The Annual Quality Assurance Report (AQAR) of the IQAC

For the academic year 2014-15

Part – A

1. 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 - 700056

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. SAHANA CHAKRABORTY

Mobile:

> +919831739015

IQAC e-mail address:

> bgc.iqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   WBCOGN13562

1.4 **NAAC Executive Committee No. & Date:**
   (For Example EC/32/A&A/143 dated 3-5-2004.   EC/45/A&A/52 dated 28.03.2008
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: www.bhairabgangulycollege.ac.in

   Web-link of the AQAR: http://www.bhairabgangulycollege.ac.in/AQAR 2014-15.doc

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   25/03/2009

1.8 AQAR for the year   2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i.   AQAR 2009-2010   submitted to NAAC on 30/10/2013
   ii. AQAR 2010-2011   submitted to NACC on 26/06/2014
   iii. AQAR 2011-2012   submitted to NAAC on   13/08/2014
   iv. AQAR 2012-2013   submitted to NAAC on 07/10/2014
   v.   AQAR 2013-2014   submitted to NAAC on 11/04/2015

1.10 Institutional Status

   University   State [_] Central [_] Deemed [_] Private [_]

   Affiliated College   Yes [✓] No [ ]

   Constituent College   Yes [ ] No [✓]

   Autonomous college of UGC   Yes [ ] No [✓]

   Regulatory Agency approved Institution   Yes [ ] No [✓]

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

Type of Institution   Co-education [✓]   Men [ ]   Women [ ]

                       Urban [✓]   Rural [ ] Tribal [ ]

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

                    Grant-in-aid + Self Financing [✓] Totally Self-financing [ ]

1.11 Type of Faculty/Programme

    Arts [✓]   Science [✓] Commerce [✓] Law [ ]   PEI (Phys Edu) [✓]

    TEI (Edu) [ ] Engineering [ ]   Health Science [ ]   Management [ ]

    Others   (Specify) | .   ASPM (Major in Advertising & Sales Promotion) |

1.12 Name of the Affiliating University *(for the Colleges)* | WEST BENGAL STATE UNIVERSITY |

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc | None |

    Autonomy by State/Central Govt. / University | Partial autonomy in P.G. Courses |

    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 `6`

2.2 No. of Administrative/Technical staff `3`

2.3 No. of students `1`

2.4 No. of Management representatives `2`

2.5 No. of Alumni `0`

2. 6 No. of any other stakeholder and

   community representatives `1`

2.7 No. of Employers/ Industrialists `0`

2.8 No. of other External Experts `0`

2.9 Total No. of members `13`

2.10 No. of IQAC meetings held : `04`

2.11 No. of meetings with various stakeholders: No. `06`   Faculty `02`

   Non-Teaching Staff ✓ /Students ✓ `03`   Alumni `0`   Others `Parents (1)`

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

   If yes, mention the amount `–`

2.13 Seminars and Conferences (only quality related)

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

   Total Nos. `12` International `–` National `–` Workshop `–`

   State `2` Institution Level `10`

(ii) **Themes**

Date	Department	Themes
10.12.2014	Computer Science	"Recent Trends of Science & Technology".
10.12.2014	Economics	"Globalization and Indian Economy: Prospects and Problems".
18.12.2014	History, Philosophy & Political Sc.	"Mahatma Gandhi and Women's Participation in Freedom Struggle"
	Sanskrit & Bengali	"Sahityatatwa O Nandantatwa".
03.01.2015	Mathematics	"A gateway to Abstract Analysis"
10.01.2015	Journalism & Mass Communication	Online Media: Scope and Opportunities
16.01.2015	Chemistry	New Frontiers in Chemistry: Grooming of UG Students – **State Level**
	Philosophy	"Euthanasia"
03.02.2015	Physics	New Horizons of Physics - **State Level**
04.02.2015	Political Science	Feminism and Women's Movement in India".
10.04.2015	Zoology	"Recent Advances in Zoology: A Glimpse"
11.04.2015	Sanskrit	"Natural Language Processing in Indian Language and the Role of Sanskrit".

2.14 Significant Activities and contributions made by IQAC

> i) IQAC encouraged the departments to organize seminars, workshop and special lectures. As a result, appreciable number of such events was held in the College which added value to the teaching learning process.
>
> ii) IQAC promoted & coordinated the activities of the various clubs viz. Photography Club, Debate Club, Nature Club and Dance Club of the College.
>
> iii) The departments were encouraged to publish wall magazines and were provided with the necessary infrastructural facilities.
>
> iv) IQAC along with the Cell for Gender Sensitization kept vigilance on the College campus to ensure safety and security of the students.
>
> v) IQAC encouraged the Alumni Association (ABAHAMAN) of the College to take part in various developmental and outreach activities of the College.
>
> vi) IQAC collected and analysed the feedback responses by the students, parents & academicians who visited our College.
>
> vii) IQAC also encouraged the departments to conduct Parent-Teacher Meetings and make the parents aware of the performance and attendance of the students in the class.

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
1. Purchase of office equipment and ICT requirements with the fund received by IQAC, from UGC. 2. Creating liaison with more corporate bodies with the objective of on-campus placements. 3. The project 'Megh Kalas' for rain water harvesting to be taken up.	1. File-cabinet, a desk-top computer, a printer with scanner and Xerox- machine, a LCD-projector and two screens have been purchased utilizing the fund. 2. Already some corporate bodies like TCS, ICICI Prudential, WIPRO, IBM etc. have been contacted and their response is heartening. 3. The process of rain water harvesting is in progress, already.

