

The Annual Quality Assurance  
Report (AQAR) of the IQAC  
2017-18

**BIDHANNAGAR COLLEGE**

**GOVT. OF WEST BENGAL**

**EB-02, SECTOR-I**

**SALT LAKE**

**KOLKATA-700064**

**WEST BENGAL**

## **CONTENTS**

### **Part – A**

|                                    |   |
|------------------------------------|---|
| 1. Details of the Institution      | 3 |
| 2. IQAC Composition and Activities | 6 |

### **Part – B**

|  |    |
|--|----|
| 3. Criterion – I: Curricular Aspects                     | 9  |
| 4. Criterion – II: Teaching, Learning and Evaluation     | 10 |
| 5. Criterion – III: Research, Consultancy and Extension  | 13 |
| 6. Criterion – IV: Infrastructure and Learning Resources | 17 |
| 7. Criterion – V: Student Support and Progression        | 19 |
| 8. Criterion – VI: Governance, Leadership and Management | 22 |
| 9. Criterion – VII: Innovations and Best Practices       | 26 |
| 10. Plans of institution for next year                   | 30 |
| 11. Abbreviation   | 31 |
| 12. Annexure – 1   | 32 |
| 13. Annexure – 2   | 35 |
| 14. Annexure – 3   | 43 |

# The Annual Quality Assurance Report (AQAR) of the IQAC for the Year 2017-18

## Part – A

### 1. Details of the Institution

|                                      |                              |
|--------------------------------------|------------------------------|
| 1.1 Name of the Institution          | BIDHANNAGAR COLLEGE          |
| 1.2 Address Line 1                   | EB-2                         |
| Address Line 2                       | SECTOR-1                     |
| City/Town                            | SALT LAKE                    |
| State                                | WEST BENGAL                  |
| Pin Code                             | 700064                       |
| Institution e-mail address           | bidhannagarcollege@gmail.com |
| Contact Nos.                         | 033-23374761                 |
| Name of the Head of the Institution: | DR. MADHUMITA MANNA          |
| Tel. No. with STD Code:              | 033-23374782                 |
| Mobile:                              | 9903072249                   |

Name of the IQAC Co-ordinator:

ARUP KUMAR ADAK

Mobile:

9434888376

IQAC e-mail address:

bnciqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

WBCOGN12751

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)

EC (SC)/23/A&A/26.2

1.5 Website address:

www.bidhannagarcollege.org

Web-link of the AQAR:

www.bidhannagarcollege.org/aqar.php

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 <sup>st</sup> Cycle | B++   | -    | 2006                  | 5 years         |
| 2       | 2 <sup>nd</sup> Cycle | B +   | 2.64 | 2017                  | 5 years         |
| 3       | 3 <sup>rd</sup> Cycle |       |      |                       |                 |
| 4       | 4 <sup>th</sup> Cycle |       |      |                       |                 |

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

29/01/2013

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

2017-18

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)

NA

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)

NA

1.12 Name of the Affiliating University (for the Colleges)

WEST BENGAL STATE UNIVERSITY

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

|  |                      |                              |                                |
|--|----------------------|------------------------------|--------------------------------|
| Autonomy by State/Central Govt. / University | <input type="text"/> |                              |                                |
| University with Potential for Excellence     | <input type="text"/> | UGC-CPE                      | <input type="text"/>           |
| DST Star Scheme                              | <input type="text"/> | UGC-CE                       | <input type="text"/>           |
| UGC-Special Assistance Programme             | <input type="text"/> | DST-FIST                     | <input type="text" value="√"/> |
| UGC-Innovative PG programmes                 | <input type="text"/> | Any other ( <i>Specify</i> ) | <input type="text"/>           |
| UGC-COP Programmes                           | <input type="text"/> |                              |                                |

**2. IQAC Composition and Activities**

|   |   |
|---|---|
| 2.1 No. of Teachers   | <input type="text" value="8"/>  |
| 2.2 No. of Administrative/Technical staff                         | <input type="text" value="1"/>  |
| 2.3 No. of students   | <input type="text" value="1"/>  |
| 2.4 No. of Management representatives                             | <input type="text" value="4"/>  |
| 2.5 No. of Alumni   | <input type="text" value="1"/>  |
| 2.6 No. of any other stakeholder and<br>community representatives | <input type="text" value="2"/>  |
| 2.7 No. of Employers/ Industrialists                              | <input type="text" value="0"/>  |
| 2.8 No. of other external experts                                 | <input type="text" value="2"/>  |
| 2.9 Total No. of members  | <input type="text" value="19"/>   |
| 2.10 No. of IQAC meetings held                                    | <input type="text" value="5"/>  |
| 2.11 No. of meetings with various stakeholders:                   | No. <input type="text" value="5"/> Faculty <input type="text" value="4"/> |
| Non-Teaching Staff/ Students                                      | <input type="text"/> Alumni <input type="text" value="1"/> 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 (tick the particular type)

Total No.  International  National  State  Institution Level

(ii) Themes 

|                            |
|----------------------------|
| 1. Vigilance matter        |
| 2. Wild life of Sunderbans |
| 3. Human rights            |
| 4. Child rights            |

2.14 Significant Activities and contributions made by IQAC

- Supervision and subsequent remedial measures. Feedback taken from the students and sometimes from the parents as well, analysis made and remedial measures are ensured in the form of advices and suggestions made to the different Departments.
- The IQAC devises plans for the future academic growth and, where it is, more or less, assured, as in the case of class-room teaching and other academic activities, it helps sustain the quality after feedback analysis, wherever applicable.
- The IQAC organised during the given span of time: one WORKSHOP and three SEMINARS. The workshop was on Human Rights in collaboration with the International Association for Religious Freedom, Oxford, London. The Seminars were on: i) Vigilance matters; ii) Wild life of Sunderbans; iii) Child Rights. The speakers came from outside the College.
- The IQAC has played an active role in forwarding the Career Advance Scheme (CAS) of the teaching community. Five separate cases have been dealt with for the CAS and the work has been done. Thirteen more cases have been taken up to put them under process for the CAS.
- The IQAC alongside the Research and Development Committee always encourages the members of the Faculty to upgrade themselves. A considerable number of teachers are now engaged in conducting research work, associating themselves with UGC, CSIR, DST, WBDST, ICSSR, ICMR, ISI and the like. Major and minor research projects are undertaken; articles are published in national and/or international journals.

## 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. The Canteen be renovated.  | 1. The Canteen is significantly renovated, maintaining all hygienic norms.  |
| 2. PG Courses in Botany, Anthropology, Education and Geography be introduced. | 2. PG Courses in Anthropology, Botany and Education are ready to be introduced from the next academic session.                      |
| 3. The Gymnasium be upgraded.   | 3. The gymnasium is significantly upgraded and regularly maintained with a gym instructor.  |
| 4. The Herbal Garden be better maintained.                                    | 4. The Herbal Garden is properly maintained under the supervision of a Botany teacher.  |
| 5. Steps be taken for a Hostel for the Students at the earliest               | 5. The issue of setting up a Girls' Hostel has been taken up with the government. The matter is likely to be brought under process. |
| 6. The Sick Room be done up   | 6. The Sick room is renovated and maintained under the supervision of a teacher.  |
| 7. The College campus be made WIFI-enabled and LAN be set up.                 | 7. A committee, newly formed, has undertaken the work.  |

\* Academic Calendar see Annexure-I

2.16 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

AQAR for the year 2017-18 was placed in the Governing Body meeting held on 07.12.2018. After a good deal of discussion and modification, the report was finally made and accepted for onward transmission.



## 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                     | 3                             | 0  | 0                                   | 0  |
| UG                     | 16                            | 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                 | 1*                            | 0  | 0                                   | 0  |
| <b>Total</b>           | 20                            | 0  | 0                                   | 0  |
| Interdisciplinary      | 0                             | 0  | 0                                   | 0  |
| Innovative             | 0                             | 0  | 0                                   | 0  |

\* PG Course in Zoology under NSOU (Distance Learning Study Centre)

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: Elective Option  
 (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  | 03                   |
| Trimester | 00                   |
| Annual    | 16                   |

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

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

*\*Please see Annexure-III for student feedback*

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

- A College affiliated to the West Bengal State University, it has to follow the given curricula. The syllabi of UG courses have been revised by the affiliating university and **CBCS** has been introduced from the session **2018-2019**. Some of the senior teachers of this college do, however, act as members of the respective Board of Studies, who bear the responsibility to revise the syllabi for the better.
- At the Post-graduate level, the Departments do enjoy an academic autonomy. The salient feature of the syllabi fashioned by the P.G. Departments is the inclusion of dissertation-presentation – a

feature which helps develop the researching and analytical mind. The entire PG syllabus is remodelled regularly in the PG Board of Studies, whereby certain quantum of recent development in the discipline are incorporated in the PG syllabus.

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 |
|                                    | 97    | 52               | 42                   | 2          | 1      |

|   |    |
|---|----|
| 2.2 No. of permanent faculty with Ph.D. | 58 |
|---|----|

|   |                  |    |                      |   |            |   |        |   |       |    |
|---|------------------|----|----------------------|---|------------|---|--------|---|-------|----|
| 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                | 12 | 0                    | 0 | 0          | 4 | 0      | 0 | 0     | 16 |

|   |    |   |   |
|---|----|---|---|
| 2.4 No. of Guest and Visiting faculty and Temporary faculty | 09 | 0 | 0 |
|---|----|---|---|

2.5 Faculty participation in conferences and symposia:

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | 13                  | 8              | 3           |
| Presented papers | 21                  | 9              | 0           |
| Resource Persons | 0                   | 1              | 2           |

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

|  |
|--|
| <p>Emphasis is put on participatory programmes.</p> <ul style="list-style-type: none"> <li>• Seminar talks by experts and the students' participation in the interactive sessions</li> <li>• The students' seminars where the students deliver talks and some teacher(s) monitors the session as Chairperson.</li> <li>• Group Discussions are held so as to make the students ready with knowledge and involve the relatively weak student in an active process of learning.</li> <li>• Field Trips, in which students are free to get involved on multiple levels.</li> <li>• Audio visual aids, punctuated by commentary and interactions from students</li> <li>• Film shows in the Department of English help students to appreciate literature more effectively than they do normally through lectures.</li> </ul> |
|--|

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

180+ Some extra days for special classes during vacations in the PG Departments.

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

- The college has no option for such reformative measures, being affiliated to the University (West Bengal State University). We follow just the University norms in regard to Examination-evaluation process.

As regards the PG Courses, the appropriate body has adopted a double evaluation method so as to ensure quality and justice.

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

0

09

19

2.10 Average percentage of attendance of students

77.2 %

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division      |      |      |       |        |
|------------------------|--------------------------------|---------------|------|------|-------|--------|
|                        |                                | Distinction % | I %  | II % | III % | Pass % |
| UG                     | 132                            |               | 17.4 | 40.1 | 6.8   | 64.4   |
| PG                     | 68                             |               | 97.0 | 1.5  | 0     | 98.5   |

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

Three things are done at interval –

- Meeting with the learners for feed-back on the method(s) adopted by the teachers of a particular Department and the quality of teaching, in general and in particular;
- Meeting with the parents for give-and-take of feed-back;
- Meeting with the Departments severally to discuss remedial measures to be taken.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|---|-------------------------------------|
| Refresher courses                             | 2                                   |
| UGC – Faculty Improvement Programme           | 0                                   |
| HRD programmes                                | 0                                   |
| Orientation programmes                        | 3                                   |
| Faculty exchange programme                    | 0                                   |
| Staff training conducted by the university    | 0                                   |

|  |   |
|--|---|
| Staff training conducted by other institutions | 0 |
| Summer / Winter schools, Workshops, etc.       | 8 |
| Others   | 1 |

#### 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 | 16                            | 10                         | 00   | 00                                     |
| Technical Staff      | 11                            | 9                          | 00   | 00                                     |

## Criterion – III

### 3. Research, Consultancy and Extension

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

The IQAC has formed a sub-committee for research and development, inspiring the teachers for seminar-presentation, to get their articles published in reputed journals, preferably peer-reviewed, and to apply for different research projects from the UGC and the other funding agencies like DSTs, ICMR, MOFPI.

Under the leadership of the IQAC, the Committee deals with the UGC-related matters, making the teachers aware of the various Research schemes and Fellowships, and encourage them to make the most of them.

As recommended by the IQAC, the institutional support is provided to enable the researchers to undertake the respective work in the following ways:

- Full autonomy is given to the principal researcher for smooth conduct of the research project.
- Funds sanctioned by the different agencies are released without delay as and when required by the researcher.
- The College provides major infrastructural facilities like library, laboratory, computer and internet facilities to pursue research activities.
- Three Research Laboratories have been set up for research activities, dedication to research being the sole moto.

#### 3.2 Details regarding major projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | 2         | 1       | 0          | 1         |
| Outlay in Rs. Lakhs | 40.13     | 25.22   | -          | 48.88     |

#### 3.3 Details regarding minor projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | 3         | 5       | 0          | 1         |
| Outlay in Rs. Lakhs | 5.00      | 13.05   | -          | 5.6       |

#### 3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | 22            | 7        | 0      |
| Non-Peer Review Journals | 1             | 4        | 0      |
| e-Journals               | 0             | 1        | 0      |
| Conference proceedings   | 8             | 5        | 0      |

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

\*The figure is reached by using the standard method with which to decipher the h-index. The citation-data are collected from the *Scopus* and the *Google Scholar*. Account is taken of the publications of the members of the Faculty working in the College before June, 2018.

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 (in lakh) | Received (in lakh) |
|--|---------------|----------------------------|----------------------------------|--------------------|
| Major projects   | 2/3           | MOFPI, DST-SERB, WBDBT     | 65.35                            |                    |
| Minor Projects   | 2             | UGC, WBDST                 | 18.05                            | 0.9                |
| Interdisciplinary Projects   | 0             | 0                          | 0                                |                    |
| Industry sponsored   | 0             | 0                          | 0                                |                    |
| Projects sponsored by the University/ College                                  | 0             | 0                          | 0                                |                    |
| Students research projects<br><i>(other than compulsory by the University)</i> | 0             | 0                          | 0                                |                    |
| Any other(Specify)   | 0             | 0                          | 0                                |                    |
| Total  |               |                            | 84.40                            |                    |

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                   | 0        | 0     | 0          | 7       |
| Sponsoring agencies | Govt. of West Bengal |          |       |            | BNC     |

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

WBDBT, JNMF

From Management of University/College

0

Total

2.13

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 |
|-------|---------------|----------|-------|------------|------|---------|
| 01    |               | 01       |       |            |      |         |

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

4

and students registered under them

6

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

01

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

JRF

SRF

Project Fellows

Any other

01

3.21 No. of students Participated in NSS events:

University level

18

State level

0

National level

02

International level

3.22 No. of students participated in NCC events: NA

University level

State level

National level

International level

3.23 No. of Awards won in NSS: NIL

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

3.24 No. of Awards won in NCC: NA

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

3.25 No. of Extension activities organized: 5

|                  |                      |               |                                 |           |                      |
|------------------|----------------------|---------------|---------------------------------|-----------|----------------------|
| University forum | <input type="text"/> | College forum | <input type="text"/>            |           |                      |
| NCC              | <input type="text"/> | NSS           | <input checked="" type="text"/> | Any other | <input type="text"/> |

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

1. Seven day special camping programme at Duttabad Slum Area, near Labony Bus Stand, Salt Lake held on and from 30.11.2017 to 06.12.2017. Annexure-II
2. A one-day trip to see the wetlands of East Kolkata and showing the water management system, garbage management system etc. and also to know the ecosystem of Eden Park on 18.12.2017 organized by Centre for Contemporary Communication, Kolkata. Annexure-II
3. A two days workshop in West Bengal State University, Barasat on 14-15 March, 2018 about Road Safety. 18 students participated in the programme.
4. Blood donation camp and Thalassemia Screening test was done on 12.02.2018 at Bidhannagar Collge Campus. 54 student donated blood and 114 blood samples were collected for Thalassemia screening.
5. An awarness programme on vector borne disease was conducted on 06.09.2017- 08 .09. 2017 and 12.09.2017- 13.09.2017. No of student participated was 114 and no of student was 22.



