

**The Annual Quality Assurance
Report (AQAR) of the IQAC 2012-13**

Barasat Government College

CONTENT

Page No.

Part – A

- | | |
|---|-----------|
| 1. Details of the Institution | 03 |
| 2. IQAC Composition and Activities | 06 |

Part – B

- | | |
|---|-----------|
| 3. Criterion – I: Curricular Aspects | 11 |
| 4. Criterion – II: Teaching, Learning and Evaluation | 12 |
| 5. Criterion – III: Research, Consultancy and Extension | 15 |
| 6. Criterion – IV: Infrastructure and Learning Resource | 19 |
| 7. Criterion – V: Student Support and Progression | 21 |
| 8. Criterion – VI: Governance, Leadership and Management | 24 |
| 9. Criterion – VII: Innovations and Best Practices | 28 |
| 10. Annexure – 1 | 31 |
| 11. Annexure – 2 | 32 |
| 12. Annexure – 3 | 33 |
| 13. Annexure – 4 | 36 |

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 st Cycle	B	2.60	2009	2014
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th 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 2010-11 Submitted to NAAC 21 / 07 / 2015
- ii. AQAR 2011-12 Submitted to NAAC 21 / 07 / 2015
- 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

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

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 IQAC is always watchful about the academic progress of all the departments of the college and is ready with the suggestions for betterment.
- The IQAC proposes to form a Research committee which will help the IQAC in monitoring all research activities of faculty members.
- The IQAC sensitizes departments to become computer literate so that all departmental records are gradually transferred into data base format by the teachers.
- It continues its work of authentication of data by incumbent applying under CAS (career Advancement Scheme).
- It proposes to pursue the proposal of introduction of PG course in Chemistry.
- It assists the Principal in following up with the government authorities issues of funding and infrastructural development. One of the achievements is that the fund for the construction of new Chemistry building from the State Government and UGC has been received by the college and the construction-work has been started.

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
<p>The outcomes of the Plan of Action are reflected in the Part B of present AQAR.</p> <p>Some of the note-worthy achievements are:</p> <ul style="list-style-type: none"> ➤ Partial on-line admission procedure is introduced. ➤ No of computers with internet connection, Xerox machines etc have been increased. ➤ A Research Committee is formed in accordance with UGC guidelines, representing both the Arts and Science streams. The Committee informs the teachers about various Research schemes and Fellowships, and encourages them in applying for the same. It screens project proposals funded by different agencies. A large number of successful projects bear testimony to the way the Committee promotes and directs research in the College. ➤ The college authority approaches the university to expedite the formal inspection for introduction of PG course in Chemistry. ➤ Grant from UGC and State-Government (1st phase) has been received by the college for the construction of 	<ul style="list-style-type: none"> ➤ To introduce on-line admission procedure for smooth and transparent admission. ➤ To enhance the infrastructural facilities such as, Xerox, computers with internet connection etc for all the departments. ➤ To improve the facilities for research activities ➤ To propose to pursue the proposal of introduction of PG course in Chemistry ➤ To pursue with the proposal for the construction of new Chemistry building ➤ To improve the student-support system like career counselling programme. ➤ To make proposals for increasing the number of laboratories, especially in the post-graduate departments. ➤ To continue the remedial classes and coaching for entry into services for students from minority, SC/ST, OBC and non-creamy layers. ➤ To make use of ICT enabled