* Attach the Academic Calendar of the year as Annexure. **ANNEXURE-I**

2.15 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Please see the excerpt from the proceeding of the Governing Body meeting held on 04-09-2015 in **ANNEXURE-II**

<p style="text-align:center">Part – B</p>

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	4	–	4	
UG	23	01		
PG Diploma*	3			
Advanced Diploma				
Diploma				
Certificate#	1			
Others●	1			3@
Total	33	01	4	3

Interdisciplinary■	2			
Innovative	–			

**PG Diploma in Journalism and Mass Communication (PGJMC)

**PG Diploma in Public Relation and Advertisement (PGPR&AD)

**PG Diploma in Disaster Management (PGDDM)

\# Bachelor's Preparatory Programme (BPP)

● Bachelors of Library and Information Science

■ i) Botany and Geography ii) Commerce, Mathematics and Economics

@ 80 hrs. Training programme in English Communication and Basic Corporate Etiquette by TCS-BPS,

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4 (P.G. Courses)
Trimester	–
Annual	23 (UG)

1.3 Feedback from stakeholders* Alumni [ ] Parents [✓] Employers [ ] Students [✓]
 (On all aspects)

From the eminent persons visiting the college [✓]

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

Please provide an analysis of the feedback in the Annexure

Graphical representation of the analysis of the feedback obtained from outgoing U.G. (Honours) on five important aspects is given in **ANNEXURE-III**

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

Given in **ANNEXURE-IV**

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

Hindi as a General subject in U.G. Course.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
41	17	24	–	–

2.2 No. of permanent faculty with Ph.D.

25

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
04	19*							01	06

*Due to lifting of the embargo by the Dept. of Higher Education, W.B., the number of vacant position has increased.

2.4 No. of Guest and Visiting faculty and Temporary faculty   31   38   37   Total = 106

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		2	1
Presented papers	9	13	
Resource Persons	–	–	–

●Data excludes visiting faculties.

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

> ➢ Departmental seminars are regularly organized where the students get the opportunity to have an exposure of the recent developments and interact with eminent persons of their subjects.
>
> ➢ Students are encouraged to give talks and PPT presentations in students seminars. Best speakers are awarded.
>
> ➢ Students are escorted by the teachers to attend seminars in other institutions.
>
> ➢ Remedial classes are taken for students belonging to non-creamy layer (SC/ ST/OBC and Minorities) and also weaker students.
>
> ➢ Teachers organized in-house 'study circle' where teachers give lectures on various contemporary topics.

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

<div style="border:1px solid">217</div>

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

i) Double valuation by dept. of Geography. ii) Number coding is done for evaluation in P.G. Courses

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

13		

2.10 Average percentage of attendance of students

<div style="border:1px solid">60%</div>

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Class/Division			Failed %
		1st class %	2nd class %	Pass %	
M.A. in Urdu	06	83.3	16.7	100	nil
M.A. in English	41	31.8	48.8	80.5	19.5
M.Sc. in Geography	29	89.6	4.9	96.6	3.4
M.Com.	19	78.94	10.5	89.5	10.5

Title of the Programme	Total no. of students appeared	Class/Division				(Part not cleared) PNC%	Failed %
		1st class %	2nd class %	P-division %	Pass %		
B.A. (Hons.)	170	5.9	70	6.5	82.4	25.9	2.4
B.Sc. (Hons.)	108	8.3	74.1	3.7	86.1	11.1	2.8
B.Com. (Hons.)	46	2.2	47.8	4.3	54.4	36.96	8.7
Title of the Programme	Total no. of students appeared	Division					
		1st %	2nd %	P-division %	Pass %	(Part not cleared) PNC %	Failed %
B.A. (Genl.)	387	0.3	4.1	31.5	35.9	33.6	30.5
B.Sc. (Genl.)	75	1.3	13.3	28.0	42.7	50.7	6.7
B.Com. (Genl.)	170	0.0	0.6	10.6	11.2	50.6	38.2

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

a) IQAC coordinate the function of different cells and committees. The members of IQAC are included in such bodies.

b) IQAC initiates the departments to organize seminars and special lectures. IQAC particularly monitors the organization of Departmental Student' Seminars. "Best speaker award" is given by IQAC.

c) IQAC collect and analyse the 'Feedback' responses from stake holders and modification in the teaching –learning process is done accordingly.

d) IQAC coordinates with the 'attendance cell' to record the attendance of the students. Departments are directed to display the records on the notice boards and intimate the parents in case of poor attendance.

e) IQAC coordinates for publication of departmental wall magazines and best magazine award is given by IQAC.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	01
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	1 (by non-teaching staff)
Summer / Winter schools, Workshops, etc.	1
Others	

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	06	05	0	04
Technical Staff	30	04	0	13

Criterion – III

3. Research, Consultancy and Extension

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

1. IQAC intimates the faculties about the various grants available and carries out the necessary formalities for submission of the projects .

2. Recently a separate research unit has been set-up in the Department of Physiology, Zoology and Chemistry under the supervision of IQAC.

3. The faculties are encouraged to publish their works in peer reviewed journals.

4. Computers have been added in the Library for the of faculties, exclusively for research work.

5. IQAC has taken active role in the upgrading of the library, especially in the procurement of Journals and e-journals.

6. IQAC initiated the allotment of research fund by the College for the purpose of research.

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		02	02	
Outlay in Rs. Lakhs			Rs. 7,00,000 Rs. 2,20,000	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	27	21	–
Non-Peer Review Journals	–	–	–
e-Journals	–	–	–
Conference proceedings	–	2	–

3.5 Details on Impact factor of publications:

Range [0.5 - 4]   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 in Rs.	Received in Rs.
Major projects	2yrs.	UGC	70,000.00	60,000.00
Minor Projects	2yrs.	UGC	2,20,000.00	1,50,000.00
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College✓	2yrs.	Research Fund of the College	95,000.00	-
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				2,10,000.00

3.7 No. of books published   i) With ISBN No. [5]   Chapters in Edited Books [10]

   ii) Without ISBN No. [–]

3.8 No. of University Departments receiving funds from

UGC-SAP [_]   CAS [_]   DST-FIST [–]

DPE [_]   DBT Scheme/funds [–]

3.9 For colleges   Autonomy [_]   CPE [_]   DBT Star Scheme [_]

INSPIRE [_]   CE [_]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy [Nil]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	–	–	2		10
Funding Body			College		College

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

3.13 No. of collaborations   International [_]   National [6]   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 [UGC]   From Management of University/College✓ [–]

Total [Rs. 2,10,000.00]

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
6	2					4

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 | 1 | Awarded from NSOU, Guided by Dr. A.K. Sil, Associate Professor, Dept. of Geography

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 | 100 | 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 | 6 |

NCC | – | NSS | 6 | Any other | – |

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

1. Independence Day (15th August, 2014), Birth Day of Netaji (23rdJanuary, 2015) and Republic Day (26th January, 2015) were celebrated in the college campus by the **NSS Unit of the College.**

2. Tree Plantation Ceremony was organized **jointly by 'Pranarav'**- College's Nature Club **and NSS Unit** on 16th August, 2014.