## 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   | 7.5 acre | 0             | -              | 7.5 acre |
| Class rooms   | 62       | 0             | Govt of WB     | 62       |
| Laboratories  | 32       | 2             | Govt of WB     | 34       |
| Seminar Halls   | 2        | 0             | Govt of WB     | 02       |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | -        | 3             | -              | 3        |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   | -        | 27.46         | Govt of WB     | 27.46    |
| Others  | -        | -             | Govt of WB     | -        |

#### 4.2 Computerization of administration and library

- ❖ Computerization of the library documents is being done by using KOHA software including bar-coding of the books and OPAC (online public access catalogue) facility.
- ❖ Most of the administrative works are being done by using computer; the software-based system is yet to be introduced for better administrative cohesion and effectiveness.
- ❖ In respect of financial transactions however, WBIFMS is the integrated financial management system enabling all transactions done fully online.
- ❖ Admission to the different Courses, UG and PG, has been effectively done online.

#### 4.3 Library services:

|                    | Existing |       | Newly added       |             | Total  |           |
|--------------------|----------|-------|-------------------|-------------|--------|-----------|
|                    | No.      | Value | No.               | Value (Rs)  | No.    | Value(Rs) |
| Text Books         | 53011    |       | 772               | 395926.00   | 53,783 |           |
| Reference Books    | 985      |       | 20                |             | 1005   |           |
| e-Books*           | 3135809+ |       |                   |             |        | 5900.00   |
| Journals           |          |       |                   |             |        |           |
| e-Journals*        | 13700+   |       |                   |             |        |           |
| Digital Database   |          |       | 1 (KOHA software) | 18880.00*** | 1      | 18880.00  |
| CD & Video         | -        | -     | -                 | -           | -      | -         |
| Others (specify)** |          |       | 5                 |             |        | 10000/-   |

\*as in INFLIBNET NLIST Programme

\*\*Magazines

\*\*\*AMC

#### 4.4 Technology up-gradation (overall)

|          | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|--------------|--------|
| Existing | 95              | 04            | 40       | -                | -                | 10     | 77           | 08     |
| Added    | 08              | 0             | 0        | -                | -                | 00     | 08           | 00     |
| Total    | 103             | 04            | 40       | -                | -                | 10     | 85           | 08     |

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

- ❖ Information literacy training programmes to students by NIELIT.
- ❖ Training done for some of the staff for the implementation of WBIFMS.

#### 4.6 Amount spent on maintenance in lakhs :

|  |         |
|--|---------|
| i) ICT                                   | 0       |
| ii) Campus Infrastructure and facilities | 20.76   |
| iii) Equipments                          | 27.46   |
| iv) Others                               | 2.40    |
| <b>Total :</b>                           | 50.62+* |

+\*WBPWD has been in charge of maintaining the campus and the infrastructure, all major expenditure incurred for the civil and electrical maintenance being funded directly by the Govt of West Bengal.

## Criterion – V

### 5. Student-Support and Progression

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

The IQAC encourages certain committees such as the anti-ragging one, the Career-counselling cell, the Grievance cell and the like to hold sensitisation programmes in order that the students be aware of the support they need and can have in the whole span of their respective courses in the College. The support could be from the multiple levels – the UGC and the State Government for any kind of support inclusive of the financial.

- ❖ Information given about the modalities for getting financial assistance from government and other agencies.
- ❖ Invitation to Career-counselling cell and Grievance cell for assistance.
- ❖ In addition to the CCTV surveillance, an anti-ragging Committee and a Squad have been keeping constant watch over any possibility of ragging.
- ❖ Encouraging students to participate in different summer and/or winter courses conducted by several educational bodies such as the Bose Institute, Kolkata, IIT Kharagpur, Jadavpur University, Kolkata etc.
- ❖ Awareness made about the prospect of Higher Academic pursuits at different levels.

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

- ❖ The College is yet to develop a mechanism for documentation of students' progression. After a fashion however, each Department maintains some sort of a database which is shared and effectively used on significant occasions.

5.3 (a) Total Number of students

| UG   | PG  | Ph. D. | Others |
|------|-----|--------|--------|
| 1027 | 144 | 7      | 0      |

(b) No. of students outside the state

|   |
|---|
| 5 |
|---|

(c) No. of international students

|   |
|---|
| 1 |
|---|

|     |     |      |       |     |      |
|-----|-----|------|-------|-----|------|
| Men | No  | %    | Women | No  | %    |
|     | 630 | 53.5 |       | 547 | 46.5 |

| Last Year |     |    |     |                       |       | This Year |     |    |      |                       |       |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|------|-----------------------|-------|
| General   | SC  | ST | OBC | Physically Challenged | Total | General   | SC  | ST | OB C | Physically Challenged | Total |
| 685       | 213 | 29 | 124 | 00                    | 1051  | 716       | 269 | 19 | 173  | 00                    | 1177  |

Demand ratio: 5.56:1

Dropout %: 10.5

Demand Ratio = Number of Applications to number of seats

Dropout\* = [(The number of students registered - the number of students appeared in the part one exam) / the number of students registered] x 100

\* “Dropout” includes all those who might in all probability have left this college in the first year in response to some new openings, new opportunities.

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

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations

It is a premier institute under the West Bengal State University and a good number of students have qualified in examinations like NET/GATE etc. As it is primarily a UG teaching College, we are not able to maintain proper communication with the pass out students who, after their PG courses, qualify in different examinations like NET/GATE/GRE etc. However, from personal connections the college came to know about few students who have qualified in such examinations in recent times. The list goes as under.

|             |                                 |           |                                |      |                                |        |                                |
|-------------|---------------------------------|-----------|--------------------------------|------|--------------------------------|--------|--------------------------------|
| NET         | <input type="text" value="13"/> | SET/SLET  | <input type="text" value="0"/> | GATE | <input type="text" value="1"/> | CAT    | <input type="text" value="0"/> |
| IAS/IPS etc | <input type="text" value="0"/>  | State PSC | <input type="text" value="0"/> | UPSC | <input type="text" value="0"/> | Others | <input type="text" value="3"/> |

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

To enhance the employability of the students, the Career Counselling Committee organised the following programmes.

1. A career counselling session entitled “What after Graduation” for the graduate student was organised by Institute of Management and Science, Kolkata-700097 and Emporium Training and Consultancy private limited, Kolkata-700020 on 30.01.2018 at Bidhannagar College. No. of student participated was 43.

2. Graduate Employability Test (GET) Exam. 2017 was conducted by NIIT, Salt Lake City, Kolkata-700064 on 20-11-2017 at Bidhannagar College. No. of student participated was 56.

No. of students benefitted

#### 5.7 Details of campus placement: NIL

|                                 | <i>On campus</i>                |                           | <i>Off Campus</i>         |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |

#### 5.8 Details of gender sensitization programmes:

A seminar on gender sensitisation entitled “Duhita Janani-Boro Daai, Mukti Pabar Ki Upay” was organised by Dept. of Education and Dept. of Zoology, Bidhannagar College on 21.08.2107 at Bidhannagar College.  
No of speakers-2  
No of participants-235

## 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

Others: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

|  | Number of students | Amount |
|--|--------------------|--------|
| Financial support from institution                                   | 0                  | -      |
| Financial support from government                                    | 208                | -      |
| Financial support from other sources                                 | 00                 | -      |
| Number of students who received International/ National recognitions | 00                 | -      |

### 5.11 Student organised / initiatives: NIL

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: NIL

## **Criterion – VI**

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

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

Multi-level involvement of the academic staff as well as the office under the leadership of the Principal is believed to result in a cohesion that guarantees academic ambience in which to engage the learners in the right process of what is known as all-round development and socialization. Students are continuously inspired to achieve knowledge beyond limits; they learn in a sort of natural environment, which is disciplined, yet unbridled by regimented rules. The whole management is so designed as to ensure this atmosphere.

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

The management is supported by a number of sub-committees formed by the Teachers' Council and the IQAC. They work in coordination with the Officer-in-Charge/ the Principal. Any specific work like admission to the UG Courses is undertaken officially by the relevant Committee. The work being over, they submit a report to the Principal/ Officer-in-Charge, containing all relevant pieces of information like those of difficulties faced, if any, and suggestions for improvement which might be very essential for the same programme in the years to come. The report is taken into consideration in the TC Meeting, so that all of the academic staff are aware of the issues involved and get ready to assume any responsibility in the future.

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

##### 6.3.1 Curriculum Development

The College for its UG Courses has little to do with Curriculum Development, the University being at the helm of such matters. Some of the senior teachers however act as members of the relevant Board of Studies, which is assigned the task of Curriculum Development.

The Departments with PG Courses of course take the responsibility of Curriculum Development all by themselves through the ECs composed of internal and external members.

##### 6.3.2 Teaching and Learning

The learners are at the centre of the entire process; the teachers come in as quite secondary in the process of education. To make the learners interested really in what they need to learn, the teachers make Power Point Presentations, whenever they find it useful; they make use of audio-visual aids; hold seminars in which the learners alone participate with the teachers around to help and encourage but never in any way interfere with the process of learning.

##### 6.3.3 Examination and Evaluation

Examinations are held at the end of every academic session by the University/ College which the learners must of necessity get through. To help them get ready for such final examinations, the Departments hold periodic tests – routine tests as well as surprise ones. The design is never to generate score sheets but to evaluate their academic strata and set them on the path of improvement.

#### 6.3.4 Research and Development

Following are the measures taken by the institution to facilitate research and development activities in the college

- ❖ As per the IQAC suggestion, the Research and Development Committee informs the teachers of the various Research Schemes and Fellowships and encourages them to apply for the same. The relevant committee looks into any project, if submitted, and approves it for onward transmission and approval.
- ❖ As recommended by the IQAC, the institutional support is provided to enable implementation of research schemes in the following ways:
  1. Three Laboratories have been set up for research activities, dedication to multidisciplinary research being the sole moto.
  2. Full autonomy is given to the Principal Investigator for smooth conduct of the research project.
  3. Funds sanctioned by the different agencies are released without delay as and when required by the researcher.

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

- Digitization being done of library books with OPAC data management system using KOHA software for the easy accessibility of library books by the students and the staff.
- INFLIBNET software being continued.
- Partially Wi-Fi enabled campus
- The administrative work is largely done by the use of computers.
- Computer literacy training programme for the students undertaken by NIELIT as per MOU
- College website [www.bidhannagarcollege.org](http://www.bidhannagarcollege.org) regularly maintained so as to keep all concerned updated through the relevant notices.
- Merit-based admission process, fully made online, guarantees transparency and smooth functioning of the process

#### 6.3.6 Human Resource Management

- Regular academic duties apart, the members of the faculty are also assigned administrative works within the limits of the sub-committees.
- Attendance records of the teaching and the non-teaching staff are properly maintained
- Parent-teacher meetings are held by the departments immediately after the first mid-term examination taken by the students.
- Feedback analysis is made.
- Exposure to cultural variety is offered through organization of cultural programmes and college fests.

### 6.3.7 Faculty and Staff recruitment

The College is a purely Government Establishment. The responsibility of recruitment as of teachers or of the teaching associates rests completely with the Government; and it is done largely through WBPSC recommendations.

Renowned teachers and scholars are sometimes (often on a regular basis) are commissioned for invited lectures, subject to approval by the Government of West Bengal.

### 6.3.8 Industry Interaction / Collaboration: not as yet

### 6.3.9 Admission of Students

Merit-based admission to the UG courses is done online, the merit being quantified through the score of the last relevant Examination taken by the applicants. Admission to PG Courses in Microbiology, Zoology and Chemistry is merit-based too, but the merit is deciphered by two things: i) score of the last Examination taken by the applicants and ii) an Admission Test held at this college. The reason of this method is the relatively large number of applicants against a limited number of seats.

## 6.4 Welfare schemes for

|              |   |
|--------------|---|
| Teaching     | <b>West Bengal Health Scheme-2008<br/>LTC once in every 10 years for a trip to any of the neighbouring countries or any place in India and HTC once in every five years.</b>  |
| Non teaching | <b>West Bengal Health Scheme-2008<br/>LTC once in every 10 years for a trip to any of the neighbouring countries or any place in India and HTC once in every five years. Bonus and /or Ex-gratia for Festive Season</b> |
| Students     | <b>Various Scholarship schemes for needy and meritorious students. Students Health Home, sponsored by Government of West Bengal.</b>  |



6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done: Year-wise financial audit is done by the AG, West Bengal intermittently.

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

| Audit Type     | External |        | Internal |                                 |
|----------------|----------|--------|----------|---------------------------------|
|                | Yes/No   | Agency | Yes/No   | Authority                       |
| Academic       |          |        | √        | IQAC                            |
| Administrative |          |        | √        | Accountant General, West Bengal |

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

For UG Programmes: NA

For PG Programmes    Yes     No

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

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? There is little relevance as of now.

6.11 Activities and support from the Alumni Association

An Alumni Association has been registered under Society Registration Act. There is active participation of the members, the meetings being held more or less on a regular basis. The involvement of the Alumni Association appears to be quite active and positive for the college.

6.12 Activities and support from the Parent-Teacher Association

The college holds regular interactive parent-teacher-ward meeting after the first Mid-Term Test to discuss areas of concern and collectively resolve the problems, if any.

6.13 Development programmes for support staff: Done according to Government Guidelines

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

- ❖ Garden of Medicinal plants (Parashar Udyan) since 2004
- ❖ Solar Energy Conservation Panel
- ❖ Making the college campus a no-smoking and plastic-free zone
- ❖ Rain Water Harvesting System
- ❖ The Gardening and Premises Maintenance Committee is there to supervise cleanliness and beautification of the campus.
- ❖ Programmes for plantation are regularly organized

## 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.

- Computer Centre set up by DST-FIST so as to ensure research orientation and accessibility to a larger knowledge base.
- Central Instrument Facility, Cold Room and Tissue Culture Laboratory – all the three have the same effects as of the computer centre above, all used at the practical, experimental level.

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

The college has tried to do all it could for the implementation of the plans adopted at the beginning of the year. Of the successes, mentioned may be made of the followings:

1. The Canteen is significantly renovated, maintaining all hygienic norms. A complaint-cum-suggestion box has been set up over there for the possibility of any further development.
2. Proposals sent for the PG Courses in Anthropology, Botany and Education have been accepted; the necessary permission given by the Government and the University inspections done, the College stands in a position to boast of introducing more PG Courses from the next academic session.
3. The upgraded gymnasium is regularly maintained for the full use it has been put to for the benefit of the students, the teachers and the teaching associates alike.
4. The Herbal Garden is properly maintained under the supervision of Dept. of Botany and College.
5. The issue of setting up a Girls' Hostel has been taken up with the Government.
6. The subject-wise intake capacity of the college be restructured with permission secured from the Government so as to rationalise the admission process in favour of the applicants.

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

1. Seven days social awareness programme in adjoining Duttabad slum area through special camp by the students\*
2. Workshop on Human Rights Education\*

*\*see annexure-II*

## 7.4 Contribution to environmental awareness / protection

### \* **Energy conservation**

The teachers in general assume the responsibility of making the students aware of the need to conserve energy:

- If AC room is used the students are advised to keep the doors and windows shut so as to avoid energy-loss.
- To make the most of the natural, renewable energy resource such as the sunlight
- The teachers have made themselves aware that the alternate energy resource (solar energy) be used for all practical purposes.
- Low power-consuming lamps (LED) are set up in the new building.
- Power-run equipments, such as ACs, laboratory appliances, are regularly maintained (by WB PWD Electrical) so as to avoid extra consumption of power.

**Use of solar energy** is made within the college campus. Most of the units of the college in the old building have a source of solar energy connected at least to one lamp or fan. All are made aware that the solar energy is the first to be exploited and then the other resources.