<p>Chemistry building and consequently the work of construction has been started in the month of December,2012</p> <ul style="list-style-type: none"> ➤ Some Braille books are purchased in library from UGC fund. ➤ Several career counselling programmes have been organised by the institution. ➤ Information literacy training programme for students is continued by DOEACC as per MOU. ➤ Following technology enabled facilities are available for effective teaching: <ul style="list-style-type: none"> ▪ Use of LCD projectors. ▪ Use of internet. ▪ Use of audio-visual medium like films. ▪ Use of software such as QGIS, 21st Century, SPSS, Excel Stat Pro, Geomatica, Bhuban, Google Earth Pro, and Corel Draw by Dept. of Geography. ▪ Use of software such as MATLAB, OCTAVE, LATEX, SIGMA PLOT, ORIGIN, GEANT 4.0, Cascade, MAUD by the Department of Physics. ▪ Use of Mathematica, 	<p>teaching-learning methods to give the students better exposure of the curricula.</p> <ul style="list-style-type: none"> ➤ To propose to buy Braille books in the library. ➤ To continue to impart special attention to the extension activities conducted under the aegis of NSS.
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<p>MATLAB software by the Department of Mathematics.</p> <ul style="list-style-type: none"> ▪ Use of Chem Draw, Chem Win, ISIS Draw etc. software by the Dept of Chemistry. ▪ OPAC for Searching books through LIBSYS software from the library. ▪ Proposal for two new departments, Statistics (general) and Physical Education (general) have been forwarded to the affiliating university and the University has sent the approval. 	<div style="display: flex; justify-content: space-around; align-items: center;"> <input checked="" type="checkbox"/> <input type="checkbox"/> </div>
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See Annexure – 2 for Academic calendar

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- | |
|--|
| <ul style="list-style-type: none"> ➤ The IQAC which consists of present teachers headed by the IQAC co-ordinator, surveys the entire college and engages in motivating the faculty and the students to realise the target. ➤ The IQAC meets at regular interval the different academic departments and sub-committees of Teachers' council and non-teaching staff to monitor the implementation of various programmes. ➤ It has assisted the Principal in following up the government authorities on issues of funding and infrastructural development. |
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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	0
PG	4	0	0	0
UG	13	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	02
Total	17	0	0	02
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	0
Annual	15

1.3 Feedback from stakeholders*

(On all aspects)

Alumni

Parents

Employers

Students

Mode of feedback :

Online

Manual

Co-operating schools (for PEI)

*See Annexure – 4 for Feedback Analysis.

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. The University has made revisions in the syllabus and the marking system, with more marks now allotted for short answer-type questions.

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.

In Post-Graduate department of Botany microbiology is introduced as a special paper in 2012 as Micro-Biology is an emerging and popular discipline.

The PG Board of Studies of physics has revised its syllabus in 2012 in the light of the experience gained in teaching the first batch. The Department offers advance course in Electronics.

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

No

Criterion – II

Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
67	42	22	02+Principal	0

2.2 No. of permanent faculty with Ph.D.

35

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
03	17	05	N.A	0	01	0	0	08	18

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

14	0	43
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	17	01
Presented papers	01	06	04
Resource Persons	0	06	02

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

- ICT enabled teaching-learning process is encouraged.
- Film-shows, Quiz etc. related to curricula are organised by all the departments.
- Interactive teaching-learning process is adopted.
- Educational excursions are conducted by some departments.
- A dynamic website for the college is in operation and planning is going on to upload the academic materials in the website for the convenience of the students.

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

198+ Some extra days for Special classes during vacations 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
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2.10 Average percentage of attendance of students

71

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	QG%	Pass %
B.A. Honours	243	N.A.	8.23	82.71	9.05	100
B.Sc Honours	143	N.A.	30.76	60.13	9.05	100
B.A. General	250	N.A.	0.0	7.20	74.00	81.20
B.Sc. General	19	N.A.	5.20	57.80	0.0	63.00
PG Arts	29	N.A.	41.37	58.62	NIL	100
PG Science	60	N.A.	91.66	8.33	NIL	100

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

To improve the academic performance of the institution the IQAC acts as a catalyst through regular interaction with the administration and different stakeholders ensuring quality teaching- learning environment. IQAC in its meeting with faculty members advises them to prepare departmental academic calendar at the beginning of each session, assign syllabus to the departmental teachers. It also collects annual reports from the departments, analyses the feedback of students and assess the performance and progress. It also suggests the departments to organise seminars, educational tours and excursions.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	05
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	02
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others (course work)	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

- As per IQAC suggestion a Research Committee is formed in accordance with UGC guidelines, representing both the Arts and Science streams. The Committee informs the teachers about various Research schemes and Fellowships, and encourages them in applying for the same. It screens project proposals funded by different agencies.
- As recommended by IQAC Institutional support is provided to enable implementation of research schemes in the following ways:
 1. Full autonomy is given to the Principal investigator for smooth conduct of the research project.
 2. Funds sanctioned by the different agencies are released without delay as and when required by the researcher.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	04	01	01
Outlay in Rs. Lakhs	16.90	74.52	50.00	16.90

