

**The Annual Quality Assurance  
Report (AQAR) of the IQAC 2011-12**

---

**Barasat Government College**

# **CONTENT**

**Page No.**

## **Part – A**

- |   |           |
|---|-----------|
| <b>1. Details of the Institution</b>      | <b>03</b> |
| <b>2. IQAC Composition and Activities</b> | <b>06</b> |

## **Part – B**

- |   |           |
|---|-----------|
| <b>3. Criterion – I: Curricular Aspects</b>                     | <b>10</b> |
| <b>4. Criterion – II: Teaching, Learning and Evaluation</b>     | <b>11</b> |
| <b>5. Criterion – III: Research, Consultancy and Extension</b>  | <b>13</b> |
| <b>6. Criterion – IV: Infrastructure and Learning Resource</b>  | <b>17</b> |
| <b>7. Criterion – V: Student Support and Progression</b>        | <b>19</b> |
| <b>8. Criterion – VI: Governance, Leadership and Management</b> | <b>21</b> |
| <b>9. Criterion – VII: Innovations and Best Practices</b>       | <b>25</b> |
| <b>10. Annexure – 1</b>   | <b>28</b> |
| <b>11. Annexure – 2</b>   | <b>29</b> |
| <b>12. Annexure – 3</b>   | <b>30</b> |

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

BARASAT GOVERNMENT COLLEGE

1.2 Address Line 1

10, K.N.C. ROAD

Address Line 2

P.O. BARASAT

City/Town

BARASAT

State

WEST BENGAL

Pin Code

700124

Institution e-mail address

principal@bgc.org.in

Contact Nos.

03325523365

Name of the Head of the Institution:

Dr. Subhasis Dutta

Tel. No. with STD Code:

03325523365

Mobile:

9433563658

Name of the IQAC Co-ordinator:

Dr. Nishith Chandra Das

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:   
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.60	2009	2014
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 21 / 07 / 2015 (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

WEST BENGAL STATE  
UNIVERSITY

1.13 Special status conferred by Central/ State Government-- DST

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme	<input type="checkbox" value="√"/>	DST-FIST	<input type="checkbox" value="√"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other ( <i>Specify</i> )	<input type="checkbox"/>
UGC-COP Programmes	<input type="checkbox"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="3"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="0"/> Faculty <input type="text" value="02"/>
Non-Teaching Staff Students	<input type="text" value="1"/> Alumni <input type="text"/> Others <input type="text" value="0"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input type="checkbox" value="√"/>
If yes, mention the amount	<input type="text" value="NA"/>

### 2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

### 2.14 Significant Activities and contributions made by IQAC

- The members of IQAC regularly monitor all seminal academic activities including research projects undertaken by the individual teachers of the different academic departments.
- The IQAC sensitizes different academic departments, non-teaching staff and the students to become computer literate in advance degrees.
- The IQAC team assists the Principal in chalking out:
- Proposals for infrastructural development related to academic progression and campus management. For example, the proposal for the application for the status of DST-FIST has been sent to the appropriate authority.
- Authentication of data by incumbent applying under CAS (career Advancement Scheme)

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Achievements	Plan of Action
<ul style="list-style-type: none"> <li>• Different academic departments have organised various UGC-sponsored National /State level seminars. A number of teachers have received funds from UGC and other sources for major and minor projects.</li> <li>• The proposal of IQAC to make a ramp for differently able people has been accepted by the government and a ramp has been made.</li> <li>• A separate room for the seminar library of five Humanities departments has been constructed. The floor space of central library has also been increased.</li> <li>• Computerisation of library resources is being done by using LIBSYS software.</li> <li>• Compulsory Information literacy training programme for students is arranged by DOEACC as per MOU.</li> <li>• DST-FIST status for the institute is sanctioned by the Department of Science and Technology, Govt. Of India.</li> </ul>	<ul style="list-style-type: none"> <li>• Plan for forthcoming seminars organised by the different departments.</li> <li>• To promote research development, individual teachers are motivated to apply for major/minor projects to UGC or other funding agencies.</li> <li>• Proposals are forwarded to the state government for infrastructural development.</li> <li>• The IQAC is very sensitive to the need of computer literacy for everyone and suggests some steps to meet the challenge.</li> <li>• Proposal for application for the special status of DST-FIST for the institution.</li> </ul>