### \* **Water harvesting:**

The college has by now developed a system for rain-water harvesting, used for gardening and cleaning the campus.

### \* **Efforts for Carbon neutrality**

Two things done: i) Plantation with care and nurturing and ii) the campus and the buildings are so made as to have free sunlight and wind in an attempt to neutralise carbon emission in and around the campus.

### \* **Plantation**

As part of the programme, a constant process has been made to ensure the constancy of greenery within the campus, to ensure the health or vitality of the medicinal garden and that of the floral garden. New plants – totalling 250 – have been planted during the year so as to retain the floral beauty of the environment within the College campus.

- Plantation programmes within the College premise programme are held in a regular basis.
- Moreover, the gardener of the College effectively maintains the College garden with seasonal flower plant.
- Bidhannagar College has a medicinal garden in its campus. In the garden medicinal plants are planted on a regular basis.

### \* **Hazardous waste management**

- Disposal of biodegradable components by the Department of Microbiology and training of students in this biodegradable waste management by vermi-composting and production of bio-fertilizer.
- Separate disposal techniques are used for the varied waste-hazardous and non-hazardous. The non-hazardous solid waste is cleared up by the local municipal corporation on a regular basis. For the hazardous liquid-waste a well protected pit has been dug up to take in the waste released by different Departments such as Chemistry, Microbiology and Zoology.

### \* **e-waste management**

The College is yet to face the problem of e-wastes, given that the electronic gadgets are either new or need repairing. \*As regards electrical waste, the WBPWD disposes off the waste.

7.5 Whether environmental audit was conducted? No

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

### **Strength**

- The first and the most important thing about the College is the story of its growth. Established in 1984, it has by now become a College offering Honours courses in 16 subjects and PG courses in 3 subjects. Initiatives have been taken to introduce PG courses in 3 more subjects. The six storey annexed building is ready to accommodate new courses, PG and/or UG, all telling of the growing tale.
- A purely Govt. set-up, the College is most trusted for its transparency and assurance of quality.
- The greater degree of research orientation is obvious in the greater number of publications, both in the national and the international journals.
- The College has been gradually under the process of being updated with electronic-based administrative and academic set-up.
- Cashless health schemes are there for all the employees, and the Students Health Home takes care of the students, whenever so needed.
- The students are assured of computer-literacy at a nominal course in the UG first year through an agreement with NIELIT (erstwhile DOEACC) under Government of India.
- The NSS unit of the College works quite actively within and outside the college campus.
- Educational tours and outreach programmes are undertaken regularly to supplement routine, syllabus-oriented studies in keeping with a broader view of life.
- The play-ground – the college is proud of it – contributes a lot to the all round development of the students.
- The success-rate of the students at the all-India level entrance examinations such as IIT-JAM, GATE, UGC-CSIR-NET has increased.

### **Weakness**

- The College is yet to have its own hostel, though the students have been accommodated in other government hostels. A hostel for the girls is almost going to be set-up shortly. The WBPWD has undertaken the task officially to build it up within a reasonable period of time.
- The College is yet to develop a mechanism for documentation of students' progression.

### **Opportunity**

- Given that measures have been taken for further growth, more and more PG and UG courses to be introduced, the students having been through the UG courses with credit may continue to become students of PG courses. Besides there is provision for Higher Education through NSOU.
- Computer training as well as NET-SET coaching is offered in the College.
- Interdepartmental exchanges at the academic level have become effective within the scope of the curricula. Experience suggests such activities would go on.

### **Challenge**

- CBCS introduced, the College faces the challenge of maintaining each and every norm under the said system, such as the class-credit correspondence or the multi-level quantification (as of attendance-marks equation) required for all sorts of assessment.
- Given the annual increase in intake capacity, the challenge is to retain and enhance the quality performance.
- Helping the students get really ready for the job market outside is a real challenge.
- Another real challenge is to provide the students hailing from the rural areas with subsidized accommodation in the hostels to be built at the earliest.

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

1. PG Course in Geography be introduced.
2. Hostel for the Students be set up at the earliest.
3. Right from the beginning of a session, the admission process be fully online and automated on all sides.
4. Some new UG Courses be considered for introduction like B.Sc. in Computer Science, Nutrition, Physiology, Sociology, Mass Communication and Videography etc.
5. Seminars and /or workshops – at the national and/or international level – be held by the Departments and IQAC.
6. Construction of lift for the old building.
7. To organise the 3<sup>rd</sup> Regional Science & Technology Congress, 2018.
8. Construction and renovation of Canteen, Handicapped toilets (male and female) and office etc. under RUSA grant.

Name Mr. Arup Kumar Adak



\_\_\_\_\_  
Signature of the Coordinator, IQAC

Name Dr. Madhumita Manna



\_\_\_\_\_  
Signature of the Chairperson, IQAC

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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## **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          |

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**ANNEXURE-I**

ACADEMIC CALENDER, 2017-2018

BIDHANNAGAR COLLEGE

| MONTH      | DATE   | EVENT   |
|------------|--|---|
| Jul, 2017  | Monday , 3rd                                 | 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> yr. classes to commence           |
|            |  | Welcome address by the Principal<br><br>Venue: College seminar room, Time: 2.00 p.m.  |
| Aug, 2017  | Tuesday, 15th                                | Independence Day celebration  |
| Sept, 2017 | Date to be notified                          | Distribution of awards/medals for the last academic yr.                               |
|            | Tuesday, 19th                                | Puja vacation begins  |
| Oct, 2017  | Tuesday, 31st                                | Puja vacation ends  |
| Nov, 2017  | Wednesday, 1st                               | College reopens   |
|            | Tuesday, 21 <sup>st</sup> to Friday, 24th    | Departmental class test of 1 <sup>st</sup> yr. Hons. (to be conducted departmentally) |
| Dec, 2017  | Tuesday, 5th                                 | Declaration of result   |
|            | Monday, 11th to Saturday, 16th               | Parent –teacher meeting for 1 <sup>st</sup> yr. hons. students                        |
|            | End of December                              | College Fest  |
| Jan, 2018  | Thursday, 4 <sup>th</sup> to Wednesday, 10th | Selection test for 3 <sup>rd</sup> yr. (Hons.)  |
|            | Monday, 15th                                 | Remedial classes for 3 <sup>rd</sup> yr. students to commence                         |
|            | Tuesday, 16th                                | Declaration of results of 3 <sup>rd</sup> yr. selection test                          |



|             |   |   |
|-------------|---|---|
|             |   |   |
|             | Date to be notified                                     | University form filling up for 3 <sup>rd</sup> yr. students   |
|             | 30.1.18 Wednesday to 1.2.18 Friday                      | Selection test for 2 <sup>nd</sup> year (hons.)   |
|             |   |   |
| Feb, 2018   | 3 <sup>rd</sup> Saturday to 7 <sup>th</sup> Wednesday   | 2 <sup>nd</sup> Year selection test: Elective I( Paper II + Paper III),<br>Elective II (Paper II+ Paper III ) |
|             | 6 <sup>th</sup> Tuesday to 9 <sup>th</sup> Friday       | 2 <sup>nd</sup> year selection test : Hons. and General Practical Exams                                       |
|             | 15 <sup>th</sup> Thursday                               | Result declaration of 2 <sup>nd</sup> year selection test.  |
|             | 16 <sup>th</sup> Friday and 17 <sup>th</sup> Saturday   | Parent –teacher meeting for 2nd yr. hons. students  |
|             | 19 <sup>th</sup> Monday                                 | Remedial classes for 2 <sup>nd</sup> year students to commence  |
|             | Tuesday, 20th to Thursday, 22nd                         | College annual sports   |
|             | Date to be notified                                     | University form filling up for 2 <sup>nd</sup> yr. students   |
|             |   |   |
| March ,2018 | Tuesday, 27 <sup>th</sup> to 29 <sup>th</sup> Thursday. | Selection test for 1 <sup>st</sup> yr. (Hons.)  |
|             |   |   |

|             |  |  |
|-------------|--|--|
| April, 2018 | 2 <sup>nd</sup> Monday to 6 <sup>th</sup> Friday   | 1 <sup>st</sup> year Elective selection test<br>Elective I + Elective II |
|             | 9 <sup>th</sup> Monday to 10 <sup>th</sup> Tuesday | 1 <sup>st</sup> year selection test( Practical ) Hons and general        |
|             | 11 <sup>th</sup> Wednesday onwards                 | Remedial classes.  |
|             | Tuesday, 17th                                      | Declaration of results of 1 <sup>st</sup> yr. selection test             |
|             |  |  |
|             | Date to be notified                                | University form fill up for 1 <sup>st</sup> year students.               |
|             |  |  |
| May, 2018   |  | Summer Vacation Commences  |
|             |  |  |
| June, 2018  |  | Summer Vacation ends   |
|             |  |  |

- Supplementary Examination is meant only for students failing to appear at the regular test for health or any special reasons considered sufficient by the authorities to allow supplementary examination. To be decided by the Teachers' Council.
- Class test by individual Teachers on completion of a module/topic/chapter will be held regularly
- Marks of class test will be added up to the marks of test examination while considering a candidate for being sent up for final examination.

## ANNEXURE-II

### Best Practice – I

#### 1. Title of the Practice

**‘Seven days social awareness programme in Duttabad slum area through special camp by the students’**

**2. Goal:** To provide exposure to the students on the working of the slum area and a first-hand training to the students regarding method of carrying out development work pertaining to education of a civil society organisation to the underprivileged families and children of economically weaker sections of the locality.

**3. The Context:** Bidhannagar, the most important satellite township of the city of Kolkata is situated on the eastern edge of the city. Bidhannagar, earlier known as Salt Lake (“Laban Hrad”), is started as a planned township built on reclaimed swamp land. Later on an area enriched with wet lands of East Kolkata (a Ramsar Site) was included on the eastern side. There are 21 slums in Salt Lake City, of which Duttabad occupies the largest space. Occupying Sectors I and III, the slum region exists as the urban blight region of Salt Lake City. Duttabad area with a total area of 15 square kilometers and a population above 60000 to 65000 people is home to various inconsistencies, of which water scarcity due to water pollution is the main cause of woe.

**The different forms of awareness program are mentioned hereby:**

#### I. PUBLIC LECTURE

- a) **Harmful Effects of Plastic** (by Dr. ShekharMukhopadhyay, Former Head of the Department of Zoology, Bidhannagar College)
- b) **Child Trafficking** (by Dr. Atreyi Banerjee, Programme Manager, Child Welfare Society, Government of West Bengal)
- c) **Vector-Borne Diseases**(by Dr. RanajitKarmakar, Head and Associate Professor of the Department of Zoology, Bidhannagar College)
- d) **Nutrition: Mother and Child** (byMitali Palodhi, Demonstration Officer of the Food and Nutrition Board of the Government of India,Eastern Region)

#### II. HEALTH& AWARWNESS

- a) **Free eye-check up camp** (by A.S.G. Eye Hospital, Lake Town)
- b) **Health camp** (by the Central Calcutta Society for Advancement of Human Development and Research. 59 children)
- c) **Recitation and Sit-and-Draw competitions** (by 70 children)
- d) **Awareness on the ill-effects of drugs and narcotics.** (by the volunteers).

**4. The Practice:** The National Service Scheme Unit of Bidhannagar College organised a week-long special camp in the Duttabad slum area near Labony Bus Stop from Thursday, 30th November 2017 to Wednesday, 6th December 2017.

**5. Evidence of Success:** The **inaugural ceremony** was held on **30th November**. It was graced by the presence of Madam Sarita Patel, Regional Director of N.S.S. (Eastern Region), Ministry of Youth Affairs and Sport, Government of India. Dr. A. N. Dey, honorary advisor of the State N.S.S. Cell of West Bengal and Dr. R. P. Bhattacharyya, State N.S.S. Officer of West Bengal were also present in the occasion. They spoke on the importance of such camps and encouraged our attempt. In the afternoon, we organised a **free eye-check up camp** for the local people of the area. It was conducted by a medical team sent by the A.S.G. Eye Hospital, Lake Town and was assisted by our volunteers. Dr. Pranam Dhar, the Programme Coordinator of the N.S.S. Cell, West Bengal State University, was present in the occasion.

On the second day, **1st December**, Dr. Shekhar Mukhopadhyay, Former Head of the Department of Zoology, Bidhannagar College delivered a public lecture on the '**Harmful Effects of Plastic**'. He discussed in detail the several ways in which use of plastic can be reduced in our daily lives and also the several methods of recycling. In the second half, our volunteers were divided into five groups and under the close observation of the teachers, they trained the children of the slum areas in the arts of recitation, drawing and dancing. Some of these children went on to perform on the closing day programme.

On **2nd December**, the third day of the camp, Mr. Deepak Sharma, Youth Officer of N.S.S., Ministry of Youth Affairs and Sports, Government of India graced our camp. He encouraged our volunteers with a small motivational talk and made them aware of the motive of such special camps. It was followed by a public lecture on the issue of '**Child Trafficking**' delivered by Dr. Atreyi Banerjee, Programme Manager, Child Welfare Society, Government of West Bengal. Dr. Banerjee's lecture was engrossing and punctuated with examples gathered from firsthand experience. She also interacted a lot with the volunteers and the local people and wanted to know about their experiences and opinions. The programme was decently fruitful in creating awareness on an issue of great significance. In the second half, **Recitation and Sit-and-Draw competitions** were arranged for the children of the slums. Divided into two age groups, almost 70 children took part in these competitions. These young children from relatively under-privileged families enthralled all with their performances.

On Sunday, **3rd December**, we organized a day-long charitable **health camp** in the slum area. The camp was conducted by a team of expert physicians sent by the Central Calcutta Society for Advancement of Human Development and Research. Our volunteers assisted them in the process. 59 people from the slum area were the beneficiaries of this camp.

From **4th December** onwards the site of the special camp was shifted to the college premises. On that day we had a lucid yet enlightening lecture on '**Vector-Borne Diseases**' delivered by Dr. Ranajit Karma Kar, Head and Associate Professor of the Department of Zoology of our college. The lecture was followed by a Question and Answer Session which testified to the success of the talk. In the second half of the day, some of our volunteers visiting the households in the slum area and creating **awareness on the ill-effects of drugs and narcotics**. They cleaved up into small groups and interacted with the slum dwellers. With the help of posters and banners, they informed those people about the health hazards of drugs and also its adverse social effects.

The following day (**5th December**), there was another lecture in the morning session. Madam Mitali Palodhi, Demonstration Officer of the Food and Nutrition Board of the Government of India(Eastern Region) delivered a talk on ‘**Nutrition: Mother and Child**’. She explained in detail the need for healthy food and proper nutrition for both the mother and the child and also suggested some simple yet effective diet that one can have in course of day-to-day life. In the second half, like the previous day, the volunteers visited the slum areas. This time they spread awareness about the harmful effects of plastic by interacting with the residents of those slums.

In a fitting **closing ceremony** to the camp, **6th December**, a cultural programme being staged in the college premises. Recitations, songs and dances were performed by both the student-volunteers of our college and the children of the slum areas. The programme was presided over by Dr. Madhumita Manna, the Principal of Bidhannagar College. We were honoured to have in our midst the august presence of Dr. Basab Chaudhuri, honourable Vice-Chancellor of the West Bengal State University, Barasat. Dr. Chaudhuri lauded our efforts and also mesmerised the audience with his delightful and enriching words on the importance of social service in our lives. The winners of the recitation and sit-and-draw competitions were thereafter awarded with prizes by Dr. Chaudhuri, Dr. Manna and other senior teachers of the college. The smiling faces of the children and their parents capped off what had been a fulfilling experience for the entire N.S.S. unit of Bidhannagar College.

**6. Problems Encountered and Resources Required:** Greater participation was needed for accomplishing the desired effect. Optimum number of local people couldn’t be informed within the stipulated time.

## 7. Contact Details

Name of the Principal: Dr. Madhumita Manna

Name of the Institution: Bidhannagar College.

