ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF IQAC: 2011-12

BANGABASI EVENING COLLEGE

19, RAJKUMAR CHAKRABORTY SARANI,

KOLKATA: 700009.

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2011-2012

1. Details of the Institution

1.1 Name of the Institution

BANGABASI EVENING COLLEGE

1.2 Address Line 1

19, RAJKUMAR CHAKRABORTY SARANI

Address Line 2

KOLKATA -700009

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700 009

Institution e-mail address

info@bangabasievening.edu.in

Contact Nos.

033-2351 0304

Name of the Head of the Institution:

Prof. Amalendu Chatterjee

Tel. No. with STD Code:

033-2351 0304

Mobile:

9874752899

Name of the IQAC Co-ordinator:

Dr. Prasanta Kumar Maiti

Mobile:

9432343247

IQAC e-mail address:

maitiprasantakumar@gmail.com

1.3 **NAAC Track ID**

WBCOGN13759

OR

1.4 **NAAC Executive Committee No. & Date:**

NAAC/A&AOCEC-47/54 dated 29-01-2009

1.5 Website address:

www.bangabasievening.edu.in

Web-link of the AQAR:

http://www.bangabasievening.edu.in/website/wp-ontent/uploads/2015/10/AQAR20112012.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.42	2009	5YEARS
2	2nd Cycle	NA	NA	NA	NA
3	3rd Cycle	NA	NA	NA	NA
4	4th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC :   DD/MM/YYYY | 22/04/2014 |

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

AQAR	SUBMITTED ON
2011-2012	15.10.2015
2012-2013	15.10.2015
2013-2014	15.10.2015
2014-2015	15.10.2015

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√] No [ ]

Constituent College   Yes [ ] No [√]

Autonomous college of UGC   Yes [ ] No [√]

Regulatory Agency approved Institution   Yes [ ] No [√]

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

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

Urban [√] Rural [ ] Tribal [ ]

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

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

1.10 Type of Faculty/Programme

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

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

. NONE

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

UNIVERSITY OF CALCUTTA

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	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   -

2.2 No. of Administrative/Technical staff   -

2.3 No. of students   -

2.4 No. of Management representatives   -

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

   community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. | - | Faculty | - |

   Non-Teaching Staff Students | - | Alumni | - | Others | 0 |

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. | 0 | International | 0 | National | 0 | State | 0 | Institution Level | 0 |

   (ii) Themes | NONE |

2.14 Significant Activities and contributions made by IQAC

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

  Attach the Academic Calendar of the year as Annexure.

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

Management ☐   Syndicate ☐   Any other body √

Provide the details of the action taken

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	17	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
Total	17	0	0	0

| Interdisciplinary | 0 | 0 | 0 | 0 |
| Innovative | 0 | 0 | 0 | 0 |

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	17

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

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

Please provide an analysis of the feedback in the Annexure

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

NO

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
62	12	24	0	26

2.2 No. of permanent faculty with Ph.D.   24

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	13	0	0	0	0	0	0	0	13

2.4 No. of Guest and Visiting faculty and Temporary faculty

| 0 | | 0 | | 0 |

2.5 Faculty participation in conferences and symposia:

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

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

Quizzes, student seminars and debates are organised to encourage students' active participation in curricular activities. Some departments arrange film shows and slide presentations to interest the students. Often group discussions follow these presentations but such discussions are also held independently as well.

Students also participate in workshops to help foster practical applications of their studies. For instance the latest workshop was on the theme of self employment of students.

