



# Naba Ballygunge Mahavidyalaya

## Kolkata

27E, Bosepukur Road, Kasba ,Kolkata-700042

NAAC Re-Accredited B+ Grade (UG & PG) College

Affiliated to University of Calcutta

## *E Prospectus*

2024-25





## PRINCIPAL'S MESSAGE

*"The roots below the earth claim no rewards for making the branches fruitful"*

*-Rabindranath Tagore*



Education is a realm of infinite possibilities, a tapestry woven with the threads of knowledge, wisdom, and enlightenment. It is the beacon that illuminates the darkest alleys of ignorance, inspiring truth-seekers and the champions of progress. True education extends beyond academic achievements; it encompasses the holistic development of human beings. Our institution aims at nurturing minds, bodies, and souls of the young learners, propelling them beyond mediocrity.

Here, we foster an environment that encourages creativity, critical thinking, and empathy. We prepare the learners to dare embrace challenges. We also shape them in order that they seek knowledge with unwavering determination, for it is the gateway to enlightenment. Teaching is important, but we also train their minds to rise above fear, confront doubt, and become warriors of knowledge, armed with wisdom and the audacity to dream. Education is a lifelong journey, and each day is an opportunity for growth for them.

Starting its journey in 1985 as Charuchandra Evening College and expanding its offerings in 2013-2014 to include PG courses in Bengali and Commerce shows a commitment to providing enhanced educational opportunities to the community. By introducing postgraduate courses, the college has demonstrated its dedication to catering to the higher education needs of students and preparing them for a more specialized career path. Offering courses in Bengali and Commerce allows students to pursue advanced studies in these fields and acquire in-depth knowledge and skills.

Expanding the college's curriculum with PG courses not only benefits the future generation by providing them with additional educational options but also contributes to the overall growth and development of the nation. Higher education plays a crucial role in equipping individuals with the skills and knowledge necessary to contribute to the progress and advancement of society.

Overall, the introduction of PG courses in Bengali and Commerce by our College reflects its forward-thinking approach and dedication to providing a comprehensive educational experience to students, enabling them to thrive and contribute meaningfully to society.

With pride and conviction, our students join this grand odyssey of learning, shaping the destiny of their existence. With unwavering certainty and profound belief, I affirm that each one of them possesses the potential to make an extraordinary impact upon the world.

Sincerely,  
**Dr. Ayantika Ghosh**  
Principal

## College at a Glance

<b>Year of Establishment</b>	1985
<b>No. of Departments</b>	09
<b>No. of P.G. Departments</b>	02
<b>Total Number of Teachers &amp; Librarian</b>	Permanent Teachers-26 State Aided Teachers-09 Librarian-01
<b>Total No. of Non-Teaching Staff</b>	Permanent- 11 Casual-03
<b>No. of books in College Library</b>	13,000 approx.
<b>No. of E-Journals</b>	6000+
<b>E-Book</b>	8,00,000 free+ (209) purchase
<b>Library RFID gate</b>	01
<b>Computers + Laptops</b>	40+30
<b>Smart Class Room</b>	01
<b>No. of Photocopier Machines</b>	03
<b>Gymnasium</b>	Yes
<b>Auditorium</b>	Yes
<b>Library Automation Software +OPAC</b>	yes
<b>Knowledge Resource Centre</b>	yes
<b>CCTV</b>	Yes
<b>NSS Unit +NCC unit</b>	Yes
<b>Generator</b>	Yes
<b>Cycle Stand</b>	Yes
<b>Purified Water Machine</b>	Yes
<b>Anti-Ragging Cell</b>	Yes
<b>Counselling Cell</b>	Yes
<b>Women's Cell</b>	Yes
<b>Wi-Fi Access</b>	Yes
<b>Sport Facilities</b>	Yes



## Students' Charter

### The learning rights and obligations of students

#### The Institution's Responsibilities towards its Students:

- Communicate the goals and objectives of the Institution clearly to all students.
- Offer a wide range of programmes with adequate academic flexibility.
- Use feedback from students in the initiation, review and redesign the programmes.
- Facilitate effective running of the teaching-learning programmes.
  - Implement well-conceived plan for monitoring student progress continuously.
  - Ensure that the student assessment procedures and systems are reliable and valid.
  - Provide clear information to students about the admission and completion requirements for all programmes, the fee structure and refund policies, financial aid, and student support services.
  - Ensure sufficient and well-run support services to all students.
  - Promote values, social responsibilities, and good citizenry in all students.



#### Students' Responsibilities of Learning:

- Appreciate the institutional goals and objectives and contribute to their realization by participating in relevant Institutional activities.
- Have a clear knowledge of the programmes, admission policies, rules, and regulations of the institution.
- Follow the time schedules, rules, and regulations of the Institution.
- Undertake regular and intense study of learning materials.
- Make optimum use of the learning resources and other support services available in the Institution.
- Prepare for continuous internal assignments and term-end examinations. Give feedback for system improvement.
- Have faith and ability to pursue lifelong learning. Live as worthy alumni of the Institution.

*[N.B.: NAAC, Bangalore has framed this Charter and directs all the colleges to circulate it among the students, teachers, and staff.]*





## About Our Institution



Naba Ballygunge Mahavidyalaya eminent educational Institution of South Kolkata was established as an evening section of its Parent institution Charu Chandra College on 15th July, 1985 for the employed and employment seeking students. Its parent institution Charu Chandra College was established in 1947 in the sacred memory of Deskarmi Charu Chandra Chattopadhyay for the benefit of the students migrated from East Bengal (presently

Bangladesh). The then Charu Chandra Evening College has been bifurcated after a 23 years relation (evening section of Charu Chandra College was originally established in 1962) with its Parent body Charuchandra College at 80 R.K. Ghosal Road, Kolkata-700042 at Chittaranjan Boys' School with creative excellence and innovative gravity of Prof. Santosh Mitra and Prof. Anil Basak. After a long transition and tireless effort of some of the eminent personalities like Gurupada Bagchi, Sri Rabin Deb, President, G.B. and with the financial and infrastructural assistance by Hon'able M.P. viz. Dr. Biplab Dasgupta, Md. Salim,

Sarala Mahaswari and Chadrakala Pandey, our dream came to the light of reality on 9th October, 2002 and the new college building was inaugurated by the then Chief Minister Sri Buddhadeb Bhattacharya at 27E, Bosepukur Road, Kolkata -700042. The college is renamed as Naba Ballygunge Mahavidyalaya on 1st April, 2005 and shifted to a Day College w.e.f. 1st July, 2005. After crossing long hurdles with the creative thinking of the Management, the college is moving dynamically to reach its objectives and trying to endeavor the knowledge of excellence and Heaven of destiny to the socio-economic embraces. Naba Ballygunge Mahavidyalaya is an emerging Institution for the application of PATH GOAL THEORY of Destination of the Bright as well as Poor Students. The Institution runs a well-balanced Programme for harmonious development of body, mind intellect and soul, specially based on activities of NSS, games and sports, seminars, debates, drama etc. With the roll of time and change of socio-economic culture, the entire scenario of education has undergone a sea change. In the era of globalization Naba Ballygunge Mahavidyalaya is no longer just an educational institute but it ensures the hope for new dimension in all spheres of development of human resources with the innovative excellence and creative administration.



This college is located at 27E, Bosepukur Road, Kolkata - 700 042 which is the heart of Kasba Township and adjacent to the Kasba Police Station in South Kolkata. It is half kilometer away from Ballygunge Railway Junction, an important station in south section of Sealdah Railway Division. The location is enriched due to its unique establishment at the left-hand side of Rashbehari Connector from Gariahat to Ruby Hospital. The location of college is conducive to the upliftment of the students of nearby slum area.



## Vision & Mission

### Vision

To become an educational institution of eminence with a strong emphasis on outcome-based superior teaching-learning framework, research-oriented outlook, value-driven mindset and collaborative approach, in order to develop globally aware and socially responsible citizens for the future.

### Mission

The mission of Naba Ballygunge Mahavidyalaya as a higher education institution typically focuses on several key areas viz.:



- **Providing Quality Education:** Delivering high-quality education and fostering a positive teaching-learning environment that encourages academic excellence and critical thinking for one and all.
- **Research and Innovation:** Encouraging research activities and innovative thinking among students and faculty members to contribute to the academic and overall societal advancement.
- **Holistic Development:** Focusing on the all-round development of students by promoting not only academic knowledge and insights but also co-curricular activities, extracurricular activities and the like.
- **Value-driven Learning:** Emphasizing imparting ethical values and social responsibility among one and all.
- **Skill Development:** Equipping students with necessary skills and competencies to enhance their employability and prepare them for successful careers in various domains.
- **Inclusivity:** Ensuring education is accessible to all segments of society, promoting diversity and providing equal opportunities for all students and staff members.

### *Strategic Planning and Deployment Document (SPDD)*

### Backdrop

Strategic planning is of immense significance for a Higher Education Institution (HEI) to materialize its Vision and Mission. Hence, Naba Ballygunge Mahavidyalaya has developed a **Strategic Planning and Deployment Document** to determine its direction in the right trajectory from all perspectives to achieve its mission and vision in the short and the long run respectively. Strategic Planning is a continuous process that draws in the participation of all stakeholders who contribute to the success of the institution. The institution endeavors to monitor continuously the implementation of the planning in line with the goals and the objectives and take necessary action for any deviation or for further improvement in order to achieve the desired outcomes.







