



ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF IQAC: 2012-13



BAGNAN COLLEGE
KHALORE, BAGNAN
HOWRAH: 711303



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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

Web-link of the AQAR:

<http://www.bagnancollege.org/AQAR2012-13.pdf>

1.5 Accreditation Details

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

2012-2013

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
2012-2013	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

(e.g. 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

NO

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

YES

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="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: 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

Total Nos. International National State Institution Level

(ii) Themes

1. Seminar on thalassemia awareness emphasising the carrier detection and elimination of the malady on August 2012 from college fund.
2. Seminar on importance of Social works on NSS foundation day on 24 Sept. 2012.

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. Preparation of the XII Plan proposal for UGC Grant
3. Filling of Reports of AISHE
4. Proposal to improve infrastructure of the library, purchasing of Books and journals which was implemented by the Management
5. To upgrade technology and computerization of different section of our college, purchase Computer, Projector, Photocopier machine, Printer, Scanner, green board, white board etc. valued at Rs.8, 50,000(Approx) from U.G.C XIth plan Grant.
6. Up gradation of Computer Science Lab. in this year.
7. To encourage faculty members to generate resource by way of submitting research projects and undertaking consultancy and extension activities.
8. To enhance students amenities and facilities and to encourage students to involve in NSS and other social activities.
9. Formed the planning board for better utilisation of UGC XIth plan Grant.
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.
11. This year NSS Unit 1&2 of our college organised Thalassemia test and Awareness programme for students and staff of our college.
12. The Office has been largely computerised with online UPS system and LAN Connectivity provided to a central Server.
13. Student Management Software and Accounting Software provided to the Office.
14. Increased digitization of Library proposed.



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
Implement the computerization of the administrative and financial works with the customized administrative software	Implemented, installed and is working.
Plan taken for provide at least one computer with net connection for each department.	Have Provided one computer with net connection for each department.
Proposal made for up gradation of room no.-23 for Lab. Of computer Science Department.	Up gradation 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 encourage the students to take active part in NSS.	Students encouraged taking up NSS and Cadres took part in many events. Community benefit programme taken up.
Proposal made to TIC to arrange Guest Lecturers for the coming session.	31 Guest Lectures appointed.
Plan taken for AMC of on line UPS & Photocopier machine.	Proposal accepted and work in progress.
Support to minority community, physically challenged, weaker students	Fellowships and special support provided.



To take feedback from the students	Feedback was taken from the students and actions were taken based on it.
Increased digitalization of Library proposed	The Process has been started; SOUL-2 purchased from UGC-INFLIBWET Centre.

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 2012-13 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 2012-13 as stated in the report.



Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	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	01	0
Certificate	0	0	0	0
Others		03	0	03
Total	14	03	0	03

Interdisciplinary	Courses like ENVIS,BNGM,ENGC,COMMERCE,MATH,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 offered in 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 N 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.

NO. 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 the Commerce Department 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	No
---------------	----



Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

TOTAL	Asst.Professors	Associate Prof.	Professor	GLI	CWTT	PTT
52	08	12	NA	02	02	28

2.2 No. of permanent faculty with Ph.D.

05

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	0	NA	NA	NA	NA	0	0	0	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

28

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	04	06
Presented	03	01	02
Resource Persons	X	X	X



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

- 1) Admission is strictly on merit basis. Rules & regulations, seat reservation policy of affiliated University and government are maintained. All information is properly communicated to stake holders in college website, and in the notice board of the college.
- 2) College gives prospectus at the time of admission to the students, where students know the information about fees structure, student support, etc. department of commerce issue Academic calendar.
- 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 TIC, pertaining to teaching quality, encourages the teachers to participate in refresher courses, seminars 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 Evaluated 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

166

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, the 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 workshop. This year 2 teachers of the Commerce Dept. have participated in workshop organised by U.G board of study under Calcutta University.

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%	II%	III%/P	PASS%
BSc (Hons.)						
PHYSICS	05	05	X	04	01	100%
CHEMISTRY	13	13	08	04	01	100%
MATHEMATICS	15	15	02	11	02	100%
ECONOMICS	01	01	-	01	-	100%
BSc(Gen)	30	30	x	14	16	100%
B.A (Hons)						
BENGALI	138	137	01	118	18	99.24%
ENGLISH	35	30	-	19	11	85.71%
HISTORY	70	67	-	56	11	95.45%
PHILOSOPHY	07	06	-	03	03	83.33%



