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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

| 1. Details of the Institution      | Part – A  |  |
|------------------------------------|---|--|
| 1.1 Name of the Institution        | BALAGARH BIJOY KRISHNA MAHAVIDYALAYA                  |  |
| 1.2 Address Line 1                 | P.O-BALAGARH, DIST-HOOGHLY                            |  |
| Address Line 2                     |   |  |
| City/Town                          | BALAGARH  |  |
| State                              | WEST BENGAL   |  |
| Pin Code                           | 712501  |  |
| Institution e-mail address         | bbkm_hooghly@rediffmail.com<br>bbkm.hooghly@gmail.com |  |
| Contact Nos.                       | 03213260288, 8670272229                               |  |
| Name of the Head of the Institutio | Dr. Pratap Banerjee, Principal                        |  |
| Tel. No. with STD Code:            | 03213-260288  |  |
| Mobile:                            | 9830343752  |  |

| Name of the IQAC Co-ordinator:  | Abhijit Ghos | sh                                  |
|---|--------------|-------------------------------------|
| Mobile:   | 9433566317   | 7                                   |
| IQAC e-mail address:  | iqac.bbkm@   | gmail.com                           |
|   | _            |                                     |
| 1.3 NAAC Track ID (For ex. MHCOGN 18879                                 |              | WBCOGN13311                         |
| 1.4 NAAC Executive Committee No. (For Example EC/32/A&A/143 da          |              | EC(SC)/18/A&A/126.2 dated 5-11-2016 |
| This EC no. is available in the rig of your institution's Accreditation |              | tom                                 |
| 1.5 Website address:  | www.bbkm     | in                                  |

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

http://bbkm.in/AQAR 16-17

# 1.6 Accreditation Details

| Sl. No. | Cycle                 | Grade | CGPA | Year of       | Validity  |
|---------|-----------------------|-------|------|---------------|-----------|
| S1. NO. | Cycle                 | Grade |      | Accreditation | Period    |
| 1       | 1st Cycle             | C++   | 66.5 | 2007          | 2007-2012 |
| 2       | 2 <sup>nd</sup> Cycle | С     | 1.83 | 2016          | 2016-2021 |
| 3       | 3 <sup>rd</sup> Cycle |       |      |               |           |
| 4       | 4 <sup>th</sup> Cycle |       |      |               |           |

| 1.7 Date of Establishment of IQAC: | DD/MM/YYYY | 28.01.2008 |
|------------------------------------|------------|------------|
| 1.7 Date of Establishment of IQAC: | DD/MM/YYYY |            |

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

Web-link of the AQAR:

2016-2017

| _                     |                          | 1 to NAAC on 13-06-2017 (DD/MM/YYYY)4                |
|-----------------------|--------------------------|--|
| ii. AQAR<br>iii. AQAR |                          | (DD/MM/YYYY)<br>(DD/MM/YYYY)                         |
| iv. AQAR              |                          | (DD/MM/YYYY)<br>(DD/MM/YYYY)                         |
| 1.10 Institution      | nal Status               |  |
| University            |                          | State Central eemed Private                          |
| Affiliated            | College                  | Yes V No   |
| Constituen            | t College                | Yes No V   |
| Autonomou             | s college of UGC         | Yes No V   |
| Regulatory            | Agency approved In       | stitution Yes No V                                   |
| (eg. AICTE,           | BCI, MCI, PCI, NC        | CI)  |
| Type of Inst          | itution Co-educa         | ation V Men Women                                    |
|                       | Urban                    | Rural V Tribal                                       |
| Financial S           | Status Grant-i           | n-aid $\sqrt{}$ UGC 2(f) $\sqrt{}$ UGC 12B $\sqrt{}$ |
|                       | Grant-in-                | aid + Self Financing Totally Self-financing          |
|                       | aculty/Programme         |  |
| 1.11 Type of F        |                          |  |
| 1.11 Type of F Art    | s V Science              | Commerce V Law PEI (Phys Edu)                        |
| Art                   | Science  (Edu) Engineeri |  |
| Art<br>TEI            |                          |  |

| 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                             | 8                   |
| 2.2 No. of Administrative/Technical staff       | 1+3(Principal-NTS)  |
| 2.3 No. of students                             |                     |
| 2.4 No. of Management representatives           | 2                   |
| 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               | 3                   |
| 2.9 Total No. of members                        | 17                  |
| 2.10 No. of IQAC meetings held: 2               |                     |
| 2.11 No. of meetings with various stakeholders: | No. 4 Faculty 2     |