\* See the Academic Calendar of the year in Annexure – 2



2.15 Whether the AQAR was placed in statutory body      Yes  No   
Management  Syndicate  Any other body

Provide the details of the action taken

- For the preparation of AQAR, IQAC has to work continuously for collecting and collating qualitative and quantitative data from every unit of the college.
- The State-government guided by UGC norms has recognized the role of the IQAC by including its participation as an internal sanctioning authority of Career Advance Scheme (CAS).The IQAC is doing its duty sincerely.
- It has also prepared the AISHE report and has sent it to the Higher Education Department.
- It monitors all academic activities including organization of seminars, workshops, research projects of faculty members. It attempts to enhance facilities of all kinds that help upgrade classroom teaching.
- Seminars, Workshops etc are proposed to be arranged by each department. Different departments have arranged National/State/ college level seminars this year.UGC-sponsored National seminar on ‘Emerging Trends in Plant Science’ organised by the Department of Botany, UGC-sponsored National seminar on ‘Rediscovering100yrs of journey on the field of Immunology’ by the Department of Zoology, UGC-sponsored State-level Seminar on Women and Literature: Different Faces, Different Voices’ organised by the Departments of Philosophy, English, History and Sanskrit in collaboration with School of Women’s Studies, Jadavpur University, UGC-sponsored National seminar on ‘Modern Trend of Research in Chemistry: Scope of Inclusion in undergraduate and Post Graduate courses’ by the Department of Chemistry are some of the noteworthy seminars.
- The proposal for DST-FIST has been sent under the guidance of the IQAC and the proposal has been accepted by UGC.

## Criterion – I

**1. Curricular Aspects**

## 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	
PG	4	0	0	
UG	13	0	0	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				2
<b>Total</b>	17	0	0	02
Interdisciplinary	0	0	0	
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options CORE/ELECTIVE

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<input type="text" value="4"/>
Trimester	<input type="text" value="0"/>
Annual	<input type="text" value="15"/>

1.3 Feedback from stakeholders\*

*(On all aspects)*

Alumni	Parents	Employers	Students
<input type="text"/>	<input checked="" type="text"/>	<input type="text"/>	<input checked="" type="text"/>

Mode of feedback	Online	Manual	Co-operating schools (for PEI)
:	<input type="text"/>	<input checked="" type="text"/>	<input type="text"/>

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- As a degree college has to follow the courses designed by the University concerned, the department has little role to play in designing the course curriculum, structure or examination pattern. In the Post-graduate departments there is scope under the present system to function outside the purview of the affiliating university. The main salient feature of syllabi of all P.G. departments is to include dissertation, presentation in the part of the core curricula encouraging the mastering of research and analytic writing skills.
- The entire PG syllabus of all the science departments is remodelled biennially in PG Board of Studies meeting, whereby all recent developments are incorporated in the PG syllabus.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
67	44	21	02	

2.2 No. of permanent faculty with Ph.D.

37

2.3 No. of Faculty Positions Joined (J) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
J	V	J	V	J	V	J	V	J	V
09	18	03	N.A	0	01	0	01	12	1+ 18

2.4 No. of Guest and Visiting faculty and Part-time faculty

14
0
43

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	29	13
Presented papers	02	13	03
Resource Persons	0	06	03

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- To teach the students in a more illustrative way, apart from chalk and talk method teachers are using laptops, LCD Projector etc.
- The existing computer network infrastructure at the college is extended and enhanced.
- Film-show relevant to the curriculum, literary meets; students' seminars are arranged by the different academic departments.
- Regular educational excursions are arranged by some of the departments of the institution.

