

**The Annual Quality Assurance  
Report (AQAR) of the IQAC 2014-15**

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**Barasat Government College**

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# 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. Partha Roy

Mobile:

9830056731

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:

(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)

EC-50/26/2009 dated 1-10-2009

1.5 Website address:

www.bgc.org.in

Web-link of the AQAR:

www.bgc.org.in / AQAR2014-15

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

6.1.2010

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

2014-15

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 (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	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="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="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="3"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="0"/> Faculty <input type="text" value="02"/>
Non-Teaching Staff	<input type="text" value="1"/>
Students	<input type="text" value="1"/>
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 <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="NIL"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="0"/>
International	<input type="text" value="0"/>
National	<input type="text" value="0"/>
State	<input type="text" value="0"/>
Institution Level	<input type="text" value="1"/>
(ii) Themes	<input type="text" value="Modalities for NAAC Preparation"/>

## 2.14 Significant Activities and contributions made by IQAC

<ul style="list-style-type: none"> <li>➤ The IQAC proposes complete on-line admission procedure for transparent merit-based admission and the institution is going to introduce complete on-line admission system from the session 2015-16.</li> <li>➤ As per the proposal of IQAC B.Sc. General Course has been shifted from morning section to day- section so that the students of the general stream can avail better laboratory facilities.</li> <li>➤ 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.</li> <li>➤ The IQAC and Research committees of the institution always encourage the Faculty members to upgrade themselves. Many teachers are conducting research by associating with agencies like UGC, CSIR, DST, WBDST, ICSSR, ICMR, ISI etc. and have been awarded major and minor research projects and publishing articles in national/ international journals.</li> <li>➤ A proposal has been made to the government for construction of a separate library-cum-administrative building.</li> <li>➤ As per the proposal of IQAC library of the college has initiated for UGC-INFLIBNET on-line journal membership along with British Council Library on-line membership</li> </ul>
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## 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"> <li>➤ Complete on-line admission procedure has been introduced from 2015-16.</li> <li>➤ Proposal for construction of a separate building for library-cum-administrative building has been forwarded to the government.</li> <li>➤ Air-conditioning facility has been provided in Reading Room of the library.</li> <li>➤ The college has installed a silent auto-start pollution-free DG set of 50k V A</li> </ul>	<ul style="list-style-type: none"> <li>➤ To introduce complete on-line admission procedure for smooth and transparent admission.</li> <li>➤ To enhance the infrastructural facilities.</li> <li>➤ To propose to subscribe UGC-INFIBNET on-line journal.</li> <li>➤ To improve the facilities for research activities</li> <li>➤ To pursue with the proposal of introduction of PG course in Chemistry</li> <li>➤ To improve the student-support</li> </ul>

<p>capacity made by Cummis, Jackson to ensure back-up facility for electricity.</p> <ul style="list-style-type: none"> <li>➤ Central library has subscribed membership for UGC-INFLIBNET.</li> <li>➤ 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.</li> <li>➤ A proposal has been forwarded to the government for sanction of new teaching posts for post-graduate department of Chemistry</li> <li>➤ Several career counselling programmes have been organised by the institution.</li> <li>➤ Compulsory Information literacy training programme for 1<sup>st</sup> year students is continued by NIELIT as per MOU.</li> <li>➤ The NSS unit of the college organises various social awareness programmes. The college through NSS provides social service as outreach activity to the nearby Kishalaya Home for the children, run by government of West Bengal.</li> </ul>	<p>system like career counseling programme.</p> <ul style="list-style-type: none"> <li>➤ To make WI-FI enabled college-campus.</li> <li>➤ To continue the remedial classes and coaching for entry into services for students from minority, SC/ST, OBC and non-creamy layers.</li> <li>➤ To continue to impart special attention to the extension activities conducted under the aegis of NSS.</li> </ul>
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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

- The Internal Quality Assessment Cell (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 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.
- The cell is responsible for regular submission of Annual Quality Assurance Report to NAAC.

