



# **ANNUAL REPORT**

***JULY, 2019 – JUNE, 2020***

**NETAJI SUBHAS OPEN  
UNIVERSITY**

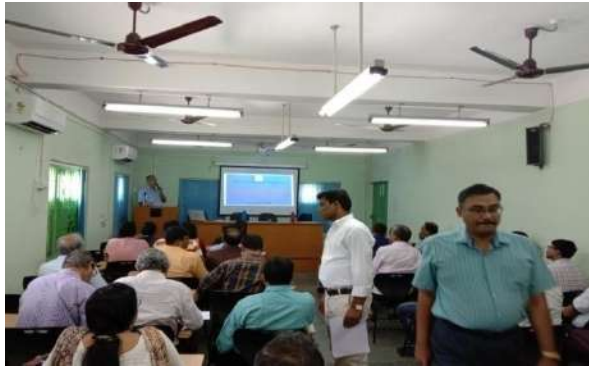
**Regional Centre  
Ghoshpara, Kalyani,  
Nadia-741235**

# CAMPUS AT A GLANCE

## CAMPUS AT A GLANCE







## INFRASTRUCTURE/FACILITIES

### ❖ Administrative Building

- Reception Desk/Help Desk
- Director's Room
- Assistant Director's Room
- Officer's Cabin
- Meeting Room
- Visitor's Cabin
- A/V Studio Room
- NMEICT Server Room
- Learners' Facilitation Centre



### ❖ Academic Building

- Help Desk
- School of Sciences,
- School of Education,
- School of Humanities,
- School of Social Sciences

All the Schools are equipped with the following facilities::

- Director's Room,
- Faculty Rooms,
- Departmental Library,
- Smart Class Room/Conference Room,
- Lecture Halls, Examination Halls,
- Laboratories (Computer Lab, Physics Lab, Chemistry Lab, Language & Multimedia Lab)
- Broadband Facilities, Wi-Fi Facilities, Intercom Facilities, Reprographic Facilities
- Ramp (for Specially Challenged Person)



❖ **School of Professional Studies (SPS) Building**

- Director's Room,
- Faculty Rooms,
- Meeting Room,
- Departmental Library,
- Smart Class Room/Conference Room,
- Lecture Halls, Examination Halls,
- Broadband Facilities,
- Wi-Fi Facilities, Intercom Facilities,
- Reprographic Facilities
- Herbal Plant Garden



❖ **Warehouse & Library Building**

- Chamber of Deputy Librarian, Assistant Librarian,
- Library Section, Reading Section
- Broadband Facilities, Wi-Fi Facilities, Intercom Facilities, Reprographic Facilities
- Storage Space for SLMs at Warehouse
- Ramp (for Specially Challenged Person)

❖ **Second Academic Building (Pentagonal Building)**

- Office of Hon'ble Vice-Chancellor,
- Office of Registrar,
- Smart Class Room,
- Conference Room,
- Lecture Halls, Examination Halls.
- Ramp (for Specially Challenged Person)



❖ **Students' Amenities Centre**

- Canteen (Kitchen Space, Dinning Space), Common Room,
- Ramp (for Specially Challenged Person)