2.7 Total No. of actual teaching days during this academic year

198+ Some days for Special class during vacation in P.G. Departments

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

As per university norm

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

06	32	0
----	----	---

2.10 Average percentage of attendance of students

73

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	p %	Pass
B.A. Honours	304	N.A.	5.26	79.93	0	85.19
B.Sc.Honours	259	N.A.	23.93	66.79	0	90.73
P.G.(Arts)	27	N.A.	55.55	44.44	N.A.	100
PG (Science)	68	N.A.	88.23	11.76	N.A.	100
B.A. General	241	N.A.	2.48	79.66	N.A.	82.15
B.Sc General	89	N.A.	8.98	82.02	N.A.	91.01

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes

IQAC analysed students' feedback report, test, tutorial performance of the students and suitable remedies to the problems are suggested to the concerned stakeholders if required.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	06
UGC – Faculty Improvement Programme	01
HRD programmes	0
Orientation programmes	01
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	04
Others	01

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	36	03	0	09
Technical Staff	0	0	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC comprising of senior faculty members headed by the Principal covers the aspects of research promotion in its regular meetings.

Following are the measures taken by the institution as recommended by the IQAC to facilitate smooth progress and implementation of research schemes.

- Computer and laptop for every department.
- 24 hours Internet facility.
- Higher level books and journals
- Workshops and seminars are organised regularly.
- The teachers are encouraged to participate in various faculty Development Programmes.
- Teachers are encouraged to apply for research projects to UGC and other funding agencies.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	03	01	03
Outlay Rs.in Lakhs	16.90	15.50	50	16.90

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	01	02	0
Outlay in Rs. Lakhs	0	1.11	4.89	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	45	0
Non-Peer Review Journals	0	05	0
e-Journals	0	01	0
Conference proceedings	0	03	0

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rs. in Lakhs)	Received (Rs. in Lakhs)
Major projects	2012-till date	ICMR	50.00	50.00
Minor Projects	2011 and 2012	UGC and ICSSR	4.79	4.11
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			54.79	54.11

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books   
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	04	0	0	01
Sponsoring agencies		UGC			Govt. of WB

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency

From Management of University/College

Total: 54.11 lakhs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
04	0	0	0	04	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)  
JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events: 146  
University/College  State level   
National level  International level

3.22 No. of students participated in NCC events: N.A.  
University level  State level   
National level  International level

3.23 No. of Awards won in NSS:  
University level  State level   
National level  International level

3.24 No. of Awards won in NCC: N.A.  
University level  State level   
National level  International level

3.25 No. of Extension activities organized  
University forum  College forum   
NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Awareness Programme on HIV/AIDS and Thalassemia.
- Forest week observation and Plantation of Trees, June, 2012
- Attempt to make the college campus plastic-free zone.
- Maintenance of college garden throughout the year.



## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8262 Sq.mt.	NIL	Govt. Of W.B.	8262 Sq.mt.
Class rooms	13	02	Govt. Of W.B.	15
Laboratories	09	0	Govt. Of W.B.	09
Seminar Halls	03	01	Govt. Of W.B.	04
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	269960	03	Govt. Of W.B.and UGC	04
Value of the equipment purchased during the year (Rs. in Lakhs)	2388110	2882000	Govt. Of W.B.and UGC	5270110
Others	4396000	4296000	Govt. Of WB.and UGC	8692000

#### 4.2 Computerization of administration and library

- Computerisation of the preparation of monthly salary bills using software package 'COSA' (Computerisation of Salary Account) has been introduced.
- Computerisation of library resources is being done by using LIBSYS software.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value*( in Rs.)	No.	Value(in Rs.)	No.	Value(in Rs.)
Text Books	58697	8176368	1313	645798	60010	8822166
Reference Books	15903	1361800	1399	617593	17302	1979393
e-Books	0	0	0	0	0	0
Journals	30	11725	15	7203	45	18928
e-Journals	10**	0	0	0	10	0
Digital Database	0	0	0	0	0	0
CD & Video	25	0	27	0	52	0
Others (Braille books)	0	NA	0	0	0	0

\* Existing value is a crude estimate (not exact) since the exact valuation is not possible for old books.