## Quality Policy

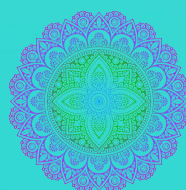
Our quality policy in short: ***In the continuous pursuit of excellence.***

The Quality Policy of the college sets out the programme by which the college assures its stakeholders of the quality of its teaching-learning framework, research activities, governance, overall institutional culture, and academic and non-academic functions and outcomes. The Quality Policy supports the achievement of the Mission and Vision of the college. The college has an active Internal Quality Assurance Cell (IQAC) to continuously improve quality from all perspectives. The College is committed to the development of an institutional culture which recognizes the importance of quality initiatives and quality assurance on a continuous basis in all domains and for all stakeholders.



### Key Quality Initiatives:

- Introduction of market/job oriented add-on-courses and value-added courses for students, aiming at furthering employability.
- Career counselling/awareness sessions and coaching for competitive examinations for the students on a regular basis.
- Focus on ICT enabled and innovative teaching-learning tools/techniques.
- Remedial classes for the students in need.
- MoUs with various colleges/entities to collaboratively take up significant initiatives for the development of one and all.
- Award of scholarships to meritorious and needy candidates as per stated rules and provisions aiming at encouraging them to pursue higher education.
- Counselling of students to help them deal with stress or any psychological crisis.
- Encouraging faculty members to pursue Ph.D. programmes, publish research in reputed journals and books, pursue research projects awarded to them by eminent organisations/entities.
- Motivating faculty members to participate in seminars, conferences, professional development programmes.
- Encouraging non-teaching staff to participate in professional development programmes.
- Technology upgradation throughout the campus to facilitate operations and functions in line with the needs of the contemporary scenario.
- Continuous community support and engagement through various activities.
- Organizing seminars/workshops to deal effectively with the new pedagogical framework and contemporary scenario.
- Infrastructural development and expansion initiatives on a continuous basis.
- Focus on eco-friendly and inclusive campus.
- Effective feedback mechanism in place to seek inputs from stakeholders from various perspectives to improve the teaching-learning framework and overall functional system.
- Active committees in place for redressal of grievances.
- Welfare measures for students and staff.





## *The Core Values of the institution in delivering quality include:*

### *Excellence*

There is an urge from all sections to pursue excellence relentlessly. The college emphasizes on creating a milieu where everyone is motivated to put in their best to achieve their personal aspirations and the objectives of the college as well.

### *Inclusivity*

The institution boasts of an inclusive campus and a congenial work environment where diversity in all forms is valued and promoted through various endeavors.



### *Integrity*

The college is committed to conduct all activities related to its stakeholders and the society as a whole in an ethical manner with a focus on fairness, transparency and honesty.

### *Determination*

The college possesses a strong determination to achieve its mission and vision by taking significant initiatives to move ahead in the right trajectory in a fair and transparent manner for the benefit of one and all.

## *Strategic Objectives*

Strategic Planning is a continuous process and at Naba Ballygunge Mahavidyalaya it encompasses the following facets. The deployment status of various plans is checked and monitored on a regular basis and actions taken accordingly for quality enhancement.

## *Governance & Leadership*

- Vision and Mission articulated appropriately through every action/initiative.
- Institutional Strategic Planning & Deployment Document drafted and reflected on the Website.
- Emphasis on E-governance.
- Smooth functioning of all statutory and non-statutory committees and cells.
- Decentralization and Participative Management with a focus on hearing the voices from one and all.
- Effective conduct of Internal Audit and External Audit.
- Conduct of Gender Audit, Academic Audit and Green Audit programmes appropriately.
- Proper allocation of duties, responsibilities and accountability to one and all.







### *Internal Quality Assurance Framework*

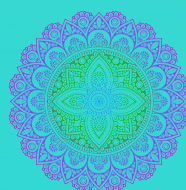
- Reconstitution of IQAC as per norms.
- Framing of Quality Policy.
- Periodic monitoring to assess current quality status from all aspects and consider measures for improvement.
- Annual report preparation and submission.

### *Teaching-Learning Framework*

- Encouraging faculty members to upgrade themselves on a continuous basis through participation in workshops, seminars, conferences, FDPs, FIPs, refresher courses and the like.
  - Academic planning and preparation of Academic Calendar.
  - Equitable and efficacious course distribution among faculty members.
  - Focus on outcome-based approach and continuous evaluation.
  - Scholarships for meritorious and needy students.
  - Development of e-learning resources.
  - Empowerment of students through career counseling, psychological counseling, add-on courses, value added courses, coaching for competitive examinations, insightful seminars/workshops.
    - Use of ICT enabled and innovative tools and techniques for effective dissemination of knowledge and expertise.
- Promotion of fair and transparent feedback mechanism for improvement.
- Fostering collaborations with various entities aiming at constructive activities for one and all.
- Implementation of best practices.

### *Research & Innovation*

- Motivation and Encouragement to conduct research in different domains.
- Funding for participation in seminars/conferences.
- Encouragement to move ahead with field work-based research.
- Encouragement to publish articles in journals of repute, books, magazines, newspapers and the like.
- To encourage all to pursue Ph.D. programme and to felicitate achievers.
- To encourage faculty members to take up and conduct research projects awarded by eminent organizations/entities.
- Fostering collaborations for meaningful research.
- Development of an entrepreneurial ecosystem in and beyond the campus.





## *Students' Development & Participation*

- Fund allocation for student-centric events and activities.
- Fund allocation for student development programmes.
- Scholarships for meritorious and underprivileged deserving candidates.
- Organizing competitions and encouraging participation in college level, state level, national level competitions.
- Empowerment of students through career counseling, psychological counseling, add-on courses, value-added courses, coaching for competitive examinations, insightful seminars/workshops, placement activities.
- Emphasis on holistic development through participation in various co-curricular, extra-curricular, cultural, community engagement, social welfare, health awareness, gender sensitization and environment-focused activities as well as special observances.
  - Rewards and Recognitions for achievers.
  - Financial assistance to the needy and deserving students.



## *Community Engagement & Social Outreach*

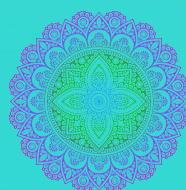
- Developing social and environmental awareness through various endeavors by NSS unit, students' and college committees.
- Undertaking meaningful initiatives in community and social development.
- Budget allocation for the aforementioned initiatives.

## *Infrastructural Resources*

- Building extension & renovation.
- More Smart and Virtual Classrooms.
- State-of-the-art auditorium in place.
- Digital library in place.
- More ICT enabled classrooms.
- E-governance portal.
- Safety & Security Management and Measures in place.
- Provision for Safe Drinking Water and Cold-Water facility at all times.
- Provision for common rooms.
- Gymnasium with modern amenities.
- Canteen facilities.
- Various greening and other key environmental initiatives.
- Hygienic, zero plastic & green campus.
- Inclusive campus in real sense.

## *Financial Management*

- Financial planning and analysis.
- Budget planning and allocation.
  - Effective utilization of funds.







- Effective functioning of purchase and finance committees.
- Effective conduct of audit programmes.
- Financial support for various initiatives/activities like seminars, workshops, social outreach programmes, cultural and sports events, research, special observances, educational tours and more.

### *Staff Development & Welfare*

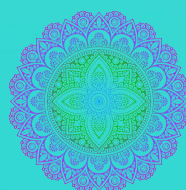
- Staff recruitment in various positions as per norms.
- Monetary aid in need as per stated norms or provisions.
- Staff feedback for better work culture and milieu.
- Performance evaluation system at regular intervals.
  - Encouragement for professional development programmes or training for quality improvement.
    - Provision for best possible job & infrastructure facilities.
    - Service rules & leave rules appropriately in place.
    - Staff welfare policy, Career Advancement Schemes properly in place.
    - Rewards and Recognitions for achievers.
    - Financial assistance for seminars, conferences, workshops and meaningful research.
      - Organizing seminars, conferences and workshops.
      - Motivation for improving qualification and skillsets.



The implementation of strategic plans is monitored from time to time by the Principal, IQAC, various sub-committees/cells through periodic review. This SPDD is an effort of the college for achieving the goals and objectives as aligned with its vision and mission. The strategic plan just provides a guiding framework for a collective effort of the participating stakeholders. It is the actual implementation which matters and ensures success and sustainability of the plans in the days to come. Proper execution of strategies needs wholehearted cooperation from all and a good spirit. The system of implementation should evolve through time in a dynamic manner thereby incorporating the lessons learnt and in this context the role of the IQAC is crucial in ensuring the quality and success of the implementation process.

### *Internal Discipline & Code of Conduct*

1. The general norms for internal discipline and code of conduct are stated briefly as follows:
2. The students are required to follow strictly the rules and regulations of the college.
3. Each student must be well-mannered and polite in his / her behavior.
4. He / she should be regular and punctual in his/her attendance of classes / lectures, seminars, competitions and in other activities of the college.
5. He / she must observe silence in class rooms, corridors, and examination halls. Loitering on corridors and in-front-of college gate is strictly prohibited during college hours.
6. He / she should observe total silence in the library and should follow the library system properly.





