

REPORT

ON

**EVALUATED ACADEMIC SURVEY TO CONDUCT SWOC ANALYSIS ON 28th APRIL
2023 AT GGDC CHAPRA**

BY

1. Prof. (Dr.) Prabir Kumar Das

Former Member Secretary in WBSCHE & Retd. Principal
in West Bengal Senior Education Service, Former Registrar in
Maulana Abul Kalam University of Technology (W.B.) & Seacom
Skills University, Former ADPI & JDPI (NGC) in Higher Education
Directorate, Govt. of West Bengal, Bikash Bhavan, Kolkata,
Former Scientist-B in DRDO (Kanpur).

2. Dr. Dipak Kumar Som

Associate Professor & NAAC Coordinator
Post Graduate Department of Zoology
8, Rafi Ahmed Kidwai Road
Kolkata-700013.

3. DR. Ashok Kumar Das

Retd. Associate Professor & HOD
Post Graduate Department of Botany
Bethune College, Kolkata-700006.

To,
The principal,

Sub: Academic Survey to Conduct SWOC Analysis

Respected Sir/Madam,

The West Bengal State Council of Higher Education (WBSCHE) aspired to conduct a Strength, Weakness, Opportunities, and Challenges (SWOC) analysis on all the colleges and universities across the state. To complete the SWOC analysis we need to collect information on areas of Curriculum, Curriculum Transaction, Faculty Profile, Profile of Students, Infrastructure in the Department, and Activities of the Department. The survey will assist examine the current state of affairs in these broad fields and complete a SWOC analysis. The questionnaire format is provided with this letter. Please fill it up and return it within 15 days.

Thanking you,
Sincerely

Moumita Bhattacharya.

Moumita Bhattacharya
Joint Secretary (Academic)
WBSCHE



GOVERNMENT GENERAL DEGREE COLLEGE, CHAPRA
OFFICE OF THE PRINCIPAL
GOVERNMENT OF WEST BENGAL

VILL-SHIKRA, P.O.- PADMAMALA, P.S-CHAPRA, DIST- NADIA, PIN CODE: 741123, W.B, INDIA. Email: cgcollge2015ku@gmail.com

Memo No. 95/22/CGC

Date: 28/04/2023

To
Dr. Moumita Bhattacharya,
Joint Secretary (Academic),
WBSCH

Sub.: Submission of Expert evaluation on Academic Survey to conduct SWOC Analysis at Govt General Degree College Chapra (University of Kalyani) on 28th April, 2023.

Respected Madam,


In respect to your letter dated 13th April, 2023 for the subject mentioned above, I am to inform you that among three experts (Dr. Prabir Kumar Das, Former Member Secretary, WBSCH; Dr. Dipak Kumar Som, NAAC Coordinator & Associate Professor, Maulana Azad College and Dr. Ashok Kumar Das, Retd Associate Professor & Former Head, Dept of Botany, Bethune College), Dr. Dipak Kumar Som and Dr. Ashok Kumar Das attended and evaluated SWOC analysis work as per your instruction and Questionnaire Format.

Dr. Prabir Kumar Das also evaluated SWOC analysis work based on soft copy document. He could not attend due to some urgent work. In this context, I am attaching single PDF file of said SWOC analysis work of GGDC, Chapra for your kind perusal.

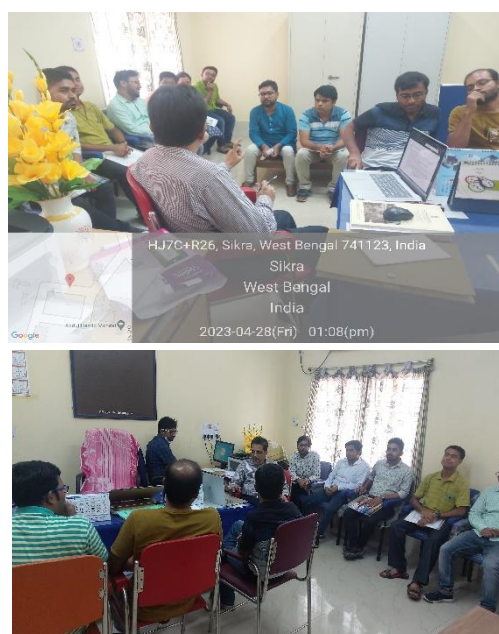
Thanking you.

