



# ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF IQAC: 2014-15



**BAGNAN COLLEGE**  
**KHALORE, P.O. - BAGNAN**  
**Dist.-HOWRAH, WEST BENGAL**  
**PIN Code: 711303**



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## Part - A

### 1. Details of the Institution

1.1 Name of the Institution

BAGNAN COLLEGE

1.2 Address Line 1

KHALORE

Address Line 2

P.O. - BAGNAN

City/Town

Dist. - HOWRAH

State

WEST BENGAL

PIN Code

711303

Institution e-mail address

bagnan.college@gmail.com.

Contact Nos.

03214-272 258/396

Name of the Head of the Institution:

Soma Mukhopadhyay - TIC  
(Upto 19.05.2015)

Dr. Badal Kumar Maity -Principal  
(Joined on 20.05.2015)

Mobile:

+919874758815 - TIC  
+919434147399 - Principal



Name of the IQAC Co-ordinator:

Anup Kumar Basu

(Co-ordinator of 2014-15 Term)

Srabani Basu

(Present Co-ordinator w.e.f. 01.04.2017)

Mobile:

+919830647662

+919433105807

IQAC e-mail address:

bagnan.college@gmail.com.

1.3 NAAC Track ID : WBCOGN12410

1.4 NAAC EXECUTIVE COUNCIL NUMBER AND DATE: EC/36/058 May 20, 2005

1.5 Website address:

www.bagnancollege.org

Web-link of the AQAR:

<http://www.bagnancollege.org/AQAR 2014-15.pdf>

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	71.05	2005	2005-2010
2	2 <sup>nd</sup> Cycle	NA	NA	NA	NA
3	3 <sup>rd</sup> Cycle	NA	NA	NA	NA
4	4 <sup>th</sup> Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC: DD/MM/YYYY

11/08/2006

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

2014-15



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

AQAR	SUBMITTED ON
i) 2010-11	24-12-2014
ii) 2011-12	24-12-2014
iii) 2012-13	24-12-2014
iv) 2013-14	24-12-2014

1.10 Institutional Status

University      NA      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)

B.A.,B.Sc.,B.Com,B.Lib, M.A.,M.Sc.  
M.Com. & M.Lib.Under Netaji Subhas  
Chandra Bose Open University  
(NSCBOU)

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

UNIVERSITY OF CALCUTTA

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

Autonomy by State/Central Govt. / University  NO

University with Potential for Excellence  NO UGC-CPE  NO

DST Star Scheme  NO UGC-CE  NO

UGC-Special Assistance Programme  NO DST-FIST  NO

UGC-Innovative PG programmes  NO Any other (*Specify*)  NO

UGC-COP Programmes  NO



## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="0"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>

2.11 No. of meetings with various stakeholders No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total- Nos.  International  National  State  Institution Level

(ii) Themes



## 2.14 Significant Activities and contributions made by IQAC

1. IQAC proposed to renovate Room No. 28 & 29, Verandah (First Floor), Central Office, Central Library and Roof treatment of East Block.
2. IQAC suggested to upgrade teaching-learning process -Power point preparation for all departments.
3. IQAC recommended to install new Internet facilities in the College premises.
4. IQAC extended cooperation to construct the New Science building with the grant received from the UGC in 11<sup>th</sup> Plan and under MPLAD of Rs.10lacs.
5. IQAC suggested renovation of Room No. 30 with the help of College Development Fund.
6. IQAC recommended to take steps for remodelling and optimum use of office space and Principal's chamber.
7. With the help of the IQAC initiatives, MLA of Bagnan constituency, who is also a member of the GB, granted Rs. 3 lacs from his MLA fund for installing Submersible Pump and the necessary pipeline in the College premises to solve the long-standing problem of drinking water.
8. IQAC suggested to construct a toilet for Computer Science Department in the 2<sup>nd</sup> floor and a Girls' toilet in the Ground floor with the help of the grants received from the UGC.
9. IQAC suggested to take steps for dedicating a hall for 'Smart class-room'.
10. With the help of the IQAC repair work of Chemistry Laboratory started from the College Development Fund.
11. IQAC recommended to take steps towards 'Barrier free institution'.
12. IQAC suggested to take initiative for 'plastic free campus' and no staining on walls.
13. IQAC proposed to submit the requisition to College Service Commission to fill up the vacancies of substantive posts: (a) Principal Post, (b) Teaching Posts, (c) Permanent Non-Teaching Posts.
14. IQAC took initiatives to fill-up the Post of the Principal and accordingly requisition was submitted to the WBCSC. Dr. Badal Kumar Maity joined the College as the Principal on 20<sup>th</sup> May, 2015.