POLITICAL SCIENCE	34	34	-	25	09	100%
SANSKRIT	54	51	-	39	12	96.15%
B.A(Gen.)	483	431	-	22	409	89.23%
B.COM(Hons)	91	68	10	58	X	74.72%
B.COM(Gen)	47	45	X	06	39	95.70%

** 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	01
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.	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	04	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 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 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 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	0	0	0
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	04	X
Non-Peer Review Journals	X	01	X
e-Journals	X	X	X
Conference proceedings	03	X	03



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				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
OTHERS				
Total				

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)

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	0

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

NA
NA

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

0

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

40

 State level

0

National level

4

 International level

0

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

1

 State level

0

National level

0

 International level

0

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	<input type="text"/>	College forum	<input type="text" value="5"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="5"/>	Any other	<input type="text" value="0"/>

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

For polio eradication, polio awareness programmes taken with public polio programme. Thalassaemia carrier detection with discussion held at R.G. Kar Medical college with volunteers. 'Red Ribbon Express' visited the college with training & evaluation. Public campaigning with Red Ribbon Express was done at Howrah Station under CU guidance with other colleges. Khalore GP assisted providing Dr. C. Banerjee to add up the list of free consulting physicians in NSS unit. The doctors and pathological clinic Anneswa offered concessional charges to students at their establishments.

Another village Ramchandrapur is also adopted. For volunteers development Yoga is introduced. Communicative English and Hindi training added. Besides routine cleaning & plantation, a blood donation camp organized at the college. In the special camp at Ramchandrapur extra stress was given on thalassaemia awareness, yoga and nutrition.

Volunteers participated in Saratmela cultural programme, Panitras. NSS day and other days in NSS list like Tagore's death anniversary - '*baishe sraban*' are celebrated.

Four girls 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.	X	UGC /MPLAD/Coll. Fund,	4679.49Sq.m.
Class rooms	19Nos./1098.13Sq.m.	X		19Nos./1098.13Sq.m
Laboratories	6Nos./731.31Sq.m.	X		6Nos./731.31Sq.m.
Audio Visual Room	1Nos./111.6Sq.m.	X		1Nos./111.6Sq.m.
No. of important equipments purchased (\geq 10 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		2.97 Lakhs.	UGC	2.97 Lakhs.
Others [On line UPS(1)]	nil	0.92 Lakhs.	UGC	0.92 Lakhs.

4.2 Computerization of administration and library

The College office is computerised 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.

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 plan 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	24869	Rs.16,99,533	16	Rs. 725	24,885	Rs. 17,00,258
Reference Books	1994	Rs. 2,14,407	11	Rs. 2510	2005	Rs. 2,16,917
e-Books	nil	X	nil	X	nil	X
Journals	4	Gift.	-	-	2	Gift.
e-Journals	X	X	X	X	X	X
Digital Database	X	X	X	X	X	X
CD & Video	4	Gift	X	X	4	Gift
Others (Map)	10	X	X	X	10	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
		Comp .sc Dept	Commerce.						
Existing	54	21	11*	Broadband	35	X	07	08	07
Added	18	-	09	Do	18	X	X	09	X
Total	72	21	20	Do	53	X	07	17	07

***Existing computers (11 PC's) in Commerce Lab have been replaced by 9 PC's of latest configuration.**



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 Student have also benefitted by 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	0.36 LAKHS
ii) Campus Infrastructure and facilities	2.54 LAKHS
iii) Equipments	0.35 LAKHS
iv) Others (Generator)	1.30 LAKHS
Total:	4.57 LAKHS



Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC has suggested that the college authority regularly interacts with all the communities to ensure smooth functioning of each unit. This was a prevalent process but the IQAC has emphasised the need for further strengthening it. The IQAC has suggested that the authority look into the grievance that students have regarding the quality of the canteen food, and also make available a larger variety of food products in the canteen. Keeping in mind that student should have proper health to pursue their education, the IQAC has suggested that the college provides a properly equipped gymnasium for the 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
4271	NA	NA	nil

(b) No. of students outside the state

nil

(c) No. of international students

nil

Men	No	%	Women	No	%
	2044	49		2227	51

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
3554	381	15	124	2	4076	3699	409	12	141	10	4271

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 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 beneficiaries

69

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 from the institute.

No. of students benefitted

50

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
03	99	15, for other two no records.	No records.

** College has no such placement cell & placement records, but some time various organisation & companies visited in our College for their promotional campaign & recruitment.

