



# ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF IQAC: 2010-11



**BAGNAN COLLEGE  
KHALORE, BAGNAN  
HOWRAH: 711303**



CONTENTS	
TOPIC	PAGE NO.
PART -A	
1. Details of the Institution	3
2. IQAC Composition and Activities	7
PART – B	
3. Criterion – I: Curricular Aspects	11
4. Criterion – II: Teaching, Learning and Evaluation	13
5. Criterion – III: Research, Consultancy and Extension	17
6. Criterion – IV: Infrastructure and Learning Resources	22
7. Criterion – V: Student Support and Progression	25
8. Criterion – VI: Governance, Leadership and Management	29
9. Criterion – VII: Innovations and Best Practices	35
10. Annexure	38



## Part – A

### I. Details of the Institution

1.1 Name of the Institution

BAGNAN COLLEGE

1.2 Address Line 1

KHALORE

Address Line 2

BAGNAN

City/Town

HOWRAH

State

WEST BENGAL

Pin Code

711303

Institution e-mail address

bagnan.college@gmail.com

Contact Nos.

03214-272258/396

Name of the Head of the Institution:

SOMA MUKHOPADHYAY

Tel. No. with STD Code:

033-24070675

Mobile:

09874758815



Name of the IQAC Co-ordinator:

ANUP KUMAR BASU  
&  
PIYAS CHAKRABORTY

Mobile:

09830647662  
&  
09830413892

IQAC e-mail address:

bagnan.college@gmail.com

1.3 NAAC Track ID : WB COGN 12410

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

1.5 Website address:

[www.bagnancollege.org](http://www.bagnancollege.org)

Web-link of the AQAR:

<http://www.bagnancollege.org/AQAR2010-11.pdf>

#### 1.5 Accreditation Details

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

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

11-08-2006



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

2010-2011

1.8 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
2010-2011	24-12-2014

1.9 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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)



TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

CALCUTTA UNIVERSITY

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes



## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="X"/>
2.4 No. of Management representatives	<input type="text" value="X"/>
2.5 No. of Alumni	<input type="text" value="X"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="X"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="09"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>
2.11 No. of meetings with various stakeholders:	<input type="text" value="5"/> No Faculty <input type="text" value="2"/>
Non-Teaching Staff Students	<input type="text" value="2"/> Alumni <input type="text" value="0"/> Others <input type="text" value="1"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="NA"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text"/> International <input type="text" value="0"/> National <input type="text" value="0"/> State <input type="text" value="0"/> Institution Level <input type="text" value="2"/>



(ii) Themes

- 1) The Utility of Commerce Stream: The information on the utility of studying in Commerce was the prime theme of the Seminar; the students were the main audience.
- 2) Seminar on NSS and its necessity, the seminar was organized by the NSS Unit of the College.

2.14 Significant Activities and contributions made by IQAC

1. To continue to provide quality education to all, irrespective of caste, creed and religion, economic status or physical health.
2. The programme of action for development of Bagnan College second campus (Science Building) was formulated with involvement of Governing Body members, representatives of Teaching and Non-teaching Council.
3. To upgrade technology and computerization of different section of our college, purchase Computer, Projector, Photocopier machine, Printer, Scanner etc. Value of Rs.10, 50,000 (Approx) from U.G.C XI<sup>th</sup> plan Grant.
4. To spend more money for purchase of new books and journals.
5. The Department of Computer Science was introduced in this year.
6. To encourage faculty members to generate resource by way of submitting research projects and undertaking consultancy and extension activities.
7. To enhance students amenities and facilities and to encourage students to involve in NSS and other social activities.
8. To support minority community, financially weaker students and physically challenged students. UGC sponsored Remedial Coaching and coaching for Entry in Service was introduced in our college.
9. IQAC reviewed the academic performance of all departments and suggested steps to improve overall teaching learning to the management.
10. The feedback from the students & parents has actively been reviewed in the Academic committee and recommendations have been made to the Teacher in charge for action taken.
11. This year NSS Unit 1&2 of our college organised Awareness programme on water borne diseases in village...& Awareness programme on AIDS to truck drivers at N.H-6.
12. An appeal made to M.P. Uluberia constituency for MPLAD for Rs 20 lakhs for partial construction of new Science Building.





