

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
**For the academic year 2011-12**

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution

BHAIRAB GANGULY COLLEGE

1.2 Address Line 1

2, FEEDER ROAD

City/Town

BELGHARIA

State

WEST BENGAL

Pin Code

KOLKATA- 700 056

Institution e-mail address

bhairab1968@gmail.com

Contact Nos.

(033) 25643191/25532280

Name of the Head of the Institution:

DR. MINAKSHI RAY

Tel. No. with STD Code:

(033) 25643191

Mobile:

+919830596188

Name of the IQAC Co-ordinator:

DR.PARTHA BASU

Mobile:

9433004211

IQAC e-mail address:

bgc.iqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

BGC1968

1.4 NAAC Executive Committee No. & Date:

*(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)*

EC/45/A&A/52 dated 28-03-2008

1.5 Website address:

www.bhairabgangulycollege.ac.in

Web-link of the AQAR:

http://www.bhairabgangulycollege.ac.in/AQAR2011-12.doc

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.24	2008	Upto 28 <sup>th</sup> March, 2013

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

25/03/2009

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

2011-2012

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 \_\_\_\_\_ 2008-2009 \_\_\_\_\_ (30/10/2013)
- ii. AQAR \_\_\_\_\_ 2009-2010 \_\_\_\_\_ (30/10/2013)
- iii. AQAR \_\_\_\_\_ 2010-2011 \_\_\_\_\_ (26/06/2014)

### 1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

WEST BENGAL STATE UNIVERSITY  
(WBSU)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other ( <i>Specify</i> )	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="9"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="0"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	: 01

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="01"/>	Faculty	<input type="text" value="01"/>			
Non-Teaching Staff	<input type="text" value="-"/>	Students	<input type="text" value="-"/>	Alumni	<input type="text" value="-"/>	Others	<input type="text" value="-"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes	No	<input checked="" type="checkbox"/>				
If yes, mention the amount	<input type="text" value="-"/>						

### 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

- i) **Ideology and Praxis : From Theory to Text**, dated 08/12/11 and 09/12/11
- ii) **রবীন্দ্র নাটক : সময় ছাড়িয়ে ভারি ও ভাষায় (Tagore's play: in terms of sentiment and language)**, dated - 15/03/11 and 16/03/11
- iii) **Weeklong workshop on Mimansa** in May, 2012
- iv) **Impact of Shopping mall on Urban Social and Economic Life** held on 03-09-2011
- v) **Contribution and evaluation of William Kerry as a teacher**, organized by Study circle, held on 14-05-2012.

\* Apart from above mentioned activities almost all the departments arranged students' seminar from time to time.

## 2.14 Significant Activities and contributions made by IQAC

1. Seminars were held with huge number of students participating.
2. Upgradation of seminar libraries for the P.G. Courses.
3. A coaching for preparation for the School Service Examination given to 164 students.
4. Initiative was taken to provide training on TALLY-ERP9 & Communicative English to the outgoing students (no. of students : 50) to enhance employability. **(ANNEXURE-I)**

## 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
<ol style="list-style-type: none"> <li>1. The College has applied to the Directorate of Higher Education, Govt. of West Bengal for State Level Assessment of performance (SLAP)</li> <li>2. Resolution was taken regarding the introduction of Post Graduate (P.G.) Course in Urdu.</li> <li>3. Planning for construction of Meteorological Observatory</li> <li>4. Applied Climatology as special Course, was proposed as an option in Geography P.G. Course in the meeting of Board of Study.</li> <li>5. Special health check-up camp to be organized for the teaching and non-teaching staff members, specially for the laboratory staff of the Chemistry Department.</li> <li>6. A proposal to setup Soil Lab. &amp; Climatology Lab. in the department of Geography was adopted.</li> <li>7. Construction of new class rooms.</li> </ol>	<ol style="list-style-type: none"> <li>1. The State Level Assessment of performance was taken-up by the Directorate of Higher Education, Govt. of West Bengal on November, 2011. Nine lakhs was granted to the College for satisfactory performance.</li> <li>2. The West Bengal State University sanctioned the introduction of P.G. Course in Urdu. This is the only College under West Bengal State University where Urdu is introduced at P.G. level.</li> <li>3. Applied Climatology as a special paper in Geography P.G. Course was introduced.</li> <li>4. A Special Health Camp was organized on 02-09-2011 where more than 100 staff members of the College were checked.</li> <li>5. Construction upto the plinth level of Indoor Sports Complex was completed. 35 lakhs was sanctioned by UGC in the first phase for the purpose.</li> <li>6. Construction of Swimming Pool has begun with 50 lakh sanctioned by UGC in the first phase.</li> <li>7. Two New class rooms (208.2m<sup>2</sup>) constructed. Besides for optimum utilisation of space, some class- rooms and laboratories were re-organized.</li> </ol>

\* Attach the Academic Calendar of the year as Annexure. No such calendar was prepared by

IQAC though Institutional Academic Calendar has been published.