❖ **Generator Room**

- Sound Proof Green Generator

❖ LSC/SC under RC, Kalyani

SL. NO	DISTRICT	CODE	LSCs/SCs
1	24 Parganas (North)	C-07	A.P.C. College Study Centre
2		D-02	Barasat Government College Study Centre
3		D-04	Mahadevenanda Mahavidyalaya
4		F-04	Gobardanga Hindu College
5		H-02	Taki Government College Study Centre
6		H-04	Derozio Memorial College
7		H-07	Nahata JNMS Mahavidyalaya
8		I-02	Dinabandhu Mahavidyalaya
9		D-03	Sree Chaitanya College Study Centre
10		A-01	Dumdum Motijheel College
11		L-01	P.R. Thakur Government College Study Centre
12		M-04	Netaji Satabarshiki Mahavidyalaya
13		M-05	Kanchrapara College
14		Q-06	Saheed Nurul Islam Mahavidyalaya
15		B-10	Hiralal Mazumdar Memorial College for Women
16		E-10	Bhairab Ganguly College
17		H-08	Basirhat College
18		SEDE	Ramkrishna Vivekananda Mission
19	Murshidabad	E-04	Krishnath College
20		H-09	Sripat Singh College
21		I-04	Dumkol College Study Centre
22		I-05	Nagar College
23		K-09	S.R. Fatepuria College Study
24	Nadia	D-01	Krishnanagar Government College Study Centre
25		D-05	Karimpur Pannadevi College
26		D-06	Chakdah College
27		D-07	Sudhiranjan Lahiri Mahavidyalaya
28		G-04	Shantipur College Study Centre
29		L-03	Muragachha Government College
30		N-02	Sri Krishna College
31		N-03	Kalyani Mahavidyalaya
32		SEDE	NSOU Study Centre, Kalyani



❖ **Staff(s) Recruited at RC (July, 2019-June, 2020):**

NAME	Designation	D.O.J
Shri J. P Chowdhary	Assistant Director	06.12.2019
Smt. Moumita Paul	Personal Assistant	25.07.2019
Shri Saikat Bera	Jr. Assistant	11.02.2020
Shri Surajit Chanda	Jr. Peon	16.01.2020

❖ **Staff(s) Resigned (July, 2019-June, 2020):**

NAME	Designation	Date of Leaving
Smt. Moumita Paul	Personal Assistant	15.11.2019

❖ **Salient Features of the Campus:**

- Green Campus
- Plastic Free Campus
- Wi-Fi facility throughout the Campus

❖ **NKN Service in Kalyani Regional Centre:**

- In Kalyani Regional centre, every computing device is connected by a newly constructed campus LAN. NKN router has been designated as the primary gateway for internet service (1 Gbps) throughout the campus. The entire campus was made Wi-fi enabled and arrangement of secured wireless connectivity was made available as per the bandwidth requirement of each group of users like faculties, administration, students and guests.
- NKN awareness program was arranged to aware the users of NKN connectivity regarding the facilities and services offered by NKN cloud and NKN applications.

- The university has signed an agreement with BSNL for management and maintenance of NKN campus LAN to minimize the downtime and maintain the quality of internet service in entire campus.

#### ❖ **Civil/Social Sector Works (Completed):**

- Construction of a Toilet Block for Security personnel adjacent to existing security room completed on 25-02-2020.
- Construction of Under Ground Reservoir (50,000 litre Capacity) completed on 25-02-2020.

#### ❖ **Electrical Works (Completed):**

- Electrical Installation Work for Fitting-fixtures and LT Panel at Ground Floor & First Floor of proposed 4 storied Pentagonal Building completed on 09-08-2019.
- Electrical Installation Work for Fitting-fixtures and LT Panel at Ground Floor of proposed 3 storied Student Amenities Centre completed on 21-11-2019.

#### ❖ **Maintenance/ Repairing Works:**

- R.B.T fencing work over existing boundary wall (210.00 mtr) at Kalyani Campus, NSOU completed on 29-06-2020.
- Colour washing & paintings including repairing in the Ground Floor Class Rooms of the Four Storied Academic & Administrative Building vide Reg/RCK/0022 dated 08-01-2020.
- Re-arrangement of wiring system of ground floor & first floor of the 3 stored warehouse vide Reg/RCK/1842 dated 02-08-2019.

#### ❖ **Ongoing Projects:**

- Construction for vertical extension (1<sup>st</sup> & 2<sup>nd</sup> Floor) of Students' Amenities Centre, Kalyani Campus.
- Supplying & Laying one number 11KV cable between WBSEDCL's meter room to 11KV substation building for enhancement of contractual demand from 125 KVA to 300 KVA by WBSEDCL vide Reg/RCK/0133 dated 17-02-2020.



### ❖ Facility Created for Learners':

- Learners' Facilitation Centre (LFC) installed at Regional Centre Building, Kalyani.
- Class Rooms of 2<sup>nd</sup> Academic Building/Pentagonal Building are equipped with furniture.

