

# ANNUAL QUALITY ASSURANCE REPORT

2017 - 18

*Submitted to*  
*National Assessment*  
*and*  
*Accreditation Council*

## **Barasat 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 COLLEGE
1.2 Address Line 1	:	1, KALYANI ROAD
Address Line 2	:	P.O. NABAPALLY
City / Town	:	BARASAT, DIST. NORTH 24 PARGANAS
State	:	WEST BENGAL
PIN Code	:	KOLKATA - 700126
Institution email address	:	barasatcollege72@yahoo.com
Contact Nos.	:	9432496363
Name of the Head of the Institution	:	DR. PARTHA PRATIM DASGUPTA
Tel. No. With STD Code	:	
Mobile	:	9432496363
Name of the IQAC Co-ordinator	:	RANJIT KUMAR BOSE
Mobile	:	9433425497
IQAC e-mail address	:	barasatcollege1972@gmail.com

### 1.3 NAAC Track ID :

**1.4 NAAC Executive Committee No. & Date:** NAAC/Cert-A&A/2006/47 dt 19-10-2006  
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

### 1.5 Website address :

Web-link of the AQAR : [barasatcollege.org/?page\\_id=532](http://barasatcollege.org/?page_id=532)

1.6 Accreditation Details :

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.81	2006	2011

1.7 Date of Establishment of IQAC (DD/MM/YYYY) : 16/08/2013

1.8 AQAR for the year : 2017-18

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 for the year 2012-13 submitted on 08/02/2017
- ii) AQAR for the year 2013-14 submitted on 08/02/2017
- iii) AQAR for the year 2014-15 submitted on 08/02/2017
- iv) AQAR for the year 2015-16 submitted on 14/12/2018
- v) AQAR for the year 2016-17 submitted on 14/12/2018

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) :

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (Specify)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers :

2.2 No. of Administrative/Technical staff :

2.3 No. of students :

2.4 No. of Management representatives :

2.5 No. of Alumni :

2.6 No. of any other stakeholder and community representatives :

2.7 No. of Employers/ Industrialists :

2.8 No. of other External Experts :

2.9 Total No. of members :

2.10 No. of IQAC meetings held :

2.11 No. of meetings with various stakeholders : No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? : Yes  No ☒

If yes, mention the amount

:

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

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

- ❖ Study of everyday life through the lens of theatre : A Socio-Historical Approach
- ❖ Impact of Flood on human life : A case study of West Bengal

### 2.14 Significant Activities and contributions made by IQAC:

- To take an active role in forwarding the Career Advance Scheme (CAS) of teaching faculty.
- To offer important suggestions to the administration for the quality improvement of the institution.
- To motivate the teachers to improve their quality.
- To promote teachers to do refresher/orientation courses.
- To contribute and guide students for social awareness.

### 2.15 Plan of Action by IQAC/Outcome :

Plan of Action	Achievements
1. To continue the curricular activities 2. Publication of Academic Calendar and Prospectus 3. To fill up vacant posts 4. Departmental Tours  5. To increase the class-rooms and other infrastructural facilities. 6. To construct smart class room.  7. Providing the financial support to the economically weak students.  8. To provide technology enabled learning environment.	1. Normal curricular activities are continued. 2. Academic Calendar and prospectus published  3. Guest lecturers are appointed temporarily 4. As per proposal of IQAC different departments of the Institution organized departmental tours.  5. Construction of a new block has been completed. 6. Smart class room has been constructed in the new block. 7. College authorities provide special financial assistance to economically under privileged students apart from providing scholarships from govt. and non-govt. organizations. Several career counseling programmes have been organized by the institution. 8. Following technology enabled facilities are available for effective teaching: <ul style="list-style-type: none"><li>▪ Use of LCD projectors.</li></ul>

	<ul style="list-style-type: none"> <li>▪ Use of internet.</li> <li>▪ Use of audio-visual medium like PPT presentation</li> </ul>
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2.15 Whether the AQAR was placed in statutory body :

Yes

☒

No

☐

Management

☐

Syndicate

☐

Any other body

Administrator

Provide the details of the action taken :

The Administrator of the College accepted and approved the AQAR 2017-18 on 14-12-2018

- ❖ The Internal Quality Assessment Cell (IQAC) keeps a regular and need-based monitoring on the academic aspects and activities of the College. It devises and formulates short-term and long-term plans relating to future academic growth and sustenance of quality after feedback analysis.
- ❖ The IQAC meets at regular interval with the different Academic Departments and Sub-Committees of Teacher's Council and Non-Teaching Staff to suggest and monitor the implementation of various programmes.
- ❖ It regularly assists the Principal and his office in following up the instructions ordained by the Government Authorities on issues of funding and infrastructural development.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes :

Level of the Programme	Number of existing Programmes	Number of Pro-programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	0	0	0	0
PG	0	0	0	0
UG	32	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:	08	0	0	0
<b>Total</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>

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	0
Trimester	0
Annual	40

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 of syllabi, if yes, mention their salient aspects :

The college has to follow the courses designed by the University (West Bengal State University) to which it is affiliated. Due to this reason there is a no scope to design the college specific course curriculum, structure or examination processes. The University takes periodical steps to revise the syllabus and marking system to cope up with current industrial and social need.