2.15 Whether the AQAR was placed in statutory body      Yes  No   
Management  Syndicate  Any other body

Provide the details of the action taken

- Departments should organize special lectures, seminars and workshop more frequently.
- The Departments with academic and infrastructural potential should start P.G. Courses. **(ANNEXURE-II)**

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1(NSOU)			
PG			3	
UG	23			
PG Diploma*	3			
Advanced Diploma				1
Diploma				
Certificate#	2			
Others@	1			
<b>Total</b>	29		3	1
Interdisciplinary**	2			
Innovative				

\* PGDDM, PGJMC, PR&AD

# GIS, BPP

@ BLIS

\*\* i) Botany & Geography, ii) Commerce, Mathematics & Economics

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

Pattern	Number of programmes
Semester	3 (P.G.)
Trimester	–
Annual	23 (U.G.)

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
 (On all aspects)

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

**No formal feedback was taken though feedback from guardians and students were obtained through parent-teacher meeting organised by respective departments and meeting with students' body.**

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

Yes, revision of syllabus was undertaken by the Dept. of Geography for the P.G. course. **(Annexure-III A).**  
 Syllabus and question pattern of English P.G. Course got modified in the meeting of Board of Studies. **(Annexure-III B)**

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

\* P.G. Course in Urdu was sanctioned by the West Bengal State University.

No\*

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	42	16	24	–	2 (Readers)

2.2 No. of permanent faculty with Ph.D. 26

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	–	–	–	–	–	–	–	–	–	–

2.4 No. of Guest and Visiting faculty and Temporary faculty 20(Guests) 33(Visiting, including P.G. Course) 45 (CWTT &PTT)

2.5 Faculty participation in conferences and symposia:\*

No. of Faculty	International level	National level	State level
Attended	5	34	
Presented papers	5	31	
Resource Persons	–	–	

\* Including visiting faculties.

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

- PPT – Use of ICT by students and teachers .
- Students were encouraged to visit laboratory for practical training and to attend seminar in reputed research institute.
- Study Tours conducted by some departments.
- Post Graduate students have to undertake projects which help them in updating their knowledge.
- Monographs containing dissertation of P.G. students of the Department of Geography were published.

2.7 Total No. of actual teaching days during this academic year 218

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Double valuation of answer script is undertaken by the Dept. of Geography.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 10



2.10 Average percentage of attendance of students

52%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division						PNC (Part Not Cleared) %	Fail %
		Distinction %	I %	II %	III %	P. Div. %	Pass %		
B.A. (H)	242		6.6	76.5		10.7	93.8	4.6	1.6
B.Sc. (H)	144		10.4	71.5		5.6	87.5	9.8	2.7
B.Com. (H)	174		13.2	71.8		1.7	86.7	12.2	1.1
B.Sc. (G)	138		0.72	23.9		42	66.6	17.5	15.9
B.Com. (G)	125		0	6		53	59	29	12
B.A. (G)	183		0	0		70	70	22	8
M.A. (English)	26		19.2	76.9			96.1	3.9	0
M.Sc. (Geography)	25		88	12			100	0	0
M.Com. (Accounting & Finance)	17		76.4	17.6			94	6	0

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

IQAC is not involved directly in monitoring and evaluating the teaching and learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	
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	36 Faculties presented papers in seminars

2.14 Details of Administrative and Technical staff:

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	9	2	0	4
Technical Staff	30	4	0	13

## Criterion – III

### 3. Research, Consultancy and Extension

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

- ❖ Faculties have been encouraged to undertake more research projects funded by several organizations, like the UGC, ICSSR.
- ❖ Laboratories were equipped with modern equipments and library with reference book and referred journal in order to promote research in the institution.
- ❖ Two faculties of the department of Geography have applied to the West Bengal State University (WBSU) to permit them to guide students for Ph.D.