3. Volunteers of **NSS** unit officiated on 8th November, 2014 a Sports Competition of the children of Srijan's Community Welfare Project, an organization formed and run by our Principal Dr. Minakshi Ray which works for the development of the adopted slums.

4. A total of 40 volunteers of the **NSS** forum attended the "All India Climbing Competition" organized by Kamarhati Trekkers' Association to gather experience and joy.

5. Blood Donation Camp was organized by **NSS Unit jointly with Students' Welfare Committee of Students' Union** of this college. A total of 103 pouches of blood were collected from the camp by Department of Immuno-haematology& Blood Transfusion, Medical College & Hospital, Kolkata, Government of West Bengal.

6. A "One-day Camp" was held on 21st January, 2015 by the **NSS Unit** with participation of 97 volunteers. The programme of the camp was campus cleaning and spraying of bleaching.

7. As part of "Know Your Nature" programme, 50 students from **NSS Unit** visited Gadiara being located at the extreme southern tip of Howrah district where the river Hooghly meets the river Rupnarayan.

8. An Awareness Programme on HIV & AIDs Prevention was organized on 20th March, 2015 **jointly by NSS Unit and Students' Union** of the college.

9. Cleaning of Campus and neghibouring area by the **Non-teaching staff members of the College** on 13th of December, 2014. Painting of pictures on the adjacent walls of the College to create an awareness on green environments was also taken up.

10. A group of **Non-teaching staff members of the College** celebrated 153rd birth anniversary of Swami Vivekananda in a unique way. They visited Sagar Dutta Medical college, Kamarhati, on 13th January, 2015 and gifted them with nutritional items

11. Visit to Pranab Kanya Ashram, a unit of Tribal Girls, by the **Teachers and the Non-teaching staff of the College** was taken up various gift items were distributed to the children.

12. Visit to an old-age home at Barahanagar, North 24 parganas by the **Teachers and some Non-teaching members** of the College.

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)	–	–	8.33(acres)
Class rooms		1205.81m^2	–	–	1205.81m^2
Laboratories		916.38 m^2	–	–	916.38 m^2
Seminar Halls		283.77 m^2	–	–	283.77 m^2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.			–	–	–
Value of the equipment purchased during the year (Rs. In Lakhs)			–	–	–
Others **Infrastructural extensions**	i)Canteen	96.53 m^2		MPLAD & College Fund	960.53 m^2
	ii)Indoor Sports Complex	864 m^2		UGC	

4.2 Computerization of administration and library

> The institution has tried its level best to computerise all works of administration and library. A total of 17 computer terminal with LAN connection along with 15 printers are being used in office for administrative work. In library, a total of 19 computers with LAN connection and three printers are engaged for smooth library functioning where both TS and students can do their academic work.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5798	842216	103	43915	5901	886131
Reference Books	22755	3355294	153	65873	22908	3421167
e-Books*	119443				119443	
Journals		–	–	–	–	–
e-Journals*	6328				6328	–
Digital Database	12000				12000	–
CD & Video	–	–	–	–	–	–
Others (specify)	–	–	–	–	–	–

* all e-books and e-journals are available through N-LIST programme funded by UGC.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office (No. of Computers)	Departments (No. of Computers)	Others
Existing	184	7	153	2	–	10	71	8
Added	6	1	*	–	–	–		
Total	190	8	153	2	–	10		

* The campus has been upgraded as a wi-fi zone.

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

1. The college campus has been upgraded as a Wi-Fi zone.
2. Students can access internet free of cost, in their respective departments, under the supervision of the teachers.
3. Students can access internet in the 'browsing zone' of the library, free of cost.
4. Students also get knowledge of the relevant software in accordance with their curriculum.
5. All the faculties are computer literate and most of them use ICT, Smart Board for teaching.
6. NIELIT Computer centre in our campus offers a compulsory basic course to all 1st year students with a nominal fee.

4.6 Amount spent on maintenance in lakhs :

i) ICT   Rs. 4,14,270.00

ii) Campus Infrastructure and facilities   Rs. 21,67,816.00

iii) Equipments   Rs. 1,24,099.00

iv) Others   Rs. 3,97,435.00

Total :   R. 31,03,620.00

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. An orientation programme is held at the beginning of the new session for the 1st year students. The Principal, IQAC Coordinator and senior faculties of the College intimate students about the mission and vision of the College facilities and student support service of the College.

2. Every students getting admission to the college are provided with a prospectus where various students service are mentioned in detail.

3. The website is updated regularly and notices on various student support service is displayed there.

4. Two notice boards exclusively displays information on scholarship, facilities for physically challenged, medical facilities for students etc.

5. IQAC with the 'Gender Sensitization Cell' under takes postering on gender sensitization.

5.2 Efforts made by the institution for tracking the progression

> ➢ Class tests and mid-term examinations are taken by the college
>
> ➢ Regular guardian meetings are held where they are informed about the performance & attendance of their wards.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3488	171	-	-

(b) No. of students outside the state   NIL

(c) No. of international students   01

Men
No	%
1848	50.5

Women
No	%
1811	49.5

Level	Last Year						This Year					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
U.G.	3108	291	19	73	07	3498	2957	282	16	231	02	3488
P.G.	155	25	0	08	00	188	129	25	01	16	-	171

Demand ratio   U.G. : 2.4:1   Dropout % : U.G.:8.6%

P.G. : 2.2:1   P.G.: 1%

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

> The College has taken initiative of student support mechanism for coaching for competitive examination with the collaboration of George Telegraph Training Institute, Dunlop, Kolkata. A large number of students have undergone training on General Awareness, English and Mathematics for Teacher Eligibility Test (TET) both for Primary level as well as for Secondary level.

