

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2013-14

I. Details of the Institution

1.1 Name of the Institution

Baruipur College

1.2 Address Line 1

P.O. – Purandarpur Math,
P.S. - Baruipur

Address Line 2

Dist – South 24 Parganas,
West Bengal

City/Town

Baruipur

State

West Bengal

Pin Code

743610

Institution e-mail address

baruipurcollege@gmail.com

Contact Nos.

033-24339566

Name of the Head of the Institution:

Prof. Ranjit Kumar Paria

Tel. No. with STD Code:

033-24339566

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C+		2007	2012
2	2 nd Cycle	NA	NA	NA	NA
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

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

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

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

- i. AQAR ___2009 - 2010 Submitted on 03.06.2011 (DD/MM/YYYY)⁴
- ii. AQAR ___2010 – 2011 Submitted on 18.02.2013 (DD/MM/YYYY)
- iii. AQAR ___2011– 2012 Submitted on 28.06.2015 (DD/MM/YYYY)
- iv. AQAR ___2012 – 2013 Submitted on 22.03.2016 (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Study Centre for Distance Education –
Netaji Open University

1.12 Name of the Affiliating University (for the Colleges)

Calcutta University

1.13 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

8

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

2

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

1

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

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

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
1. To recruit Guest faculties to redress the paucity of teachers. 2. Measures are being taken to make the admission process totally online.	1. A number of Guest faculties were recruited to redress the paucity of teachers.

* 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

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	NA	NA	NA	NA
PG	NA	NA	NA	NA
UG	13	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 (Distance Education with Netaji Open University UG & PG Courses)	1			
Total	14			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual ✓	13

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.

The revision and upgradation of the syllabus is done according to Calcutta University regulations.
--

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

--

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
29	8	8	NIL	13

2.2 No. of permanent faculty with Ph.D.

8

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
NIL	NIL	NIL	2	NIL	NIL	NIL	NIL	NIL	2

2.4 No. of Guest and Visiting faculty and Temporary faculty

4		
---	--	--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	15	20
Presented papers	04	05	10
Resource Persons	0	0	02

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

Internet Resources, use of Digital Projectors, PowerPoint Presentation, Debate, Quiz
--

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

241

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

--

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

0	01	0
---	----	---

2.10 Average percentage of attendance of students

The average attendance rate of the College is approximately 75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BNGA	65			64		
EDCA	29			28		
ENGA	12			12		
GEOA	18			16		
HISA	30			25		
PHIA	8			8		
PLSA	8			7		
BA (G)	575			17		252
BSC (G)	7			7		NIL
B.COM (H)	2			1		NIL
B.COM (G)	7			NIL		6

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	01
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	2	NIL	NIL
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

The faculty members are encouraged to do research work. Among the 29 faculty members 8 have Ph.D degrees. 4 members are going to submit their Ph.D. Thesis in the near future.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			02	
Outlay in Rs. Lakhs			1,40,000 + 1,49,000	
			= ` . 2,89000/-	

3.4 Details on research publications

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

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	2	UGC	1,40,000 + 1,49,000 = ` 2,89,000/-	1,25,000 + 89,000 = ` 2,14000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
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)

3.10 Revenue generated through consultancy

3.11 No. of conferences
 organized by the
 Institution

Level	International	National	State	University	College
Number			01		
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	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College

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)

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:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="checkbox"/>	College forum	<input checked="" type="checkbox"/>
NCC	<input type="checkbox"/>	NSS	<input checked="" type="checkbox"/>
		Any other	<input type="checkbox"/>

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

- Organised Youth Parliament, Career counselling programme, Training for the Self employment.
- Free Diabetic Test, Eye Check-up, Eye Donation Campaign.

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	2.09 acres			2.09 acres
Class rooms	23		College fund Zilla Parishad	23
Laboratories	6		College Fund	6
Seminar Halls	1	0	College Fund	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Electrical Equipments of power back up, HOP, Projectors GIS software for Geography dept.			
Value of the equipment purchased during the year (Rs. in Lakhs)		₹. 16,70,369	UGC	
Others		₹. 16,9,670	UGC College Fund	

4.2 Computerization of administration and library

The College library and administration are partially computerized. The process of computerization is on the verge of completion.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13064		309	`.45,732	13373	
Reference Books						
e-Books						
Journals	248		31	`.4,579	279	
e-Journals						
Digital Database						
CD & Video	13		44	`.10,797	57	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	22	12	05		0	03	05	02
Added	04 (2 Computers & 2 Laptops)					02 (Laptops)		02
Total	26	12	05			05	05	04

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

--

4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>	
ii) Campus Infrastructure and facilities	`. 31,368	Campus Repair and Maintenance. Maintenance of Lab equipments
iii) Equipments	`. 2,600	
iv) Others	`. 1,69,670	
Total :	<input type="text"/>	

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Our institution caters to the first generation and disadvantaged learners of the neighboring villages and tries to strive forward in providing higher education to the students of the area. The college also arranges for special guidance for backward students.