## 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 \*

<b>Plan of Action</b>	<b>Achievements</b>
Construction of new Science Building	MPLAD and UGC grant received utilised for construction new Science Building which was completed up to the plinth area.
Plan for remodelling / renovation and repair work of the Library undertaken with assistance from the College Development Fund and General Fund.	Work started for Library remodelling / renovation.
Proposal for renovation of Room 30 with future air-conditioning system.	Renovation work done.
Proposal for Website upgradation has been placed to the G.B. and it was decided to form a three men committee to execute the process of upgradation.	The website upgraded and online admission done.
Proposal for the solution of drinking water problem.	A submersible Pump has been fixed with the help of MLA fund.
Toilets for Girls and for Computer Science department have been proposed.	Work is in progress.
Plan undertaken to make the Institution 'Barrier free'.	An access audit has been conducted and most of the recommendations are implemented.
Plan undertaken to renovate and remodel the office and the Principal's room.	The work is yet to be started

\*Attach the Academic Calendar of the year as Annexure

See Annexure I



2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body  Administrator.

Provide the details of the action taken

The AQAR 2014-2015 was placed in the Meeting of Administration of the College held on 24.05.2018 and recommended to send it to the NAAC office.



## Part - B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programme	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	14	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
<b>Total</b>	14	0	0	0

Interdisciplinary	Courses like Science, Arts and Commerce- ENVS, BNGM, ENGC, COMMERCE, MATHEMATICS, PHYSICS Faculty members of different Departments of the College are involved in interdisciplinary courses.
Innovative	N. A

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

Range of Core /Elective options offered by the University and those opted by the college.

1) The College has only the Core options at the UG level in English and Environmental studies. Elective option offered by the college is Alternative English. Amongst the Honours and General courses subjects offered are English, Bengali, Sanskrit, History, Philosophy, Political Science, Physics, Chemistry, Botany, Zoology, Mathematics, Economics, Computer Science, and Accountancy in Finance Group.

Choice Based Credit System (CBCS) and range of subject options -

2) The University of Calcutta does not allow Choice Based Credit System. Courses offered in modular form only.



3) At the UG Level the University has introduced partial semester and has restructured syllabi in subjects offered at this college in unit models.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	14

1.3 Feedback from stakeholders\* Alumni  No Parents  No Employers  No Students

(On all aspects)

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

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

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

N.A. The syllabus is prepared and revised by the affiliating university, i.e., the University of Calcutta

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

NIL



## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

TOTAL	Assistant Professor	Associate Professors	Professor	Librarian	GLI	CWTT	PTT
50 (including Principal)	09	09	NA	01	02	02	26

2.2 No. of permanent faculty with Ph.D. 08

#### 2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Prof.		Associate Prof.		Professors		GLI		Librarian		CWTT		PTT	
R	V	R	V	R	V	R	V	R	V	R	V	R	V
01	17	NA	NA	NA	NA	NA	NA	Nil	01	NA	NA	NA	NA

2.4 No. of Guest and Visiting faculty and Temporary faculty 32

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	1	3
Presented papers	4	2	3
Resource Persons	0	0	2



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

- 1) The TIC / Principal encouraged the teachers to participate in Refresher Courses, Short-Term-course (STC), Seminar etc. for faculty improvement.
- 2) Regular educational excursions in Botany and Zoology Departments are held.
- 3) All departments hold two exams. (Mid-Term & Test), results are published within short time. Some departments also hold class tests in regular intervals. The evaluated answer scripts are shown to students. Teachers discuss the shortcomings of their performances.
- 4) The teachers of Computer Science Department use power point presentation as a method of teaching.
- 5) Some teachers take special classes for better academic performances.
- 6) History Department organised a visit to the Indian Museum, Kolkata, for the students of the Department.
- 7) A few departments use Audio Visual Teaching learning method.
- 8) The teachers met with the parents of the students in order to improve their academic needs and attendance.
- 9) The college authority has provided green board, dust-free chalk, charts, models and

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

160

\*The college has to act as a centre for examination for all B. A/ B.Sc./ B. Com final examinations of C.U. as per the order of the Controller of examinations of the University of Calcutta. The examinations stretch from April to August every year. The examination days are not counted in actual teaching days.