## 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
Construction of Second Campus.	Science Building construction (under XII plan Building Grant) process started to meet the present space crunch in the present college.
Technology up gradation & Computerization.	Computerization of administration was initiated.
Proposal made for renovation of room no.-23 for Lab. Of computer Science Depart.	Renovation of room -23 for Computer Science Lab. completed.
Increase in amenities and facility	The process of renovation of the Library has been initiated, laboratory facility and computer facility of many departments improvised.
Action taken to encouraged the students to take active part in NSS.	Students are encouraged taking up NSS. Cadres took part in many events. Community benefit programme taken up.
Proposal made to TIC to arrange Guest Lecturers for coming session.	12 Guest Lecturers have been appointed.
Proposal made to administration to purchase Fans for class room & Locker for PTT. (Recommendation of TC. & Academic sub. Committee.)	Proposal accepted and purchase in progress.



Support to minority community, physically challenged, weaker students	Fellowships and special support provided. UGC sponsored Remedial Coaching programmes were initiated.
To take feedback from the students	Feedback was taken from the students and actions were taken based on it.

#### ANNEXURE I: ACADEMIC CALENDER

2.15 Whether the AQAR was placed in statutory body

Management

Syndicate

Any other body

G.B.

Provide the details of the action taken

The Governing Body of the college in its Resolution vide Item No-1A dated 23-12-2014 approved the AQAR 2010-11 and recommended the same for sending to the NAAC office. The Governing Body further approved the Statement made by the TIC regarding the activities done during the period 2010-11 as stated in the report.



## Part – B

### 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	0	0	0	0
PG	0	0	0	0
UG	13	01	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	1	0
Certificate	0	0	0	0
Others		03	0	03
<b>Total</b>	13	04	0	03

Interdisciplinary	Courses like ENVIS, BNGM, ENGC, COMMERCE, MATH and PHYSICS involves faculty members from different Departments of the College
Innovative	Skill Development Programme

##### 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 -

i) The College has 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 in Accountancy and Finance Group.

Choice Based Credit System and range of subject options -

ii) The University of Calcutta does not allow choice-based credit system. Courses are offered in the modular form.



iii) 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  Employers  NO Students

*(On all aspects)*

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

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

The syllabus is prepared and revised by affiliating university from time to time. The last revision was carried out in 2010-2011 for commerce course and departmental teachers of all subjects participated and gave suggestions in workshop organised by U.G board of study of Calcutta University.

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

UG PROGRAMMES	The Department of Computer Science has been introduced during this year.
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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

TOTAL	Asst.Professors	Associate Prof.	Professor	GLI	CWTT	PTT
55	08	14	NA	02	02	29

2.2 No. of permanent faculty with Ph.D.

07

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

Asst.Prof.		Associate Prof.		Professors		GLI		CWTT		PTT	
R	V	R	V	R	V	R	V	R	V	R	V
0	0	0	1	NA	NA	NA	NA	*02	0	*29	0

\*CWTTs & PTTs are approved by State Govt. during this year.

2.4 No. of Guest and Visiting faculty and Temporary faculty

12

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	X	03	06
Presented	X	02	02
Resource Persons	X	X	X



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

- 1) Admission is strictly based on merit. All rules & regulation, seat reservation policy of affiliated University and Government are maintained as an essential part of the Admission process. All information is properly communicated to stake holders in college website, and on the notice board inside the college.
- 2) College gives prospectus at the time of admission to the students, where students are provided all sorts of relevant information about fees structure, student support, student facilities etc. Department of commerce in addition to the College Prospectus ,issue and distribute Academic calendar to the Student of Commerce, stating the Academic Schedule, schedule of Class Examination, detail of the Sullabus
- 3) ICT is introduced by the college in teaching and learning.
- 4) To teach the students in a more illustrative and understandable way, teachers are using laptops, LCD projector in the class room. Certain departments are using different academic software's for advanced learning of their students.
- 5) The Principal, pertaining to teaching quality encouraged the teacher for participating in refresher courses, seminar etc for improvement.
- 6) Regular educational excursions in Botany and Zoology Departments are held.
- 7) All departments hold two exams. (Midterm & Test), Results are published within 15/20 days. Some departments hold class tests, the Evaluative papers are shown to students as per demand, and teachers discuss the shortcoming of their answers scripts.