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

| Non-Teaching Staff Students Alumni Others 2   |  |
|---|--|
| 2.12 Has IQAC received any funding from UGC during the year? Yes No V  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 1   |  |
| (ii) Themes  Best Practices in Higher Education  2.14 Significant Activities and contributions made by IQAC   |  |
| The College has undergone the 2 <sup>nd</sup> cycle of NAAC accreditation and the IQAC with the full cooperation of the teachers and Non-Teaching Staff has provided the impetus.  • The IQAC has organised a college level seminar entitled "Best Practices in Higher Education" |  |
| The IQAC has encouraged various departments to organise seminars and encouraged teaching staff to undertake research activity and complete M.Phil/Ph.D.   |  |
| The IQAC has encouraged students to organise cultural programmes  |  |

# 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

| Plan of Action                              | Achievements   |
|---|--|
| To organise the peer team visit for         | The peer team visit for Accreditation of the College   |
| NAAC accreditation                          | was organised with the cooperation of all teaching and   |
| To hold career counselling                  | non-teaching staff and the students.   |
| programmes for the benefit of the students. | An "Employability Enhancement Programme" was conducted in the college on 3 <sup>rd</sup> September 2016 organised jointly by the Career Counselling Cell and |
| To organise seminars on quality enhancement | Coaching for entry into Services Cell and on 8 <sup>th</sup> Sept. 2016 an interaction programme organised with TAAP   |
| To organise community awareness             | The IQAC organised a college level seminar entitled "Best Practices in Higher Education" on 01.3.2017  |
| To organise cultural events                 | A seminar entitled "Educational thoughts of Rabindranath: The Context of Value Education" was organised by the College on 18.03.2017.                        |
| To hold parent teacher meetings             | Programme on Gender Equality and empowerment of women and girls 16.03. 2017  |
|   | Several Teachers of the College presented papers in International and National level Seminars.   |
|   | Journal articles and Book chapters were contributed by the teachers of the College.  |
|   | Parent and Teacher Meetings were organised in the College on 30 <sup>th</sup> and 31 <sup>st</sup> July 2016   |
|   | A Blood Donation Camp was organised by students' council on 07.12.16   |
|   | Observation of Constitution Day and Quiz Contest on 26 <sup>th</sup> November 2016   |
|   | Visit to the legislative Assembly was organised by the Political Science Department of the College.  |
|   | Celebration of events like, the International Mother language Day.   |
| * Attach the Academic Calend                | dar of the year as Annexure  |

Attach the Academic Calendar of the year as Annexure.

| 2.15 Whether the AQAR was placed in statutory body  Yes  V | No |
|--|----|
| Management Syndicate Any other body                        |    |
| Provide the details of the action taken                    |    |

## Criterion - I

## 1. Curricular Aspects

| 1.1 | Details | about | Academic | Programmes |
|-----|---------|-------|----------|------------|
|-----|---------|-------|----------|------------|

| Level of the      | Number of              | Number of                        | Number of                 | Number of value added / Career |
|-------------------|------------------------|----------------------------------|---------------------------|--------------------------------|
| Programme         | existing<br>Programmes | programmes added during the year | self-financing programmes | Oriented programmes            |
| PhD               |                        |                                  |                           | programmes                     |
| PG                |                        |                                  |                           |                                |
| UG                | 9                      |                                  |                           |                                |
| PG Diploma        |                        |                                  |                           |                                |
| Advanced Diploma  |                        |                                  |                           |                                |
| Diploma           |                        |                                  |                           |                                |
| Certificate       |                        |                                  |                           |                                |
| Others            |                        |                                  |                           |                                |
| Total             | 9                      |                                  |                           |                                |
|                   |                        |                                  |                           |                                |
| Interdisciplinary |                        |                                  |                           |                                |
| Innovative        |                        |                                  |                           |                                |

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
  - (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  | 0                    |
| Trimester | 0                    |
| Annual    | 9                    |

| 1.3 Feedback from stakeholders* | Alumni | Parents | V | Employers    | students         | ٧ |   |
|---------------------------------|--------|---------|---|--------------|------------------|---|---|
| (On all aspects)                |        |         |   |              |                  |   | J |
| Mode of feedback :              | Online | Manual  | ٧ | Co-operating | schools (for PEI | ) |   |

\*Please provide an analysis of the feedback in the Annexure

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

The syllabus of B.A. Honours and General has been revised by the University of Burdwan in the 2015-16 session. Generally for all the subjects the syllabus has been widened to include new areas of study.