## Part – B

### 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+2(B.A. General & B.Sc. General Courses)	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
<b>Total</b>	17+2	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
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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\*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. The entire PG syllabus is remodeled 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
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## Criterion II

## Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
66	44	19	03+Principal	0

2.2 No. of permanent faculty with Ph.D.

41

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
06	17	02	N.A	01	01	0	0	09	18

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

14

0

43

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	15	02
Presented papers	06	08	01
Resource Persons	0	06	05

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	33	0
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2.10 Average percentage of attendance of students

72
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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.	3.06	87.41	7.82	98.30
B.Sc Honours	182	N.A.	39	52.19	4.39	95.61
B.A. General	308	N.A.	0	87.99	NIL	87.99
B.Sc. General	35	N.A.	0	89.47	NIL	89.47
PG Arts	28	N.A.	96.42	3.68	NIL	100
PG Science	64	N.A.	90.65	9.35	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	11
UGC – Faculty Improvement Programme	01
HRD programmes	0
Orientation programmes	06
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)	03

## 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. 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.
  4. The Research committee extends full support to the faculty in getting grants for their individual research projects.
  5. The IQAC has proposed the college authority to provide seed money from PG Department fund for promotion of research projects.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	04	01	0
Outlay in Rs. Lakhs	0	182.59	99.98	0

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	2	06	0
Outlay in Rs. Lakhs	0	3.37	20.65	0

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	12	17
Non-Peer Review Journals	0	0	06
e-Journals	0	0	0
Conference proceedings	0	04	0

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2009-14, 2012-15, 2013-16, 2011-16	ICMR, WBDST, UGC-DAE Consortium for Scientific Research, Kolkata, CSIR, DBT	182.59	154.31
Minor Projects	2012-14, 2012-15, 2014-16	UGC	22.65	16.815
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			
<b>Total</b>	<b>06</b>		<b>205.24</b>	<b>171.125</b>

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 NA

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	01	0	0	05
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
0	0	0	0	06	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

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

0

SRF

02

Project Fellows

03

Any other

2

3.21 No. of students Participated in NSS events:

University/College level

129

State level

0

National level

0

International level

0

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

University level

State level

National level

International level

3.23 No. of Awards won in NSS:

University level

0

State level

0

National level

0

International level

0

3.24 No. of Awards won in NCC:

N.A.

University level

State level

National level

International level

3.25 No. of Extension activities organized

University forum

College forum

05

NCC

NSS

09

Any other

0

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

- Celebration of World Environment Day on 05.06.2015
- Forest week observation and Plantation of Trees on 15/07/ 2014
- DLSA, Anti ragging activities on 20/09/2014



- A programme on “Rashtriya Ekta Divas” on 31<sup>st</sup> October ,2014 to commemorate the birth anniversary of Sardar Vallabh Bhai Patel.
- A programme to celebrate 125<sup>th</sup> birth anniversary of Dr. B.R.Ambedkar to promote national integration and harmony.
- The department of Political Science has organized a special Awareness programme on 'Human Rights' in which former Chairman of NHRC, Justice Chittotosh Mookerjee delivered a key note address to the audience.
- A seminar on Rain Water Harvesting was arranged in collaboration with SWID, Govt. of W.B. on 10th February, 2015.
- Programme on Protection of child rights on 16/11/2014.
- The college through NSS provides social service as outreach activity to the nearby Kishalaya Home for the children, run by government of West Bengal
- A special Programme on Yoga was held on 1<sup>st</sup> July, 2015 in the seminar hall of the college for general health awareness
- On 27th March, 2015, another seminar was arranged by the college on "The Roll of Mass Media in Creating Social Awareness for the Differently Able".

## 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	34	0	State Govt.	34
Laboratories	20	08	State Govt.	28
Seminar Halls	03	0	0	03
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.*	24	02	UGC	26
Value of the equipment purchased during the year (Rs. in Lakhs)	13485110/-	1567000/-	State Govt. and UGC and DST	1,5052110/-
Others	12361878/-	500000/-	State Govt. and UGC	12411878/-

\*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	72018	9647515	431	150000	72449	9817515
Reference Books	18702	2814079/	349	142500/-	19051	2956579/-
e-Books	0	0	187000	NA	187000	NA
Journals	45	18798/	07	22000	52	40798/-
e-Journals	10*	0	113000	NA	113000	NA
Digital Database	0	0	0	0	0	0
CD & Video	125	0	25	0	150	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	83	05	21	13	01	13	57	
Added	47	01	79	10	0	0	47	
Total	130	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 NIELIT as per MOU.
- Preliminary training for some of the staff for implementation of E-PRADAN and E-BONTON.

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

i) ICT	0.50
ii) Campus Infrastructure and facilities	NIL*
iii) Equipments	1.00
iv) Others	0.56
<b>Total:</b>	2.06

\*PWD (civil and Electrical) is in charge of maintaining campus infrastructure.

