT for evaluation, although more remains to be done in this regard

Research, Innovations and Extension

Research of a very high quality has been promoted and practised at University of North Bengal since its inception and interdisciplinary research is one of its pillars. Approximately 14% of the university's total yearly budget is allocated to research. In general, 40% of the Departmental Budgets excluding the salary component are devoted to Research. Research in any field or discipline at the university is conducted keeping in mind the latest developments across the world. This is made possible, in large measure, because of the strength of the university's faculty with international links. The university has signed several MOUs with leading institutions and organisations in India and abroad.

Many of the university's twenty-eight departments have been recognised by, and have been receiving funds from, external agencies, primarily because of their research output.

The university continues to discharge its duties in this respect, whether it is by carrying out surveys, or engaging its NSS members in activities that have a direct impact on the lives and times of those outside the university's protective shelter. The university's sense of social responsibility is also reflected in the design of its curricula, and the setting up of centres and departments that serve socially useful purposes. The innovative programmes and projects initiated by the university (e.g. the Centre for Studies in Climate Change together with its weather station, Fishery Research and Training Centre, Medicinal Plant Garden, Centre for Remote Sensing & GIS Application) that serve social and environmental ends are also examples of the seriousness with which the University of North Bengal continues to take its mandate to serve Indian society at large.

Infrastructure and Learning Resources

Being a State University it is expected that the State Government will give main support. Over the years university received increasing support from the State Government. UGC has also supported this university. However, the University of North Bengal now in is in take-off stage to attain excellence it is in need of higher support. If we might bring the analogy from developmental economics out university is no longer in the primary sector. It has not attained the stage of the tertiary sector. But it is in the secondary sector requiring additional support to move on to the tertiary sector. In the XIth Plan period, the University of North Bengal received nine crore thirty-one lakh from the UGC, and in the XIIth Plan period, it has received a sanction of fourteen crores seventy-six lakh. The University of North Bengal has sought to provide the best possible infrastructure and learning resources to its students and teachers. This has been done by sharing resources wherever possible and by creating common resources (halls, auditoria) with funds received from State and own sources. With funds received from State, it has spent eleven crores fifty-eight lakh on developing infrastructure for Jalpaiguri Campus in the year 2014-15. In this way, it has succeeded in making significant improvements in its infrastructure for sporting and co-curricular activities, including the renovation of internal roads and the successful maintenance of the campus. University of North Bengal has taken major steps in making its buildings and other facilities disabled-friendly. The university's campuses have 24/7 internet connectivity and wi-fi in hostels; its Central Library has improved resources and holdings.

Student Support and Progression

The university provides free health care, free and confidential personal counseling, career guidance, day-care centre, remedial coaching, training in soft skills to all students who want to avail of them. The university also has a placement cell whose duty is to facilitate the transition of students from the sheltered environs of the university into the harsher, more competitive world of industry and commerce. Student progression figures for the university are excellent and student involvement in university activities is actively encouraged and adds much to the university's dynamic nature. Statutory bodies like the Board of Residence and others like the Anti-Ragging Committee and the Sexual Harassment Cell actively encourage student participation in their awareness programmes. University also offers freeships.

Governance, Leadership and Management

University of North Bengal has prided itself on its democratic, consensus-based, and inclusive decision-making

processes, which involve all members of the larger University of North Bengal family and create an ambiance of constant striving for excellence in all spheres of activity. Leadership at University of North Bengal is not a top-down matter, but one that takes into account all stakeholders and pays due attention to the apparently most junior member of the community. Teachers are encouraged to take an active part in all decision-making processes and contribute to administrative structures and functioning right from the time they join the university. This makes it possible to depend upon a pool of talent that can serve the university and remain true to its vision, instead of depending upon a few charismatic individuals. Strategies for managing knowledge have evolved organically at University of North Bengal and this, in turn, is due to the university's inclusive and essentially democratic character. The university's internal feedback mechanisms coupled with its strong campus ties mean that such strategies are constantly evolving to take into account, and keep pace with, changes and developments elsewhere in the world; such a dynamic system also successfully fosters core competencies among University of North Bengal's members including, most importantly, its students.

Institutional Values and Best Practices

If there is a single word that can be used, to sum up University of North Bengal in all its apparently bewildering diversity, it is 'innovation'. COFAM and M.Sc. in Tea Sciences are good examples of its innovation. Some faculties have received patents for innovation. From students to teachers to non-teaching staff members to researchers, the university has encouraged and been rewarded with, a host of innovative practices that have earned it laurel. Such innovation finds its best expression in the many interdisciplinary centers, patents, projects, and courses that operate within the university.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the University	
Name	UNIVERSITY OF NORTH BENGAL
Address	Raja Rammohunpur, PO - North Bengal University
City	Darjeeling
State	West Bengal
Pin	734013
Website	www.nbu.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Vice Chancellor	Subires Bhattacharyya	03523-2776366	9434376901	0353-2699001	directoriqacnbu@nbu.ac.in
Registrar	Dilip Kumar Sarkar	0353-2776331	9434555266	0353-2776313	regnbu@nbu.ac.in

Nature of University	
Nature of University	State University

Type of University	
Type of University	Affiliating

Establishment Details	
Establishment Date of the University	01-11-1962
Status Prior to Establishment,If applicable	

Recognition Details		
Date of Recognition as a University by UGC or Any Other National Agency :		
Under Section	**Date**	**View Document**
2f of UGC	01-11-1962	[View Document](#)
12B of UGC	01-11-1962	[View Document](#)

University with Potential for Excellence	
Is the University Recognised as a University with Potential for Excellence (UPE) by the UGC?	No

Location, Area and Activity of Campus							
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**	**Program mes Offered**	**Date of Establishment**	**Date of Recognition by UGC/MHRD**
Main campus	Raja Ra mmohu npur, PO - North Bengal Universi ty	Urban	31.5	9798.49	PG Progr ammes		
Satellite Campus	*Universi ty Of North Bengal, Jalpaigu ri Campus , C/o Jal paiguri Govt. E ngineeri ng College Campus , Pin 735102*	*Urban*	*31.5*	*9798.49*	*PG Prog rammes*	*01-01-1970*	*01-01-1970*
Off	*Dd-27/c*	*Urban*	*0.169711*	*0.340857*	*Camp*	*01-01-1970*	*01-01-1970*

Campus	*, Sector-i, Salt Lake, Kolkata-700064*				*office at State Capital, No programmes offered*		
Off Campus	*University B.t And Evening College, Coochbehar*	*Urban*	*0.9*	*3738.02*	*Constituent College, having a separate NAAC evaluation system. http://ubtec.org.in/index.aspx*	*01-01-1970*	*01-01-1970*

2.2 ACADEMIC INFORMATION

Affiliated Institutions to the University

Type of Colleges	Permanent	Temporary	Total
Law	2	0	2
Education/Teachers Training	0	1	1
General	36	11	47

Furnish the Details of Colleges of University

Type Of Colleges	Numbers
Constituent Colleges	9
Affiliated Colleges	50
Colleges Under 2(f)	0
Colleges Under 2(f) and 12B	35
NAAC Accredited Colleges	18
Colleges with Potential for Excellence(UGC)	1
Autonomous Colleges	0
Colleges with Postgraduate Departments	8
Colleges with Research Departments	6
University Recognized Research Institutes/Centers	0

Is the University Offering any Programmes Recognised by any Statutory Regulatory Authority (SRA)	: Yes

SRA program	Document
PCI	107507_4747_6_1582194661.pdf
AICTE	107507_4747_1_1581091592.pdf
DEB-UGC	107507_4747_21_1582191567.pdf
BCI	107507_4747_8_1582191595.pdf

Details Of Teaching & Non-Teaching Staff Of University

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned				30				71				167
Recruited	10	1	0	11	38	7	0	45	114	39	0	153
Yet to Recruit				19				26				14
On Contract	0	0	0	0	0	0	0	0	23	22	0	45

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned				484
Recruited	234	40	0	274
Yet to Recruit				210
On Contract	53	8	0	61

Technical Staff				
	Male	Female	Others	Total
Sanctioned				173
Recruited	53	2	0	55
Yet to Recruit				118
On Contract	18	0	0	18

Qualification Details of the Teaching Staff

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Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	1	0	0	0	0	0	0	0	0	1
Ph.D.	41	11	0	33	5	0	52	13	0	155
M.Phil.	0	0	0	0	0	0	3	8	0	11
PG	45	11	0	36	6	0	82	29	0	209

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	10	12	0	22
M.Phil.	0	0	0	0	0	0	2	2	0	4
PG	0	0	0	0	0	0	15	6	0	21

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	1	0	0	1
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

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Distinguished Academicians Appointed As

	Male	Female	Others	Total
Emeritus Professor	2	0	0	2
Adjunct Professor	0	0	0	0
Visiting Professor	26	3	0	29

Chairs Instituted by the University

Sl.No	Name of the Department	Name of the Chair	Name of the Sponsor Organisation/Agency
1	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE

Provide the Following Details of Students Enrolled in the University During the Current Academic Year

Programme		From the State Where University is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	100	2	0	0	102
	Female	76	2	0	0	78
	Others	0	0	0	0	0
PG	Male	1116	8	1	0	1125
	Female	2367	7	0	1	2375
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	37	3	0	0	40
	Female	8	0	0	0	8
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	206	12	0	1	219
	Female	147	14	0	0	161
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Does the University offer any Integrated Programmes?	No

Details of UGC Human Resource Development Centre, If applicable

Year of Establishment	17-11-2009
Number of UGC Orientation Programmes	19
Number of UGC Refresher Course	39
Number of University's own Programmes	2
Total Number of Programmes Conducted (last five years)	71

Accreditation Details

Cycle Info	Accreditation	Grade	CGPA	Upload Peer Team Report
Cycle 1	Accreditation	Old	65.3	
Cycle 2	Accreditation	B++	81	[NAAC Peer Team report 2006_Compressed.pdf](#)
Cycle 3	Accreditation	A	3.05	[NAAC Peer Team report 2016 Compressed.pdf](#)

Provide the Following Students Details

Total Number of Students in Distance Learning	**1185**
Total Number of General Students in Institution	**3110**

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	As a pioneering University of this region it used to have its own medical and engineering colleges as well as B.Ed. colleges. It lost that multidisciplinary character when the Government of West Bengal decided to have all medical and Engineering Colleges and B.Ed. Colleges under specialized Universities. Yet the University has in order to expand its multidisciplinary character started new Departments like its unique Department of Tea Science and newly introduced technology programs like Geology, Food Technology , Pharmaceutical Technology , Management, Education and Mass Communication. The University is considering annual certifications for Bachelor's degree as a first step to flexibility of the length of UG education. Since it is not allowed to have its engineering departments as per current policy framework it cannot at the moment implement Liberal Arts, Sciences and Engineering programs ina mixed mode. The NEP lays emphasis on promoting

	Indian languages, arts and culture through education. The University is largely prepared for this. Its language Departments are expansive. It allows undergraduate education through vernacular medium such as Bengali, Hindi and Nepali, the three languages prevalent in this region.
2. Academic bank of credits (ABC):	The University has implemented CBCS and credit point system. It uploads testimonials in NAD but as its admission policy id guided by the Government Orders and there is only a discussion stage of credit sharing arrangement through ABC it is waiting for state level decision. To implement ABC the University needs to allow credits earned in a course in ABC so that the students can use it to move to any other institution. The University needs appropriate policy framework at the state level for this.
3. Skill development:	All the post graduate programs have skill development components. In addition to this, the University has provided for different skill based courses in its undergraduate programs
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The University traditionally had the Department of Philosophy and recently it has set up its Department of Sanskrit. Through them and many other language and interdisciplinary courses the University seeks to attain a balance of Indian and Western education on the one hand and technological and value education , on the other.
5. Focus on Outcome based education (OBE):	In line with NEP the University has already discontinued M.Phil. degree program. It is orienting its students towards digital media and encouraging teachers to use online learning platforms. More than coverage of syllabi emphasis is on students- driven learning, developing competence of self-driven study through a blend of formal and informal education.
6. Distance education/online education:	The University has Distance Education programs. Complete SLM is available online. Over last two years the conventional learners also attend online classes where reading materials are also shared online. WhatsApp, Google Classroom, Facebook, Google Meet etc. have become familiar tools to both teachers and learners. The University is encouraging faculty to go for MOOCS. HRDC has been organizing FIP online. This is the first step toward blended learning. The next step for the University will be to offer a few online programs first in distance

	mode with DEB's approval and later in a blended mode for conventional programs.

Extended Profile

1 Program

1.1

Number of Programmes offered year wise for last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
81	63	63	62	62

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of departments offering academic programmes (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
32	29	29	29	29

File Description	Document
Institutional data in prescribed format	View Document

1.3

Number of Programmes offered by DDE year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	7	7	7	7

File Description	Document
Institutional data in prescribed format	View Document

2 Students

2.1

Number of students year - wise during the last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
2371	2168	1784	2274	2097

File Description	Document
Institutional data in prescribed format	[View Document]

2.2

Number of outgoing / final year students year - wise during the last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
1325	1292	1078	1329	1243

File Description	Document
Institutional data in prescribed format	[View Document]

2.3

Number of students appeared in the University examination year wise during the last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
3069	2922	2701	2893	2812

File Description	Document
Institutional data in prescribed format	[View Document]

2.4

Number of revaluation applications year - wise during the last 5 years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
116	123	122	133	114

File Description	Document
Institutional data in prescribed format	[View Document]

2.5

Total Number of learners in DDE year wise over the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
291	776	867	1376	2153

File Description	Document
Institutional data in prescribed format	[View Document]

3 Teachers

3.1

Number of courses in all Programmes year - wise during the last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
1697	1441	1012	1011	1011

File Description	Document
Institutional data in prescribed format	[View Document]

3.2

Number of full time teachers year - wise during the last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
196	145	141	134	136

File Description	Document
Institutional data in prescribed format	[View Document]

3.3

Number of sanctioned posts year - wise during the last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
268	268	268	268	268

File Description	Document
Institutional data in prescribed format	[View Document]

3.4

Number of full time teachers and other academics in DDE year - wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	15	4	4	4

File Description	Document
Institutional data in prescribed format	[View Document]

4 Institution

4.1

Number of eligible applications received for admissions to all the Programmes year - wise during the last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
5804	5873	4209	6377	5838

File Description	Document
Institutional data in prescribed format	[View Document]

4.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year - wise during the last five years (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
795	763	718	672	619

File Description	Document
Institutional data in prescribed format	[View Document]

4.3

Total number of classrooms and seminar halls in conventional departments (face-to-face only)

Response: 177

4.4

Total number of computers in the campus for academic purpose (face-to-face only)

Response: 474

4.5

Total Expenditure excluding salary year - wise during the last five years (INR in Lakhs) (face-to-face only)

2018-19	2017-18	2016-17	2015-16	2014-15
5273.30	9234.97	6738.48	6268.37	4288.46

File Description	Document
Institutional data in prescribed format	[View Document](#)

4.6

Total number of rooms and seminar halls at DDE

Response: 15

4.7

Total expenditure of the DDE excluding salary year - wise for five years (INR in Lakhs).

2018-19	2017-18	2016-17	2015-16	2014-15
21.84	19.13	20.18	26.83	59.08

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.

Response:

The University has framed various programmes with a vision to inculcate basic and advanced knowledge for the benefit of the society. The department of Botany has revised the curriculum in such a way that students will be able to get knowledge of different aspects of the subject comprising a well thought out combination of core and elective papers. Students would be able to build up on the foundations of the topics including taxonomy, physiology, biochemistry, microbiology, genetics and plant breeding, plant pathology, molecular biology, genetic engineering, plant development, ecology, pharmacognosy. The department of Zoology has designed its programmes to address issues related to public health (occurrence of Dengue, Malaria Fever etc.). The course on Wildlife & Biodiversity Population Genetics, Aquaculture/ Environmental Biology helps to look into the problems of Environment, Biodiversity & local problem of Aquatic pollution due to uses of pesticides etc. Overall, the course enriches human resource as teachers, researchers and administrators participate in nation/ regional development. The main thrust areas of the programmes offered in Microbiology include Microbial taxonomy, Microbial anatomy, Immunology, Virology, Medical Microbiology, Molecular biology, Recombinant DNA technology, Bioinformatics, Environmental Microbiology, etc. The curriculum in Tea Science covers all aspects of Tea industry and its value products. The programmes offered in Geography and Applied Geography include the topics on applied topographical aspects related to land and terrain evaluation, soil erosion and degradation along with the soil conservation methods, principles and strategies; landslides with special reference to Darjeeling-Sikkim Himalaya and flood as a major problem in Sub-Himalayan North Bengal. Several short-term programmes are arranged in the premises of COFAM, NBU that directly relate to environment and sustainability which include courses on composting/ green manure/ bio-fertilizer for sustainable agriculture and cow based zero-budget natural farming such as jeevamrit and Panchgavya". Besides hands-on training on "Azolla cultivation for cattle fodder/ green manure are also given to farmers. Several Women Empowerment program based on training in Oyster Mushroom Cultivation, Mushroom Spawn production, Bottle garden and terrarium making for livelihood of urban women are provided. In addition, training in nutritional kitchen gardening for urban area to encourage healthy living is included in the training courses.