7. The student should keep the college premises neat and clean. Misuse of college property in any form will be considered as punishable offence.
8. He / she is strongly warned against indulging in
  - a. willful destruction of college property
  - b. illegal activities
  - c. unauthorized postering
  - d. writing on college walls
  - e. misbehavior with teachers, college staff and other students
  - f. giving proxy for other
  - g. long absence without proper information in writing
  - h. spitting on college walls, floor, stairs, and other places etc.
9. He / she is liable to be punished for any breach of conduct and discipline. The decision of the college authority in this respect is final.
10. Use of Mobile Phone, F.M. Radio, Sound System etc. inside the college premises is strictly prohibited.



**N.B.:** The college may take disciplinary action against any student found disturbing the academic atmosphere of the college. Such a student shall not be admitted into the college for further studies and the college shall not issue good conduct certificate to him/her.

## Facilities

Nestled within the heart of the campus, the college infrastructure stands tall as a beacon of knowledge and growth. Located at 27E, Bosepukur Road, Ward No.67 Kasba, Kolkata-700 042, the college is the centerpiece of the institution, embodying the spirit of learning and community.

### Land & Build-up Area

The College spans approximately 0.22 acres. It boasts a 4+G building with each floor encompassing 4,000 square feet, totaling 20,000 square feet of built-up area.

### Classrooms

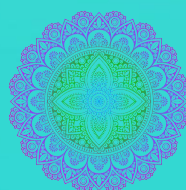
The college features fourteen spacious classrooms, with seven equipped with Mic-systems to support traditional and interactive learning. Two smart classrooms, adorned with advanced audiovisual systems, facilitate dynamic teaching methodologies.

### CCTV Camera

Thirty-eight CCTV cameras are strategically placed throughout the premises, ensuring safety and security.

### Ramp & Elevator Facilities

A ramp and elevator are seamlessly integrated into the architecture, ensuring accessibility for all and reflecting the institution's commitment to inclusivity.







### Lavatories

Toilets for ladies and gents are situated on each floor, maintained to high cleanliness standards. Special arrangements for Divyang individuals ensure accessibility and comfort.

### Drinking Water System

Purified water dispensers are available on each floor, providing convenient access to clean drinking water.

### Fire Extinguishing System

A robust fire extinguishing system ensures the protection of lives and property, demonstrating the college's commitment to safety.



### Common Rooms

Boys' and girls' common rooms serve as havens for students to bond, and cultivate lifelong friendships.

### Playground

A playground, owned by Sammanaya Club, facilitates various sports under a mutual agreement between the club and the college.

### Canteen

The college canteen is a bustling hub of activity, offering affordable and delicious meals in a vibrant atmosphere.

### Students' Union

A dedicated student union room fosters leadership and civic engagement.

### Central Library (Knowledge Resource Centre)

Our College Central Library is a sanctuary of knowledge, equipped with physical books, Non-Books, e-Journals and digital Resources for enhanced research and learning experiences.

### Gymnasium

A fully equipped gymnasium promotes physical well-being, encouraging a healthy lifestyle among students and staff.

### Yoga Centre

The college auditorium, repurposed as a Yoga Centre, offers a serene environment for yoga sessions.

### Vending Machine for Sanitary Pads

A vending machine for sanitary pads is conveniently located at first floor, supporting student well-being and reducing stigma around menstruation.





### Sick Room

A well-equipped sick room provides care and support for students and staff in need.

### NSS Room

The NSS room engages students in social service activities, fostering a sense of responsibility and compassion.

### Auditorium

The 135-seat air-conditioned auditorium is ideal for diverse events, featuring modern architecture, comfortable seating, and advanced audiovisual technology.



### Cycle Stand

A secure cycle stand on the east side of the campus offers convenient bicycle parking for students and staff.

### Generator

A generator system ensures an uninterrupted power supply during outages.

### Staff Quarters

Functional living staff-quarters are designed for the non-teaching staff members.

### Premises for Social Services

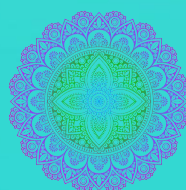
The east side premises support community development, hosting polio vaccination drives, election commission activities etc.

In essence, the college infrastructure is a harmonious blend of academic excellence, holistic development, and community engagement, reflecting the institution's commitment to nurturing students to excel in a dynamic world.

## Organizational Activities

### Teachers' Council

There is a forum for the teaching members of the college called "Teachers' Council". It includes full time teachers, part-time teachers, contractual teachers and other teachers. The teachers' council involves in the overall development of educational quality by creation of good atmosphere of learning in the college and for communication of the decision of the management. It organizes seminars, cultural programmes, health awareness programmes, educational tours, examinations, picnic etc. The teachers' council together with students' union, non-teaching / office staff union and governing body creates the four stands in the healthy and fruitful of educational atmosphere in the college.







### Non-Teaching / Office Staff Union

There is a forum for the non-teaching members of the college named as "Non-teaching / Office Staff Union". It includes all the full time and part-time office and library staff of the college. The Non-Teaching Staff Union is a platform for solving the problems in office, for creation of good atmosphere in library and for communication of the decisions of the management. It also helps the students for taking proper education in the college, assists the teachers for taking classes timely and helps the principal in performing administrative works properly.



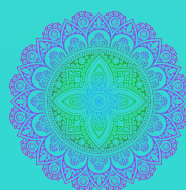
### Students' Union

All the students of the college are generally the members of the Students' Union. This union performs all its functions through a committee formed by the elected class representatives of all classes of the college.

The aim of the students' union is to form a common platform for the students belonging to different communities and sections of the society. In the Union the students can work in close co-operation with others for the interest of the students and the college. The students' union arranges the social functions, seminars, debates, quiz contests, sports, educational excursions etc.

### National Service Scheme

As per the regulatory measures framed by the University of Calcutta, the NSS unit of the Institution was established in 2005-06 for creating social values of the students. The NSS Unit is the heart of our institution as it enriched our Institution by developing the concept of social responsibilities among the students of the Institution. The inter cultural and intra cultural socioeconomic activities of NSS can minimize the socio-economic gap in the prevailing adverse down air of the society. The prospect of NSS unit is remarkable and it encourages the local people to overcome their social barriers. In the academic session 2009-10, NSS Unit II has been inaugurated.



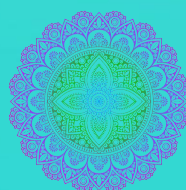


## Internal Quality Assurance Cell (IQAC)

The Peer Team of the National Assessment and Accreditation Council (NAAC) has already assessed all aspects of the college and accredited the college at the B+ grade with score 2.53. To ensure continuous improvement in the entire operation of the institution and to ensure accountability of the stakeholders of the institution, the college has set up, in keeping with the recommendation of NAAC an Internal Quality Assurance Cell (IQAC). The following are the main objectives of the Internal Quality Assurance Cell (IQAC) of the college:



- To open Professional courses specially in the field of Commerce and Business Education.
- To develop Teaching-Learning-Evaluation process through Tutor-Ward System and through Feed Back from the students, reformation of Examination System, introduction of Communicative English Course, etc.
- To develop Research and Development activities by promoting research culture among the faculties by organizing state-level and national seminars, conferences and conducting Minor Research Projects.
- To develop infrastructure by extending the campus and by introducing new academic courses like B.Sc., (Math.), B.A in Education (Hons.), Pol. Sc. (Hons.), Sociology (Gen.) etc. besides professional courses.
- To improve learning resources by improving and extending library facilities with special attention of e- resources like, e-journal, e-book, e-theses and dissertation etc.
- To implement different schemes for students' progression by facilitating support services through proper activation of placement cell in BPO, Hardware, Networking, Basic Computer Education at a minimum cost.
- To promote organization and leadership culture effectively and efficiently, following strategies have been taken into consideration:
  - ❖ Planning and developing strategies for future resource generations.
  - ❖ Making of budget and optimum utilization of finance reflected in up-to-date Audit.
  - ❖ Planning and developing strategies through training programme for supporting staff.
  - ❖ Improvement of teacher-student ratio for better academic operations. Development of student friendly computerization mechanism.
- To fulfil the Institutional commitments towards community, formation of Blood Donation Club, utilization of NSS Unit for community development, organization of Health Awareness Seminars, creation of employment opportunity etc.







## Central Library

**Naba Ballygunge Mahavidyalaya** takes great pride in its Central Library, which boasts a collection of approximately Twelve thousand nine hundred fifty-three (12,953) physical books. The Central Library operates on an Open Access System, encompassing both reading and reference sections, and spans an area of approximately 1,650 square feet. This layout ensures a well-organized space conducive to studying and research. The library's policy of including alumni, nearby residents, and school students as potential visitors reflects a community-oriented approach. However, access is restricted to those with permission from the Librarian and/or Principal, ensuring that resources are primarily used by individuals with genuine academic or research interests while still allowing broader community engagement under appropriate supervision. The College Central Library has been actively incorporating modern technologies to enhance its services and resources.