Yours faithfully,

Place: Shikra, Nadia-741123.


(DR. SUBHASIS PANDA)
Principal
Govt. General Degree College, Chapra
Vill.-Shikra, P.O.-Padmamala
Nadia-741123

LIVE IMAGES TO CONDUCT SWOC ANALYSIS BY THE HONOURABLE EXPERTS
AT GGDC, CHAPRA On 28th APRIL 2023



**DURING SWOC ANALYSIS BY HONOURABLE EXPERTS AT PRINCIPAL'S
CHAMBER IN PRESENCE OF FACULTY MEMBERS & OFFICE STAFFS ON 28th April
2023**

Format for Institute Academic Audit

Name of the Institute : Government General Degree College Chapra

Date : 28/04/2023

Name, Designation and Address of Academic Audit Experts:

- 1. Prof. (Dr.) Prabir Kumar Das**
Former Member Secretary in WBSCE & Retd. Principal in West Bengal Senior Education Service, Former Registrar in Maulana Abul Kalam University of Technology (W.B.) & Seacom Skills University, Former ADPI & JDPI (NGC) in Higher Education Directorate, Govt. of West Bengal, Bikash Bhavan, Kolkata, Former Scientist-B in DRDO (Kanpur).
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Retd. Associate Professor & HOD
Post Graduate Department of Botany
Bethune College, Kolkata-700006.

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Members of Staff Present: 1. PRINCIPAL: DR. SUBHASIS PANDA
2. Faculty Members:

SUDIPTA DAS	28/04/23	ARUNAVA SINHA	28/04/23
DR. SUPRIYA MONDAL	Supriya Mondal 28.04.23	DR. PABITRA KUMAR MISTRI	Pabitra Kumar Mistri 28/04/23
DR. SHAIKH SAFIKUL ALAM	Shaiikh Safikul Alam 28/04/23	BABUL PRAMANIK	Babul Pramanik 28/04/23
DR. AYAN BANDHOPADHYAY	Ayan Bandhopadhyay 28/04/23	SUNAYAN MUKHERJEE	Sunayan Mukherjee 28/04/23
DR. MANAN SAHA	Manan Saha 28.04.23	DR. LATIF UDDIN	Latif Uddin 28/04/23
DR. ASIM KUMAR DAS	Asim Kumar Das 28/04/23	PRIYANKA PRADHAN	Priyanka Pradhan 28/04/23
DR. ANINDA CHAKRABORTY	Aninda Chakraborty 28/04/23	KRISHNA GOPAL MOHANTO	Krishna Gopal Mohanto 28/04/23
BISWAJIT PAUL	Biswajit Paul 28.04.2023	JAYDEB MANDAL	Jaydeb Mandal 28/04/2023
AJOY GHOSH	Ajoy Ghosh 28.4.23	RUDRA SEKHAR BASU	Rudra Sekhar Basu 28/04/2023
PANKAJ BISWAS	Pankaj Biswas 28/04/23	ARGHYA THAKUR	Arghya Thakur 28/04/23
SUDIP MANDAL	Sudip Mandal 28/04/23		

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
I. Curriculum	Steps followed in the designing of syllabus & curriculum	Yes	Affiliated to Kalyani University	NA
	Contents of the Curriculum	YES	do	do
	Validation done	Yes	-	-
	IDC / EDC	Not yet	-	-
	Credits allotted / distribution – logic	Yes	As per University of Kalyani	-

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Curriculum Transaction	Items	Verification Yes / No	Comments	Suggestions for improvement
	Teaching methods & teaching aids	Yes	Chalk and talk, chart, globe, OHP, ICT (ppt based)	
	E-learning modules	Yes	Sociology Dept only	To be introduced in other subjects
	Project work UG/PG	Yes	UG only as per KU	-
	Internal assessment – components – Uniqueness	Yes	Affiliated to Kalyani University	-
	Student support – remedial coaching	Yes	As per KU	-
	Parents meeting – evaluation of student's progress	Yes,	6 months interval	The time interval may be reduced to 3 months
	Feedback from students	Yes	-	-
	Steps taken on the feedback	Yes	-	-