File Description	Document
Link for Additional information	[View Document](#)

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 18.75

1.1.2.1 *How many Programmes were revised out of total number of Programmes offered during the last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
22	47	0	0	0

1.1.2.2 *Number of all Programmes offered by the institution during the last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
90	70	70	69	69

File Description	Document
Minutes of relevant Academic Council/BOS meeting	[View Document]()
Institutional data in prescribed format	[View Document]()
Details of Programme syllabus revision in last 5 years	[View Document]()
Any additional information	[View Document]()

1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

Response: 25.66

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
355	304	279	279	279

File Description	Document
Programme/ Curriculum/ Syllabus of the courses	[View Document](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.1.4 *Percentage of the Programmes on offer by DDE have incorporated electronic media and other digital components in their curriculum over the last five years*

Response: 100

1.1.4.1 *Total number of the Programmes on offer by DDE have incorporated electronic media and other digital components in their curriculum over the last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
9	7	4	7	7

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of Programmes incorporating electronic media and other digital components offered by DDE year wise over the last five years	[View Document](#)
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.

Response: 65.87

1.2.1.1 **How many new courses were introduced within the last five years.**

Response: 2189

1.2.1.2 **Number of courses offered by the institution across all programmes during the last five years.**

Response: 3323

File Description	Document
Minutes of relevant Academic Council/BOS meeting	[View Document](#)
Any additional information	[View Document](#)

1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).

Response: 100

1.2.2.1 **Number of Programmes in which CBCS / Elective course system implemented.**

Response: 81

File Description	Document
Minutes of relevant Academic Council/BOS meetings	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

The curricula adopted by the University addresses the issues relevant to Gender, Environment and Sustainability, Human Values and professional ethics. The Department of Law organizes NSS programme with the objective to involve the students in the locality of which they are a part to serve the vulnerable sections of the society such as SCs, STs, and other minorities through special camping. The Centre for Women's studies organizes counselling programme for the girl students of the NBU Girls' Hostels. It also organizes Computer Awareness programme for girls who have successfully cleared their Class X examinations. A workshop was held on Gender Awareness Programme. UGC-HRDC organizes Refresher Courses in Teaching, Teaching Methodology & Communication skills. It organizes short-term Courses on Disaster Management for the sustainability of life in natural disasters. It is skill-based and ensures self-dependence. The University has included plagiarism, intellectual property rights and guidelines to safety in its Ph.D. course work. The students enrolled in different UG and PG programmes learn about environment and protection as well as improvement of environment conditions. The major thrust areas of research in Microbiology deal with environmental problems like biodegradation, management of agro-industrial wastes, bioremediation and bio fuels. Tea industry covers a large proportion of land of this region. Environment related issues in tea plantations as well as professional ethics form part of our curriculum. The syllabus in Geography and Applied Geography has been framed in order to address environment issues. A unit on environmental Management and Environmental Impact Assessment is taught. Students

are encouraged to write their dissertation on topics related to environmental concerns. The department of Bio-technology has developed its curriculum focusing on issues and topics relevant to local needs:

1. Rejuvenation of senile Darjeeling mandarin orange orchard in Darjeeling & Salakpur area of Nepal through disease-free tissue culture planting material and integrated nutrient and pest management.
2. Short term courses on production of tissue culture planting material of indigenous orchids in North Bengal.
3. Hands-on training programme on Marigold and Gerbera flower cultivation under protected condition for round the year production & maximum profit.
4. Use of Drip-irrigation and mulching in the pineapple cultivation for less investment and maximum yield.
5. Strawberry and Dragon fruit cultivation as an alternative high value cash crop for the small and marginal farmers.

In MA syllabus of Political Science there is an Elective course (105) on Women and Politics which imparts knowledge about the Schools of Feminism and role of gender in the participation of women in politics. There is also an Elective course (107) on Environmental Politics which imparts knowledge about environmental issues, Organizations, Treaties and Protocols as well as about politics and environment relationships. In the UG Syllabus for Political Science there are skill oriented courses, eg. (SEC) public opinion and survey research for 3,4,5,6 Semesters and SEC Democratic and Legal Awareness for the same semesters. Different practical aspects of gender are addressed in the GE course, Feminisms: Practice in semesters 1,2,3,4 for Honours and 5, 6 for BA program.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	View Document

1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.

Response: 477

1.3.2.1 **How many new value-added courses are added within the last five years.**

Response: 477

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

Response: 51.84

1.3.3.1 **Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
1004	1122	1180	1108	1053

1.3.4 Percentage of students undertaking field projects / research projects / internships (Data for the latest completed academic year).

Response: 46.56

1.3.4.1 **Number of students undertaking field projects or research projects or internships.**

Response: 1104

File Description	Document
List of Programmes and number of students undertaking field projects research projects/ / internships (Data Template)	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni

Response: D. Any 1 of the above

File Description	Document
Any additional information	[View Document](#)
Action taken report of the University on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Institutional data in prescribed format	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Demand Ratio (Average of last five years)

Response: 299.11

2.1.1.1 **Number of seats available year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
2178	1875	1656	1864	1827

File Description	Document
Demand Ratio (Average of Last five years) based on Data Template upload the document	View Document
Any additional information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per applicable reservation policy during the last five years (Excluding Supernumerary Seats)

Response: 123.25

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
1049	863	804	868	805

File Description	Document
Average percentage of seats filled against seats reserved (Data Template)	View Document
Any additional information	View Document

2.1.3 *Average percentage increase in the enrolment of learners in the DDE over the last five years*

Response: 2065.19

2.1.3.1 *Number of learners with fresh Enrolment Admission into next semester (re-registration), year -*

wise during last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
573	632	638	1233	1350

2.1.3.2 *Total enrolment of DDE in the preceeding academic year, year-wise during last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
864	1408	1554	2609	3503

2.1.3.3 **Number of increase / decrease in the enrolment of learners in the DDE year - wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
282	144278	278	143	803

File Description	Document
Institutional data in prescribed format	[View Document](#)
Link for additional information	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

Assessment of the learning levels of students:

The students are identified as advanced learners and slow learners on the basis of their performance in previous semester examination and internal examination / class tests on a regular basis. The connotation of advanced learners is given to those who easily grasp the subject matter and perform well in the examinations, whereas the slow learners are weak and requires additional support for their upliftment.

Based on the learning level of the students, the different Departments of the University employs separate

strategies for the advance and slow learners. The institution has a system of mentorship. Each Department allocates mentors from teachers from a set of students. The mentors follow up on regular basis the learning program of each student. The following range of actions are undertaken for both advanced and slow learners.

For advanced learners:

The advanced learners who are already keeping up with the pace of class room teaching are given special care in the following ways -

i. Tutorial classes are arranged beyond the normal schedule of classes to clear the doubts of the previous lectures.

ii. They are encouraged to take up group discussion on a topic of their interest.

iii. They are encouraged to visit library to go through the specialized books that enhances their knowledge on a specific topic.

iv. They are encouraged to sit for competitive examinations like GATE/ NET/ SET/ SLET.

v. They are encouraged to take part in seminars, science exhibitions, workshops and trainings, etc.

For slow learners:

The slow learners are given utmost importance and due care so that they can uplift themselves and perform well in the upcoming examinations and also in the other competitive examinations. The strategies are as follows:

i. Remedial classes are arranged beyond the normal schedule of classes to specially focus on the topics or paper in which the students are facing difficulty.

ii. Special attention is paid to clear out the basics of the subject in remedial classes which is not always possible in class room teaching.

iii. Use of illustrations, power-point presentations, animations and video is practised to make the students learn easily.

iv. The slow learners are provided with study materials and notes on the subjects or papers in which they are lagging behind and uplift their learning skills.

v. Mentoring of the students are also done so as to understand the probable reason of their poor performance and one to one sessions are conducted by the individual teachers to clarify their doubts, problems and also to boost their mental ability.

There are separate cells in the Establishment Section to cater to students' diversity, eg., SC/ST cell, Scholarship and Stipend cell etc. The Board of Residence takes appropriate steps to desegregate Boys and Girls and ensure reservation rules.

File Description	Document
Paste link for additional information	[View Document](#)

2.2.2 Student - Full time teacher ratio (Data for the latest completed academic year)

Response: 12:1

File Description	Document
Any additional information	[View Document](#)

2.2.3 *Average percentage of the enrolled learners at DDE who are employed over the last five years*

Response: 5.12

2.2.3.1 *Number of employed learners enrolled at DDE year - wise over the last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
42	39	49	5	3

File Description	Document
Institutional data in prescribed format	[View Document](#)
Link for additional information	[View Document](#)

2.2.4 *Average number of learners enrolled from special target groups namely: Persons with Disability, Transgender, Defence and Paramilitary forces, Prison inmates, etc. enrolled as learners in DDE over the last five years*

Response: 1.6

2.2.4.1 *Number of learners from special target groups enrolled at DDE year - wise over the last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
4	1	3	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Teaching learning is not a one day process either it begins from the day one of the admission of the student and every year depending on the understanding level of the students, it has to be modified for their benefit. NBU is actively utilizing and adopting number of student centric methods in order to enhance teaching learning process. Each faculty member of the university presents their best techniques for augmenting **experiential learning, participative learning and problem solving methodologies**. The University has made a large framework to broaden their teaching learning process and adopted number of measures.

Key highlight of some the methods adopted:

- Each Department of the University organises **field visits, industrial training programs (food, pharmaceutical, IT), short tours to heritage sites, biodiversity parks, collection tours for plant and animal specimens** in order to enhance learning outside the regular class routine lectures.
- In number of departments, students are being given **short field based projects** that involves **data collection, statistical analysis and interpretation of results** as well as develop their critical thinking and problem solving methodologies.
- Every Department conducts **lectures, conferences, workshops** all-round the year in which students actively participates and give their inputs as well as learn team work spirits.
- Each of the Department organises various **debates, symposia and quizzes** completely organised by students of every department.
- University has a dedicated **NSS cell that organises various campaigns (blood Donation Camps, awareness campaigns, tree Plantation) for societal and public benefit** all through the year in which student volunteer play a crucial role.
- A number of **sports festivals** are being organised that helps to maintain physical activity of the

students.

- A number of **religious festivals** are also organised by the University Departments that will help to inculcate pure mind and soul in students
- Department mentors their students and make them aware for future prospects for their career
- Every department has appointed a **dedicated mentor/mentee lists** for solving student related any issues. Depending upon the number of students that acts a mentee, faculty members divided into number of mentors
- All the science departments **have dissertation i.e. small research work** in their curriculum of two years that help the students to develop their hands on skills on research and thinking ability.
- University in their curriculum has dedicated marks for the **internal assessment** in every subject that is evaluated on the basis of **presentation skills of the students, test ability, their overall attendance** in the classes all-round the academic year.
- University gives priority to the requirements of **students union** that helps in many events of the university.
- University has a counselling centre which helps students to solve their objective problems and stress management.

File Description	Document
Link for Additional Information	[View Document](#)

2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

Response:

ICT enabled tools by University Teachers:

University teachers are well known about the advantages of e-learning method and quite interested to get the clear benefits of this advance learning platforms to our students of every program for their better understating of subject knowledge. Every academic departments of our university are enabled with at least either one or two such ICT lecture rooms well connected with wifi and recording facilities. It has been well established that the frequent use of ICT tools in the classroom definitely makes the class more informative, attractive and interesting to target group. Students are motivated nicely by this techniques and showing more interest and involvement towards subject matter. ICT enables the use of innovative educational resources and the renewal of learning methods, establishing a **more active collaboration** of students and the simultaneous acquisition of technological knowledge.

University teachers make relevant use of online teaching and learning methods eg. through google classrooms, moodle. Students are encouraged to use of e-library and virtual learning resources through central library or remote access supported by the university. Teachers supplement classroom teaching through google meet/ zoom

Furthermore, ICTs are of great help in **developing discernment**. Being able to **search for various**

sources and contrast them, as well as to **structure information** are some of the most notable skills that students develop due to the use of ICT. There are more advantages that our student gets regularly are:

1. **Their interest in learning grows**: Our teachers are using various e-learning materials in form of videos, websites, graphics, e-book, e-journals and games etc. that makes all subjects more interesting. Multimedia content is a very useful tool to bring different subjects closer to students in a complete and entertaining way.

2. **Interactivity**: the use of ICT in the classroom promotes the student's active and participatory attitude, which is involved in learning and is positioned as the protagonist.

3. **Collaboration between students**: Collaboration between students is clearly enhanced and it is much easier for them to create team projects, cooperate and learn from each other.

4. **They enhance creativity**: ICT tool stimulates the development of the imagination, creative thinking and utilization of cloud storage.

5. **Increased communication**: Communication between students and teachers is encouraged through various e-larning channels and platforms, in a more spontaneous and less formal way.

6. **Personalization and content up-to-date**: Digital environments allow real-time updating of all information and resources available on internet. In addition, it is possible to adjust the tools and content to local and nearby realities.

File Description	Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 11:1

2.3.3.1 **Number of mentors**

Response: 209

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.3.4 *Development of Self - Learning Material (SLM) at DDE Process followed for development of Self - Learning Material by DDE*

Response:

In view of urgency due to the introduction of Semester System and CBCS, and due to paucity of in-house and out-house resource persons for the development of Self-Learning Material (SLM) by the DDE, the task of developing the same was entrusted to the external agency SCHOOL GURU EDUSERVE PRIVATE LIMITED, Mumbai, as per approval of the authorities of the University of North Bengal and through an agreement between the University of North Bengal and the said agency signed on 27.06.2019. The agency has since been providing to the DDE, NBU, and the material in soft copies, along with specimen hard copies, as per the agreement. The soft copies are printed in the form of Blocks (Books) for distribution among the learners. Prior to the introduction of SLM, Self-Instructional Material (SIM), as prepared by in-house and out-house resource persons, and printed at the University Press, was made available to the learners.

File Description	Document
Policy document on SLM	[View Document](#)

2.3.5 *Average percentage of the learning material of the DDE is digitized and the SLMs uploaded on the website / Online Repository / e-content app / LMS for their availability to the learners over the last five years*

Response: 90.79

2.3.5.1 *Number of learning material of the DDE digitized and the SLMs uploaded on the website / Online Repository / e-content app / LMS for their availability to the learners year - wise over the last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
10	6	6	6	6

File Description	Document
Institutional data in prescribed format	[View Document](#)
Link for additional information	[View Document](#)

2.3.6 *Mechanism to provide academic counselling support at DDE A mechanism is in place at DDE to provide academic counselling support to learners enrolled in different programs including strategies for learner participation and engagement as well as development of required competencies and skills*

Response:

Since its inception in the year 2000, the Directorate of Distance Education, University of North Bengal, has been conducting academic counselling sessions for its students which is phrased as Personal Contact Programme (henceforth PCP). These PCPs are organised for every programme offered by the Directorate to counsel its students on the subjects for which they have enrolled. The PCPs are scheduled in a way that students from various walks of life can enable themselves to attend these sessions. There are evening classes on weekdays and full-day classes on Saturdays and Sundays. Although attendance for these sessions are not compulsory, the PCPs are immensely popular with the students of the Directorate, who quite enjoy their brief intermingling with the University ambience and also socialising with their peers.

The Directorate has till date conducted the PCPs in two modes- annual mode and semester mode. When the programmes were being offered in annual system, there would be 01 (one) PCP for every programme a year. With the introduction of semester system and CBCS syllabus since 2018, the PCPs are being conducted once for every programme in each semester.

The PCPs are facilitated by the dedicated faculty members of various subjects appointed at the Directorate. From time to time supplementary facilitators from outside the Directorate are also engaged for such counselling sessions. Faculties from the regular departments of the University and those of the constituent colleges of the University are involved for this purpose.

The PCPs are conducted to facilitate the learning of the students who are also made aware of and encouraged to make the fullest use of the various facilities available for them at the Directorate. The learners are asked to put questions/queries on anything across their respective syllabuses, and given tips regarding how to do well in the written examinations, and if necessary, even in the matter of writing the Assignment. This exercise is done with a greater alertness in the PCPs of the first semester, as the participating learners are all freshers. In fact, the PCPs become confidence boosters for the students who can attend them. A teacher-student relationship is established and the sessions often turn out to be vibrating with ideas and exchanges which render the dissemination of education by the Directorate quite holistically.