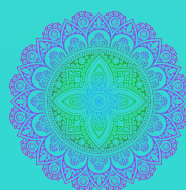


**KOHA (version: 24.05.00.000)** is an Integrated Library Management System (ILMS) that helps in managing our College Library operations such as cataloguing, circulation, and patron management, while a dedicated library website serves as a portal to a wealth of information. **Web-OPAC (Online Public Access Catalogue)** service is a crucial tool provided by our College Library to enable users to search for and remote access the library's collection online for 24hours.

The **Automatic Barcoding System** streamlines the process of checking in and checking out library materials using automatic barcode scanner for quick and efficient transactions. In the digital age, libraries have transformed into dynamic **Knowledge Resource Centers (KRC)**, embracing technology to enhance access and convenience for users. The **KRC** allows institutions to manage and preserve digital contents and it gives several useful information/ databases/study materials links to the users. The library offers numerous electronic resources, including e-journals, free open-source e-books, e- theses & Dissertations, and **purchased e-books (Oxford Academic & Sage Publications)**, e-databases, providing students and faculty with access to a wide range of academic content.

**N-LIST** is a subscription service provided by the Information and Library Network (INFLIBNET) Centre, which gives access to numerous e-resources (6,000 e-journals, 2,00,000 e-books and other e-resources) to Colleges in India. N-LIST has been subscribed by our College Library since 2015.

**RFID technology** is used for security purposes, ensuring that library materials are properly checked out and preventing theft. The presence of **eight CCTV** cameras enhances security and surveillance within the library premises. The use of **RFID Hand Held Reader** aids in the quick retrieval of misplaced books. Overall, the implementation of these technologies and resources reflects the college central library's commitment to providing modern and efficient library services to its users.





Furthermore, the library extends its role to **Career Guidance**, providing a division dedicated to aiding students and alumni in navigating their future paths.

**Outreach services** further broaden the library's impact, providing resources and support to neighbouring institutions and the wider community. This embodies the library's commitment to fostering lifelong learning and growth. Overall, the library's efforts reflect a dedication to serving its patrons through both traditional and modern means, ensuring access to a comprehensive range of academic resources.



## DURATION

### A. Library hours:

- a) Monday to Friday: 10.00 am to 8.00 pm
- b) Saturday: 10.00am to 2.30 pm

### B. Borrowing Hours:

- a) Monday to Friday: 11.00 am to 1.30 pm (For UG) & 3.30pm to 7.45pm (For PG)

The college has entered into the '**NLIST: National Library and Information Services Infrastructure for Scholarly Content**' programme which is jointly executed by UGC-INFONET Digital Library Consortium, INFLIBNET Centre and INDEST-AICTE Consortium, IIT Delhi.

A learning resource centre has been set up with eight terminals for students, scholars, teachers, staff and also administrators through online subscribed (NLIST) e-journals, free e-journals and free e-books, old e-question papers since 2015. Internet browsing facilities should be given to all members of the college. The user may search all resources from all the terminals due to LAN connection.

Digital Library beyond campus has also been introduced to browse online subscribed journals for the registered faculty members and staffs of the College only. All registered members can access the subscribed online journals through NLIST programme from anywhere.

## LIBRARY MEMBERSHIP

Use only library but they have no lending facilities. All categories of members are requested to contact with Membership Registration Unit. All newly enrolled members of Naba Ballygunge Mahavidyalaya family are requested to register their name at Central Library as Library Membership to avoid the difficulties in future.

- a. **Criteria for membership:** All regular students of this College are eligible for the membership.
- b. **How to be a member:** Regular students may get their Library Cards after the time of admission but they have to sign it by the Librarian producing acknowledgement card along with money receipt to the library from 11-00 a.m. to 1-30 p.m. on all working days except Saturday within stipulated date.
- c. **Duration of membership:** For a session only. Students must renew their library cards for the next academic session as they have to surrender their cards & borrowed books at the time of form fill up prior to University Exam (Library Clearance mandatory).







## BORROWING PRIVILLIGES OF THE USERS

### 1. Teaching Staff of the College:

**a. Permanent:** The permanent full time Teaching staff of the College (Principal/ Assistant Professor/ Associate Professor/ Librarian/ Assistant Librarian) will be allowed to borrow not more than twenty (20) books at a time for a period of ninety (90) days.

**b. State Aided College Teachers (SACT)/Assistant Librarian (Contractual):** State Aided College Teachers (SACT)/Assistant Librarian (Contractual) in various departments will enjoy library facilities and services till the expiry of his/her service and he/she will be allowed to borrow not more than fifteen (15) books at a time for a period of ninety (90) days.



**c. Honorary & Guest:** The person who will be appointed by the College authority as Honorary /Guest in various departments will enjoy library facilities and services till the expiry of his/her service and he/she will be allowed to borrow not more than five (05) books at a time for a period of sixty (60) days.

### 2. Non-Teaching Staff of the College:

a. The Non-Teaching Staff of the College (Permanent & Contractual Full Time) will be allowed to borrow not more than two (2) books at a time for a period of ninety (90) days.

### 3. Students:

**a. Regular:** Regular student will be allowed to borrow not more than two (2) books at a time from a period of fifteen (15) days. Any student member could issue (loan) his/her book for the 1st15 (fifteen) days and can be renewed for maximum 2 (two) times at same duration if no demand is reserved by another member in the mean time for the same book.

**b. Dropped out:** Dropped out student who completed the college classes but have not appeared in the University examination, will have to take re-admission in the college in order to avail the library facilities.

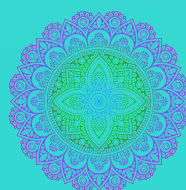
**c. Failed:** Failed student will be allowed to enjoy the reading facility after getting permission from the Principal of the College until the next university examination start.

### 4. Alumni:

a. Alumni of the College will be allowed to enjoy library facilities except borrowing facility after getting permission from the Principal.

### 5. Outsiders:

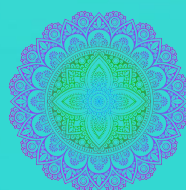
a. The Principal/Librarian may give permission at his/her own discretion to enjoy the library facilities to outside teachers/scholars/students from one day to one month at a time.





## RULES & REGULATION

- A) Library card will have to be produced always at the time of entering into the library. Enter into the library will solely depend on the discretion of the librarian.
- B) Unauthorized members are not allowed to enter into the library.
- C) On entering the library, every library member/user will be required to write legibly his/her name in full and his/her department/address (for outside member), Card No., arrival & departure, etc. in the Walk-In-Register specially provided for the purpose and kept at the entrance.
- D) Before getting books issued, any mutilation or marking should be pointed out immediately to the In-Charge of the circulation counter and his/her initials be obtained there, otherwise the member shall be responsible for mutilations and markings discovered afterwards
- E) All members/users shall maintain perfect order of library system and keep silence in the library.
- F) The cards are not transferable and Loan Card must be produced to borrow books. The Reading Card must be produced to use any library materials in the Reading Room and also produced for computer network searching.
- G) No users are allowed to enter inside the Library working and service premises carrying with his/her personal belongings i.e. bags, Xeroxed documents, laptop, portfolios, satchels, attaché cases, umbrellas, flat files or file covers, personal book, folders, etc. All belongings shall be deposited in the prescribed counter.
- H) It is not permitted to the library with personal books or already issued books.
- I) Assembling in front of the Central Library of the College, loudly speaking and gossiping, using mobile, smoking inside the Library premises is strictly prohibited.
- J) For loss of lent book/s, borrower should inform to Circulation Section timely for necessary suggestions as per College library rules to avoid the complexity on this issue
- K) Books issued to the students must be returned within stipulated date. In default, an overdue charge Rs.1.00 will be levied for each day.
- L) While borrowing a book, every borrower is expected to examine it carefully and the cases of mutilation, defacement or damage, if any, should be brought to the notice of the library staff at the lending counter.
- M) The person to whom book was last issued, will be responsible for any sorts of damage of book.
- N) Students are allowed to go near the closed almirah for the purpose of book selection. Computerized catalogue as well as Manual catalogue is also situated there for this purpose.
- O) Please ensure the content of a document before borrowing it, as a borrowed book may not be taken back on that date.
- P) Students are allowed to choose any documents for their reference work in the library.
- Q) REFERENCE BOOKS and NOT TO BE LEND OUT books are not allowed to issue.







## COMPUTER RULES & REGULATION

### A) Computer Using Hours

- a) Monday to Friday: 11.30am to 3.30pm (UG) & 4.30pm to 8.00pm
- b) Saturday: 11.30am to 1.30pm

B) Students will use computer/internet only educational purpose (study, class project) under the supervision of departmental teachers and also permission of the Librarian.

C) Students will not be permitted for the following purposes

- a) Playing games
- b) Forwarding E-mail
- c) Surfing any social network site like Facebook
- d) Surfing any obscene or obnoxious website
- e) Installing, updating, downloading of any kinds of software

D) For any violation, disciplinary action may be taken by the Principal/College authority.

E) Students will surf internet not more than thirty (30) minutes at a time.

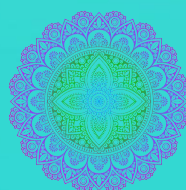
F) Students may have opportunity to download previous question papers, syllabus, study materials after taking permission of Library staff. Any other materials may be downloaded by only taking permission of the Principal or the Librarian.