| 1.5  | Any new Department  | /Centre ir       | ntroduc               | ed duri                         | ng the y       | ear. If y | es, giv | e details    | S.      |          |         |      |
|------|---|------------------|-----------------------|---------------------------------|----------------|-----------|---------|--------------|---------|----------|---------|------|
|      | No  |                  |                       |                                 |                |           |         |              |         |          |         |      |
| Crit | terion – II   |                  |                       |                                 |                |           |         |              |         |          |         |      |
| 2. T | eaching, Learning a   | nd Evalu         | ation                 |                                 |                |           |         |              |         |          |         |      |
| 2.1  | Гotal No. of  | Total            | As                    | st. Prof                        | essors         | Associ    | ate Pr  | ofessors     | Prof    | fessors  | Othe    | rs   |
|      | nanent faculty  | 11               | 6                     |                                 |                | 4         |         |              |         |          | 1(Pri   | ncip |
| 2.2  | No. of permanent fact   | ulty with        | Ph.D.                 | 1                               |                |           |         |              |         |          |         |      |
| 2.3  | No. of Faculty Position   | ons              | Asst.                 |                                 | Assoc          |           | Prof    | essors       | Othe    | rs       | Tota    | 1    |
|      | ruited (R) and Vacant   | (V)              | Profe<br>R            | essors                          | Profe          | ssors     | R       | V            | R       | V        | R       | V    |
| auri | ng the year   |                  | 2                     | <u> </u>                        |                | 1         |         | <u> </u>     |         |          |         |      |
|      | Faculty participation  Attended Presented papers Resource Persons   |                  | ences a               | nd sym                          | posia:         | onal leve | 5(Gue   | National 1 6 | L       | (Part-ti | re leve |      |
| 2.7  | Projects, Oral Te<br>Power Point Pres<br>Total No. of actual to<br>during this academi<br>Examination/ Evaluate<br>the Institution (for each or pouble Valuation, I | eaching doc year | Test, C lays  orms in | urriculu<br>litiated<br>Book Ex | 164 by kaminat | nted film | n proje | ection,      | NIL NIL |          |         |      |
| 2.9  | No. of faculty membrestructuring/revision as member of Board  | pers invol       | ved in                | curricul<br>lopmen              | lum<br>t       | N         | IIL     | NII          |         | NIL      |         |      |

2.10 Average percentage of attendance of students

50%

2.11 Course/Programme wise distribution of pass percentage :

**Session: 2016-17** 

| Title of the Programme |          | Total no. of students | Division      |     |      |       |        |
|------------------------|----------|-----------------------|---------------|-----|------|-------|--------|
|                        |          | appeared              | Distinction % | I % | II % | III % | Pass % |
| B.A. Bengali (Hons)    | Part III | 36                    |               |     | 33   |       | 91.67% |
|                        | Part II  | 38                    |               |     | 37   |       | 97.36% |
|                        | Part I   | 35                    |               |     | 16   |       | 45.71% |
| B.A. English (Hons)    | Part III | 0                     |               |     |      |       |        |
|                        | Part II  | 11                    |               |     | 4    |       | 36.36% |
|                        | Part I   | 14                    |               |     | 2    |       | 14.28% |
| B.A. History (Hons)    | Part III | 25                    |               |     | 11   |       | 44%    |
|                        | Part II  | 19                    |               |     | 15   |       | 78.94% |
|                        | Part I   | 25                    |               |     | 10   |       | 40%    |
| B.A. Pol.Science       | Part III | 0                     |               |     |      |       |        |
| (Hons)                 | Part II  | 5                     |               |     | 5    |       | 100%   |
|                        | Part I   | 20                    |               |     | 2    |       | 10%    |
| B.A(Gen)               | Part III | 226                   |               |     | 6    | 49    | 24.33% |
|                        | Part II  | 281                   |               |     |      | 22    | 7.82%  |
|                        | Part I   | 274                   |               |     |      | 13    | 4.74%  |
| B.Sc Mathematics       | Part III | 2                     |               |     |      |       | 0      |
| (Hons)                 | Part II  | 8                     |               |     | 1    |       | 12.5%  |
|                        | Part I   | 6                     |               |     |      |       | 0      |
| B.Sc(Gen)              | Part III | 1                     |               |     |      |       | 0      |
|                        | Part II  | 3                     |               |     |      | 1     | 33.33% |
|                        | Part I   | 4                     |               |     |      | 1     | 25%    |
| B.Com Accountancy      | Part III | 1                     |               |     |      |       | 0      |
| (Hons)                 | Part II  | 0                     |               |     |      |       | 0      |
|                        | Part I   | 1                     |               |     |      |       | 0      |
| B.Com(Gen)             | Part III | 1                     |               |     |      |       | 0      |
|                        | Part II  | 3                     |               |     |      |       | 0      |
|                        | Part I   | 0                     |               |     |      |       |        |

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

The IQAC encourages the teachers to use more powerpoint presentations, videos and online resources to augment the teaching-learning process. The IQAC also obtains feedback from the parents and the students regarding academic matters and classes.