File Description	Document
Link for schedules of different counselling activities	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 56.12

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit. year-wise during the last five years

Response: 87.38

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
152	123	126	124	126

File Description	Document
List of number of full time teachers with Ph D/D M/M Ch/D N B Superspeciality/DSc/D Lit and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 16.46

2.4.3.1 **Total experience of full-time teachers**

Response: 3227

File Description	Document
List of Teachers including their PAN, designation, dept and experience details	View Document
Link for additional information	View Document

2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government/Govt. recognised bodies during the last five years

Response: 86.12

2.4.4.1 **Number of full time teachers receiving awards from state /national /international level from Government/Govt. recognized bodies year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
12	9	8	4	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 *Average percentage of the sanctioned posts occupied by full time teachers and other academics respectively at DDE over the last five years*

Response:

2.4.5.1 **Number of the sanctioned posts occupied by full-time teachers and other academics respectively at DDE year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
19	3	3	3	3

2.4.5.2 **Number of sanctioned posts in DDE**

2018-19	2017-18	2016-17	2015-16	2014-15
19	4	4	4	4

File Description	Document
List of the faculty members authenticated by the Registrar of the University	View Document
Details of full time teachers and other academics As per Data Template	View Document

2.4.6 *Percentage of empanelled Academic Counsellors at DDE having more than five years of teaching experience for the preceding academic year*

Response: 23.08

2.4.6.1 *Number of empanelled Academic Counsellors having more than five years of teaching experience for the preceding academic year.*

Response: 03

2.4.6.2 **Number of academic counsellors for the preceding academic year in DDE**

Response: 13

File Description	Document
List of Academic Counsellors with details of total teaching experience for the preceding academic year (As per data template)	View Document
Link for additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

Response: 47.43

2.5.1.1 **Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
58.96	43.31	48.75	43.87	42.25

File Description	Document
List of Programmes and date of last semester and date of declaration of results	[View Document](#)
Any additional information	[View Document](#)

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 0.09

2.5.2.1 **Number of complaints/grievances about evaluation year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
11	2	0	0	0

File Description	Document
Number of complaints and total number of students appeared year wise	[View Document](#)

2.5.3 IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution

Response:

The University of North Bengal has been striving hard to bring about reforms in the examinations through integration of information technology in examination procedures and processes. The reforms have been extended to continuous internal assessment modes as well. The examination procedures have been completely automated using IT software. The university has a well established and efficient examination management system where processes related to pre-examinations, conduct of examinations and declaration of results are controlled and monitored by the Examination Branch using IT software.

The IT integration in Examination Procedures:

The University runs the P.G. and U.G. courses under both Regular and Distance modes. It has adopted semester patterns of examinations with continuous evaluation system for all the P.G. and U.G. Courses under CBCS mode as per guidelines of the U.G.C. . The university had admitted students to M.Phil courses till 2019-2020 academic sessions. The university also runs Ph.D Course Work. IT software involves in the

conduct of both M.Phil and Ph.D. Course Work examinations. The continuous internal assessments have included various modes like seminar project, seminar presentation, assignment, class test etc. . All internal marks are received online.

The examination branch has successfully implemented e-governance and has developed its own dedicated website www.nbuexams.net apart from the existing website of the university (www.nbu.ac.in) for online registration of the students, downloading of admit cards by the students, declaration of results and providing e-marksheets to the students. The examination branch has also introduced one helpline number along with one helpline email-ID nbuhelpline@gmail.com which expedites solutions to the problems of the students.

Payment gateway is available for the payment of examination and other fees online by the students.

The university has also implemented the scheme of uploading question papers at the examination portal in view of prevailing Covid-19 pandemic. The students are given 15 minutes duration to download the question papers and another 15 minutes for uploading the written answer scripts beyond the hours of examinations. The students have also been provided with the facility of downloading the blank answer scripts from the above prescribed portal. This helps in avoiding leakage of question papers and saves lots of stationeries and physical movements.

Virtual meetings are often conducted with faculty members, Principals of the colleges and Board of studies for taking crucial decisions related to conduct of examinations.

All appointment letters are mailed to the paper setters, examiners, moderators etc

Impact

The IT integration in examination procedures and processes has brought about transparency, fairness and efficiency in University Examination System. It saves time, stationeries and manpower and restricts physical movements. The concept of Go Green has successfully been implemented.

Vision:

The University has now focused to develop Digital Evaluation System, online payment mode for duplicate Admit Cards, Marksheets, Certificates and Transcripts and showing of answer scripts online to the students replacing existing offline mode when applied under the Right to Information Act, 2005. The University will also provide provisional certificates online along with e-marksheets from the forthcoming final semester examinations.

File Description	Document
Year wise number of applications, students and revaluation cases	[View Document](#)
Link for additional information	[View Document](#)

2.5.4 Status of automation of Examination division along with approved Examination Manual

Response: 100% automation of entire division & implementation of Examination Management System (EMS)

File Description	Document
Current manual of examination automation system and Annual reports of examination including the present status of automation	[View Document](#)
Any additional information	[View Document](#)

2.5.5 Formative Assessment procedures at DDE Standard Operating Procedures employed for continuous (internal) assessment followed by the DDE

Response:

The Directorate of Distance Education, hereafter read as DDE, University of North Bengal, hereafter read as NBU, has a systematic and periodic internal assessment mechanism for continuous evaluation of the students.

The Standard Operating Procedures employed for continuous (internal) assessment followed by the DDE are (i) assessment of assignments for each paper and (ii) round the year counseling sessions provided by dedicated faculty members of respective subjects. Overall a student's learning is assessed in two phases namely 'Term-end Written Examination' which comprises a weightage of 75% and 'Assignments' comprising 25% weightage. Apart from that, the dedicated faculties of respective subjects provide counseling round the year to the students. The assignments for internal assessment for Undergraduate and Postgraduate courses are of 20 and 25 marks respectively. Each assignment comprises of two Groups of questions namely Group A and Group B. Students are asked to write one question from each group separately out of five questions. While for undergraduate courses each Group A question bears 8 marks and Group B question bears 12 marks; for postgraduate courses each Group A and Group B questions bear 10 and 15 marks respectively. Word limits allowed for 8 mark questions are 600 words, for 12 mark question 1000 words in undergraduate courses, and for 10 markquestions 700 words and for 15 marks question its 1200 words. The assignments related doubts are cleared for the students both in Personal Contact Programmes (PCP)organized by the Directorate and in counseling session provided by the in-house full time dedicated faculties. Once the assignments are submitted by the students at the Directorate, assignments are minutely examined by the dedicated faculties and eventually scrutinized by some other faculty member. Once the assignment checking and scrutinizing process is over, all the marks are submitted to the controller of examination of University of North Bengal, so that these marks can be added to the semester-end examination marks to obtain final marks obtained by the students..

In the counseling sessions provided by the dedicated full-time faculty members, progresses of the students are noted and feedback is provided individually to impart desired skills and knowledge. Some of the students from distant places are facilitated withcounseling over the phoneas well. Students who find it difficult to cope up with the syllabus are provided extra care in terms of doubt clearing sessions and supplementary materials so that they can be well versed with the curriculum.

File Description	Document
Link for Policy documents on Evaluation Methodology of DDE	**View Document**

2.6 Student Performance and Learning Outcomes

2.6.1 The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents

Response:

NBU has a well-defined curriculum that has programme outcomes, programme specific outcomes and course outcomes in every subject offered by the different departments. The University has been modifying its syllabus at regular intervals to enhance learning process of the students. The University focuses to augment both theoretical and practical knowledge of the subjects being taught in the different departments of the University. University offers Ph.D., M.Phil, PG, PG Diploma and certificate courses in the different Departments and Centres respectively. In addition, undergraduate courses in the three different departments i.e. Tea sciences, Anthropology, and Geography and under Directorate of Distance Education have started recently. All the programs have been divided into core course which is a compulsory course, elective courses and generic electives from which students have a choice to opt any elective and elective paper offered by their Department or Centres. As of now University does not offer any open elective course, some of the key courses offered by NBU are M.Sc. in tea sciences, M.A in Strategic and Area Studies. some of the courses that has been recently introduced the University Campus are Master of Pharmacy and Master of Sciences in Food Technology.

Curriculum also incorporates various field bases studies/ short projects/ dissertation research work to increase the understanding and research ability of the students. One of the main focus of the curriculum is the assessment process (continuing evaluation) that has been integrated into the syllabus of different departments and separate marks have been allotted. Evaluation is based on the overall attendance, assignments and presentations given by students during their academic year.

Every department has widely publicized and displayed their learning outcomes program wise into the university website so that before admission students and their parent can see the future outcome of the subject and can exercise informed choice in their future career.

File Description	Document
Paste link for Additional Information	**View Document**

2.6.2 Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution

Response:

Program outcomes describe what students are expected to know and would be able to do by the time of graduation and post-graduation. These relate to the skills, knowledge, and behaviors that students acquire as they progress through the program. Program Specific Outcomes are statements that describe what the graduates or postgraduates of a specific program should be able to do. Course Outcomes are about any particular area where the learner acquires special knowledge or skills.

University has a set in mechanism to evaluate that the above are materialised in the practice of teaching and nurturing learners. The teacher- mentors monitor whether the outcomes are as expected and suggest variations if required in the method of imparting knowledge. They divide the advanced and slow learners and recommend appropriate steps.

The University has institutionalized a system of review at the departmental level of the examination results before publication. The Heads of the Departments double up as the chairpersons of the PG Boards of Studies and the results of the review, if needed, are communicated to the respective P.G. Boards of studies for revision of the curricula so that the POs, PSOs, and Cos may be implemented in the right condition. The same process is adopted at the UG level where the Chairpersons of respective UG Boards of studies evaluate the outcomes and accordingly modify the curricula, if necessary.

IQAC regularly collects feedback from teachers and students on teaching and learning system and analyses them and initiate appropriate action so that PPS, PSOs, and COs are realised through an appropriate teaching-learning system. The concerned departments are approached for identifying any deficiencies for the realisation of the programme outcomes and in the event, there are some IQAC coordinates appropriate administrative measures. The Academic audit also functions as an appropriate evaluative mechanism in this respect.

2.6.3 Pass Percentage of students(Data for the latest completed academic year)

Response: 93.2

2.6.3.1 *Total number of final year students who passed the university examination*

Response: 1110

2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.

Response: 1191

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all currently enrolled students	View Document
Upload any additional information	View Document

2.7.2 *Online Learner Satisfaction Survey regarding teaching-learning process .(For Distance learners)*

Response: 170

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution's Research facilities are frequently updated and there is a well defined policy for promotion of research which is uploaded on the institutional website and implemented

Response:

A BRIEF EXTRACT OF RESEARCH PROMOTION POLICY

UNIVERSITY OF NORTH BENGAL

University has its Research Promotion Policy that facilitates and monitors research activities:

For research facilitation, all the faculty members with a Ph.D. degree working in the University Centres/ Departments / Departments of DDE, with research experiences are eligible to act as a Research Guide, after obtaining the approval of Departmental Research Committee. Principal investigator or coordinator has autonomy for utilizing overhead charges. There are systems in place to academically recharge and rejuvenate teachers, e.g., providing research grants, study leave, nomination to national/international conferences/seminars/workshops, in-service training, organizing national/international conferences, etc. All the departments are given research grants out of the university's own sources meant generally for fresh appointees (two projects each up to 1 lakh for Arts and 1.5 lakh for Science) to carry out research in an area of its choice. The quality of research output, especially research publications, may be assessed on the globally established yardsticks (Impact Factor (IF), h-index, i-10). Research output will be considered as one of the criteria for faculty recruitment and promotion along with other academic responsibilities. At the initiative of IQAC the Executive Council has instituted two Faculty level Research Support Divisions headed by respective Deans to help the individual researcher for project application processing, and preparation of final report including accounting support.

For research support and incentives, travel grants (full or partial) are given to Faculty Members for the presentation of proposals, midterm evaluation and final report. The University may also consider allocating reduced academic work load to a faculty member handling more than one extramural major research project.

For Monitoring Research, the regulation for eligibility for Ph.D. program, Subjects of Research, Admission Procedure, Allocation of Candidates, Registration Details, Course Work Details, Submission of Synopsis, Thesis Submission, Plagiarism Check as per UGC guidelines, Appointment of Examiner and Viva-Voce are clearly updated time to time based on the UGC regulation issued time to time. In order to curb the menace of plagiarism, the University has developed a policy on plagiarism as per the guidelines issued by UGC (Promotion of academic integrity and prevention of plagiarism in higher education institutions) regulations - 2017 issued on 1st September, 2017 and got it approved by the Executive Council. Based on UGC guidelines, a Course Work on Research and Publication Ethics (RPE) for Pre-Ph.D. Registration is mandatory. Also, it is a mandatory for Ph.D. Research / Research Projects involving experimental animals and parts thereof / genetically modified plants / microbial pathogens to obtain approval from the

Institutional Ethical Committee / Institutional Bio-safety Committee prior to submission of the research proposal to the funding agency for extramural grants.

A Disciplinary Committee, on the orders of Vice-Chancellor, shall be formed in order to carry out inquiry when research dishonesty is reported against researcher/faculty. Suitable disciplinary action may be initiated, if found guilty, against such researcher/faculty.

The University reserves the right to modify the Research Promotion Policy as and when required, with the approval of Vice-Chancellor.

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
Any additional information	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

Response: 20.36

3.1.2.1 **The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).**

2018-19	2017-18	2016-17	2015-16	2014-15
72.05	11.75	2.75	11	4.25

File Description	Document
Minutes of the relevant bodies of the University	View Document
Institutional data in prescribed format	View Document
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View Document
Any additional information	View Document

3.1.3 Percentage of teachers receiving national / international fellowship / financial support by

various agencies for advanced studies / research during the last five years.

Response: 0.77

3.1.3.1 **The number of teachers who received national / international fellowship / financial support by various agencies for advanced studies / research year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	1	2	2

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of the award letters of the teachers	[View Document](#)

3.1.4 Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other research fellows enrolled in the institution during the last five years.

Response: 407

3.1.4.1 **The Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other research fellows enrolled in the institution year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
248	76	26	28	29

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.5 Institution has the following facilities to support research

1. **Central Instrumentation Centre**
2. **Animal House/Green House**
3. **Museum**
4. **Media laboratory/Studios**
5. **Business Lab**
6. **Research/Statistical Databases**
7. **Mootcourt**
8. **Theatre**

9. Art Gallery
10. Any other facility to support research

Response: A. 4 or more of the above

File Description	Document
Upload the list of facilities provided by the university and their year of establishment	<u>View Document</u>
Paste link of videos and geotagged photographs	<u>View Document</u>

3.1.6 Percentage of departments with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other recognitions by national and international agencies (Data for the latest completed academic year)

Response: 25

3.1.6.1 **The Number of departments with UGC-SAP, CAS, DST-FIST , DBT, ICSSR and other similar recognitions by national and international agencies.**

Response: 08

File Description	Document
Institutional data in prescribed format	<u>View Document</u>
e-version of departmental recognition award letters	<u>View Document</u>

3.2 Resource Mobilization for Research

3.2.1 Extramural funding for Research (Grants sponsored by the non-government sources such as industry, corporate houses, international bodies for research projects) endowments, Chairs in the University during the last five years (INR in Lakhs).

Response: 1.26

3.2.1.1 **Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years (INR in Lakhs).**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	1.26

File Description	Document
e-copies of the grant award letters for research projects sponsored by non-government	[View Document](#)
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

3.2.2 Grants for research projects sponsored by the government agencies during the last five years (INR in Lakhs).

Response: 1563.87

3.2.2.1 **Total Grants for research projects sponsored by the government agencies year-wise during the last five years (INR in Lakhs).**

2018-19	2017-18	2016-17	2015-16	2014-15
609.04	190.18	69.99	432.59	262.068

File Description	Document
e-copies of the grant award letters for research projects sponsored by government	[View Document](#)
Any additional information	[View Document](#)

3.2.3 Number of research projects per teacher funded by government and non-government agencies during the last five years

Response: 2.65

3.2.3.1 **Number of research projects funded by government and non-government agencies during the last five years.**

Response: 70

3.2.3.2 **Number of full time teachers worked in the institution year-wise during the last five years..**

Response: 132

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Any additional information	[View Document](#)
Paste Link for the funding agency website	[View Document](#)

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge.

Response:

Our University has created a good ecosystem for proliferation of research mainly associated with Bio-Science and chemistry. The Department of Tea Science has been playing a great role by providing soil testing to different tea gardens in the region of North Bengal. During last five year, the soil testing figures are given below:

Session	Number of Tea gardens benefits	Soil sample tested
2015-16	67	665
2016-17	72	796
2017-18	48	757
2018-19	66	911
2019-20	50	795

Department has organised different programmes on Tea Cultivation and Manufacturing for the benefit of small growers of North Bengal. Small growers are members of unorganised group of Tea-farmers. Beside these, tea science department also organised plant tissue culture programme for encouraging entrepreneurs.

Centre for Floriculture and Agro-business Management (COFAM) is another innovative hub where knowledge associated with new cultivation techniques of values flowers and fruits are shared with marginal farmers. COFAM has developed a Research Park/Innovation Park for development of Horticulture, since 2006.

Department of Botany conserves more than 100 local rice varieties and 200 breeding lines including one Wild rice (*Oryza rufipogon*).

DLLE has been organising certificate course in Health and Nutrition for generating awareness among marginal and poor sections of the society.

Apart from these, the department of Biotechnology, Microbiology, USIC, CIRM, Centre for Disaster

Management, Centre of innovative studies organised various programmes related with innovation, creation and transfer of knowledge through workshops , seminars and sharing their facilities with other academic and professional institutions. The university has already submitted data in these regards for Atal Ranking of Institutions on Innovation Achievements (ARIIA) - 2019-20.

Inside the University Campus, we have Akshaya Kumar Maitreya Heritage Museum .The Museum is now the repository of the culture of the people of the northern districts of West Bengal. It is the most useful representative of the material culture of the region.

File Description	Document
Upload any additional information	[View Document]()
Paste link for additional information	[View Document]()

3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development during the last five years.

Response: 1

3.3.2.1 **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
01	00	00	00	00

File Description	Document
Report of the event	[View Document]()
Institutional data in prescribed format	[View Document]()
Any additional information	[View Document]()

3.3.3 Number of awards / recognitions received for research/innovations by the institution / teachers / research scholars / students during the last five years.

