



**Inspection and Induction meeting at Ananda Chandra College, 2019-20 held on
22/01/2020**

As per the advice of Hon'ble V.C. and the recommendation of CIQA and Director, Study Centre, NSOU vide Memo No. 1134, dt. 20/01/2020 and approved by competent authority Regional Dy. Director, Jalpaiguri RC organized the said Inspection and Induction Meeting with the following team members:

NSOU Team Members:

1. Mr. Santanu Dam, Dy. Director, Jalpaiguri RC
2. Mr Niladri Sekhar Mondal, Asst. Prof. Environmental Science, School of Sciences
3. Mr. Soumitra Sengupta, Jr. Superintendent

Date & Day of Inspection: 22th January, 2020
Time of Inspection: 12:30 PM
Venue of Inspection: Ananda Chandra College (LSC)



The inspection team was led by Mr Santanu Dam, Dy. Director, Jalpaiguri RC interacted with Biswarup Bhawmick, Co-ordinator, Uttam Pal, Office Superintendent and other staff of Ananda Chandra College LSC for verification of required 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 yet to receive the SLM of BDP courses.
- ii) The counselling session held as per University norms in previous years but for current year, not yet organized.
- iii) The Library has sufficient place to arrange book properly.
- iv) The Notice Board of the LSC was positioned at a very prominent place, notices were displayed on it for circulation among the learners and also the SLMs were arranged in order in the library.
- v) The coordinator informed that the study centre had received all maintenance grants till date.
- vi) Though the College Website has linked with NSOU website but the NSOU NOTICE Tab was not available on college website as on inspection date. But the LSC's competent authority assured for giving NSOU NOTICE 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) LSC submitted informed issues related to Registration of some learners to the University Officials which they had been facing some difficulties.
- viii) Members of LSC requested to mention "List of Study Materials and Number of Copies" in each cartoon.
- ix) The Inspection team Informed the concerned authority that the following LSC's related information which need to be maintained like:



- a) Teaching experience of the academic councillor.
 - b) Learner Satisfaction Survey (LSS) need to be recorded.
 - c) Number of class rooms or seminar rooms have maintained at LSC.
 - d) Number of counselling session held (As per counselling schedule).
 - e) Letter head mentioning NSOU with related to study centre.
 - f) Geo-tagged photo of class rooms seminar rooms and smart class rooms.
 - g) A dedicated Learner's support help desk is present or not.
 - h) Whether the College Website contains the NSOU NOTICE tab.
 - i) Whether the Notice Board is at proper and prominent place or not
 - j) Whether the learners are aware about the feedback mechanism.
- x) Following Learner's related data need to be maintained:
- a) Pre-admission counselling whether happened or not.
 - b) Whether got support for admission related issues.
 - c) Induction meeting with newly admitted students whether happened or not
 - d) Study materials have handed over or not
 - e) Teaching support in form of Counselling/PCP
 - f) Conducting practical session under the supervision of experts for programmes having practical component at selected centres.
 - g) Regularly learners have informed or not about the date of submission of the assignments and handing over corrected or evaluated Assignment copies.
 - h) Conduct of Special Lecture Program (SLP).
 - i) Learners must reply if they got any mail from NAAC.
- xi) Co-ordinator was also requested to encourage the learners to fill-up the feedback form by their honest feedback which is available on website. The team requested him to inform the participants to go to the NAAC tab of NSOU website. The bilingual 'Student Satisfaction Survey' has been uploaded there for their understanding. This form will be sent to all the registered students by NAAC directly.

After the discussion, the team met with the enrolled learners in the support centre's auditorium hall. The team also looked into the availability of facilities provided by the LSC to the learners as well. The induction programme was attended by more than 100 learners of newly admitted BDP and PG (2019-2020 academic year) courses.

The Inspection team was given a warm welcome by Biswarup Bhawmick, Co-ordinator. He introduced the team members in front of students and other academic councillors. Dr. Md. Abdur Razzaque, Principal of Ananda Chandra College, Jalpaiguri has given a welcome and introductory speech.

Dr. Md. Abdur Razzaque said that NSOU provides opportunities for enhancing educational levels for those who have not been permitted to take admission in the conventional system due to long gap after achieving certain educational standard from the conventional system, and those who due to some reasons could not continue their studies despite of their eagerness of learning.

Shri Soumitra Sengupta explained the vision of our university and the objective of Jalpaiguri regional centre.

Shri Santanu Dam, Deputy Director, Jalpaiguri Regional Centre, addressed the audience next. He first extended a warm welcome to the newly admitted students on behalf of the University. Shri Santanu Dam shared the journey of NSOU till date. He also explained impressively about ODL system and also clarified how NSOU plays an important role in ODL model. He gave an overall view about the various levels of programmes that NSOU



conducts, clarified all important issue of equivalence of degrees attained through NSOU. He informed about the post admission duties of the learners, emphasizing the importance of self-study through controlled guidance with counsellors. He also suggested the students to check the University website regularly for information related to assignment, PCP and other latest notification. Also, he demonstrated how to use the University website for accessing e-resources such as e-SLM, AV Lecture, Previous Year Question paper. He also highlighted about importance of NAAC, and requested the learner to put honest feedback to improve the quality of teaching-learning process.

Mr Niladri Sekhar Mondal, Assistant Professor Environmental Science also gave a speech explained about the ODL system and shared his experiences with NSOU. He spoke about the flexibility of the Open mode and significance of SLM in open system and the audience appreciated the concerns he shared. He detailed the significance of SLM, PCP, and Assignment. He also explained the importance of the timely submission of the assignments and other criteria to complete the courses for the University.

Lastly, an open discussion with the learners took place. The NSOU team also interacted with the learners, listened to their queries and also all these queries were adequately answered by the members of the NSOU team. Various doubts and obscurities on functioning and teaching-learning-evaluation mechanism were cleared by active interaction with the learners and other members of the LSC also.

Learner's Feedback:

- a) More number of counselling sessions is needed.
- b) Requested to arrange Examination Centres (Theory & Practical) within nearest locations.



Santanu Dam

Santanu Dam
Deputy Director, Jalpaiguri RC