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

181

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

Photocopy

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

| 0 | 0 | 0 |

2.10 Average percentage of attendance of students

81.23

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
U.G.	839	-	4.77	40.78	16.41	61.96

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

Student academic progression and performances is evaluated through compiling and analyzing the university examination results of each department. Further students and their parent's feedback taken time to time and action is taken accordingly. Also research and consultancy of the faculty members is encouraged.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	4
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	1
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

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	38	-	-	-
Technical Staff	8	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in Rs. Lakhs		Rs. 1.1 Lakhs		

3.4   Details on research publications

	International	National	Others
Peer Review Journals	2	9	0
Non-Peer Review Journals	0	12	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range | - | Average | - | h-index | - | Nos. in SCOPUS | - |

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2011-13	UGC	110000	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-

Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	110000	-

3.7 No. of books published   i) With ISBN No.   NA   Chapters in Edited Books   4

ii) Without ISBN No.   2

3.8 No. of University Departments receiving funds from

UGC-SAP   0   CAS   0   DST-FIST   0

DPE   0   DBT Scheme/funds   0

3.9 For colleges   Autonomy   0   CPE   0   DBT Star Scheme   0

INSPIRE   0   CE   0   Any Other (specify)   0

3.10 Revenue generated through consultancy   NA

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons   0

3.13 No. of collaborations   International   0   National   0   Any other   0

3.14 No. of linkages created during this year   0

3.15 Total budget for research for current year in lakhs :

From Funding agency   0   From Management of University/College   0

Total   0

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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	2	0	0	0	0

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

0

0

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)

JRF   0   SRF   0   Project Fellows   0   Any other   0

3.21 No. of students Participated in NSS events:

University level   0   State level   0

National level   0   International level   0

3.22 No. of students participated in NCC events:

University level   166   State level   11

National level   9   International level   0

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	23	State level	10
National level	0	International level	0

3.25 No. of Extension activities organized

University forum	0	College forum	2		
NCC	1	NSS	0	Any other	0

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

- Blood Donation camp organized by the students union

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	2428.17 SQM			2428.17 SQM
Class rooms	39			39
Laboratories	09			09
Seminar Halls	01			01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

- Student's Data-based Software was introduced

- Online admission system was introduced

- Accounts management software was introduced

- INFLIB NET facility to access books and journals

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17000	-	347	82515	17347	-
Reference Books	-	-	-	-	-	-
e-Books	-	-	-	--	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	18	08	05	01	Nil	06	04	
Added	21	14	03	01	Nil	01	03	
Total	39	21	08	02	Nil	07	07	

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

- Computer and internet facility for all departments.

- On-line feedback facility.

- Teachers operate gadgets like CDs, Projectors, PPt etc.

- Proper annual maintenance for all Web-based Network.

- Computer Laboratory with Wi-Fi Connection.

4.6 Amount spent on maintenance in lakhs :

i) ICT | 624000

ii) Campus Infrastructure and facilities | 106400

iii) Equipments | 1579500

iv) Others | 197092

Total : | 2506993

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

5.2 Efforts made by the institution for tracking the progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3404	-	-	-

(b) No. of students outside the state

35

(c) No. of international students

0

Men

No	%
3020	89

Women

No	%
384	11

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3152	213	21	5	0	3391	2768	218	30	4	0	3404

Demand ratio   -   Dropout : 5.32%

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

> UGC sponsored entry in service.
>
> Coaching for SC/ST/OBC/Minorities/Gen. Students – SSC/Combined

No. of students beneficiaries　　175

5.5 No. of students qualified in these examinations

| NET | 0 | SET/SLET | 0 | GATE | 0 | CAT | 0 |

| IAS/IPS etc | 0 | State PSC | 0 | UPSC | 0 | Others | 350 |

5.6 Details of student counselling and career guidance

No. of students benefitted　　20%

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

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 | 10 | National level | 0 | International level | 0

No. of students participated in cultural events

State/ University level | 15 | National level | 0 | International level | 0

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

Sports : State/ University level | 1 | National level | 1 | International level | 0

Cultural: State/ University level | 0 | National level | 0 | International level | 0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	62	34495/-
Financial support from government	222	150300/-
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level | 0 | National level | 0 | International level | 0

Exhibition: State/ University level | 0 | National level | 0 | International level | 0

2

5.12   No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> Bangabasi Evening College has a rich tradition, a glorious past and marching towards a bright future. This college is keen on 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 curricular designing. However every department has its own academic calendar/module to

6.3.2   Teaching and Learning

Although the syllabus is framed not by the college but by the university to which the college 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, recitation and debate competitions.