# 2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes         | Number of faculty<br>benefitted |
|--|---------------------------------|
| Refresher courses                              |                                 |
| UGC – Faculty Improvement Programme            | 1                               |
| HRD programmes                                 |                                 |
| Orientation programmes                         |                                 |
| Faculty exchange programme                     |                                 |
| 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             | Number of<br>Permanent<br>Employees | Number of<br>Vacant<br>Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------------|----------------------------------|--|--|
| Administrative Staff | 08                                  | 05                               | NIL  | 5                                      |
| Technical Staff      | NIL                                 |                                  |  | 2 (Lab Asst.)                          |

## Criterion - III

## 3. Research, Consultancy and Extension

| 3.1 Initiatives of the IO | AC in Sensitizing | g/Promoting Research | Climate in | the institution |
|---------------------------|-------------------|----------------------|------------|-----------------|
|---------------------------|-------------------|----------------------|------------|-----------------|

The IQAC has been encouraging teachers to register for MPhil and PhD, to undertake projects and publish their research work, besides providing opportunities to scholars to devote time for research. The IQAC is also trying to provide access to e-journals and ebooks to the teachers for research purposes.

| 2 2 | D . '1    | 1.        |       | • .      |
|-----|-----------|-----------|-------|----------|
| 3.2 | I lefaile | regarding | maior | nrolecto |
| J.4 | Details   | 10garumg  | major | projecti |
|     |           |           |       |          |

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              |           |         |            |           |
| Outlay in Rs. Lakhs |           |         |            |           |

## 3.3 Details regarding minor projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              |           |         |            | 1         |
| Outlay in Rs. Lakhs |           |         |            |           |

## 3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     |               |          |        |
| Non-Peer Review Journals |               |          |        |
| e-Journals               |               |          |        |
| Conference proceedings   |               |          |        |

| 3.5 Details on Impact | t factor of publications: |                      |                          |                     |
|-----------------------|---------------------------|----------------------|--------------------------|---------------------|
| Range                 | Average                   | h-index              | Nos. in SCOPUS           |                     |
| 3.6 Research funds sa | anctioned and received    | from various funding | g agencies, industry and | other organisations |

| Nature of the Project      | Duration<br>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 |                  |                            |                        |          |

| (other than compulsory by                   |                     |                  |              |                     |            |         |
|---|---------------------|------------------|--------------|---------------------|------------|---------|
| the University) Any other(Specify)          |                     |                  |              |                     |            |         |
| Total                                       |                     |                  |              |                     |            |         |
| 3.7 No. of books published i) Wi            | ith ISBN No.        | С                | hapters in I | Edited Bo           | oks 1      |         |
| ii) Wi<br>3.8 No. of University Departments | thout ISBN No       |                  |              |                     |            |         |
| UGC-S                                       |                     | CAS              |              | ST-FIST<br>ST Schen | ne/funds   |         |
| 3.9 For colleges Autono                     |                     | CPE              |              | 3T Star S           |            |         |
| 3.10 Revenue generated through co           | onsultancy          | Nil              |              |                     |            |         |
| 3.11 No. of conferences                     | Level               | International    | National     | State               | University | College |
|   | Number              |                  |              |                     | 1          | 2       |
| organized by the Institution                | Sponsoring agencies |                  |              |                     | College    | College |
| 3.12 No. of faculty served as expense.      | rts, chairpersoi    | ns or resource p | ersons       | Nil                 |            |         |
| 3.13 No. of collaborations                  | Internation         | onal Na          | tional       |                     | Any other  |         |
| 3.14 No. of linkages created during         | g this year         |                  |              |                     |            |         |
| 3.15 Total budget for research for          | current year in     | lakhs:           |              |                     |            |         |
| From Funding agency                         | From                | Management of    | f University | //College           |            |         |
| Total                                       |                     |                  |              |                     |            |         |

