

The Annual Quality Assurance Report (AQAR) of the IQAC 2015-16

Barasat Government College

CONTENT

	Page No.
<u>Part – A</u>	
1. Details of the Institution	3
2. IQAC Composition and Activities	6
<u>Part – B</u>	
3. Criterion – I: Curricular Aspects	10
4. Criterion – II: Teaching, Learning and Evaluation	11
5. Criterion – III: Research, Consultancy and Extension	14
6. Criterion – IV: Infrastructure and Learning Resource	19
7. Criterion – V: Student Support and Progression	21
8. Criterion – VI: Governance, Leadership and Management	27
9. Criterion – VII: Innovations and Best Practices	32
10. Annexure – 1	37
11. Annexure – 2	38
12. Annexure – 3	40

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.

033- 25523365

Name of the Head of the Institution:

Dr. Subhasis Dutta

Tel. No. with STD Code:

033-25523365

Mobile:

+91-9433563658

Name of the IQAC Co-ordinator:

Dr. Jukta Adhikari

Mobile:

+91- 9831375422

IQAC e-mail address:

iqac@bgc.org.in

1.3 NAAC Track ID (For ex. MHCOGN 18879):

WBCOGN13949

1.4 NAAC Executive Committee No. & Date:

EC (SC-11)/DO/2016/51.2

1.5 Website address:

www.bgc.org.in

Web-link of the AQAR:

www.bgc.org.in / AQAR2015-16

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	A	3.06	2016	2021
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC (DD/MM/YYYY):

06/01/2010

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

2015-16

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 2012-13 Submitted to NAAC 23 / 07 / 2015
- iv. AQAR 2013-14 Submitted to NAAC 10 / 09 / 2015
- v. AQAR 2014-15 Submitted to NAAC 14 / 09 / 2015

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-financ

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="0"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="03"/>
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="18"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>
2.11 No. of meetings with various stakeholders:	<input type="text" value="03"/>

Faculty	<input type="text" value="02"/>	Non-Teaching Staff/ Students	<input type="text" value="01"/>	Alumni	<input type="text" value="0"/>	Others	<input type="text" value="0"/>
---------	---------------------------------	------------------------------	---------------------------------	--------	--------------------------------	--------	--------------------------------

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

(ii) Themes

- Pollution of Ganga: Causes and Cures
- Child Rights
- Positive Discrimination

2.14 Significant Activities and contributions made by IQAC:

- The IQAC keeps a regular tab on the academic aspects and activities of the College. It devises and formulates plans relating to future academic growth and sustenance of quality after feedback analysis.
- The IQAC and Research committees of the institution always encourage the Faculty members to extend consultancy service. They are provided with On-Duty Leave, if required.
- It continues its work of authentication of data by incumbent applying under CAS (career Advancement Scheme).
- It assists the Principal in following up with the government authorities issues of funding and infrastructural development. For example, it suggests that proper utilization of RUSA fund be made for the further development of the college.
- Proposed that the library of the college should renew the UGC-INFLIBNET on-line journal membership along with British Council Library on-line membership

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"> ➤ Funds for RUSA to be utilised for setting up language lab ➤ Construction of the proposed separate building for library-cum-administrative building has been initiated. ➤ Complete on-line admission procedure for smooth and transparent admission has been activated. ➤ Teachers of both Post Graduate and Under Graduate departments are involved in active research work which is reflected by a considerable number of major and minor research projects sponsored by UGC and other funding agencies. Many teachers of the college are also involved in guiding students for doctoral work in Ph.D. level under affiliation of WBSU and other universities all over India. ➤ Several career counselling programmes have been organised by the institution. <p>Information literacy training programme for students is continued by NIELET as per MOU.</p> <ul style="list-style-type: none"> ➤ Following technology enabled facilities are available for effective teaching: <ul style="list-style-type: none"> ▪ Use of LCD projectors. ▪ Use of internet. 	<ul style="list-style-type: none"> ➤ Language lab to be set up. ➤ To enhance the infrastructural facilities. ➤ To improve the facilities for research activities ➤ To pursue with the proposal for sanctioning posts for the Departments of Statistics and Physical Education so that classes may commence at the earliest. ➤ 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 teaching-learning methods to give the students better exposure of the curricula. ➤ To continue to impart special attention to the extension activities. ➤ Regular communicative English classes to be incorporated in the routine for the coming academic session.