### ❖ Learners' Facilitation Centre (LFC):

LFC has established on 28.11.2019 to provide the following service to the learners':

- To provide free Computer/Internet Facility for Self-learning during office hours.
- To access NSOU Library e-Resources.
- To download/access Online SLM (e-SLM/AVL).
- To avail Exam Form Fill up/ Renewal.



## List of Programme Conducted:

### ❖ “NAAC Awareness Programme” on 27th July, 2019 at Regional Centre, Kalyani

- Welcome Address: Dr. Premananda Jana, Director, RC
- Presidential Speech: Prof. Subha Sankar Sarkar, Hon'ble Vice-Chancellor, NSOU
- Speakers:
  - Prof. Kajal De, Director, School of Sciences
  - Prof. Chandan Basu, Director, School of Social Sciences
  - Prof. Manan Kumar Mandal, Director, School of Humanities
- SSR Preparation: Prof. Anirban Ghosh, NAAC coordinator, NSOU and Director, SPS
- **Participants:** Faculties & Staff Members posted at RC, Kalyani Campus



### Objectives of the program:

- To sensitize about the importance of NAAC in ODL model
- To sensitize the entire process for accreditation
- To prepare the Self Study Report (SSR) and documentation effectively

### Expected Program Outcome:

- Effective Team Work
- To enhance Documentation Skill
- To build up SSR preparation Skill

### ❖ Two Days “Awareness programme on NKN Campus Network” on 24-25th September, 2019, Regional Centre, Kalyani Campus.

- Welcome Address: Dr. Premananda Jana, Director, RC
- Overview of NME-ICT Project: Prof. (Dr.) Anirban Ghosh, Director, SPS & SVS
- Overview of NKN: Shri Hillol Ghosh, IT Officer
- Overview on Networking: Sri Mrinal Nath, Asst. Professor, Computer Science  
Shri Jayabrata Goswami , System Analyst
- Concepts of Networking essential for using NKN Network: BSNL
- NSOU Campus Network Learning with Wired and Wireless Connectivity and Troubleshooting: BSNL
- **Participants:** Faculties & Staff Members posted at RC, Kalyani Campus





### **Objectives of the Program:**

- To sensitize participants about the importance of LAN in the campus
- To aware the web enabled facilities and services offered by NKN applications
- To aware the Wi-Fi facilities available for different users, groups in the campus

### **Expected Program Outcome:**

- Development of E-resource utilization skill
- Resource access and sharing skill through NKN cloud

### **❖ Sensitization Programme on Quality Assurance for Academic Administration of Learner Support Centres/ Study Centres on 13th Nov., 2019 at Regional Centre, Kalyani.**

- **Moderator:** Shri Jayabrata Goswami, System Analyst
- **Welcome Address:** Dr. Premananda Jana, Director, RC
- **Introducing Theme:** Prof. Ashit Baran Aich, Director, Study Centre
- **Speakers:** Prof. Manan Kumar Mandal, Director, School of Humanities  
Prof. Anirban Ghosh, Director CIQA
- **Orientation Session:** Dr. Sudeshna Chatterjee (Biswas), Deputy Registrar (Academic) & Team
- **Vote of Thanks:** Shri Jayabrata Goswami, Assistant Director, RC
- **Participants:** Principal, Coordinators, Office Assistant of LSC/SCs under Jurisdiction of Regional Centre, Kalyani.





### Objectives of the Program:

- To sensitize about the overall policies/updated information of NSOU
- To sensitize the development of managing tools
- To sensitize for proper guidance to the learners' effectively

### Expected Program Outcome:

- Knowledge about academic as well as administrative policies of NSOU
- Development of Learners' Support Skill

### ❖ Induction & Inspection Programme Conducted at LSC/SC:

As per recommendation of CIQA and Director, Study Centre, NSOU; vide Memo No.-1134 dated 02/01/2020 and approved by competent authority; Regional Director, Kalyani organized the induction and inspection program at following four LSC given below:

SL. No.	Name of LSC/SC	Centre Code	Date of Inspection
1	Kalyani Mahavidyalaya Study Centre	N-03	26.01.2020
2	Kanchrapara College Study Centre	M-05	01.02.2020
3	Mahadevananda Mahavidyalaya Study Centre	D-04	09.02.2020
4	Chakdaha College Study Centre	D-06	09.02.2020