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Faculty Profile	Projects completed / on going	01 ongoing Physics Dept.	IQAC has taken initiative to influence teachers to procure more projects	-
	Seminars / conferences attended	More than 15	-	-
	Papers / articles / books Published outstanding five publications from Social Science/ Science/ Commerce/and others	Yes	-	-
	FDP / RC / OC / Training Program / Workshop	Yes	-	-
	Preparation of E-learning materials / Content	Yes	Sociology	-
	Acted as resource persons	Yes	-	-
	M. Phil. & Ph. D. awarded	YES	Ph.D.: Humanities: 03, Science : 06 M.Phil.: Humanities 04	-

Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	703:190	-	-
	Students' involvement in extra-curricular & Co- curricular activities	YES	-	-
	Study tour / industrial visits / exhibitions / Internship / Training	No	No study tour/Industrial visits/exhibitions/training allotted to those Existing subjects as per CBCS Syllabus of University of Kalyani.	-
	Achievements	No	-	-

Infrastructure in the Institute	No. of class rooms	14	-	-
	No. of laboratories	07	-	-
	No. of computers – for teachers	02	-	-
	No. of computers – for students	01		
	No. of computers – research scholars	01		
	No. of instruments	66		

VI.0 Activities of the Institute	MoUs signed	NO	MoU between GGDC, Chapra & Muhammad Premier University, Morocco is under process. Muhammed Premier University authority visited in Nov-Dec. 2022.	
	Consultancy	Not yet	One teacher teaches as Guest Teacher at Harichand-Guruchand Univ since 2022 [one day per week]	
	Collaborations	Not yet	Collaboration between GGDC, Chapra & Muhammad Premier University, Morocco is under process. Muhammed Premier University authority visited in Nov-Dec. 2022.	
	Association Meetings	Not yet		
	Guest lectures	NO	It is a Govt College, so we cannot recruit Guest lecturers without Govt permission.	
	Conference / Seminar / Workshop conducted	YES	International Seminar-01[2022] Webinars: National- 01 [2021] State level-08 [2020-22] e-workshop: 01 [June 2021]	
	Extension Activity	Not yet	Planning to adopt Indo-Bangladesh very poor border village [Hatkholia] to assist poor UG students	
	Interaction with Industry / Research Centers / Educational Institutions	YES	1. already discussion is going on with Botany Dept., <u>Calcutta university</u> for <u>biofertilizer-based cultivation</u> since June 2021 [Prof. Krishnendu Acharyya]. 2. with <u>West Bengal Biodiversity Board</u> to establish one Butterfly Garden [already work is going on] 3. <u>Jadavpur Univ. Pharmaceutical Technology</u> [Prof. Subhash Mandal]	4. with <u>Muhammed Premier University, Morocco</u> since November 2022 [Prof. Mostafa Elachouri] for <u>Research dev.</u> 5. <u>Erfurt Naturkunde Museum, Germany</u> for biodiversity conservation [discussion going on]. 6. <u>Post-Graduate Dept of Zoology, Division of Entomology, Maulana Azad College Kolkata</u> [Dr. Dipak K Som].

Newsletters / Magazine	Not subscribed/ published yet	No funding available from Govt	
Placement	Not yet	Due to remote area college, no placement authority is willing to come here.	

Please comment on SWOC Analysis: (250 Words)

Strength:

- The college has been consistently excelling in research. The Department of Physics is executing one Major Research Project funded by Science & Engineering Research Board, DST, Govt. of India (Vide No. EEQ/2022/001082 DT. 07/03/2023).
- The college has been organising Seminars both in State Level, National Level and in International Level.
- The college can boast of excellent laboratory and library resources.
- The college has learned faculty members involved in publishing Papers, Article, Books and Book chapters of national and international repute.
- The college has several schemes to support the girl students in particular. There are schemes like Kanyashree, and Aikyashree and Oasis Government of West Bengal. Both boys and girls can also avail Swami Vivekananda Merit-cum-means Scholarships. Credit card
- The college authority has started MoU related dialogue with Professor Mostafa Elachouri, a leading North African Ethnobotanist of the Biology Department, Mohammed Premier University, and Oujda, Morocco, who visited the college during November-December 2022.
- The college authority has started MoU related dialogue MoU in between Central Library of KU and this college.