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	2	0	01
Outlay in Rs. Lakhs	1.11	4.89	0	1.11

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	0.50-18.592	Average	3.959	h-index	3	Nos. in SCOPUS	3
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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	Received
Major projects	2012-till date, 2011-14, 2009-14, 2011-till date	ICMR, WBDST, UGC-DAE Consortium for Scientific Research, Kolkata, CSIR	74.52	74.52
Minor Projects	May 2011-13, 2012-14	ICSSR, UGC	4.89	4.89
Interdisciplinary Projects	0			
Industry sponsored	0			
Projects sponsored by the University/ College	0			
Students research projects <i>(other than compulsory by the University)</i>	0			
Any other (Specify)	0			
Total	06		79.41	79.41

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	02	0	0	02
Sponsoring agencies		UGC			COLLEGE

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

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
05	0	01	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:

University/College level State level

National level International level

3.22 No. of students participated in NCC events: N.A.

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC: N.A.

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="04"/>	Any other	<input type="text" value="1"/>

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

- Organised Blood-Donation camp on 05.12.13 in collaboration with Government General Hospital.
- Forest week observation and Plantation of Trees, June, 2012.
- Maintenance of college garden throughout the year.
- Attempts to make the college premise plastic-free zone.
- An awareness programme on ‘The Problems of Inclusion in the Higher Education for persons with Disabilities’ on 21st September, 2012.

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 metre	0	State Govt	8262 sq metre
Class rooms	30	02	State Govt.	32
Laboratories	09	04	State Govt.	13
Seminar Halls	04	0	0	03
No. of important equipments purchased (\geq 1-0 lakh) during the current year.*	04	06	State Govt. and UGC	10
Value of the equipment purchased during the year (Rs. in Lakhs)	5270110/-	1887500/-	State Govt. and UGC	7157610/-
Others	9692000/-	1669878/-	State Govt. and UGC	11361878/-

*See ANNEXURE-1

4.2 Computerization of administration and library

Computerization of the library documents is being done by using LIBSYS software including bar-coding of the books and OPAC facility.

Most of the administrative works are also being done by using computer.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	60010	8822166/	869/	422661/	60879/	9244827/
Reference Books	17302	1979393/	543/	268773/	17845/	2248166/
e-Books	0	0	0	0	0	0
Journals	45	18798/	0	0	45	18798/
e-Journals	10*	0	0	0	10	0
Digital Database	0	0	0	0	0	0
CD & Video	52	0	41	0	93	0
Others (Brail books)	0	0	17	1722/	17	1722/

*From British council library

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	36	05	18	13	01	09	27	
Added	22	0	03	0	0	03	19	
Total	58	05	21	13	01	12	46	

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

- Information literacy training programmes to students as well as teachers by DOEACC as per MOU.
- Preliminary training for some of the staff for implementation of COSA.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.50
ii) Campus Infrastructure and facilities	NA*
iii) Equipments	1.02
iv) Others	0.09
Total:	1.61

* 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

- Circulating information through notice and website.
- Supporting the students by informing the modalities for getting financial assistance from government and other agencies.
- Regular remedial classes and tutorials
- Financial assistance extended to economically weaker section
- Updated and well-stocked library
- library of each department
- Existence of Career-counselling cell, Gender cell, Grievance cell for assistance
- Coaching for entry-into-services
- Academic calendar is provided in the beginning of each session
- Regular academic excursions arranged by some of the departments

5.2 Efforts made by the institution for tracking the progression

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

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2586	360	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

No	%
1255	48.53

Men

No	%
1331	51.46

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2226	623	91	0	01	2940	1672	676	60	178	05	2586

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

UGC- sponsored Coaching for competitive examinations for S.C., S.T. Minority and O.B.C. students of the college.

