

## **Kalimpong College (Govt. Aided)**

### **College Hand-Book**

Kalimpong College is a govt. aided college, was established by the order of the Govt. on the 12<sup>th</sup> November 1962, affiliated to the University of North Bengal. It is registered under 2 f and 2b of the UGC Act. The College has completed two cycles of NAAC. The first in 2006 and accredited in **B** and the second in 2016 in **B++**. The college is now gearing up for the third cycle.

#### **1. HISTORY**

Kalimpong College, a pioneer co-educational institution in Kalimpong was established in 1962 with the aim of “providing higher education to the people of the backward place of Kalimpong”. The establishment of College was a long cherished dream come true for the people of Kalimpong. It took almost 98 years for the people of these areas to get an institution of higher learning since the British acquired Kalimpong in 1865 and 15 years after Indian independence. The College was started at small building of B.T College with 13 students and later shifted to the Hill Top Area in a rented bungalow. It was further shifted to the ‘Nanduram Building’, Topkhana, Kalimpong, popularly known as the ‘Oon Godam’ in 1971. The College was without a building of its own for about twenty years jeopardizing its future development.

The need to have a building and land of its own was so deeply felt by then that a Joint Action Committee of Students’ and Staff put their body, mind and soul to achieve this objective. The travails of the students and the staff as well as the local people came to a fruitful end when the College building was constructed in its own land at the Rishi Bankim Chandra Park, RingKingPong Road, about 1km up and southwards from Kalimpong Town. Finally, the foundation stone of the new college building was laid by the then Honourable Minister of Higher Education, Govt. of West Bengal, Shri Shambhu Ghosh on 23<sup>rd</sup> of September 1979. The inauguration of the new College building was held on 6<sup>th</sup> June 1982 by the then Honourable Governor of West Bengal, Shri. B.D. Pande and there was no looking back since then. The College has now in total four buildings with one more coming up with RUSA fund that will take the tally to five.

With the progress of the time the College has been contributing towards the transformation of society through the propagation of knowledge and education in the line of prevailing national standards incorporating the values of equality of opportunities, freedom, social justice and secularism. The College also supports and provides free education for selected poor. **With ‘*Seek and Ye Shall Find*’ as its motto**, the College seeks to provide the best possible education for its students. The College boasts of having a students’ strength more than 1500 students. It also enjoys the support of the College Alumni Association.

There is no denying the fact that the College from its nascent stage has gone from strength to strength, and by now it has progressed by leaps and bounds. Kalimpong College takes its pride in completing its glorious 60 years of service this year 2022 for the cause of “Higher Education”. Its alumnus constitutes successful academicians, teachers, Heads of the Educational Institutions, politicians, administrators, lawyers, civil activists, literary figures, musicians, singers, actors, dramatists, sportsmen, businessmen and many others whose details are not possible to be spelt out here. The list would be inexhaustible. The College has started with a single stream college of “Bachelor of Arts “course to a multi stream one offering Bachelor of Science, Bachelor of Commerce, Bachelor of Arts and Bachelor of Business Administration and now Masters in Political Science. Apart from this College also offers center for Indira Gandhi National Open University for both under Graduate and Post-Graduation courses and recently it has started Satyendra Nath Tagore Coaching Centre for Civil Service Examinations. Thus, it is obvious and understood that Kalimpong College has played an immensely significant role not only in parting higher education but also in strengthening civil society and guiding the marginalized youths to become responsible citizens.

## **A.2.LOCATION**

Located at Rishi Bankim Chandra Park, Rinking Pong Road, 1km. southward from Kalimpong Town. Lat: 27.059987° N, Long: 88.466966° E.

## **COLLEGE MANAGEMENT**

### **B.1 GOVERNING BODY**

Governing body is the apex body of the college which formulates policies and executes and monitors them through the office of the Principal which in turn is assisted by a number of committees. The Governing Body runs the College on the basis of the North Bengal University Act 1981 including its amendments, Government rules and regulation and policies as well as following the UGC guidelines wherever applicable.

### **MEMBERS OF THE GOVERNING BODY**

President-Sri Kumar Prasad Chettri (DPI Nominee)

Ex -Officio -Secretary-Dr. Rajendra Prasad Dhakal (Principal)

Members- Sri Ashok Pradhan (DPI nominee)

Member-Sri Nayan Kumar Riza (University nominee)

Member- Dr. Saroja Rai (Higher Education Council)

Member-Ms Pooja Gurung (University nominee)

Member- Mrs.Lazika Fonning (DPI nominee)

Member-Sri Santabir Lama, Teacher's Representative

Member- Sri Sanjay Chhetri, Teacher's Representative

Member- Smt. Devi Chettri, Teacher's Representative

Member- Sri Rabi Pradhan, Non-teaching Representative

**B.2.** The college has committees /cells the smooth functioning of the college. The details of the committee can be obtained in <http/.....>

### **Internal Quality Assurance Cell (IQAC) (<http/.....>)**

Names	Designation
Dr. Rajendra Prasad Dhakal	Chairperson
Ms. Anukampa Subba	Coordinator
Mr. Manindra Bhujel(Ex-Principal, PTTI)	External Member
Mr. John Kapil Chettri, (Asst. Professor, Govt. General Degree College, Pedong)	External Member
Mrs Sudha Gurung	Member
Dr Dulal Chandra Roy	Member
Mr. Deo Datta Rai	Member
Dr Jaisree Pradhan	Member
Mr. Manojit Dasgupta	Member
Dr. Rekhmani Sharma	Member