#### 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	1	2	3	1
Outlay in Rs. Lakhs (for the session 2011-12)	.09962	0.81200	4.02	–

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	4	
Non-Peer Review Journals		1	
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		UGC	Rs.4,02,000.00	Rs.2,25,462.00
		ICSSR	–	Rs.81,200.00
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			Rs.4,02,000.00	Rs.3,06,662.00

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)

\* For the 3 Post Graduate Courses

# Rs. 9 lakhs granted by the SLAP Team for satisfactory performance by the College.

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1	3		1
Sponsoring agencies		UGC	College		College

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

3.13 No. of collaborations  International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent	Number	
National	Applied	-
	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	Dist	College
-	-	-	-	-	-	-

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 level  State level   
National level  International level

3.22 No. of students participated in NCC events:  
University 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 (**Annexure-IV**)

## 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	8.33 acres			
Class rooms	950.8 m <sup>2</sup>	208.21 m <sup>2</sup>	College fund	1159.01m <sup>2</sup>
Laboratories	892.98 m <sup>2</sup>			892.98 m <sup>2</sup>
Seminar Halls	283.77 m <sup>2</sup>			283.77 m <sup>2</sup>
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	–	–	–	–
Value of the equipment purchased during the year (Rs. in Lakhs)	10.73595	1) 1.89652 2)3.60724	1)College fund 2) UGC grant	16.23971
Others		11.67928	College Fund	

#### 4.2 Computerization of administration and library

- Office has been computerized adequately with relevant software.
- Upgradation of Library Software. A versatile and user-friendly software has been installed.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5463	Rs.7,07,755.00	98	Rs.53,241.00	5561	Rs.7,60,996.00
Reference Books	21538	Rs.29,23,311.00	100	Rs. 54,327.00	21638	Rs.29,77,638.00
e-Books						
Journals						
e-Journals						
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	109	4	12	1	-	4	14	1 (staff room)
Added	6	0	53	0	-	0	4	0
Total	115	4	65	1	-	4	18	1

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

53 internet connection to newly purchased computers.  
LAN in Administration section and office.  
4 more departments were provided with computer facility.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.76313
ii) Campus Infrastructure and facilities	13.29417
iii) Equipments	4.88313
iv) Others	12.15098
<b>Total :</b>	<b>32.09141</b>



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

- Coaching for School Service Commission Examination was given with a fund obtained from UGC.
- Training on Tally and spoken English for 50 students from July to September, 2012 (3 months) by MATRIX infoline Pvt. Ltd. was planned.

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations : such data is unavailable

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

#### 5.6 Details of student counselling and career guidance

1. The unit of Surbhi Education Pvt. Ltd. organized a one day workshop on spoken and communicative English on 23<sup>rd</sup> September, 2011 with participation of 50 students.
2. Arena Animation organized a one day workshop on April, 2012.
3. The library is equipped with journals/magazine/news letter on career guidance e.g. Competition success reviews, Yojana-Bengali, Peshaprobesh, Front line, Employment News, Karmakhetra, Karmasanshtan.

No. of students benefitted

\*More than 50 students were groomed and made aware of openings in different Industrial sectors.

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed*	Number of Students Placed
1 Future Innoversity On 23/02/2012	50 students		See <b>Annexure-V</b>

\* Being an undergraduate and purely non professional College, scope of campus placement is limited in spite of initiative from Placement Cell. Regarding Off Campus placement also we are not intimated properly. About 60% of the honours graduate students pursue Post Graduate course.

#### 5.8 Details of gender sensitization programmes

- During the orientation programme for the 1<sup>st</sup> year students, the Chairperson of the Cell for Gender Sensitization and Prevention of Sexual Harassment in College Campus, delivered a lecture on “Gender Sensitization”.
- Regular awareness programmes conducted through poster in strategic places, e.g. canteen, library and corridors.
- Awareness programme on ‘Cervical Cancer’ was organized on 23.09.2011, with the participation of all married lady faculties of the College.



## 5.9 Students Activities

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

State/ University level   National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

Financial support from	Funding Body	Number of students	Amount
Financial support from institution	Students' Aid Fund & Welfare Fund	341	Rs.1,64,370.00
Financial support from government	Merit Cum Means from W.B. Govt., West Bengal ;Minority Development & Finance Corporation	399	Rs. 20,59,900.00
Financial support from other sources	a) Principal's personal donation b) Zindal Foundation	84 2	Rs.36,870.00 Rs.4,800.00
Number of students who received International/ National recognitions		Nil	Nil

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

\* Documentary Film Contest was organized on 14<sup>th</sup> May, 2012, where 14 Colleges of West Bengal participated.