| 3.16   | No. of p  | atents received   | this year   | Туре     | e of Patent   |         |             | Number              |   |
|--------|-----------|-------------------|-------------|----------|---------------|---------|-------------|---------------------|---|
|        |           |                   |             | Nation   |               | Appl    |             |                     |   |
|        |           |                   |             | Tation   |               | Gran    |             |                     |   |
|        |           |                   |             | Intern   | ational       | Appl    |             |                     |   |
|        |           |                   |             |          |               | Gran    |             |                     |   |
|        |           |                   |             | Comn     | nercialised   | Appl    |             |                     |   |
|        |           |                   |             |          |               | Gran    | iteu        |                     |   |
|        |           |                   |             |          |               |         |             |                     |   |
|        |           |                   |             |          |               |         |             |                     |   |
|        |           | search awards/    |             | is rece  | eived by facu | lty and | research    | fellows             |   |
| ,      | Of the in | stitute in the ye | ear         |          |               |         |             |                     |   |
|        | Total     | International     | National    | State    | University    | Dist    | College     | ]                   |   |
|        | Nil       |                   |             |          | ,             |         |             | -                   |   |
|        |           |                   |             | •        | •             | •       | •           | _                   |   |
|        |           |                   |             |          |               |         |             |                     |   |
| 3 18 N | Jo of fa  | culty from the I  | nstitution  | Γ        |               |         |             |                     |   |
|        |           | h. D. Guides      | nstitution  |          |               |         |             |                     |   |
| and    | d studen  | ts registered und | der them    |          |               |         |             |                     |   |
| 2 10 3 | r cDi     | <b>D</b> 1.11     | C 1, C      | .1 .1    |               | Г       |             |                     |   |
| 3.19 ľ | No. of Ph | n.D. awarded by   | taculty fro | om the I | Institution   |         |             |                     |   |
|        |           |                   |             |          |               |         |             |                     |   |
| 3.20 N | No. of Re | esearch scholars  | s receiving | the Fell | lowships (Ne  | wly en  | rolled + ex | xisting ones)       |   |
|        |           |                   |             |          | _             |         |             |                     |   |
|        | •         | JRF               | SRF         |          | Project Fe    | llows   |             | Any other           |   |
|        |           |                   |             |          |               |         |             |                     |   |
| 2 21 N | Jo of st  | udanta Dartiaina  | tad in NCC  | ovente   |               |         |             |                     |   |
| 3.211  | NO. OI SU | udents Participa  | nea iii NSS | events   |               |         |             |                     |   |
|        |           |                   |             |          | Universit     | y level |             | State level         |   |
|        |           |                   |             |          | National      | level   |             | International level |   |
|        |           |                   |             |          | rutionar      | 10 (01  |             | international level |   |
|        |           |                   |             |          |               |         |             |                     |   |
| 3.22   | No. of s  | tudents particip  | ated in NC  | C even   | ts:           |         |             |                     |   |
|        |           | <b>F</b>          |             |          |               |         |             |                     |   |
|        |           |                   |             |          | Universi      | ty leve | 1           | State level         |   |
|        |           |                   |             |          | National      | level   |             | International leve  | 1 |
|        |           |                   |             |          |               |         |             |                     |   |
|        |           |                   |             |          |               |         |             |                     |   |
| 3.23 N | No. of A  | wards won in N    | NSS:        |          |               |         |             |                     |   |
|        |           |                   |             |          | ** .          |         |             | G                   |   |
|        |           |                   |             |          | Universit     | y Ievel |             | State level         |   |
|        |           |                   |             |          | National      | level   |             | International level |   |
|        |           |                   |             |          |               |         |             |                     |   |

| 3.24 No. of Awards won in NCC:                                   |                     |                    |                 |       |
|--|---------------------|--------------------|-----------------|-------|
|  | University 1        | evel St            | ate level       |       |
|  | National lev        | rel                | ternational lev | rel   |
|  |                     |                    |                 |       |
|  |                     |                    |                 |       |
| 3.25 No. of Extension activities organized                       |                     |                    |                 |       |
| University forum College   | forum 2             |                    |                 |       |
| NCC NSS  |                     | l<br>Any otl       | aer 📗           |       |
| NCC NSS  | 2                   | Ally ou            |                 |       |
|  |                     |                    |                 |       |
|  |                     |                    |                 |       |
| 3.26 Major Activities during the year in the sphe Responsibility | re of extension     | activities and Ins | titutional Soci | al    |
| • Programme on Gender Equality and empo                          | owerment of v       | women and girls    | 16.03. 2017     |       |
| • Blood Donation Camp on 07.12.16                                |                     |                    |                 |       |
| Cleaning Drive and Plastic Elimination Pr                        | rogramme by         | NSS on 01.10.2     | 016             |       |
| • Tree Plantation Programme by NSS on 30                         | 0.10.2016           |                    |                 |       |
|  |                     |                    |                 |       |
|  |                     |                    |                 |       |
| Criterion – IV   |                     |                    |                 |       |
| 4. Infrastructure and Learning Resources                         |                     |                    |                 |       |
| 4.1 Details of increase in infrastructure facilities:            |                     |                    |                 |       |
| Facilities   | Existing            | Newly created      | Source of Fund  | Total |
| Campus area  | 3.58<br>acres/14320 |                    |                 |       |
|  | $m^2$               |                    |                 |       |
| Class rooms  | 15                  |                    |                 |       |
| Laboratories   | 4                   |                    |                 |       |
| Seminar Halls  |                     |                    |                 |       |

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

| Value of the equipment purchased during the year (Rs. in Lakhs) |  |  |
|---|--|--|
| Others  |  |  |

4.2 Computerization of administration and library

Library has been Digitalized.Administration has been partially computerized and also office.