G) Any personal file should not be stored in the computer after completion of work.

H) Food or drink must not be taken in the E-Zone area.

## SUGGESTION & COOPERATION BOX

All library staffs are very cooperative & eager to solve the problem. Every single suggestion is very vital for the smooth running of the library and for this purpose. Users may feel free to contact with the Librarian at [nbmvlb@gmail.com](mailto:nbmvlb@gmail.com)





## Library at Naba Ballygunge Mahavidyalaya







## Governing Body

**JANAB JAVED AHMED KHAN, President**

**DR. AYANTIKA GHOSH, Secretary & Principal**

**SRI SWAPAN CHAKRABORTY, Member, Govt. Nominee**

**SRI UMESH SINGH, Member, Govt. Nominee**

**PROF. DEBASISH DAS, Member, C.U. Nominee**

**DR. SONALI BANERJEE JASH, Member, C. U. Nominee**

**DR. ANITA CHATTERJEE, Member, WBSCHE Nominee**

**DR. ABDUS SATTAR, Member, Teachers' Representative**

**DR. TAMALTARUROY, Member, Teachers' Representative**

**DR. MANJARI RAY, Member, Teachers' Representative**

**SRI KAJAL MUKHERJEE, Member, Office Staff Representative**



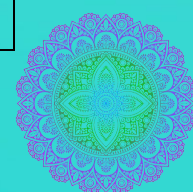
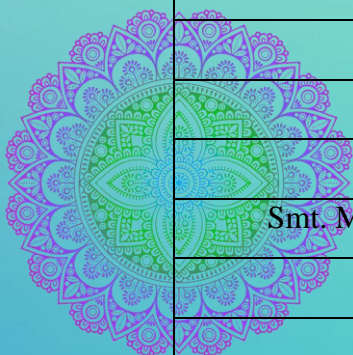
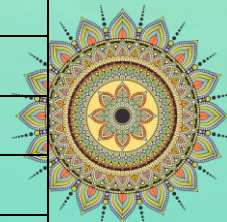
## Faculty Profile

<b>Principal: Dr. Ayantika Ghosh, M.A Ph.D.</b>
Bursar: Sri Tushar Kanti Das, M.Com., B.T., M. Phil.
IQAC Coordinator: Dr. Tamal Taru Roy
<b><u>Bengali Department</u></b>
Dr. Ayantika Ghosh, M.A., Ph.D. (Principal)
Dr. Md. Abdus Sattar, M.A., Ph.D. (Head of the Department)
Sri Surajit Kumar Basu, M.A.
Dr. Sumit Kumar Debnath, M.A., B.Ed., Ph.D.
Dr.Sukla Biswas, M.A., B.Ed., Ph.D
Dr. Amlan Deb, M.A., M.Phil., Ph.D.
Dr. Bithika Sahana, M.A., M.Phil., Ph.D
<b><u>Commerce Department</u></b>
CMA(Dr.) Tamal Taru Roy, Ph.D. (Mgt.); M.Phil. (Fin.);M.Com., M.A.(Econ.), M.A(Edu.);MBA(Finance); FCMA; MBA(HB); PGDFM; CMA(IMA), LLM(Corporate & Commercial Law) (Head Of the Department)
Sri Santanu Mandal, M.Com.,B.Lib.
Sri Tushar Kanti Das, M.Com., B.T., M.Phil.
Dr. Debisree Banerjee, M.Com., M.Phil., Ph.D
Sri IswarTudu, M. Com
Dr. Sanjay Dawn, M.Com., M.Phil, Ph.D
Smt. Sana Tahseen, M.Com.
Dr. Rajashri Chatterjee, M.Com, MBA, Ph.D
Smt.Ujjaini Paul, M.Com., P.G.D.F.M.
<b><u>English Department</u></b>
Dr. Sayantina Dutta. M.A., B.Ed. Ph.D (Head of the Department)
Smt. Pritha Chatterjee, M.A. M.Phil.
Sri Debojyoti Dan, M.A.
Dr. Anwasha Sengupta, M.A., B.Ed. M.Phil., Ph.D.





<b><u>History Department:</u></b>
Dr. Manjari Ray, M.A., M.Phil., Ph.D. (Head of the Department)
Sri SatyaRanjanMandal, M.A., B.Ed.
Dr. MadhuparnaChakraborty, M. A, M.Phil., Ph.D
Sri SwarnadeepSen, M.A., M.Phil
<b><u>Economics Department</u></b>
Sri Debi Prasad Lahiri, M.A (Head of the Department)
Md. Hasanuzzaman, M.A.
Smt. Sreeparna Biswas, M.Sc.
<b><u>Education Department</u></b>
Smt. Madhumita Khan, M.A (Geo). M.Ed., M.A (Edu) (Head of the Department)
Sri Prince Biswas, M.A., M.Ed.
<b><u>Hindi Department</u></b>
Dr. Manisha Shaw, M.A., Ph.D. (Head of the Department)
<b><u>Library Department:</u></b>
Dr. Ranjan Samanta, M.Sc. (Chem.), MLISc. Ph.D. (Librarian)
<b><u>Mathematics &amp; Statistics Department</u></b>
Sri Anup Kumar Saha, M.Sc, M.Tech
<b><u>Philosophy Department:</u></b>
Smt. Mala Saha, M.A., M.Phil. (Head of the Department)
Smt. SuchismitaSarkar, M.A.
<b><u>Political Science Department:</u></b>
Sri Gouranga Roy, M.A. (Head of the Department)
Smt. Soma Chakraborty M.A, B.Ed



## Non-Teaching Staff

Head Clerk: Vacant

Accountant: Vacant

Cashiar: Sri Sukanta Deb Mandal

Sri Dipankar Roy

Smt. Namita Ray

Sri Sandipan Chanda

Sri Kajal Mukherjee

Sri Bikas Mondal

Sri Binod Kumar Das

Sri Kabi Dasgupta

Sri Kailash Mallick

Sri Kanhaiya Jha

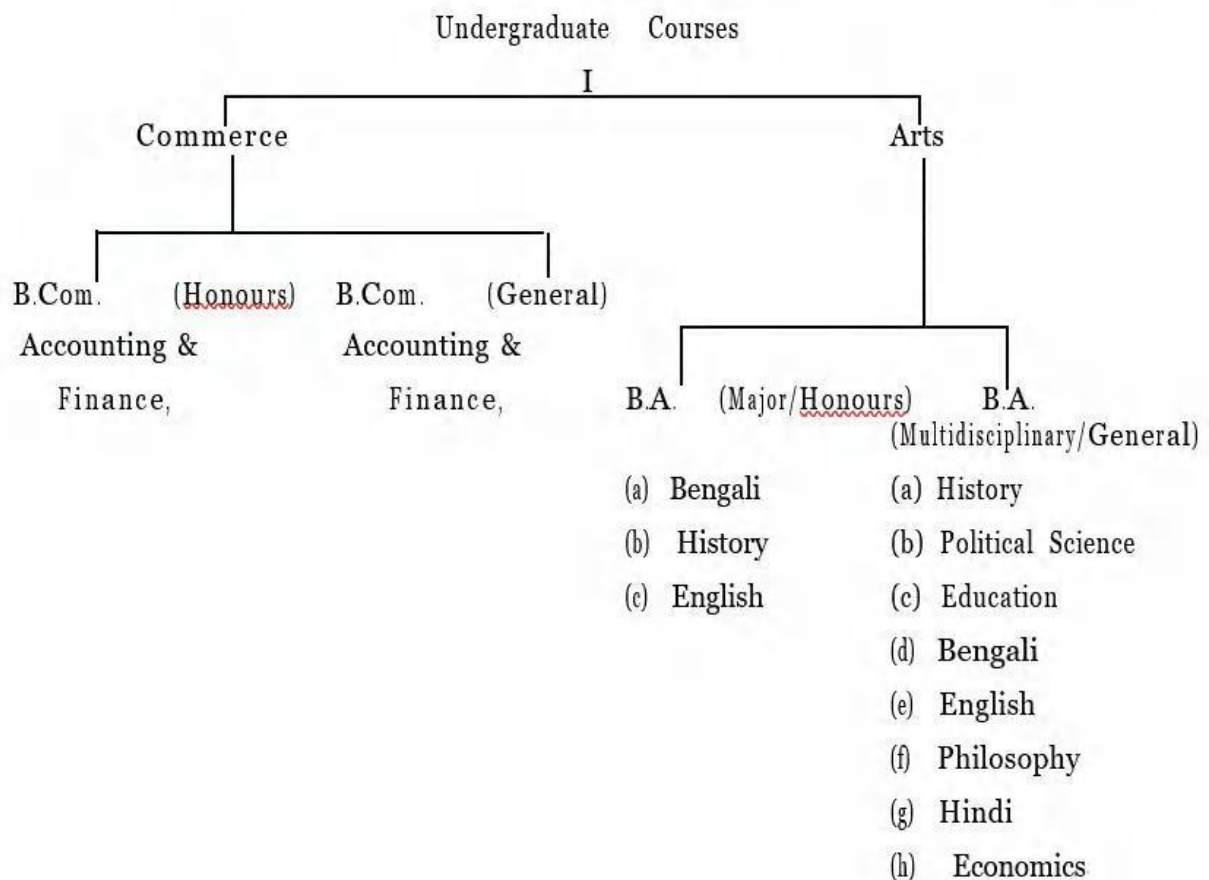
Sri Prithiraj Mukherjee

Sri Rupak Mondal

Sri Arit Majumder

Sri Arindom Roy

## 6. UNDERGRADUATE COURSES OFFERED UNDER CALCUTTA UNIVERSITY





## Subject combination for the Arts Faculties

Combination of Generic Elective Subjects for Arts Faculty (New Syllabus)				
Elective Papers	Combination	Combination	Combination	Combination
	English or Education	History or Economics	Bengali or Hindi	Political Science or Philosophy
B.A. Honours in Bengali	✓	✓	---	✓
B.A. Honours in English	---	✓	✓	✓
B.A. Honours in History	✓	---	✓	✓
B.A. General	✓	✓	✓	✓