<ul style="list-style-type: none"> ▪ Use of audio-visual medium like films. ➤ Several extension programmes are undertaken, such as, by the ICC and Gender sensitisation cell. ➤ A workshop for the students on communicative English is conducted by the British Council 	
---	--

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 Internal Quality Assessment Cell (IQAC) continues to keep a regular tab on the academic aspects and activities of the College. It devises and formulates plans relating to future academic growth and sustenance of quality after feedback analysis. ➤ 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.

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* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

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

The College is affiliated to West Bengal State University currently, for the under-graduate courses. The department has little role to play in designing the UG 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 is remodelled biennially in PG Board of Studies meeting, whereby all recent developments in the discipline are incorporated in the PG syllabus

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
81	51	26	03+Principal	0

2.2 No. of permanent faculty with Ph.D:

45

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
11	04	05	N.A	0	01	0	0	17	05

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

11	05	36
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	09	35	09
Presented	16	63	03
Resource Persons	0	0	04

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.
- The post graduate department provides ample infrastructure for pursuing research work on different specialized branches. The assembly of carefully chosen instruments often combined with analytical software in different laboratories assure training and accessibility to a wide range of pupils from undergraduate level to researchers.

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

11	06	05
----	----	----

2.10 Average percentage of attendance of students

74

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	294	N.A.	8.08	83.45	8.45	100
B.Sc Honours	181	N.A.	37.97	55.69	6.32	100
B.A. General	349	N.A.	0	11.17	60.17	71
B.Sc. General	39	N.A.	0	56.41	33.33	90
PG Arts	27	N.A.	48.18	51.85	NIL	100
PG Science	67	N.A.	86.5	13.5	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	06
UGC – Faculty Improvement Programme	01
HRD programmes	0
Orientation programmes	01
Faculty exchange programme	01
Staff training conducted by the university	02
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	02
Others (course work)	02

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

<ol style="list-style-type: none"> 1. IQAC continues to support and encourage the teachers in their research endeavours through the Research Committee.. 2. As recommended by IQAC Institutional support is provided to enable implementation of research schemes in the following ways: <ol style="list-style-type: none"> 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. The College provides major infrastructural facilities like library, laboratory, computer and internet facilities to pursue research activities. Central Instrument Facility containing sophisticated instruments are available (especially for science Departments) to researchers to carry out advanced investigations.
--

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	05	01	0
Outlay in Rs. Lakhs	17.93817	80.28440	19.83	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	05	04	02
Outlay in Rs. Lakhs	6.50	18.15	12.50	6.50

3.4 Details on research publications

	International	National	Others
Peer Review Journals	54	23	02
Non-Peer Review Journals	0	02	21
e-Journals	01	0	0
Conference proceedings	03	15	0

3.5 Details on Impact factor of publications:

Range	0.50-18.592	Average	3.959	h-index	3	Nos. in SCOPUS	3
-------	-------------	---------	-------	---------	---	----------------	---

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	2012-15,2013-16,2011-16,2015-2018	ICMR,WBDST,UGC-DAE Consortium for Scientific Research,Kolkata,CSIR,DBT,DST, W.B	100.11440	100.11440
Minor Projects	2012-15,2014-16,2015-17,2016-18	UGC	30.65	14.16
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		130.66440	114.27440

3.7 No. of books published	i) With ISBN No.	04	Chapters in Edited Books	06
	ii) Without ISBN No.	02		

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	0	03	0	05
Sponsoring agencies			IQAC		COLLEGE

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

3.13 No. of collaboration:

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
0	01	02	01	03	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
National level
State 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.