### **National Assessment & Accreditation Council (NAAC) Committee**

Names	Designation
Dr. Rajendra Prasad Dhakal	Chairperson
Dr. Rekhmani Sharma	Coordinator
Dr Dulal Chandra Roy	Member
Dr Alok Kumar Ghorai	Member

Dr Pranay Bantawa	Member
Mr Sarad Gurung	Member
Dr Amit Rauth	Member
Mr. Gouranga Das	Member
Ms Pauline Ahoy	Member
Ms Fatima Lepcha	Member
Dr Jigmi Dorjee Bhutia	Member
Mr. Rabi Pradhan	Member

### **Anti-ragging Committee**

Names	Designation
Mr. Hirendra Kumar Goutam	Convener
Mr. Avijit Mete	Member
Mr. Aditya Subba	Member
Mrs Shama Khatoon	Member
Mrs Shikha Chettri	Member
Mr Sukman Rai	

### **Internal Cell**

Names	Designation
Ms Mrinalini Chettri	Presiding
( Senior most woman employee)	Officer
Mrs Devi Chettri	Member
(Employee member working for the cause of woman)	
Mrs Nisha Bagdas	Member
(Employee member with legal knowledge)	
Mrs Shova Chettri	Member
(NGO member committed to thr cause of woman)	

### **Grievance Redressal Cell**

Names	Designation
Dr. D.C. Roy	Convener
Mrs Sudha Gurung	Member
Mr Gauranga Das	Member
Mr. Bijay Dhital	Member
Mrs. Priyanka Thapa	Member
Mrs Pushpa Mcdonald	Member
Mr. Yon Lepcha	Member

### **Academic Committee**

Names	Designation
Mrs Sudha Gurung	Convener
Dr Dulal Chandra Roy	Member
Dr Alok Kumar Ghorai	Member
Mr. Sanjay Chettri	Member
Dr Mantoo Kumar Shaw	Member
Dr. Amit Rauth	Member
Mrs Yojna Kharga	Member
Ms Poonam Gupta Bomjan	Member
Mr. Sukman Rai	Member
Mrs Barsha Chettri	Member

### **Admission Committee**

Names	Designation
Ms Anukampa Subba	Convener
Dr Manik Lal Acharjee	Member
Mr. Sanjay Chettri	Member
Mr. Ajay Lama	Member

Mrs Reshma Pradhan	Member
Dr. Saran Kumar Gupta	Member
Dr. Jigmi Dorjee Bhutia	Member
Mr. Rabi Pradhan	Member
Mr. Prawin Bomjan	Member

### **Estate Committee**

Names	Designation
Mr Sanjay Bista	Convener
Mrs Sudha Gurung	Member
Dr. Dulal Chandra Roy	Member
Mr. Deo Datta Rai	Member
Mr. Santabir Lama	Member
Mr. Aditya Subba	Member
Mr. Niten Sharma	Member
Mr. Rabi Pradhan	Member
Mr. PadamBahadur Chettri	Member
Mr. Manbir Bhujel	Member
Mr. Promod Basor	



### **WB Uchhasiksha Portal Committee**

Names	Designation
Dr Alok Kumar Ghorai	Convener
Ms Mrinalini Chettri	Member
Dr. Manik Lal Acharjee	Member
Mr. Avijit Mete	Member
Mr. Prosenjit Biswas	Member
Dr. Amit Rauth	Member
Mr. Rabi Pradhan	Member

### **UGC-DPI Committee**

Names	Designation
Dr. Alok Kumar Ghorai	Convener
Mr. Santabir Lama	Member
Mr. Rekhmani Sharma	Member
Mr. Prasenjit Biswas	Member
Mr. Gopal Sharma	Member
Mr. Yon Lepcha	Member
Mr. Rabi Pradhan	Member

### **Tender Committee**

Names	Designation
Dr. Alok Kumar Ghorai	Convener
Mr. Kalyan Kumar Dewan	Member
Mr Santabir Lama	Member
Ms.Sushma Rai	Member
Dr. Manab Biswas	Member
Mr. Rabi Pradhan	Member

### **Tour and Excursion Committee**

Names	Designation
Dr. Manik Lal Acharjee	Convener
Ms Sushma Rai	Member
Mr. Gyandeb Barman	Member
Mrs Nisha Bagdas	Member
Mrs Barkha Sharma	Member

### **Examination Committee**

Names	Designation
DrJaisree Pradhan	Convener
Mr. Santabir Lama	Member
Mr Sanjay Chettri	Member
Mr. Sarad Gurung	Member

Mr Kamal Khanal	Member
M Niten Sharma	Member
Mr. Desaj Bhujel	Member
Ms Pratima Baraily	Member
Mr Rabi Pradhan	Member
Mr. Prawin Bomjan	Member