##### 1.5 Any new Department / Centre introduced during the year. If yes, give details: No



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty :

Total	Asst. Professors	Associate Professors	Professors/Principal	Others/Librarian
27	14	11	1	1

2.2 No. of permanent faculty with Ph.D. : 

11
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2.3 No. of Faculty Positions Joined(J) and Vacant (V) during the year :

Asst. Professors		Associate Professors		Professors/Principal		Others/Librarian		Total	
J	V	J	V	J	V	J	V	J	V
0	4	0	0	0	0	0	1	0	5

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

Contractual faculty	Part-time faculty	Guest and Visiting faculty
9	22	5 (Temporary)

2.5 Faculty participation in conferences and symposia :

No. of Faculty	International level	National level	State level
Attended	1	6	27
Presented papers	2	1	1
Resource Persons	0	1	0

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

- ❖ Smart class room is used by various departments as per the need and availability
- ❖ Projector used in classes and practical laboratories (the course where practical is incorporated) by various departments.
- ❖ Remedial classes for slow-learners and counseling for advanced students.
- ❖ Projects, posters are created by the students of various departments.

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

188
-----

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

The college generally maintains the traditional examination system as per norms of affiliating university. Tests are conducted to ensure the proper filtration of the students. Guardian meetings are arranged to convey the weaknesses and shortcomings of the students so that they can rectify them before appearing the university examinations.

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

1

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	1 <sup>st</sup> Class	2 <sup>nd</sup> Class	Pass (Total)	Pass %
BENGALI (HONS.)	48	2	41	46	96
ENGLISH (HONS.)	22	1	20	22	100
HISTORY (HONS.)	28	0	24	26	93
PHILOSOPHY (HONS.)	10	0	3	6	60
POL.SCIENCE (HONS.)	16	0	12	13	81
EDUCATION (HONS.)	55	8	42	50	91
SOCIOLOGY (HONS.)	5	1	3	4	80
PHYSICS (HONS.)	5	1	3	7	7.0
CHEMISTRY(HONS.)	7	1	3	4	57
MATHEMATICS (HONS.)	12	0	6	6	50
BOTANY (HONS.)	x	x	x	x	x
ZOOLOGY (HONS.)	8	1	7	8	100
COMP. SC. (HONS.)	4	0	3	3	75
GEOGRAPHY (HONS.)	20	0	19	19	95
Accounting & Finance (HONS.)	122	8	90	103	84
Marketing (HONS.)	1	0	1	1	100
B. A. (GENERAL)	1018	0	12	325	32
B. COM.(GENERAL)	61	0	0	21	34
B.SC.(GENERAL)	100	1	29	53	53

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

Through regular interaction with the administration and different stakeholders, the IQAC offers important suggestions for the overall development of the teaching and learning processes.

2.13 Initiatives undertaken towards faculty development :

<b>Faculty / Staff Development Programmes</b>	<b>Number of faculty</b>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	

Orientation programmes	
Faculty exchange programme	1
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

#### 2.14 Details of Administrative and Technical staff :

Category	No. of Permanent Employees	No. of Vacant Positions	No. of permanent positions filled during the Year	No. of positions filled temporarily
Administrative Staff	26	20	0	0
Technical Staff	1	0	0	0

### Criterion – III

#### 3. Research, Consultancy and Extension

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

The IQAC always encouraged and sensitized research climate in the college by suggesting greater involvement of the faculty members in research, project work, field work, and surveys by the individual teachers as well by different departments and units. The Library Sub-committee ensures that reference books are available in the college library.