City: Kolkata

Pin Code: 700064

Accredited Status: B+

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**Closing ceremony: Dr. Madhumita Manna, the Principal of our college & Dr. BasabChaudhuri, honourable Vice-Chancellor of the West Bengal State University**



**Free eye-check up camp (by A.S.G. Eye Hospital, Lake Town)**



**Sit-and-Draw and Recitation competition**



**Awareness on the ill-effect of drugs and narcotics. (By the volunteers)**

## Best Practice – II

### 1. Title of the Practice

#### ‘Workshop on Human Rights Education’

### 2. Goal: The basic objectives are:

- i. Inculcate a sense of dedication, discipline, understanding and social responsibility.
- ii. To synergize women and the underprivileged regarding their basic human rights.
- iii. To facilitate leadership among students and thereby enabling them to fulfil their commitments towards society.
- iv. To foster interaction, kinship and cultural tolerance.
- v. Sensitize young generations about the rights of freedom of religion and belief.
- vi. Promote Religious Harmony and Peace in backward conflict prone area.
- vii. Minimize socio-cultural and political conflict, violence and tension from the society.
- viii. Eliminate all form of intolerance, humiliation and hatred through exchange of dialogue among different faith groups.

### 3. The Context:

The International Association for Religious Freedom is a registered charity based in the United Kingdom which has the aim of working for freedom of religion and belief at a global level. Encouraging interfaith dialogue and tolerance is part of this agenda, and they are proud of a 100-year-plus history in this work. They have over 90 affiliated member groups in approximately 25 countries, from a wide range of faith traditions including Buddhism, Christianity, Hinduism, Islam, and Sikhism, among others. With member organisations, regional co-ordinators, and national chapters around the world, the International Association for Religious Freedom is well placed to obtain local perspectives on religious freedom concerns and issues.

### 4. The Practice:

The workshop took place on 11<sup>th</sup> December 2017 at the Seminar Hall (4<sup>th</sup> Floor, New Building)) Bidhannagar College from 9:00 A.M. to 5:30 P.M. by Internal Quality Assurance Cell in collaboration with The International Association for Religious freedom, Oxford, London. The Workshop was conducted by the President of the Association, Kolkata Chapter, Sri Asit Basu.03 Teachers and 31 students (First Year) from 16 Departments (Arts and Science) took part in this work shop.

### 5. Evidence of Success:

#### 1<sup>st</sup> Session (09:30am to 11:00pm)

- Inaugural Function
- Greetings from the facilitator for joining this learning/action process.
- Introduction of participants.
- Identifying their concerns about intolerance, religious discrimination
- Conflict - sharing and categorizing their concerns
- Social purposes, learning goal, social goal of this HRE workshop.
- Reading, acknowledging and clarifying – Universal Declaration of Human Rights (UDHR).
- The declaration on the elimination of all forms of intolerance and discrimination based on religion or belief (DIDRB).
- Major Human Rights Treaties.
- Relate the goals of the participants to the rights describe in the UDHR and DIDRB.

### **2nd Session (11:30am to 01:30pm)**

- Film show –‘Rita’s Choices’
- Responding the film - awakening their awareness
- Inquiry about injustice
- Analyses the injustice within a Human Rights framework.
- Alternative views and application of HR to prevent such injustices
- Applying HR (DIDRB) what actions may be undertaken
- Review – Rita’s Choices on the light of DIDRB and the said goal
- Action to be undertaken

### **3rd Session (02:30pm to 05:30pm)**

- Reviewing their concern and goals
- Recommending actions
- Planning action for social change
- Strategic planning for action
- Distribution of certificates

**6. Problems Encountered and Resources Required:** Greater participation was required.

### **7. Contact Details**

Name of the Principal: Dr. Madhumita Manna

Name of the Institution: Bidhannagar College

City: Kolkata

Pin Code: 700064

Accredited Status: B+

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**Resource Person Sri Asit Basu (left). Felicitation of Resource Person by Principal Dr. Madhumita Manna And IQAC Coordinator**



**Students Participation during Programme**



**Participants of Workshop**



**Participants with Certificates**

ANNEXURE-III



# **BIDHANNAGAR COLLEGE**

EB-2, Sector 1, Salt Lake City,  
Kolkata-700064, India

## Under Graduate

# **STUDENTS' FEEDBACK ANALYSIS**

## 2017-18

## Analysis of UG Student Feedback for the Academic Year 2017-2018

### Mechanism of the Feedback Analysis:

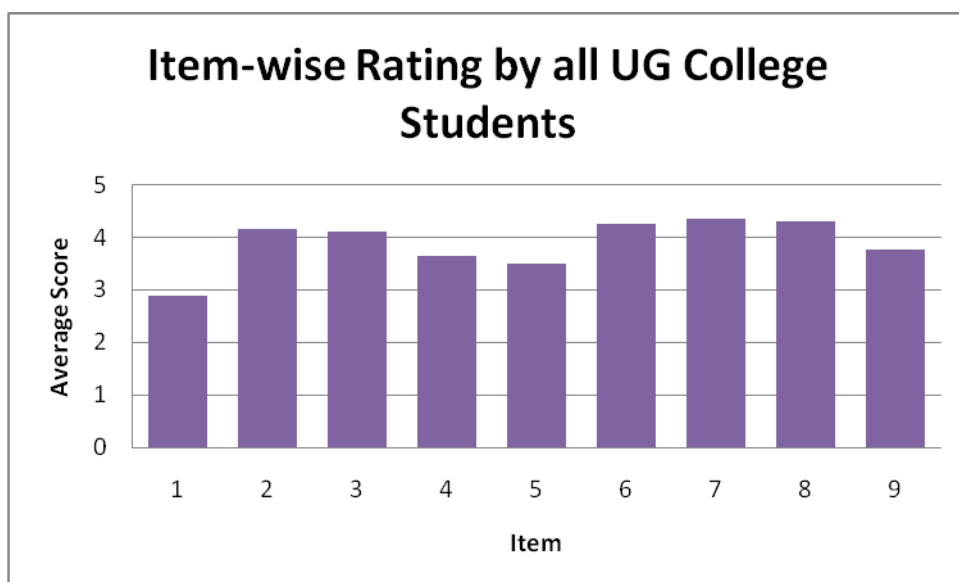
A mechanism of quantification based on the analysis of student feedback is adopted, using parameters related to a variety of items like the Course, the respective UG Department in general and the Teachers in particular. In quest of some sort of objectivity, only the outgoing 3<sup>rd</sup> year students of each UG Department are called upon to respond to the questionnaire, severally.

### A. Analysis of the College-level Infrastructural Facilities and Activities:

The 9 item questionnaire relates to the college level Infrastructural facilities and activities. Each question has 5 options - A, B, C, D and E. A, as verbally demonstrated to the students, stands for Excellent, B for Very Good, C for Good, D for Fair and E for Poor. The method quantification employed has a number of steps undertaken serially.

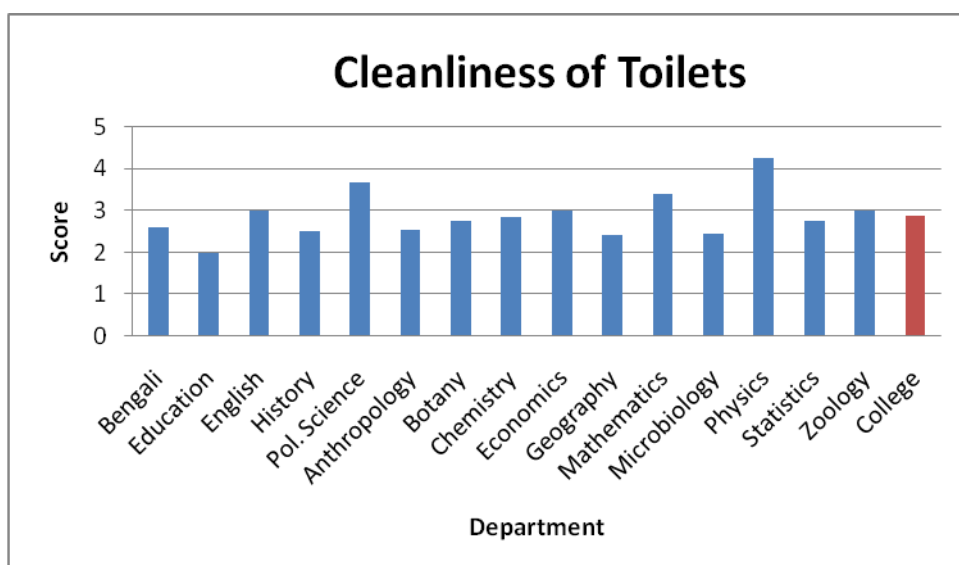
- **Step-1:** Difficult as the grades are to visualize, they are ordinal in nature and this justifies the correspondence developed of the grades to the numerical data assigned. Grade A is thus quantified as 5; B as 4; C as 3; D as 2; E as 1.
- **Step-2:** For each of the 9 items, the 'score' of the college-level Infrastructural facilities and activities at first computed for each of the 16 departments, therefore score for the college is prepared to make a visual representation on the basis of the average over department-wise scores, in which the high value (towards 5) indicates good performance and the low value (towards 1), poor.
- **Step-4:** Bar Diagram is prepared on the scores over 9 different items representing college-level Infrastructural facilities and activities.
- **Step-5:** Bar Diagrams on the scores are prepared for each of the 9 different items over all the 16 departments.
- **Step-6:** In order to get a single index over 9 items for a specific year, we have taken the average of the 9 indices. Thus a single composite index for the college is obtained.
- **Step-7:** A scale adjustment to the department-wise indices and college-level index are made in order that it takes values within the span of 0 (zero) and 1 (one), where 0 is indicative of the worst possible performance and 1 indicates the best possible. Obviously, 0.5 denotes the average. The adjusted indices are presented in the following Table 1.

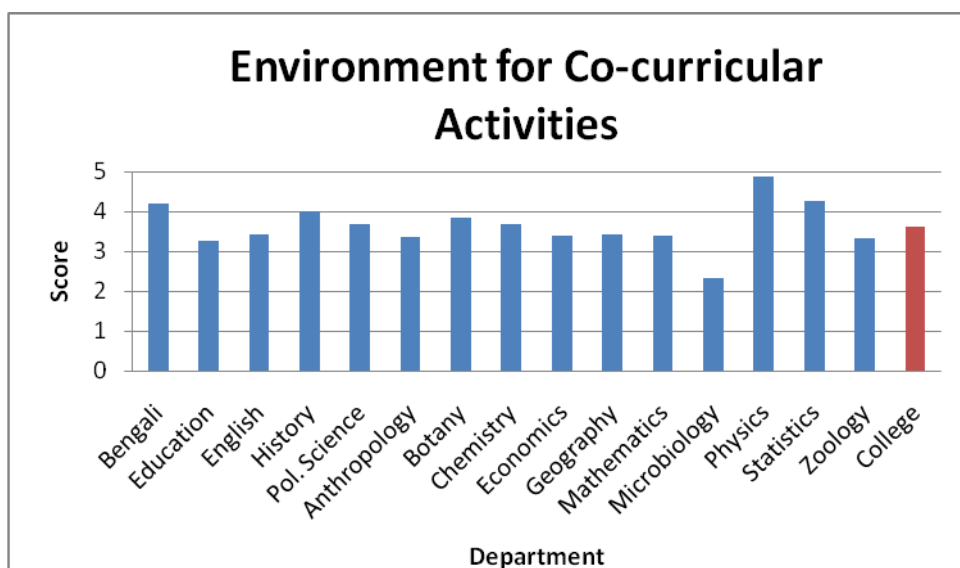
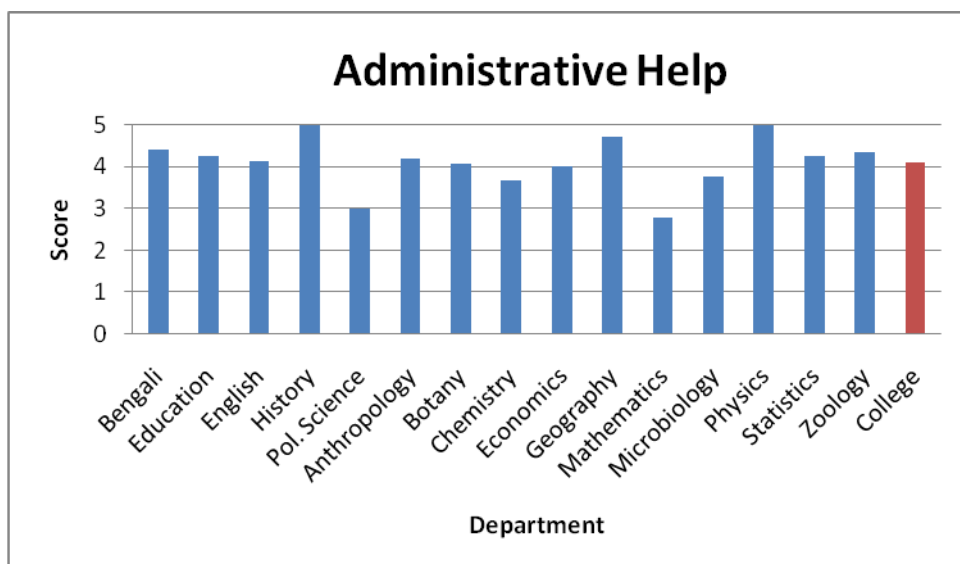
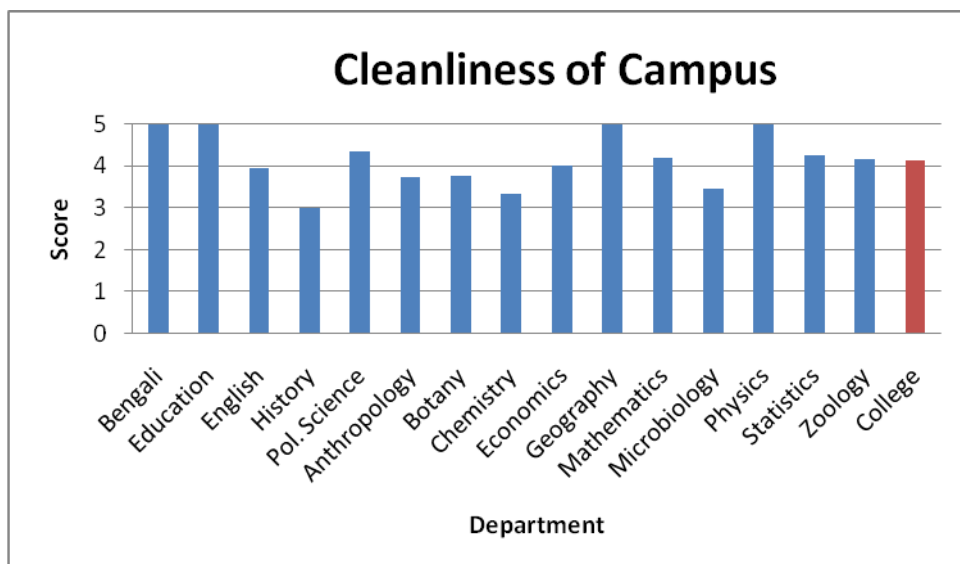
Following the above steps, we found the normalized score of the college on Infrastructural facilities and activities is **0.776**. Last year (session 2016-17) this figure was **0.699**.