### **Research Committee**

Names	Designation
Dr Shova Limbu	Convener
Mrs Sudha Gurung	Member
Dr. Mamta Lama	Member
Dr. Kalpana Prasad	Member
Dr Momtaz Begum	Member
Mrs Binita Rizal	Member

### **Magazine Committee**

Names	Designation
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Dr Mamta Lama	Convener
Dr Shova Limbu	Member
Mr. Avijit Mete	Member
Ms Phupu Lahmu Sherpa	Member
Mrs Sanchita Dasgupta	Member
Ms Pooja Pradhan	Member
Mrs Barsha Chettri	Member
Mr. Samuel Mcdonald	Member

### **Cultural Committee**

Names	Designation
Dr Mantoo Kumar Shaw	Convener
Ms Anukampa Subba	Member
Mrs Reshma Pradhan	Member
Mrs Binita Rizal	Member
Mrs Tannistha Manna	Member
Msrs Poonam Gupta Bomjan	Member
Mr Asish Chettri	Member
Ms Arpita Chettri	Member
Mr C. M. Dhamala	Member
Mr Deomani Sapkota	Member
Mr Rabi Pradhan	Member

### **Debate and Extramural Committee**

Names	Designation
Dr Kalpana Prasad	Convener
Dr Mantoo Kumar Shaw	Member
Mr. Ajay Lama	Member
Ms Durba Mukherjee	Member
Ms Jenifer Lama	Member
Ms Puja Pradhan	Member
Ms Manika Thapa	Member
Mr. Deomani Sapkota	Member
Mr. Subha Chettri	Member

### **Counseling, Training and Placement Committee**

Names	Designation
Mrs Yojna Kharga	Convener
Dr Shova Limbu	Member
Mr. Hirendra Kumar Goutam	Member
Mr Avijit Mete	Member
Mr. Palmo Tamang	Member
Mr. Bijay Dhital	Member
Mr. Sukman Rai	Member

### **Canteen Committee**

Names	Designation
Mr. Santabir Lama	Convener
Mr. Deo Datta Rai	Member
Dr. Jaisree Pradhan	Member
Mr H. K. Goutam	Member
Dr Mamta Lama	Member
Dr Mamtaj Begum	Member
Ms Richa Ali	Member
Mr Manbir Bhujel	Member
Mrs Rupa Sarki	Member

### **Games and Sports Committee**

Names	Designation
Dr. Amit Rauth	Convener
Mr. Yogendra Prasad	Member
Mr. Debabrata Biswas	Member
Mr. Prasenjit Biswas	Member
Mr. Asish Chettri	Member

Mr Bijay Dhital	Member
Ms Pratima Baraily	Member
Mr Desaj Bhujel	Member
Ms Richa Ali	Member
Mr Rabi Pradhan	Member
Mr Promod Basor	Member

### **WBSCC Committee**

Names	Designation
Mr. Manojit Dasgupta	Convener
Mr. Sarad Gurung	Member
Dr. Kalpana Prasad	Member
Mr Debabrata Biswas	Member
Mr. Sahidul Islam	Member
Mr Rabi Pradhan	Member

### **Beautification, Health and Hygiene Committee**

Names	Designation
Ms Palmo Tamang	Convener
Dr. Manik Lal Acharjee	Member
Mrs. Nisha Bagdas	Member
Dr. Momtaj Begum	Member

Mr. Jiten Mangar	Member
Mrs. Jenifer Lama	Member
Mr. Bikash Basor	Member
Mr. Promod Basor	Member

#### **NBU Connection Committee**

Names	Designation
Dr. Manab Biswas	Convener
Dr Manik Lal Acharjee	Member
Dr Pranay Bantwa	Member
Mr Gyandeb Barman	Member
Mr. Yogendra Prasad	Member
Mr Sukman Rai	Member
Mr. Prawin Bomjan	Member

#### **Students Stipend committee**

Names	Designation
Mr. Ajay Lama	Convener
Mrs Reshma Pradhan	Member
Mr. Kamal Khanal	Member
Mr. Asish Chettri	Member
Ms Arpita Chettri	Member
Mr. Sukman Rai	Member



### **Disciplinary Committee**

Names	Designation
Mr. Yogendra Prasad	Convener
Mr. Debabrata Biswas	Member
Ms Fatima Lepcha	Member
Mrs. Sanvhita Dasgupta	Member
Ms Pooja Tamang	Member
MrSukman Rai	Member
Mr Rabi Pradhan	Member
MrPadam Bahadur Chettri	Member

### **Library Committee**

Names	Designation
Mrs Reshma Pradhan	Convener
Mr. Deo Datta Rai	Member
Ms Anukampa Subba	Member
Mr. Rekhmani Sharma	Member
Mr. Ajay Lama	Member
Ms Fatima Lepcha	Member
Mrs Barkha Sharma	Member
Mrs Pushpa Mcdonald	Member

Mrs Barsa Chettri	Member
Mr. Samuel Mcdonald	Member

### **P.F. Committee**

Names	Designation
Ms Pauline Ahoy	Convener
Mr. Santabir Lama	Member
Mrs. Yojna Kharga	Member
Dr. Manab Biswas	Member
Dr Saran Kr Gupta	Member
Ms Palmo Tamang	Member
Mr. Sukman Rai	Member