##### 3.2 Details regarding major projects :

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. lakhs				

##### 3.3 Details regarding minor projects :

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. lakhs				

### 3.4 Details on research publications :

	International	National	Others
Peer Review Journals	2	1	
Non-Peer Review Journals			
e_Journals			
Conference proceedings			

### 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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects ( <i>other than compulsory by the University</i> )				
Any other(Specify)				
Major projects				

3.7 No. of books published : i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

### 3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy  CPE  DBT Star Scheme

INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy:

NIL

3.11 No. of conferences organized by the Institution :

Level	International	National	State	University	College level
Number					4
Sponsoring agencies					College

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

1

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

0

3.16 No. of patents received this:

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

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

Total	International	National	State	University	District	College
2			Dr. Parthapratim Dasgupta <ul style="list-style-type: none"> <li>▪ “Sikha Sampad”, 16/2/18</li> <li>▪ “Education Excellence” award from Honorable Chancellor, 17/3/18</li> </ul>			

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:

University/College level  State level   
National level  International level

3.23 No. of Awards won in NSS :

University level  State level  National level  International level

3.24 No. of Awards won in NCC :

University level  State level   
National level  International level

3.25 No. of Extension activities organized :

University forum  College forum   
NCC  NSS  Any other

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

The NSS Unit and Students' Union of the college have undertaken the following activities in the sphere of social welfare and voluntary services :

- Cleanliness of college area throughout the year.
- Maintenance of the college premises a plastic-free zone.
- Conduction of a Special Campaign Programme like awareness lecture for the parents of BPL children and Cultural programme, cultural competition (sit and draw, dance, recitation , lunch treat, prize distribution.
- Help to the poor and orphan students on the eve of Sharadiya Utsab (Durga Puja Festival).

## 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	2476sq.mt.	300 sq.mt.	College fund	
Class rooms	30	6		36
Laboratories	6	0		6
Seminar Halls	1	0		1
No. of important equipments purchased (≥ 1-0 lakh) during the current year				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

\*See ANNEXURE

#### 4.2 Computerization of administration and library :

The College office is computerized with advancement made by incorporating “Student Management System”. A number of computers with all its necessary accessories, one server and a high-tech photo copier machine has been installed, so that the system can run in its fullest potential. The Student Admission process has been computerized partially for proper and smooth management of the service with the help of ‘Admiteks’ software. In due course it will be fully computerized in near future. Computer based biometric attendance for teaching and non-teaching staffs is already in operation.

In the library in addition to the existing facilities, KOHA software is fully functional for library automation. Primary target is the computerization of Catalogue and book lending system. The college aims to install e-library in near future for the benefit of the students.

#### 4.3 Library services :

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	28718		0		28718	
Reference Books						
e-Books						
Journals/Periodicals	6		0		6	
e-Journals	0		0		0	
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall) :

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	61	2	1	2	0	30	31	0
Added	0	0	0	0	0	0	0	0
Total	61	2	1	2	0	30	31	0

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

- Training provided to the non-teaching staff of the college for better handling of the computer system.
- Before the admission procedure begins, the teaching staffs of the college are given training in the Integrated 'College Management System' software for the smooth running of the admission process.
- Students are given training on basic computer knowledge.

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

i) ICT

iii) Equipments

iv) Others

**Total :**



## Criterion – V

### 5. Student Support and Progression

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

All the quality assessment related services were rendered in due manner. Governing Body of the college was the apex body for the job. Beside all the staff as well as different Statutory and other functional bodies play their positive roles in enhancing awareness about Student Support Services. Student support services are properly and timely informed to the students through notices displayed in the notice boards. Faculty members of each department also take initiatives to inform students about the support services.

All the notices and announcements are updated and displayed in the website of the College.

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

College authority keeps track of the students' progression by traditional examination mechanism like class test, college level test etc. The students, who are unable to cope up with the curriculum and lacks behind, are identified and various measures are taken to back them up such as remedial class, assignments, parent-teacher meeting, tutorial, academic counseling the faculty members of the respective departments etc.

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

UG	PG	Ph. D.	Others
5948	0	0	0

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

Nil
-----

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

Nil
-----

Men	No	%
	2880	48
Women	No	%
	3068	52

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
4886	937	38	916	0	6777	4124	857	37	930	0	5948

Demand ratio

2.8
-----

Dropout

--

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations :

NET  SET/SLET  GATE  CAT

IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counseling and career guidance:

Departmental teachers provide guidance and counseling to the students for pursuing future studies and in matter of job opportunities in the different fields.

5.7 Details of campus placement:

On Campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes:

There is one gender sensitization cell. The cell regularly meets the students to sensitize them. The cell also maintains continuous watch on the problem of girl students. Visakha cell, formed to take care of any work place problems, faced by the female staff both teaching and non- teaching and the students meet regularly to resolve various gender related issues.