No. of students beneficiaries

323

5.5 No. of students qualified in these examinations

It is a premier institute under the West Bengal State University and a good number of students have qualified in examinations like NET/ GATE etc. As it is primarily a UG teaching College, we could not maintain proper communication with the pass out students who after their PG degree qualify in different examination like NET/GATE/GRE etc. However, from personal connections the college came to know about few students who have qualified in such exams in recent times. The list goes as under:

NET	02	SET/SLET	02	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	01	UPSC	0	Others	22

5.6 Details of student counselling and career guidance

Following programmes have been organized by different institutes/organizations in the college for career counseling:

1. Career Orientation programme by EPITOME on 11.03.2013.
2. Career Orientation Programme by IIJT on 11.03.13
3. Workshops on Career in fisheries by IFB Agro Industries Limited on 11.03.13.
4. An awareness programme on 'The Problems of Inclusion in the Higher Education for persons with Disabilities' on 21st September, 2012.

No. of students benefitted

203

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
03	203	NIL	19

* This is not an exhaustive list.

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.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University/College level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University/College level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	18	14090/-
Financial support from government	463	3179700/-
Financial support from other sources	04	7700/-
Number of students who received International/ National recognitions	0	NA

Besides students are benefitted through fee-waiver scheme of Government of West Bengal (152 students got half-free concession and 147 students got full-free concession).

5.11 Student organised / initiatives

Fairs : State/ University/College level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Grievance against poor quality of food supplied by college-canteen is redressed by forming a committee comprising teachers to look after the standard of food supplied.

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, linguistic and religious groups and inculcate social commitments by imparting a panoramic view of the society.

➤ To lay emphasis on value based education to create human resources with modern view and to the needs foresight who can contribute to the national development by way of catering of 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.

➤ Application and implementation of every goal and objective would strike the right balance between aims and achievements. Combining competency with conscience and technology with tradition resulting in multi-dimensional growth can be achieved through various quality enhancement measures. The goals and objectives of the institution would be implemented and applied on such a way that they would remove the shortfalls while enhancing quality.

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

- ICT enabled teaching-learning process is encouraged.
- Film-shows, Quiz etc. related to curricula are organised by all the departments.
- Interactive teaching-learning process is adopted.
- Educational excursions are conducted by some departments.
- A dynamic website for the college is in operation and planning is going on to upload the academic materials in the website for the convenience of the students.
- Regular holding of class tests, Mid-term, Selection test for evaluation.

6.3.3 Examination and Evaluation

- Class Tests.
- Internal Assessment on the basis of Mid-Term Examination.
- Surprise Test
- Quiz, Extempore speech on topics relevant to curricula

6.3.4 Research and Development

- As per IQAC suggestion a Research Committee is formed in accordance with UGC guidelines, representing both the Arts and Science streams. The Committee informs the teachers about various Research schemes and Fellowships, and encourages them in applying for the same. It screens project proposals funded by different agencies.
- As recommended by IQAC Institutional support is provided to enable implementation of research schemes in the following ways:
 1. Full autonomy is given to the Principal investigator for smooth conduct of the research project.
 2. Funds sanctioned by the different agencies are released without delay as and when required by the researcher. .

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Computerization of the library documents is being done by using LIBSYS software including bar-coding of the books and OPAC facility.
- Most of the administrative works are also being done by using computer.
- Information literacy training programmes to students as well as teachers by DOEACC as per MOU.
- Preliminary training for some of the staff for implementation of COSA.
- Construction work of Chemistry building is in progress.

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-Teachers meeting in various academic departments.
- Feedback from students, parents and alumni
- Maintenance of college web-site through which different notifications are circulated.

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

As such there is no Industry Interaction/collaboration programme conducted by the institute. However, a good number of faculty members engaged themselves in collaborative research programmes with many renowned institutions, such as IACS, SINP, Jadavpur University, TIFR, S.N. Bose National Centre for Basic Sciences etc.

6.3.9 Admission of Students

Completely merit-based admission system .

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.

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	NO	N.A.	YES	Govt. of West Bengal

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

For UG Programmes

Yes

 NA

No

 NA

For PG Programmes

Yes

No

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

N.A.

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

N.A.

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

NIL

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

- Tree plantation program throughout the campus in the month of September on the occasion of Forestation week.
- Prohibition of smoking in the college premises.
- Making the college premises 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.

- More emphasis on ICT enabled teaching-learning process, especially in science departments.
- Film-shows, Quiz etc. related to curricula are organised by some of the departments
- The career counselling cell of the college has actively provided the students with several interaction sessions with different organisations.