\*\*From British council library

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	36	02	14	13	01	07	15	
Added	10	03	04	0	02	02	12	
Total	46	05	18	13	03	09	27	

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Information literacy training programmes to students as well as teachers by DOEACC as per MOU.
- Preliminary training for the staff for implementation of COSA.
- LAN has been established in some of the departments including library.

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	0.50
ii) Campus Infrastructure and facilities	NIL*
iii) Equipments	1.02
iv) Others	0.00
<b>Total:</b>	1.52

\*Maintenance grants for campus infrastructure and facilities are directly sent to PWD (Civil and Electrical) by the state government.

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Slow and advanced learners are identified and special care is taken to cater to their different needs through special tutorial or remedial classes.
- Departmental library facilities are available in all the academic departments.
- Encouragement to PG students to attend seminars, conferences.
- The college has Disciplinary committee, committee against sexual harassment, anti-ragging committee. These committees take care of day to day student support as and when needed. The IQAC regularly interacts with these committees.
- Job-oriented training programmes are organised for students under UGC Entry into services fund.
- Career counselling cell and Gender cell provide student support service
- Seminar has been arranged for gender-sensitization of students.

#### 5.2 Efforts made by the institution for tracking the progression

- Regular class tests, Mid-term Examination, Selection Test.
- Continuous evaluation of practical exercises in laboratory based subjects.
- Students Feedback

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2740	200	03	0

(b) No. of students outside the state

0

(c) No. of international students

0

No	%
1472	50.03

Men

Women

No	%
1468	49.97

Last Year						This Year					
General	SC	ST	OBC	PH	Total	General	SC	ST	OBC	PH	Total
2440	821	73	95	0	3429	2226	623	91	0	0	2940

Demand ratio

1:15

Dropout %

6

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Job-oriented training programmes are organised for students under UGC Entry into services fund.

No. of students beneficiaries

301

#### 5.5 No. of students qualified in these examinations

NET	02	SET/SLET	03	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	02	UPSC	0	Others	11

#### 5.6 Details of student counselling and career guidance

- Existence of career counseling cell with a view to creating awareness for job-oriented courses.
- Existence of UGC funded Entry-in-services Coaching.

No. of students benefitted

301

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NA	NA	Exact data not available.

#### 5.8 Details of gender sensitization programmes

- There is one gender cell. The cell regularly meets the students to sensitize them. The cell also keeps strict vigil on the security of the girl-students.
- A seminar on 'Women and Literature: Different Faces, Different Voices' organized by the Departments of Philosophy, English, History and Sanskrit in collaboration with School of Women's Studies, Jadavpur University on 16<sup>th</sup> and 17<sup>th</sup> January ,2012 which helped to sensitize students on gender issues.

#### 5.9 Students Activities

##### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level 30 National level 01 International level 0

No. of students participated in cultural events

State/ University/ College level 34 National level 0 International level 0

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level	<input type="text" value="06"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
Cultural: State/ University level	<input type="text" value="0"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	15	8240/-
Financial support from government	416	3163365/-
Financial support from other sources	17	49921/-
Number of students who received International/National recognitions	0	0

Besides students are benefitted through fee-waiver scheme of Government of West Bengal (181 students got half-free concession and 168 students got full-free concession.)

5.11 Student organised / initiatives

Fairs : State/ University/college level	<input type="text" value="01"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
Exhibition: State/ University level	<input type="text" value="0"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Grievance against improper functioning of Cheap Stores has been redressed by the College Authority by allotting more space for it and making it more functional.

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Imparting quality education among all corners of the society is the prime objective of the college since its inception in 1950. During its long journey of more than half a century, it has witnessed many changes in society and the nation in general. Today the college has made its mark as a major landmark of learning in the state, imparting modern education at its best, benefitting thousands of students. The goal of the institution is:

- To impart quality based higher education.
- a sense
- To develop responsible and sensitive youths from diverse cultural and religious groups from different socio-economic culture and inculcate social commitments by imparting a panoramic view of the society.
- To lay emphasis on value based education to create human resources with a modern view and with foresight so that they can contribute to the national development by way of catering to the economy, society and the country as a whole.
- To create accountability within to ensure accountability to the society at large.
- To inculcate a sense of responsibility to self and society.