**5.9 Students Activities :**

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

State/ University level 

42

 National level  International level

No. of students participated in cultural events :

State/ University level 

5

 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 level  National level  International level

5.10 Scholarships and Financial Support :

	Number of students	Amount Rs.
Financial support from institution	0	0
Financial support from government	2236	1,84,24,400
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organized / initiatives :

Fairs : State/ University 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:

As per the long standing demand of the students a Smart Class Room according to the ICT facilities have been installed in the new building of the college. Henceforth, digitally empowered classes are being taken since by almost all departments.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **VISION :**

The Barasat College shares the wisdom of the traditional Indian vision of education, that aims at comprehensive development of the potential of the human resource of the society.

The emblem of the Barasat college embodies the two keystones of the vision of this educational institution.

**Sangachhadhwang sangbadadham.....**Let us move ahead in unison, march forward in harmony, think together and raise our voice in chorus to lead us to the ultimate freedom, that can only be imparted by knowledge .....**sa vidya bimuktaye.**

Barasat College carries the torch of education to spread the light of knowledge and illuminate even the farthest corners of the society.

The vision of the institution is to provide maximum educational facilities to the learners belonging to the weaker and underprivileged section of the society, coming from rural and semi-urban area and to enrich them in their academic field as well as carrier-oriented field.

##### **MISSION :**

The mission of the institution is to provide “Life Centric and job oriented” quality higher education through a modern multi-faculty college wherein the students can be well taught and trained to build social awareness and responsibilities towards the society and to become partners in the socio-economic development of the country. Ours is a semi-urban college surrounded by agriculture-based areas. It is a matter of great challenge for us to expand the periphery of higher education quantitatively without compromising quality. We try to input social value among the students. It is highly expected that they will convey it to the larger society.

The mission of Barasat College is to educate its students to help creating a self-reliant, self-sustaining, self-confident self- respectful and innovative generation to present India with a skilled human resource that is free from the shackles of narrowness, selfishness or prejudice and competent enough to feed the need of the emergent India.

The college takes on the great challenge of providing a uniform milieu for education acceptable to the students and their families in the semi -urban region from mainly an agrarian society but hailing from a diverse socio-eco-cultural and religious background.

We constantly innovate, upgrade, modify and modernize the administrative management and teaching methods to keep it contemporary.

The benefits of education should not be limited to only a few. Barasat College has the mission of widen the access to education for under-privileged sections of the society to integrate them in the process of nation building.

We offer different course options for higher education in science, humanities and commerce to suit the differing needs of youth, who want to get themselves educated.

Conventional education only is not adequate for all round human development. Barasat College encourages its students in developing their skills in co and extra-curricular activities in sports and cultural arena.

It is an undergraduate college having B.A., B.Sc. and B.Com. programmes. In the past our college was affiliated to Calcutta University. To satisfy the needs of the society we have introduced different honours courses phase by phase with proper approval from Calcutta University.

After the formation of West Bengal State University for the district of North 24-Parganas we have come under the affiliation of this new University. We have introduced honours courses in Physics, Chemistry, Zoology, Botany, Mathematics and Computer Science in 2012 after getting approval from the newly set-up University. PG teaching is imparted through the Distance Education Mode. The college has received the necessary permission from the Higher Education Council for the opening of self-financial PG Courses in Commerce and Bengali. One of the essential strengths of the college is its student strength of nearly 7,000 students per session. The number is likely to double if we consider the PG Courses in distance and regular mode in future.

## **6.2 Does the Institution have a management Information System?**

Yes, student database has been regularly maintained and the college maintains its own website through which the institution related information is updated regularly.

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

### **6.3.1 Curriculum Development :**

One faculty from the Department of Sociology of the college is the member of the Board of Studies of the affiliating university who provides important feedback and suggestions for curriculum development in the relevant meetings. But curriculum development directly is not the responsibility of the college, since the college is strictly following the curriculum designed by the university.

### **6.3.2 Teaching and Learning:**

- Class test is conducted regularly by following the course curriculum of the university.
- Regular assignments are given to the students and they submit the assignments within the scheduled time.
- Project work is submitted by the students of various departments as per the regulation of the course curriculum.
- Field surveys and educational tours are organized by the various departments as per the course curriculum.

### **6.3.3 Examination and Evaluation:**

The College regularly conducts internal examinations like mid-term, test, etc and evaluates the overall performance of the students

### **6.3.4 Research and Development:**

Among the teachers, some of them are engaged in doctoral program, some of them are going through project work, and most of them are engaged in research work of their respective domain.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ New books and journals are added in the library based on the suggestions of the Departmental heads.
- ✓ The laboratories are upgraded with new equipments as per the requirements of various departments.