No. of students beneficiaries | 400 |

5.5 No. of students qualified in these examinations

NET | – | SET/SLET | – | GATE | – | CAT | – |

* Exact data is presently unavailable.

IAS/IPS etc | – | State PSC | – | UPSC | – | Others | – |

5.6 Details of student counselling and career guidance

> ICICI Prudential, TATA Consultancy (TCS), SEBI, Ananda Bazar Group (ABP group) have visited the campus for the purpose during the session 2014-15.

No. of students benefitted | 200 |

5.7 Details of campus placement

On campus			*Off Campus**
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
ICICI Prudential	80	16	
TCS-BPS	65	15	
A.B. P. Group	50	01(selected)	

*Exact data is not available

5.8 Details of gender sensitization programmes

> The Gender Sensitization and Sexual Harrasment Cell keeps a continuous vigil of the overall environment of the College and ensures that no unwanted incident takes places.
>
> A one day workshop Gender Sensitization and Gender Equality was taken-up by SAPPHO, an NGO. 150 students attended. This was organized by IQAC and Cell For Gender Sensitization and Prevention Sexual Harrasment in College.

5.9 Students Activities

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

State/ University level [15]   National level [–]   International level [–]

(9 in Kabaddi and 6 in Athletics)

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 [1]   National level [–]   International level [–]

Cultural: State/ University level [–]   National level [–]   International level [–]

5.10 Scholarships and Financial Support

Financial Support From	Founding Body	Amount in Rs.	No. of students
Financial support from institution	Students' Aid Fund	1,53,860.00	416
	Students' Welfare Fund (Concession)	78,430.00	210
Financial support from government	Merit Cum Means from W.B. Govt.	6,04,800.00	56
	West Bengal Minority Development & Finance Corporation	10,04,700.00	197
	W.B.C.H.S.E.	10,000	1
	U.G.C.	60,000.00	6
	C.M	1,40,000.00	14
	BOARD OF WAQF	10,800	6
	O.B.C.	11,08,080	324
	S.C.	6,52,500	145
	S.T	49,140	7
	From Railways	12,000.00	4
	Urdu Academy	1,13,400.00	21
	Talent Support	6,81,600.00	142
	Kanyasree Prakalpa, Govt. of W.B.	41,7500	167
Financial support from other sources	Sita Ram Jindal Foundation	14,000.00	5
	Sheela Kanoria Foundation	4000	4
	Dr. Maitrayee Chakraborty Charity	8,000.00	1
	BHARAT PETROLEUM	7,200.00	1
	Maulana Azad Edu. Foundation	5000	5
	Principal's Personal donation	6,800.00	3

5.11   Student organised / initiatives

Fairs   : State/ University level   [–]   National level   [–]   International level   [–]

Exhibition: State/ University level   [_]   National level   [_]   International level   [_]

5.12   No. of social initiatives undertaken by the students   [3*]

*i) Blood donation camp on 12th Dec., 2014
ii) Literacy campaign with NSS unit amongst the backward community of local Kamarhati municipality area.
iii) Collection of fund and relief goods for earth- quake victims of Nepal.

5.13 Major grievances of students (if any) redressed: ___1___

   Major grievances obtained from the students **in the last session** and the modes of redressal are:

Grievances	Redressal
1. The students complained about a price hike in some food items served in the College Canteen.	1. The matter was dissolved in a meeting of student representatives with the Canteen committee.

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 – The institution management interaction system which rests on two following vital pillars:

> ❖ The institution has built-up a comprehensive data base on students' admission, evaluation, examination and attendance.
>
> ❖ All financial records are maintained in computer data base.

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

6.3.1 Curriculum Development

> 1. The teachers who are members of Board of studies for U.G. in the parent University actively participate and contribute to the curriculum development.
>
> 2. All the P.G. departments formulate their respective syllabi and frame their question patterns, questions and evaluated the answer scripts, conducted viva-voce etc.

6.3.2   Teaching and Learning

Teaching aid	Assessment	Remedial/ Tutorial classes	Faculty Improvement Programme	Seminar/Special Talks
1.Black board/ White board, chalk/ marker pen and duster 2. Ancient Indian Map used by Dept. of Geography and History 3. Overhead projectors and LCD projectors 4. e-class room with smart board 5. Computers with Internet facility 6. Computer Lab equipped with C^+ , $C^{++,}$ SQL, VB and various other software 7. GPS (Geographical Positioning System)-Etrex-VIST, Rolta Geometica, 2013 are used by Dept. of Geography 8. Dept. of Chemistry uses-Stick and ball model, for illustrating the three dimensional structure of organic compounds 9. The Dept. of Zoology and Botany have museums enriched with specimen (collected from study trips) belonging to various taxa and plant kingdom respectively which are regularly used as teaching aids. 10. Audio-visual aids e.g. DVDs and CDs are used.	For UG: 1. Class Tests arranged by the respective dept. 2. Midterm Examination for 1st year (Hons.) students, taken by the College. 3. Selection tests taken by the College. For PG course: 1. Semester Examination 2. Dissertation Evaluation 3. Project paper presentation 4. Seminar defence 5. Viva-voce	1.Remedial classes for SC/ST/OBC/ minority students and conducted regularly. 2. Tutorial classes are conducted for students and special classes are conducted for slow learners.	1. Faculties attend Refresher Courses, Orientation Programmes, Summer/Winter schools and workshops. 2. Leaves are granted generously by the authority to the teachers for the purpose. 3. Faculties are also encouraged to present paper in international /national seminar /conferences.	Science, Arts and Commerce departments organized seminars and special talks by the eminent educationist funded by Institution and U.G.C. from time to time in an academic session.

6.3.3 Examination and Evaluation

> ➢ The University norms are followed for examination and evaluation of UG students. The P.G. departments adopt the semester system
>
> ➢ Mid-term examination is conducted by the college for the 1st year Honours students.
>
> ➢ College conducts Test – Examinations (3) in number prior to the finals, for all U.G. courses.
>
> ➢ The class tests are taken by all departments as and when required.