6.2 Does the Institution has a management Information System

NO

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Being an affiliated college to the West Bengal State University, the curriculum is designed by the university after discussion in its Board of Studies (BOS) meetings and Council for Undergraduate Studies. The College has a good number of representatives in the BOS in different subjects. Moreover the faculty members of different departments are invited to interact at the workshops periodically conducted by BOS of the University regarding the modification of the existing courses.

6.3.2 Teaching and Learning

The college has implemented an effective method of teaching and learning. As per changing requirement the process is enriched by new methods of learning. The teachers are encouraged to adopt modern e-learning methods to supplement the core teaching.

6.3.3 Examination and Evaluation

- Class Tests.
- Internal Assessment on the basis of Mid-Term Examination.
- Selection Test
- Surprise Test
- Seminar presentation by the students

6.3.4 Research and Development

- The teachers are now focusing on research publications, as recommended by UGC. Accordingly, the number of publications has increased over the year.
- They are encouraged to apply for various research projects to UGC and other funding agencies. A good number of teachers have received funds for major and minor research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Computerisation of library resources is being done by using LIBSYS software.
- All the departments are equipped with computers and sophisticated equipments.(See Annexure-II).
- Proposal for construction of new Chemistry building.

### 6.3.6 Human Resource Management

- Attendance records of the teaching and non-teaching staff.
- Regular notification of different activities.
- Regular meetings of various committees for academic and administrative purposes
- Regular Parent-Teacher meetings in various academic departments.
- Maintenance of college web-site through which different notifications are circulated.
- Computer training to Non-teaching staff by the teachers who are well versed with computers.

### 6.3.7 Faculty and Staff recruitment

The recruitment of both the teaching and non-teaching staff is made by the Government of West Bengal through the recommendation of Public Service Commission, West Bengal and Staff selection commission, West Bengal.

### 6.3.8 Industry Interaction / Collaboration

The college has a standing agreement to house a DOEACC-accredited centre, Department of Information Technology, Govt. Of India, in the college premises for the purpose of imparting computer education to its students.

### 6.3.9 Admission of Students

- Completely merit-based admission system.
- Partial on-line admission procedure is maintained.

### 6.4 Welfare schemes for

Teaching	Health scheme
Non teaching	Health scheme. Bonus and advance salary during festive season
Students	Member of students Health Home. Scholarship schemes ,Poor-fund scheme

### 6.5 Total corpus fund generated

N A

### 6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	N.A.	YES	Principal
Administrative	YES	Govt.of West Bengal	YES	Principal

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes      Yes       No

For PG Programmes      Yes       No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

All the departments are in touch with their ex-students and their suggestions are attempted to be incorporated for the betterment of the college.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meetings are held annually in every academic department. The interaction in those meetings is noted carefully and all constructive suggestions are attempted to be incorporated which benefit the development of teaching-learning process.

6.13 Development programmes for support staff

- Computer training to Non-teaching staff by the teachers who are well versed with computer.
- Administrative staff has been given the opportunity of getting themselves equipped with computer application in order to introduce COSA for the office administration.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Tree plantation program throughout the campus in the month of June on the occasion of World Environmental day.
- Prohibition of smoking in the college premises.
- Maintenance of college garden throughout the year.
- Initiative for making the college premises a plastic-free zone.



## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- To teach the students in a more illustrative way, apart from chalk and talk method teachers are using laptops, LCD Projectors etc.
- Film-show relevant to the curriculum, literary meets, students' seminars are arranged by the different academic departments.
- The library provides link with British Council library.
- The main salient feature of syllabi of all P.G. departments is to include dissertation, presentation in the part of the core curricula encouraging the mastering of research and analytic writing skills.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

See 2.15 (Part-A)

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Teaching- learning
2. Environmental Awareness

See Annexure-3

7.4 Contribution to environmental awareness / protection

- The institution offers compulsory environmental classes in UG level.
- Several students of Ecology and Micro-biology of the Department of Botany have worked on different environmental issues as the part of their project work.
- Tree plantation program throughout the campus in the month of June on the occasion of World Environmental Day.
- Prohibition of smoking in the college premises.
- Initiative towards making the college plastic-free zone.

7.5 Whether environmental audit was conducted?

NO

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

### **Institutional Strength**

- The College is situated in a well-connected geographic locale. Barasat being the district headquarter of North 24 Parganas, the College is easily accessible by railway and road network. The College is surrounded by a number of boys' and girls' schools having a strong heritage and this has helped to form an education hub around our institution. Some of these schools are known for producing academically bright students and often they take admission here.
- At our College girl students taking admission in UG and PG level have constituted more than 50% of the student strength for successive years.
- The urge for higher studies among students coming from financially challenged backgrounds has helped the institution fulfil its greater social responsibilities and mandate for inclusive education. The student fees at our College are nominal, as compared to other non-government Colleges. Moreover, many scholarships and other incentives are provided to the students from disadvantaged sections.
- Aspects like transparent online admission, computerized library and office, remedial classes for slow-learners, wide repertoire of study materials in library, provision for adult and continuing education through NSOU, compulsory computer education through DOEACC, internet connection, modern laboratories, social outreach initiatives through NSS, employment assistance through coaching etc. have added to our strength.
- With the encouragement of UGC and the State Government, increasing emphasis is being laid on funded research and publication.

### **Institutional Weakness**

- Space constraint is one of the weaknesses of the College given the annual increase in the number of students and courses.
- Routine transfer of teachers at times creates a shortage of manpower and there is no immediate solution to this. The College cannot fill its vacancies independently.

### **Opportunities lying ahead of the Institution**

- Further expansion of postgraduate courses will benefit the area as considerable demand exists for provision of opportunity for postgraduate studies. The increasing number of applicants for existing PG courses is testimony to such demands.
- Certain amount of computerization has been introduced in the library through LibSys software, and in the office through introduction of COSA software (developed by NIC). However, software for accounting system and office management are the need of the hour, given the increase create a better connectivity among the stakeholders.

### **Challenges before the Institution**

- The academic performance of the students is good, yet there remains further scope for improvement.
- Smooth integration of all these graduates in the job-market remains a challenge, given the changing pattern of demand-structure of the industries scouting for talents.
- Attrition among students of science stream, in search of courses that assure placement, is a concern.

## 8. Plans of institution for next year

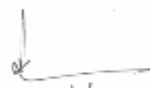
- To enrich the academic infrastructure of the college.
- To conduct more seminars, conferences and invited lectures in the different academic departments.
- To improve the infrastructure of sports and games,
- To make the library fully automated.
- The activities of NSS unit will be extended.
- To make “Aureole” the academic journal of the college peer-reviewed journal.

Name Dr. Nisith Chandra Das



\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

Name Dr. Subhasis Dutta



\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

### **Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

**Annexure – 1**

No. of important equipments purchased ( $\geq$  1-0 lakh) during the current year.

<b>Year</b>	<b>Sl. No.</b>	<b>Name of Equipment</b>	<b>Amount (Rs).</b>	<b>Department</b>	<b>Funding agency</b>
2011-12	1.	Gel-Doceze-Biorad	548773/-	Botany	UGC
	2.	Trinocular Research Microscope	299480/-	Zoology	UGC
	3.	UV-visible Spectrophometer	405000/-	Botany	W.B. Govt.