### Objectives of the Program:

- To sensitize learners' about facilities and web enabled services of NSOU
- To sensitize availability of learning e-resources
- To collect feedback of the learners'

### Expected Program Outcome:

- Development of online learning skill

### ❖ Induction Meet at Kalyani Mahavidyalaya Study Centre (N-03) on 26th January, 2020.

#### NSOU Team Members:

1. Prof. (Dr.) Anirban Ghosh, Director, CIQA
2. Dr. Premananda Jana, Director, Regional Centre, Kalyani
3. Mr. Manoj Kumar Haldar, Assistant Professor, School of Social Sciences

**Main observations:** The inspection team noted the following points:

- Availability of SLM at LSC:** Kalyani Mahavidyalaya, Nadia is one of the newest LSC of the University. The LSC started its functioning very recently, the centre is well organised having a separate room and some necessary furniture within the college premises. Till the date of the inspection, the LSC did not receive any SLM from our University.

- ii) Details of Counselling sessions** held as per the university norms: The LSC permitted only a few masters' programme in this year and the centre is not functioning as a PCP venue of any master's programme of the university at present.
- iii) Notice Board is at a prominent place of the LSC:** On the day of inspection, it is observed that the LSC has separate notice board and also kept at prominent place.
- iv) Receiving of maintenance grants:** The LSC has not received any maintenance grants till the day of Inspection.
- v) Availability of the link of NSOU on the college website:** There is no available link of NSOU on the College website. Principal assured that the link for NSOU study centre will be displayed as soon as possible.
- vi) Feedback from learners:** There is no written feedback from the learners, but the inspection team had met the learners and try to get feedback from them (as first year student) is satisfactory.



❖ **Induction Meet at Kanchrapara College Study Centre (M-05) on 1st February, 2020.**

**NSOU Team Members:**

1. Dr. Premananda Jana, Director, Regional Centre, Kalyani
2. Dr. Sintu Ganai, Assistant Professor, School of Sciences
3. Dr. Parimal Sarkar, Assistant Professor, School of Education

The NSOU Team had a detailed discussion with the Principal, Coordinator and other officials of the LSC in the chamber of the Principal and the following points were observed to be noted:

- i) The Principal informed that Kanchrapara College is a new study centre of NSOU with few PG courses. **The Principal expressed their willingness to introduce PG courses in Mathematics and Geography as well as wished to introduce BDP courses in the Study Centre of NSOU at their college.**
- ii) The Coordinator informed that they **have not received any SLM till date** and requested the University authority to send the SLM soon as the PCP will start from the next day.
- iii) The coordinator also informed that the list of **names of eligible counsellors were sent to the Director, Study Centre for approval and inclusion in the PCP schedule of respective subjects but no further communication was done from University end.** Principal requested the University authority to include their study centre as PCP centre for PG courses and assured whole hearted cooperation in running the PCP Centre.
- iv) The Principal assured that they will maintain regular attendance register for the students.
- v) There was a separate notice board for NSOU students in front of the office room of the study centre.
- vi) The coordinator informed that **they have not yet received the amount claimed** against the duties performed as an examination centre for TEE 2018-19. Also, **the study centre has not received any maintenance grant till date.**
- vii) Principal entrusted that **separate link for NSOU study centre will be displayed at their college website as soon as possible.**

**Learners' Feedback:**

- i) Learners' are not getting SLMs in time
- ii) Requested for SMS alert for any updated information such as submission of assignments, Exam related matter etc.