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="03"/>	Any other	<input type="text" value="02"/>

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

- The NSS unit of the College provided two personal computers for the use of the children of Kishalaya Home at Barasat in the month of March,2015.
- Celebration of World Environment Day on 05.06.2015
- Organised Tree-plantation ceremony in the month of July, 2015.
- Observed Death anniversary of Shahid Khudiram Bose on 11.08.2015
- Celebrated Sadvabona Divas on 20.08.2015.
- Celebrated Rastriya Ekta Divas on 31.10.2015.
- Organised National Youth Day on 12.01.2016
- Organised fund-collection Drive for Bengal T.B. Association in April,2016
- Awareness programme on the prevention of Dengue and necessary precaution in collaboration with Barasat Municipality in the month of June, 2016.

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	32	02	State Govt.	34
Laboratories	13	07	State Govt.	20
Seminar Halls	03	0	0	03
No. of important equipments purchased (\geq 1-0 lakh) during the current year.*	26	09	State Govt., UGC and RUSA	35
Value of the equipment purchased during the year (Rs. in Lakhs)	150.52110/-	31.38505/-	State Govt. and UGC , DST and	181.90615/-

			RUSA	
Others	124.11878/-	8.24763/-	State Govt., UGC and RUSA	132.36641/-

*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	72449	9817515	515	250000	72964	1006751 5/-
Reference Books	19051	2956579 /	443	308879/ -	19494	3265458/ -
e-Books	187000	0*	NIL	0*	187000	0
Journals	45	18798/	07	22000	52	40798/
e-Journals	113000	0*	03	0	113003	0
Digital Database	0	0	0	0	0	0
CD & Video	125	0	25	0	150	0
Others (Brail books)	17	1722	0	0	17	1722/

*From British council library and INFLIBNET

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	139	06	100	23	01	13	104	
Added	40	0	0	0	0	0	0	
Total	139	06	100	23	01	13	104	

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 IFMS.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.68750
ii) Campus Infrastructure and facilities	NIL*
iii) Equipments	4.0
iv) Other	8.01
Total:	12.69750

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.
- Monitoring the process of application for scholarships/stipends through the departments and office.
- Regular remedial classes and tutorials
- Financial assistance extended to economically weaker section
- Regular remedial classes and tutorials
- Updated and well-stocked library
- Library of each department enhanced regularly.
- Book bank to provide key books to students.
- Existence of Career-counselling cell, Gender cell, Grievance cell, Psychological counselling cell for assistance
- Coaching for entry-into-services
- Academic calendar is provided at the beginning of each session

5.2 Efforts made by the institution for tracking the progression

- Regular class tests, Selection Test.
- Tutorials and Remedial classes for slow learners.
- Regular Parent-Teacher meetings in all departments.
- Analysis of Feedback from students.
- Tutorials and Remedial classes for slow learners.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2860	204	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

No	%
1401	45.72

Men

No	%
1663	54.28

Women

Last Year						This Year					
General	SC	S T	OB C	Physically Challenged	Total	General	SC	S T	OB C	Physically Challenged	Total
1425	917	82	388	06	2818						

Demand ratio 1:15

Dropout 4%

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

341

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	06	SET/SLET	01	GATE	01	CAT	0
IAS/IPS etc	0	State PSC	01	UPSC	0	Others	11

5.6 Details of student counselling and career guidance

Following programmes have been organized by different institutes/organizations in the college for career counseling:		
16.03.2015	Brainware group of Institutions, RTG Animation Academy, Pidilite	Career and Job-oriented courses and Training
17.04.2015	Dr. Amlan Ghosh, Assistant Professor in Zoology, Presidency University. Dr. Paramita Nandi, Assistant Professor in Botany, Barasat Government college	Future prospects after completion of UG and PG courses in Botany and Zoology
30.9.2015	Orion Edutech, KSM, ABP(E BELA)	Career and Job-oriented courses and Training
07.10.2015	Rice Group, Value You (Simply Invest)	Career and Job-oriented courses and Training
28.01.2015	Techno India University, EILM	Career and Job-oriented courses and Training
18.02.2016	Dr. Avishek Adhikari, Assistant Professor in Mathematics, Calcutta University & Dr. Chandan Suravi Das, Asst. Prof. in Geography	Future Prospects after completion of UG and PG courses in Mathematics and Geography

No. of students benefitted

253

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
0	0	NIL	06

* This is not an exhaustive list.