**ANNEXURE – 2**

<i>Academic Calendar 2011 – 12</i>		
	<i>Date</i>	<i>Description</i>
<i>July,2011</i>	<i>06 11 17</i>	<i>College Reopens after Summer vacation Commencement of 1<sup>st</sup> Year Classes** Holiday(Sab-e-Barat)</i>
<i>August,2011</i>	<i>01  13 15 22  30 &amp;31</i>	<i>Commencement of 2<sup>nd</sup> Year &amp; 3<sup>rd</sup> Year Classes for Morning Section &amp; non-laboratory based subjects in Day section. For lab-based subjects, classes will after B.Sc Part-I &amp; Part-II Practical examinations are completed** Holiday (Rakhi-Purnima) Holiday(Independence Day) Holiday(Janmastami) Holiday(Id-Ul-Fitre)  <i>Note: Date for admission to 2<sup>nd</sup> year &amp; 3<sup>rd</sup> Year classes will be announced after the completion of respective University Examinations.</i></i>
<i>September,2011</i>	<i>07 17 19-23 27 30</i>	<i>College Foundation Day Holiday (Viswakarma Puja) Games and Cultural competitions Holiday(Mahalaya) College Fest &amp; Nabin Baran</i>
<i>October,2011</i>	<i>01</i>	<i>Commencement Of Puja Vacation</i>
<i>November,2011</i>	<i>08 10 15-18</i>	<i>College Reopens after Puja Vacation Holiday(Guru Nanak's Birthday) Mid-Term Examination for 1<sup>st</sup>, 2<sup>nd</sup> &amp; 3<sup>rd</sup> Year Honours</i>
<i>December,2011</i>	<i>06 08 &amp; 09 20-22 23 &amp; 24 25-31</i>	<i>Holiday(Muharram) Annual Athletics Meet Class test for 2<sup>nd</sup> &amp; 3<sup>rd</sup> year Honours Annual Prize Distribution Ceremony &amp; Cultural Programme. Christmas Holidays</i>
<i>January,2012</i>	<i>01 03 14 18 23 25 26 28 &amp; 29</i>	<i>Holiday(New Years Day) College Reopens after Winter Recess Holiday(Makar Sankranti) Holiday(Akheri-Chahar Sumba) Holiday(Netajis Birth Day) Holiday(Maghotsav) Holiday(Republic Day) Holiday(Saraswati Puja)</i>
<i>February,2012</i>	<i>04 20 25</i>	<i>Holiday(Id-E-Milad) Holiday(Mahashivratri) Holiday(WBSU Foundation Day)</i>
<i>March,2012</i>	<i>05 08 &amp; 09</i>	<i>Holiday(Fateha-Duaz-Daham) Holiday(Holi)</i>
<i>April,2012</i>	<i>04 06 14</i>	<i>Holiday(Mahabir Jayanti) Holiday(Dr.Ambedkar's Birth Day) Holiday(Bengali New Years Day)</i>
<i>May, June 2012</i>	<i>May 06 to June 23, 2012</i>	<i>Summer Vacation (including Rabindrajayanti)</i>

**\*\* Remedial classes and class-tests to be organized by the respective departments.**

---

**TENTATIVE SCHEDULE FOR TEST EXAMINATION**

<i>February, 2012</i>	<i>06-10</i>	<i>Part-III Examination, 2012 (Paper V – VIII)</i>
<i>March, 2012</i>	<i>12-17</i>	<i>Part-II Examination, 2012 (Paper III &amp; IV)</i>
	<i>20-27</i>	<i>Examinations for General Paper</i>
<i>April, 2012</i>	<i>03 &amp; 05</i>	<i>Part-I Examination, 2012 (Paper I &amp; II)</i>
	<i>09-13</i>	<i>Examinations for General Paper</i>

*Note:*

- 1. The above mentioned Schedule may be changed under unavoidable circumstance*
- 2. The University Examinations for first, second and third year students are scheduled to commence from third week of July, first week of June and second week of March respectively. The students are requested to consult the WBSU website for the exact dates.*

**ANNEXURE – 3**

**Best Practices**

**1. Teaching Learning**

**Objectives**

- To teach the students in a more illustrative way.
- To give all students equal opportunities and facilities.
- To inculcate an interest in gaining knowledge rather than mere pursuit of marks.
- To widen the horizons of learning.
- To enable students to bridge the gap between college and the world.
- To encourage teachers to go beyond the ordinary.