3. Field study, Project works and dissertation work are carried out by most departments of the College.
4. Learners differ in respect of their background, ability and other personal attributes. This diversity   will influence the extent of their learning. The teaching-learning modalities of the institution are   rendered to be relevant for the learner group. To cope with the situation and teach particularly the "First-Learner Group" the teachers employ interactive and participatory approach. This method creates a feeling of responsibility in learning and makes learning joyful.

6.3.3 Examination and Evaluation

1. Class tests and term tests are held for continuous evaluation for the progress of students.

2. Selection Tests are also held and students need to qualify these tests to appear in University exams.

6.3.4 Research and Development

i) Teachers are kept updated about available scopes for applying for research grants.

ii) Space and necessary infrastructural support are 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) Latest books and journals are purchased and subscribed to every year.

ii) Total automation of the library service has been initiated.

iii) Internet service has been made available to the library users.

iv) Some Honours Departments particularly science departments maintain and run library of their

own.

vi) 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 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. 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.

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

2. The College gives prospectus at the time of admission to students from where students know the information about fees structure, student support, etc

6.4 Welfare schemes for

Teaching	Teachers- Provident Fund, Group Insurance, salary saving Schemes in L.I.C., T.A. for official work etc.
Non teaching	Non-Teaching Staff- Group Insurance, Provident Fund, Non-teaching Health Welfare Fund (which has been generated through Donation Fund).
Students	Students- Students Health Home, Free Concession for financially needy students, Government Scholarship viz. Minority scholarship, Kanyashree etc. Award,Prize (which has been generated through various donation fund)

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? Yes

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Governing Body
Administrative	No	Nil	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 within due time.

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

> The University has recently changed the system of the Examination at the Undergraduate Level. 2+1 System of Examination has turned to 1+1+1 System of examination. The system of
>
> "Supplementary Examination" has also been introduced for executing 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 is taken.

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. It is however no longer in regular contact with the college though ex-students keep regular contact with the department.

6.12 Activities and support from the Parent – Teacher Association

Every department keeps contact with Parents to provide them feedback about the progress and drawback of their wards.

6.13 Development programmes for support staff

The College organizes Computer Awareness and Computer Literacy Programme for non-

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.

Installation of drinking water facilities.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

> 3. Website upgraded to make future on-line admission process possible.
>
> 4. COSA implementation initiated for computerization of salary and State Govt. Grants.

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

> 1. Proposal for renovation of Room 222 with future air-conditioning process. Proposal accepted by G.B and the TIC placed it before the Finance Subcommittee. The necessary fund was allocated by the FSC for execution of the work.
> 2. Proposal for Website up gradation has been placed to G.B. and it was decided to form a three committee to execute the process of up gradation. The committee called for Quotations and finally placed order. The website is now upgraded to fulfil the criteria for future online admission.

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

> 1. Chemistry Lab was renovated to provide facilities to Hons. Students.
> 2. A toilet was constructed beside the chemistry department

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

7.4 Contribution to environmental awareness / protection

> 1. To generate environmental awareness among the students, the institute follows the guidelines of the University in 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 over 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)

None

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

1. 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 plan for second phase of work on construction of new annex Building.

Name: Dr. Barnana Bhowmik   *Name: Dr. Sanjib Chattopadhyay*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

ANNEXURE I: ACADEMIC CALENDER

MONTH	EVENTS
JULY	Admission and commencement of classes
AUGUST	1st Guardian Teacher Meeting
SEPTEMBER	Post Admission Test/ Unit Test
OCTOBER	Vacation/Local or Long Field Excursion
NOVEMBER	Half yearly exams
DECEMBER	2ND Guardian Teacher Meeting
JANUARY	Unit Test (1st and 2nd year) /Selection Test 3rd year
FEBRUARY	Selection Test and Preparatory Classes
MARCH	3rd Guardian Teacher Meeting
APRIL	Final Exams (Part III)
MAY	Preparatory Classes and Mock Tests
JUNE	Final Exams (Part I and part II)