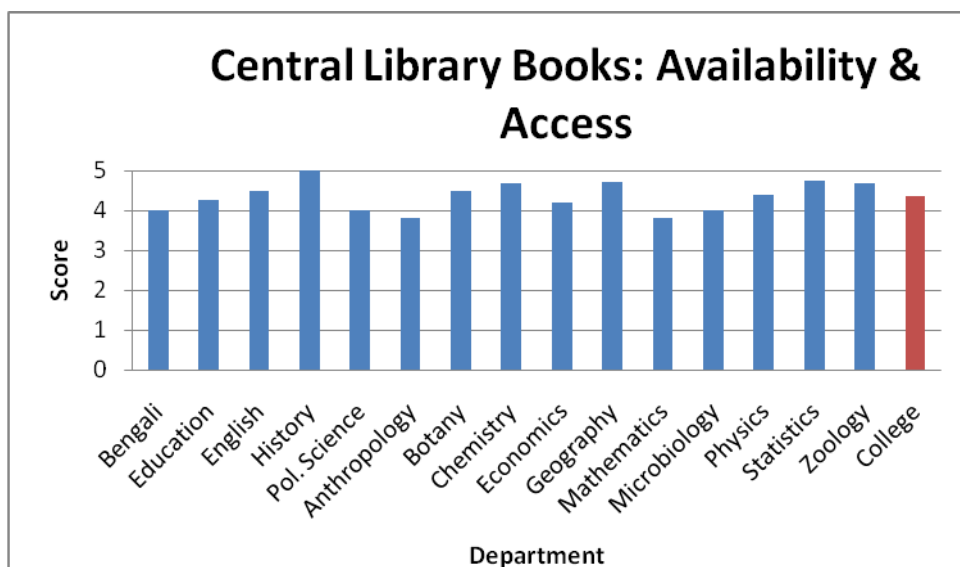
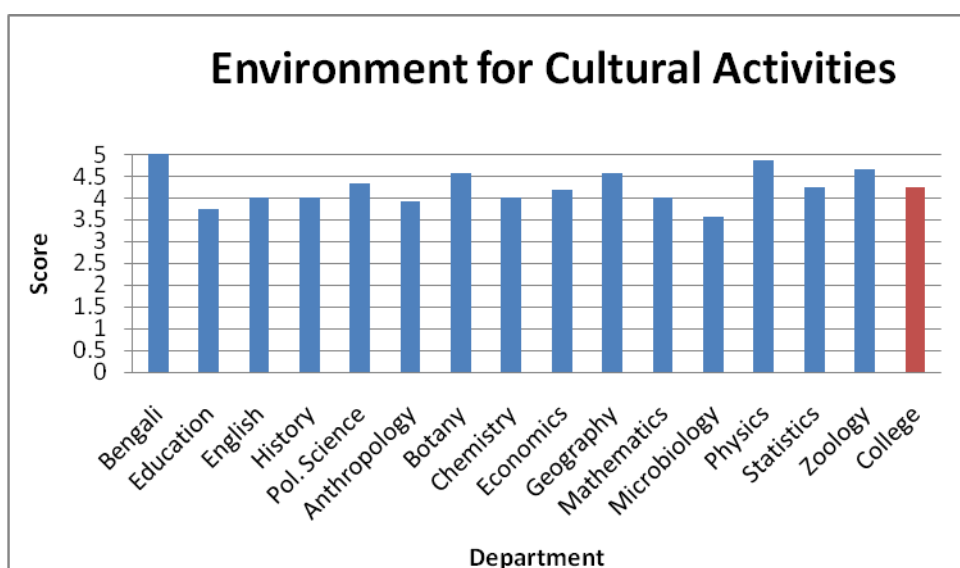
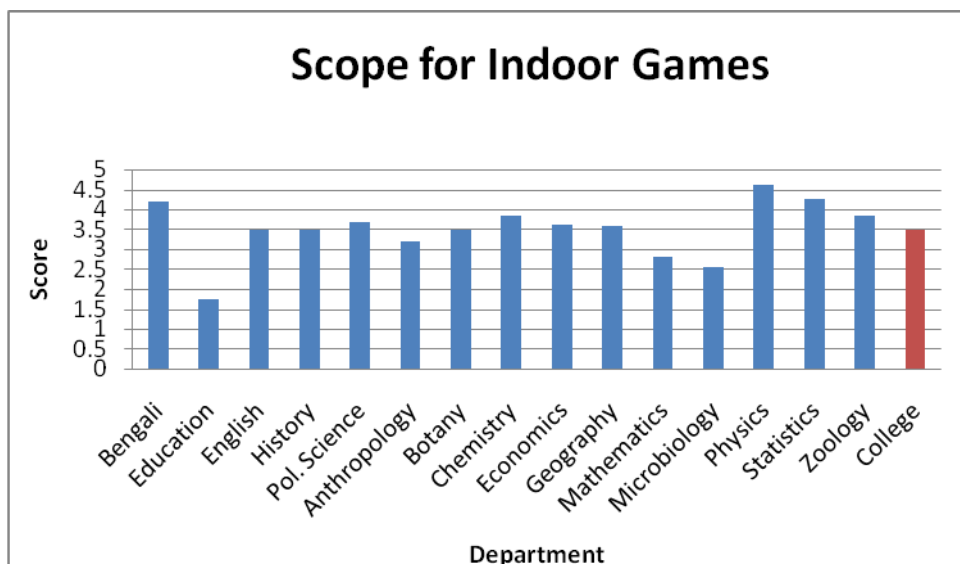


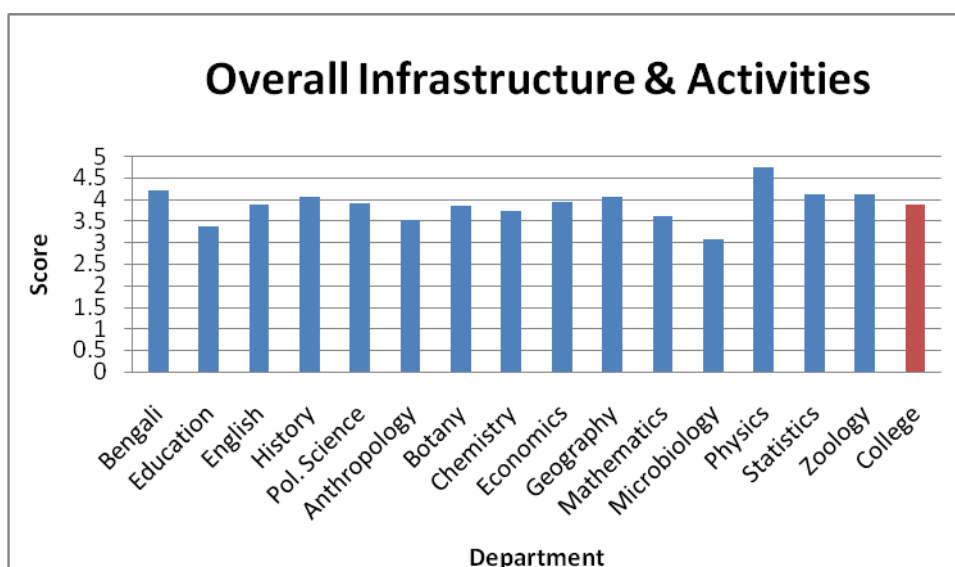
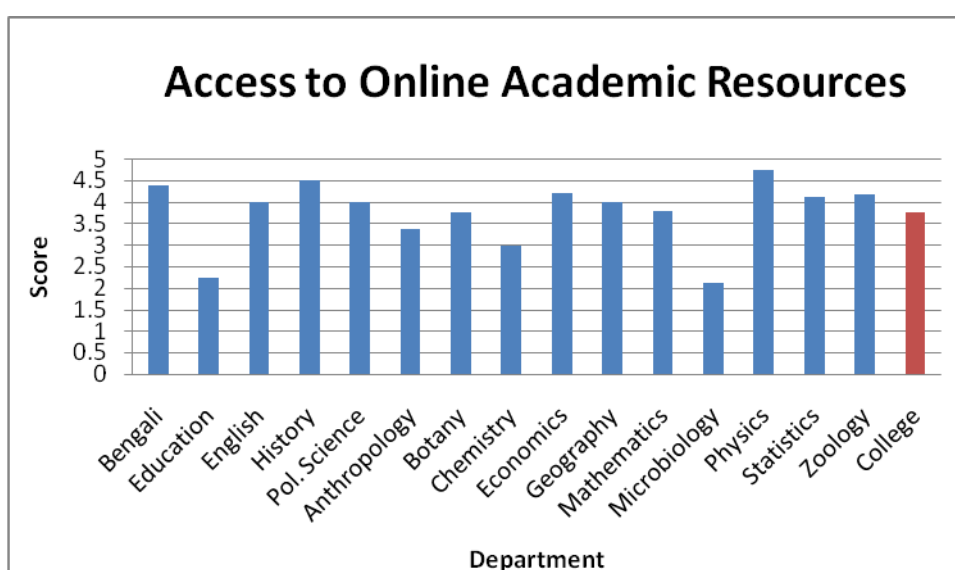
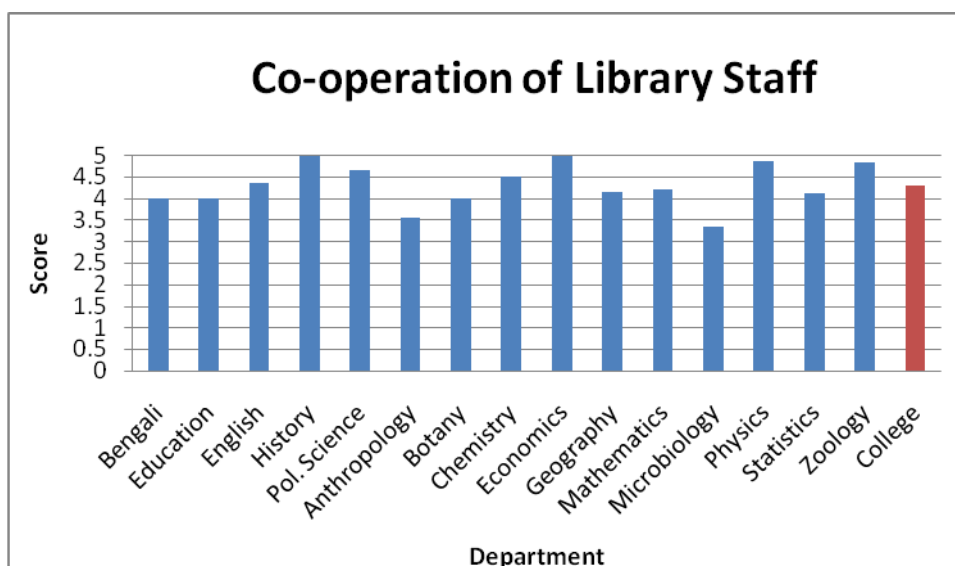
1. Cleanliness of Toilets, 2. Cleanliness of Campus, 3. Administrative Help, 4. Environment for Co-curricular Activities, 5. Scope for Indoor Games, 6. Environment for Cultural Activities, 7. Central Library Books: Availability & Access, 8. Co-operation of Library Staff, 9. Access to Online Academic Resources.

### Subject-wise students' response on the infrastructure of College:









**B. Analysis of the Department-wise Infrastructural Facilities and Activities:**



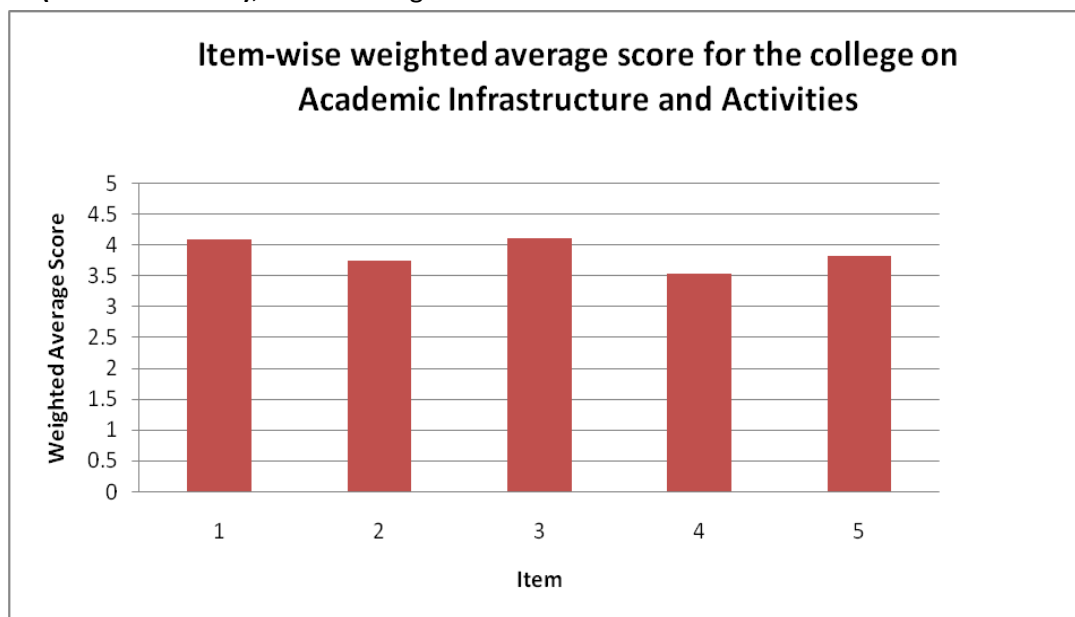
The 5 item questionnaire (a set of two) relates to the Infrastructural facilities and activities owned by the Department. Each question has 5 options - A, B, C,D and E. A, as verbally demonstrated to the students, stands for Excellent, B for Very Good, C for Good, D for Fair and E for Poor. The questionnaire involves a multiplicity of items and issues like learning value of the course, its depth and applicability, the infrastructure of a department and its academic ambience. The method quantification employed has a number of steps undertaken serially.

- **Step-1:** Difficult as the grades are to visualize, they are ordinal in nature and this justifies the correspondence developed of the grades to the numerical data assigned. Grade A is thus quantified as 5; B as 4; C as 3; D as 2; E as 1.
- **Step-2:** For each of the 5 items, the 'score' of a department is thus prepared to make a visual representation for the department on the basis of the average over department-wise responses, in which the high value (towards 5) indicates good performance and the low value (towards 1), poor.
- **Step-3:** All the 16 departments are put under the same process of 'score' quantification.
- **Step-4:** Bar Diagrams on the scores are prepared for each of the 5 different items over all the 16 departments.
- **Step-5:** To assess the aggregative performance of a department over 5 items, an index for each of the 16 departments over 5 items for a specific year is formulated just by taking average over the 5 scores on 5 items.
- **Step-6:** In order to get a single index over 5 items for a specific year, we have taken the weighted average of the indices for every department, the weights being the number of responses for every department. Thus a single composite index for the college is obtained.
- **Step-7:** A scale adjustment to the department-wise indices and college-level index are made in order that it takes values within the span of 0 (zero) and 1 (one), where 0 is indicative of the worst possible performance and 1 indicates the best possible. Obviously, 0.5 denotes the average. The adjusted indices are presented in the following Table 1.