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

157
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, and Online Multiple Choice Questions). NIL (Traditional methods are followed)

College generally maintain 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

Time to time our various departmental teachers participate in curriculum development workshops. This year 2 teachers of commerce dept. have participated in a workshop. Apart from this, all departmental teachers regularly participate in any workshop conducted by the University for change of syllabus.

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: (only 3<sup>rd</sup> year)

TITLE OF THE PROGRAMME	TOTAL STUDENTS APPEARED	CLASS/DIVISION				
		Qualified./Pass**	I%	II%	III%/P	PASS%
<b>BSc (Hons.)</b>						
PHYSICS	03	03	X	01	02	<b>100%</b>
CHEMISTRY	05	05	<b>02</b>	03	X	<b>100%</b>
MATHEMATICS	09	09	<b>02</b>	04	03	<b>100%</b>
ECONOMICS	01	01	X	01	X	<b>100%</b>
<b>BSc(Gen)</b>	25	25	X	12	13	<b>100%</b>
<b>B.A (Hons)</b>						
BENGALI	122	122	X	97	25	<b>100%</b>
ENGLISH	52	51	X	40	11	<b>98%</b>
HISTORY	54	54	X	43	11	<b>100%</b>
PHILOSOPHY	13	12	X	09	03	<b>91.67%</b>
POLITICAL SCIENCE	31	31	X	20	11	<b>100%</b>



SANSKRIT*	X	X	X	X	X	X
B.A(Gen.)	701	X	-	18	657	96.30%
B.COM(Hons.)	137	136	06	130	X	99.27%
B.COM(Gen.)	107	70	X	X	70	63.37%

\*There are no students in 3<sup>rd</sup> yr. Sanskrit Hons., as the Hons. in Sanskrit Dept. was started on 2009.

\*\* Qualified/Pass students means rest of Unsuccessful students as per University result published.

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

IQAC suggested that the TIC and Departmental heads 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 Principal can act on it. The IQAC takes Student Feedback from outgoing students and gives a report to the TIC.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	01
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0
Junior faculty members are regularly attending Refresher / Orientation courses organized by various universities.	

#### 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	23	nil	nil	nil
Technical Staff	05	Nil	nil	nil





### 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 authorities provide all necessary infrastructural support including space for carrying out research work.
3. As a part of the syllabus, the students of the 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 Student 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 Student.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	0
Outlay in Rs. Lakhs	NA	1.42 LAKHS	NA	NA

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	02	X
Non-Peer Review Journals	X	01	X
e-Journals	X	X	X
Conference proceedings	X	X	X



3.5 Details on Impact factor of publications: NA

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2010	UGC	1.42Lakhs	1.21Lakhs
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Others				
Total			1.42 Lakhs	1.21 Lakhs

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  DS T-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges  
 Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE



Any Other (specify)

NA
----

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	NONE
	Granted	
International	Applied	NONE
	Granted	
Commercialised	Applied	NONE
	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
0	0	0	0	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	<input type="text" value="2"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC: : College has no NCC unit.

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="8"/>
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="8"/>
		Any other	<input type="text" value="0"/>

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

Despite the vacancy in the Principal's post, the TIC Prof. S.K. Halder with other teachers is very much enthusiastic about the ISR.

The NSS units have adopted a nearby village Durlavpur having a marginal literacy and economic background.

The activities undertaken can be broadly grouped into i) health & sanitation and awareness, ii) resource development, iii) cleaning-repairing and iv) cultural. A primary school was selected for eyesight test of the children as few had difficulty in vision. The NSS room is equipped with eye-testing kit also and routine free consultation to the student & staff is provided by many physicians.

CU awarded additional responsibility to Bagnan College by making it the IXth Dist. Head Quarter, grouping P.J. College-Andul, Uluberia college, S.college-Shyampur, Gangadharpur college and Bagnan college.

Best District & Best Volunteer awards were given by CU to Bagnan college. Two boys and a girl were selected for National Camp.