### 5.12 No. of social initiatives undertaken by the students

\*i) Blood Donation Camp held on 2<sup>nd</sup> September, 2011

ii) Tree plantation in the College campus & neighbouring area in August.

iii) Bhasa Divas was observed on 21<sup>st</sup> February, 2012 (International Mother Language Day), were students from neighbouring schools were also invited.

### 5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI

### **6. Governance, Leadership and Management**

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

Vision – is embodied in Vivekananda’s the Upanishad: ‘Arise, awake and stop not till the goal is reached.’

The mission of the institution is to provide all around development of the students, nurture in them the spirit of cooperation, keeping space with the global changes in academic arena.

Mission of the College summarized through the following Vedic text “Charan bai madhu bindati charan swadudumbaran Suryasa pasya sromanam yon a tantrayate charan charai bati.”

#### 6.2 Does the Institution has a management Information System

Office automation system is being developed covering all sectors of administration such as finance, accounting and students’ information.

Our website contains a great deal information about students’ facility, infrastructure, course curriculum, institutional updates etc. We are trying to explore our website further introducing some major helpful links.

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

##### 6.3.1 Curriculum Development

- PG Departments are engaged in syllabus formulation.
- The UG department do not have any scope for curriculum development, except some faculty members who are in the Board of Studies in the University. UG departments solely depend on the parent University for their curriculum.
- Some departments have projects, internal assessments, MCQs in the evaluation process.

##### 6.3.2 Teaching and Learning

- ICT included in regular teaching in some departments, like Geography, Electronics, English, Commerce etc.
- 2 Monographs were published by the Dept. of Geography comprising of 24 dissertations by Post Graduate students.
- “Sambad Bhairab” is annually published by the Dept. of Journalism containing articles, interviews and analysis on current affairs undertaken by students and some faculty members.
- Post-conference proceedings of the National Seminars was published by the Department of Bengali.
- Publication of books by Faculty members of Urdu and Bengali departments.

### 6.3.3 Examination and Evaluation

1. Semester system adopted in the PG departments.
2. For UG Departments: Examination and form of evaluation are decided by the parent University.
3. College conducts Mid-Term and Selection Examination, scripts are shown to students after examining.

### 6.3.4 Research and Development

Institutional support is always extend to the faculty members for pursuing research. Study Leaves are permitted for faculty members who are engaged in research.

Duty Leaves are permitted for presenting papers in seminars and conferences.

Teachers are motivated to publish articles in high ranking journals and present papers in seminars and conferences.

The students are also encouraged to participate in conference for poster and paper presentation. The institution comes up with all sorts of academic and logistic help to the research fraternity.

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

- New class rooms have been constructed.
- ICT facility is regularly utilised in the P.G. departments and by the faculties of Science and Commerce in particular.
- 198 books were purchased in the library. A resolution was adopted to purchase new versatile and user-friendly software KOHA.
- Vacuum cleaner was purchased for use in the Library.
- Regular pest control for the Library is taken up.

### 6.3.6 Human Resource Management

1. Special classes are organized for preparation of students for competitive examination like School Service Commission.
2. Committees, like students welfare Committee, Grievance Redressal Cell, Cell for Gender Sensitization try to improve the overall environment of the College.
3. Students' Union play significant role through Student Welfare, Games & Sports and Cultural Committees.

### 6.3.7 Faculty and Staff recruitment

West Bengal College Service Commission (CSC) appoints the faculty members in substantive post. But there is scarcity in faculty members. In 2011-12, CSC has not recruited any candidate. The College with a positive academic outlook identifies the need for contractual faculty recruitment and appoints guest faculty for the benefit of the students.

### 6.3.8 Industry Interaction / Collaboration

A presentation on ‘Retail and Supply Chain Management’ as a career option and growth potential in the current Indian market was done by Future University on 28.09.2011

### 6.3.9 Admission of Students

- Admission Committee supervises the whole procedure of admission of UG students.
- On line admission for students for both U.G. & P.G. courses.
- Prospectus containing admission norms, eligibility criteria and other College rules is published every year and distributed among students. Admission is done strictly on the basis of merit.