Weakness:

- The principal weakness is dearth of communication. The college is located 35 km away from the nearest railway station Krishnagar and 13 km away from nearest bus stoppage, Chapra Srinagar morh. Moreover, no bus service is available. Only Auto service is there and is costly enough for students and staff.
- The college is running without Boys' Hostel, Girls' Hostel, Quarters for teaching and non-teaching staff and Principal's Quarter.
- No Gymnasium is available for students.
- The college is located in rural area and harbouring a rich resource of animal and plant biodiversity. In spite of these, the college is running without Zoology and Botany.
- Number of computers: Number of students (3:163) very poor.

Opportunities:

- There is ample opportunity to introduce Honours subjects like Botany, Zoology, Physiology, Biochemistry and Statistics (Subjects of Biological disciplines) as per recommendations from competent authorities.
- Introduction of more ICT-equipped smart class rooms.
- Establishment of a large garden for indigenous medicinal plants having sustainability within the college campus.
- Establishment of a Zoological Museum and Herbarium for creating consciousness on local fauna and flora respectively.
- Immediate upgradation of Physics, Chemistry and Mathematics from general degree to honours degree.
- The College may be focused as the Centre for Biodiversity Conservation' as well as centre for wild cultivated threatened plants.

Challenges:

- Improvement of the college infrastructure with special reference to the construction of Girls' and Boys' Hostels for maximum number of students, as they come from distant places.
- The college has immediate need to start construction of Staff quarters and Principal's quarter.
- Time bound Bus services with subsidised fare need to be introduced from Chapra to the college campus for students coming from challenged socio-economic background.
- Centralized Computer Lab for entire college with Wi Fi facility.
- Value Added Certificate courses/Job oriented courses need to be started.
- More Honours courses especially Botany, Zoology, Education, Philosophy, Geography, Statistics, and need to be introduced.
- UGC 2f and 12(B) certifications be immediately granted and Government should take necessary efforts in this regard.
- Industry interaction be initiated immediately.
- Vast area of Backside is open [not fenced since beginning] due to forcefully cultivated land encroachment by the local villagers of Shikra village since its beginning. Several meetings with BLRO Chapra Block along with local villagers conducted, still 3 villagers are inclined to leave this vested Govt land.

Best Practice (s) / Innovations of the Institute: Institutional Best Practices/Innovations

Best Practice 1.

Title of the Practice: Campus Cleaning and Greening Campus

Objectives of the Practice: College NSS unit is very actively involved in cleaning our campus regularly (one day in a week). College NSS unit is also actively involved for greening college campus since June 2021.

The Context: time has come to aware every citizen in our country to clean his/her surrounding for healthy and hygienic life for all. Time has come to aware every citizen to plant saplings of all types for our future survival on earth. Deforestation increases day by day. Earth's lung, Amazon Forest is burning, African dense Forest is going to be thinner day by day. One day will come very soon in immediate future when our future generations will have to purchase oxygen cylinder like petrol and diesel!

The Practice: NSS unit planted total 45 tree saplings on World Forest Day on 21st March 2022 and 2023. On 5th June (World Environmental Day) 2021 and 2022, NSS unit planted more than 150 shrubs and tree species throughout College Campus. Moreover, College authority started one ornamental Garden inside College Campus since June 2022, where more than 100 trees, shrubs and herbs are present. NSS unit is monitoring Greening Campus.

Problems Encountered and Resources required: Due to shortage of funding for last one year, we are facing so many obstacles to maintain Greening campus. We need Government funding immediately to save Greening campus.

Best Practice 2.