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

NIL

College generally maintains the traditional Examination System, mainly because, for any radical reformation in Examination System, College is required to take prior permission from the University. The College is an affiliated College, and does not enjoy any decisional autonomy.



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

The teachers regularly participate in curriculum development workshops organised by the Board of Studies, University of Calcutta. This year 3 teachers of Commerce Department participated in a workshop on “Incorporation of New Companies Act 2013 in the B. Com Syllabi and Exploring the Possibility of Restructuring B. Com Examination System” organised by the Undergraduate Board of Studies in Commerce, University of Calcutta.

## 2.10 Average percentage of attendance of students

75% of attendance in both Theoretical and Practical classes is mandatory to appear in the University Examinations. However, sometimes students with less percentage are allowed to appear in the University examinations on providing satisfactory reasons for their absence.

## 2.11 Course/Programme wise distribution of pass percentage:

TITLE OF THE PROGRAMME	TOTAL STUDENTS APPEARED	CLASS/DIVISION						
		Qualified /Pass	I Class	II Class	I Div.	II Div.	P	Success % **
BSc (Hons.)								
PHYSICS	08	2	0	0	0	2	0	<b>25</b>
CHEMISTRY	11	11	02	08	0	0	01	<b>100</b>
MATHEMATICS	11	10	0	<b>06</b>	<b>0</b>	0	04	<b>90.91</b>
ECONOMICS	0	0	0	<b>0</b>	<b>0</b>	0	0	<b>N.A.</b>
BSc(Gen)	47	40	N.A.	<b>N.A.</b>	<b>04</b>	21	15	<b>81.08</b>
B.A (Hons)								
BENGALI	144	142	04	<b>123</b>	<b>0</b>	0	15	<b>98.51</b>
ENGLISH	33	33	0	<b>20</b>	<b>0</b>	0	13	<b>100</b>
HISTORY	87	86	0	<b>75</b>	<b>0</b>	0	11	<b>98.70</b>
PHILOSOPHY	17	17	00	<b>13</b>	<b>0</b>	0	04	<b>100</b>
POLITICAL SCIENCE	14	14	0	<b>11</b>	<b>0</b>	0	03	<b>100</b>
SANSKRIT	43	43	09	<b>28</b>	<b>0</b>	0	06	<b>100</b>



B.A(Gen.)	691	494	N.A.	N.A.	0	37	457	58.26
B.COM(Hons)	176	176	04	62	0	0	03	100.00
B.COM(Gen)	70	31	0	0	0	0	05	44.29

\*\* As per published University result.

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

IQAC suggests that the TIC/ Principal and Departmental Heads should meet at the beginning of each session to prepare the Annual Plan. The IQAC also provides its report of the academic performance of the college so that the TIC/ Principal can act on it. The IQAC takes Student Feedback from outgoing students and gives a report to the TIC/Principal.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	4
Others	0

#### 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	22	15	01	01
Technical Staff	02	Nil	Nil	Nil





## Criterion – III

### 3. Research, Consultancy and Extension

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

1. IQAC regularly informs and encourages the faculty members to apply for research grants projects and grants to UGC/DST/DBT etc.
2. The college authority offers necessary infrastructural support as required for carrying out research work.
3. As a part of the syllabus the Student of Commerce section are now required to submit a “Term Paper” on any matter related with Market, Finance, Commodity promotion, etc under the supervision of the Departmental Teachers. The initiative of Teachers as guide cum mentor is very essential in these cases for the benefit of preparing a paper under their direct supervision, on which marks have also been ascertained.
4. The students at their final year of graduation are also required to submit a paper on Environment, where teachers of different departments supervise the work of the students.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	NA	NA	NA	NA

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	5	6	1
Outlay in Rs. Lakhs		10,02,000	14,40,000	

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	0	0
Non-Peer Review Journals	0	0	1
e-Journals	0	0	0
Conference proceedings	5	0	0