6.3.4 Research and Development

> ➢ A total of 11 teachers are pursuing their Ph.D. work.
>
> ➢ Faculty members regularly present their work in national and international seminars.
>
> ➢ Several papers have been published by faculties in reputed journals. Books of national and international repute have been published by leading publishing houses.
>
> ➢ A total of 3 faculties have submitted proposal to UGC for new projects, in this session. One major project is ongoing and two minor projects have been completed and submitted.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> - An e-class room with sitting capacity of 50
> - 13 desktop and 1 new laptop having LAN connection have been added to the Library.
> - Students avail free internet access in the Library.
> - Various ICT tools photocopiers, scanners, printers are being used.
> - There are seven Wi-FI zones.
> - Library has joined ENLIST programme (conducted by INFLIBNET). E-Journals and e-books can be availed by this.
> - The library has installed library software KOHA compatible with Z39.50. Students can search books through OPAC.
> - 15,000 retrospective conversion of bibliographic data taken up
> - Xerox facility is available in the library with a nominal charge taken from students.
> - Upgrading and expansion of the laboratories is continued.

6.3.6 Human Resource Management

1. **Different committees and cells** are formed viz. Students' Welfare Committee, Students' Attendance Committee, Disciplinary Committee, Grievance & Redressal Cell, Cell for Gender Sensitization etc. which take care of proper maintenance of academic and social environment of the College campus.

2. **Different wings of the Students' Union** viz. Games and Sports Unit, Cultural Unit, Students' Welfare Unit under the guidance of teachers take an active part in human resource management.

3. **The clubs viz. Nature Club, Dance Club, Debate Club, Photography Club have been formed t**o give students greater exposure in Cultural field, Entrepreneurship, Public speaking, Sports and other extracurricular activities along with academics. Teachers and supporting staff actively participate in such events.

6.3.7 Faculty and Staff recruitment

Permission seeking recruitment of non-teaching staff has been submitted to the Higher Education Department of the State.

A prayer for creating teaching posts has been sent to the Higher Education Department.

Requisitions for filling-up vacant teaching post (On retirement) are sent to the College Service Commission (CSC).

Five teachers in substantive post has been recruited in the current session.

6.3.8 Industry Interaction / Collaboration

IQAC is giving great thrust for such interaction and collaboration and exploring avenues to interact and directly collaborate with industries.

6.3.9 Admission of Students

On-line admission is continued in both U.G. and P.G. Courses. Admission norms as laid down by the University are followed. Admission is done/made strictly on merit.

6.4 Welfare schemes for

Teaching	Group Insurance
Non teaching	1. Staff health insurance is provided with death gratuity for accidental death benefit of Rs. 1,00,000.00 is given. 2. The formation of employees' corporative is in the final phase.
Students	• Concession in fees for needy students • New India Assurance Company covers medical expenses under an Accident Insurance Scheme : Upto Rs. 20,000.00 benefit with an annual premium of only Rs. 10 per student.

6.5 Total corpus fund generated

No such corpus fund exists at present.

College has generated fund of Rs. 1,19,573.00 from venue hiring for various examinations of Railway Recruitment Board, CA, etc. in the current session.

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	Tarun Kanti Sengupta

*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.

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

For UG Programmes   Yes ☐   No ✓

For PG Programmes   Yes ✓   No ☐

(P.G. results are published within 4 to 5 weeks and completion of examination)

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

The College does not have any scope for examination reforms. It follows the norms of the parent University.
• College takes a mid-term exam for 1ˢᵗ year (Hons.) students

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

The Alumni Association 'ABAHAMAN' of the College performs enthusiastically in various cultural events and social functions

Some of our local Alumni run an organization named "Belgharia Well Wishers". They undertake various social outreach activities in the locality.

Alumni Association has organized two awareness programmes on Diabetes and Thalassemia in the College.

The alumni, particularly of the P.G. courses, often participate in the departmental seminars.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meetings are held for the 1st year honours students by each department. Many of our students being first generation learners, the teachers give a lot of effort to aware the parents of the new comers on the academic pursuit as well as career aspect of their wards.

6.13 Development programmes for support staff

College regularly updates different software as and when required by the administration, library and different departments. The support staff are encouraged and trained with these software's for better human resource management.

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

1) A nature Club 'Pranarav' has been formed which focuses on holistic and sustainable development of surrounding.

2) Nature club and NSS takes up a tree plantation programme every monsoon.

3) It is a tobacco-free campus.

4) Green corner has been established.

5) The College is a plastic free zone.

6) E-waste disposal is done through an agency.

Criterion – VII
7. <u>Innovations and Best Practices</u>

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

- **The 'Special talks'** delivered by eminent educationists have created great academic interest amongst students.

- The seminars where students were the speakers were held with a competitive angle and **best speaker from each department was awarded by IQAC**.

- Best Wall Magazine award was given by IQAC and students published such magazine with great enthusiasm.

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

i) A prayer for Rs. 40 lakhs (2nd phase) has been sent to U.G.C. for the completion of the **swimming pool**.

ii) A **Medicinal Garden** named Niramoy Nikunj (Niramoy means healing and Nikunj means garden together meaning healing garden) of about 600sq.ft. area with 28 varieties of herbal plants and more than 60 varieties of medicinal plants in our College premise by the department of Botany. Financial support is given by the College for initial phase and a prayer for a grant has been sent to the Waste Land Development Corporation, Government of West Bengal (undertaking).

iii) A project on Rainwater harvesting has been undertaken in the college campus. Four '**Meg-Kalas'** (Meg means cloud, here meaning rain and Kalas means big earthen pot in Bengali language) have been set-up in the campus with 7000 litres of water storage capacity.

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

The two "Best Practices" inculcated by the Institution are:
1 Quell hatred and honour humanity
2. Our College – caretaker of the nature

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

7.4 Contribution to environmental awareness / protection

- ✓ A **Nature Club 'PRANARAV'** has been formed to make our students aware about protection of nature & environment. Plantation of saplings for green cover, postering and exhibition of wild life photographs of endangered species and naming of trees in the campus (scientific & common) has been undertaken.

- ✓ The D**epartment of Zoology** has constructed an "**Odonate Diversity Chart**" having more than 20 species.

- ✓ Creation of Green Corner for environmental awareness / protection.

- ✓ College is a Plastic free zone.