## 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	4679.49Sq.m.	nil	UGC /MP Lad Fund, College fund.	
Class rooms	19 Nos./1098.13Sq.m.	nil		
Laboratories	5Nos./675.51Sq.m.	1Nos./55.8		
Audio Visual Room	1Nos./111.6Sq.m.	nil		
No. of important equipments purchased ( $\geq$ 10 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		0.85 Lakhs.	UGC	0.85 Lakhs.
Others [On line UPS(1), Photo Copier(1), Projector(3)]	nil	3.73 Lakhs.	UGC	3.73 Lakhs.

#### 4.2 Computerization of administration and library

The College office is partially computerised. It controls its Student Management and College Accounts with the help of “Tailor-Made” Software packages, installed in College Office and in the Cash and Accounts Departments. To control and maintain the Official work and correspondence, the College has installed the necessary number of printers, scanners, on line-UPS, one advance photo copier machine at its convenient places in the Office.

Our next attempt is to make our College Library partially computerised. The decision of giving initial emphasis on “Catalogue”, Issue of Books and Returns of Books, have been taken. Gradually we plan to install “e-library” and partial automation of Library for the benefit of our Students. The initiation of this 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	23016	Rs.13,63,665	1831	Rs. 3,30,254	24,837	Rs. 16,93,919
Reference Books	1210	Rs. 71,770	780	Rs. 1,41,537	1990	Rs. 2,13,307
e-Books	nil	x	nil	x	nil	x
Journals	2	Gift.	-	-	2	Gift.
e-Journals	x	x	x	x	x	x
Digital Database	x	x	x	x	x	x
CD & Video	x	x	x	x	x	x
Others (specify)	x	x	x	x	x	x

\*\* 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.

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs		Internet	Browsing Centres	Computer Centres	Office	Departments	Others( Lib. &T.C.)
		Comp.sc. Dept	Commerce.						
Existing	19	-	11	Broadband connection	04	-	04	02	02
Added	16	12	-	DO	12	-	-	02	02
Total	35	12	11		16	-	04	04	04



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 Science Departments. Teachers and a portion of students have also 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	0.72 LAKHS
ii) Campus Infrastructure and facilities	2.79 LAKHS
iii) Equipments	0.24 LAKHS
iv) Others (Generator)	0.88 LAKHS
<b>Total:</b>	<b>4.63 LAKHS</b>





## Criterion – V

### 5. Student Support and Progression

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

At the suggestion of the IQAC the college has established a Disciplinary committee, 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 College has also suggested that “Remedial Coaching” may be provided for students.

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

Individual departments, at the suggestion of the IQAC, try to keep track of the progress of their students.

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

UG	PG	Ph. D.	Others
3991	NA	NA	nil

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

nil

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

nil

	No	%		No	%
Men	1960	49	Women	2031	51

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3365	415	15	107	2	3904	3491	371	10	116	3	3991

Demand ratio-10:1(Hons.), 5:1(Gen.)

Dropout %- 6% Hons. 10% Gen.



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

The college has one unit of “Coaching Classes for Entry in Service”, the grant of which has provided by the UGC during its XI Plan Period. In the said unit, students are being trained for appearing in Competitive Examinations like Banking Service, SSC, PSC, Railway Recruitment Examination etc.

No. of students beneficiaries

108

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

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

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

A Career Counselling Cell has been established in our institute, the grant of which has provided by the UGC during its XI Plan (merged scheme) Period, to look into the diverse socio-economic problems that confront our students. One of the objectives of this cell is to help the students, who come from economically backward families, to get proper training to compete for the placement opportunities. Institution does not provide jobs but tries to guide them for competitive examinations. We also provide them guidance as to how they can make use of these opportunities from the institute.

No. of students benefitted

23



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
x	x	x	x

\*\* College has no such placement cell & placement records, but some time various organisation & companies visit our College for their promotional campaign & recruitment. College properly arrange these visits.

5.8 Details of gender sensitization programmes

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	328	Rs. 78,136
Financial support from government	163	Rs. 2,87,000
Financial support from other sources(UGC)	15	Rs.96,000
Number of students who received International/ National recognitions	0	0

### 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

1) One of the major grievances of the Students of this year was regarding the non-availability of Library Books. The Library Committee took up the matter and after preparing a list of the mostly required books from the Students, the Committee arranged to purchase books from the college Fund.

2) The students had long standing demand/grievances on the process of issuance of “Railway Concession Form” from the College Office. The TIC took special initiative to resolve the matter with the students; He arranged a separate window in the College Office, from where the “Railway Concession Forms” are now issued.