3.5 Details on Impact factor of publications: N.A.

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	Nil	Nil	Nil	Nil
Minor Projects	14-16/15-17	UGC	Rs.14,40,000.00	Rs.10,02,000.00
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects (other than compulsory by the University)	Nil	Nil	Nil	Nil
OTHERS	Nil	Nil	Nil	Nil
Total			Rs.14,40,000.00	Rs.10,02,000.00

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)

3.10 Revenue generated through consultancy



3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies					

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	NIL
	Granted	
International	Applied	NIL
	Granted	
Commercialised	Applied	NIL
	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
02	0	0	0	02	0	0



3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

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

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: College has no NCC unit.

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: College has no NCC unit.

University level  State level

National level  International level



### 3.25 No. of Extension activities organized

University forum	NA	College forum	03		
NCC	NA	NSS	Nil	Any other	Nil

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

- Thalassemia Detection camps have been organized.

Dates of the camps	No. of students participated
1. 04.12.2014	150
2. 10.12.2014	108
3. 24.12.2014	50
4. 04.02.2015	44
5. 24.02.2015	60

- College has observed Sardar Ballabhbhai Patel Day on 31<sup>st</sup> October 2014.
- Nabi Dibas was observed on 3<sup>rd</sup> November 2014, where students have organised different programs with the help of the teachers.



## 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	0.98 acre	X	N.A.	0.98 acre
Class rooms	18	X		18
Laboratories	6	X		6
Audio Visual Room	1	X		1
No. of important equipments purchased ( $\geq$ 10 lakh) during the current year.	Nil	Nil		
Value of the equipment purchased during the year (Rs.in lakhs)	10.06 lakhs	2.54 lakhs	UGC, College Fund	12.60 lakhs
Others (Rs.in lakhs)	61.47 lakhs	14.05 lakhs	UGC, College Development Fund, College Fund	75.52 lakhs

#### 4.2 Computerization of administration and library

The College office is computerised with advancement made by incorporating ‘Student Management System & Accounting package System’. To control and maintain the Official work and correspondence, the College has installed necessary number of printers, scanners, on line-UPS, one Server, with one advance photo copier machine already in the Office. The Admission process has also been computerised through partial “On-Line” system.

In the library in addition to the existing facilities SOUL-2.0 software is introduced for library automation and house-keeping. The decision of giving initial emphasis on “Catalogue”, Issue of Books and Returns of Books, have been taken. Gradually we have planned to install “e-library” and partial automation of Library for the benefit of our Students. The initiation of the work has already been made.



#### 4.3 Library services: \*\*

	Existing (Approximate value)		Newly added		Total (Approximate value)	
	No.	Value	No.	Value	No.	Value
Text Books	25,576	18,59,077	879*	3,48,596	26455	22,07,673
Reference Books	2041	2,28,917	33	7,659	2,074	2,36,576
e-Books	80409	-----	19109	5000	99,518	5000
e-Journals	3828	-----	2419		6247	
Digital Database	11	----	---		11	
Journals & Magazine, Daily News Papers	12	7968	4	10,500	16	18,468
CD & Video	4		--	---	4	----
Others (specify) (Map)	10		05	----	15	-----

\*\* The college library had started functioning from the time of establishment of College in the year 1958. Thus it has accumulated many rare old books whose valuation is not available.

\* 568 gift books (558 Text & 10 Ref. books) valuing Rs. 2,45,550/- were in previous year these are shown in newly added books.

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs		Internet	Browsing Centres	Computer Centres	Office	Departments	Others
		Comp.sc Dept.	Commerce						
Existing	61	21	09	Broadband connection	Nil	Nil	07	17	07
Added	02	-	-	N.A.	-	-	01	-	01
Total	63	21	09	Yes	0	0	08	17	08



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

No such training programmes were undertaken by the College, but the college has provided internet facility to all Departments. Teachers and a portion of students have benefitted from that. The college has its own software for admission and maintenance of database. The college has its own website.