5.8 Details of gender sensitization programmes

- ICC and Gender Sensitisation cell organised an interactive session for the students and staff on Gender Issues. The programme was conducted by Ruchira Goswami on 26. 11. 2015.
- Ms. Radha Chatterjee, the external member of ICC from NGO conducted a session on the working and scope of the ICC with its members on 07. 12. 2015.
- ‘Save The Girl Child’ a workshop conducted by Narayantala Mass Communication Society under PC and PNDT Programme on 29. 01. 2016

5.9 Student 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	30	23508/-
Financial support from government	233	109800/-
Financial support from other sources	04	15625/-
Number of students who received International/ National recognitions	0	NA

Besides students are benefitted through fee-waiver scheme of Government of West Bengal (300students got half-free concession and 175 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:

- The IQAC made the college authority aware of the grievance regarding space problem of the reading-room of the central library. The space crunch in connection with the central library reading room is on the way to being solved with the construction of new building in full swing.
- The request for a projector by the Arts departments forwarded by the IQAC to the Principal has borne fruit and students will benefit from audio-visual screenings.
- Demand of the students for Communicative English classes has been brought to the notice of the authority provision made for the same in the new academic session (2016-17).

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Imparting quality education to students from all backgrounds 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 and 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 build a body of future nation builders with a sense of dependability, commitment and foresightedness.

➤ To develop a sense of accountability in today's youth.

➤ To create 'educated' citizens in the truest sense of the term.

➤ To inculcate a sense of 'giving to society' in the students

6.2 Does the Institution have 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 department
- Regular holding of class tests, Selection test for evaluation.

6.3.3 Examination and Evaluation

- Class Tests, assignments, tutorials
- Internal Assessment on the basis of Mid-Term Examination and Selection Test
- Surprise Test
- Quiz extempore speech on topics relevant to curricula, paper presentations, group discussions.

6.3.4 Research and Development

- As per IQAC suggestion the Research Committee informs the teachers about various Research schemes and Fellowships, and encourages them to apply 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 NIELET
- Training for some of the staff for implementation of HRMS
- Construction work of two new laboratories in Chemistry department is in progress.
- Construction work on the library and administrative building has been started.
- A MOU has been signed with Reliance to make the campus Wi-Fi enabled through JIO NET.

6.3.6 Human Resource Management

- Effective utilisation of existing man-power through T Q M.
- 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.
- 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 through online.

6.4 Welfare schemes for

Teaching	West Bengal 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 No

For PG Programmes Yes No

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

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

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. Some departments have dedicated face book and email Ids for this purpose.
- Alumni holds regular meetings to evaluate suggestions from members regarding implementation of schemes to benefit the students
- Alumni donated 20 books (text and reference) to the central library.

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 may benefit the development of teaching-learning process.

Parents are also encouraged to keep in touch with the departments of their wards throughout the year.

6.13 Development programmes for support staff

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

- Forest week observation and Plantation of Trees every year
- Maintenance of college garden throughout the year.
- Prohibition of smoking in the college premises continues
- The college premises are plastic-free and this is monitored regularly.

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.

- The faculty members are encouraged to apply for minor and major research project grants to UGC. They also undertake research projects sanctioned by other authorities such as WBDBT, DST, DBT, CSIR etc.
- The Bengali department brought out the first edition of its departmental journal in December, 2015.
- The proposed installation of a solar panel photo-voltaic system has been completed on an experimental basis.

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*)

- Workshop on communicative English is conducted by British Council as a preliminary exercise for regular classes to be held in the coming session.
- Two computers are handed over to Kishalaya Home for the use of the children.