## Course structure with distribution of marks for B.A. Honours under Choice Based Credit System (CBCS)

Particulars		Sem 1	Sem 2	Sem 3	Sem 4	Sem 5	Sem 6	Total
i) Core Course		2 (DCS)	2 (DCS)	3 (DCS)	3 (DCS)	2 (DCS)	2 (DCS)	14X100 = 1400
ii). Elective Courses	Generic Elective	1 (GE)	1 (GE)	1 (GE)	1 (GE)	--	--	4X100 = 400
	Discipline Elective	--	--	--	--	2 (DSE +DCS)	2 (DSE +DCS)	4X100 = 400
iii) AEC	Language Papers (2)	1	--	--	--	--	---	1X100 = 100
	Environmental Studies	--	1	--	---	--	--	1X100 = 100
	SEC	--	--	1	1	--	--	2X100 = 200
<b>Total</b>		<b>4</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>26x100 = 2600</b>

## Semester-wise courses for B.A. General,CBCS

## 9(c) Semester-wise Courses for B. A. (General)

	Sem-1	Sem-2	Sem-3	Sem-4	Sem-5	Sem-6
<b>Core Course (CC)</b>	2TH+2P/TU CC-1	2TH+2P/TU CC-2	2TH+2P/TU CC-3	2TH+2P/TU CC-4		
<b>Language(LCC)</b>			1TH+1TU LCC1(1)	1TH+1TU LCC2(1)	1TH+1TU LCC1(2)	1TH+1TU LCC2(2)
<b>Generic Elective (GE)</b>	1TH+1P/TU GE-1	1TH+1P/TU GE-2				
<b>Discipline Specific Elective (DSE)</b>					2TH+2P/TU DSE-A (1A+2A)	2TH+2P/TU DSE-B (1B+2B)
<b>Ability Enhancement Compulsory Course (AECC)</b>	1TH+0P/TU AECC-1	1TH+0P/TU AECC-2				
<b>Skill Enhancement Elective (SEC)</b>			1TH+0P/TU SEC-A	1TH+0P/TU SEC-B	1TH+0P/TU SEC-A	1TH+0P/TU SEC-B
<b>Total No. of Courses and Marks</b>	4 ×100 =400	4 ×100 =400	4 ×100 =400	4 ×100 =400	4 ×100 =400	4 ×100 =400
<b>Total Credits</b>	20	20	20	20	20	20

TH= Theory P=Practical TU= Tutorial

- ❖ CC/LCC/GE/DSE : Each Theory and Practical Course have 4 and 2 Credits respectively/ Each Theory and Tutorial Course have 5 and 1 Credit(s) respectively
- ❖ CC : 4 courses each from 2 subjects (one course from each subject under each semester)
- ❖ LCC : LCC1-English courses; LCC2- MIL/Alternative English
- ❖ GE : Two courses from one subject different from core subjects including LCC
- ❖ DSE : 2 courses each from 2 subjects
- ❖ AECC/SEC : Each Course has 2 Credits
- ❖ AECC-1 : Communicative English/MIL, AECC-2 : Environmental Studies
- ❖ SEC : 4 courses; 2 courses each from two subjects
- ❖ DSE/SEC : Group (A & B)for specified semesters



## B. Com (General) under CBSE

### Proposed B.Com. Honours Course Structure under CBCS

#### Year 1: Semester I

		Marks	Credit Hours	
AECC 1.1 Chg	Language: Communicative English - 50 Indian Language - 50	100	2	
GE 1.1 Chg	Microeconomics I & Statistics (50-50)	100	6	
CC 1.1 Chg	Business Laws	100	6	
CC 1.2 Chg	Principles of Management	100	6	
CC 1.1 Ch	Financial Accounting - I	100	13/140	••
			26	

#### Year 1: Semester II

		Marks	Credit Hours	
GE 2.1 Chg	E-Commerce & Business Communication (50+50)	100	6	
CC 2.1 Chg	Company Law	100	6	
CC 2.2 Chg	Marketing Management and Human Resource Management	100	6	
CC 2.1 Ch	Cost and Management Accounting - I	100	6	
			24	

#### Year 2: Semester III

		Marks	Credit Hours	
SEC 3.1 Chg	Information Technology & Its Application in Business (Theory -50 + Practical- 50)	100	4	
GH 3.1 Chg	Business Mathematics & Statistics	100	6	
CC 3.1 Ch	Financial Accounting II	100	6	
CC 3.2 Ch	Indian Financial System	100	6	
			22	

#### Year 2: Semester IV

		Marks	Credit Hours	
GE 4.1 Chg	Microeconomics II & Indian Economy (50+50)	100	6	
CC 4.1 Chg	Entrepreneurship Development and Business Ethics	100	6	
CC 4.1 Ch	Taxation I	100	6	
CC 4.2 Ch	Cost and Management Accounting -II	100	6	
			24	

#### Year 3: Semester V

		Marks	Credit Hours	
CC 5.1 Ch	Auditing & Assurance	100	6	
CC 5.2 Ch	Taxation II	100	6	
DSE 5.1 A*	Economics II and Advanced Business Mathematics	100	6	
DSE 5.2 A*	Corporate Accounting	100	6	
			24	

#### Options:

\*Or DSE 5.1 M (Consumer Behaviour and Sales Management -50+50) & DSE 5.2 M (Product & Pricing Management and Marketing Communication (50+50)

\*Or DSE 5.1T (Public Finance and Taxation) & DSE 5.2 T (Direct Tax: Laws and Practice)

\*Or DSE 5.1 e-B (Fundamentals of Computer) & DSE 5.2 e-B DBMS and System Analysis & Design (50+50)

#### Year 3: Semester VI

		Marks	Credit Hours	
AECC 6.1 Chg	Environmental Studies	100	2	
SEC 6.1 Chg	Computerised Accounting and e-Filing of Tax Returns	100	4	
DSE 6.1 A**	Financial Reporting and Financial Statement Analysis	100	6	
DSE 6.2 A**	Financial Management	100	6	
			18	

Chg: Common for Honours and General; Cg: Core Course for General  
Options:

The University of Calcutta has decided to introduce 4-year Degree programme (Honours/ Honours with Research) for B.A. and B.Com. courses and 3-year Degree Programme for B.A (Multidisciplinary) B.Com. courses from the session-2023-24. The course structure is given below

## 9. Course Structure

### COURSE STRUCTURE-CCF, 2022

	DSCC/ Core (Major)	Minor (m1 & m2)	IDC	AEC	SEC	CVAC	Summer Internship	Dissertation/ Research work	Total Credit
<b>Semester</b>	22x4= 88	8x4= 32	3x3= 9	4x2= 8	3x4= 12	4x2= 8	1x3=3	(1x4= 4)+ (1x8= 8 ) = 12	172
1	1x4= 4 3TH+1P/TU	1x4= 4 (m1) 3TH+1P/TU	1x3= 3 2TH +1P/TU	1x2= 2 2TH +0P/TU	1x4= 4	2x2= 4			21
2	1x4= 4 3TH+1P/TU	1x4= 4 (m1) 3TH+1P/TU	1x3= 3 2TH +1P/TU	1x2= 2 2TH +0P/TU	1x4= 4	2x2= 4			21
3	2x4= 8 2x(3TH+ 1P/TU)	1x4= 4 (m2) 3TH+1P/TU	1x3= 3 2TH +1P/TU	1x2= 2 2TH +0P/TU	1x4= 4				21
4	4x4= 16 4x(3TH+ 1P/TU)	1x4= 4 (m2) 3TH+1P/TU		1x2= 2 2TH +0P/TU					22
5	4x4= 16 4x(3TH+ 1P/TU)	m1+m2 2x4= 8 2x(3TH+ 1P/TU)							24
6	3x4= 12 3x(3TH+ 1P/TU)	2x4= 8 m1+m2 2x(3TH+ 1P/TU)							20
7	4x4= 16 4x(3TH+1P/ TU)							1x4*	20
8	3x4= 12 3x(3TH+1P/ TU)							1x8 *	20
<b>Credits</b>	22x4= 88	8x4= 32	3x3= 9	4x2= 8	3x4= 12	4x2= 8		(1x4)+(1x8)= 12	169+3= 172
<b>Marks</b>	22x100= 2200	8x100=800	3x75= 225	4x50= 200	3x100= 300	4x50 = 200		1x100+1x200= 300	Total Marks =4300

Marks= 25 marks per credit.