Response: 24

3.3.3.1 **Total number of awards / recognitions received for *research /* innovations won by institution /**

teachers / research scholars / students year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
11	6	3	3	1

File Description	Document
Institutional data in prescribed format	[View Document]
e- copies of award letters	[View Document]

3.3.4 *Workshops / seminars conducted by DDE on ODL practices*

Response: 1

3.3.4.1 *Total number of workshops / seminars conducted by DDE year - wise over the last five years on:*

- *Self learning material development*
- *Learner Support services and academic counseling*
- *Intellectual Property Rights (IPR);*
- *Open Educational Resources (OERs);*
- *Massive Open Online Courses (MOOCs);*
- *Technology-Enabled Learning;*
- *Learning Management System;*
- *Development of e-content and*
- *Other innovative technologies*

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Report of the event/ link to the material developed	[View Document]
List of workshops/seminars over the last five years	[View Document]
Institutional data in prescribed format	[View Document]
Link for any additional information	[View Document]

3.3.5 *Innovative content developed at DDE*

Response: 286

3.3.5.1 *Number of innovative content developed at DDE in the form of e-modules / e-SLMs / MOOCs for :*

- *NMEICT*
- *NPTEL*
- *SWAYAM*
- *e-PG Pathshala*
- *e-SLMs*
- *other MOOCs platform*
- *Institutional LMS*

2018-19	2017-18	2016-17	2015-16	2014-15
198	0	0	0	88

File Description	Document
List of the innovative contents over the last five years	[View Document](#)
Institutional data in prescribe format	[View Document](#)
Link for any additional information	[View Document](#)

3.4 Research Publications and Awards

3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee

Response: A. All of the above

File Description	Document
Code of ethics for Research document, Research Advisory committee and ethics committee constitution and list of members on these committees, software used for Plagiarism check, link to Website	[View Document](#)
Any additional information	[View Document](#)

3.4.2 The institution provides incentives to teachers who receive state, national and international recognitions/awards 1.Commendation and monetary incentive at a University function 2.Commendation and medal at a University function 3. Certificate of honor 4.Announcement in the Newsletter / website

Response: C. 2 of the above

File Description	Document
e- copies of the letters of awards	[View Document]
Link for additional information	[View Document]

3.4.3 Number of Patents published / awarded during the last five years.

Response: 5

3.4.3.1 **Total number of Patents published / awarded year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
3	1	1	0	0

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

3.4.4 Number of Ph.D's awarded per teacher during the last five years.

Response: 2.79

3.4.4.1 **How many Ph.D's are awarded within last five years.**

Response: 435

3.4.4.2 **Number of teachers recognized as guides during the last five years**

Response: 156

File Description	Document
Institutional data in prescribed format	[View Document]
URL to the research page on HEI web site	[View Document]

3.4.5 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 7.7

3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
474	238	247	192	50

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.4.6 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.93

3.4.6.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
123	55	48	56	19

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.4.7 E-content is developed by teachers :

    1. **For e-PG-Pathshala**
    2. **For CEC (Under Graduate)**
    3. **For SWAYAM**
    4. **For other MOOCs platform**
    5. **Any other Government Initiatives**
    6. **For Institutional LMS**

Response: D. Any 2 of the above

File Description	Document
Institutional data in prescribed format	View Document
Give links or upload document of e-content developed	View Document

3.4.8 Bibliometrics of the publications during the last five years based on average Citation Index in Scopus / Web of Science / PubMed

Response: 0

File Description	Document
Any additional information	View Document
Link for additional information	View Document

3.4.9 Bibliometrics of the publications during the last five years based on Scopus / Web of Science – h-Index of the institution.

Response: 0

File Description	Document
Any additional information	View Document
Link for additional information	View Document

3.4.10 Number of books, chapters in books, articles and research papers in journals in the area of Distance Education published by teachers and other academics of the Institution

Response: 3.41

3.4.10.1 Number of publications on distance education over the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
14	05	04	04	03

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Web-link of research papers by title, author, Department/ School/ Division/ Centre/ Unit/ Cell, name and year of publication	[View Document](#)

3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual and encourages its faculty to undertake consultancy.

Response:

Institution has a policy in the form of Rules on consultancy including revenue sharing between the institution and the individual Consultancy policy under Centre for Development Studies. In order to tap the applied knowledge, talent of the innovative teachers and researchers and to make use of their knowledge for society and industry, consultancy activity by the faculty is the need of the day. The institute, with its mission, promotes practice of consultancy by formulated a policy towards sharing the revenue generated out of this activity. The consultancy policy document of the institute covers all aspects of consultancy. The institute aims to adopt the best practice of availing the consultancy with intention of social obligation. The institute recognizes that consultancy work and external activity undertaken by the faculty forms a core and valuable part of its function as a liberal and society centred activity. It also encourages the faculty to generate revenue out of this activity from R & D units of industries seeking it and also permits to share the revenue between institution and individual wherever possible and applicable. This policy is projected to provide a flourished framework for faculty and staff engaged in, or who wish to engage in, consultancy, either through an institutional consultancy using infrastructure of institute, a direct relation between external agency seeking consultancy and the institute wherein institution is responsible for undertaking the task or personal consultancy without using infrastructure of institute and having no direct relation between external agency and the institute wherein institution is not responsible for the task undertaken but the individual involved in consultancy is responsible. The consultant faculty has to meet the terms of this policy as **laid down in the university rules**like prior permission and approval to be taken by the individual consultant from the institute's approver before signing this consultancy document and any attempt to violate this is a serious matter which may result in penal action by the consultancy approval committee and head of the institution. The revenue sharing is 40:60 between the institution and individual.

File Description	Document
Upload soft copy of the Consultancy Policy	[View Document](#)
Upload minutes of the Governing Council/ Syndicate/Board of Management related to consultancy policy	[View Document](#)
Paste URL of the consultancy policy document	[View Document](#)

3.5.2 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).

Response: 5.31

3.5.2.1 **Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).**

2018-19	2017-18	2016-17	2015-16	2014-15
1.80	1.50	1.42	0.37	0.22

File Description	Document
Institutional data in prescribed format	[View Document](#)
Audited statements of accounts indicating the revenue generated through consultancy	[View Document](#)

3.6 Extension Activities

3.6.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years.

Response:

University of North Bengal is situated in the Northern part of the state of West Bengal,and has a long tradition of discharging its responsibilities to educational aspirants beyond the campus, living mostly in the foothills of Himalaya.University has been unfolding a robust system of extension programmes /activities in its curricula/programmes since its foundation. Many initiatives in this regard are listed below:

Sensitization of people on several issues namely, rights and duties, environment, celestial phenomena, crop and cultivation, testing samples, medicinal plants identifications and applications, legal issues, bio-diversity of the Himalayan, rights of women, scientific drive on superstations, hand-in-exercise on telescopes etc. has been taken up. The departments involved in these programme are DLLE, COFAM, Tea Science, Chemistry, Botany, USIC, Law, CHS, ICARD, etc. Some important initiatives are given below:

1. Innovative fruit orchard development by COFAM for cultivation of strawberry and dragon fruits in local agro-climatic zones of North Bengal
2. The DLLE organizes training programmes throughout the years in skills that have benefitted thousands of individuals. The department also runs off campus trainings on skill development in association with colleges and other Universities, and NGO's.
3. The Tea science department carries out soil testing programmes of samples particularly from the terai and dooars regions.
4. Departments like Political science(); Sociology (https://nbu.ac.in/dept/sociology.aspx) , CHS, Management, Mass communication, Microbiology etc have been instrumental in carrying out surveys or awareness that have been sensitized downtrodden to the plight of tea garden workers and other local people.
5. Students from the department of Zoology has carried out intensive studies on rivereco system providing scientific validation and documentation for fisheries (https://nbu.ac.in/acr/frtc.aspx)
6. The center for women's studies has carried out gender sensitization activities among communities in the region.
7. The department of botany has carried out several exhibitions and seminars on the cultivation of paddy and also the information on several new variants of high yielding rice paddies available in the market and some of which are being contributed by the department. They also have campaigned awareness about the medicinal plants that are hugely available in the region.
8. The Law department (https://nbu.ac.in/dept/law.aspx) has organized different awareness campaigns and seminars by its legal aid forum among for the people residing near the campus and in other parts in the siliguri- sub divisional area.
9. HRDC (https://hrdc.nbu.ac.in/courses/otherCourses.aspx) as well as Teacher, Officers (http://11.0.98.17/nbulib/plagiarism) from the University has disseminated research codes, conducts and ethics among different colleges.
10. Sports board is instrumental in organizing different sporting invents such as Cycling, Yoga, TT, Kho-kho etc (https://nbu.ac.in/cfs/sportsboard.aspx)
11. ICARD (https://nbu.ac.in/acr/iucaa.aspx) and HECRRC (https://nbu.ac.in/acr/hecrrc.aspx)has been organizing different programmes for popularizing Astronomy

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.6.2 Number of awards received by the Institution, its teachers and students from Government /Government recognised bodies in recognition of the extension activities carried out during the last five years

Response: 13

3.6.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
06	02	04	01	00

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copy of the award letters	[View Document](#)

3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 118

3.6.3.1 **Number of extension and outreach programs conducted by the institution those through NSS/NCC, Government and Government recognised bodies during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
56	23	16	15	8

File Description	Document
Reports of the event organized	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

Response: 16.22

3.6.4.1 **Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
469	302	376	244	327

File Description	Document
Report of the event	[View Document](#)
Any additional information	[View Document](#)

3.7 Collaboration

3.7.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 5.4

3.7.1.1 **Total number of Collaborative activities with other institutions / research establishment / industry for research and academic development of faculty and students year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
13	3	4	7	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Copies of collaboration	[View Document](#)

3.7.2 Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 10

3.7.2.1 **Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	2	1	1

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of the MoUs with institution/ industry	[View Document](#)
Any additional information	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The existing teaching-learning facilities in the university are fully committed to delivering the education while focusing on the university's core values, i.e., disseminating wisdom and excellence to the students. The syllabi's accountability is continuously modified with maximum use of technology to enhance students' efficiency. The syllabi contributed to national development and promoted consciousness on preserving biodiversity in the campus, country and the world.

Every academic department has smart classrooms. Other classrooms in every Department are equipped with the necessary equipment to accelerate teaching-learning activities. Seminar Libraries in every academic department, along with Central Library, provide positive academic support to the students. Science departments have fourteen seminar halls and Social Science departments and Humanities departments have two seminar halls (Room no 109, Humanities Building and Seminar Hall of CHS) for academic perusal.

Science departments have Lan-connected well-equipped computer labs with high speed and high-volume computation facilities. Besides, some science departments have special computer labs, like the Physics Department has IRC Data Centre. The Department of Computer Science and Application (CSA) has a well-equipped computer lab with a high computation facility. Most of the social science departments, like Economics, History, Commerce, English, Management, Department of Library and Information Science, Philosophy, are also providing computer lab facilities to the M. Phil and Ph.D. research scholars along with post-graduate students. Central Computer Lab, situated in the University of North Bengal Library, provided computer and internet facilities to the students from 10 am to 5 pm.

The laboratories at the Science Departments set up different laboratories to provide research and experiments facilities to the students. For instance, the Physics Department has the following laboratories; Electronic Laboratory (Special), Innovative Project Research Laboratory, Nuclear Physics Laboratory, Microwave Laboratory. The Chemistry Department has a chemistry lab, equipped with high-performing instruments. The Department of Bio-informatics has a Molecular Biology Lab. CSA has an IOT lab to work on the network of the future. The Department of Geography and Applied Geography has a weather monitoring centre. Besides, other science departments, like the Department of Food Technology, Department of Geology, Department of Microbiology, Department of Pharmaceutical Technology, Department of Tea Science, Department of Zoology, have well equipped and functional laboratories. The outcomes of the facilities have been reflected in the several scientific experiments turned into academic papers written by the teachers and students, with international and national collaborations. The university is tirelessly upgrading the laboratories by procuring new equipment for the betterment of the students and faculties.

The continuously modified standard syllabi of the Social Science, Humanities and Science departments are fully dedicated to enhancing the critical thinking and skills among the students and helping them qualify for competitive examinations. Besides, courses like Management, Mass Communication, Law, Library

Science, Department of Computer Science and Application also provide internships to the students to enhance their professional experiences. Management course offers placement opportunities for its students every year.

The remedial classes and coaching for NET and SET boost confidence and determination among the post-graduate students to qualify for the competitive exams at the all-India level.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.2 The institution has adequate facilities for cultural activities, yoga, games and sports (indoor & outdoor); (gymnasium, yoga centre, auditorium, etc.,)

Response:

With the involvement in co-curricular activities, the University focuses on the holistic development of its students. Outdoor and Indoor sports are encouraged amongst students of both the University and its affiliated colleges in order to develop traits like leadership, team spirit and competitiveness. The North Bengal University Sports Board maintains and regulates a well-equipped sports building known as "Khela Ghar". The Khela Ghar consists of a playing arena, changing rooms, a small office, a multi-gym, a storeroom and a few washrooms.

Sports & Games:

The institute has nominated a chairman of the Sports Board from the Senior faculties for two years and another committed and enthusiastic employee has been nominated as a secretary for conduction of sports activities. The sports secretary along with the other members of the Sports Board identify students, provides and assists them with training in the chosen games and prepares the students for participation in University, state and national level sports events.

The institute has well-equipped facilities for indoor sports like Table-Tennis, Carrom, Chess, Badminton, etc. The institute does not compromise with the physical development of the students and thus liaisons with local municipal corporations/ gymkhanas for outdoor sports activities in the vicinity of the institute. MoUs/ Bookings are done in advance to facilitate the necessary sports facilities especially cricket. Some of the outdoor sports activities carried out are Volleyball, Cricket, Football, Kabaddi, athletics, Shot Put. And the indoor games are Badminton, Table Tennis are also encouraged.

Gymnasium:

The institute has an in-house gymnasium facility for the faculties and students. The gymnasium is equipped with facilities like treadmills, cycle, abdominal bench, Weights and Dumbbells.

Yoga:

The institute observes yoga every year on Yoga day (21st June) for improving mental and physical health of faculty and students.

Cultural:

There are sufficient seminar halls and an auditorium (Rabindra Bhanu Mancha, Vidyasagar Mancha & Faculty Club) to conduct cultural activities. Cultural activities are conducted on different occasions like first year freshers' welcome, farewell, teacher's day, National Festivals, Annual Festivals, throughout the academic year. Students are encouraged to actively participate in these programmes to bring out their talents and skills The activities contribute to building the overall personality of the students. Through this club students not only get to participate in these events but also get a chance to organize the events which helps them to extend the range of experiences beyond their comfortable limits. All the activities are driven through students' council and provide students with a competitive and encouraging platform for holistic development of the students.

File Description	Document
Upload any additional information	[View Document](#)
Geotagged pictures	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.3 Availability of general campus facilities and overall ambience

Response:

The campus has lush green landscape interspersed with clean wide internal roads with adequate lighting facilities. The greenery is well maintained through a team of trained gardeners. The Overall ambiance and general campus facilities are sufficient to meet the needs of students and employees. The on-campus hostel facility for girls and boys students is the main facilitator in student life. The canteens, attached to the hostels, cater to the needs of borders. There are Residential quarters for Teachers, Officers and supporting staff of North Bengal University. The Vice-chancellor, Controller of Examination, Registrar (Officiating) stays in the campus. The NBU has its transport facility for the benefit of its staff and students. The transport facility helped them in commuting between the city and the campus. The campus is also well connected with the Siliguri city through the adjacent national highway and availability of a commuting system.

There is a primary well-equipped health centre with pathology and a good stock of pharmacy. Two ambulances are parked at the campus round the clock. A medical officer is appointed in the Health Centre. Guesthouse, separate sports complex, well-equipped laboratories, canteen and gymnasium facilities are other feathers in the cap of the campus. There are more than 6859 trees and a garden of medicinal plants. The ambience of the University is enriched manifold by its well-preserved AKM Heritage Museum of

historical artifacts and NBU Virtual Herbarium to enrich its beauty. The introduction of the Rice Germplasm Conservation and Breeding Unit in the Department of Botany, that Conserved more than 100 local rice varieties and 200 breeding lines including one Wild rice (Oryza rufipogon), boosts the magnificence of the University. The awareness program was arranged by the RGCB Unit in the different 'Krishi Mela' Organized by the Agriculture Department, Govt. of West Bengal about the health benefits of Black rice, Red rice, Brown rice and half polished white Rice. This Unit encourages the Farmers about organic cultivation for better health and more income. Whole Genome Sequencing is done in three rice varieties namely: Tulaipanji (GI tagged), Kalonunia and Chenga. The Atmosphere of the campus is environmentally friendly.