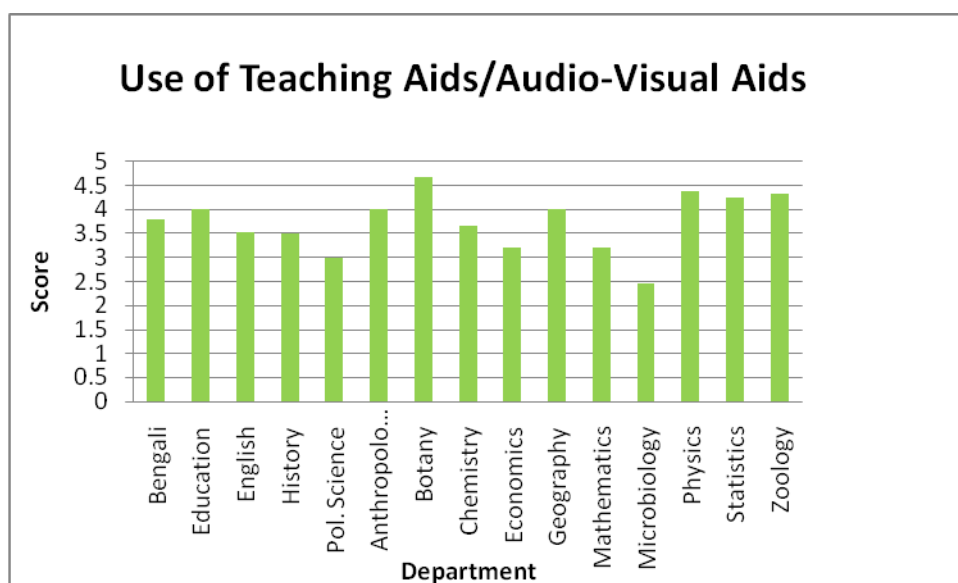
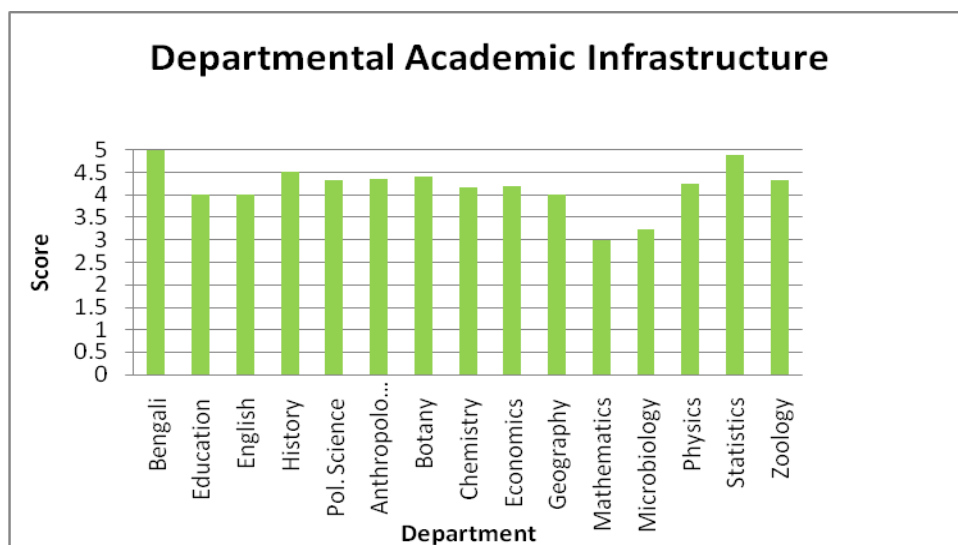
**Table 1:  
Indices of different departments and whole college based on average  
response on Infrastructural Facilities and Activities**

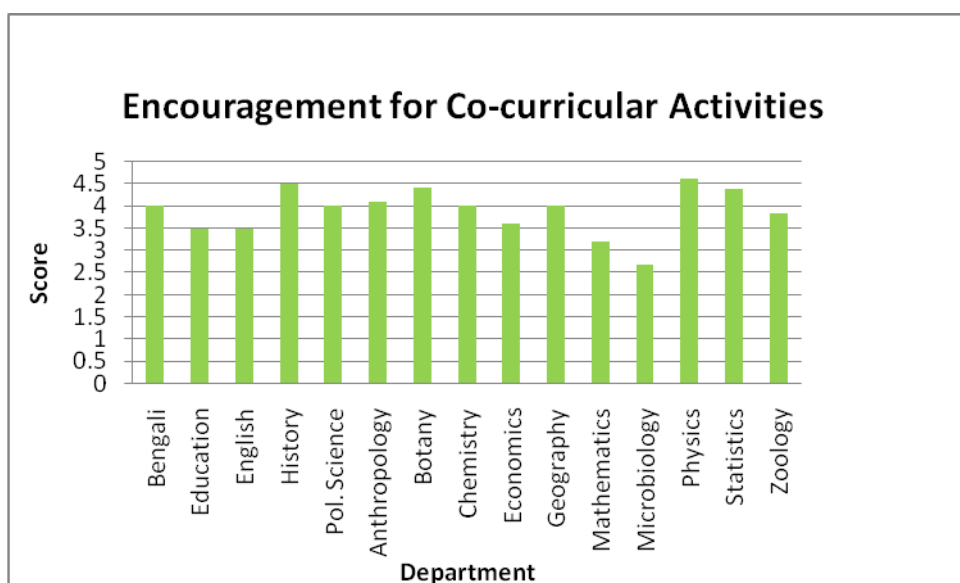
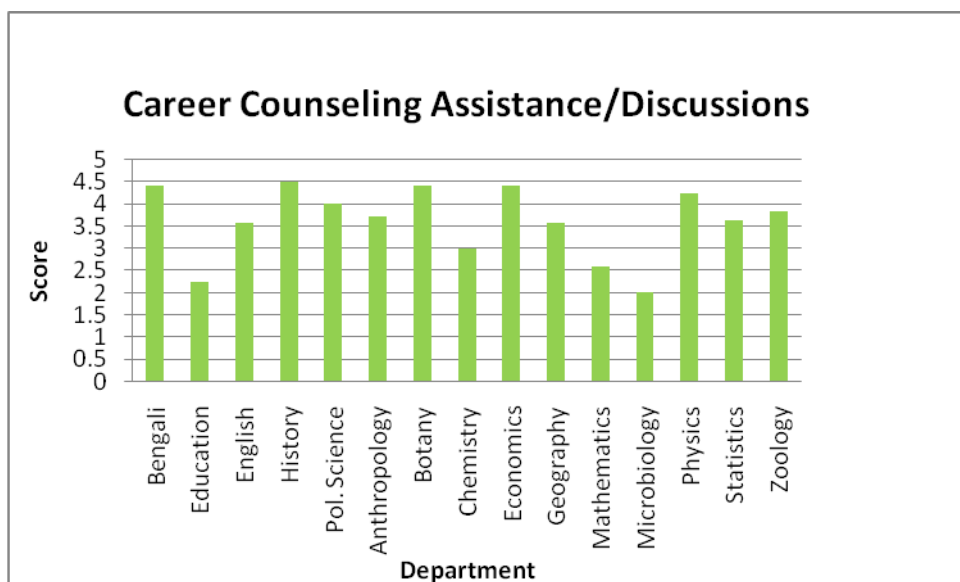
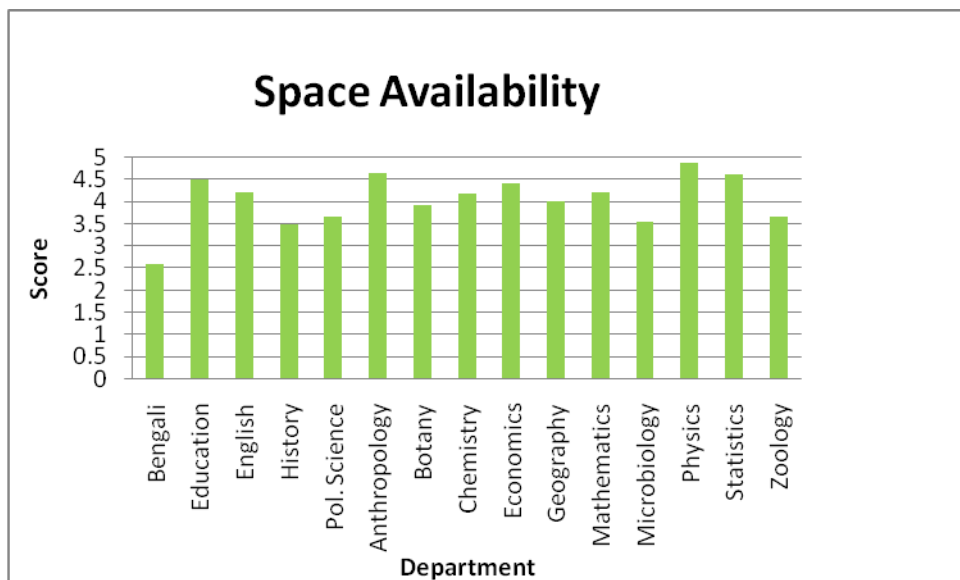
| Department     | Normalized Index   | No. of Respondents |
|----------------|--------------------|--------------------|
| Bengali        | 0.792              | 5                  |
| Education      | 0.73               | 4                  |
| English        | 0.751              | 17                 |
| History        | 0.820              | 2                  |
| Pol. Science   | 0.760              | 3                  |
| Anthropology   | 0.833              | 11                 |
| Botany         | 0.873              | 12                 |
| Chemistry      | 0.760              | 6                  |
| Economics      | 0.792              | 5                  |
| Geography      | 0.783              | 7                  |
| Mathematics    | 0.648              | 12                 |
| Microbiology   | 0.556              | 9                  |
| Physics        | 0.895              | 8                  |
| Statistics     | 0.870              | 8                  |
| Zoology        | 0.800              | 6                  |
| <b>College</b> | <b>0.773114556</b> | <b>115</b>         |

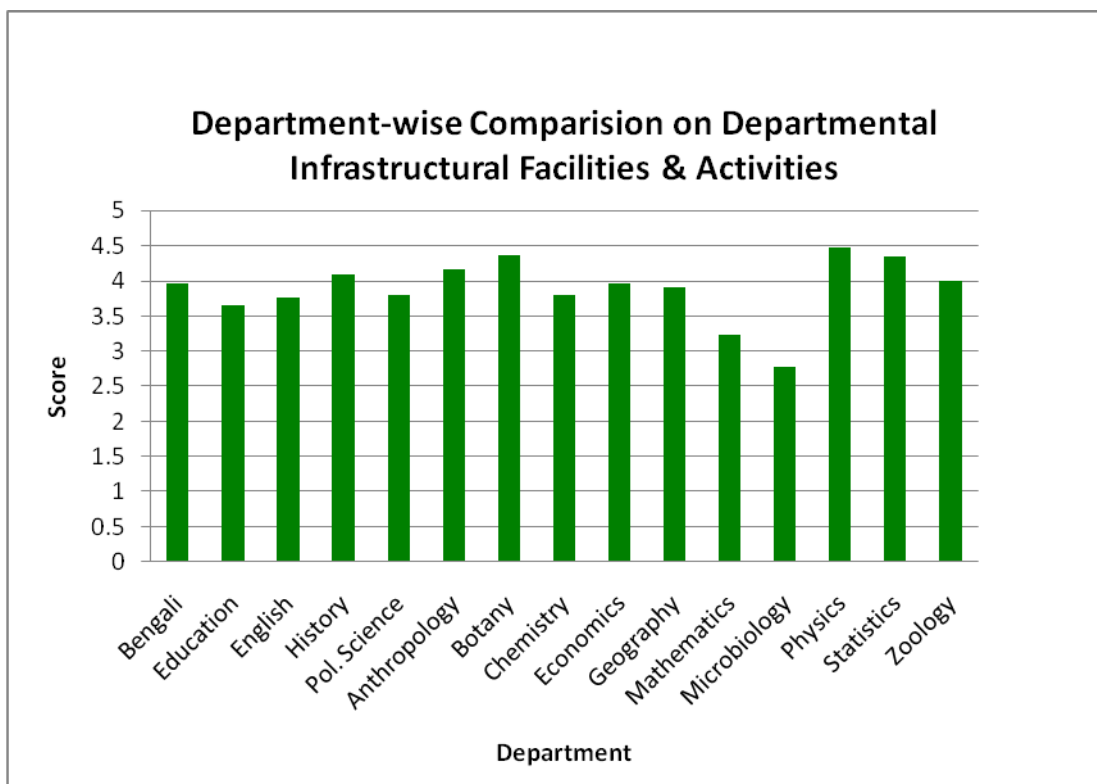
Last year (session 2016-17), overall college level normalized index was **0.702** for 202 students.



1. Departmental Academic Infrastructure, 2. Use of Teaching Aids/Audio-Visual Aids, 3. Space Availability, 4. Career Counseling Assistance/Discussions, 5. Encouragement for Co-curricular Activities.







### **C. Analysis of the Department-wise Feedback on Teaching:**

A separate questionnaire is fashioned to get student feedback in respect of individual teachers of a Department in the context of three teaching attributes – (i) Quality and Effectiveness of Teaching, (ii) Responsibility and (iii) Punctuality and Availability. Six different questions are set over the three attributes and the students are invited to mark their teachers on a 10-point scale.

- **Step 1:** Quality, Responsibility and Punctuality/ Availability – these are the three distinct heads under which the questions set are merged, analyzed and visually projected department-wise through bar-diagram.
- **Step 2:** For each of the 3 attributes, the ‘score’ of a department is thus prepared to make a visual representation for the department on the basis of the average of the scores secured by respective department faculties from respective students’ responses, in which the high value (towards 10) indicates good performance and the low value (towards 1), poor.
- **Step 3:** All the departments are put under the same process of quantification.

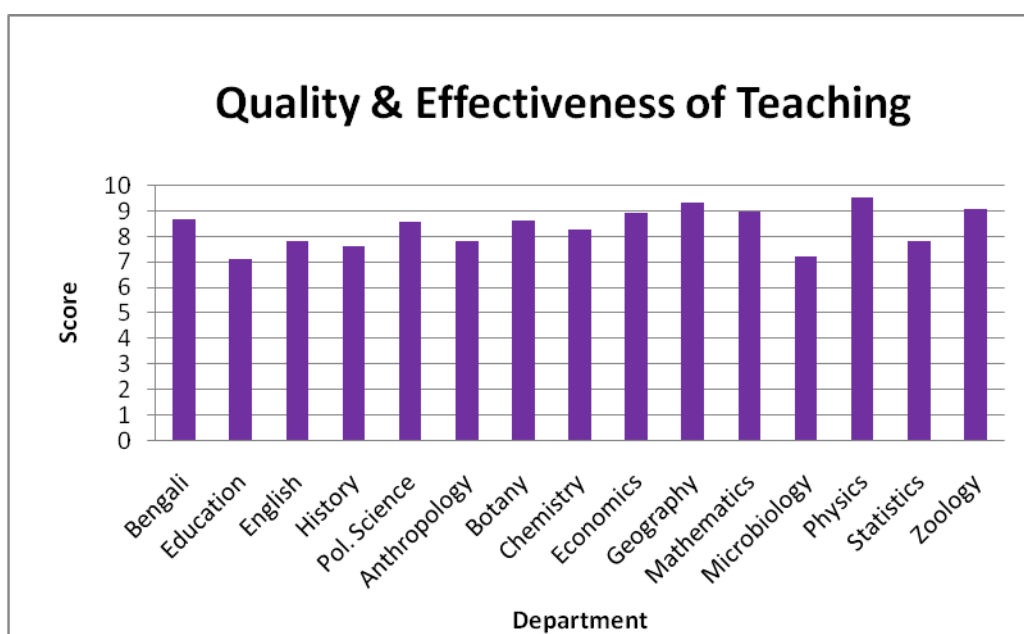
- **Step-4:** Bar Diagrams on the scores are prepared for each of the 3 attributes over all the 16 departments.
- **Step-5:** To assess the aggregative performance of a department over the 3 attributes, an index for each of the 16 departments for a specific year is formulated just by taking average over the 3 scores on the 3 attributes.
- **Step-6:** In order to get a single index for college over the 3 attributes for a specific year, we have taken the weighted average of the indices of all departments, the weights being the number of responses for every department. Thus a single composite index for the college is obtained.
- **Step-7:** A scale adjustment to the department-wise indices and college-level index are made in order that it takes values within the span of 0 (zero) and 1 (one), where 0 is indicative of the worst possible performance and 1 indicates the best possible. Obviously, 0.5 denotes the average. The adjusted indices are presented in the following Table 2.