#### 6.3.6 Human Resource Management:

- ❖ Attendance records of the teaching and non-teaching staff.
- ❖ Different notifications are notified in notice board and published in the website of the college on regular basis.
- ❖ Regular meetings of various committees are held for academic and administrative purposes.
- ❖ Parent-Teachers' meeting are held in various academic departments.
- ❖ Financial assistance to staff through staff cooperative and staff welfare fund on emergency requirement.

#### 6.3.7 Faculty and Staff recruitment:

The permanent and full time teachers are recruited by the college Governing Body on the recommendation of the West Bengal College Service Commission. The contractual / part-time / guest lecturers and non-teaching staff are recruited by the Governing Body on the basis of recommendation of Selection Committee as per government rule.

#### 6.3.8 Industry Interaction / Collaboration:

Nil

#### 6.3.9 Admission of Students:

All students are admitted on merit as per Government and University rules and the norms set by the Governing Body and the admission committee of the college. The norms of admission are displayed on the college notice board as well as college website. The teaching and non-teaching staff members extend their full co-operation for conducting smooth admission.

#### 6.4 Welfare schemes for:

Teaching	Group Insurance exists for few teachers, staff co-operative
Non teaching	Group Insurance, Bonus and advance salary during festival, Staff Co-operative and Staff Welfare Fund, etc.
Students	Health Home, Various Government scholarship schemes

6.5 Total corpus fund generated:

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		Yes	Academic Council and Governing Body
Administrative	No		Yes	Governing Body

6.8 Does the University/ Autonomous College declares 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? :

The University has recently decided to change the format of the Examination system at the undergraduate level from 1+1+1 System to Semester System to be introduce from the session 2018-2019.

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

Some of the internal matters, such as academic calendar, internal assessment test are left to the College authority for execution.

6.11 Activities and support from the Alumni Association:

Members of Alumni meet the Principal / TIC from time to time and give their suggestions for the development of the institution.

#### 6.12 Activities and support from the Parent – Teacher Association

6.13

The members of the Parent-Teacher association meet the Principal / TIC/faculty of the respective departments from time to time and give their suggestions for the development of the institution.

The College offers computer and other training program for the support staff.

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

- Prohibition of smoking in the college premises.
- Making the college premises plastic-free zone.
- Regular testing of drinking water and quality of canteen products by the College Authority.

### 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:

- Remedial and tutorial classes to support the students.
- Regular upgradation of the college website with necessary information to reach every students.
- Admission conducted fully through on-line procedure based on merit to maintain clarity.
- Smart Classroom is introduced with ICT facilities.

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

- Construction of annex building have been completed and made functional
- Mathematics laboratory is being expanded.
- Computers are purchased for enhancing office work.
- New practical tables, chairs, benches, new instruments, models, charts are bought for various lab-based departments.
- Multi gymnasium is upgraded with modern equipments.

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

- Smart class room with ICT
- Student admission process is fully computerized



7.4 Contribution to environmental awareness / protection :

- ✦ Various departments of the college organize functions and meetings on ecology and environment to ensure environmental awareness and protection
- ✦ The NSS volunteers regularly organise campaign to prevent use of polythene and poly products in the college campus.
- ✦ Making necessary arrangements for prohibition of smoking in the college premises.
- ✦ Arrangement of fire extinguisher and conducting mock drill for use of the same.

7.5 Whether environmental audit was conducted? :      Yes ☐      No ☒

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

**Strength of the Institution**

- ✦ The college is situated at the district headquarter of North 24-Parganas and well-connected by rail and road transport system. Other facilities like Bank, Post office, District Library, Stadium, Playground, etc. are in close proximity of the college. The urge for higher studies among students coming from financially challenged backgrounds has helped the institution to fulfill its greater social responsibilities.
- ✦ Transparent admission process, remedial classes and counseling for slow-learners, provision for adult and continuing education through RBU (distance learning) have added our strength.
- ✦ A strong student support structure exists in the college. Various types of financial assistance are extended to the students through waiver of tuition fees, stipend to SC, ST, OBC, Minority Community, etc.
- ✦ Introduction of smart classroom with ICT facilities.
- ✦ The whole campus is under CCTV surveillance.
- ✦ Wheel chair bay is introduced for the benefit of specially abled students.

**Weaknesses of the Institution**

- ✦ Space constraint is one of the weaknesses of the college given the annual increase in the number of students and courses.
- ✦ The college is yet to have its own hostel.
- ✦ The college has no play ground of its own.
- ✦ Teacher student ration is comparatively low. New teaching posts are to be created.
- ✦ Noise and air pollution due to its situational proximity to the National Highway.