7.5 Whether environmental audit was conducted?   Yes ✓   No ☐

A group of teachers from different departments have conducted an environmental audit considering certain parameters and factors.
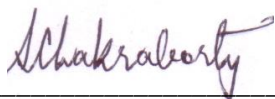
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength
- ◘ Catering to the socio-economically backward section of society, including the minority section.
- ◘ A total of 196 computer terminals are presently working out of which 176 have been connected through LAN in the College. All departments have computer facilities.
- ◘ Free Internet access for students.
- ◘ Feedback from stakeholders are considered while formulation the plan of action for institutional growth.
- ◘ An e-class room named after Dr. Abdul Kalam with 50 sitting capacity.

Weakness
- ♦ Lack of active involvement of a large percentage of guardians.
- ♦ Presently, faculties are not permitted by the University to take students for Ph.D. Course.

Opportunities
- ☞ Institution can make greater use of its infrastructure (Indoor Sports Complex, Gymnasium, College ground) by letting out to outside agencies for various activities.
- ☞ Career-development and placement cells need to take further steps for on-campus placements.

Challenges
- ● Drop in the teacher strength in substantive posts.
- ● Compelled to lower the cut-off marks for admission of students due to the migration of meritorious students to nearby colleges under Calcutta University.

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

1) Completion of Swimming Pool
2) Construction of an elevator
3) Creation of additional space to undertake research activities.
4) The solar cell plant installed will be further expanded depending on availability of fund.

Name:- Dr. Sahana Chakraborty

_____
Signature of the Coordinator, IQAC

Name:- Dr. Minakshi Ray

_____
Signature of the Chairperson, IQAC

_____***_____

Institutional Academic Calendar for UG Courses

July, 2015

1st July: First working day starts Admission of 1st year students

August, 2015

Admission process for 1st year students continues 15th August - Independence Day celebration, lst year and 3rd year classes will commence during Last week **September, 2015**

Normal classes continue   «

3rd Sept - College Foundation Day Celebration and Prize distribution ceremony.

Blood Donation Camp and Freshers Welcome organized by students union.

Tree plantation programme (2nd week of August)

Admission of 2nd year students around 2nd week Commencement of classes for 2nd year students around 3rd week

October, 2015

Puja vacation from 19th October 2015

November, 2015

College resumes on 16th November 2015 Publication of College Magazine (4th week of Nov.)

December, 2015

Normal classes continue

Sports (Indoor + Outdoor) - (3rd week of December)

Winter Recess from 25th December. 2013 to 1st January 2014

January, 2016

Normal Classes continue.

Mid term test for 1st year students

Students Union Election.

Selection Test for 3rd year students

26th January - Republic Day Celebration

February, 2016

Selection Test for 2nd year Students (3rd week of February)

March, 2016

Selection Test for 1st year Students (3rd week of March)

College Social

April, 2016

WBSU Examination

May, 2016

WBSU Examination

Summer Recess from 16th May

June, 2016

WBSU Examination

Summer Recess

Admission for 1st year students

[This calendar is tentative and provisional. College Authority may change the schedule any explanation, if needed.]

Academic Calendar for PG Courses

-July, 2015

Terminal Examination for 2nd and 4th semester (1st week)

·August, 2015

Admission process starts for 1st semester students (Till middle of August) Enrolment of 3rd semester (1st week of August) Welcome address for 1st semester students (3rd week)

3rd semester classes starts from 2nd week of August

Publication of result for 2nd and 4th semester (2nd week of August)

September, 2015

1st semester classes start from 1st week of September. Normal Classes Continue .

•October, 2015

Puja Vacation from 19th October

Special classes from 27th October

.November, 2015

Internal assessment test Classes resume after Puja Vacation on and from 14th November 3ro week of November
Normal classes continue.

December, 2015

Normal classes continue

Sports (Indoor + Outdoor) - (3rd week of December)

Winter Recess from 25th December 2015 to 1st January 2016

-January, 2016

1st and 3rd semester Terminal examination (1st week)

.February, 2016

Enrolment of 2nd and 4th semester
(3rd week) Normal classes continue.
 March, 2016

Publication of result for 1st and 3rd semester (2nd week of August)

April, 2016

Normal classes for 2nd and
 4th semester. May, 2016
Normal classes continue

June, 2016

Normal classes continue
The schedule is tentative, variation may occur due to unavoidable circumstances.

BHAIRAB GANGULY COLLEGE

(Government Sponsored)
NAAC Accredited Institution
Belgharia, Kolkata - 700 056
Phone : 2553 2280, 2564 3191
E-mail : bhairab1968@gmail.com
Website : www.bhairabgangulycollege.ac.in

Excerpt from the proceedings of the Governing Body meeting held on 04-09-2015

Under Item No:- 10 (a)

Annual Quality Assurance Report for the year 2014-15 prepared by the IQAC was placed before the Governing Body for consideration and suggestion. While appreciating the report prepared by the members of Internal Quality Assurance Cell, the House stressed upon the innovations to be incorporated in the area of academics, teaching learning as well as infrastructure and other extension initiatives keeping parity with the approaches and endeavours floating around the arena of higher education.