*See ANNEXURE – 3

7.4 Contribution to environmental awareness / protection

- The institution offers environmental classes and conducts environmental projects.
- It observes Forest week by planting trees in the month of June, 2014
- The 'Environment Protection and Nature Cell' continues to be active under 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.
- The committee encourages the students through day to day actual practice and observance to conserve water, energy (electricity) and to make proper use of waste bins etc.
- Continue to keep the college premises plastic-free.
- In view of the rise in mosquito borne diseases extra attention has been given to keep the surroundings clean. The Municipality has been given instructions to spray necessary insecticides from time to time.

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 advantageous location being the district headquarter.
- The college believes in inclusive growth together with quality assurance giving equal opportunities to all students and those from economically backward groups are helped through remedial classes and books from the book bank.
- Being a Government college, it earns the faith of the largest populace regarding academic quality by 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 the university merit list and gone on to further achievements outside the ambit of the college.
- Students' achievements in games and sports at the district/state level continue to bring glory to the college.
- Social outreach initiatives through NSS have added to the strength of the institution and their projects are getting more diversified.
- Continued participation in research with 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
- The college receives grant under RUSA. The funds are judiciously utilized for the improvement of the infrastructure of the college leading to the betterment of the students.
- The college has modern laboratories for hands-on training facility meant for students.
- Students get medical benefits through Students' Health Home.
- Subsidized canteen, cheap store etc. facilities are available to the students.
- All teaching and non-teaching employees of the institution and their family members are assured of their health insurance aspects through the Cashless West Bengal Health Scheme.

Institutional Weakness

- The college is yet to have its own hostel, though the students have been accommodated in other government hostels.
- It has limited scope for career placement in private sectors for all UG students.
- The occasional official requisition of college premises for commissioning and conducting Public Elections causes loss of teaching days and affects campus cleanliness.

Opportunities lying ahead of the Institution

- Further expansion of postgraduate courses will benefit the region as considerable demand exists for postgraduate studies.
- 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.
- More skill-development based courses to be introduced in line of the MHRD recommendations for the benefit of the students.
- It has provision for adult and continuing education through NSOU.

Challenges

Though the college has made a considerable positive impact on the academic sphere there is always scope for improvement.

8. Plans of institution for next year

- To construct a separate library-cum-administrative building.
- To subscribe more E-resources through INFLIBNET project of UGC.
- 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
- The activities of NSS unit will be extended.
- To involve more students in outreach programmes.

Name Dr. Jukta Adhikari



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

Purchase under RUSA in the Financial Year-2015-16

Total Amt. sanctioned (Rs.)	Total Amt. utilized (Rs.)	Total No. of equipments / Books purchased	Amt. of equipments / Books (Rs.)	Amt. spent on infrastructure (Rs.)
1,00,00,000	82,87,145	Equipments =27	39,63,877	40,00,000
		Books = 443	3,23,268	

The equipments purchased whose value exceeds Rs. 1,00,000/-

Sl No.	Description of equipments	Department where placed	Amt. (Rs.)
1.	South Total Station	Geography	2,36,250
2.	Dielectric measurement set up for low temperature ranging (-)100 to 100 C	Physics	1,45,530
3.	LCR Meter	Physics	3,99,500
4.	Single Chamber Alpha Spectroscopy system along with Silicon Detector, Aluminium and Lead Absorber Kits	Physics	5,88,400
5.	Cooling Centrifuge (with Rotor Heads) Model No. : C ₂₄ Plus	Botany	2,33,306
6.	Clinx UV Transilluminator – Model No. CUV-40A	Zoology	1,54,787
7.	Electrochemical Workstation along with Cell System	Chemistry	5,73,530
8.	Eyela Rotary Evaporator System along with Aspirator Vacuum Pump Model A-1000S and Eyela Low Temp. Circulator Model CCA-1111	Chemistry	5,33,782