4.6 Amount spent on maintenance in lakhs:

i) ICT

Rs.1.64

ii) Campus Infrastructure and facilities

Rs.13.31

iii) Equipments

Rs. 0.47

iv) Others (Generator)

Rs.0.88

(Including maintenance of generator, library  
Repair and renewal of pure water)

**Total:**

Rs. 16.30 lakhs





## Criterion – V

### 5. Student Support and Progression

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

By the suggestion of the IQAC the college has established a Disciplinary committee. The IQAC has suggested forming a functional Anti-Ragging Committee and a Committee against Sexual harassment of Women headed by one Teacher of the College. The IQAC has also suggested that different committees should interact with students to inform them about facilities available in the college. The IQAC also suggested that opening of a Placement Cell would benefit the students.

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

At the suggestion of the IQAC, some departments have started keeping track of the progress of their students by taking short tests.

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

UG	PG	Ph. D.	Others
4982	NA	NA	nil

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

Nil

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

Nil

Men	No	%	Women	No	%
	2212	44.4		2770	55.6

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3918	467	09	236	05	4635	4355	407	05	212	03	4982

Demand ratio- 7:1 (Hons.), 5:1 (Gen.)

Dropout %- 6% Hons.10% Gen.

(Demand Ratio = No. of Application: No of Student Admitted)



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

The college has a UGC approved “Coaching Classes for Entry in Service” Unit. This unit trains students for Bank, SSC, PSC, Rail, and other Competitive Exam. Etc.

No. of students benefitted

47

#### 5.5 No. of students qualified in these examinations – No record available.

NET  SET/SLET  GATE  CAT

IAS/IPS etc  State PSC  UPSC  Others

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

The college has one unit of “Career Counselling Cell” the grant of which has been provided by the UGC during its XI Plan Period (Merged scheme). One of the objectives of this cell is to help the students who come from economically backward families with placement opportunities and also provide institutional support. We also provide them guidance as to how they can make use of these opportunities.

No. of students benefitted

60

#### 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
01	60	02	No records.

\*\*The college does not have any Placement Cell but various organisations & companies visit our college for their promotional campaign and recruitment initiative. The college provides them with the required support.



## 5.8 Details of gender sensitization programmes

No such programme has been conducted

## 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

	Number of students	Approx. Amount
Financial support from institution	517	Rs.1,36,950.00
Financial support from government	569 (Kanyashree Scheme)	Rs. 1,42,25,000.00
Student Aid Fund	35	Rs. 8302.00
Financial support from other sources (UGC)	N.A.	N. A
Number of students who received International/ National recognitions	Nil	N. A



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

5.13 Major grievances of students (if any) redressed

Availability of safe drinking water was a long-standing grievance of the students. With the initiative and financial help from the part of the MLA, Sri Arunava Sen, also a respected member of the G.B, a deep tube well has been bored in the college premises and now there is sufficient supply of drinking water as well as water for other requirements. Grievance received regarding the insufficiency of boys' and girls' toilets have also been resolved. Newly constructed boys' and girls' toilets are already in use. The demand for a separate toilet for Computer Science department has also been fulfilled by constructing an adjacent toilet for the said department.



## Criterion – VI

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

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

The primary aim of Bagnan College is to produce honest, aware and truly educated citizens of the country who will place the good of the country and society over their personal well-being. Our aim is to produce citizens who are respectful of the tradition and culture of the country, aware of their social relevance and importance, and above all, confident.

The main objectives of the college are:

- To diffuse noble inspiration and culture amongst the neighbouring villagers, specifically to cater to educational interests of the public at large.
- To promote and encourage advancement of Arts, Science and Commerce education.
- To inculcate dormant qualities of our students in Arts, Literature, Science and other attributes of life.
- To produce self-confident and conscious citizens capable of finding their position in the society.
- To empower women and weaker sections by providing quality education through equal opportunities.

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

NO

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

##### 6.3.1 Curriculum Development

As the College follows the Syllabus of University of Calcutta, as an affiliated college, there is no scope of internal curricular designing.



### 6.3.2 Teaching and Learning

1. Departmental meetings are being held at the beginning of each academic session for term-wise allocation of syllabus, fixing dates for the class tests and preparing the academic calendar/ teaching module of that session.
2. Some departments organize students' seminars, quiz contests, departmental cultural programs as a part of the academic activities to break the stereo type of chalk and talk method of teaching.
3. Field study, Project work and dissertation work are carried out by some of the departments of the College.
- 4 Diversity of Learners in respect of their background, ability and other personal attributes influence the extent of their learning. As the basic hinterland of this College mainly consists of "First-Learner Group" families, the teachers employ interactive and participatory approach of teaching to create a feeling of responsibility among students, and also to help them enjoy the overall process of knowledge building.