The ambiance has a positive impact on the teaching-learning process, and students, staff and visitors enjoy the natural ambiance on the campus. Main campus at NBU has a branch of SBI Bank, a Post office, ATMs, a confectionery shop, photostates shop and cafeterias. The ambiance of the University attracts students and staff and visitors from all over the country are attracted. Various gardens, such as Padmaja Garden (cofam), Museum garden, garden in front of the administrative building, fisheries, rubber plantation, *sala van,* tea garden and Children's Park are maintained by the University. The tree plantation programme is a continuous process on each environmental day and other national festivals. New plants are added to honour the visit of the guests and VIP guests to the campus. The University has taken many initiatives to make the campus eco-friendly and to maintain the greenery. This includes energy conservation through the use of solar energy, plastic-free campus and the concept of planting two trees against one fallen tree, which makes the campus more committed and beautiful, and one of the best places for attaining salvation through education.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

Response: 103.07

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
4884.1	3359.1	6763	8152	6688.5

File Description	Document
Upload audited utilization statements	View Document
Institutional data in prescribed format	View Document

4.1.5 *Average percentage of expenditure incurred for infrastructure augmentation of DDE (INR in Lakhs)*

Response: 100

4.1.5.1 *Expenditure incurred for infrastructure augmentation against total expenditure excluding salary year - wise over the last five years (INR in lakhs)*

2018-19	2017-18	2016-17	2015-16	2014-15
21.84	19.13	20.18	26.83	59.08

File Description	Document
Institutional data in prescribed format	View Document
Budget allocation for infrastructure of DDE	View Document
Audited utilization statements of DDE	View Document
Link for any additional information	View Document

4.1.6 *Average percentage of the expenditure incurred on maintenance of physical facilities and academic support facilities of DDE (INR in lakhs)*

Response: 100

4.1.6.1 *Expenditure incurred on maintenance of physical facilities and academic support facilities of DDE and total expenditure excluding salary, year - wise, over the last five years (INR in lakhs)*

2018-19	2017-18	2016-17	2015-16	2014-15
21.84	19.13	20.18	26.83	59.08

File Description	Document
Institutional data in prescribed format	[View Document](#)
Budget and Statements of Expenditure of DDE	[View Document](#)
Audited statements of accounts of DDE	[View Document](#)
Link for any additional information	[View Document](#)

4.1.7 *Academic counselling sessions held at DDE Regular conduct of academic counselling sessions (for theory and practical courses) at DDE during the preceding academic year*

Response:

Since its inception in the year 2000, the Directorate of Distance Education, University of North Bengal, has been conducting academic counselling sessions for its students which is phrased as Personal Contact Programme (henceforth PCP). These PCPs are organised for every programme offered by the Directorate to counsel its students on the subjects for which they have enrolled. The PCPs are scheduled in a way that students from various walks of life can enable themselves to attend these sessions. There are evening classes on weekdays and full-day classes on Saturdays and Sundays. Although attendance for these sessions are not compulsory, the PCPs are immensely popular with the students of the Directorate, who quite enjoy their brief intermingling with the University ambience and also socialising with their peers.

The Directorate has till date conducted the PCPs in two modes- annual mode and semester mode. When the programmes were being offered in annual system, there would be 01 (one) PCP for every programme a year. With the introduction of semester system and CBCS syllabus since 2018, the PCPs are being conducted once for every programme in each semester.

The PCPs are facilitated by the dedicated faculty members of various subjects appointed at the Directorate. From time to time supplementary facilitators from outside the Directorate are also engaged for such counselling sessions. Faculties from the regular departments of the University and those of the constituent colleges of the University are involved for this purpose.

The PCPs are conducted to facilitate the learning of the students who are also made aware of and encouraged to make the fullest use of the various facilities available for them at the Directorate. The learners are asked to put questions/queries on anything across their respective syllabuses, and given tips regarding how to do well in the written examinations, and if necessary, even in the matter of writing the Assignment. This exercise is done with a greater alertness in the PCPs of the first semester, as the participating learners are all fresher's. In fact the PCPs become confidence boosters for the students who can attend them. A teacher-student relationship is established and the sessions often turn out to be vibrating with ideas and exchanges which render the dissemination of education by the Directorate quite holistic.

File Description	Document
Any additional information	View Document
Records of Counselling sessions at DDE	View Document
Expenditure incurred on counselling sessions at DDE	View Document
Link for any additional information	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS) and has digitisation facility

Response:

To meet the academic and research needs of students, scholars, and teachers, the University Library was established in 1962. The University Library provides books, journals, and current material on a variety of subjects to help different members of the university community, such as teachers, academic scholars, students, officers, and staff, achieve their goals. The Library is a three-story structure with a carpet area of 2662.61 square meters, and the Annex is a two-story structure with a carpet area of 445.52 square meters. The University Library has amassed a large collection of books covering all fields of science, literature, commerce, and management. The library is a member of the E-Shodhsindhu Consortium, which offers online journal subscriptions. The library is automated using INFLIBNET's integrated library management software SOUL 2.0 (Software for University Libraries). The software manages the library's various housekeeping operations, such as data entry, book issue and return, and renewal, member logins, and so on. OPAC (Online public access catalogue) service is also available, enabling users to search the collection of books by title, author, publisher, and other criteria. The books are barcoded, and each user is assigned a unique barcode ID. CCTV cameras are installed in the library for strict surveillance. The access facility to E-resource is   IP address-based, students can access the E-contents from anywhere on the campus or outside the campus using remote access facilities. A Library Committee oversees the library's policy, planning, and process, as well as all of the library's developmental activities. It provides guidelines for the administration of funds set aside for the University Library system's operation and The university library has an Institutional Repository (IR) that gathers, organizes, preserves, and disseminates the intellectual (scholarly) output of NBU faculty, scholars, students, and others affiliated with the Institute (West Bengal, India). The Institute's faculty, scholars, and students use the IR to communicate their research findings with the rest of the world. University publications, Scholarly Resources, Administrative and Academic Records, Rare Documents and Thesis and all other resources offered as part of the Institute's academic requirements are approved by the NBU-IR as well as other types of scholarly documents the University will try to provide access to the full text of the documents covered in the Institutional Repository as applicable to each work, where possible and accessible, without infringing the author or publisher's copyright.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 180.09

4.2.3.1 Annual expenditure for the purchase of books and journals including e-journals year-wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
301.88	57.58	189.56	314.44	36.98

File Description	Document
Audited statements of accounts	[View Document](#)

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 8.3

4.2.4.1 **Number of teachers and students using library per day over last one year**

Response: 213

File Description	Document
Details of library usage by teachers and students (Library accession register, online accession details to be provided as supporting documents)	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Percentage of classrooms and seminar halls with ICT - enabled facilities such as LCD, smart board, Wi-Fi/LAN, audio video recording facilities. (Data for the latest completed academic year)

Response: 40.11

4.3.1.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 71

File Description	Document	
Upload any additional information	[View Document](#)	
Institutional data in prescribed format	[View Document](#)	
Paste link for additional information	[View Document](#)	

4.3.2 Institution has an IT policy, makes appropriate budgetary provision and updates its IT facilities including Wi-Fi facility

Response:

University Computer Centre is serving as a central hub for IT related services on the campus since 1983 to meet the academic and research needs of the academic community. This state-of-the-art establishment got renamed as **Centre for Information and Resource Management (CIRM)** in 2020.

CIRM provides and maintains technological products, services and facilities to cater the following core **ICT services**:

- Support Teaching, Learning and Research
- Information storage and security
- Manage networks and provide internet
- Web hosting and publishing
- Develop and maintain information systems
- Upkeep the cluster computing system
- Manage institutional emails
- Access using Virtual Private Network (VPN)
- Software subscription and installation service
- IT related procurement through GeM

- Host webinar or meetings on virtual platforms
- Web publishing of departmental journals

The **Information Technology (IT) Policy** of the University defines rules, regulations and guidelines for proper usage and maintenance of technological assets to ensure their ethical and acceptable use and assure health, safety and security of data, products, facilities as well as the people using them. The following policies also provides guidelines to issues like purchase, compliance. IT support and grievance redress of the employees pertaining to technological assets and services used for.

- IT procurement policy through GeM
- Software installation policy
- Hardware maintenance policy
- Web development and sustainment policy
- Network policy
- Institutional email policy
- E-resource access policy
- E-waste management policy
- CCTV surveillance policy

Appropriate **budgetary provisions**, on time execution, and pro-active fund management provides the stakeholders of the University to enjoy different ICT services nurtured through the following top-level **ICT infrastructure**.

- **Server Rooms / Data Centre**

Data centre is an IT functional facility used to house server systems and associated components, such as communications and storage systems. University of North Bengal designed and implemented the Data Centre, for this purpose and to conduct different online activities under the direct control of CIRM by keeping high standards for assuring the integrity and functionality of its hosted computer environment.

- **Campus LAN**

A connected campus with ubiquitous access of internet is the backbone of ICT infrastructure. The entire University campus has a Fiber Optic LAN distributed throughout the campus.

- **Wi-Fi enabled smart campus**

A phase wise installation of Campus Wi-Fi system is in progress to the strategically identified locations, with a plan to make the internet accessible to every corner of the campus. Currently Wi-Fi facility is available at all hostels, Library, guest houses, administrative buildings and few departments.

- **Cluster Computing**

NBU housed a HPC Cluster on Power architecture and built on the CentOS platform, used by faculty and research student for learning, research and execution of high resource consuming applications.

- **Smart Classrooms & Seminar halls**

Smart / virtual classrooms are set up in 25 departments to enhance online learning environment for live interaction between the faculty and the students to support learning activities.

- **Security and Surveillance System**

A sophisticated, intelligent IP Based CCTV Surveillance system has been installed at every geographical corner of the University campus, with 200+ cameras operational 24x7 to provide live feeds to a monitored central control facility.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.3 Student - Computer ratio (Data for the latest completed academic year)

Response: 5:1

File Description	Document
Student – computer ratio	View Document

4.3.4 Available bandwidth of internet connection in the Institution   (Leased line)

Response: A. ?1 GBPS

File Description	Document
Upload any additional information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.5 Institution has the following Facilities for e-content development

1. **Media centre**
2. **Audio visual centre**
3. **Lecture Capturing System(LCS)**
4. **Mixing equipments and softwares for editing**

Response: D. 1 of the above

File Description	Document
Upload any additional information	[View Document](#)
Links of photographs	[View Document](#)
Link for additional information	[View Document](#)

4.3.6 *Percentage of the rooms and seminar halls of the DDE with ICT enabled facilities (data as on date)*

Response: 20

4.3.6.1 *Number of rooms and seminar halls of the DDE (cumulative) with ICT enabled facilities (data as on date)*

Response: 3

File Description	Document
Photographs of infrastructure facilities at DDE	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Link for any additional information	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years

Response: 20.17

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
1604.85	1097.54	1114.66	1133.15	1024.82

File Description	Document
Upload any additional information	[View Document](#)
Audited statements of accounts	[View Document](#)
Link for additional information	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The University of North Bengal has different departments, committees and monitoring cells to maintain and to utilize physical and academic and support facilities. The University has an Engineering Department headed by a Chief Engineer and supported by number of assistant engineers and sub-assistant engineers to look after the civil and electrical problems in the campus. For major civil works the estate committee, consisting of the Head of the Institute, Engineer, Estate Officer and management representative decides the course of action.

The Estate officer is entrusted to look after the gardens, forests, trees, sports ground, fisheries, parks and the residential as well as administrative and academic buildings etc with a team of support staff. The Estate Officer also provides the necessary service to upkeep the auditorium and all the physical facilities of the campus. The Estate Officer also takes care of the cleaning of the overhead and underground tanks regularly on-call basis with the help of the Engineering department.

Institute has appointed external agencies for the maintenance of infrastructure, equipment and other facilities such as generators, UPS, air conditioners, water purifiers, water coolers, photocopy machines, laboratory equipment. Some of them are maintained through an annual maintenance contract.

To maintain internet connectivity and CCTV security system, NBU has a team working under the Centre for Information and Resource Management. The CIRM is entrusted to develop and maintain the websites of the University along with regular support to online activities of the University. The CIRM also maintains computer systems, software, licenses etc. and networking facilities like WI-FI & LAN.

Cleaning and sweeping: A Sanitary Officer under the supervision of the Medical Officer of University of North Bengal takes care of cleaning and sweeping of the passages, classrooms, washrooms, offices, hostels, surroundings, etc. The office staff monitors their work and related maintenance issues.

Security: The University of North Bengal has full-fledged department of 'Watch and Ward' with permanent and casual trained security personnel for ensuring safety on the campus. The University under the supervision of this department also maintains a number of vehicles including three buses to provide the transportation facility to faculty, students and all the stakeholders of the university.

Utilization of facilities:

University Science and Instrumentation Centre (USIC) of the University that offers services in terms of maintenance, repairing and fabrication of scientific equipment to the students, research scholars, and faculty members of all departments of the University. It is a Level- II centre and provides these services when a request from the departmental head concerned as well as the lab-in-charge is received. The centre also provides computer maintenance support to various academic and non-academic departments of this University.

USIC is running with its regular activities for repairing, maintenance, fabrication, assembling etc. of the scientific instruments to cater services to research scholars, students, teachers, officers of different

departments and centers. The centre is also entrusted with the responsibility of repairing different instruments before disposal. Moreover, for purchase of new instruments, computers or laptops different faculty members or officials frequently consult the USIC.

The centre has the following facilities:

- Mechanical Workshop
- Electrical and Electronics
- Computer and peripherals
- Major Scientific Equipments

The University Library provides books, journals as well as current information on various topics to fulfill the need of the various components of the university community viz. teachers, research scholars, students, officers and staff towards the fulfillment of their objectives. The University Library is the only library in the North Bengal region, which facilitates research and higher learning by providing books, journals and other documents to the teachers, research scholars and students. The Library is a three-storied building with 2662.61 sq. mtr. carpet area and its Annexe is a two-storied building with 445.52 sq. mtr. carpet area. It is a member of UGC INFONET Consortium for online subscription of journals. Library LAN has become a part of campus-wide Network, which has made it possible for the academic community of various departments to access information from their adobe. There is a Library Committee to regulate Policy, Planning, Process and all the developmental activities of the library. It renders instructions regarding the management of funds set apart for the functioning of the University Library system. The Chairman of the Library Committee is the Hon'ble Vice-Chancellor and the Librarian of the University is Secretary, Ex-Officio member.

University Press, University of North Bengal, was established in the year 1972 with the objective of Printing & Binding of articles of various academic and administrative departments mainly Examination related works.

North Bengal University Press has been successfully engaged in printing Annual Journals of various departments besides printing of routine work, prospectus of different courses, abstracts and other materials of seminars being conducted here and different reports and newsletters. University Press has successfully delivered Print materials of various International and State Level Seminars and Congresses held at NBU.

The University Sports Board is committed to its basic rationale of the policy to reach out to all registered students of the University by addressing their sporting and recreation needs. The policy aims to encourage students to undertake all such activities that develop healthy and long-lasting lifestyles. The nodal point of sports in the University is the North Bengal University Sports Board. As per the Rules of the University, Sports Board shall be responsible for implementation and ensure compliance with this policy.

Aims and Objectives

- Organise, control, manage and supervise inter-collegiate sports and games amongst the students of

the university, colleges, and institutions affiliated thereto.

- The Sports Board, University of North Bengal used to send the University teams in the Inter-University Tournaments organised by A.I.U in different sports and games through selection trials and coaching camps.
- Undertake, control and conduct inter-university competitions.
- To award trophies, cups, certificates, blues, etc.
- The Sports Board also conducts adventure sports with the students of different colleges.

The campus maintenance is monitored through surveillance Cameras. Thus, a smooth, systematic and orderly learning environment is ensured by maintaining & utilizing the physical, academic and support facilities.

File Description	Document
Upload any additional information	[View Document](#)
Policy details of systems and procedures for maintenance and utilization of physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms, etc.	[View Document](#)
Paste link for additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the institution, Government and non-government agencies (NGOs) during the last five years (other than the students receiving scholarships under the government schemes for reserved categories).

Response: 44.85

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2018-19	2017-18	2016-17	2015-16	2014-15
1352	1211	1063	608	525

File Description	Document
Upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Link for additional information	[View Document](#)

5.1.2 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.

Response: 25.02

5.1.2.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
421	440	747	573	419

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology

Response: C. 2 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Link for additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)
Link for additional information	[View Document](#)

5.1.5 *Activities undertaken by DDE for providing pre-admission counseling services to prospective learners and induction of newly enrolled learners at DDE*

Response:

The main way of interaction with our students is through Telephone, E-mail or Post. We are choosing these alternative mediums for interaction. We are facilitating their queries through our Telephonic Enquiry System. The DDE is Facilitating the Admission of prospective learners by providing specific guidance on the choice of programmes, courses, and other admission procedures. We provided post-admission assistance to learners through the student –inquiry system in day to day basis. The Directorate is Providing general counseling to learners on how to:

1. Utilize the learning packages/SLMs.
2. Attempt assignment responses
3. Guiding students in various activities within the DDE.
4. Observe various study schedules
5. Solve personal problems affecting studies.
6. Attend personal contact programme.

We are maintaining the student-wise records in the prescribed Performa. The Directorate is supervising the registration of learners from other universities.

Distribution of SLMs is usually done at the time of admission or after. The Directorate is Communicates the examination-related details to the students. We are addressing the student grievances and redressal as top priority. We are Verifying the forms for degree certificates, migration, and duplicate documents.