## 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
2614	204	0	0

#### (b) No. of students outside the state

0
---

#### (c) No. of international students

0
---

No	%
1136	40.31

Men

No	%
1682	59.68

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1708	597	30	94	06	242	1437	917	82	388	06	2818

Demand ratio 1:14

Dropout 6%

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

279

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 08      SET/SLET 01      GATE 02      CAT 0  
 IAS/IPS etc 0      State PSC 02      UPSC 01      Others 36

5.6 Details of student counselling and career guidance

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

Date	Institute/Organization/Expert	Topic/Area
26.08.2014	Consulting Management Incorporate Pvt. Ltd.	Personality Development
	Pidilite	Profession in Fabric related work
	ITM-Group of Institutions	Career Building
09.09.2014	ICFAI Group	Soft Skill Development and Group Discussion
	The George Telegraph Training Institute. "Barasat Group"	Professional Courses and their prospects
19.11.2014	Eastern Institute for Integrated Learning in Management (EILM)	Workshop on CV Writing, GD skills, Interview skills and Career Counselling
03.12.2014		
10.12.2014		
18.12.2014		
16.03.2015	Brainware	Engineering and Technological courses and Vocational Courses
	RTG Animate – Animation Academy	Animation Courses and Prospects

No. of students benefitted

246

### 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	17

\* This is not an exhaustive list.

### 5.8 Details of gender sensitization programmes

There is a functional Internal Complaints Committee (ICC) within the campus. A special box has also been provided so that any gender-related issue may be reported. Several awareness programmes have been organised by the committee.

### 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	25	22505/-
Financial support from government	429	53,87,150/-
Financial support from other sources	11	7200/-
Number of students who received International/ National recognitions	0	NA

**Besides students are benefitted through fee-waiver scheme of Government of West Bengal (247students got half-free concession and 52 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 insufficiency of ladies toilets. A proposal for building a new toilet complex for the students has been forwarded to the college authority and prompt action has been initiated.

## 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.
- 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

### 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, 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 the Research 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. IQAC has suggested to the Principal that seed money may be provided from college fund for Research projects of teachers.

#### 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.
- Infnibnet for on-line journals and books in college library
- Wi-fi enabled campus
- Most of the administrative works are also being done by using computer.
- Information literacy training programmes to students by NIELIT as per MOU.
- COSA for pay roll, e-pradan for accounting system, SBI e-connect linked e-fill up are introduced.
- Construction work of Chemistry building is in progress.



### 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-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 partial on-line 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  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.

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

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

- Forest week observation and Plantation of Trees, June, 2015
- Maintenance of college garden throughout the year.
- Making the college premises plastic-free zone.
- The college has formed a ‘Water Harvesting Committee’ led by Dr. Debajyoti Chakraborty, Department of Zoology. The committee has taken initiative to harvest rain water with the help of State Water Investigation Directorate (SWID), GOVT. OF West Bengal. The college organised a seminar in collaboration with SWID on 10<sup>th</sup> February, 2015 on this issue.
- The college is in the process of installing a SOLAR Panel Photo-voltaic system at the roof top of the college building with the initiative of PWD, Electric wing. The final approval from the Government is awaited for the initiation of the work.

## 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.

- On line transparent admission through SBI e-connect is proposed. Complete on-line admission will be introduced from 2015-16. It will make the entire process easy and less time - consuming for stake holders.
- The college has introduced the following software programmes for financial management during the years that have created noticeable impact on the functioning of the college.

1	e-pradan	Accounting system	CMC
2	sbi e-connect linked e-fill up	On line admission	ITS

- The central library of the college has been upgraded with the installation of UGC-Inflibnet for surfing E-journals and periodicals.

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*)

- Extension programmes for students to provide them holistic teaching.
- Protection of environment and to make the students aware of the ill effects of environmental exploitation and ecological imbalance.

\*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
- An 'Environment Protection and Nature Cell' headed by Dr. Manju Mandal 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 'Solid Green waste' generated by the College is decomposed by the vermi-compost method under the supervision of Dr. D Chakraborty, senior Faculty of the department of Zoology.
- The college has formed a 'Water Harvesting Committee' led by Dr. Debajyoti Chakraborty, Department of Zoology. The committee has taken initiative to harvest rain water with the help of State Water Investigation Directorate (SWID), GOVT. OF West Bengal.
- The college is in the process of installing a SOLAR Panel Photo-voltaic system at the roof top of the college building with the initiative of PWD, Electric wing. The final approval from the Government is awaited for the initiation of the work.