5.2 Efforts made by the institution for tracking the progression

This system is not yet in place.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4475	NA	NA	NIL

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%
	2461	55		2014	45

No	%
2014	45

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1908	1680	8	330	5	3931	2118	1898	7	446	6	4475

Demand ratio 2.49%

Dropout % 10%

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

This system is not yet in place.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Career counseling and self employment awareness camps are organized by the college

No. of students benefitted

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
This system is not yet in place			

5.8 Details of gender sensitization programmes

The institution is located in a rural area. Literacy rate among the population, especially women is very low in the neighborhood. Efforts are made by the students to encourage the spread of education among the womenfolk of the neighboring area.

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	Amount
Financial support from institution		
Financial support from government		₹. 3,85,400
Financial support from other sources		
Number of students who received International/ National recognitions		

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:

Guest faculties were recruited to redress the paucity of teachers, which was one of the major grievances of the students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Commencing on its 33rd year the institution has made bold strides towards fulfilment of its primary objective of providing higher education to the first generation and disadvantaged learners of the neighbouring villages.

It has been the persistent Mission of the college to fulfil the criteria towards betterment of the college as spelt out by the NAAC team at its first inspection of the college. We are still striving to instill several Best and healthy practises' into the vital parameters of the college

6.2 Does the Institution has a management Information System

This system is not yet in place.

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

6.3.1 Curriculum Development

The college follows the syllabus and curriculum of the University of Calcutta, hence there is little scope for internal curriculum change.

6.3.2 Teaching and Learning

There is close interaction between the teachers and the students. Teachers use both modern facilities like ITC Resources as well as classroom teaching. Debates and Quiz session also encourage student participation.

6.3.3 Examination and Evaluation

The students appear for the Mid-Term and Test examinations as per Calcutta University guidelines. Regular tutorials are also taken by the different department of the college.

6.3.4 Research and Development

Teachers are also engaged in research activities and many of their articles are published. The students are also encouraged to engage in research work by preparing wall magazines and writing articles for the college magazine and the departmental journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The process of digitalization of the library is in progress.

6.3.6 Human Resource Management

Constant efforts are made to augment the staff-strength.

6.3.7 Faculty and Staff recruitment

There is shortage of both teaching and non-teaching staff. The entire process depends on government regulations.

6.3.8 Industry Interaction / Collaboration

The institution has a database of BPO's who recruit our graduates occasionally.

6.3.9 Admission of Students

Admission process is very transparent and it done partially online.

6.4 Welfare schemes for

Teaching	Provident fund
Non teaching	Provident fund, festival advance
Students	Free studentship, govt scholarship, endowments, prizes.

6.5 Total corpus fund generated

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			Yes	Academic Council & Governing Body
Administrative			Yes	Governing Body

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Mid-Term test has been introduced by the college. Supplementary Examinations has been introduced by the Calcutta University.

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

Not Applicable

6.11 Activities and support from the Alumni Association

Presently the college has an informal body of the Alumni Association. Efforts are being made to register it.

6.12 Activities and support from the Parent – Teacher Association

Regular parent-teacher meetings are held by the different departments of the college.

6.13 Development programmes for support staff

The college organizes computer training programs for the staff.

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

Various measures are taken to keep the campus clean and eco-friendly. The students also participate in this activity.

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.

New innovations are introduced by the teachers of the different departments every year. This year our language department kept on class every week to encourage creative writing among the students.

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

- 1.Measures are being taken to make the admission process totally online.
2. Efforts are being made to augment the teacher strength.

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

1. The college has obtained affiliations for the introduction of new in demand, popular and useful subjects at both Honours and General level undergraduate studies.
- 2.The college has prioritized a realistic approach to the nuances of every subject taught at the theoretical, practical and vocational level.

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

7.4 Contribution to environmental awareness / protection

To generate environmental awareness among the students, environmental science has been made a part of the curriculum. Regular camps are organized by the students and the NSS units to spread environmental awareness among the rural population in the neighborhood.

7.5 Whether environmental audit was conducted? Yes No

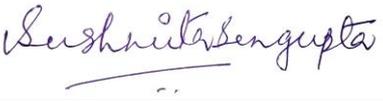
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

1. The college being located in a rural area, many of the students are first generation learners and the relationship between the teachers and the students is very informal and integrated.
2. The college enjoys a lot of good will among the local population in the rural neighborhood, who donate generously for the college.
1. Being located in a rural area, most of the better students prefer to study in Kolkata Colleges.
2. The harvest months also sees a drop in class attendance of the students, as many of them have to work in their fields.
3. Many of our students are first generation learners and the awareness for the need of higher education is still lacking in them. So the dropout rate is also high.

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

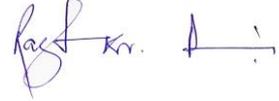
1. Plans are in place to make the admission process totally online.
2. To provide as many classes through the students in accordance with the different subject combination.

Name: **Dr. Sushmita Sengupta**



Signature of the Coordinator, IQAC

Name: **Prof. Ranjit Kumar Paria**



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