## 4.3 Library services:

|                  | Existing |       | Newly added |       | Total |       |
|------------------|----------|-------|-------------|-------|-------|-------|
|                  | No.      | Value | No.         | Value | No.   | Value |
| Text Books       | 13791    |       | 530         |       | 14321 |       |
| Reference Books  |          |       |             |       |       |       |
| e-Books          |          |       |             |       |       |       |
| Journals         |          |       |             |       | 167   |       |
| e-Journals       |          |       |             |       |       |       |
| Digital Database |          |       |             |       |       |       |
| CD & Video       |          |       |             |       |       |       |
| Others (specify) |          |       |             |       |       |       |

# 4.4 Technology up gradation (overall)

|          | Total<br>Computers | Computer<br>Labs | Internet | Browsing<br>Centres | Computer<br>Centres | Office | Depart<br>-ments | Other<br>s |
|----------|--------------------|------------------|----------|---------------------|---------------------|--------|------------------|------------|
| Existing | 32                 | 01               | 32       |                     |                     | 06     | 10               | 16         |
| Added    |                    |                  |          |                     |                     |        |                  |            |
| Total    |                    |                  |          |                     |                     |        |                  |            |

| omputer, Internet access, training to teachers and students and upgradation (Networking, e-Governance etc.) | any other programme for technology |
|---|------------------------------------|
|   | ]                                  |

| 4.6 Amount spent on maintenance in lakhs:  |                                       |
|--|---------------------------------------|
| i) ICT   | nil                                   |
| ii) Campus Infrastructure and facilities   | 75                                    |
| iii) Equipments  | 6.44                                  |
| iv) Others   | 1.11                                  |
| Total:   | 82.55                                 |
|  |                                       |
| Criterion – V 5. Student Support and Progression   |                                       |
| 5.1 Contribution of IQAC in enhancing awarene  | ss about Student Support Services     |
| The IQAC encourages the teachers to shortcomings. The teachers undertained rectify such problems and mentor the face their problems. | ake special classes to assist them to |
| 5.2 Efforts made by the institution for tracking the   | ne progression                        |
|  |                                       |
|  |                                       |
| 5.3 (a) Total Number of students  UG  2095   | PG Ph. D. Others                      |
| (b) No. of students outside the state  | NIL                                   |

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

|     | No   | %    |       | No   | %    |
|-----|------|------|-------|------|------|
| Men | 1039 | 49.6 | Women | 1056 | 51.3 |

| Last Year |     |    |     |                          |      |         | T   | his Yea | ar  |                          |      |
|-----------|-----|----|-----|--------------------------|------|---------|-----|---------|-----|--------------------------|------|
| General   | SC  | ST | OBC | Physically<br>Challenged |      | General | SC  | ST      |     | Physically<br>Challenged |      |
| 1186      | 577 | 44 | 193 |                          | 2000 | 851     | 905 | 83      | 256 |                          | 2095 |

Demand ratio 1900: 661 Dropout % 1.19%

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

An Employability Enhancement Programme was organised by the Career Counselling Cell and Coaching for entry into Services Cell on 3<sup>rd</sup> September 2016 in which many students participated. The focus of the programme was two-fold: to make the students aware of the various employment opportunities available to the after completion of their three year degree programme; and, to ensure that they are conscious of their employability. The programme was aimed at helping the students attain the level of skill required for various jobs. On 8<sup>th</sup> September an orientation programme of students towards employability enhancement was organised in collaboration with TATA Affirmative Action Programme (TAAP). The representative form TAAP interacted with the students and made them aware of the current requirements for seeking employment in the Private sector.

| No. of students beneficiaries                   | 20          |
|---|-------------|
| 5.5 No. of students qualified in these examinat |             |
| NET SET/SLET G.                                 | ATE CAT     |
| IAS/IPS etc State PSC                           | UPSC Others |

# The Career Counselling Cell of the College advises the students about opportunities of employment.

#### 5.7 Details of campus placement

No. of students benefitted

|                                       | Off Campus                         |                              |                           |
|---------------------------------------|------------------------------------|------------------------------|---------------------------|
| Number of<br>Organizations<br>Visited | Number of Students<br>Participated | Number of<br>Students Placed | Number of Students Placed |
|                                       |                                    |                              |                           |