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 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.
- 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.
- 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**

- Space constraint is one of the weaknesses of the college
- The college has no large auditorium of its own
- 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.
- 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 harnessing the opportunity for postgraduate studies. The increasing number of applicants for existing PG courses is testimony to such demands.
- The College library maintains institutional membership of the British Council Library and UGC-Inflibnet, which enable the students and staff of the college to access the e-resources. Also, there is an agenda to subscribe to JSTOR publications, to promote research works. Moreover, introduction of cataloguing for LIBSYS software help students search for more titles.
- The success of the students in all-India level entrance examinations such as UGC-NET, IIT, JAM, GATE etc. has increased the expectation of pupils from the institution.
- Recent introduction of a short course in Communicative English for the students is another opportunity for the students.

### **Challenges**

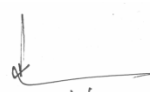
The academic performance of the students though good, yet there remains further scope for improvement. Given the annual increase in intake capacity, the challenge is to retain and enhance the quality performance. Smooth integration of all graduates of the institution in the job-market remains a challenge

### **8. Plans of institution for next year**

- To construct a separate library-cum-administrative building.
- To introduce complete on-line admission.
  - To appeal to State- government for providing land for second campus and students' hostel
- 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
- To extend social outreach programmes.

Name Dr. Partha Roy

Name Dr. Subhasis Dutta



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

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

**Abbreviations:**

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

**ANNEXURE – 1**

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

<b>YEAR</b>	<b>Sl. No.</b>	<b>Name of Equipment</b>	<b>Amount (Rs).</b>	<b>Department</b>	<b>Funding agency</b>
2014-15	1	Zeiss Microscope	536874/	ZOOLOGY	UGC
	2.	Ultrasonicator	302460/	Chemistry	UGC

*Academic Calendar 2014-2015*

July	29 & 30	Id-UI-Fiter
August	10 15 17	Rakhi Purnima Independence Day Janmastami <i>Note: Date for admission to 2<sup>nd</sup> year &amp; 3<sup>rd</sup> Year classes &amp; payment of fees for the month of June to November, 2015 will be announced after the completion of respective University Examinations.</i>
September	07 17 18-20 23	College Foundation Day Biswakarma Puja Games and Cultural Competitions & Nabin Baran Mahalaya
October	24 <sup>th</sup> Sep to 8 <sup>th</sup> Nov	Puja Vacation(Including Gandhiji's Birth Day ,Durga Puja,Lakshmi Puja, Id-Uz-Zoha,Bhatridwitiya,Jagaddartri Puja, Muharram & Garu Nanak's Janmojayanti)
November	10 <sup>th</sup>	Collge Reopens after Puja Vacation
December	17 23 & 24 25 <sup>th</sup> – 31 <sup>st</sup>	Akheri-Chahar Shumbha Annual Atheletics Meet ,Prize Distribution Ceremony & Cultural Programme. Christmas Holidays
January	1 2 12 13 15 17 23 26	New Years Day <i>College Reopens after Winter Recess</i> Vibekananda's Birthday Ek-dil shah's Fair MakarSankranti <i>Fateha-Yaz-Daham</i> Netaji's Birthday Republic Day
February	17 25	<i>Mahashivratri</i> W.B.S.U. Foundation Day
March	5 & 6 28	Doljatra Ramnavami
April	2 3 4 14 15	MahabirJayanti Good Friday Ester Holi Saturday Ambedkar's Birth Day Bengali New Year
May-June	1 4 5 <sup>th</sup> - 13 <sup>th</sup>	May Day Buddha Purnima Summer Vacation(41) (Including RabindraJayanti9/5,Shabemiraj,sabarar 3/6)
	15	<i>College Reopens after Summer Vacation</i>

*\*Subject to change under unavoidable circumstances*

**TENTATIVE SCHEDULE FOR TEST EXAMINATION**

<b>February, 2015</b>	<b>02-06</b>	<b>Part-III Examination, 2014(Paper V – VIII)</b>
<b>March, 2015</b>	<b>13-19</b>	<b>Part-II Examination, 2014(Paper III &amp;IV)</b>
	<b>23-28</b>	<b>Examinations for General Paper</b>
<b>April, 2015</b>	<b>06 &amp; 08</b>	<b>Part-I Examination, 2014 (Paper I &amp; II)</b>
	<b>20-24</b>	<b>Examinations for General Paper</b>

**Note: The above mentioned Schedule is subject to changeable.**



## ANNEXURE – 3

### Best Practice-I

- **Title of the Practice:** Extension programmes for students to provide them holistic education.