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*)

- Teaching-learning enhancement through continuous evaluation and innovative practice.
- Protection of environment and service towards human as well as non-human beings.

*See ANNEXURE – 3

7.4 Contribution to environmental awareness / protection

- The institution offers environmental classes and conducts environmental projects.
- Tree plantation program throughout the campus in the month of September on the occasion of Forestation week.
- Prohibition of smoking in the college premises.
- Making the college premises plastic-free zone.

7.5 Whether environmental audit was conducted? Yes No

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

Institutional Strength

- Barasat Government College enjoys an advantage location; situated at the district headquarter.
- The college believes in inclusive growth as well as quality assurances with equal opportunities for all students by arranging remedial classes for SC, ST, OBC and slow learners.
- Carrying on the pioneering role of female education in Bengal, more than 50% of the student strength is constituted by girl students of this college.
- Being a Government college, it earns the faith of the largest populace regarding academic quality, creating a positive and transparent environment.
- Special care and assistance for students for economically weaker section through measures like nominal college-fee, number of scholarships, fee-waiver scheme etc.
- The college has recorded consistently good academic results. Many students have topped university merit list. Students' achievements in games and sports at the district/state level have brought glory to the college.
- Social outreach initiatives through NSS have added to strength of the institution.
- Greater participation in research has improved substantially .Research projects and peer-reviewed publications both in national and international journals are testimony to the contribution of the institution in the higher academic field.
- Positive endeavor towards adoption of updated technology in teaching-learning process, in some aspects of administration and library as well as in the departmental activities is gaining momentum.

Institutional Weakness

- Space constraint is one of the weaknesses of the college. There is less scope for extension in the present campus.
- The college is yet to have its own hostel, though the students have been accommodated in other government hostels.
- The institute has to suffer shortage of manpower at times due to transfer policy of state government.
- It has limited scope for career placement in private sectors for all UG students.

Opportunities lying ahead of the Institution

- Further expansion of postgraduate courses will benefit the region as considerable demand exists for postgraduate studies.
- There is an agenda to introduce Infflibnet in the library which will enable the students and staff of the college to access the E-resources.
- The success of the students in all-India level entrance examinations such as IIT,JAM, GATE, UGC-NET has increased. But there is scope of more improvement.
- Wi-Fi enabled campus will create a better connectivity among the stakeholders and will increase the academic output to a great extent.
- It has provision for adult and continuing education through NSOU.

Challenges

The academic performance of the students though good, yet there remains further scope for improvement. Given the annual increase in intake capacity, the challenge is to retain and enhance the quality performance. Smooth integration of all graduates of the institution in the job-market remains a challenge.

8. Plans of institution for next year

- To introduce complete on-line admission procedure
- To make the entire campus Wi-Fi enabled
- To enrich the academic infrastructure of the college.
- To improve teaching-learning process through continuous evaluation and innovative methods
- To conduct more seminars, conferences and invited lectures in the different academic departments.
- To improve the infrastructure of sports and games.
- To encourage the Students' Union to organise Inter-collegiate cultural programmes

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.

YEAR	Sl. No.	Name of Equipment	Amount (Rs).	Department	Funding agency
2013	1	Carl Zeiss Microscope	542709/-	Botany	Govt. of West Bengal
	2	All quartz Double Distillation Unit with power 3 FR supply Borosil	261290/-	Botany	Govt. of West Bengal
	3	Microscope	170250/-	Zoology	UGC
	4	Rotary vacuum Evaporator	292926/-	Zoology	Govt. of West Bengal
	5	CO ₂ Incubator	275000/-	Zoology	Govt. of West Bengal
	6	Borosil All quartz Distillation Aparatus	150547/-	Chemistry	Govt. of West Bengal
	7	FTIR (Cold Press)	840000/-	Physics	UGC