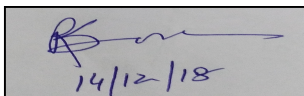
**Challenges before the Institution**

- ✦ Academic performance of the students is to be improved to a large extent.
- ✦ To improve the infrastructural facilities for the huge number of students enrolled in the college.

## 8. Plans of institution for next year:

- Physical growth and expansion of the Institution through acquisition of land
- To create more teaching and non-teaching posts for smooth running of the institution.
- Introduction of new UG and PG courses under the affiliated university, career oriented courses, skill development courses to be introduced as per student requirement.
- PG courses in the distance learning mode in Philosophy, Sanskrit and Commerce to be introduced under University of Burdwan.
- The institution wishes to introduce Entry-in-Service Cell for SC, ST, OBC and Minority students and also continue remedial classes for slow learners.
- To install solar panel to save energy and make the college campus greener.
- Upgradation and modernization of laboratories as per CBCS curriculum.
- To introduce placement cell for grooming and grabbing best opportunities in the government and corporate sectors.
- To encourage more faculty and student exchange programme for the upliftment of the academic environment.

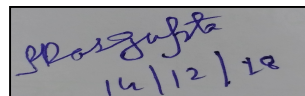
Name : Prof. Ranjit Kumar Bose



14/12/18

Signature of Coordinator , IQAC

Name : Dr. Parthapratim Dasgupta



14/12/18

Signature of the Chairperson, IQAC

# Annexure - I

## Participation in Seminar/Workshop 2017 18

Sl. No.	Name of the Teacher	Title of the Seminar / Workshop	Venue of the conference/seminar	Organized by	Nature	Date / Year
1.	Sucharita Bhattacharyya	Philosophy and Application of Research Methodology in Social Science(workshop)	Bangabasi Morning College, Department of Commerce	Bangabasi Morning College, Department of Commerce	National	21 <sup>st</sup> & 22 <sup>nd</sup> December, 2017
2.	Sumit Mitra	Introducing CBCS in Botany at Under Graduate Level (workshop)	West Bengal State University	Department of Botany, West Bengal State University	National	18 <sup>th</sup> April, 2018
3.	Mijarul Islam	Panel Discussion on GST and its Implementation in India: Issues and Challenges	West Bengal State University	Department of Economics and Department of Commerce And Management, West Bengal State University	State	31 <sup>st</sup> August, 2017
		National Workshop on Research Methodology and Data Analysis	Rajabazar Science College, Kolkata	International Benevolent Research Foundation, Kolkata in association with Indian Academic Researchers' Association, Tiruchirapalli in collaboration with Confederation of Indian Universities, New Delhi	National	18 <sup>th</sup> & 19 <sup>th</sup> November, 2017
		Observance of 121 <sup>st</sup> Birthday of Netaji Subhas Chandra Bose and 69 <sup>th</sup> Republic Day	West Bengal State University	West Bengal State University	State	23 <sup>rd</sup> & 26 <sup>th</sup> January, 2018

4.	Tamal Deb	Gearing up for changes: in the accreditation process and implementation of the CBCS and CAS	Hiralal Mazumdar Memorial College for Women, Dakhineswar	Hiralal Mazumdar Memorial College for Women, Dakhineswar	State	29/1/2018
5.	Purbasri Pal	CBCS syllabus in education(workshop)	West Bengal State University	UG BOS in Education and Department of Education,WBSU	State	6/3/2018
6.	Jyotirmoy Shankar Deb	Workshop on CBCS	West Bengal State University	Zoology Department, WBSU	State	9/2/2018
7.	Piyali Roy	Introduction to CBCS Models for restructuring undergraduate syllabi	West Bengal State University	Dept. of Geography, WBSU	State	27/12/2017
		The study of everyday life through the lens of theatre : a socio-historical approach	Barasat College	Dept. of Sociology & History, Barasat College	Institutional	21/2/2018
8.	Rathin Biswas	Workshop on CBCS syllabus in Education	West Bengal State University	UG BOS in Education and Department of Education,WBSU	State	6/3/2018
		In-service training and Sensitization of Key Functions of Central and State Governments, Local Bodies and Other Service Providers	NSOU, Kalyani	NSOU, Kalyani	National	21/6/18 to 23/6/18
9.	Debarati Guha	CBCS(UG) syllabus in Chemistry	West Bengal State University	Dept. of Chemistry, WBSU	State	14/3/2018
		The study of everyday life through the lens of theatre : a socio-historical approach	Barasat College	Dept. of Sociology & History, Barasat College	Institutional	21/2/2018
10.	Dolanchmpa Sinha	UG-CBCS Curriculum in Mathematics	West Bengal State University	Dept. of Mathematics, WBSU	State	15/3/2018
		The study of everyday life through the lens of theatre : a socio-historical approach	Barasat College	Dept. of Sociology & History, Barasat College	Institutional	21/2/2018
11.	Dr. Tulika Chakraborty	The study of everyday life through the lens of theatre : a socio-historical approach	Barasat College	Dept. of Sociology & History, Barasat College	Institutional	21/2/2018
12.	Punyarupa Bhadury	Reformulation of the undergraduate syllabus(introducing the CBCS)	West Bengal State University	Dept. of Sociology, WBSU	State	21/8/2017
		Reformulation of the	West Bengal State	Dept. of	State	11/1/2018