File Description	Document
Relevant information on activities undertaken at DDE	View Document
Any other relevant information	View Document

5.1.6 *The status and process of online admission including payment of fees at DDE*

Response:

Admission to various U.G. and P.G programmes are processed online. The applicants seeking admission to the NBU Campus or Study Centres may visit the website www.ddenbu.in and www.nbuonline.in. The payment may be made online using Debit or Credit Card/ Net Banking. Then applicant needs to download the form and receipt of fees for print-out. The applicants are required to bring all original copies of uploaded certificates/ testimonials for verification. After verification, the original documents will be returned on the same day and the learners will be issued an Identity Card and Self Learning Material. The applicants with current registration with other universities shall fill up a form available at the DDE office along with the original copy of the Migration Certificate, one copy of the photograph, a self-addressed envelope, and other attested/ self-attested copies of documents for getting the Registration Certificate of NBU which will be delivered by post. The candidates who have taken migration from NBU shall be required to submit Registration Certificate duly Re-validated by the Registrar, NBU.

File Description	Document
Online Admission and related activities at DDE	[View Document](#)
Any other relevant information	[View Document](#)

5.1.7 *Strategy followed by DDE for dispatch of study material to learners*

Response:

The DDE, NBU dispatches study materials to the learners by visiting the DDE office, in person to confirm their admission to the courses applied for and to verify their original documents and testimonials with the credentials submitted by them at the time of admission to the courses. Learners may do these confirmation and verification processes either by visiting the DDE office by themselves or by authorized representatives. Since the learners visit the DDE office in person within 10 official days after the day of admission for the "Confirmation and Verification" process, the DDE dispatches /distributes/ handovers hard copies of the study materials to the learner's HAND TO HAND, right after completion of the "Confirmation and Verification" process from the Study Material section of the DDE. Learners are specifically asked to collect their study material by the verifying official right after the "Confirmation and Verification" process. Recently, responding to the requests from the learners, the DDE started new initiatives to dispatch study materials to the learners such as sending soft copies of study materials through email and learners may download their study materials from the DDE website as well.

File Description	Document
Material dispatch related activities at DDE	[View Document](#)
Any other relevant information	[View Document](#)

5.1.8 *Modes employed by DDE to attend to learners' queries Enlist the approaches given below, used by the DDE to attend to learners' queries:*

1. *Automated interactive voice response system*
2. *Call centre*
3. *Online Help Desk*
4. *Social media*
5. *App based support*
6. *Chat Box*
7. *E-mail Support*
8. *Interactive radio counselling*
9. *Teleconferencing*
10. *Web-conferencing*
11. *Student Services Centre/ Inquiry Counter*
12. *Postal communication*

Response: C. Any 4-5 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any other relevant information	[View Document](#)
Web-link to Online Help Desk, App based support, Chat Box, Interactive radio counselling, Web-conferencing, Student Services Centre, any other at DDE	[View Document](#)
Link for additional information	[View Document](#)

5.1.9 *Average percentage of grievances received at DDE and redressed over the last five years*

Response: 100

5.1.9.1 *Number of grievances redressed at DDE year-wise over the last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
6	2	3	2	3

5.1.9.2 *Number of grievances received at DDE year-wise over the last five years*

2018-19	2017-18	2016-17	2015-16	2014-15
6	2	3	2	3

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any other relevant information	[View Document](#)
Web link to Grievance Redressal Mechanism Committee for learners at DDE	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 18.91

5.2.1.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations,** *etc.***)) year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
192	112	68	43	34

5.2.1.2 **Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
890	610	360	235	195

File Description	Document
Upload supporting data for the same	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Link for additional information	[View Document](#)

5.2.2 Average percentage of placement of outgoing students during the last five years

Response: 5.34

5.2.2.1 **Number of outgoing students placed year - wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
57	106	59	37	74

File Description	Document
Self attested list of students placed	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Link for additional information	[View Document](#)

5.2.3 Percentage of student progression to higher education (previous graduating batch).

Response: 13.51

5.2.3.1 **Number of outgoing student progressing to higher education.**

Response: 179

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Link for additional information	[View Document](#)

5.2.4 *Percentage of learners enrolled at DDE in the preceding academic year (only newly enrolled) have submitted assignments as per the academic calendar*

Response: 16.34

5.2.4.1 *Number of newly enrolled learners submitted asignments at DDE in the preceding academic year*

Response: 5359

5.2.4.2 *Total number of newly enrolled learners at DDE in the preceding academic year*

Response: 328

File Description	Document
List of programmes on offer at DDE	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Web-link of assignments of programmes on offer at DDE	[View Document](#)
Web-link to academic calendar of the DDE	[View Document](#)

5.2.5 *Percentage of learners enrolled at DDE in the preceding academic year (only freshly enrolled) and have appeared and have passed in the term end examination*

Response: 81.44

5.2.5.1 *Number of freshly enrolled learners passed of DDE in the preceding year*

Response: 632

5.2.5.2 *Total number of freshly enrolled learners in term end examination of DDE in the preceding year*

Response: 776

File Description	Document
List of programmes on offered by DDE	View Document
List of learners (only freshly enrolled)who have passed term end examination of DDE	View Document
Institutional data in prescribed format	View Document
Web-link of examination schedule of DDE	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards / medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) during the last five years.

Response: 16

5.3.1.1 **Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
2	4	4	3	3

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document
Link for additional information	View Document

5.3.2 Presence of Student Council and its activities for institutional development and student welfare.

Response:

The system of Students' Council, either elected or nominated has been discontinued in the University under the new Act, The West Bengal universities and Colleges (Administration and Regulation) Act, 2017. It laid down that there would be a students' body or union to be governed by the rules framed by the University. Accordingly, the formation and activities of North Bengal University Students' Association are governed by Rule 8 (b) of the Rules of the University. The Association is elected as per rules. University

supports activities of students' associations regularly by funding and mentoring.

I last five years NBUSA organised inter departmental indoor and outdoor sports tournaments and plantation programmes. NBUSA also raised funding during COVID-19 pandemic and handed them to government.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

Response: 19

5.3.3.1 **Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
19	21	20	18	17

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Link for additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

Response:

The university's alumni association began informally, but was transformed into a registered body in October 2001. As per its constitution, membership to it is not automatic for the alumni of the university and one has to apply for it. At present, the Association comprises over 2500 members. It has an Executive Committee of twenty-one members including its President, the Secretary and the Treasurer. There is a

General Body consisting of all the members. While the Executive Committee meets from time to time, the General Body meets at least thrice a year to deliberate on issues of policy, and to convene seminar/workshop and cultural programmes. The university has provided an office to the Association in its main campus.

The Association has also been involved in extensive social work throughout North Bengal, and has convened book releases and exhibitions. It has been serving as an active platform of interactions among the alumni in matters pertaining to the university and its social interface.

Moreover, there are also several Departmental Alumni Associations which contribute to infrastructure development of the respective departments, such as installation of air conditioners, water purifiers, public address system, and so on.

For more information on the NBU Alumni Association, visit: http://www.nbuaa.org/

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in Lakhs)

Response: E. <5 Lakhs

File Description	Document
Any additional information	[View Document](#)
Link for any additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The institution has a clearly stated vision and mission which are reflected in its academic and administrative governance.

Response:

Vision:

Located in the lap of Himalayas and situated far off Kolkata the University of North Bengal was established in 1962 with a vision to encourage and provide a congenial space of higher education, in particular to the socially and economically backwards students, in the form of instruction, teaching, training, and research in various branches of knowledge and to meet the growing needs of this region as the highest temple of learning and to commit to foster education on the basis of democratic values and ethos. With the passage of time along with its enriched capacity structure as a competitive university of national repute, North Bengal University envisions a global centered education system with a commitment to be a part of knowledge society and to provide quality based education to all.

Mission:

- To establish a large, well-resourced vibrant multi-disciplinary teaching and research institution by way of collaboration of teachers, research scholars, students, academic administrators and employees.
- To enrich a strong educational community and to play a catalytic role to provide high quality education in this disadvantageous geography.
- The university envisages a broad based liberal post graduate education with rigorous specialization in chosen disciplines and to provide optimal learning environment to students support service.
- To develop capable faculty and students who shall be energized and engaged so that they can become hearts of higher education in the region. The University is committed to make all its stakeholders as drivers of demand driven educational changes in national and international field.
- Finally the University seeks to inculcate environmental awareness and sense of urgency of conservation of nature creating pollution free green campus by encouraging sustainable practices.

File Description	Document	
Link for additional information	[View Document](#)	

6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.

Response:

1. **Decentralization**:

The university's adherence to the norm of decentralization is reflected in a set of institutionalized practices. Structurally, the university does not have a post of pro-vice-chancellor and there is no Dean of students. This limits administrative decentralization to an extent which, however, is somehow compensated by specialized and interlinked set of institutions. Two different Faculty Councils, headed by Deans, decide independently their respective academic calendars. Each Department operates through different statutory bodies, the Departmental Committee and the P.G. Board of Studies, the former deciding class routine and distribution of assignments, among other things and the latter frames curriculum. Departmental Research Committees take care of doctoral researches. The Board of Research Studies considers registration of PhD and related matters. Different U. G. boards of studies, one for each subject , frames curricula, and prepares panels of paper setters, examiners etc.

Administrative decentralization operates in financial and technological areas also. CIRM manages the whole I.T infrastructure. Library Committee is the decision making body for all library related matters which draws its members from different departments. Financially each Head of the Department can spend within per day limit of Rs. 10,000 on its own discretion from working expenses. Up to Rs, 25,000 per day each Departmental committee can spend without prior approval out of approved budget. USIC keeps record of all computers for office and Departments and offers maintenance services.

The University has created an independent Directorate of Distance Education (DDE), to provide quality post graduate courses in seven subjects, namely, M.A. in English, Bengali, Nepali, Philosophy, Political Science and History and M.A. /M.Sc. in Mathematics. This is a separate mode complete with its own curricula, website, faculties and library. Undergraduate courses are also available in some subjects of Arts & Commerce. Currently nine study centers and ten examination centres are available under this university where from students may get admitted in their choice wise courses, collect study materials and write their examinations. These centers cover all the districts of North Bengal and are located centrally which is well connected by railway station and bus stop.

The academic decentralisation is strongly institutionalised. Each Board of Studies, both PG and UG can frame and revise its curricula at any time. Each Department mentors its students the way it sees fit. Each Department has its own quality circle formed by IQAC and members are drawn from each department by IQAC for recommending journals to the UGC CARE. The University has also decentralized some regular post graduate courses in several colleges where the facilities are available. In Darjeeling Govt. College, Siliguri College, Ananda Chandra College, St. Joseph College some PG programmes had been initiated long time back and currently running efficiently whereas in Salesian college, Indian institute of legal studies, Jalpaiguri College and in Kurseong College the PG programme has been started from 2018-2019 onwards. This kind of steps taken by NBU towards decentralization is providing opportunities to huge number of undergraduate students for pursuing their PG courses.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic plan is effectively deployed.

Response:

Strategic plan:

Since its inception in 1962, the primary motto of this University is to give quality education and improve the quality research. For that this institute upgrade its infrastructure, curriculum, mode of teaching learning processes, laboratories etc. time to time. To fulfill this primary objective the university has spent approximately 15 crores of rupees which was received as Rastriya Uchhataro Sikshya Abhijan (RUSA) fund. A total of Rs. 20 Crores of grants were sanctioned during the year 2015-2016, 2016-2017, 2017-2018, 2018-2019 and 2019-2020 in favour of the University of North Bengal, West Bengal by 'RUSA'. The whole amount of Rs.20 crores was received by the University in three phases. 10 crores was received on 08.02.2016, Rs. 5 crores was received on 08.09.2016 and Rs. 5 crores was received on 22.03.2018. Keeping in mind the goal and objective of RUSA, the University of North Bengal has successfully maintained its position in allocating and disbursement of the said fund to achieve RUSA's prime objective. The University has spent 2 crores to upgrade both departmental and University library. New books, magazines, journals were bought for the demand and needs of the students and also to make-up for the shortage of all such resources. A successful effort has been made to make the campus accessible to Wi-Fi and LAN for which 1 crore and 40 lakhs was spent. To upgrade the teaching learning process University has been set up 40 no of smart class room with ICT tools. For high performance computing that are specially used in research purposes, university set up cluster computer system. New laboratory has been setting up and existing laboratory has been upgraded which not only facilitates the students of PG courses but also helpful to improve the research quality. Moreover the University was made a provision of 4 cores and 50 lakhs to set up two hostels, one for boys and another for girls. It has also made provision of 50 lakhs of set up ten new toilets in the campus.

To uplift the educational quality university also initiated UG courses in three different subjects viz. Tea science, Anthropology and in Geology in the main campus.

Four new departments with PG courses has been initiated viz. Pharmaceutical science, Food Technology, Geology and Education in this University.

Moreover, university has certain plan to uplift the students those were coming from economically poor background. For that, BPL candidates those are taking admission to the university is given concession in their course fee of respective programme.

University waives course fee (half/ full) of the students while taking their admission to this university depending on their economic backgrounds.

File Description	Document
Any additional information	[View Document]()
Strategic Plan and deployment documents on the website	[View Document]()

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

The university has a participative administrative structure with decentralization and strong leadership geared to accomplish excellence in teaching and learning environment, research and extension, and social outreach. The participatory management structure is reflected in the composition of its statutory bodies, the university court, Executive Council, Faculty Councils for Science and Arts Commerce and Law, UG Council, Finance Committee, Departmental Committees, Library Committee, Board of Residence and Discipline, Board of Health and Students' Welfare, the Governing Bodies of affiliated colleges, all of which include representatives of concerned stakeholders. There are functional non-statutory bodies like Board of Research Studies, Departmental Research Committees, Internal Quality Assurance Cell (IQAC), and so on. All research proposals approved by the DRCs are registered through the Boards of Research Studies. Direct recruitment of teachers and CAS of teachers, officers and non-teaching staff are overseen by the IQAC, which also is responsible for undertaking quality initiatives for overall academic and administrative excellence of the university.

The statutory bodies are properly linked with one another. The Departmental Committees send members to UG and PG Boards of Studies which formulate curricula and recommend panels of paper setters, examiners, moderators, etc. all curricula formulated by the UG Boards of Studies and PG Boards of Studies are considered and approved by the respective councils, UG and PG. The minutes and proceedings of the UG and PG Boards of Studies as well as the Boards of Research Studies are considered and approved by the Executive Council. All diplomas, UG, PG, PhD, DLitt and DSc are conferred by the highest body of the university, the Court.

Administrative decentralization and participatory management is incomplete without financial devolution. The finance rules of the university allow financial sanctioning power to all heads of the department up to Rs. 10,000 per day, and with a committee resolution, Rs. 20,000 per day. All expenditure by a particular body must be according to the annual budgetary allocation, which is formulated on the basis of budget proposals through budget meeting duly approved by the Executive Council and Court. The annual accounts are audited both internally and by the external statutory audit.

Various bodies and facilities cater to the needs of the university community, teachers, officers, staff, and other stakeholders. There are the university's Sports Board, Health Centre, Watch and Ward Office, Office of the Engineer, Estate Office, and so on, to fulfil various responsibilities towards and social needs of the stakeholders. All these operate following rules framed by the Executive Council and under the direct command and supervision of the Vice-Chancellor.

The Establishment Section of the Office of the Registrar manages students' registration data and facilitates scholarships, fellowships, etc. The Office of the Registrar is the nodal office of the university for

all service records of the employees and the certifying authority for the members of the university community.

The Board of Residence supervises the records of the hostel inmates. Other facilities like ICC, Anti-Ragging Cell and Counselling Centre cater to the security and wellbeing of the learners.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document
Link to Organogram of the University webpage	View Document

6.2.3 Institution Implements e-governance covering following areas of operation

    1. Administration
    2. Finance and Accounts
    3. Student Admission and Support
    4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format	View Document
ERP (Enterprise Resource Planning) Document	View Document
Any additional information	View Document
Link for additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has a performance appraisal system, promotional avenues and effective welfare measures for teaching and non-teaching staff .

Response:

Promotion:

Teachers:

The university follows the promotion procedures as detailed in relevant GOs, Memos, and UGC Guidelines. Consequent on implementation of revised pay structure under the UGC Pay Revision Scheme,

the university has implemented the career advancement scheme and other service conditions of teachers in state-aided universities of West Bengal.

The university receives applications from Assistant Professors (Stage I, II, III) and Associate Professor (Stage IV [for promotion to Stage V]). All the applicants under CAS are assessed to fulfil the eligibility and performance criteria as laid down in the Appendix of the Memo no. 361-Edn. (CAS/SP-56/2017) dated 10th Apr. 2017.

According to the due date of eligibility, teachers are expected to apply close to the due date of promotion in the prescribed proforma for IQAC to process them. IQAC considers minimum scores under three categories and sends the scoresheet to the screening/selection committee, constituted as per the state government guidelines. For promotion to Stage VI and Stage V, the eligible applicants have to appear before respective interview boards for approval of their promotion. The recommendations of the boards are placed in the Executive Council for approval.

The most recent format for such application has been developed in terms of GO no. 1343-Edn (U)/1U-41/11 (Pt) dated 7th Dec. 2017. If the period of assessment falls between the cut-off date of old and new GOs for a particular applicant, such an applicant will have to claim API scores in the relevant proformas for IQAC to process the same.