ANNEXURE-II: ACADEMIC CALENDER

Month	Date	Days	Events	No. of Days
July	18 & 19	Sat-Sun	Id-Ul-Fiter	1
August	15	Saturday	Independence Day	1
	29	Saturday	Rakhi Purnima	1
September	5	Saturday	Janmastami	1
	07	Monday	College Foundation Day	1
	18	Friday	Biswakarma Puja	1
	25 & 26	Fri-Sat	Id-Uz-Zoha	2
October & November	2	Friday	Gandhiji's Birth Day	1
	12	Monday	Mahalaya	1
	13 th Oct to 28 th Nov	Tuesday To Saturday	Puja Vacation (Durga Puja, (20-23) Muharram 24/10, Lakshmi Puja, 26 & 27, Kalipuja 10 & 11, Bhatri dwitiya, 13/11 Jagaddartri Chatpuja 17/11, Puja, & Garu Nanak's Janmojayanti 25/11) (47)	41
December	9	Wednesday	Akheri-Chahar Shumbha	1
	24	Thursday	Fateha Doaz Daham	1
	25 th - 31 st	Fri - Thursday	Winter Recess	6
January	1	Friday	New Year's Day	1
	12	Tuesday	Vivekananda's Birthday	1
	15	Friday	Makar Sankranti	1
	17	Sunday	Fateha-Yaz-Daham	0
	23	Saturday	Netaji's Birthday	1
	26	Tuesday	Republic Day	1
February	13	Saturday	Saraswati Puja	1
	25	Thursday	W.B.S.U. Foundation Day	1
March	7	Monday	Mahashivratri	1
	23 & 24	Wednesday & Thursday	Doljatra	2
	25	Friday	Good Friday	1
	26	Saturday	Easter Holy Saturday	1
April	14	Thursday	Bengali New Year & Ambedkar's Birth Day	1
	15	Friday	Ramnavami	1
	19	Tuesday	Mahabir Jayanti	1
May & June	1	Sunday	May Day	0
	2 nd May - 18 th June	Monday Saturday	Summer Vacation (48) (Including Shabemiraj 5/5, Rabindra Jayanti 8/5 Buddha Purnima 21/5 Sababarati 23/5)	42

***Subject to change under unavoidable circumstances**

TENTATIVE SCHEDULE FOR TEST EXAMINATION

February, 2016	02-06	Part-III Examination, 2015(Paper V – VIII)
March, 2016	13-19	Part-II Examination, 2015(Paper III &IV)
	23-28	Examinations for General Paper
April, 2016	06 & 08	Part-I Examination, 2015 (Paper I & II)
	20-24	Examinations for General Paper
April, 2016- May, 2016		Test Examinations for Part - III
June, 2016- July, 2016		Test Examination for Part- II
July, 2016- August, 2016		Test Examination for Part- I

Note: The above mentioned Schedule is subject to changeable

Note:

- 1. The above mentioned Schedule is subject to changeable.**
- 2. At the end of three years, while collecting mark sheet of Final Examination, a student will have to pay Rs.30 as diploma fees.**
- 3. 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 Practice 1

Title of the Practice

Communicative English Session – A Workshop conducted by British Council, Kolkata

Objectives

To arm the students with a reasonable working knowledge of the English language mainly in the area of verbal communication.

Context

In today's world being conversant in English is a necessary criterion for the future development of the student. However many students are first generation learners or have attended schools in the vernacular medium, so they need this extra coaching. Thus language classes have been incorporated into the routine as a regular feature.

Intended Outcome

To make the students comfortable in the English language, build up their confidence and help them compete with their peers and progress in life.

Problems Encountered and Resources Required

- To coach all the students is a logistic problem taking into account both the requirements of space and time.
- Finances need to be arranged as most students will be unable to pay the required fees charged by reputed language institutions.

Best Practice 2

Title of the Practice

Donation of PC to Kishalaya Home in March 2015

Objectives

As part of our outreach programme two PC's were given to enable the young children of the home to become familiar with the use of modern technology.

Context

The children of Kishalaya Home an orphanage are dependent on donation in every aspects of their lives. A helping hand from our institution in the form of two computers is a welcome move.

Intended Outcome

To enable the students to learn how to use computers and to familiarize them with the fact that this can be used to further their education.

Problems Encountered and Resources Required

- Just two computers will obviously not suffice. Funds have to be earmarked so that not only one but more such institutions can be benefitted.