### 6.4 Welfare schemes for

Teaching	Group Insurance
Non teaching	Staff health insurance is provided as death gratuity for accidental death (benefit of Rs. 1,00,000.00)
Students	<ul style="list-style-type: none"> <li>• Concession in fees for needy students</li> <li>• New India Assurance Company covers medical expenses under an Accident Insurance Scheme : Upto Rs. 20,000.00 benefit with an annual premium of Rs. 10 per student.</li> </ul>

### 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) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No*	–	–	–
Administrative	Yes	Appointed by the Dept. of Higher Education	Yes	Sudarshan Jena & Associates

\*Formal academic audit is not initiated. Academic data regarding laboratory up-gradation, Library enrichment, faculty strength and subsequent quality improvement is sent to the State Council of Higher Education for inspection with regard to affiliation to new course of study.

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

For UG Programmes      Yes     No

For PG Programmes      Yes \*    No

\* P.G. result is generally published within 4 to 5 weeks after the exam.

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

Not applicable

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

Not applicable

6.11 Activities and support from the Alumni Association

- ❖ PG Departments, like Commerce, Geography, English conduct regular alumni meetings and get constructive suggestion from them for overall development of the respective department.
- ❖ Some alumni actively participate in seminars, organized by their respective departments.

6.12 Activities and support from the Parent – Teacher Association

- Regular Parent-Teacher interactions are done in order to get the feedback about the students performance.
- Initiative has been taken to form a parent body. However the Principal and the faculty meet the parents as and when required.

6.13 Development programmes for support staff

‘Infonetics’ our software system developer arranged several workshops/training programme to sensitize our office staff with the operation of the software system.

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

Afforestation drives in the campus are done regularly. Initiatives are taken for proper maintenance of an eco-friendly campus.  
It’s a tobacco-free campus with one smoking zone.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Faculty gets appreciation from the institution for their standard publication and receive awards for the same at a function on the “Foundation day” of the College..
- Performance of non-teaching staff is given due weightage in the form of annual award.
- Two new complaint boxes are installed in the corridors where students are free to lodge complaints, grievances and give feedback on any issue anonymously.
- Students are provided with colourful brochure every year with outlines on college activities and campus facilities.

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

- Applied climatology as special paper was introduced in Geography (P.G. course)
- Classes were organized for preparation for School Service Commission Examination with 164 students.
- On 10.03.2012 construction work of swimming pool started.
- Construction of Indoor Sports Complex upto plinth level is completed.
- On-line admission process continued. Admission to all U.G. and P.G. courses is done strictly on the basis of merit.

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

- Catering to the marginalised section of society, including the minorities. Equal opportunity of education is provided to all.
- The physically challenged students get all their books from the college library. No admission fee, examination fee and tuition fee is taken from them. They are provided with vehicles in case of travel to a far-off examination centre. Students with writing disability are provided with scribe /writer as recommended by proper authority.

7.4 Contribution to environmental awareness / protection

NSS conducted special camps and regular programmes to increase awareness regarding environment.

7.5 Whether environmental audit was conducted? Yes  No

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

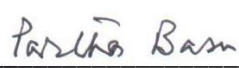
<b>Strengths</b>	<ul style="list-style-type: none"><li>■ Serves students from under privileged section of society</li><li>■ Spacious campus and play area utilised by College students &amp; neighbourhood</li><li>■ Literacy campaign initiated by the volunteers of NSS</li><li>■ Qualified Faculty</li><li>■ Open Universities (NSOU &amp; IGNOU) functioning in the campus</li></ul>
<b>Weakness</b>	<ul style="list-style-type: none"><li>● Policy and syllabus formulation not done at the College level.</li><li>● Vacant teaching posts</li></ul>
<b>Threat</b>	<ul style="list-style-type: none"><li>□ Quality of students has degraded after the College has come under West Bengal State University.</li><li>□ Poor attendance of students in class</li></ul>
<b>Opportunities</b>	<ul style="list-style-type: none"><li>◆ Opening of New P.G. Course.</li><li>◆ Programmes to prepare students for corporate needs.</li><li>◆ Spacious Campus, can be further utilise opening of new PG Courses &amp; Courses For preparation for competitive examination.</li></ul>

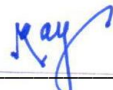
**8. Plans of institution for next year**