ANNEXURE – 2

<i>Academic Calendar 2012 – 13</i>		
<i>Month</i>	<i>Date</i>	<i>Description</i>
<i>July,2012</i>	<i>02 06 10</i>	<i>College Reopens after Summer vacation Holiday(Sab-e-Barat) Commencement of 1st Year Classes**</i>
<i>August,2012</i>	<i>01 02 09 15 20-21</i>	<i>Commencement of 2nd Year & 3rd Year Classes for Morning Section & non-laboratory based subjects in Day section. For lab-based subjects, classes will after B.Sc Part-I & Part-II Practical examinations are completed** Holiday (Rakhi-Purnima) Holiday(Janmastami) Holiday(Independence Day) Holiday(Id-Ul-Fitre) <i>Note: Date for admission to 2nd year & 3rd Year classes & payment of fees for the month of June to November,2012 will be announced after the completion of respective University Examinations.</i></i>
<i>September,2012</i>	<i>07 17 17-21 28</i>	<i>College Foundation Day Holiday (Viswakarma Puja) Games and Cultural competitions Nabin Baran</i>
<i>October,2012</i>	<i>02 15 16</i>	<i>Holiday(Guru Nanak's Birthday) Holiday(Mahalaya) Commencement of Puja Vacation</i>
<i>November,2012</i>	<i>23 28</i>	<i>College Reopens after Puja Vacation Holiday(Guru Nanak's Birthday)</i>
<i>December,2012</i>	<i>03-08 (Tentative) 10-11(Tentative) 17-20(Tentative) 24-31</i>	<i>Class test for B.A./B.Sc 1st,2nd & 3rd Year Honours Payment of fees for 2nd year for Dec 2012 to May 2013 Annual Athletics Meet Christmas Holidays</i>
<i>January,2013</i>	<i>01 02 03-04(Tentative) 09 14 23 25 26</i>	<i>Holiday(New Years Day) College Reopens after Winter Recess Annual Prize Distribution Holiday(Akheri-Chahar Sumba) Holiday(Makar Sankranti) Holiday(Netajis Birth Day) Holiday(Fateha-Duaz-Daham) Holiday(Republic Day)</i>
<i>February,2013</i>	<i>04 15-16 22 25</i>	<i>Holiday(Id-E-Milad) Holiday(Saraswati Puja) Holiday(Fateha-Yaz-Daham) Holiday(WBSU Foundation Day)</i>
<i>March,2013</i>	<i>10-11 27& 28 29 30</i>	<i>Holiday(Mahashivratri) Holiday(Holi) Holiday(Good Friday) Easter Saturday</i>
<i>April,2013</i>	<i>04 14 15</i>	<i>Holiday(Mahabir Jayanti) Holiday(Dr.Ambedkar's Birth Day) Holiday(Bengali New Years Day)</i>
<i>May,2013 and June, 2013</i>	<i>2nd May to 22nd June, 2013</i>	<i>Summer vacation</i>

TENTATIVE SCHEDULE FOR TEST EXAMINATION

<i>February, 2013</i>	<i>05-14</i>	<i>Part-III Examination, 2013 (Paper V – VIII)</i>
<i>March, 2013</i>	<i>16-21</i>	<i>Part-II Examination, 2013 (Paper III & IV)</i>
	<i>23-31</i>	<i>Part-II Examinations, 2013 for General Paper</i>
<i>April, 2013</i>	<i>03 - 05</i>	<i>Part-I Examination, 2013 (Paper I & II)</i>
	<i>08-13</i>	<i>Part-I Examination 2013 for General Paper</i>

**** Remedial classes to be organized by the respective departments beyond class hours.**

Note:

- 1. The above mentioned Schedule may be changed under unavoidable circumstances*
- 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

1. Teaching Learning

Objective

- to impart quality education to students from all social backgrounds
- To inculcate an interest in gaining knowledge rather than mere pursuit of marks
- To widen the horizons of learning

Intended Outcomes

- To create an environment of quality learning
- To create sensitive and educated individuals
- to enable students to make their mark in society

Context

Barasat Government College, being located in the District Head Quarter, has become the destination of a large number of students, a considerable percentage of them coming from the 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. Moreover, the college runs four post graduate departments. Therefore, it is imperative that a good quality teaching-learning and research methodology must be evolved.

Practices

- ICT enabled teaching-learning process is encouraged.
- Film-shows, Quiz etc. related to curricula are organised by all the departments.
- Interactive teaching-learning process is adopted.
- Educational excursions are conducted by some departments.
- Seminar library facilities are available in all the academic departments.
- Slow and advanced learners have been identified and they have shown remarkable improvement after special tutorial or remedial classes.
- Teachers involved in active research have shown an enhancement not only in their knowledge but in their approach to the subject and methods of teaching.
- Information literacy training programmes to students as well as teachers by DOEACC as per MOU.