#### 5.8 Details of gender sensitization programmes

A programme on Gender Equality and empowerment of women and girls was organised by the College on 16<sup>th</sup> March 2017. The main speakers were Dr. Syeed Tanveer Nasreen, Head of the Department, Womens' Studies, University of Burdwan and Dr. Prem Kumar Agarwal, Head of the department, Law Section, Hooghly Mohsin College. The session was chaired by Dr. Seema Bannerjee, Principal, Hooghly Women's College. Wheras Syed Tanveer Nasreen discussed Muslim Womens' Rights and especially the issue of Triple Talaq, Dr. Prem Kumar Agarwal enlightened the audience on various aspects of Muslim law and the rights under Indian constitution. Many students of the College, a large number of them girls, participated along with the invited 'Asha Karmis' from the Block level, even teachers with girl students from nearby High Schools as well as some teachers of primary Schools of the surrounding areas attended the seminar. There was active participation of all of them in the question and answer session regarding the rights of women, not only social and polititical but also the laws that are in existence empowering the women.

#### 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 participat                                     | ed in cul | tural events   |  |                     |  |
|   | State/ University 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 |  |
| Cultura   | al: State/ University level                                    |           | National level |  | International level |  |
|   |  |           |                |  |                     |  |

# 5.10 Scholarships and Financial Support

|  | Number of students   | Amount                    |  |
|--|--|---------------------------|--|
| Financial support from institution                                   | Student's Aid Fund-<br>40  | 26020/-                   |  |
| Financial support from government                                    | Post-Matric<br>Scholarship -664  | Decided by State<br>Govt. |  |
|  | Girl students who<br>received financial<br>support through<br>Kanyashree - 140 | 31,84,750/-               |  |
| Financial support from other sources                                 | Nil  |                           |  |
| Number of students who received International/ National recognitions | Nil  |                           |  |

| 5.11 Student organised / initiatives   |
|--|
| Fairs : State/ University level National level International level   |
| Exhibition: State/ University level National level International level   |
| <ul> <li>No. of social initiatives undertaken by the students</li> <li>Social initiatives are regularly undertaken by the NSS and NCC unit of the college.</li> <li>A Blood Donation Camp on 07.12.16 organised by students' council</li> </ul>  |
| 5.13 Major grievances of students (if any) redressed:  |
| Criterion – VI   |
| 6. Governance, Leadership and Management   |
| 6.1 State the Vision and Mission of the institution  |
| <ul> <li>1.To help prepare the youths of the region for an enlightened society.</li> <li>2. To extend an opportunity before the aspiring as well as deserving youth of the region for preparing themselves to further their endeavour for higher studies.</li> <li>3.To help prepare the youths of the region for the diversifies and fast-changing job market.</li> <li>6.2 Does the Institution has a management Information System</li> </ul> |
| 0.2 Does the institution has a management information system   |
| <ul><li>6.3 Quality improvement strategies adopted by the institution for each of the following:</li><li>6.3.1 Curriculum Development</li></ul>  |
| As per University Guidelines.  |
|  |
| 6.3.2 Teaching and Learning  |
| Specials classes and remedial classes are taken after test exam every year.  |
| 6.3.3 Examination and Evaluation   |
| Controlled by University rules.  |

|   | Ph.D.<br>Encouraging te<br>journals and pi | achers to write<br>resent paper fo | undertaking MRP and e scholarly articles for or deminars. rences in the college. |
|---|--|------------------------------------|--|
| 6.3.5   | Library, ICT and                           | d physical infr                    | astructure / instrumentation   |
| Books and journals Purchased, Digitization of the library is being continued. |  |                                    | d, Digitization of the   |
| 6.3.6   | Human Resourc                              | e Managemen                        | t  |
|   |  |                                    |  |
| 6.3.7 Faculty and Staff recruitment   |  |                                    |  |
|   | Guest Teacher<br>required.                 | s have been re                     | ecruited wherever  |
| 6.3.8 Industry Interaction / Collaboration                                    |  |                                    | ation  |
|   |  |                                    |  |
| 6.3.9   | Admission of St                            | tudents                            |  |
| Online admission proce  |  |                                    | mpleted successfully   |
|   |  |                                    |  |
| 6.4 Welfare schem   | nes for                                    | Teaching<br>Non                    | BBKM Benefit<br>Fund   |
|   |  | teaching                           |  |
|   |  | Students                           | Students' Aid<br>Fund  |
|   |  |                                    |  |