## Criterion – VI

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

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

Bagnan College was established in 1958. The dream of 1958 has already crossed 53 long years and stands tall like an unquestionable reality. The college now has a rich past, a glorious present and a bright future. Bagnan College is marching ahead with its sole objective of providing quality education to all, irrespective of caste, creed and religion, economic status or physical health. To fulfil the objective, many developmental programmes have been initiated keeping in tune with the changing requirements of education.

#### 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 Calcutta University, there is little scope of internal syllabus designing. However every department has its own academic calendar/module to run and complete the syllabus.



### 6.3.2 Teaching and Learning

Although the syllabus is framed not by the college but by the University to which it is affiliated, each department adopts some innovative processes in teaching and learning.

1. Faculties of each department meet at the beginning of each academic session for term-wise allocation of syllabus assignments, contents, fix dates for the term-end tests and prepare the academic calendar of that session.
2. The department organize students' seminars, quiz contests, poetry/drama workshops.
3. Field study, Symposium, Project work and dissertation work is carried out by most departments of the College.
- 4 Diversity of Learners in respect of their background, ability and other personal attributes will influence the extent of their learning. The teaching-learning modalities of the institution are rendered to be relevant for the learner group. The basic hinterland of this College is mainly consisted with "First-Learner Group" families. The teacher employs interactive and participatory approach creating a feeling of responsibility in students for greater dissemination of knowledge.

### 6.3.3 Examination and Evaluation

1. Regular class tests for some departments.
2. Mid Term Test and Selection Test held, students need to qualify to appear in University exams.
3. The answer scripts of such tests are shown to the students and within one month results are declared. If performance is not satisfactory the college call their guardians and discuss.

### 6.3.4 Research and Development

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



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

To develop and update facilities in the library, ICT and infrastructure, the College has adopted the following strategies:

- i) The physical infrastructure has been remarkably improved/ developed. At present the college has started construction of a New Science Building.
- ii) The college introduced ICT, for which college utilised Additional Grant (Equipment, teaching & learning aids) of UGC XI Plan.
- iii) Latest books and journals are purchased and subscribed to every year.
- iv) Total automation of the library service has been initiated.
- v) Internet service has been made available to the library users.
- vi) Most of the Honours departments maintain and run a library of its own.
- vii) Annual budgetary allocation is made available to each department for purchasing equipment, text and reference books each year.

### 6.3.6 Human Resource Management

The human resource of the college is managed in a free and democratic manner. For the management of 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. Apart from that the Teachers remain available even outside the Class, either in the Library, Teachers' Room, or in the Teacher's Computer Room for the Student counselling. Above all, there is a Governing Body that manages and develops the total human resource of the college. The college's aim is to make optimum use of the available human resource.

### 6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited transparently as per Government norms/rules. Faculty members are recruited by the College Service Commission. Any contractual teacher is recruited by an expert committee which includes a University expert and a subject expert.



### 6.3.8 Industry Interaction / Collaboration

NA

### 6.3.9 Admission of Students

1. Admission of students is done completely on the basis of merit.
2. Post Admission counselling of students is done to motivate the students in their chosen subject and to give students an overall idea of the subject

### 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, EPF, Festival Advances.
Students	Students' Health Home, Free Studentship, Government Scholarships, Students Endowment Scheme, Award, Prize.

6.5 Total corpus fund generated

NONE

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		YES	Academic Council & Governing Body.
Administrative	NO		YES	Governing Body

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

For UG Programmes Yes  No

For PG Programmes Yes  No

Calcutta University holds and declares results of Under Graduate courses; hence the college has no control over the date of publication of results. The college takes care to publish results of exams run by the college.

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

The University has recently changed the format of the Examination at the Undergraduate Level. 2+1 System of Examination has changed to 1+1+1 System of examination, also the system of "Supplementary Examination" has also been introduced along with the policy of "no detention" in Examination.

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

No such initiative.

6.11 Activities and support from the Alumni Association

During peer team visit of NAAC the Alumni Association of the college took momentum and was very much active. The Department of Chemistry also created a separate such Association, both of which are however no longer in regular contact with the college. Steps are initiated to make them fully functional.