### **Service Book Committee**

Names	Designation
Mr. Kamal Khanal	Convener
Dr. Dulal Chandra Roy	Member
Mr. Deo Datta Rai	Member
Mr Kalyan Kumar Dewan	Member

Mr Santabir Lama	Member
Dr Mantoo Kumar Shaw	Member
Mr. Rabi Pradhan	Member

**Information Communication Technology (ICT) Committee**

Names	Designation
Dr AlokKumarGhorai	Convener
Mr Gouranga Das	Member
Dr. Amit Rauth	Member
Mr Debabrata Biswas	Member
Mrs Tannistha Manna	Member
Mr Jiten Mangar	Member

**West Bengal Health Scheme(WBHS) Committee**

Names	Designation
Mr. Prasenjit Biswas	Convener
Ms Phupu Lamu Sherpa	Member
Dr Manab Biswas	Member
Mr. Gopal Sharma	Member
Mr. Rabi Pradhan	Member

**College Students' Union Election committee**

Names	Designation
Dr. Pranay Bantawa	Convener
Ms Anukampa Subba	Member
Mr. Hirendra Kumar Goutam	Member
Mr. Aditya Subba	Member
Mrs. Shama Khatoon	Member
Mrs Shikha Chettri	Member

### **Staff Room Committee**

Names	Designation
Mrs Priyanka Thapa	Convener
Mrs Sikha Chettri	Member
Ms Richa Ali	Member
Ms ManikaThapa	Member
Ms Puja Tamang	Member
Mrs Rupa Sarki	Member

### **Staff Salary Related Committee**

Names	Designation
Mr. Gopal Sharma	Convener
Mr. Yogendra Prasad	Member
Dr. Saran Kumar Gupta	Member
Mr. Gyandeb Barman	Member

Mr. Asish Chettri Member

Mr. Niten Sharma Member

**Tax Assistance Committee**

Names Designation

Mr. Sarad Gurung Convener

Dr. Alok Kumar Ghorai Member

Ms Pauline Ahoy Member

Dr Saran Kumar Gupta Member

Dr. Jigmi Dorjee Bhutia Member

Mr. Youhan Lepcha Member

Note: Ex-officio members in all committees are:

Dr. Rajendra Prasad Dhakal – Principal

Mrs Devi Chettri – Vice-Principal

Mr. Manojit Dasgupta – TCS and

Mr. Prakash Subba – Head Assistant of Office.

## **B. STREAMS**

Kalimpong College offers (i) Bachelor of Arts Hons. and Program courses (ii) Bachelor of Science Hons and Program courses (iii) Bachelor of Commerce Hons. and Program courses (iv) Bachelor of Business Administration Hons. (v) Master of Pol Sc. And (vi) Certificate course in (a) Travel and Tourism Management (b) Communicative English.

### **A) Bachelor of Arts**

The following is the list of 10 departments:

#### **1. Department of Nepali (Hons. And Programme courses)**

Mrs. Sudha Gurung, Associate Professor, H.O.D.

Dr. Mamta Lama, Associate Professor.

Mr. Sanjay Chhetri, Associate Professor.

Mr. Ajay Lama, Asst. Professor

#### **2. Department of English (Hons. And Programme courses)**

Ms. Anukampa Subba, Associate. Professor, H.O.D.

Ms. Mrinalini Chhetri, Associate Professor

Dr. Amit Rauth Asst. Professor.

Mrs. Phupu Lahmu Sherpa Asst. Professor.

Dr. Binita Rizal SACT

Miss. Arpita Chhetri, SACT

### **3. Department of Hindi (only Programme course)**

Dr. Shova Limboo, Associate. Professor., HOD

Dr. Mantoo Kumar Shaw, Asstt. Professor.

### **4. Department of Tibetan (only Programme course)**

1. Mr. Abhijit Mete Asst. Professor. HOD

### **5. Department of Political Science (Hons. And Programme courses)**

Dr Rajendra P Dhakal Professor.

Mrs. Reshma Pradhan Asst. Professor HOD

Mr. Sarad Gurung Asst. Professor.

Dr. Kalpana Prasad Asst. Professor.

Mrs. Nisha Bagdas Asst. Professor.

Mrs. Shama Khatun SACT

Mrs.. Shikha Chhetri SACT

### **6. Department of History (Hons. And Programme courses)**

Mrs.. Devi Chhetri, Associate. Professor., HOD

Mr. Kamal Khanal Asst. Professor.

Miss Fatima Lepcha Asst. Professor.

Miss Sushma Rai Asst. Professor

Mrs. Priyanka Thapa, SACT

Miss Manika Thapa SACT

#### **7. Department of Economics (Hons. And Programme courses)**

Dr. D. C. Roy, Associate Prof., HOD

Mrs Yozna Kharga Asstt. Prof.

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#### **8. Department of Geography (Hons. And Programme courses)**

Mr. Deo Dutt Rai, Associate Professor. HOD

Miss Palmo Tamang, Asst. Professor.

Mr. Aditya Subba, Asst.Professor.

Mr. Bijay Dhital, SACT

Mrs. Jennifer Lama, SACT

#### **9. Department of Philosophy (Hons. And Programme courses)**

Dr. Gauranga Das Asst. Professor,HOD

Mr. Debabrata Biswas Asst. Prof.