		undergraduate syllabus(introducing the CBCS)	University	Sociology, WBSU		
		Representation of women in media	Jogamaya Devi College	Dept. of Sociology, Jogamaya Devi College	State	8/3/2018
		Women in 21 <sup>st</sup> century: Issues and challenges	Kabi Janani Sarada Sobhakaksha, RBU	Dept. of Sociology, RBU	State	26 <sup>th</sup> & 27 <sup>th</sup> March, 18
		The study of everyday life through the lens of theatre : a socio-historical approach	Barasat College	Dept. of Sociology & History, Barasat College	Institutional	21/2/2018
13.	Manas Bisay	The restructuring of the undergraduate syllabus	West Bengal State University	UG BOS and Dept. of History, WBSU	State	8/8/2017
		The study of everyday life through the lens of theatre : a socio-historical approach	Barasat College	Dept. of Sociology & History, Barasat College	Institutional	21/2/2018
14.	Poulami Majumdar	Reformulation of the undergraduate syllabus(introducing the CBCS)	West Bengal State University	Dept. of Sociology, WBSU	State	21/8/2017
		Reformulation of the undergraduate syllabus(introducing the CBCS)	West Bengal State University	Dept. of Sociology, WBSU	State	11/1/2018
		Reformulation of the undergraduate syllabus(introducing the CBCS)	West Bengal State University	Dept. of Sociology, WBSU	State	11/1/2018
15.	Dr. Dipanwita Mukherjee	The study of everyday life through the lens of theatre : a socio-historical approach	Barasat College	Dept. of Sociology & History, Barasat College	Institutional	21/2/2018
		Reformulation of the undergraduate syllabus(introducing the CBCS)	West Bengal State University	Dept. of Sociology, WBSU	State	21/8/2017
		Reformulation of the undergraduate syllabus(introducing the CBCS)	West Bengal State University	Dept. of Sociology, WBSU	State	11/1/2018
16.	Tirthankar Dalui	Biological Sciences in the new era: current progress and challenges ahead	Government General Degree College, Kaliganj	Dept. of Botany, Physiology, Zoology and Chemistry, Government General Degree College, Kaliganj	State	30/1/2018
		Contemporary health issues and environmental impact	Dept. of Zoology, Sarojin Naidu College for Women, Kolkata	Dept. of Zoology, Sarojin Naidu College for Women, Kolkata	International	30/11/2017
17.	Palash Biswas	Use of Scientific and Technical Terminology	Khudiram Bose Central College,	MHRD, Dept. of Higher	National	21 <sup>st</sup> & 22 <sup>nd</sup> April, 18

		In International Relations	Kolkata	Education, Govt. of India		
		Contemporary Trends In Politics	Press Club, Kolkata	Bengal Institute of Political Studies	National	21/4/18
		CBCS syllabus in Political Science	WBSU	Dept. of Political Science, WBSU	State	26/3/18
		Political Philosophy of Aristotle	RBU, Kolkata	West Bengal Political Science Association in collaboration with the Dept. of Political Science, RBU	State	17/4/18
18.	Atreyi Das	CBCS syllabus in Political Science	WBSU	Dept. of Political Science, WBSU	State	26/03/18
19.	Dr. Prateeti Bhattacharya	Prak-Snatak pathakram sangkranta	WBSU	Department of Bengali, WBSU	State	24/04/2018
20.	Haimanti Dasgupta	Prak-Snatak pathakram sangkranta	WBSU	Department of Bengali, WBSU	State	24/04/2018
21.	Dr. Madhumita Ghosh	Psycho-Philosophical Perspectives of Counseling	WBSU	Department of Philosophy, WBSU	State	16/03/2018
22.	Mahua Das	Teacher's workshop on Ancient Indian and Ancient European Literature (Based on Module I of the CBCS curriculum for English Honours, WBSU)	WBSU	Department of English, Ramakrishna Sarada Mission Vivekananda Vidyabhavan	State	17/04/18
23.	Dr. Prafulla Kumar Das	UG-CBCS Curriculum in Mathematics	West Bengal State University	Dept. of Mathematics, WBSU	State	15/3/2018
24.	Nibedita Chakraborty	The study of everyday life through the lens of theatre : a socio-historical approach	Barasat College	Dept. of Sociology & History, Barasat College	Institutional	21/2/2018