**Table 2**  
**Indices of different departments relating to Responsibility, Quality and Availability/Punctuality**

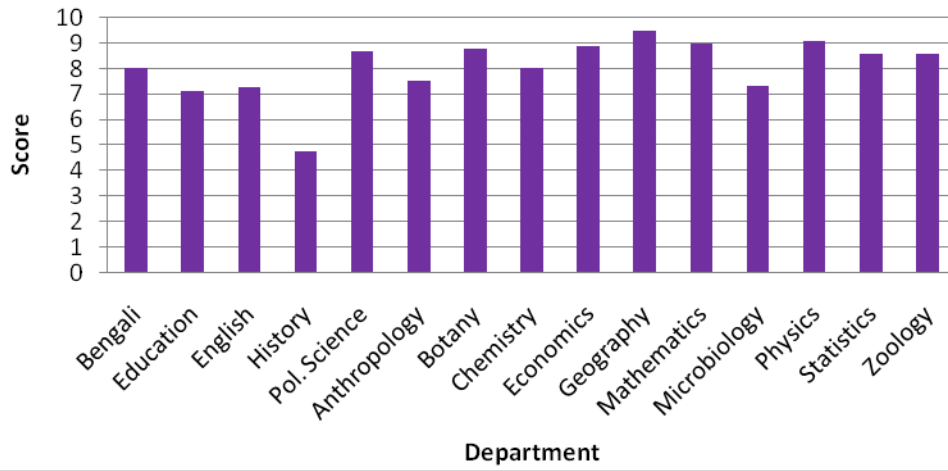
| Department   | Normalized Index |                |                           |           | No. of Respondents |
|--------------|------------------|----------------|---------------------------|-----------|--------------------|
|              | Quality          | Responsibility | Punctuality/ Availability | Aggregate |                    |
| Bengali      | 0.870            | 0.803          | 0.800                     | 0.824     | 5                  |
| Education    | 0.713            | 0.713          | 0.919                     | 0.781     | 4                  |
| English      | 0.781            | 0.729          | 0.691                     | 0.734     | 17                 |
| History      | 0.763            | 0.475          | 0.475                     | 0.571     | 2                  |
| Pol. Science | 0.860            | 0.867          | 0.867                     | 0.864     | 3                  |
| Anthropology | 0.784            | 0.753          | 0.742                     | 0.760     | 11                 |

|                     |       |       |       |              |            |
|---------------------|-------|-------|-------|--------------|------------|
| <b>Botany</b>       | 0.866 | 0.878 | 0.864 | 0.869        | 12         |
| <b>Chemistry</b>    | 0.829 | 0.803 | 0.833 | 0.822        | 6          |
| <b>Economics</b>    | 0.895 | 0.891 | 0.890 | 0.892        | 5          |
| <b>Geography</b>    | 0.934 | 0.949 | 0.929 | 0.937        | 7          |
| <b>Mathematics</b>  | 0.900 | 0.898 | 0.875 | 0.891        | 12         |
| <b>Microbiology</b> | 0.724 | 0.730 | 0.722 | 0.726        | 9          |
| <b>Physics</b>      | 0.952 | 0.908 | 0.900 | 0.920        | 8          |
| <b>Statistics</b>   | 0.784 | 0.856 | 0.850 | 0.830        | 8          |
| <b>Zoology</b>      | 0.907 | 0.860 | 0.862 | 0.876        | 6          |
| <b>College</b>      | 0.837 | 0.819 | 0.814 | <b>0.823</b> | <b>115</b> |

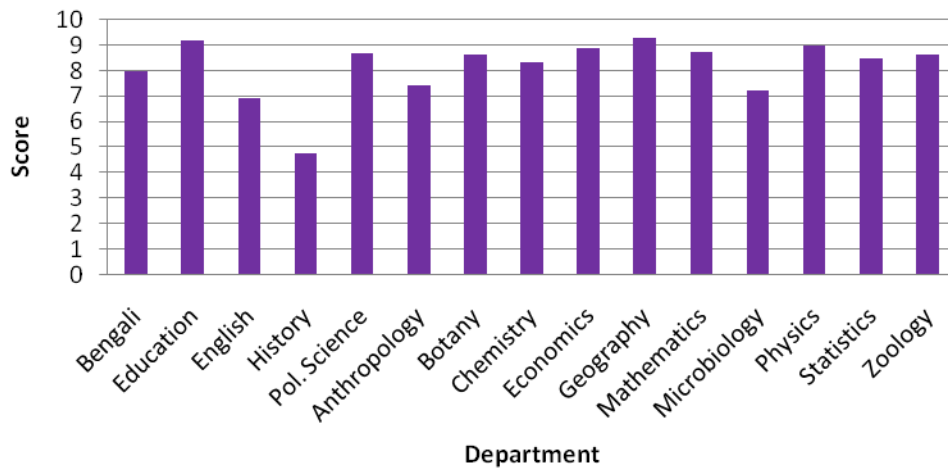
Last year (session 2016-17), overall college level aggregated score was **0.772** for 202 students.



### Sense of Responsibility in Teaching

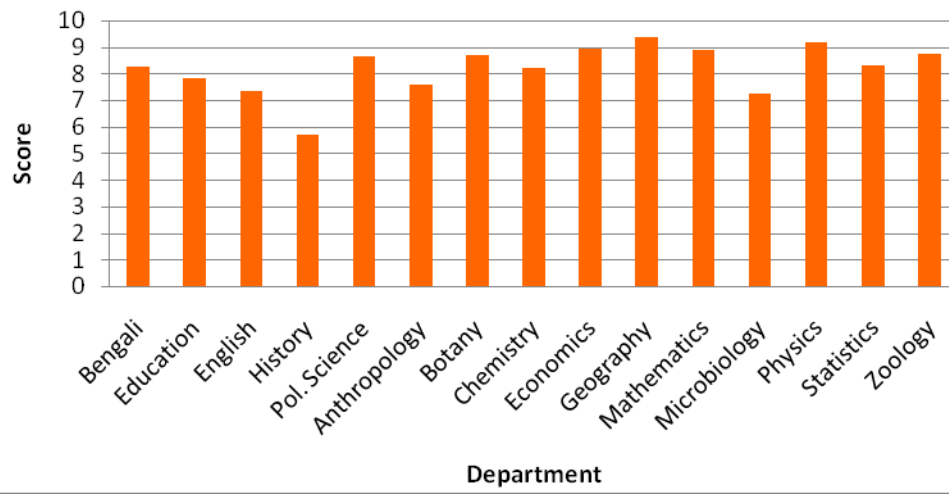


### Punctuality & Availability of Teachers





## Overall Evaluation of Departments in terms of Teaching





# **BIDHANNAGAR COLLEGE**

EB-2, Sector 1, Salt Lake City,  
Kolkata-700064, India

## Post Graduate

# **STUDENTS' FEEDBACK ANALYSIS**

## 2017-18

## Analysis of PG Student Feedback for the Academic Year 2017-18

### Mechanism of the Feedback Analysis:

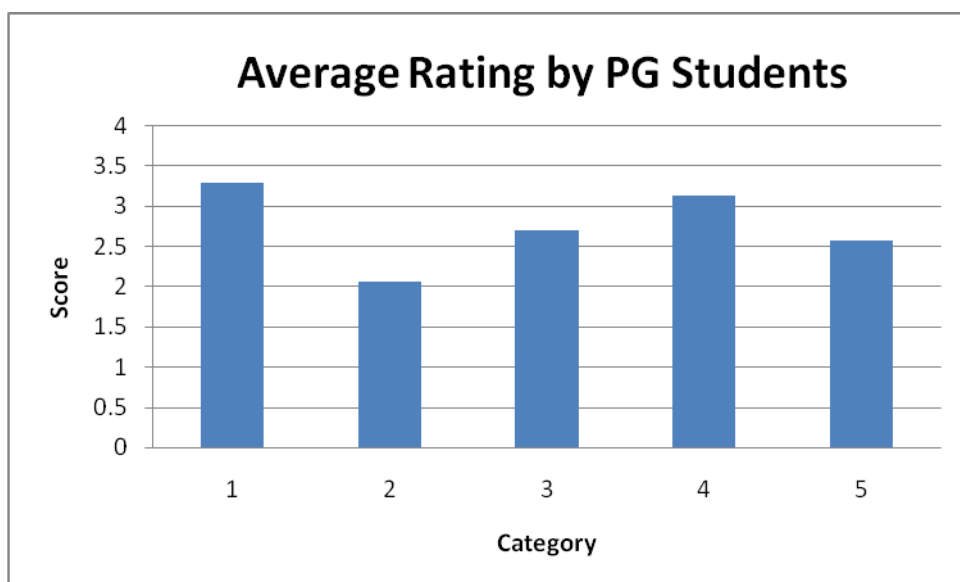
A mechanism of quantification based on the analysis of student feedback is adopted, using parameters related to a variety of items like the Course, the respective PG Department in general and the Teachers in particular. In quest of some sort of objectivity, only the outgoing 2<sup>nd</sup> year PG students of each Department are called upon to respond to the questionnaire, severally.

### D. Analysis of the College-level Infrastructural Facilities and Activities:

The 13 item questionnaire relates to the college level Infrastructural facilities and activities. Each question has 4 options - A, B, C and D. A, as verbally demonstrated to the students, stands for Very Good, B for Good, C for Fair and D for Poor. The method quantification employed has a number of steps undertaken serially.

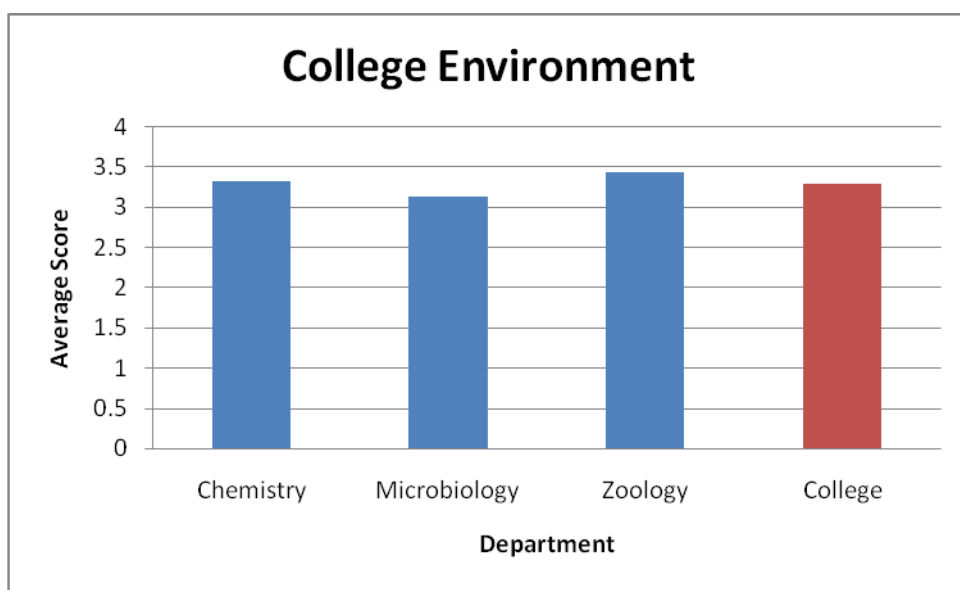
- **Step-1:** Difficult as the grades are to visualize, they are ordinal in nature and this justifies the correspondence developed of the grades to the numerical data assigned. Grade A is thus quantified as 4; B as 3; C as 2; D as 1.
- **Step-2:** For each of the 13 items, the 'score' of the college-level Infrastructural facilities and activities at first computed for each of the 3 PG departments. Therefore 13 scores for the college is categorized into 5 categories and the category-wise scores are prepared to make a visual representation on the basis of the average over department-wise scores, in which the high value (towards 4) indicates good performance and the low value (towards 1), poor.
- **Step-3:** Bar Diagram is prepared on the scores over the 5 different categories of items representing college-level Infrastructural facilities and activities. Those 5 categories are: (i) College Environment, (ii) Cleanliness of Campus, (iii) Infrastructure of the college, (iv) Central Library: Availability & Access and (v) Computer Training, Sports & Co-curricular Activities.
- **Step-4:** Bar Diagrams on the scores are prepared for each of the 5 categories of items over all the 3 PG departments.
- **Step-5:** In order to get a single index over 5 categories for a specific year, we have taken the average of the indices of 5 categories (i.e., 13 items). Thus a single composite index for the college is obtained.
- **Step-6:** A scale adjustment to the department-wise indices and college-level index are made in order that it takes values within the span of 0 (zero) and 1 (one), where 0 is indicative of the worst possible performance and 1 indicates the best possible. Obviously, 0.5 denotes the average. The adjusted indices are presented in the following Table 1.

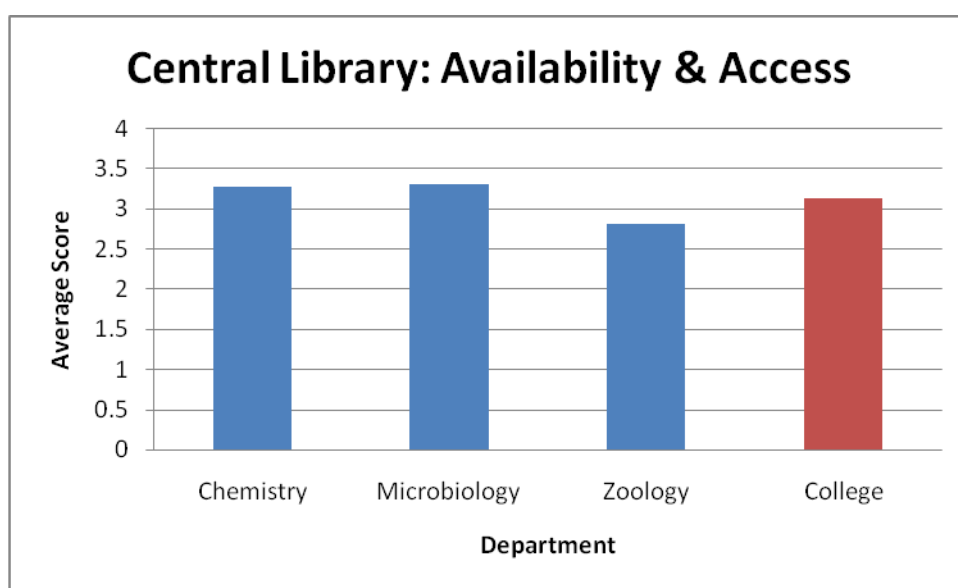
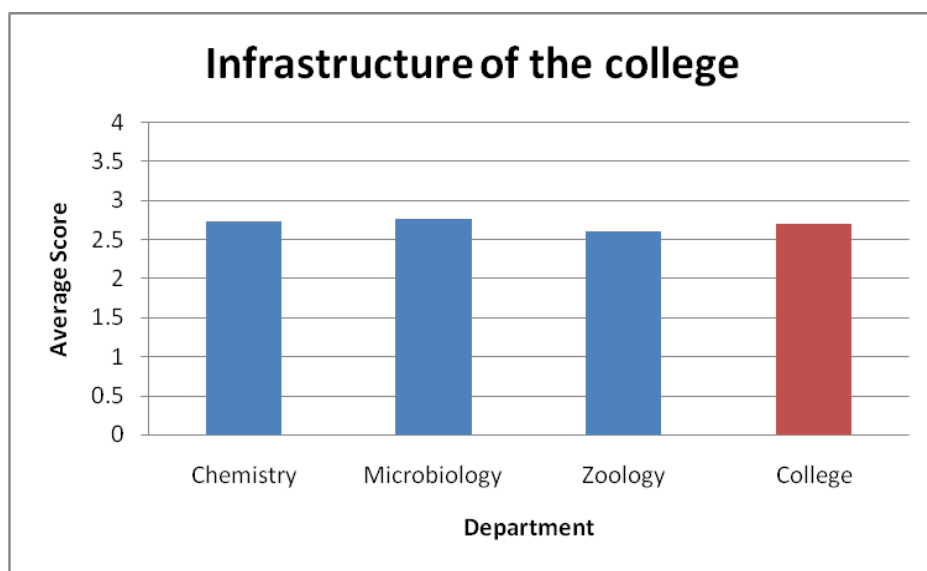
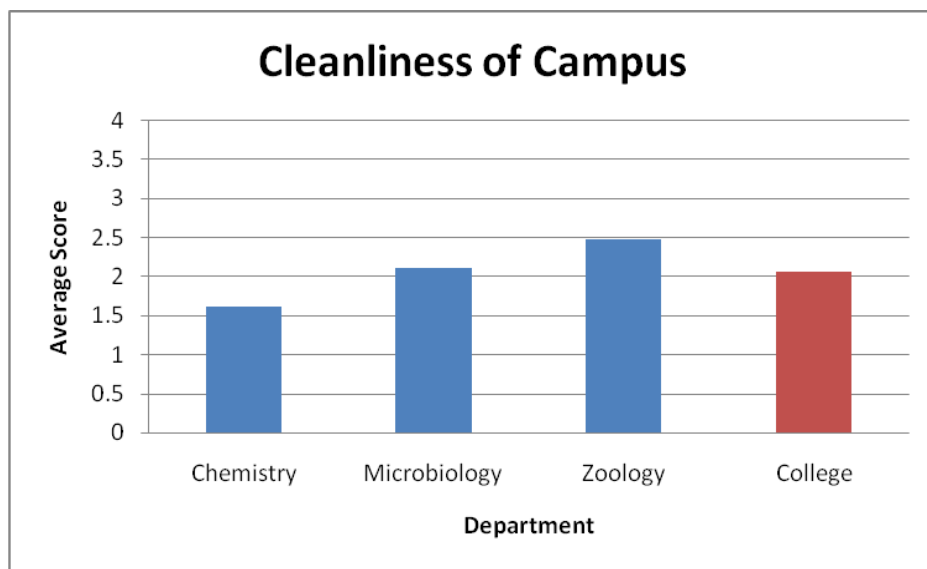
Following the above steps, we found the normalized score of the college on Infrastructural facilities and activities is **0.687**. Last year (session 2016-17) this figure was **0.634**.