#### **Bachelor of Science**

##### **1. Department of Botany (Hons. And Programme courses)**

Dr. Jaishree Pradhan, Associate Prof, HOD



Dr. Pranay Bantawa, Asst. Professor.

Dr. Saran Gupta Asst. Professor.

Dr. Momtaj Begum Asst. Professor.

Ms. Pratima Baraily SACT

Mr. Santa Bir Lama, GLI, Associate Grade.

## **2. Department of Zoology (Hons. And Programme courses)**

Dr. Manik Lal Acharjee, Associate. Professor, HOD

Mr. Gyandeb Barman, Asst. Professor.

Mr. Asish Chhetri, SACT

Mr. Gopal Sharma, SACT

Mr. Hirendra Kumar Gautam, GLI, Associate Grade

## **3. Department of Sociology (Programme course)**

Miss. Richa Ali SACT ,

## **3. Department of Chemistry (Programme course)**

Mr. Deshaj Bhujel, SACT

## **4. Department of Physics**

Dr. Alokumar Ghorai, Associate. Prof, HOD

Dr. Prosenjit Biswas Asst. Professor.

Ms Pooja Pradhan SACT.

## **5. Department of Mathematics (Hons. And Programme courses)**

Dr. Manab Biswas, Asst. Prof. HOD

Dr. Jigmi Dorjee Bhutia, Asst. Prof.

Mr. Jiten Magar, SACT

Mr. Niten Sharma, SACT

**Bachelor of Commerce (Hons. And Programme courses)**

Mr. Kalyan Kumar Dewan, Associate. Professor, HOD

Mr. Manojit Dasgupta, Associate. Professor.

Mr. Yogendra Kumar Prasad, Asstt. Professor.

Miss Pauline Ahoy, Asst. Professor.

Mrs. Sanchita Dasgupta, SACT

Mrs. Tannishta Manna, SACT

Mrs Poonam Gupta Bomjan, SACT

Miss Arpita Chhetri, SACT

**Management Studies Department of B. B. A.**

Mr. Manojit Dasgupta, Associate. Professor. Co-ordinator

Mrs. Poonam Gupta Bomzan, SACT

Mrs. Sanchita Dasgupta, SACT

Mrs. Tannistha Manna, SACT

Mr. Jiten Magar, SACT

Miss Arpita Chhetri, SACT

Mrs. Barkha Sharma, SACT

Mr. Prabin Bomzan, Office Asstt.

Mr. Manbir Bhujel, Peon

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY Study Centre 45019 Kalimpong  
College, Kalimpong © IGNOU**

IGNOU LSC45019

REGIONAL CENTRE CODE” 45, IGNOU Regional Centre, Siliguri.

STUDY CENTRE CODE LSC45019, IGNOU LSC, Kalimpong College, Kalimpong.

Started from January, 2013 Session.

Total Number of Learners in the 1<sup>st</sup> Batch- 17

Became one of the Exam Centers of IGNOU from 2015, June. The centers offer diploma/  
Bachelor/ Master’s degree courses in the following.

Programs offered: 25 subjects

DWED- Diploma in women’s empowerment and development

MADVS- Master of Arts (Development Studies)

MAH- Master of Arts (History)

MCOM- Master of Commerce

MEG- Master of Arts (English)

MEC- Master of Economics (MEC)

MPS- Master of Arts (Pol. Sc.)

BCOMG- Bachelor of Commerce

PGDESD- Post Graduate Diploma in Environmental and Sustainable Development

PGDRD- Post Graduate Diploma in Rural Development

PGDDM- Post Graduate Diploma in Disaster Management

PGDFMP- Post Graduate Diploma in Financial Management

PGDOM- Post Graduate Diploma in Operations Management

PGDHRM- Post Graduate Diploma in Human Resources Development

MP- Master of Business Administration (Business Administration)

PGDFM- Post Graduate Diploma in Financial Management

PGDCSR- Post Graduate Diploma in Corporate Social Responsibility

MBA- Master of Business Administration

MACSR- Master of Arts (Corporate Social Responsibility)

MASS- Master of Arts (Sustainability Science)

PGDAB- Post Graduate Diploma (Agribusiness)

PGDEDS- Post Graduate Diploma in Development And Extension Studies

LIST OF EMPANELLED COUNSELLORS OF THE LSC (45019):

Enrollment of Learners in the year 2021

January Session:  $49(\text{Fresh}) + 54(\text{RR}) = 103$

July Session:  $127(\text{Fresh}) + 83(\text{RR}) = 210$

Total-  $103+210= 313$

Dr. R. P. Dhakal, Principal

Mr. Sanjay Chhetri, Co-ordinator

Mr. Ajay Lama Asst. Co-ordinator

Ms. Barsha Chhetri, Attendant

5 Mr. Samuel Macdonald, Office Attendant

COUNSELLOR	PROGRAMME
Ms. Anukampa Subba	MEG
Mr. Arijit Rai	MEC
Mr. Bijay Dhital	PGDEDS
Mr. Bikash Chhetri	BCOM, MCOM
Mr. Deo Dutta Rai	PGDDM
Mrs. Devi Chettri	MAH
Dr. D.C. Roy	PGDRD, MEC
Mr. Kalyan Kumar Dewan	BCOM, MCOM
Mr. Kamal Khanal	MAH
Mr. Manojit Dasgupta	BCOM, MCOM, MP
Mrs. Mrinalini Chhetri	BA, MEG
Mrs. Poonam Gupta	MP, MCOM
Mrs. Sanchita Dasgupta	BCOM, MCOM, PGDEDS, MP
Mrs. Shama Khatoon	MPS