<ul style="list-style-type: none"><li>● To improve the attendance record of the students and improve their performance.</li><li>● Due to local demand, upgradation of pass subject into Honours is being planned.</li></ul>
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Name : Dr. Partha Basu

Name : Dr. Minakshi Ray

  
\_\_\_\_\_

  
\_\_\_\_\_

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Session – 2011-12

\_\_\_\_\_\*\*\*\_\_\_\_\_



1/39/2 Jatin DasNagar, Belgharia, kol – 56  
 Web Site: - [www.matrixinfoline.in](http://www.matrixinfoline.in)  
 Ph. No. 9231464030

REF. NO. M IPL/008

DATE: - 31.07.2012

TO  
 The principal  
 Bhairab Ganguly College  
 Belgharia  
 Kol – 700056

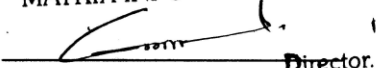
Sub: Acknowledgment letter with course timing, course fees, and other's course's

Respected Madam,

This is kindly inform you that in connection to our meeting couple of times in January to March,2012 regarding the training on Tally and Spoken English for the students of your college, after successfully completion our meeting we are submit our proposal letter at 2 to 3 times in April to June 2012. Our latest proposal letter was submitted in 11<sup>th</sup> may 2012, and also a letter submits of our faculty name, qualification, and designation in 22<sup>nd</sup> may 2012. As per your concern letter dated on 04.06.2012, we have admitted 50 nos. of students from your college, and we have already started the Tally and Spoken English classes from 18<sup>th</sup> July 2012 in our office premises. This all information's already given to you.

So, we are kindly request to you that please do the needful.

Thanking you  
 MATRIX INFOLINE PVT. LTD.

  
 Director.  
 Matrix Infoline Pvt. Ltd.

N.B.-: attached this letter, course module (Tally and spoken English), cost of training, students list with course timing and course fees, and other's courses

**A COMPLETE SOLUTION OF COMPUTER EDUCATION ANYTIME..... ANYWHERE.....**



# BHAIRAB GANGULY COLLEGE

(Government Sponsored)  
 NAAC Accredited Institution  
 Belgharia, Kolkata - 700 056  
 Phone : 2553-2280, 2564-3191  
 email : bgc\_3191@yahoo.com



Annexure - II

## NOTICE

Date:-16-04-2012


### Resolution by Circulation

IQAR, 2011-2012 prepared by IQAC, was placed for consideration and suggestion of the members of the Governing Body. Resolved that the departments (U.G. & P.G.) should organize special lectures, seminars and workshop more frequently. Resolved further that the Departments with academic and infrastructural potential should take initiative to start P.G. Courses for vertical mobility of aspirant students. It would be appreciable for the institution to comply with the recommendation of NAAC Peer Team as far as practicable.

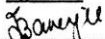


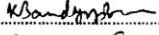
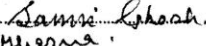
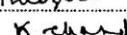
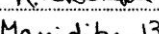
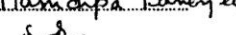
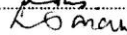
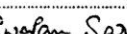

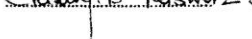
  
 (Sri Madan Mitra)  
 President  
 President  
 Governing Body  
 Bhairab Ganguly College  
 Kolkata - 700 056

#### Members of G.B.

1. Shri Srikumar Banerjee
2. Dr. Samarendra Barik
3. Sri Tamal Dey
4. Dr. Kausik Bandopadhyay
5. Prof. Samir Ghosh
6. Dr. Manab Kr. Hasra
7. Dr. Keya Chandra
8. Prof. Manidipa Banerjee
9. Dr. Sanjit Kr. Das
10. Sri Balai Basak
11. Sri Swapan Sarkar
12. G.S. Students' Union, Ex-officio member

  
 (Dr. Minakshi Ray)  
 Principal/Secretary  
 Principal  
 Bhairab Ganguly College  
 Belgharia, Kol-56

#### Signature

  
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**Change of syllabus of Post Graduate Course in Geography****Sem-I****Module: 1/4: Practical**

- Unit 142 : Computer application in Geography has been made specific, now it deals with descriptive statistics.
- Unit 143 : GIS & Remote sensing portion have been added.
- Unit 144 : Satellite image part has been omitted & Geomorphological mapping is added.
- Unit 145 : Geological mapping has been newly added.  
(Complex structure considered)

**Sem-2****Module: 2/5 : Practical**

- Unit 252 : Study of atmosphere phenomena added
- Unit 253 : Slight modification in Ecosystem studies. Biodiversity Register has been added.