Sd/-

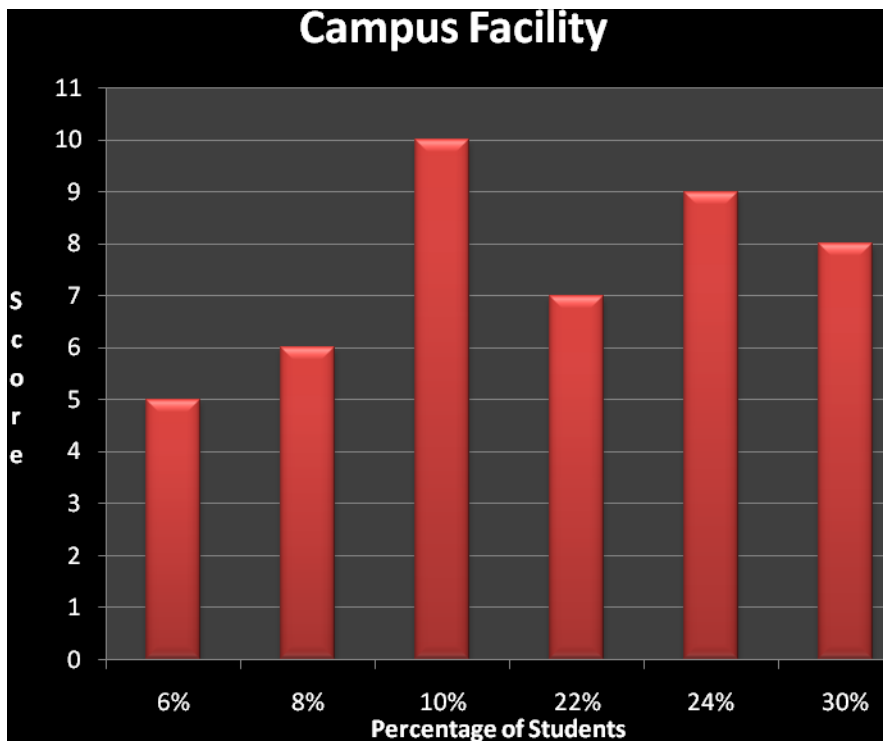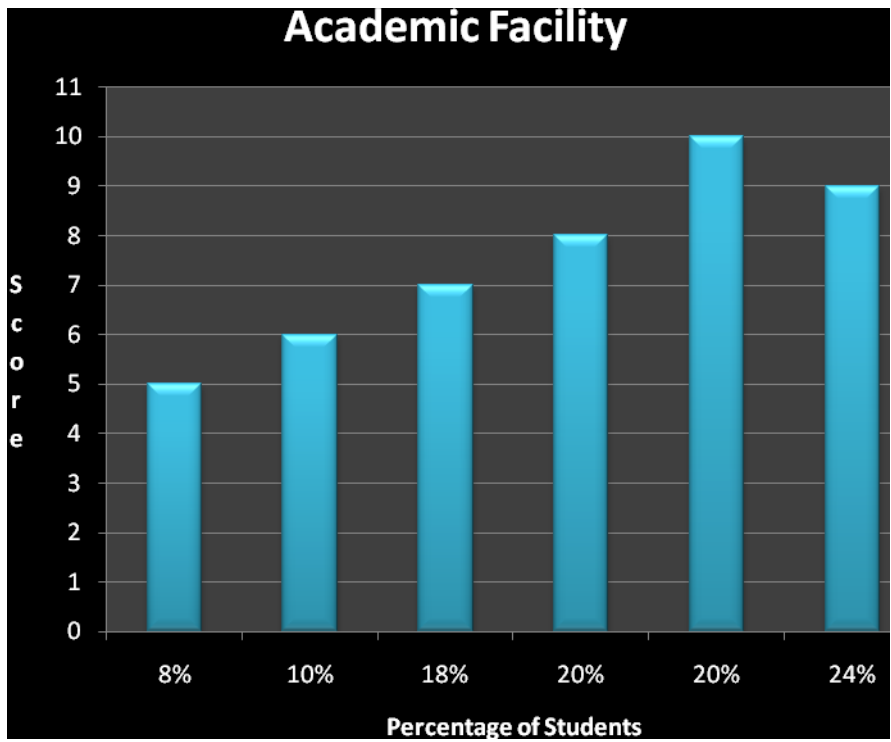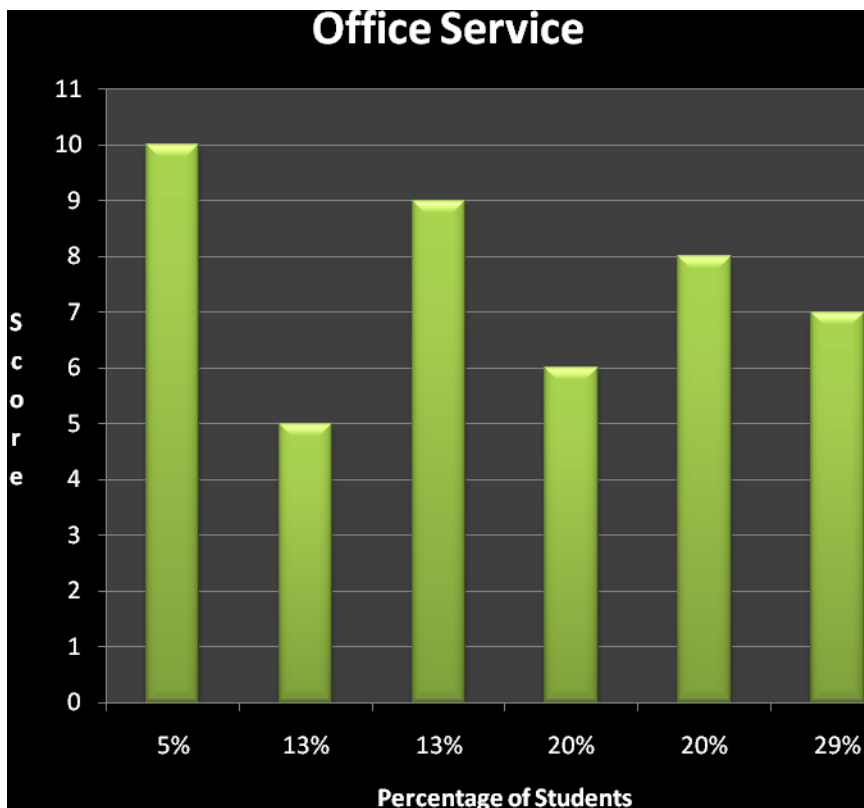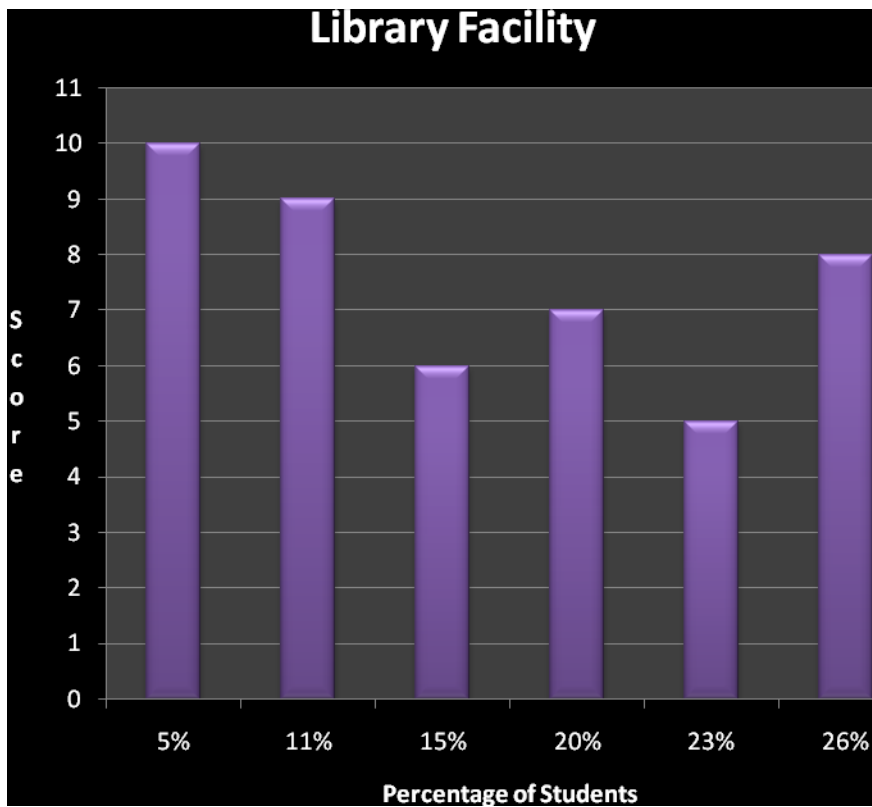President, Governing Body
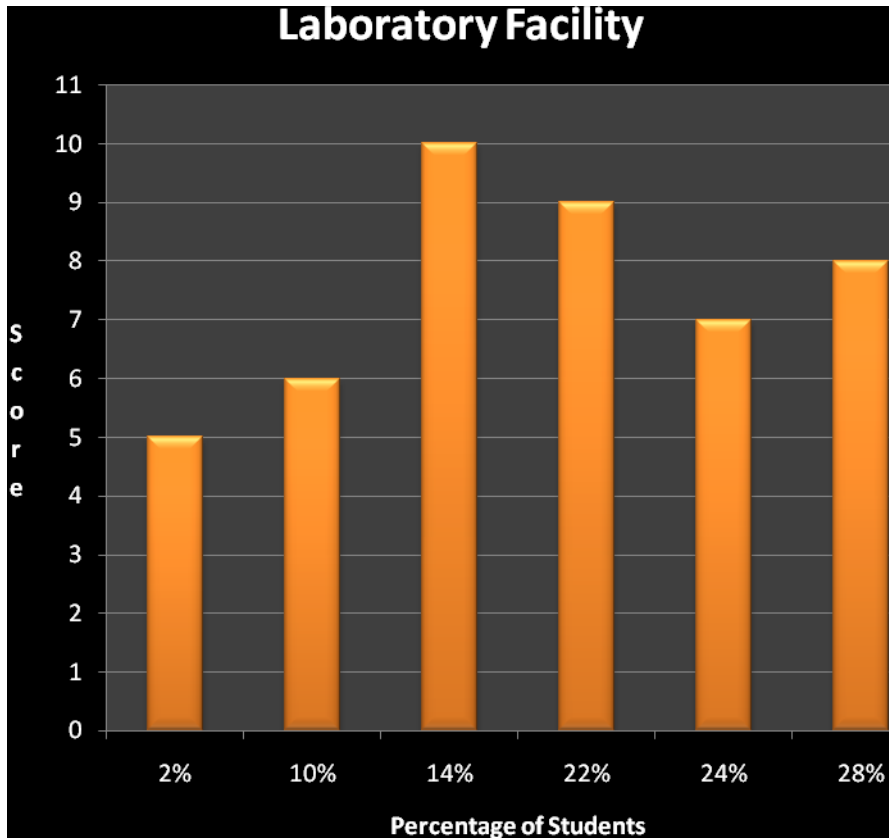
Attested