### 6.3.3 Examination and Evaluation

1. Regular class tests are taken by most of the departments.
2. Mid Term Tests and Selection Tests are held as per University regulations and the students need to qualify in the Selection Tests to appear in University examinations.
3. The checked answer scripts of the tests are shown to the students and within one month results are declared. If results are not satisfactory then the teachers call their guardians and discuss their shortcomings.

### 6.3.4 Research and Development

1. Teachers are kept updated about available scopes for and are encouraged of applying for research grants.
2. Necessary infrastructural support is provided for research work.



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

- The physical infrastructure has been improved. At present the college has started the construction of a New Science Building.
- Books and journals are purchased and subscribed on regular basis.
- Automation of the library service has been initiated.
- Internet service has been made available to the library.
- Annual budgetary allocation is made available to each department for purchasing equipment, text and reference books each year.

### 6.3.6 Human Resource Management

For the management of the students' affair, the college has a Students' Union whose elections are held annually as per University Statutes. The Teachers' Council and the Non-Teaching Staff Association look after the affairs of the teaching and non-teaching staff respectively. The teachers remain available even outside the class either in the Library or in the Teachers' Room or in the Computer Room for Student counselling. Above all, there is a Governing Body that manages and develops the total human resource of the college.

### 6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited transparently as per Government rules.

Faculty members are recruited by the College Service Commission. Contractual teacher is recruited by an expert committee which includes a University expert.

### 6.3.8 Industry Interaction / Collaboration:

Nil

### 6.3.9 Admission of Students

1) Admission is strictly based on merit. All rules & regulations, seat reservation policy of affiliated University and government are maintained. All information is properly communicated to stake holders through college website and notice board in the college. The admission procedure has been totally on-line this year.

2) The College gives prospectus at the time of admission to students. It includes the information about fees structure, student support, etc. Department of Commerce, in addition, issues an Academic Calendar at the beginning of the session.



6.4 Welfare schemes for

Teaching	Group insurance, Staff Credit Co-Operative Society, Provident Fund, Festival Advance.
Non-teaching	Group insurance, Staff Credit Co-Operative Society, Staff Welfare Fund, Provident Fund, Festival Advance.
Students	Students' Health Home, Student Aid Fund, Free Studentship, Government Scholarships, Students Endowment Scheme, Award, Prize.

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes  No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		YES	Academic Council & Governing Body.
Administrative	NO		YES	Governing Body

6.8. Does the University/ Autonomous College declare results within 30 days? N.A

For UG Programmes Yes  No

For PG Programmes Yes  No

The process of evaluation for final examinations is governed by the University of Calcutta, hence the college has no control over the date of publication of results. The college takes care to complete the University examination related works within the stipulated time as framed by the Controller of Examination of the University of Calcutta.





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

The University has changed the format of the Examination at the Undergraduate Level. The old 2+1 System of Examination has changed to 1+1+1 System of examination. The system of “Supplementary Examination” has also been introduced.

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

No such initiative has been taken

6.11 Activities and support from the Alumni Association

There are occasional Alumni meets. The Department of Chemistry has their own Alumni group. Alumni activities are yet to get momentum. Steps are initiated to make them fully functional.

6.12 Activities and support from the Parent Teacher Association

Every department holds meetings with Parents to provide them feedback about the progress of their wards. Feedbacks are taken from them as well and their assessments are taken into account for teaching and evaluation purpose.

6.13 Development Programs for support Staff

The Computer Science Department of the College organized Computer Awareness and Computer Literacy Programme for non-teaching employees.

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

1. More saplings have been planted in the campus.
2. Use of plastic inside the campus has been reduced.
3. Drinking water quality has been improved.



## 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.

- Introduction of Audio Visual Method of teaching.
- Students are encouraged to switch off the lights and fans before leaving class rooms and laboratories to save energy.
- Students are encouraged to be careful about the misuse of drinking water.