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

01

National level

01

International level

Nil

No. of students participated in cultural events

State/ University level

Nil

National level

Nil

International level

Nil



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

Sports: State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>
Cultural: State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

5.10 Scholarships and Financial Support

	Number of students	Approx. Amount
Financial support from institution	297	Rs. 2,03,979
Financial support from government	474	Rs. 10,33,900
Financial support from other sources(UGC)	21	Rs.1,26000
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>
Exhibition: State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed

Two major grievances were received from the students. All the grievances were satisfactorily redressed. The first one was on the quality of food served in the canteen. It was settled by inspection and intervention by the canteen-committee of the college. The vendor was consulted and the problem sorted out promptly. The second one was regarding the malfunctioning of the drinking water dispenser. The authority promptly contacted the service provider and the issue was settled in the minimum possible time. Initiative taken to club all such filters and dispensers under AMC.



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 55 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. The 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/ teaching module of that session.
2. The departments organize students' seminars, quiz contests, poetry/drama workshops.
3. Field study, Symposium, Project work and dissertation work 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 teachers employ interactive and participatory approach creating a feeling of responsibility in learning and makes learning a process of construction 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 reports are 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 to 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 taken initiative to construct a New Science Building.
- ii) College introduce 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) Some Honours departments maintain and run a library of its own.
- vii) Annual budgetary allocation is made available to the Science Departments for purchasing equipment. Allocation of college fund & UGC fund for purchase of Text and Reference books are made through library committee for each department.



6.3.6 Human Resource Management

The human resource of the college is managed in a free and democratic manner. 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. Apart from that the Teachers remain available even outside the Class either in the Library or in the 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.

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.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

1) Admission is strictly on the basis of merit. All rules & regulation, seat reservation policy of affiliated University and government are maintained. All information is properly communicated to stake holder in college website, notice board in the college. The admission procedure has been planned to be totally on-line next year, for which necessary steps are initiated.

2) The College gives prospectus at the time of admission to students from where students know the information about fees structure, student support, etc. Department of Commerce issues an Academic calendar.



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, 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) 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?

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 college examinations.



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 as well 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. Student Management Software purchased to facilitate the Online Admission process.
2. The Office work has been largely computerised with a Central Server along with online UPS System and LAN Connectivity.
3. Effort is being made to provide the Departments with Green board, White board, Cork Notice board etc.

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 a gradual move towards online admission and Student Management Software introduced for that.
2. Complete digitalization of library was proposed and is in the way of completion.
3. Computer with Internet facility to all departments was proposed and was implemented to enhance teaching – learning process.

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

1. Office has been largely computerised.
2. NSS Unit of our College conducted seminar and activity to promote Thalassemia awareness among students and staffs.



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.
4. The college conducted National Environmental Awareness Campaign in collaboration with Uluberia Botanical Institute during 2012-13 on 'Bio Diversity Conservation'. The program was sponsored by the Ministry of Environment and Forest, GOI.

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

To advise the faculties to increase their participation in research-oriented activities and organize students' seminars, quiz contests, excursions/educational tours;

2. To renovate the existing office space for better management of office-related works.
3. To prepare necessary arrangement for implementing COSA in the college.
4. To upgrade the college website for future on-line admission.
5. To take necessary steps for second NAAC visit for reaccreditation.

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TIC, BAGNAN COLLEGE

NAME: PIYAS CHAKRABORTY

Signature of the Chairperson, IQAC

Signature of the Joint Co-ordinators, IQAC



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 rd 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 – *Office has been largely computerised*

Objective – The college aims to provide increasing technological support to administration. Student Management Software has been installed in the office and LAN connectivity provided for a faster and more efficient output.

Context – The number of students in the college has increased over time and to cater to the three shift structure of the college with student strength of over 4000, it was imperative to upgrade our infrastructure and technological support.

Practice – Train the administrative staff to effectively use the newly acquired software.
- Install advanced software solution for administrative automation

Evidence of Success –

Despite the acute shortage of staff, the latest technology has made it much easier to cater to the needs of the student. The data storage facility has also improved significantly.

Resources Required – Financial resource would be required to further upgrade the existing facility.

Problems encountered – There was some initial hiccups in adapting to the new technology, but it was soon overcome.

Practice #2

Title – *Thalassemia awareness and detection among students and staff.*

Objective – To build a thalassemia free society, and promote a healthier lifestyle.

Context – Thalassemia is a dreaded disease that has financially ruined many families. We thought it was necessary as an educational institution to promote awareness among students and staff regarding this disease, and help them to combat it.

Practice – The College NSS unit took leadership in organizing the whole exercise and it turned out to be grand success.

Evidence of Success –

- 1) The students and staff who attended the programme are now more aware of this dreaded disease and better equipped to fight it.

Resources Required – 1) Financial resources required to continue the process.

Problems encountered- None.