Mrs. Shikha Chettri	MPS
Mrs. Yojna Kharga	MEC, PGDEDS
Dr. Amit Rauth	MEG
Miss. Pauline Ahoy	BCOM

### **Office of the Principal**

Mr. Prakash Subba, Accountant, /office head

Mr. Chandramani Dhamala Cashier

Mr. N. B. Das. Clerk, Part Time

Mr. Rabi Pradhan, Typist

Ms. Puspha Macdonald, Library Peon

Mr. Sukman Rai, office Bearer

Mrs. Roopa Sarki, office Bearer (Part time)

Mr. Yohan Lepcha, Lab. Attendant (Physics)

Mr. Deomani Sapkota, Lab. Attendant (Chemistry)

Mr. Padam Bahadur Chhetri, Night Guard

Mr. Bikash Basor, Safaiwala

Mr. Manbir Bhujel, 4th Grade Staff, Part Time

Mr. Subh Chhetri, Lab. Attendant, Botany, Part Time

## **COLLEGE LIBRARY**

Dr. Rekh Mani Sharma - Librarian

Smt. Puspa Macdonald – Library Peon

Mr. Samuel Macdonald – Library aide (part time)

Mrs. Barsha Chettri - Library aide (part time)

## **C. Infrastructure**

Kalimpong college at present has 7 separate blocks. Block A – The Old Main Building. Block **B** The Golden Jubilee Central Building, Block C –The three storied Building facing north to Block A, Block D- Library Building, and Block E-the new addition RUSA Building. F canteen Block G Lavatories for both boys and girls.

**Block A- The Old Main Building-** which accommodates all Laboratory based departments was the oldest building of the College. It has a total of 31 (including present staff room, NCC Room, and girls common Room rooms with a hall sitting capacity of 300 people. The classes for Morning Section( 6;45 am to 10 a.m) i.e B.Com Programme and Honours are held in this building. And both theory and practical classes of all the science subjects like Botany, Zoology, Chemistry, Physics, Mathematics and Geography and some of the classes of Social Sciences and Literature are held in this block. The plan is to make this block, a Science Block

**Block B-The Golden Jubilee Central Building** was constructed in an area of 1207 sq.m. It was inaugurated by Dr. Harka Bahadur Chhetri, MLA, Kalimpong and also a college alumni, on 13.03.2012. Presently, the ground floor of the building is used as Satyendra Nath Tagore Coaching centre for Civil Service examinations, IGNOU Study Centre and a Sick Room. While the 1st floor is used for Management Studies Center where all three self-financing courses viz. BBA, Travel and Tourism Management and Communicative English are taught. The second floor includes

Principal's and Vice Principal's chambers, Administrative Office and also has a meeting room. Two more floors above this building are under construction where the college plans to set up an auditorium and a staff room .

**Block C –The three storied Building facing north to Block A-** This block contains three big rooms with a sitting capacity of 150 students each. Apart from this, three other smaller rooms of the block are also being used as classroom. There is one big open sitting area in the first floor with cement benches dedicated to the students' use. At the top floor, a Conference Room is being planned, the room is ready and gadgets to make it functional will be installed as soon as the building is handed over to the College by the Kalimpong Engineering Deptt , GTA.

**Block D-Library Building** The foundation stone of the library building was laid by Prof Bratya Basu, the then Hon'ble education minister, Govt. of West Bengal on 13.03.2012. Prof. Tanka Bahadur Subba, Hon'ble Vice-Chancellor of Sikkim University, also a member of the Alumni inaugurated the Library Building on 26.06.2015. This three storied building covering 733 sq. m has been funded by the Higher Education Department, Government of West Bengal. The upper two floors are used for reading and storage with free entry for all teachers and students in all sections. The library has a broadband internet connection and is a Wi-Fi zone. It is equipped with CC Camera. It also has INFLIBNET (N List which has around 3 lakhs books and 400 journals) facility for which each member has been given user ID and pass word by the Librarian. The College has a Library containing over 21482 books, journals and periodicals on various subjects. Students can borrow books through a library card. Detail guidelines and rules relating to borrowing of books and reading room are generally provided in the library notice board.

**Block E-RUSA Building-** A new building with 9 spacious class rooms is under construction with the Rusa fund. With the completion of this building the constant shortage of class rooms will be solved.

The steps linking the old college building and the new one has been constructed from the MLA development fund on 09.10.2013.

**Canteen** The two storied building has been constructed as Canteen by the GTA Fund. With this building the long-standing demand for proper Canteen has been fulfilled. A clean, airy canteen



with proper kitchen, water supply and with a space to accommodate 80 persons (approx) at a time, indeed providing both the students and staff of the college healthy and hygienic food.