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

- Renovation of room No. 30 has been completed.
- The plan to upgrade Website has been achieved successfully and admission process has been performed in online mode.
- Renovation, repair work and remodelling of the main library have been started.
- The construction of new Science Building has been completed upto the plinth level.

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

See Annexure III

- To facilitate the access to the college for the differently abled people and to make the college ‘barrier free and universally accessible’, an access audit has been conducted by the Department of Architecture and Regional Planning, IIT Kharagpur, upon formal request from the authorities of the college. Some of their recommendations have already been implemented and the remaining will be implemented shortly.
- There was a longstanding water-shortage problem in the college, and to tackle this help was sought from Sri Arunava Sen, Hon’ble MLA of the locality. The college authorities felt that this was a problem that had to be immediately addressed as shortage of water was a serious health and hygiene hazard for students and Staff of the college. It was also affecting the day to day running of the college. To solve the problem a submersible pump was fixed along with the construction of the necessary pipeline with the help of MLA fund. This solved the longstanding water shortage problem and greatly benefitted the college. The college authority is deeply grateful towards Sri Arunava Sen for considering the request favourably and for taking the necessary steps.



#### 7.4 Contribution to environmental awareness / protection.

1. Plantation of trees in the college campus.
2. Replacement of bulbs and tube lights by LED bulbs to save energy and to reduce the heat.
3. Restriction imposed on the use of plastic goods.
4. Construction of modern bathrooms /toilets both for staff and students.
5. Dustbins are kept in the corners of the corridors of each floor for keeping the College Building neat and clean.

7.5 Whether environmental audit was conducted? Yes  No

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

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

1. To encourage the faculty to increase their participation in research-oriented activities.
2. To organize excursions/educational tours for the students of each department.
3. To organize seminar and workshops.
4. To arrange computer training courses for office staff and for teaching faculties.
5. To start the second phase of work on construction of new annex building.
6. To renovate and reconstruct the central office area including Principal's chamber.
7. To renovate i) Boys' toilet and ii) Girls' toilet.
8. To construct toilets for i) Office staff and ii) Principal.

*Srabani Basu*

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Coordinator, IQAC

*B. K. Maity*

DR. BADAL KUMAR MAITY  
PRINCIPAL,  
BAGNAN COLLEGE



## ANNEXURE I

### ACADEMIC CALENDER 2014-15

MONTH	EVENTS
JULY	Admission and commencement of classes
AUGUST	Admission Process completed.
SEPTEMBER	C.U. Registration along with continuation of classes.
OCTOBER	Vacation/Local or Long Field Excursion
NOVEMBER	Mid-term exams
DECEMBER	a) Guardian Teacher / T.I.C. Meeting (Concern with each Department). b) Publication of Mid-term result.
JANUARY	a) 3 <sup>rd</sup> Year Test Exam. b) Filling up of Part-III C.U. Forms.
FEBRUARY	a) Part-II Test Exam. b) Publication of result of Part-III Test Exam.
MARCH	a) Part-I Test Exam. b) Publication of result of Part-II Test Exam. c) Filling up of Part-II C.U. Forms.
APRIL	a) Final Exams (Part-III) b) Publication of result of Part-I Test Exam. c) Filling up of Part-I C.U. Forms.
MAY	C.U. Exam + Summer Recess
JUNE	Final Exams (Part-I and Part-II)



## ANNEXURE II

### Analysis of Students' feedback:

- i) The students revealed dissatisfaction regarding the quality of drinking water.
- ii) The students have dissatisfaction about the shortage of students' toilets and also about the poor maintenance of the existing toilets.
- iii) The students have dissatisfaction regarding the Canteen facilities.

The problem regarding safe drinking water has been solved with the help of MLA fund by boring a deep tube well.

Two students' toilets, one for the boys and the other for the girls have been constructed.

The matters regarding the cleanliness of the bathrooms and the Canteen facilities have been taken seriously and the necessary actions will be taken with proper care.



## ANNEXURE III

### **Best Practice 2014 – 15**

#### **Best Practice # 1**

##### **1. Title of the Practice:**

**Universal Designing of Bagnan College Campus for Differently Abled People.**

##### **2. Goal:**

Every person is disabled at some moment in his / her life. Disability is no longer associated with just a wheelchair; a fracture, sprain, being blind or deaf and can translate into incapability to access a building or a service due to various reasons. If our complete environment is designed in such a way that every person can access it without any difficulty or requirement of adaptation, then it is termed as **barrier-free and universally accessible environment**, and the planning or designing for this purpose is known as “**Universal Designing**”.