\*Students who will not pursue Dissertation/ Research work then the candidate will have to study additional 1 DSC/Core paper of 4 credits in the 7<sup>th</sup> Semester & 2 DSC/ Core Papers of 4 Credits each in the 8<sup>th</sup> Semester.

Minor courses will come from two subjects of same broad discipline as Major (m1, m2).

Total credit=169+3 (for summer internship) = 172



**COURSE STRUCTURE-MDC**

	CC1	CC2	Minor	IDC	AEC	SEC	CVAC	Summer Internship	Total Credit
<b>Semester</b>	8x4= 32	8x4= 32	6x4= 24	3x3=9	4x2= 8	3x4=12	4x2=8	1x3=3	<b>124</b>
<b>1</b>	1x4= 4 3TH+ 1P/TU	1x4= 4 3TH+ 1P/TU		1x3=3 2TH +1P/TU	1x2= 2 2TH +0P/TU	1x4= 4	2x2=4		<b>21</b>
<b>2</b>	1x4= 4 3TH+ 1P/TU	1x4= 4 3TH+ 1P/TU		1x3=3 2TH +1P/TU	1x2= 2 2TH +0P/TU	1x4= 4	2x2=4		<b>21</b>
<b>3</b>	1x4= 4  (3TH+ 1P/TU)	1x4= 4 3TH+ 1P/TU	1x4= 4 3TH+1P/TU	1x3=3 2TH +1P/TU	1x2= 2 2TH +0P/TU	1x4= 4			<b>21</b>
<b>4</b>	2x4=8 4x(3TH+ 1P/TU)	2x4= 8 2x(3TH+ 1P/TU)	1x4= 4 (3TH+1P/TU)		1x2= 2 2TH +0P/TU				<b>22</b>
<b>5</b>	2x4= 8 2x(3TH+ 1P/TU)	1x4= 4 3TH+ 1P/TU	2x4= 8 2x(3TH+ 1P/TU)						<b>20</b>
<b>6</b>	1x4= 4 (3TH+ 1P/TU)	2x4= 8 2x(3TH+ 1P/TU)	2x4= 8 2x(3TH+ 1P/TU)						<b>20</b>
<b>Credits</b>	8x4= 32	8x4= 32	6x4= 24	3x3= 9	4x2= 8	3x4= 12	4x2= 8		<b>125+3 =128</b>
<b>Marks</b>	8x100= 800	8x100= 800	6x100= 600	3x75= 225	4x50= 200	3x100= 200	4x50= 200		<b>Total Marks =3200</b>

Marks= 25 marks per credit.

Total credit=125+3 (for summer internship) = 128

Summer Internship: As mentioned in clause no. 8 (G)

**Note:**\* Honours students not undertaking research will do 3 courses for 12 credits in lieu of a research project / Dissertation.

**Distribution of Courses across the Semesters**  
**Total Credits : 172 over 4 Years (8 Semesters)**  
**B.Com. Honours / Honours with Research**

**Semester I**

Sl.No.		Paper / Subject	Credit of the Paper	Total Credit
1	Major (Core) 1 Paper	Financial Accounting I (3 TH + 1 TU)	4	4
2	Minor / Inter Disciplinary 1 paper	Principles and Practice of Management (3 TH + 1 TU)	4	4
3	Multi- Disciplinary	Microeconomics (2 TH + 1 TU)	3	3
4	Ability Enhancement Course (AEC)		2	2
5	Skill Enhancement Course (SEC)	Entrepreneurship Development (3 TH + 1 TU)	4	4
6	Value Added Course (VAC)*		2+2	2+2
7	Summer Internship	--		
8	Research Project	--		
			21	21

\*AEC and VAC is common to all UG Programme (BA,BSc,BCom),

**Semester II**

Sl.No.		Paper / Subject	Credit of the Paper	Total Credit
1	Major (Core) 1 Paper	Cost Accounting I (3 TH + 1 TU)	4	4
2	Minor / Inter Disciplinary 1 paper	Marketing Management and Human Resource Management (3 TH + 1 TU)	4	4
3	Multi-Disciplinary	Macroeconomics (2 TH + 1 TU)	3	3
4	Ability Enhancement Course (AEC)*		2	2
5	Skill Enhancement Course (SEC)	IT & its Application in Business (2 TH + 2 P)	4	4
6	Value Added Course (VAC)*		4	4
7	Summer internship	--	3#	3#
8	Research Project	--		
			21+ 3#	21+ 3#



**B.Com.**  
**Distribution of Courses across the Semesters**  
**Total Credits : 128 (125 + Internship 3) in 3 Years (6 Semesters)**

**Semester I**

Sl.No.		Paper / Subject	Credit of the Paper	Total Credit
1	MDC (Major/ Core) 1 Paper	Financial Accounting I (3 TH + 1 TU)	4	4
2	MDC (Minor) 1 paper	Principles and Practice of Management (3 TH + 1 TU)	4	4
3	Inter-Disciplinary 1 paper	Microeconomics (2 TH + 1 TU)	3	3
4	Ability Enhancement Course (AEC)*		2	2
5	Skill Enhancement Course (SEC)	Entrepreneurship Development (3 TH + 1 TU)	4	4
6	Value Added Course (VAC)*		4*	4*
7	Summer Internship	--		
			21	21

\*AEC and VAC is common to all UG Programme (BA,BSc,BCom),

**Semester II**

Sl.No.		Paper / Subject	Credit of the Paper	Total Credit
1	MDC (Major/ Core) 1 Paper	Cost Accounting I (3 TH + 1 TU)	4	4
2	MDC (Minor) 1 paper	Marketing Management and Human Resource Management (3 TH + 1 TU)	4	4
3	Inter-Disciplinary 1 paper	Macroeconomics (2 TH + 1 TU)	3	3
4	Ability Enhancement Course (AEC)*		2	2
5	Skill Enhancement Course (SEC)	IT & its Application in Business (2 TH + 2 P)	4	4
6	Value Added Course (VAC)*		4	4
7	Summer Internship	--	3#	3#
			21+ 3#	21+ 3#

\*AEC and VAC are common to all UG Programmes



## Rules and Regulations for Admission to First Semester Class, session 2024-2025

The admission to the First Semester class will be made according to the rules and regulations framed by the Government of West Bengal and the Admission Committee of the College. Application is to be filled and submitted through online mode through a centralized portal of the Govt. of West Bengal.

The students who have passed the Higher Secondary Examination or similar type of 10+2 examination can apply for Admission.



The student must have studied English of 100 marks in previous Higher Secondary Level.

Application does not guarantee admission.

Admission will be made following the rules and regulation of the Governments and Admission committee of the College.

All admission will be made on provisional basis subject to final scrutiny and acceptance of the University of Calcutta.

Any suppression and misrepresentation of facts will lead to cancellation of admission. The College does not take any responsibility for cancellation of admission for any reason whatsoever by the University of Calcutta.

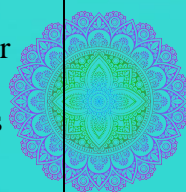
Candidates have to produce all the required documents in original during the time of verification.

Reservation of seats for SC, ST, OBC-A, OBC-B, E will be guided by the rules of regulations of the Government. Caste certificates have to taken from competent authorities and have to be produced in original during the time of admission.

No candidate shall be allowed to take admission after a lapse of more than three years of passing of the previous qualifying examination.

Minimum Eligibility Criteria for Applications for Four Year Hons. /Hons. With Research 2024-2025

Hons/Major Subject	Minimum Eligibility Criteria or Admission for the Academic Session 2024-2025	Index for Merit List
Bengali/English/History/Accountancy and Finance	Candidates belonging to Gen/OBC must have 50% in aggregate and 45% in subject/related subject or 55% in subject. Candidates belonging to SC/ST categories must have obtained a minimum of 40% marks in the aggregate or 40% marks in the subject.	Best of Four Subjects +Subject for which candidate is seeking HONS.







### Three Year Multidisciplinary Degree Programme/ General Programme, session 2024-2025

Three Year Multidisciplinary Degree Programme/ General Programme	Minimum Eligibility Criteria or Admission for the Academic Session 2024-2025	Index for Merit List
B.A.(Gen)	Passing marks in aggregate	Aggregate of Best of Four
B.Com(Gen)	Passing marks in aggregate	Aggregate of Best of Four



### Things to Remember

The date of commencement of classes will be notified in the college website. The students are advised to follow the college website regularly.

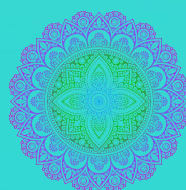
The students are to join Orientation Programme to be conducted by the College.

The students must maintain discipline and order at the college premises and follow all the rules and regulations of the college. Any type of indiscipline or disorder or violation of rules and regulations of the college will lead to strong disciplinary action against the violator and also expulsion from the college as the case may be.

A minimum of 75% attendance is mandatory for appearing in the final CU examination. If a student remains absent for a long period of time, he/she must inform the Principal in writing explaining his/her position.

All candidates must provide their Mobile Numbers for future correspondence and are advised not to change the number.

Girls' students enjoying Kanyashree Scholarship are advised to submit all the necessary documents at the time of admission.