**Classroom:** We have 36 spacious classrooms with proper lighting and audio facilities. Rooms are airy and properly ventilated. We have 07 large sized classrooms (Rooms 17, 26, 30, 31, 32, 33) and a Hall. They are also used for conducting examinations also. These rooms are also used by the commerce section in the morning shift.

**Auditorium:** A small Hall with a capacity of approximately 300 students is used for conducting seminars, workshops and all cultural and other programmes. This multipurpose Hall is also used as a classroom. Some of the bigger events are conducted in the Town Hall on hire. A conference room at block C has been constructed and soon it will be ready for use. A new auditorium with larger capacity is under construction in Block B.

**Laboratory:** There are 6 laboratories in block B, which are used for conducting practical's, project works and also theory classes. The Botany department maintains herbarium of local flora, and locally available botanical specimens are also kept in the laboratory. The numbers of rooms occupied by each practical oriented subject are: Botany (3); Zoology (2); Geography (2); Physics (1); Chemistry (4); Mathematics (2). All the laboratory rooms are equipped with LCD projectors, white boards, white screens and internet connectivity.

**C.6. Computer Lab:** The College has two computer laboratories - one for teachers with three computers and the other for BBA students with 10 computers. Both the rooms are connected with internet facility.

**Smart Room:** The College has one smart room with a smart board, projector, computer and sitting arrangement for 50 students. Presently it is dedicated to Satyendranath Coaching Centre.

**Seminar Hall:** The College hall is used for organizing seminars, workshops etc. and in normal times as a classroom. It can accommodate approximately 300 persons.

**Water Facility:** The College has water harvesting reservoir which has been funded by the Rotary club of Kalimpong and Kelso, Selkirk and castle Douglas, R.I. District 1020 (Scotland) in the year

2011-2012. The college Alumni has funded the installation of big and safe drinking water filter with the capacity of 2000 lph for the entire college on 2015.

**Car Parking-** College car parking can accommodate a good numbers of two wheelers as well as four wheelers. Mostly students' vehicles are parked in this parking area.

#### **4. Details of other facilities**

**Internet Connectivity:** The College has 10 BSNL broadband internet connections. All the laboratory-based subjects have internet connectivity. Besides, Wi-Fi facilities are also available in the Library, BBA and Geography departments, Office and Principal's Chamber as well as staff room.

**c) Extra-curricular activities-** sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc.

**Sports Activities:** The College has a satisfying history on Games and Sports. The college has been the 4 times winners of the inter college football tournaments organized by the University in the last 15 years, and have also reached quarter final in 2012 and final in 2014. We are the Volley Ball champions of the inter college volleyball tournament in 2013 organized by the Alumni Association of the College and 2014 organised by the University of North Bengal. Not having a play ground has not deterred our students. We have an understanding with the Kalimpong Sports Association for allowing our students to use the public ground. The College has one table tennis room. There is a Girls' Common Room. The College has a sports room with storage facilities for sports items. College quite often organizes inter departments tournaments of Table Tennis and Carom. Very recently Table Tennis and Caro tournaments among the staffs was held.

#### **NATIONAL SERVICE SCHEME (N.S.S.)**

The College has two NSS units affiliated to North Bengal University. They are looked after by two programme officers Ms. Reshma Pradhan and Dr. Pranay Bantawa who also acts as a Nodal

officer for Kalimpong District. The two units share a room. Willing students can join a very active team of N.S.S. volunteers and participate in its various social activities.

### **NATIONAL CADET CORPS**

The College has a combined unit of 5 Bengal BN NCC, (Darjeeling) for boys and girls. The NCC is supervised by an ANO. It has a separate room. The College N.C.C. is one of the important co-curricular activities of the College both for the boys and girls. The N.C.C. Officer Mr. Abhijit Metey is proud of the records of his cadets, Several of our cadets from every batch qualify in the 'C' Certificate Exams while cadets are also selected for the Republic Day parade at New Delhi, every year.

**Cultural Activities, Public Speaking:** All cultural activities and public speaking are carried out in the seminar cum cultural hall which is also used as a classroom at the times of need. The Town Hall is hired whenever required.

**TRANSCREATION CLUB-** Trans creations' Club was started by the English Department in 2015. It was created to be a platform to encourage and promote literary talents among students of the college. Students of the English Department have been involved in the ventures so far, participating in writing poems and skits and presenting them during the club sessions and during events in the collage. Story writing, writing and composing songs, and other genres of literature are also encouraged. Activities of the club also include Book and Film reviews. Trans creations' Club intends to expand into sustained, consistent and good quality literary output from the students that can be published formally and regularly.

**Health and Hygiene:** The College is located at higher elevation with slopes on three flanks which facilitate natural drainage of water. The College provides proper sanitation facilities. A Vending machine with incinerator for sanitary napkins for the girl students has been installed by the Kalimpong Municipality. Timely cleaning and health and hygiene drives are undertaken by the College NCC, NSS and Eco club. Plenty of trees with greenery all round keep the environment pollution free and healthy.

**YOGA CLUB:** Kalimpong College has a Yoga club in which both the students and staff members actively participate. Every Saturday Yoga classes are held. By Dr. Montu Kumar Shaw gives the Yoga lessons.