The need for the study stems from the laudable vision of making Bagnan college barrier free and universally accessible. Hence, an access audit of the same was conducted by the Department of Architecture and Regional Planning, IIT Kharagpur upon formal request from the authorities of the Bagnan College. Most of their recommendations have already been implemented and the remaining will be shortly implemented.

##### **3. The Context:**

The principles of **Universal design** have been developed by a group of architects, product designers, engineers, and environmental design researchers at the Center for Universal Design (CUD) at North Carolina State University. It follows seven Principles viz.

###### **Principle one: Equitable Use**

The design is useful and marketable to people with diverse abilities.

###### **Principle two: Flexibility in Use**

The design accommodates a wide range of individual preferences and abilities.

###### **Principle three: Simple and Intuitive Use**

Use of the design is easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level.



#### **Principle four: Perceptible Information**

The design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities.

#### **Principle five: Tolerance for Error**

The design minimizes hazards and the adverse consequences of accidental or unintended actions.

#### **Principle six: Low Physical Effort**

The design can be used efficiently and comfortably and with a minimum of fatigue.

#### **Principle seven: Size and Space for Approach and Use**

Appropriate size and space are provided for approach, reach, manipulation, and use regardless of user's body size, posture, or mobility.

### **4. The Practice:**

For Bagnan College the Team of expert took into consideration the following points:

**Getting to the premises** – access from road or car park, lighting, signage, surfaces and street furniture

**Getting into the premises** – entrance, steps, thresholds, doors, lobby/reception area, seating, and lighting

**Getting around the premises** – corridors, doors, stairs, lifts, signage, floor surfaces, tonal contrasts and lighting

**Using the services in the premises** – toilets, washrooms, bathrooms, eating areas, room layout, lighting, heating, switches, handles, seating, furniture, telephone, alarm, health and safety issues, management and staff attitudes

**Exploring alternative ways of providing access to services** – where a physical feature makes it impossible or unreasonably difficult for a service to be accessed. For example, offering a home service, installing a call bell for help at an approved height, providing a piece of equipment or offering extra assistance from trained staff

**Getting out of the building in an emergency** – fire exits, emergency routes, lighting and warning systems and safe refuge.



### **The Recommendations:**

In order to address the need of the physically disabled students the college has already conducted a survey for barrier-free construction by the Department of Architecture and Regional Planning IIT Kharagpur and they have given the following proposals:

- ◆ Proposed locations for lift and ramps given.
- ◆ Accessible toilets to be constructed.
- ◆ Signage in general toilets to be made.
- ◆ Floors to be brought to the same level.
- ◆ Railings and Risers to be constructed and painted with contrasting colours.
- ◆ Signs indicating the layout of the college should be more visible.

The college has already implemented most of the recommendations and is likely to implement the rest shortly. The college has already started using Rs. 1 lakh given by UGC for physically disabled people, and most of the proposals are expected to be implemented soon.

## **Best Practice # 2**

### **1. Title of the Practice:**

**Construction of pipeline and fixing of a Submersible Pump.**

### **2. Goal:**

There was a longstanding water-shortage problem in the college, and to tackle this help was sought from Sri Arunava Sen, Hon'ble MLA of the locality. The college authorities felt that this was a problem that had to be immediately addressed as shortage of water was a serious health and hygiene hazard for students and Staff of the college. It was also affecting the day to day running of the college.

### **3. The Context:**

The request of the college authority was considered by Sri Arunava Sen and he kindly granted Rs. 3,00,000/- from the MLA Local Area Development Fund. Under the supervision of the Bagnan I Panchayat Samity, a submersible Pump was fixed and the necessary pipeline was constructed. The college spent the additional amount required to finish the project.

### **4. The Practice:**

The submersible pump and the construction of the necessary pipeline solved the longstanding water shortage problem and this greatly benefitted the college. The college authority is deeply grateful towards Sri Arunava Sen for considering the request favourably and for taking the necessary steps.

The problem of water shortage no longer plagues our college and a long-standing issue was successfully resolved in the year 2014 – 15.