**Intended Outcome**

- To create an environment of quality learning.
- To create sensitive and educated individuals.
- To place the institution in a prime position catering to the educational needs of many more generation.

## **Context**

Barasat Government College is a pioneering educational institute in the district of North 24 Paraganas. Being located in the District Head Quarter, it has become the destination of a large number of students, a considerable percentage of them coming from minorities and economically backward communities of the society. Under the circumstances, the college needs to build up an inclusive system so that the first or second generation learners can also grow and benefit from the college. To move with the times constantly up gradation of the method of teaching-learning is required. Moreover, the college runs four PG departments. Therefore it is imperative that good quality teaching-learning and research methodology must be evolved.

## **Practice**

- Apart from chalk and talk method teachers are using laptops, LCD Projectors etc.
- Film-show relevant to the curriculum, literary meets , students' seminars are arranged by the different academic departments.
- Class tests, quiz related to curricula, surprise tests are taken for continuous evaluation of students.
- The departments encourage students, especially those of PG students to attend seminars, workshops.
- The teachers are motivated to participate in different career development programmes, seminars etc.
- All infrastructural facilities conducive to research are extended to teachers and students as far as practicable.

## **Evidence of Success**

- The library provides link with British Council library.
- The main salient feature of syllabi of all P.G. departments has included dissertation, presentation in the part of the core curricula encouraging the mastering of research and analytic writing skills.
- The problem and the necessities of the differently able students are well attended by providing necessary support services to them.
- Different departments have arranged National/State/ college level seminars this year. UGC-sponsored National seminar on 'Emerging Trends in Plant Science' organized by the Department of Botany, UGC-sponsored National seminar on 'Rediscovering 100yrs of journey on the field of Immunology' by the Department of Zoology, UGC-sponsored State-level Seminar on 'Women and Literature: Different Faces, Different Voices' organized by the Departments of Philosophy, English, History and Sanskrit in collaboration with School of Women's Studies, Jadavpur University, UGC-sponsored National seminar on 'Modern Trend of Research in Chemistry: Scope of Inclusion in undergraduate and Post Graduate courses' by the Department of Chemistry are some of the noteworthy seminars.
- The proposal for DST-FIST has been sent under the guidance of the IQAC and the proposal has been accepted by UGC.
- The teachers received research grant of nearly Rs.55 lakh for major/minor projects from UGC and other sources.

## **Problems Encountered and Resources Required**

- For infrastructural development the college has to depend on PWD for civil and electrical work.
- More E-classrooms need to be developed.
- As a government college, it has to depend on government fund. There is little scope of fund generation.
- Transfer of teachers highly affects the consistency of the teaching-learning-evaluation process.
- Space constraint is one of the weaknesses of the college given the annual increase in the number of students and courses.

## **2. Environmental Awareness/Protection**

### **Objectives**

- To maintain the ecological balance.
- Initiative towards making the college plastic-free zone.

### **Intended Outcome**

- To create a healthy atmosphere
- To make students aware of their responsibilities in saving the environment.

### **Context**

Considering that Barasat Government College is in the heart of the town and is surrounded by concrete all around, it is even more important to create a patch of greenery within the premises so as to attempt to maintain a balance in the environment.

### **Practice**

- The institution offers compulsory environmental classes in UG level.
- Tree plantation program throughout the campus in the month of June on the occasion of World Environmental Day.
- Prohibition of smoking in the college premises.

### **Evidence of Success**

- Several students of Ecology and Micro-biology of the Department of Botany have worked on different environmental issues as the part of their project work.
- A lush green campus with some exotic plants has developed.
- Problems Encountered and Resources Required.
- The constant construction for the development of the college kills off much of the greenery which has to be replenished but that again requires more money so it is a constant ongoing process.
- There exists a lack of consciousness regarding environmental matter even among the educated mass. Therefore, a constant effort is required to spread the environmental message and awareness.