Officers

The promotion for officers of the university was guided by the government orders and memos earlier the promotions are processed through GO no. 228 Edn (U) dt. 8.3.2001. Later Grade pay was introduced through Pay Commission by G.O. No. 78-Edn(U) dt, 23.02.10..Government in 2017 clarified that that University should go by the extant 2001 promotion policy. Each applicant has to apply through PABS proforma to be considered by Promotion Committee constituted with Government Nominee along with Confidential Report of the Head of Office.

Non-Teaching Staff

For promotion of non-teaching staff, the Executive Council constitutes the Promotion Committee. In terms of GO no. 2426/1(13)-Edn.(U) dated 17th Oct. 1985, the Promotion Committee recommends promotion on the basis of seniority cum efficiency and the ratio of the number of non-teaching employees between the base post, first promotional post, second promotional post, and the third promotional post for different categories of employees. The promotional posts are declared with due recognition of the reservation roster. All eligible candidates are to appear before the Promotion Committee for interview and promotion will be granted on the basis of recommendations of the Promotion Committee.

Welfare:

University subsidies in the overall activities of Health Centre, Transportation & leverage. Visiting fees of hired Doctors as well as costs for various tests are quite nominal. Bus fare is almost one third of the average of public and state bus fares. University has a fund namely 'Vice Chancellor Discretionary Fund'

which has been utilising in medical urgency of teaching and non-teaching staffs.

File Description	Document
Link for Additional Information	[View Document]

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 14.89

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
02	14	23	36	28

File Description	Document
Institutional data in prescribed format	[View Document]
Link for Additional Information	[View Document]

Other Upload Files	
1	[View Document]

6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.

Response: 14.8

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
16	15	12	14	17

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	[View Document](#)
Reports of Academic Staff College or similar centers	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 9.08

6.3.4.1 **Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
38	8	10	14	4

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View Document](#)
IQAC report summary	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Link for Additional Information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The University has introduced a number of self-financed Courses both under conventional and Distance mode for internal mobilization of fund. During, the last 5 years (2014-2015 to 2018-2019), the University earned total Rs. 18,87,94,591.00 from different self-Financed Courses, the details of which is given below :

STATEMENT OF INCOME FROM SELF FINANCED COURCES					(in `.)
FUND MANE	2014-2015	2015-2016	2016-2017	2017-2018	2018-2
NBU MIS. SELF FINANCED COURCES	1,192,172.00	1,529,613.00	1,103,105.00	95,088.00	294,89
NBU JT. SELF FINANCED COURCES	968,652.00	8,617,106.00	4,140,303.00	184,131.00	893,98
NBU PROF. N.H.C.M.S. COURCES	199,791.00	224,928.00	305,193.00	234,805.00	231,87
NBU DDE	37,774,608.00	47,089,212.00	31,444,192.00	10,577,389.00	41,693
TOTAL	40,135,223.00	57,460,859.00	36,992,793.00	11,091,413.00	43,114

Apart from above, the University has signed a MOU in 2018-2019 with 'TECHNO ACADEMIA' for functioning of I.T. Centre with new name as "NBU Centre for Innovative Studies " on sharing basis.

The University, on an average, earns about Rupees 10.00 Crores per annum from its traditional sources, such as tuition fees and other fees from the students. In order to increase the income from own sources, the Finance Committee in its meeting dt. 30.01.2019 revised fees structure for various works done by the Examination Branch of the University.

The Executive Council in its meeting dt. 25.01.2021 under Item no. 8 has constituted a Committee for formulation of a guideline on expenditure control and augmentation of income from own source of the University. The Committee is now exploring the different sources for augmentation of income of the University from own sources.

File Description	Document
Link for Additional Information	View Document

6.4.2 Funds / Grants received from government bodies during the last five years for development and maintenance of infrastructure (not covered under Criteria III and V) (INR in Lakhs).

Response: 6056.94

6.4.2.1 *Total Funds / Grants received from government bodies for development and maintenance of infrastructure (not covered under Criteria III and V) year wise during the last five years (INR in Lakhs).*

2018-19	2017-18	2016-17	2015-16	2014-15
87.06	1148.56	2046.13	1918.54	856.65

File Description	Document
Institutional data in prescribed format	[View Document](#)
Link for Additional Information	[View Document](#)

6.4.3 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)

Response: 20

6.4.3.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	20	00	00

File Description	Document
Annual statements of accounts	[View Document](#)
Link for Additional Information	[View Document](#)

6.4.4 Institution conducts internal and external financial audits regularly

Response:

Institution conducts internal and external financial audits regularly.

External audit of the University is conducted by the Principal Accountant General (CAG), (General & Social Sector Audit), West Bengal and Internal Audit is conducted by the Internal Audit Section under Finance Branch. All expenses including Pay fixation, Pension Fixation and Arrear Salary etc. are pre-audited by the Internal Audit Section before payment. Annual Internal audit report is submitted by the Audit & Accounts Officer of the University which is forwarded to the State Govt. after duly approved by the Finance Committee and the Executive Council**.**

During the last five years (2014-15 to 2018-19), the transaction audit has been conducted by the CAG upto 2016-2017. The transaction audit of the Financial Year 2017-2019 was taken up by the CAG w.e.f. 10.02.2020. However, due to Covid, 19, the CAG team had left on 20.03.2020. The CAG Audit Team may further take up audit from the 3rd week of May, 2021.

The CAG also conducted 'Performance Audit' for the period from 2014-2015 to 2018-2019.

The University prepares Broadsheet Replies (BSRs) in respect of 'Outstanding Audit Paras' and submit to the Higher Education Department, Govt. of West Bengal duly approved by the Finance Committee and

the Executive Council of the University for forward the same to the Senior Audit Officer, (SSS-III/Transmission), Office of the Principal Accountant General (G&SSA), West Bengal. On the basis of the satisfactory reply and verification of documents, the next audit (CAG) settles the objections.

During 2014-2015 and 2015-16, 11 nos. of audit paras have been settled by the CAG.

File Description	Document
Link for Additional Information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals.

Response:

The Office of the Internal Quality Assurance Cell (IQAC) of University of North Bengal was established on 10th July 2003. The Cell has sixteen members with the Vice-Chancellor as the Chairperson and the Director-member Secretary as the Coordinator of IQAC. One of the important functions of IQAC is to develop realistic and attainable quality bench marks for each of the academic and administrative activities. One of the most critical functioning of IQAC is to keep the institution abreast of and abuzz with quality sustenance activities on a wide gamut of pertinent issues through workshops / seminars / demonstrations / case studies / group discussions / panel discussions / role-plays / symposia. Multi-disciplinary and multi-institutional actives like this will expose the students and teachers to new frontiers of knowledge thereby strengthening the moral fibre of the institution leading to holistic development. For Directorate of distance education CIQA acts as a coordinating unit for seeking recognition/ approvals from various apex bodies in the country for Distance learning programmes. Among other functions CIQA tries to ensure compliance of norms and guidelines prescribed by the Apex/ Regulatory bodies, acts as a coordinating unit for seeking assessment and accreditation from a designated body for accreditation like NAAC etc; and undertakes self-evaluative and reflective exercises for continual improvement in all the systems and processes of the University;

Over the last few years both IQAC and CIQA conducted regular meetings, organised workshops on quality related matters, arranged for collection of feedbacks and took actions on them. It has arranged for online Students Satisfaction Survey and online teachers feedback on teaching learning system. Steps were taken for feedback from alumni and Parents.

IQAC has also conducted specialised audits for quality improvement, such as gender Audit, Energy audit, Green Audit, It has set in place mentor-mentee system. Administrative Audit was initiated and Academic Audit was completed. IQAC has also identified two best practices in the University and posted them on university website.

In last few years IQAC has taken the initiative to fill up all vacant posts of teachers and research scholars. It has evaluated the performances of different cadres of employees, teachers, officers and staff for their

promotion and career advancement.

IQAC has taken the initiative to put in place a dynamic university website with all relevant information and worked through a committee to set up a management Information system for the University. In has monitored the annual plans of the university and reviewed the action taken reports. It has reviewed a wide range of policies for quality improvement, such as research promotion policy, e-waste management policy, e-resource policy green campus policy and security policies. In implementing CBCS system IQAC has coordinated the development of an alpha numeric code system for all academic programmes and courses. It has ensured that all boards of studies incorporate PO/PSO/Cos in their curricula.

IQAC and CIQA in their efforts to institutionalise the quality assurance strategies and processes have formed quality circles in all departmentments and offices that buzz with activities.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5.2 Institution has adopted the following for Quality assurance 1. Academic Administrative Audit (AAA) and follow up action taken 2.Confernces, Seminars, Workshops on quality conducted 3. Collaborative quality initiatives with other institution(s) 4.Orientation programme on quality issues for teachers and students 5. Participation in NIRF 6.Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA).

Response: A. Any 5 or more of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Link for Additional Information	[View Document](#)
Paste web link of Annual reports of University	[View Document](#)

6.5.3 Incremental improvements made for the preceding five years with regard to quality (in case of first cycle), Post accreditation quality initiatives (second and subsequent cycles).

Response:

Post to accreditation, the University has taken up some important initiatives to facilitate teaching, learning, administrative functioning and quality enhancement. Those include appointment of 102 teachers and 18 officers in vacant positions on priority basis. New departments like, Education, Food Technology, Pharmaceutical Technology & Geology were established to encourage students in basic and applied fields

of study. In campus UG courses were also introduced in Anthropology, Geology and Tea science to inculcate knowledge among students. Further, CBCS and RPE were effectively implemented at the University level as a measure of outcome based curriculum. To facilitate teaching learning process and strengthen the existing programmes, faculty members use virtual classrooms and various LMS resources like Google classrooms, OERs like ePG pathshala MOOCs interfaces like Swayam, NPTEL, COURCERA etc. For academic or administrative quality enhancement The UGC-HRDC NBU has conducted as many as 75 courses/programmes/workshops with paramount success. To encourage research intellect the University has budgetary provision for research funding towards young faculty members, sophisticated instruments like scanning electron microscope, Liquid Nitrogen plant, HPCC, NMR has been procured and installed. Interdisciplinary research within the University or in collaboration with other Universities or Institutes, Linkages, MOUs with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. has been encouraged and enhanced by the University.

To facilitate learning process, Students are provided remote access from their hostels to books and journals of the Digital library repository, open and subscribed eResources through University Wi-Fi. During this tenure Student intake capacity has been increased considerably. Both UG and PG admission processes, schedule, deposit of fees and other related processes are online and transparent, publication of merit lists are computerized and are uploaded in NAD. Apart from academics, students have also participated in sports, games and other events and have won awards/medals in state/University or National level. University has set up outdoor turf wicket in association with CAB and for indoor games the university has a hoba court for badminton and the only Kabadi matt in North Bengal. Construction for new hostels has been initiated in both at Jalpaiguri and Rajarammohunpur to accommodate more students within the campus. A 24X7 surveillance by CCTV was introduced along with existing time to time patrolling by Watch and Ward department to ensure secured campus life for all stake holders.

E-governance in the University was strengthened extensively. Salary is disbursed via online transfer and Accounts is maintained through Tally. Official website of the University has been made more users friendly and secured by CIRM. For assessment, evaluation and continuous improvement, External Academic audit by Performance Audit CAG and administrative audits by State Audit were performed along with internal audit by IQAC. Feedbacks from students of the university were obtained; Workshops/Seminars were conducted to upgrade various programmes, faculty and staffs continuously. The University is also participating in NIRF. Moreover the University has taken initiatives to maintain a green campus through various policies, together with construction of mastic roads with LED lights to maintain its sanctity.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The University of North Bengal has taken various measures for the promotion of gender equity. Initiatives are taken by the University to create a gender friendly environment for the students, teachers, as well as staff. In July, 2000, Centre for Women's Studies(CWS) was established at the University of North Bengal. CWS plays a vital role in the field of Research in Women's Studies. There are also other bodies and facilities for the promotion of gender equity.

 Safety and security measures:

Special attention has been given to the girl student's safety in the campus. University Watch & Ward department provide vehicles from 6 pm-9 pm at the interval of one hour, for the students and research scholars who are engaged in their research and laboratory works late hours and drop them to their destination. There are surveillance cameras in every point covering the whole campus. For lady scholars working after sundown there is dedicated transport facility.

Security is provided round the clock to hostel inmates.

Counselling

Centre for Women's Studies, University of North Bengal has been providing counseling services to the girls students and organizing programmes at the girls hostels on issues like Sexual harassment, women's health and counseling etc. Women facing domestic violence and other issues from outside University also come to the Centre for help and the Centre also guided them accordingly. There is a dedicated counselling centre managed by the Department of Philosophy.

Common Room

There are two common rooms, one for the students and another for the women teachers and staff. Girl students spent their time during off period by watching TV, playing indoor games and reading news paper. First aid facilities are also available there and any student, teacher or staff can take rest for any kind of illness during working hours.

Day Care Center for Young children

The University has a fully furnished annex with two rooms, one kitchen with proper toilet facilities in the Day Care Centre. There are two lady staff who look after the kids. Working mothers of the University keep their children at the Centre during duty hours. It is a well maintained Centre with all kinds of necessary facilities for children. The University has a fully furnished annex with two rooms, one kitchen with proper toilet facilities. There are two lady staff who look after the kids. Working mothers of the University keep their children at the Centre during duty hours. It is a well maintained Centre with all kinds of necessary

facilities for children.

Others

There is Internal Complaint Committee to ensure measures against sexual harassment of any kind. IQAC has conducted a gender audit which is indicative of the university's policy of gender equity and fairness among employees.

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

To ensure sustainable and livable campus, a waste management policy has been followed by the University

which is based on 5 R's law Refuse, Reduce, Repurpose, Reuse, and Recycle.

1. **Solid Waste Management:**

The University has taken significant initiatives for waste management. Dustbins are kept at premeditated locations and many departments maintain separate dustbins for biodegradable / non-biodegradable wastes. Burning of leaves, vegetal waste and general waste is totally banned within the Campus to maintain carbon neutrality. Wastes are buried in pits along with necessary composting of the waste. The process has been managed by the COFAM, NBU.

1. **Liquid Waste Management:**

Liquid waste originated from the laboratories is let out as sewage through a proper drainage channels to avoid stagnation.

Small quantity of waste water in general is generated from the laboratories. They are treated accordingly and are handled along with septic sewage.

1. **Biomedical waste management:**

Biomedical waste generated in the health centre is disposed through an agency called Greenzen Bio. Pvt. Ltd.Proper colour coded bags are used to maintain the safety protocols.

1. **E-waste Management:**

Numbers of e-waste management initiatives have been undertaken by the University. University Science Instrumentation Centre (USIC) visits different departments to investigate the condition of major/ minor scientific instruments/equipment, computer peripherals,electronics gadgets, circuits, experimental kits. Whichever found irrecoverable are written off on regular basis and then it is recommended for disposal. The disposal committee headed by secretary, purchase committee takes decision for disposal / buy back. All the miscellaneous e-waste items such as CDs, batteries, fluorescent bulbs, PCBs and electronic items are collected from and disposed off.

1. **Hazardous chemicals and radioactive waste:**

The hazardous waste liquids and water from wash basins are disposed through well-constructed drainage system leading to the closed collection tanks. Coloured bins are used to collect the toxic chemicals as per their level of toxicity and finally they are disposed of as mentioned above.

The Nuclear Physics Laboratory is in possession of several radioactive sources e.g., alpha, beta and gamma active reference standards. The sources are used by the M.Sc. students and teachers of the department to perform M.Sc experiments. Most of the sources are not very strongly active, and are within the micro-Curie range. Therefore, they can be handled without taking any extra precautionary measure.The usable sources is stored in the laboratory for experimentation. The department uses alpha (Americium) source with higher strength (milli-Curie) for neutron howitzer chamber. A separate room is used at ground floor of the Department of Physics. No user comes to a direct contact with the source. Device like portable radiation survey meter is used to measure the amount of exposure suffered by the personnel who are using the Nuclear Physics Laboratory. Nuclear radiation and neutron dosimetry badges provided by the Atomic

Energy Regulatory Board have been used.

Waste recycling system:

Organic waste is collected and composting is done in the department of COFAM which is reused in the campus for gardening purposes.

File Description	Document
Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Geotagged photographs of the facilities	View Document
Any other relevant information	View Document

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Details of the Software procured for providing the assistance	View Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities

The geographical location and the cultural milieu of the University of North Bengal contribute to its pride of being a university with the greatest diversity in West Bengal. The university has been doing its utmost to preserve its cultural, regional, linguistic, communal, and socio-economic diversities by hosting an array of programmes and activities. The university's Ethics Policy embodies the spirit with which it undertakes its social responsibilities vis-à-vis the promotion and preservation of a tolerant and harmonious campus culture. It enshrines a shared commitment to ethical conduct—with special emphasis on inclusiveness, diversity and mutual respect for differences—and the avoidance of all forms of harassment, discrimination, threats or violence. Within this ethical framework, the university has been undertaking various inclusionary practices.

To exemplify, the Centre for Studies in Local Languages and Cultures has been organizing various workshops for the promotion of cultural, regional, and linguistic diversities. The Centre has collaborated with various cultural fora (such as ERLC, Bhubaneshwar, etc.) with the aim of disseminating knowledge about folk language, culture and representational art forms; it has also organized Folk Festival International Seminars. The Centre has significantly contributed to the promotion and preservation of the linguistic and cultural heritages of the region.