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

Every department holds regular meetings with Parents, to provide them feedback about the progress and drawback of their wards. Regular feedback is taken from them and their assessment is taken into account for teaching and evaluation purpose.

#### 6.13 Development programmes for support staff

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

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

1. Campus declared no smoking zone.
2. Campus declared plastic free zone.
3. Regular testing of drinking water and quality of canteen food done by College Authority.



## Criterion – VII

### 7. Innovations and Best Practices

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

1. Admission procedure has been made transparent by publication of merit list by the individual departments it has had a positive impact on the functioning of the institution. It has lessened pressure on the college office, made the admission process transparent and impartial and made it possible for the departments to enrol meritorious students.
2. Digitilization of library has been initiated for smooth functioning of the Library.
3. Providing of Computer with internet facility to science departments has helped in teaching learning.

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

1. The college administration proposed that the admission process to be maintained by the respective departments to bring transparency and avoid any malpractice. The college implemented the programme.
2. Initiative taken for digitalization of library is in the way of completion.
3. Computer and internet facility to all science departments were proposed and was implemented.
4. Computer science department started.

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

1. Administrative empowerment
2. Computer Science department started.



#### 7.4 Contribution to environmental awareness / protection

1. To generate environmental awareness among the students, the institute has introduced a course on environmental science.
2. It also enlists the support and co-operation of its NSS Units to create awareness of environmental hazards and of the urgent need to keep the environment clean, green and pollution free.
3. The NSS volunteers regularly lead campaigns to prevent use of polythene and polythene products in the college campus. IQAC prevails open the college authority to sanction funds to the NSS units for this noble mission.

7.5 Whether environmental audit was conducted?

Yes

No

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

NA



## 8. Plans of institution for next year

1. Advise the faculties to increase their participation in research-oriented activities and organize students' seminars, quiz contests, excursions/educational tours;
2. Renovate the existing office space for better management of office-related works.
3. Progress of work on construction of new annex Building is going on.
4. Strengthen students' support activities, particularly the grievance and counselling cells, and undertake more outreach programmes.

NAME: ANUP KUMAR BASU

NAME: SOMA MUKHOPADHYAY  
TIC, BAGNAN COLLEGE

NAME: PIYAS CHAKRABARTI

Signature of the Chairperson, IQAC

Signature of the Joint Co-ordinators, IQAC

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## ANNEXURE I: ACADEMIC CALENDER

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

### Best Practice

#### Practice #1

##### **Title – *Administrative empowerment***

**Objective** – The College aims to improve efficiency of the administrative staff by introducing administrative empowerment

**Context** – The number of students in the college has increased over time but the number of administrative staff did not increase proportionately. For effective functioning of the college it was necessary to empower the administrative staff to handle the extra workload effectively.

**Practice** – The College has taken a number of steps for administrative empowerment.

- Trained the administrative staff to effectively use the available software.
- Installed advanced hardware for administrative automation.
- Created administrative calendar for the session.
- Provided perks such as food-packets for additional hours at the workplace.

##### **Evidence of Success** –

Today, with limited administrative resources, we are able to handle additional workload of the increased number of students effectively.

**Resources Required** –No resources required except extra time involvement from our faculties.

**Problems encountered** – There was general resistance to change although it was taken care of later.



## **Practice #2**

### **Title – Computer Science Department Started.**

**Objective** – To address the long term demand for Computer Science department, this will empower the students to upgrade their knowledge within an acceptable budget.

**Context** – We believe that student empowerment is a step towards building an effective learning organization.

**Practice** – The College has taken a number of steps to empower students such as

- Students are taught the sufficiently upgraded Computer Science syllabus of Calcutta University.
- The students of Mathematics, Physics and Commerce department has benefitted from the opening of the Computer Science department as the Computer Science Papers of their subjects are now taught by the Computer Science department.

**Evidence of Success** –

- 1) The students of the locality has greatly benefitted from opening of the department. Students have shown great interest in the subject. Departments like Physics, Mathematics and Commerce are now able to cover their syllabus more comprehensibly.

**Resources Required** –

- 1) Financial resources required.

**Problems encountered** –

1. The College has recruited teachers from its own fund. Also, all instruments required for opening the subject and upgrading Room No. 23 into Computer science laboratory cum classroom was done from the College General Fund. The college had to face some difficulties to accomplish this job with its limited funds.