**Sem-3** :Map Projection has been added.

**Sem-4** Measurement of velocity & discharge of a channel has been included paper. Syllabus of Applied Climatology, the newly added special paper, has been approved by Board of Studies.

**Modifications in the Syllabus of Post Graduate Course in English****Semester I****Paper II (British Drama- Early Moderns): E-I/3**

- Shakespeare's *A Midsummer Nights' Dream* was replaced by *Troilus and Cressida* in the Eighth Meeting of Board of Study held on 10/01/12.

**Paper II (British Drama- Early Moderns): E-I/4**

- Richard Sheridan's *The Critic* has been included in the syllabus in the Eighth Meeting of B.O.S held on 10/01/12.

**Changes in the Question Pattern:****E-IV/13 (I), E-IV/14 (I) and E-IV/13 (A), E-IV/14 (A)**

- In the Sixth Meeting of B.O.S held on 18/02/2011 it was decided that students will not be permitted to answer broad and short questions from the same short story. Students are required to answer 1 question of 10 marks out of four questions and 2 questions of 5 marks out of four questions.

**Major activities during the year in the sphere of extension activities.**

- 1) **Blood Donation Camp** was organized on 2<sup>nd</sup> September, 2011 by the **students' union and the NSS Unit** of the college where 80 students donated blood.
- 2) **A Health Camp** was organized by the **College forum** on 02-09- 2011 where more than 100 staff members of the College were checked by renowned doctors from Birla Heart Research Centre.
- 3) **28 NSS** volunteers of the College participated in the **World Aids Day** awareness rally organized on 1<sup>st</sup> December, 2011.
- 4) **Environmental Awareness rally and Campus cleaning** activities have been conducted on 10<sup>th</sup> of January, 2012, where 82 **NSS** volunteers participated.
- 5) Birth Day of Netaji was celebrated on 23<sup>rd</sup> January, 2012 with hoisting of flag by the Programme Officer of **NSS Unit**. Lectures and discussion were also held where students from the College enthusiastically participated.
- 6) **'Know your nature'** programme : an educational excursion for exposure of **NSS volunteers**, where 56 volunteers along with 4 teaching and non-teaching staff members visited Garhchumuk-Gadiara-Geonkhali on 23<sup>rd</sup> February, 2012.
- 7) 180 blankets and 400 uniforms to the children of the adopted slum of Prantik Nagar and Phoolbagan on 28<sup>th</sup> February, 2012. The expense was met with the fund donated by the Hon'ble Minister of Sports and Transport, Govt. Of West Bengal as arranged by the **College forum**.
- 8) On 21<sup>st</sup> March, 2012, **35 children from the adopted slum** participated in singing, drawing competition, organized by **NSS Unit**, held at the College auditorium. Successful children were given prizes.
- 9) **50 Students of Prantiknagar** (adopted slum) were given school bags, drawing books, coloured pencil, geometrical sets by the **NSS Unit** of the College.
- 10) **An exhibition cum sale** of the handicrafts made by the children of the 'adopted slum' was organized by the **NSS Unit** at the College auditorium on 21<sup>st</sup> March, 2012. Their guardians also participated.

**BHAIRAB GANGULY COLLEGE**  
**Off Campus Placement (as intimated by following students)**  
**2011-2012**

Sl. No.	Department	Name of the student	Year of passing	Student Placed
1	Physics	Shubhankar Das	2012	Trainee in 'Science City', Kolkata
2	Zoology	Baishakhi Seth	2011	Service Manager of Sharp Business System Ltd.
3		Nilankar Ganguly	2011	Assistant Director-TV Serial
4		Upasana Chakraborty	2011	Dietician-KPC Medical College
5		Souvik Bhowmik	2011	Pest Control of India (PIC) Job-Sales
6		Urbashi Chatterjee	2011	Hotel Industry (Ooty)
7		Piyali Nath (M.Sc.)	2011	Primary teacher
8		Abhijit Das	2011	School teacher
9		Journalism & Mass Communication	Debopama Misra	2011
10	Tania Dutta		2011	Web Magazine , Nature & Finance
11	Subhadip Mukherjee		2011	MBD Channel
12	Pranatosh Nandi		2011	Sambad Pratidin
13	Anupam Das		2011	Professional Photographer