## UG FEE STRUCTURE 2024-2025

Items	B.Com.(H)	B.Com.(G)	B.A.(H)	B.A.(G)
	Rs.	Rs.	Rs.	Rs.
Tuition Fees (P.M.) (3 months)	255	180	225	150
Admission Fees	200	200	200	200
Session Charges	200	200	200	200
Students' Union Fees	225	225	225	225
Identity Card Fees	30	30	30	30
Establishment Fees	250	250	250	250
Development & Building Fund	1000	1000	1000	1000
Festival Contribution	150	150	150	150
Exam. Fees(College)	200	200	200	200
Library Fees	150	150	150	150
Library Deposit	200	200	200	200
Magazine Fees	40	40	40	40
Generator Fees	50	50	50	50
Electricity Charges	200	200	200	200
Fees Book	10	10	10	10
Student's Aid Fee	10	10	10	10
Student's Health Home	10	10	10	10
C.U. Regn./Exam Forms	30	30	30	30
Registration	100	100	100	100
C.U. Diploma/Certificate	40	40	40	40
College Sports Fees	30	30	30	30
C.U. Sports Fees	60	60	60	60
	3440	3365	3410	3335
Other Charges in specifics cases:				
Transfer/Cancellation Fees :Rs.500/-				
Computer Fees for B.Com 3rd Semester Students: Rs.90/- p.m.				



**POST GRADUATE COURSE M.A. IN BENGALI**  
**FEE STRUCTURE 2024-2025**

Item	Rs.
Admission & Enrolment	2000
Session Charge	2000
Tuition Fee Rs.100 p.m.x12	1200
Library Fee	1100
Development Fee	2600
Fees for Magazine, Cultural Activities, Games & Sports etc.	400
<b>Total</b>	<b>9300</b>

**POST GRADUATE COURSE M.COM**  
**FEE STRUCTURE 2024-2025**

Item	Rs.
Admission & Enrolment	2000
Session Charge	2000
Tuition Fee Rs.100 p.m.x12	1200
Library Fee	1100
Development Fee	2600
Fees for Magazine, Cultural Activities, Games & Sports etc.	400
<b>Total</b>	<b>9300</b>

## Academic Calendar (July,2024 - June, 2025)

Month	Events/Activities
<b>July</b>	Commencement C.U. Sem 6th B.A.&B.Com.(Hons. &Gen.) Examination Commencement C.U. Sem 4th B.A.&B.Com.(Hons. &Gen.) Examination College Foundation Day
<b>August</b>	Commencement C.U. Sem 2nd B.A.&B.Com.(Hons. &Gen.) Examination Commencement of Sem 5th B.A.&B.Com. (Hons. & Gen.) classes Commencement of Sem 3rd B.A.&B.Com. (Major/MDC/Gen.) classes Orientation Programme and Commencement of First Year B.A.&B.Com. Classes Commencement of PG 1st &3rd Semester Classes
<b>September</b>	Observation of Teachers' Day
<b>October</b>	Puja Vacation
<b>November</b>	Students' Seminar
<b>December</b>	IA Examination for 5th Semester College Sports Winter Recess
<b>January</b>	Observation of Students' Week Commencement C.U. Sem 5th B.A.& B.Com. (Hons. & Gen.) Examination Commencement of Sem 3rd B.A.&B.Com.(Major/MDC/Gen.) Examination Observation of Netaji Birth Day Observation of Republic Day
<b>February</b>	Observation of International Language Day Commencement of Sem 1st B.A.&B.Com. (Major/MDC/Gen.) Examination Commencement of Sem 6th B.A.&B.Com.(Hons &Gen.) classes Commencement of Sem 4th B.A.&B.Com.(Major/MDC/Gen.) classes Commencement of PG 2nd &4th Semester Classes
<b>March</b>	Commencement Sem 2nd B.A.&B.Com.(Major/MDC/Gen.)classes
<b>April</b>	Inter College Cultural Competition- Murchhona
<b>May</b>	Observation of RabindraJayanti IA Examination for 6th Semester
<b>June</b>	Observation of World Environment Day Observation of Anti Drug Day





## **SCHOLARSHIP AND MEMORIAL AWARDS**

### **A.Scholarships/Facilities given by the Government**

1. **Swami Vivekananda Merit Cum Means Scholarship**
2. **Aikyashree Scholarship**
3. **SC/ST/OBC Scholarship(Oasis)**
4. **National Scholarship Portal**
5. **KanyashreePrakalpa**
6. **Chief Minister Relief Fund, Govt. of West Bengal**
7. **Board of Auqaf**
8. **Student's Credit Card**



### **B. Scholarship/Award given by the College**

1. **Anil Basak Scholarship**
2. **Pradip Deb Scholarship**
3. **Praleta Basak Exceptional Leadership of Women Award**
4. **ShovanSom Memorial Award**
5. **Gita Mukherjee Memorial Award**
6. **GurupadaBagchi memorial Award**
7. **Jayati Ghosh Memorial Award**
8. **Aruna Basu and Sudhir Kumar Basu Memorial Award**
9. **MAA Award**
10. **Best Volunteer Award**





## Publication

Naba Ballygunge Mahavidyalaya has been proactive in publication of both the journals and books. The names of the books that have been published with ISBN by Naba Ballygunge Mahavidyalaya are: Gitanjali 100, Green marketing and Global Environment- Indian Scenario, Women Empowerment in West Bengal, FDI in Multi-Brand Retailing in India, Microfinance and Women's Empowerment in India, Vivekananda Bohurupe, Self-financed Courses – Economic Sustainability and Inclusive Growth and Environmental History of India. Other than these books, Naba Ballygunge Mahavidyalaya has many annual journals published from different departments like Truth????, Awakening, Iichha, Efflorescence, Alekhya, The Way and Sampriti. Naba Ballygunge Mahavidyalaya has such an enormous amount of publication and a great effort is made by college to encompass such an achievement.



## Sports

The college has an agreement with the Somonnoy club at Kasba for organizing the outdoor games like Cricket tournament, Football match, etc. The sports committee of the college encourages the students for participating in the Indoor games like Chess, Carrom, Table Tennis which are organized within the college premises. The Sports Committee of the college organizes its Annual Sports in the Calcutta University Ground at Maidan, Kolkata every year. The students participate in various events such as 100 mt run, 200 mt run, Javelin Throw, Discus Throw, Short Put. Several sports events are arranged for teachers and non-teaching staff.

## Gymnasium

The college has given students the opportunities to use the Gymnasium measuring about 840 Square feet (42 feet × 20 feet) for maintaining physical fitness under the able guidance of Gym instructor. The girls and boys both can use the different types of gym equipment and tools like:

- Hex Dumbbells
- Power Dumbbell Rack
- Power Hip/Dip Chin Up
- Power Multi Bench ECO
- Power AB Board
- Power Road
- Rubber Plate
- Weight Plate Tree
- Jogging machine
- Cycle Ergo Meter
- Treadmill





## List of Holidays (2024-2025)

Date	Events
Rathayatra	7 <sup>th</sup> July
Muharrum	17 <sup>th</sup> July
Independence Day	15 <sup>th</sup> August
RakhiBandhan	19 <sup>th</sup> August
Janmastami	26 <sup>th</sup> August
Fateha- Dwaz-Daham	16 <sup>th</sup> September
Viswakarma Puja	17 <sup>th</sup> September
Birth Day of Gandhiji / Mahalaya	2 <sup>nd</sup> October
Puja vacation	7 <sup>th</sup> October to 4 <sup>th</sup> November
Chhat puja	7 <sup>th</sup> & 8 <sup>th</sup> November
Jagatdhatri puja	10 <sup>th</sup> November
Birth Day of Birsa Munda/Birth Day of Guru Nanak	15 <sup>th</sup> November
Winter Recess	25 <sup>th</sup> December-1 <sup>st</sup> January, 2025
Vivekananda's Birthday	12 <sup>th</sup> January
Netaji's Birthday	23 <sup>rd</sup> January
University Foundation Day	24 <sup>th</sup> January
Maghotsav	25 <sup>th</sup> January
Republic Day	26 <sup>th</sup> January
Saraswati Puja	3 <sup>rd</sup> & 4 <sup>th</sup> March
Doljatra & Holi	14 <sup>th</sup> & 15 <sup>th</sup> March
Id-ul-fitre	31 <sup>st</sup> & 1 <sup>st</sup> April
Dr. Ambedkar Jayanti/Bengali New Year	14 <sup>th</sup> April
Good Friday	18 <sup>th</sup> April
Easter Saturday	19 <sup>th</sup> April
May Day	1 <sup>st</sup> May
Rabindra Jayanti	8 <sup>th</sup> May
Buddha Purnima	12 <sup>th</sup> May
Id-Ul-Adha/Bakri Id	7 <sup>th</sup> June





## Moments in Naba Ballygunge Mahavidyalaya

### Educational Tour







## Moments in Naba Ballygunge Mahavidyalaya

### Cultural Competition





## Moments in Naba Ballygunge Mahavidyalaya

### National Service Scheme





## Moments in Naba Ballygunge Mahavidyalaya

### College Foundation Celebration



### Value Oriented Program at Sarada M College



### Anil Basak Scholarship



### Karate Class