Title of the Practice: Environment-friendly campus and conservation of Biodiversity and Eco-restoration Practice including conservation of cultivated plants of wild relatives

Objectives of the Practice: College NSS unit and Kanyashree Club are actively involved in maintaining and monitoring another newly built-up Biodiversity & Conservation Garden where locally available threatened plants and locally available cultivated wild plants are collected in and around Chapra Block and preserved here in this garden. The garden is nascent and newly established. More than 10 species of Snakes are there. Garden is also harboring butterflies, various types of insects, earthworms, snails, toad etc. and more than 20 species of birds made their nests here throughout campus trees.

The Context: Mainly to save locally available threatened plants including threatened cultivated wild plants, this garden was established on 5th June 2022. To monitor this Garden, one Biodiversity & Conservation Laboratory cum museum is also established on 5th June 2022. Main aim is to conserve locally available threatened plants including medicinal plants and cultivated wild plants

The Practice: NSS unit and Kanyashree Club are actively involved in monitoring this Garden. One local villager is also maintaining this garden. Formation of one butterfly garden inside this Biodiversity Garden is under process. Total 24 locally available plant species are planted in this garden. Cleaning and watering are regularly done by one local villager. Our NSS team is trying to conserve local hotspots (locally available big

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brushes) where a variety of rare and threatened medicinal plants, fox, lizards, snakes and a good number of insects get shelter. We are trying to built grass-made nests in the trees to attract more birds.

Problems Encountered and Resources required: Due to shortage of funding for last one year, we are facing so many obstacles to maintain this garden. We need Government funding immediately to save this garden.

Best Practice 3.

Title of the Practice: Regularization of Parent-Teacher meet for better understanding

Objectives of the Practice: Eight Departments (5 Humanities and 3 Science) are conducting Parent-Teachers meet regularly at an interval of every 3 months for better understanding.

The Context: Parent-Teacher Meet is a platform where Parents can understand lacunae as well as betterment of their wards. Through this platform, parents can interact directly with concerned teachers. Alternatively, teachers convey their messages directly to the parents. Teachers also provide some tips or way and suggestions to the parents to convey their wards for their betterment. Therefore, Parent-Teacher Meet is one of the best practices in any educational institutes.

The Practice: Teachers used to keep all records for each student in a Record Register. Particular Departmental teachers are present in their departmental room and parents are requested to sit inside this room before schedule time. Teachers call parents one by one and briefed the lacunae/weakness/strength of a particular student in front of each parent. Teachers also provide some suggestions for the better understanding of those students. Parents also directly interact with all teachers or a particular teacher for any query.

Problems Encountered and Resources required: Presence of parents' percentage is decreasing day by day, especially after Covid 19 Pandemic. Parents said that it is due to remote locality with poor transport and most of the parents are cultivators who are forced to go to the fields for their daily earning.

Best Practice 4.

Title of the Practice: Free Health Check up for the students of this remote area

Objectives of the Practice: Every 6-month interval one Free Health check-up is organized by Chapra BMOH on our request.

The Context: As the college is located at the outskirts of the village Shikra, about 14 km from Chapra town, and as most of the students are coming from other remote villages, regular free health checks up in presence of MBBS Doctor is organized.

The Practice: As the numbers of female students are more, therefore, Chapra BMOH used to nominate one Lady doctor every time. All students are gathered in the 1st Floor Auditorium where our faculty and teaching associated staff are also present. Doctor is requested to on the Dias. Firstly, Doctor made groups of 8 students and calls each group one by one. Firstly, Doctor consults our female students and enquire their problems one by one. After enquiry, Doctor used to provide some medicines to our poor students also. Doctor also provides some vitamins, nutrition-rich tablets, ORS etc. to our students. Doctor also consults our male students' similar way one by one.

Problems Encountered and Resources required: No problem arises yet, but we need Free Health Check-up at an interval of every three months.

Best Practice 5.

Title of the Practice: Organization of regular-basis social awareness programmes by our NSS students.

Objectives of the Practice: To aware villagers of nearby villages, every year our NSS Unit organizes 'Covid-19 viral fever', 'Safe drive save life', 'Dengue viral fever' etc.

The Context: our NSS Unit's awareness campaign received a good look and emotion by local villagers since the year 2016. Every year we used to choose each village for campaigning the awareness programmes. We campaigned mainly two nearby villages Shikra and Hatkhola. We are planning to campaign more remote villages.