#### **D. CLASS TESTS & TUTORIAL CLASSES**

These tests are the most important aspect of the academic curriculum and must be taken seriously. All the students must appear in these tests. Tutorial classes are taken to prepare the students for Internal and Final Examinations (The dates of such tutorial classes and class tests are given in the college calendar). The teachers also try to conduct extra classes for the academically weaker students

**COACHING CENTRE-** The College has opened a coaching centre for IAS/WBCS examinations in collaboration with the District Magistrate Office since 9<sup>th</sup> July, 2022. With this coaching centre we aspire to fulfill the long cherish dreams of the people of Kalimpong to produce civil servants.

Besides the coaching centre the college's **Counselling, Training and Placement Committee** is very active to provide career counseling and organizing time to time various seminars and workshops with the government as well as Private organizations for the benefit of the students.

#### **RULES AND GUIDELINES FOR HONOURS COURSES**

Students admitted into Honours are required to take their studies very seriously, put extra efforts and attend the classes regularly. It is compulsory for the Honours students to appear for the Departmental monthly/class tests as may be taken by the departments time to time. The Departments will continue to monitor the progress of the students throughout the session taking into account their attendance, class tests, and seriousness. Those who fail to show satisfactory progress may be asked to discontinue the college and advice to appear in the next year.

#### **ATTENDANCE .**

Each student of 1st, 2nd and 3rd Year B.A. B.Sc./B.Com. are expected to attend all the lectures delivered by their teachers in each subject. The attendance of students shall be checked every three months or earlier and if a student is found to have attended less than 75% of the total lectures as

mentioned above, his/her name shall liable to be treated cancelled according to the rules of the N.B.U. The decision taken by the Attendance/Examination Committee shall be final and binding. If a student is absent from his/her classes for several days without valid reason and without the prior permission of the undersigned his/her name shall be struck off from the College Register.

Any student absent from any examination on medical ground must submit before the end of the examination a Medical Certificate from a Registered Medical Practitioner of a Govt. Hospital and a letter from the guardian stating the ground for his/her absence. Such cases may be considered with sympathy but it must be understood that illness is not in itself a valid excuse. Promotion or sending up, in such cases, cannot be granted unless the student's record is very good.

### **SEMINAR**

The U.G.C. sponsored Regional as well as National Seminars are organize time to time in the College. Besides this, the College has a unique system of holding departmental seminars, every Saturday in which students present papers on the topics based on the syllabus. The aim of these seminars is to create academic interest amongst the students and improve their standard.

### **STUDENTS' UNION**

The representative organisation of students is the Kalimpong College Students' Union through which academic, moral, cultural and social activities are encouraged among students. All students are expected to participate in activities like Social and Cultural, Debate and Symposia, Games and Sports. Since past few years, the University /colleges have not received order/notification from the Govt to hold the student unions elections.

### **COLLEGE ALUMNI ASSOCIATION**

The College has an Alumni Association which works in close affinity with the College for its all-round development. It organizes inter college athletic Meet annually from amongst the colleges of

the hilly areas of the Darjeeling and Kalimpong Districts. All the passing out students are expected to take the membership of alumni association.

### **Govt sponsors SCHOLARSHIP**

The West Bengal Government's scholarships like the Kanyashree, Swami Vivekananda Scholarship can be avail by the students according to the government norms. Scheduled Caste and Tribe Students are eligible to get stipend from the Schedule Caste and Tribe Welfare Department, Govt. of West Bengal, Book grant/Stipends to the childrens of ex-servicemen from Zilla Sainik Board, Scholarship from Govt. of Nagaland & Govt. of Bhutan to their sponsored candidates.

**Non Govt...Mayadevi Merit Scholarship for Higher Education:** A topper intending to take admission to Post Graduation, preferably, from the Department of Political Science (Honours) will be awarded Mayadevi Merit Scholarship'. Another scholarship

**Neha Thapa** which are given to underprivileged students. A Committee constituted for the purpose will decide the award and its decision shall be final.

### **FULL/HALF FREE STUDENTSHIP**

Selected students are exempted from paying Tuition Fee (full/half) only. The selection is made on the basis of merit, family income, attendance in the classes and any other extraordinary performance.

### **STUDENT'S CREDIT CARDS-**

### **DISCIPLINE**

1. Students are expected to treat the members of the entire College Staff and their fellow-students with courtesy both in and out of the College. There must be no disorderly or offensive conduct at any time.
2. College property, furniture, library books, etc. must be treated with due care.
3. Impersonation at Roll Call is an offence.

4. The Principal has authority to impose fines or other appropriate punishment and in extreme cases may suspend or expel an offender.

### **TEACHERS BENEVOLENT FUND**

It is a unique endeavor of our staff members to create a fund namely Staff Benevolent Fund with their own contribution to provide financial assistance in case of life threatening health issues to the member or spouse or any other family member. A similar fund is created by the Governing Body of the college for the same purpose of providing financial help to the staff. So far college has provided such help to three of our staffs

### **COLLEGE MAGAZINE**

The College Annual Magazine 'REEDS' where budding writers and poets of college contribute their articles. The Magazine is a college guide where students write on various subjects like career tips, their success stories, their various experiences, reports etc.