❖ **Induction Meet at Mahadevananda Mahavidyalaya Study Centre (D-04) on 9th Feb, 2020.**

**NSOU Team Members:**

1. Dr. Premananda Jana, Director, Regional Centre, Kalyani
2. Dr. Manosanta Biswas, Assistant Professor, School of Social Sciences

The NSOU Team had a detailed discussion with the Coordinator and other officials of the LSC in his chamber and the following points were observed to be noted:

- i) The Coordinator informed that the LSC **did not receive the SLM of commerce, EC-2 and EC-4** till the date of inspection.
- ii) The counselling session held as per University norms in previous years but for current year, not yet organized.
- iii) The coordinator assured to maintain regular attendance register for the students.
- iv) The **Notice Board of the LSC is positioned at a very prominent place** with notices displayed on it for circulation among the learners and also the SLMs are arranged in order in the library.
- v) The coordinator informed that **the study centre has received all maintenance grants till date.**

vi) The **website link of NSOU is not yet available** on college website.

The LSC's competent authority **assured of linking of NSOU Tab on college website very shortly** for wider circulation and clarity of academic and administrative functionary issues among the stakeholders from time to time.

**Learner's feedback:**

- i) For PG in Bengali, **classes of Folk-Culture had not yet been arranged** and also the study materials for the same need to develop.
- ii) They are expecting **some reference books** relevant to the courses.



❖ **Induction Meet at Chakdaha College Study Centre (D-06) on 9thFeb, 2020.**

**NSOU Team Members:**

1. Dr. Premananda Jana, Director, Regional Centre, Kalyani
2. Dr. Manosanta Biswas, Assistant Professor, School of Social Sciences

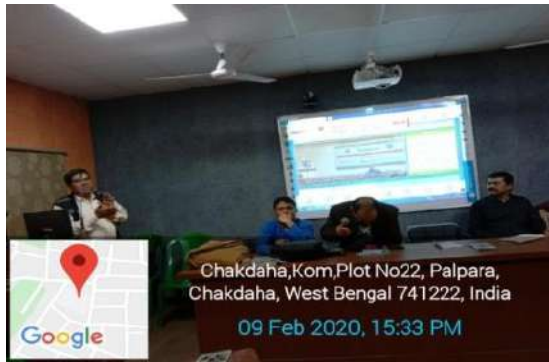
The NSOU Team had a detailed discussion with the Coordinator and other officials of the LSC in his chamber and the following points were observed to be noted:

- i)* The Coordinator informed that the LSC **did not receive the SLM of the following courses:**  
In BDP, Bengali 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Paper; History (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>), Pol (7<sup>th</sup>), SPS-pol. Sc. (1<sup>st</sup>, 3<sup>rd</sup>), Elective Commerce (5<sup>th</sup>), Physics (11<sup>th</sup>), ECh (1<sup>st</sup>), FHS (1<sup>st</sup>) till the date of inspection.
- ii)* The counselling session held as per University norms in previous years but for current year, not yet organized.
- iii)* The coordinator informed that they are not having sufficient infrastructures and also classrooms with respect to the number of learners.
- iv)* The **Notice Board of the LSC is positioned at a very prominent place** with notices displayed on it for circulation among the learners and also the SLMs are arranged in order in the library.
- v)* The coordinator informed that **the study centre has received all maintenance grants till date.**
- vi)* The **NSOU Tab is available** on college website but not linked with university website.  
The LSC's competent authority **assured for linking of NSOU Tab on college website very shortly** for wider circulation and clarity of academic and administrative functionary issues among the stakeholders from time to time.
- vii)* Study Centre submitted issues related to **Registration of some learners** to the University Officials, but not yet received any solution in some cases.  
Members of LSC requested to mention "**List of Study Materials and Number of Copies**" in each cartoon.

**Name of Coordinator is not updated in NSOU website.**

**Learner's feedback/request:**

- i)* Venue of **Practical classes (for Zoology)** is far away from Study centre and requested to arrange in nearest location.
- ii)* It is requested to arrange Examination Centre at Chakdaha College /any nearest location.
- iii)* It is also suggested to send SMS for any current information, which will be helpful for learners and also to communicate others.





❖ **Important Days Celebration:**

- 26<sup>th</sup> January, 2020 – Republic Day Celebration



- 23<sup>rd</sup> January, 2020 – 124<sup>th</sup> Birth Anniversary of Netaji Subhas Chandra Bose Celebration
- 15<sup>th</sup> August, 2019 – 73<sup>rd</sup> Independence Day of India Celebration



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