6.3.4 Research and Development

| 6.5 Total corpus fund generated  |  |                   | 13,72,280/-   |            |           |  |
|--|--|-------------------|---------------|------------|-----------|--|
| 6.6 Whether annual financial audit has been done Yes No  |  |                   |               |            |           |  |
| 6.7 WI   | nether Academic and A  | Administrative Au | dit (AAA) has | been done? |           |  |
|  | Audit Type   | Exter             | nal           | Inte       | rnal      |  |
|  |  | Yes/No            | Agency        | Yes/No     | Authority |  |
|  | Academic   | NO                |               | NO         |           |  |
|  | Administrative   | NO                |               | NO         |           |  |
| 6.8 Does the University/ Autonomous College declare results within 30 days?  For UG Programmes Yes No  |  |                   |               |            |           |  |
| For PG Programmes Yes No Solution No Solut |  |                   |               |            |           |  |
|  | <b>7</b> 00 1.1  |                   |               |            |           |  |
| 6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?   |  |                   |               |            |           |  |
|  | No such effort s are undertaken  |                   |               |            |           |  |
| 6.11 Activities and support from the Alumni Association  Alumni Association meetings held and the association has some contribution to the college.  |  |                   |               |            |           |  |
| 6.12 Activities and support from the Parent – Teacher Association  |  |                   |               |            |           |  |
|  | Meetings of Parent-Teacher association are held regularly and parents are informed of the performance of the students. |                   |               |            |           |  |
|  | Parent and Teacher Meetings were held this year on 30 <sup>th</sup> and 31 <sup>st</sup> July 2016                     |                   |               |            |           |  |
| 6.13 Development programmes for support staff  |  |                   |               |            |           |  |
|  |  |                   |               |            |           |  |

- 6.14 Initiatives taken by the institution to make the campus eco-friendly
  - Cleaning Drive and plastic elimination programme by NSS
  - Tree plantation programme by NSS

#### 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.

Resources available in the internet are being used in the Teaching-learning process.

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

The major goal for this year was to organise the peer team visit for NAAC accreditation of the institution, and accordingly the visit was organised successfully with the cooperation of all teaching and non-teaching staff and the students.

The IQAC had decided to hold seminars of academic or general interest and thus a seminar entitled "Educational thoughts of Rabindranath: The Context of Value Education" was organised by the College on 18.03.2017.

There were plans to hold career counselling programmes for the benefit of the students, and therefore an "Employability Enhancement Programme" was conducted in the college organised jointly by the Career Counselling Cell and Coaching for entry into Services Cell

We had decided to organise a seminar on quality enhancement and the IQAC was able to organise a seminar entitled "Best Practices in Higher Education"

We had also decided to organise community awareness programmes and accordingly a programme on Gender Equality and empowerment of women and girls was organised by the College on 16th March 2017.

The IQAC always encourages the faculty and the students to organise cultural events. Several cultural events were organised in the College such as like Rabindra Nazrul Jayanti Annual Social programme, besides observation of the Constitution Day, the International Mother language Day and so on.

The IQAC also plans to hold parent teacher meetings every year and accordingly Parent and Teacher Meetings were held this year on 30<sup>th</sup> and 31<sup>st</sup> July 2016.

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

Two best Practices:-

- 1. Educational tour: Visit to the Legislative Assembly
- 2. Employability Enhancement Programme

## \*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

- 7.4 Contribution to environmental awareness / protection
  - Cleaning Drive and plastic elimination programme by NSS
  - Tree plantation programme by NSS
- 7.5 Whether environmental audit was conducted? Yes No
- 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

## Strengths of the College:

- 1. Well-disciplined student folk.
- 2. Qualified teaching –faculty members
- 3. Caring management
- 4. Strong co-ordination and friendly relationship between teaching, non-teaching, technical staffs and students.
- 5. An eco-friendly campus and an overall peaceful ambience.

#### Weaknesses of the College:

- 1. Lack of adequate number of teachers.
- 2. Lack of professionally qualified staff in the library.
- 3. Poor attendance of students.

#### Opportunities:

The College is receiving funds from the UGC regularly and we are spending the amount in building infrastructure required for teaching-learning such as laboratory instruments, computers, printers etc.

We are also spending the money for buying more books for the students as well as for enhancing the possibilities of teaching-learning.

The transport and the communication system have been developed significantly.

The campus area is spacious enough and there is a lot of opportunity for newer constructions.

## 8. Plans of institution for next year

- To introduce new Hons. And Gen. Subjects.
- To hold seminars on academic and general interest
- To encourage cultural programmes
- To organise programmes related to career counselling
- To organise community awareness programmes
- To organise student visit to the assembly and other educational tours

| Name Abhijit Ghosh                 | Name Dr. Pratap Bannerjee          |
|------------------------------------|------------------------------------|
| A Ghesh                            | (Pares Jal)                        |
| Signature of the Coordinator, IQAC | Signature of the Chairperson, IQAC |
|                                    | ***                                |