State : 27

National : 6

International: 1

Institutional: 8

# **Annexure – II**

## **Presentation 2017-18**

<b>Sl. No.</b>	<b>Name of the Teacher</b>	<b>Title of the paper presented</b>	<b>Venue of the conference/seminar</b>	<b>Nature</b>	<b>Date / Year</b>
1.	Mijarul Islam	Financial Reforms of the Pharmaceutical Sector : A Present Indian Scenario	CMA Bhawan	National	24/2/2018
2.	Debarshi Guin	Living on the edge: migration, housing tenure and livelihoods in the suburbs of Delhi	University of Delhi	International	5 <sup>th</sup> to 7 <sup>th</sup> Feb,18
3.	Tirthankar Dalui	Poster presented in seminar "Biological Sciences in the new era: current progress and challenges ahead"	Government General Degree College, Kaliganj	State	30/1/2018
		Poster presented in conference "Contemporary health issues and environmental impact"	Dept. of Zoology, Sarojin Naidu College for Women, Kolkata	International	30/11/2017
4	Dr. Paramita Banerjee	Maternal Health Care Expenditure And It's Influence On The Fertility Decisions In Urban Poor Households- A Study In Kolkata, India	University of Gour Banga	International	21 <sup>st</sup> & 22 <sup>nd</sup> March, 2018

State : 1

National : 1

International: 3

Institutional:

## **Annexure - III**

### **Publication 2017-18**

Sl. No.	Name of the Teacher	Title of the Paper/Chapter	Name of the Journal/Book	ISSN/ISBN No.	Vol.No./ Year	Nature of the book/journal
1.	Dr. Lena Ghosh		Choto Golpe Manik Manosh (Book)	97893-85393-98-3(ISBN)	July,17	
2.	Surya Bhattacharya	Kustho Rogir Bou: Japita Jeeban – Uttaraner galpa	Choto Golpe Manik Manosh (Book)	97893-85393-98-3(ISBN)	July,17	
3.	Haimanti Dasgupta	Manik Bandyopadhyay-er Dharma o ekhon amra	Choto Golpe Manik Manosh (Book)	97893-85393-98-3(ISBN)	July,17	
4.	Dr. Prateeti Bhattacharya	Ek nastha samayer ayana : Jake ghus dite hoi	Choto Golpe Manik Manosh (Book)	97893-85393-98-3(ISBN)	July,17	
5.	Dr. Sanjeev Kumar Srivastaw		Hisab Shastra (Book)	978-93-82886-62-4(ISBN)	July, 17	
6.	Tamal Deb	Optimal choice of k-mer in composition vector method of genome sequence comparison	Elsevier	DOI : 10.1016/j.ygeno.2017.11.003	Genomics Vol 110, Issue 5, Nov 2017	International Journal
7.	Mijarul Islam	Why GST in India:The study on success, challenges and impact.	GST and its implementation in India: issues and challenges	978-81-935326-3-8 (ISBN)	Nov,2017	
		Conceptual framework on GST and impact on Indian economy	GST and its implementation in India: issues and challenges	978-81-935326-3-8 (ISBN)	Nov,2017	
8.	Rathin Biswas	Attitude of higher secondary level students towards environmental education in Nadia district	Journal of Educational Thoughts	2348-1714	Vol 4, No. 15, Sep 2017	National Journal / peer reviewed
		Information and communication technology(ICT) and higher education in India	Higher education: Equity and quality issues	978-93-86453-23-5(ISBN)	2017	
9.	Tirthankar Dalui	Release of Urushiol from Mango Peel due to infestation by Fruit borer Autocharis albizonalis leads to contact dermatitis	Contemporary Health issues and Environmental Impact, published by Lincoln University College	978-967-10937-9-5(ISBN)	Sep, 2018	International Book
10.	Rupak Karmakar	Comparative Financial Analysis of Internal sources of different municipalities of North 24 Pgs (West Bengal) – a case study	The Research Journal of Social Science	ISSN – 0025-1348 (P) 2456-1356 (O)	Vol 9 No. 3 March 2018	International Journal



No of books Published:

- with ISBN : 2
- without ISBN: 0
- Chapters in edited books : 8