Moreover, the university's Centre for Women's Studies (CWS) has been regularly organizing orientation programs, seminars, workshops on gender awareness and sensitization. The Centre has also been proactive in the annual celebration of International Women's Day with substantial participation of university stakeholders and social agents. These celebrations have been conducted in collaboration with other departments and NGOs working in the legal and social sectors.

The university has a Centre for Divyangjan, formerly known as the Centre for Differently Abled Persons which focuses on redressing issues of discrimination and exclusion of differently abled persons (primarily students & employees of the University of North Bengal). The Centre by its activities promotes the recognition and inclusion of diversities, being an effective platform for critiquing discriminatory mindsets

and practices. The members of the university believe unanimously that such mindsets stand contrary to the bases of mutual respect and harmonious community.

The university also recognizes that games and sports foment a spirit of tolerance and inclusiveness. With this recognition, the university has been actively promoting sports and other group activities (such as blood donation camps) with remarkable success. Students have been regularly felicitated as University Blues. Sports Scholarship has been given to 89 of best players of our affiliated colleges. Cash Award of Rs. 45,000/- was given to the Best Performing College. The Sports Board of University of North Bengal has been organizing Cycle Safari Programmes for 4 days, one day Adventure Trek for female students. The university also has an active National Service Scheme (NSS) for the holistic development of students.

The university has also created necessary deterrence/redressal mechanisms such as an SC-ST Cell, Anti-Ragging Cell, Internal Complaints Committee, and Counselling Cell in such a way that these would prevent or redress any wrongdoings in an effective and timely manner.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document
Any other relevant information	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

At the University of North Bengal we pride ourselves of being a truly sensitized campus, one where the students and employees are greatly conscious of their rights and obligations. The university's Ethics Policy enshrines a shared commitment to ethical conduct, serving as the philosophical basis upon which the stakeholders engage in a wide variety of discourses and practices to realize their rights, exercise their values and perform their duties. The university has undertaken a plethora of initiatives and practices to achieve a sensitized campus in such a way that these would instill pluralist values in its stakeholders, not least help in the creation of a responsible and respectable citizenry. To exemplify, the university has a fully functional Anti-Ragging Cell which has a zero tolerance policy towards any type of on-campus ragging and harassment. The students are required to sign an anti-ragging declaration during admission, in whose contravention, any student would be expelled from the institution. Moreover, the university also has other deterrence/redressal mechanism such as the SC-ST Cell, Sexual Harassement Complaint Cell, Students' Grievance Cell which also contribute to the extant process of sensitization. The departments and centres of the university regularly arrange workshops and seminars to promote sensitization activities and the consciousness of the students' fundamental and constitutional rights, duties, obligations and ethical conduct. As far as the teaching staff of NBU and other universities are concerned, the former's HRDC has been conducting Short-Term Courses (STCs) on value-based education, regularly. The university's Centre

for Womens' Studies has been organizing International Womens' Day regularly with substantial participation of university stakeholders and social agents. These celebrations have been conducted in collaboration with other departments and NGOs working in the legal and social sectors. The IQAC of the university has recently published its annual Gender Audit Report which highlights the gender balance and the distinctive gender sensitive features and initiatives of the university. Finally, insofar as the students are concerned, the Ordinance of the university dictates that they are required to undertake a convocation pledge which is read out by the Hon'ble Vice Chancellor, the spirit of which can be condensed to the following: be true to thy self, thy surroundings, and most importantly, to thy country. These words inexorably lead to a comportment of sensitization which is in tune with the creation of a responsible and respectable citizenry.

File Description	Document
Details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Any other relevant information	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: D. 1 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

At our institution, the program of Independence Day and Republic Day starts with national anthem. The students, research scholars, teachers and other administrative staffs present, sing the national anthem

together. As a mark of respect for the country, the students install flag collection box to reuse the flags during national festival.National flags and batches are distributed to faculty, staff and students to instil sense of pride amongst them. All national festivals are celebrated with great enthusiasm to inculcate a sense of patriotism in the students. Every year students come together and perform cultural programs like dance, skits highlighting societal problems. The NSS unit, Watch and Ward Department and the student's council organise many cultural programs to address prevailing social issues.

The Institution also observes university foundation day in a gala manner. The inaugurator of this ceremony his short speech he had enlightened us about the gradual evolution of our university. This occasion gives us an opportunity to take stock of our achievements and to re-dedicate ourselves to face the new challenges that lie ahead.

Yoga day is celebrated on June 21st , every year. International Yoga day aims to provide mental health fitness, physical health fitness of mind, body and soul. The Sports Board of university has organized this in the gymnasium of our institution namely, "Khelaghar". Almost each and every stakeholder took part in this particular event with immense enthusiasm.

International Women's day is also celebrated in our organization with great enthusiasm. Women's day is celebrated on International Women's day i.e. March 8 to show respect towards women in all the efforts taken by them to manage the personal and professional life and for their contributions.

Department of mathematics had organized a Blood donation camp. The students, admimistrative staffs and teachers of the department of Mathematics had arranged a "Blood Donation Camp" in the premises of their respective building. Blood donation camps play a vital role in the healthcare of patients in our community. Generously, almost 150 people came and donated blood. Most of them were young pupil. The enthusiasm reflects the social responsibility of our institution.

Our institution commemorates the birth / death anniversaries of great Indian personalities like Netaji Subhas Chandra Bose, Rabindranath Tagore, and Mahatma Gandhi. The students share the teachings of these eminent personalities through speeches and posters.

Teacher's Day is also observed by the students by the students' council, to express their love and gratitude for their teachers and salute the great Teacher Dr. Sarvepalli Radhekrishnan.

In addition to this World Environment Day (WED), Different seminars, Vaccination Camp (ovid-19), International Mother Language Day, Bhanubhakta Jayanti are also celebrated in our campus.

File Description	Document
Geotagged photographs of some of the events	View Document
Any other relevant information	View Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

Title of the practice: Agro-business Support

The context that required the initiation of the practice: The University, though not an agricultural university, was acutely aware of the fact that the main land use pattern of the surrounding region is agricultural. Moreover the cropping pattern is largely rice and tea plantation. There existed a large opportunity to grow fruits and flowers and augment earning of the agriculturists. The cultivators are unaware of facts and skillsets necessary for higher and diversified agricultural productivity. Moreover the cultivators need proper training and certification for developing agro based projects and access financial and other administrative support for entrepreneurship. Hence the University started the Centre for Floriculture and Agro-business Management (CFABM) and Department of tea Science.

Objectives of the practice:

- To extend training to agro-business people
- To experiment with agro technologies and disseminate scientific information.
- To demonstrate success stories for all to emulate.

The Practice: The Department of Tea Science started with collaboration of Tea industry and in course of time it started PG programme, MSc in Tea Science. It helps tea growers by offering services like soil testing and improved agro-practices. CFABM demonstrates to growers cultivation of new crops, organic agricultural practices through onsite training and on farm training.

Obstacles faced if any and strategies adopted to overcome them: CFABM was introduced in September, 2006. At the end of five years the project grant was no longer available but it was continued with some revolving funds. The University however decided to continue the project by merging it with the department of Biotechnology in 2013-14. The existence of CFABM thus saved it started functioning in a better way

Impact of the practice: The Tea entrepreneurs get the service of soil testing in increasing number and the Department of Tea Science gets revenue. The following figures show the success of the endeavour:

Title of the practice: Institutional Felicitation of Retiring Employees

The context that required the initiation of the practice: The initial practice was one of extending farewell to retiring employees from respective departments and offices. This was neither regular nor did it cover all places of duty and residence that are associated with a given staff throughout his or her tenure. Moreover on retirement it was necessary to provide the financial receivables like P.F and gratuity which were often delayed. Hence it was felt that on the day of the retirement the HEI should provide all dues and in a manner which befits long service rendered to the institution and that can be arranged only centrally by the Administration.

Objectives of the practice:

- To invite all sections of employees together to felicitate the retiring employee.
- To hand over cheques for all retirement benefits.
- To ceremonially offer farewell with gifts and mementos
- To help the employee overcome the sadness that may be associated with retirement.

The Practice: The practice was introduced in September, 2018. On a particular day the retiring employees are invited in the university's Conference Hall through circular requesting everybody to assemble for a function wherein the concerned employees are offered flower, clothes, sweets, benefits of leave encashment and gratuity.

Obstacles faced if any and strategies adopted to overcome them: Initially only employees of concerned sections used to be present and attendance was not satisfactory. The highest level of Authority then briefed all employees about the uniqueness of this practice and as a result the participation from all sections were ensured.

Impact of the practice: So far 10 such events as described below have been organised.

Sl.No	Name	Designation	Date of Retirement	Date of Felicitation
1	Prof. Hirak Ray	Professor, Department of Commerce	03.09.2018	06.09.2018
2	Shri Sudeb Sarkar	Senior Electrician, Engineering Branch	31.08.2018	06.09.2018
3	Shri Fazlar Rahaman	Superintendent (Technical), A.K.M.H. Museum	30.09.2018	01.10.2018
4	Shri Bhaben Ch. Das	Senior Durwan, Department of Watch & Ward	30.09.2018	01.10.2018
5	Shri Ramesh Chandra Singha	Senior Superintendent, Office of the Vice-Chancellor	31.12.2018	02.01.2019
6	Shri Santosh Kr. Roy	Head Durwan, Department of Watch & Ward	31.12.2018	02.01.2019
7	Shri Buddha Deb Roy	Sub-Assistant Engineer Gr. II, Engineering Branch	31.01.2019	01.02.2019
8	Shri Amal Kumar Saha	Superintendent (Technical), Department of Computer Science & Application	31.01.2019	01.02.2019
9	Shri Tapas Sen	Jr. Assistant-cum-Typist, Department of Physics	28.02.2019	28.02.2019
10	Shri Mantu Chandra	Helper Gr.-I, Watch	30.04.2019	30.04.2019

		Das	& Ward Department		
11	Shri Arabinda Bala	Senior Durwan, Watch & Ward Department	30.04.2019	30.04.2019	
12	Shri Prem Bahadur Chhetri	Record Keeper, Examinations Branch	31.08.2019	02.09.2019	
13	Shri Rajendra Nath Saha	Key Punch Operator, Computer Centre	31.08.2019	02.09.2019	
14	Shri Gopal Das	Senior Peon, Registrar's Branch	31.08.2019	02.09.2019	
15	Shri Biren Dhar	Jr. Superintendent, Office of the Faculty Council for PG Studies in Science	30.09.2019	08.11.2019	
16	Shri Biswajit Deb Barman	Sr. Superintendent Department of Bio-technology	31.10.2019	08.11.2019	
17	Smt. Pratima Biswas	Record Supplier, Watch & Ward Department	30.11.2019	05.12.2019	
18	Shri Harinath Poddar	Superintendent (Tech.), Centre for Himalayan Studies	31.12.2019	03.01.2020	
19	Smt. Gouri Das	Mess Helper, Nivedita Hostel	31.12.2019	03.01.2020	
20	Shri Sipen Chandra Barman	Lab. Attendant Gr. I, Dept. of Botany	31.12.2019	03.01.2020	
21	Shri Sushil Roy	Mess Helper, Vivekananda Hall of Residence	31.12.2019	03.01.2020	

Resources required: The University is planning for introduction of HRMS so that more effective organisation of this practice can be ensured.

File Description	Document
Any other relevant information	View Document
Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The historical and ethnocultural moorings of North Bengal—as a geo-strategically distinct region—stand as a celebration of pluralism. The region, situated at the foothills of the mighty Himalayas, gradually slopes down to the alluvial plains of the three rivers, making it the contact-point of various cultures and lifestyles. Situated far from the madding crowd of the rest of West Bengal, it has a spirit of its own. The University of North Bengal, since its inception in 1962, has thereby attempted to recognize, prioritize and uphold the region's distinctiveness. It has tirelessly pursued the means of preserving and upholding the region's ethnocultural, geo-spatial and strategic uniqueness, having in the process developed few avenues which have later become its hallmarks. The university's initiatives in this regard can be delineated under three distinct heads: 1. Geo-spatial; 2. Historico-strategic; and, 3. Ethnocultural.

1. Geo-spatial: Being located at the foothills of the Himalayas—the fabled land of tea—the university has been categorical in its promotion not only as a beverage but also as a means of subsistence and a way of life, by the popularization of organic methods of cultivation, management of tea estates, and the advancement of tea tourism. To this effect, the university has established a Department of Tea Science. It has a tea garden in its main campus. The geospatial uniqueness of the region is captured through the Department of Tea Science, as the only one in India that is relevant to this region. It offers MSc in Tea Science in collaboration with the Tea Board of India. Tea entrepreneurs have progressively benefitted from the endeavours of this department.

Some dedicated departments and centres of the university also contribute to the conservation of North Bengal's rich ecological, socio-cultural and economic diversities by conducting research on tea diseases and technologies, endangered rice (e.g. *Tulaipanji*, a local fragrant variety being made more adaptable and named *Tulaimoni*) and fish species (e.g. *Boroli*, a river fish being adapted to pond habitat) for their conservation and by extending technological and epistemic support to local communities. The university, though not an agricultural university, was acutely aware of the fact that the main land use pattern of the surrounding region is agricultural. Moreover, the cropping pattern is largely rice and tea plantation. There existed a large opportunity to grow fruits and flowers and augment earning of the agriculturists. The cultivators were in need of proper training and certification for developing agro based projects and were lacking in financial and other administrative support for entrepreneurship. To this effect, the University started the Centre for Floriculture and Agro-business Management (COFAM) with the twin objectives of extending training to people involved in agro-businesses, and of experimenting with agro technologies for the dissemination of scientific knowledge. The COFAM has been demonstrating to cultivators the methods of organic agricultural practices through on-site and on-farm training. At present the practice of COFAM is successful in popularizing cultivation of organic cauliflower, strawberry and dragon fruit in Nepal, Bhutan and Assam—in addition to North Bengal—and is now going to declare two villages in GTA area as Organic Villages.

1. Historico-strategic: The university, being located in Siliguri—the famed yet strategically vulnerable Chicken's Neck—is therefore right at the center of a region with great historico-strategic provenance. Recognizing this provenance early, the visionaries of the university had established the A.K.M.H. Museum in 1965. From humble beginnings, the Museum has become the pride of North Bengal and the university thereof, being one of its kind in the entire state of West Bengal. It has a substantial collection—mostly autochthonous—of stone and metal images, terracotta works, coins, manuscripts, ethnic artefacts, and so on. The major portion of such collections—largely donated—belong to the period between 8th Century and 12th Century, although even older pieces are also in the possession of the Museum. At present, the Museum has emerged as one of the favored destinations for scholars, researchers, college and school students, thereby providing fillip to educational excursions. Scholars from different parts of India and even from China, Bangladesh,

Sri Lanka, Japan, and Taiwan regularly visit the Museum.

The university is located at the foothills of the eastern Himalayas, in a region which shares borders with Bangladesh, Bhutan, Nepal, and China. In response to this geostrategic aspect, the university's Center for Himalayan Studies (CHS) has been established. It undertakes research in the eastern Himalayan region and offers programs in Strategic and Area Studies. The CHS draws scholars from all over the country, being a product of the university's recognition of its geo-strategic location and its commitment to the dissemination of knowledges specific to this region.

1. Ethnocultural: North Bengal is a minority rich area with its own distinctive ethnocultural and linguistic heritage. The university, being the oldest in the region, has proudly exuded a synergistic approach towards the region's diverse ethnocultural and linguistic heritage, with the objective of preserving such cultural diversities at a critical juncture of history where autochthonous cultures and languages have been fast disappearing under the stress of globalization. The University has the highest number of ST students in the region drawn both from the hills and the plains reflecting wide ethnocultural diversity. To manifest its vision, the university has set up a Centre for Studies in Local Languages and Cultures (CSLLC), which has done great service to local communities by the promotion of and research into their respective linguistic and cultural moorings. It has been consistently involved in the promotion and preservation of folk culture and performing arts by regularly convening folk festivals throughout North Bengal.

In short, by its prioritization of the geo-spatial, historico-strategic and ethnocultural distinctiveness of North Bengal, the university can legitimately revamp the oft-invoked adage that it is 'vocal for local'. The university has been a torchbearer of the region and the communities that it serves: it celebrates the pluralist vibrancy of the region, but is ever vigilant about the wellbeing and self-sufficiency of its surrounding ecology.

File Description	Document
Any other relevant information	[View Document](#)
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

The Registrar of the University, Dr. D. K. Sarkar had retired on 31.01.2021 after submission of IIQA. His contact number as appears in the basic information needs updating with the following:
Registrar (Officiating) : Professor Pranab Ghosh. Mobile: 9474441468
Joint Registrar: Dr. Swapan Kumar Rakshit. Mobile: 9434340076

Concluding Remarks :

After third cycle of NAAC in 2016, the University analysed all the recommendations given by the peer team. In addition to this we deliberated on making quality improvements through IQAC. We adopted quality measures in all aspects of its functioning including quality audits. . We attempted to fill all the vacant posts. We increased number of programmes as well as increased students' strength in existing programmes. Hostel infrastructure was improved by renovation and new constructions. Infrastructure on digital learning was improved with SMART Classrooms and e-resources. We also participated in NIRF ranking. It is a matter of pride that our efforts to reduce carbon footprint and sustainable practices enabled us to receive a green campus award.