Evidence of Success

- The college has recorded consistently good academic results. Many students have topped university merit list.
- Greater participation in research that has improved substantially Research projects and peer-reviewed publications both in national and international journals are testimony to the contribution of the institution in the higher academic field.
- Positive endeavour towards adoption of updated technology in teaching-learning process, in some aspects of administration, library as well as in the departmental activities is gaining momentum.

Problems Encountered and Resources Used

- For infrastructural development dependence on PWD for civil and electrical works.
- Dependence on Govt. resource/fund
- More e-class rooms need to be developed.
- As it is a Govt. college, the scope of Fund generation is limited.

2. Protection of environment and service towards human as well as non-human beings.

Objective

- To maintain the ecological balance
- To encourage the young students to be aware and actively participate in actions connected with the necessity of the conservation of nature.

Intended Outcome

- To build up a general environmental awareness among the students and staff of the college.
- Steps taken to create an eco-friendly campus.
- To provide consultancy on different Health issues to the college members by organizing medical camps.
- Consultancy services towards different ‘Animal Support’ groups.

Context

Today the world is badly affected by huge environmental hazards. Under the circumstances propaganda towards a general awareness about nature is not sufficient, but extensive environment related activities are needed. The college must play a role in growing environment consciousness among the general public as well as students and encourage them in adopting some practices in this arena.

Practices

- An ‘Environment Protection and Nature Cell’ was established in the year of 2013. Dr. Manju Mandal (*Executive committee member of The Calcutta Society for Prevention of Cruelty to Animals, Member of World Wide Fund for Nature, Advisory Member of Animal Support Group, Dumdum*), Associate Professor of Bengali is nominated as the convener of the Committee.
- The committee instills awareness among the youngsters through day to day actual practice and observance like conservation of water, energy (electricity), proper use of waste bins etc.
- The committee ensures prohibition of smoking in the college premises.
- NSS unit endeavours to make the college premises plastic-free zone.
- The institution offers compulsory environmental classes in UG level.
- Tree plantation program throughout the campus on the occasion of World Environmental day.

Evidence of Success

- In the Years 2013 the College in collaboration with Calcutta National Medical College organized Kala-azar Detection Camp led by Dr. Madhumita Manna, Associate Professor of Zoology of this college.
- The college has delivered expertise as consultancy services for nature protection, eg the DFO of the North 24 Parganas and a local NGO sought for expert view to preserve old road side rain trees in the district. Professors led by the Head of the department of Botany gave the detailed report to the district authority in due course.
- As a humanitarian approach towards the problem of Street dogs, camps were organized to de-worm a number of dogs for the purpose of ABC (Animal Birth Control) and were vaccinated accordingly.

Problems encountered and Resources required

- Due to work load for teaching and research work, the faculty members cannot manage to find enough time to devote themselves in such social outreach services.
- 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.
- These activities can be accelerated even more if a handsome Government fund is available and if the local civic bodies come forward to assist us.

ANNEXURE – 4

Summary of Students' Feedback: Teachers' Evaluation 2012-13

Class/Year of Student: B.A. / B.Sc. (Hons.) 3rd Year

Total no. of students enrolled: 386

No. of students responded: 312

Response Rate in %

Grade/Scale	A	B	C	D	E
Skills of Teachers					
Attendance of the Teacher	68.98	20.63	5.93	2.93	1.55
Punctuality of the Teacher	67.52	21.63	7.47	2.25	1.14
Communication: Lectures are audible and clear	73.83	19.90	4.50	1.23	0.55
Percentage of syllabus completed by teacher	72.25	16.48	7.53	2.08	1.68
Whether the teacher engages the student in understanding the subject	74.13	18.73	4.73	1.60	1.03
Whether the teacher is approachable and available	68.90	20.33	5.50	1.58	2.70
Whether the teacher motivates to organize co-curricular activities	61.70	23.05	8.55	3.13	3.58

N.B: A=100-90, B=90-75, C=75-60, D=60-50, and E=Less than 50.