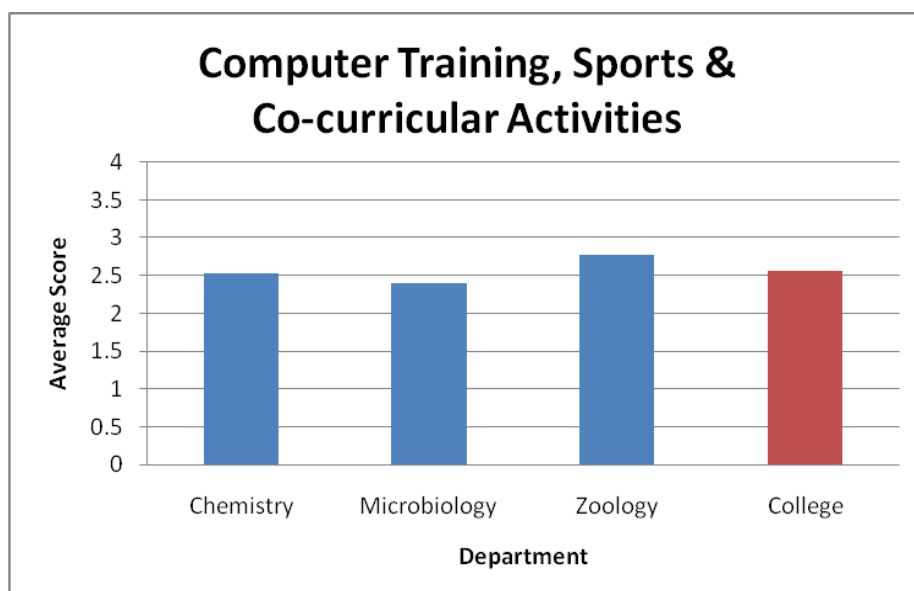


1. College Environment, 2. Cleanliness of Campus, 3. Infrastructure of the college, 4. Central Library: Availability & Access, 5. Computer Training, Sports & Co-curricular Activities.

### Students' Responses to the Different Categories:







### E. Analysis of the Department-wise Infrastructural Facilities and Activities:

The 12 items questionnaire (a set of two) relates to the teaching quality, Infrastructural facilities and activities owned by the Department. Each question has 4 options - A, B, C and D. A, as verbally demonstrated to the students, stands for Very Good, B for Good, C for Fair and D for Poor. The questionnaire involves a multiplicity of items and issues like teaching quality and guidance, departmental infrastructure and its academic ambience.

The method quantification employed has a number of steps undertaken serially.

- **Step-1:** Difficult as the grades are to visualize, they are ordinal in nature and this justifies the correspondence developed of the grades to the numerical data assigned. Grade A is thus quantified as 4; B as 3; C as 2; D as 1.
- **Step-2:** For each of the 12 items, the 'score' of the department at first computed for each of the 3 PG departments. Therefore 12 scores for the college is categorized into 3 categories and the category-wise scores are prepared to make a visual representation for the department on the basis of the average over items belong to the category, in which the high value (towards 4) indicates good performance and the low value (towards 1), poor.
- **Step-3:** All the 3 PG departments are put under the same process of 'score' quantification.
- **Step-4:** Bar Diagram is prepared on the scores over the 3 different categories of items representing department. Those 3 categories are: (i) Teaching quality & Guidance, (ii) Departmental Library & Infrastructural Facilities, (iii) Career Counseling Assistance/ Discussions.
- **Step-5:** Bar Diagrams on the scores are prepared for each of the 3 categories of items over all the 3 PG departments.
- **Step-6:** In order to get a single index over 3 categories for a specific department in a specific year, we have taken the average of the indices of 3 categories (i.e., 12 items). Thus a single composite index for the college is obtained.

- **Step-7:** In order to get a single index over 3 departments for a specific category in a specific year, we have taken the average of the indices of 3 departments. Thus a single composite index for the college is obtained.
- **Step-8:** A scale adjustment to the department-wise indices and college-level index are made in order that it takes values within the span of 0 (zero) and 1 (one), where 0 is indicative of the worst possible performance and 1 indicates the best possible. Obviously, 0.5 denotes the average. The adjusted indices are presented in the following Table 1 and 2.

**Table 1**

**Indices of different PG departments and whole college based on average response on Infrastructural Facilities and Activities**

| Department   | Normalized Index | No. of Respondents |
|--------------|------------------|--------------------|
| Chemistry    | 0.819            | 29                 |
| Microbiology | 0.598            | 19                 |
| Zoology      | 0.699            | 22                 |
| College      | <b>0.721</b>     | <b>70</b>          |

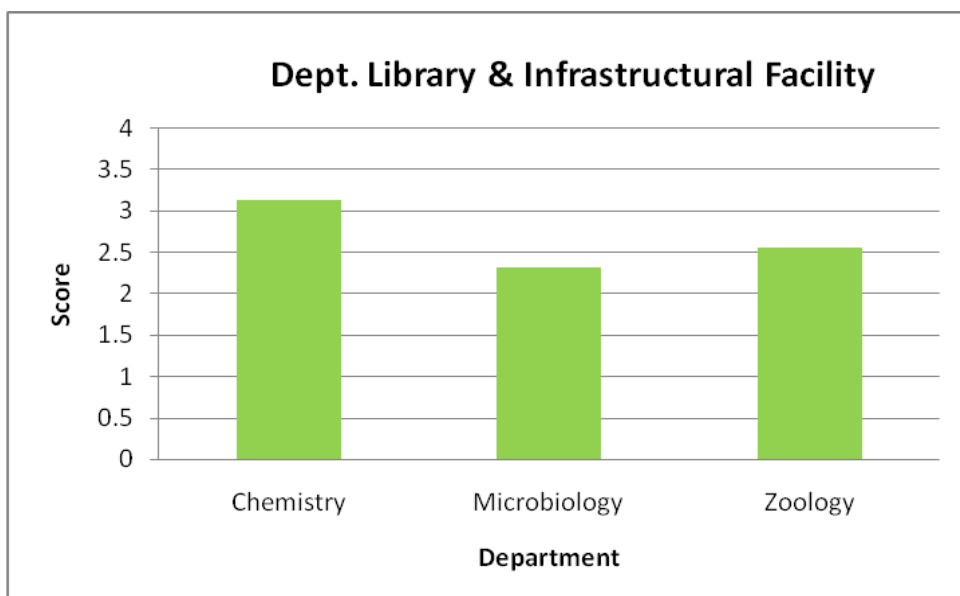
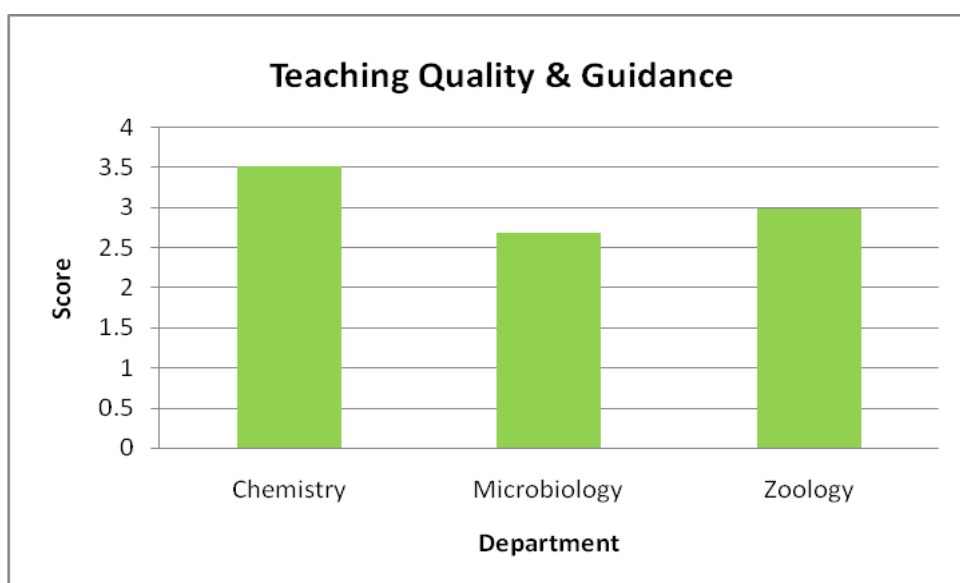
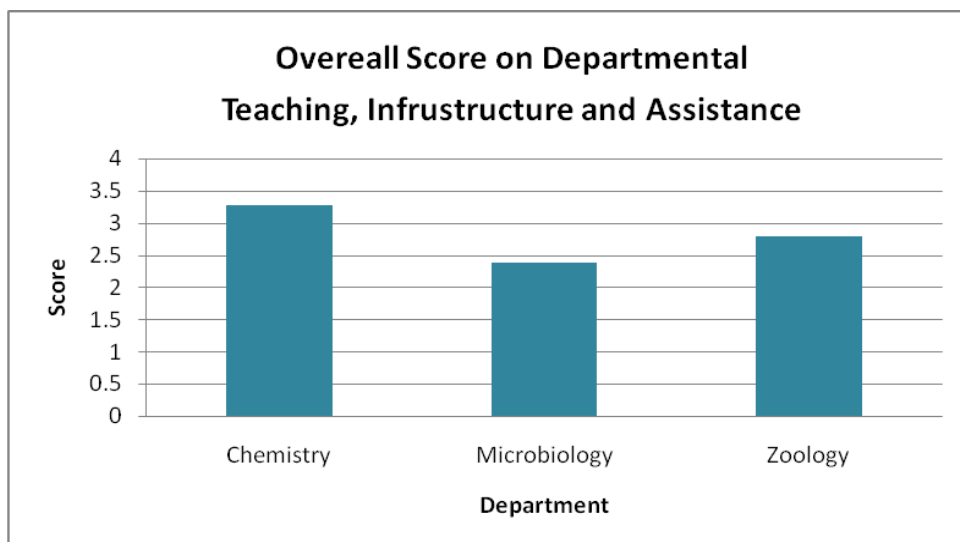
Last year (session 2016-17), normalized indices for three respective departments were **0.610, 0.476 and 0.582**. Overall college level normalized index was **0.565 for total 59 PG students**.

**Table 2**

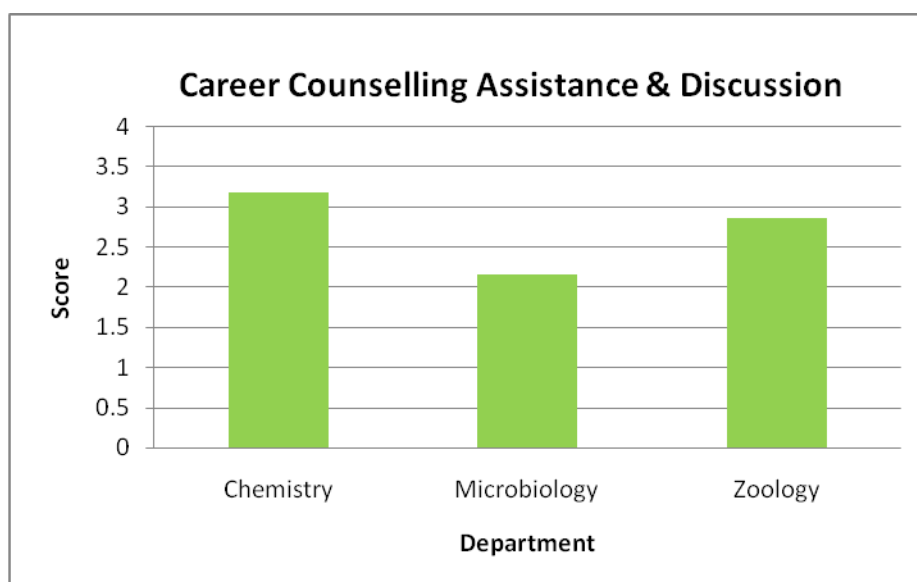
**Indices of different categories based on average response on Infrastructural Facilities and Activities over total 70 PG students**

| Category          | Normalized Index |
|-------------------|------------------|
| Teaching          | 0.780            |
| Infrastructure    | 0.683            |
| Career Counseling | 0.700            |

Last year (session 2016-17), normalized indices for three respective categories were **0.658, 0.579 and 0.458** over total 59 PG students.







## F. Analysis of the Department-wise Feedback on Teaching:

A separate questionnaire is fashioned to get student feedback in respect of individual teachers of a Department in the context of three teaching attributes – (i) Quality and Effectiveness of Teaching, (ii) Responsibility and (iii) Punctuality and Availability. Six different questions are set over the three attributes and the students are invited to mark their teachers on a 4-point scale.

- **Step 1:** Quality, Responsibility and Punctuality/ Availability – these are the three distinct heads under which the questions set are merged, analyzed and visually projected department-wise through bar-diagram.
- **Step 2:** For each of the 3 attributes, the 'score' of a department is thus prepared to make a visual representation for the department on the basis of the average of the scores secured by respective department faculties from respective students' responses, in which the high value (towards 4) indicates good performance and the low value (towards 1), poor.
- **Step 3:** All the departments are put under the same process of quantification.
- **Step-4:** Bar Diagrams on the scores are prepared for each of the 3 attributes over all the 3 PG departments.
- **Step-5:** To assess the aggregative performance of a department over the 3 attributes, an index for each of the 3 PG departments for a specific year is formulated just by taking average over the 3 scores on the 3 attributes.
- **Step-6:** In order to get a single index for college over the 3 attributes for a specific year, we have taken the weighted average of the indices of all departments, the weights being the number of responses for every department. Thus a single composite index for the college is obtained.
- **Step-7:** A scale adjustment to the department-wise indices and college-level index are made in order that it takes values within the span of 0 (zero) and 1 (one), where 0 is indicative of the worst possible performance and 1 indicates the best possible. Obviously, 0.5 denotes the average. The adjusted indices are presented in the following Table 3.

**Table 3**

Indices of different departments relating to Teachers' Responsibility, Quality and Availability/Punctuality

| Department     | Normalized Index |                |                           |              | No. of Respondents |
|----------------|------------------|----------------|---------------------------|--------------|--------------------|
|                | Quality          | Responsibility | Punctuality/ Availability | Aggregate    |                    |
| Chemistry      | 0.731            | 0.806          | 0.800                     | 0.779        | 29                 |
| Microbiology   | 0.697            | 0.729          | 0.732                     | 0.719        | 19                 |
| Zoology        | 0.828            | 0.838          | 0.818                     | 0.828        | 22                 |
| <b>College</b> | <b>0.752</b>     | <b>0.795</b>   | <b>0.787</b>              | <b>0.778</b> | <b>70</b>          |

Last year (session 2016-17), aggregated normalized indices for three respective departments were **0.678, 0.725 and 0.733**. Overall college level aggregated normalized index was **0.708 for total 59 PG students**.