(Dr. M. Ray)
Principal
Principal
Bhairab Ganguly College
Belgharia, Kol-56

Feed back taken (on 5 majore facilities) from 500 students of 3rd year Honours course, 2014-2015

Library Facility

Office Service

Laboratory Facility

Proposed Syllabus for Master Degree in Commerce (Accounting and Finance)

The duration of the course: 4 Semesters Structure:

The following is the course structure for the Master Degree: 24 papers of50 Marks each

[Total Marks: 1200]

First Semester

MC 101	Management Concept and Organizational Behaviour
MC 102	Business Environment
MC 103	Managerial Economics
MC 104	Business Statistics
MC 105	Quantitative Techniques
MC 106	Advanced Financial Accounting

Second Semester

MC 201	Business Ethics and Corporate Governance
MC 202	Financial Management
MC 203	Functional Management
MC 204	Advance Cost & Management Accounting
MC 205	Financial System
MC 206	Business Valuation

Third Semester

MC 301	Corporate Reporting
MC 302	Financial Statement Analysis
MC 303	Research Methodology
MC 304	Information Technology in Business
MC 305	Auditing
MC 306	Strategic Cost and Financial Management

Fourth Semester

MC 401	Security Analysis & Portfolio Management
MC 402	Corporate Tax Planning & Management
MC 403	Project Management
MC 404	Risk Management & Derivatives
MC 405	Project Report and Presentation
MC 406	Grand Viva

Changes in Post-Graduate Syllabi in Geography

There have been significant changes in geography syllabus to give further orientation towards **NET/SET** and **All India Services examination**.

Research orientation has also been emphasized in the new curriculum.

Current issues, both physical and social, have also been included to apprise the students to keep well acquainted with the new trends.

Syllabi, both general and special papers, have been modified to keep pace with the changing syllabus of other universities.

Practical syllabus has also been made up-to-date and well advanced in terms of equipping the laboratory with advanced **instruments and software** of **GIS, Remote Sensing Statistical analysis**.