The Practice: Every year preferably in the first week of March, this awareness campaigning organized with the help of local villagers. First of all, students of NSS Unit are gathered before schedule time at the venue of a particular village. Then as per our invitation, local villagers are used to gather one by one. Some social workers and eminent persons of this village are invited to say before audience. Our NSS Programme Officer and Principal also briefed their purpose before audience. After delivering speech, we used to provide masks, sanitizer etc. to the local villagers, even our students used to reach their home also during awareness campaigning time.

Problems Encountered and Resources required: Due to shortage of funding from University NSS department, we could not organize these programmes for the year 2023 yet.

Best Practice 6.

Title of the Practice: Local biodiversity-based Environment Studies project to all 1st SEM students initiated since 5th June 2022.

Objectives of the Practice: To aware UG students from the beginning about the importance of local biodiversity, GGDC Chapra has initiated Local Biodiversity-based Environmental studies Project in a meeting on 5th June 2022 on the eve of 'World Environment Day'.

The Context: Practical-based Environment-related project is required to understand the environment and its biodiversity in real sense. Thinking the need of Practical-based Environment Project, we have initiated this project from November 2022. Total 16 students submitted their Projects based on their locally available flora and fauna.

The Practice: Before sending the Project Format, one lecture was conducted in 1st Floor Auditorium regarding how they execute this field-based environment project. After the lecture students were provided one blank Format entitled "Studies of Local Biodiversity". In this Format, detailed information was mentioned like particular Locality, GP, Block, GPS coordinates, altitude, Date of field visit, Local name of plants and their live images, local name of animals and their live images, Rarity and present status of these plants and animals in this locality, medicinal importance of these plants if any etc. Total 16 Projects were submitted by the students for the first time. These Projects were kept in Biodiversity & Conservation Lab.

Problems Encountered and Resources required: Due to shortage of funds, we could not print all projects, but we have all soft copy pdfs. Only 40% students submitted this Project, but most students from Programme courses did not submit yet.

7. GGDC, Chapra initiated Subject-wise Departmental Projects for all students from academic session 2023-24

8. Administrative approval for Installation of High Must LED light within the campus has been granted by Higher Education Department, Govt of West Bengal.

9. Creative Writing competition has initiated from January 2023, Total 16 students participated.

10. Quiz Competition has been conducted regularly.

Future Plans of the Institute: (250 Words)

1. To introduce ICT-based College Automation System and e-Governance (Electronic governance) to design, execute, and monitor various functions of the College.
 - a. To provide a more straightforward and efficient system of governance in accounts, admissions, administration, and teaching-learning.
 - b. To create a paperless (green) ecosystem, maintain and provide easy and quick access to information.
2. To introduce Honours courses of three Science subjects which have Programme courses viz., Physics, Chemistry & Mathematics immediately.
3. To introduce more Science subjects like Statistics, Botany and Zoology
4. To introduce NCC from next academic session (already applied)
5. To form Governing Body immediately (under process) for fostering College Development Process.
6. To introduce Competitive Exam centre for future development of the students
7. To introduce job-oriented Practical workshop for the students like Mushroom cultivation, Vermi-compost production, biofertilizer-based high yielding cultivation (as most of the students are depending on agriculture).
8. To introduce 4 to 5 ICT-equipped class rooms
9. To introduce Medicinal Plant Gardens based on locally available threatened Medicinal Plants
10. To renovate College Auditorium on the 1st Floor immediately
11. To introduce WiFi facility to the students and staffs
12. Reform and up gradation of College Central Library to equipped with modern facilities facilitating up to the student's fingertips.
13. To introduce Departmental Seminar Library from the next Academic Session
14. To prepare a database for e-Journal and e-book for the students
15. To organize National and International Conferences every year
16. To participate Outreach Programme from next Academic session

Signature of the Principal with Seal

Principal
Govt. General Degree College, Chapra
Vill.-Shikra, P.O.-Padmamala
Nadia-741123



Signature of the Academic Audit Experts

Dr. Dipak K. Som, M.B.B.S
Associate Professor of Zoology
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