### **Objectives of the Practice**

If knowledge is protection then in addition to a degree the students need to be armed with knowledge about the other aspects of life in today's society so as to be able to protect themselves and others from various evils that have crept into our everyday lives.

### **Context**

Considering the location of Barasat Government College with its gradually increasing boundaries the city is in constant flux. In addition to the permanent residents of the city there is a constant influx of migrants coming and settling either temporarily or permanently. Simultaneously many residents of Barasat move out to other places in search of employment. This has resulted in the city acquiring a unique and not always positive nature. Thus certain issues of a negative nature have become an unwanted part of those living in and around the city.

### **Intended Outcome**

To create students who are aware of their rights and duties.

### **Practice**

Keeping in mind the context a number of awareness programmes were arranged for the students.

- Awareness program on Human Rights and a students' seminar on the same topic, 15th December, 2014.
- The Role of Mass Media in Creating Social Awareness for the Differently Able organized by HEPSN committee and Equal Opportunity Cell, 27th March, 2015.
- Seminar on Protection of Child Rights organized by NSS in collaboration with West Bengal Commission for Protection of Child Rights, 29th March, 2015.
- International students in India on an exchange programme presented a cultural show and had an interactive session with our students thus opening up a world beyond the limits of the college and the city.

### **Evidence of success**

- The students felt benefited by these awareness programmes and in turn have turned a helping hand to others creating a harmonious relationship with new students entering the college. As a result of which practices like 'ragging' are practically no existent in the college.

### **Problems encountered and Resources required**

- Considering the composition of the student fraternity and insalubrious influences of modern society, success cannot come overnight but our attempts will continue.

## Best Practice-II

### **Title of the Practice:**

- Protection of environment and to make the students aware of the ill effects of environmental exploitation and ecological imbalance.

### **Objectives of the Practice**

- To build up a general environmental awareness among the students and staff of the college.
- Highlighting the need for clean, safe and adequate water.
- To encourage the young students to be aware and actively participate in actions connected with the necessity of the conservation of nature and the ill effects of the destruction of natural resources.

### **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 to adopt some practices in this arena.

### **Practices**

- 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.
- A seminar cum mass awareness programme on rainwater harvesting sponsored by Surface Water Investigation Department (SWID) Government of West Bengal was organized.

### **Evidence of Success**

- The College has formed a 'Water Harvesting Committee' led by Dr. Debajyoti Chakraborty, Department of Zoology. The committee has taken initiative to harvest the rain water with the help of State Water Investigation Directorate (SWID), Govt. of West Bengal. The College organized a seminar in collaboration with SWID on 10<sup>th</sup> February 2015 on this issue. SWID and Agri-Engineering Department., Government of west Bengal has investigated the feasibility of rain water harvesting under 'Jal Dharo Jal Bharo', a project of Govt. of West Bengal. The report is expected soon.

### **Problems encountered and Resources required**

Main problem is to arrange for funding for the rain water harvesting programme to make it a feasible and permanent feature of the college.

ANNEXURE – 4

**Summary of Students' Feedback: Teachers' Evaluation 2014-15**

Class/Year of Student: **3<sup>rd</sup> year** B.A. / B.Sc. (Hons.)

Total no. of students enrolled:

No. of students responded: 328

Response Rate in %

Grade/Scale	A	B	C	D	E
Skills of Teachers					
Attendance of the Teacher	79.76	12.47	3.06	2.67	2.04
Punctuality of the Teacher	71.54	17.26	7.13	2.18	1.89
Communication: Lectures are audible and clear	73.52	16.91	6.46	1.99	1.12
Percentage of syllabus completed by teacher	76.65	18.16	3.53	2.06	0.60
Whether the teacher engages the student in understanding the subject	67.89	19.29	5.78	4.69	2.35
Whether the teacher is approachable and available	68.39	22.61	5.59	2.06	1.35
Whether the teacher motivates to organize co-curricular activities	66.72	20.60	7.50	3.23	1.97

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