

NABA BALLYGUNGE MAHAVIDYALAYA

The Annual Quality Assurance Report (AQAR) of the IQAC Session : 2012-2013

Part – A

1. Details of the Institution

1.1 Name of the Institution	NABA BALLYGUNGE MAHAVIDYALAYA
1.2 Address Line 1	27E, BOSEPUKUR ROAD,
Address Line 2	
City/Town	KOLKATA
State	WEST BENGAL
Pin Code	700042
Institution e-mail address	<i>nbmv2005@yahoo.co.in</i>
Contact Nos.	(033)2441-1710
Name of the Head of the Institution:	DR. SUKAMAL DATTA
Tel. No. with STD Code:	(033)2441-1710
Mobile:	9038751400
Name of the IQAC Co-ordinator:	TamalTaru Roy
Mobile:	9477051278
IQAC e-mail address:	nbmyiqac@gmail.com
1.3 NAAC Track ID	NAAC Track ID is not assigned to the institution, since it was accredited in 2007.

1.4 NAAC Executive Committee No. & Date:

Nil, 31-03-2007

*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate*

1.5 Website address:

www.nbmaavidyalaya.in

Web-link of the AQAR:

http://nbmahavidyalaya.in/college_portal/iqac/AQAR_Data_2012-13.pdf

1.6 Accreditation Details

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

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

18-07-2015

1.8 AQAR for the year

2012-13

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR_2011-2012 Submitted to NAAC on 28-12-2015
- ii. AQAR_2012-2013 Submitted to NAAC on 28-12-2015

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

 UrbanRural 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)

TEI (Edu) Engineering Health Management

Others(Specify)

1.12 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

College with Potential for Excellence

DST Star Scheme

UGC-Special Assistance Programme

UGC-Innovative PG programmes Any other (Specify)

UGC-COP Programmes

2.IQACComposition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

NIL

2.8 No. of other External Experts

-

2.9 Total No. of members

13

2.10 No. of IQAC meetings held

10

2.11 No. of meetings with various stakeholders:

No.

6

Faculty

4

Non-Teaching Staff

2

Students

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

International
2

2

Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Initiatives taken towards strategic planning and implementation
- Monitoring the smooth functioning of academic process
- Reaching out for funds from UGC. (which was also received

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
<ul style="list-style-type: none">• Library increments• Importance given to extra-curricular activities and sports	<p>Addition of books</p> <p>Participation of students in sports activities</p>

Academic Calendar of the year 2012-13 added as annexure I

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- Books and journals were added to the library collection.
- IQAC decided to give more importance to sports and other co-curricular activities, as a result students participation in these events has increased.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2		2	
UG	6			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	8		2	

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Semester Trimester Pattern Annual 1

8

Number of programme

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

Mode of feedback: Online Manual operating schools PEI)

Analysis of the feedback in the year 2013-2014 (See Annexure-II)

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

The college follows the syllabus given by Calcutta University. Other programmes are framed by the teachers of different departments, to make the syllabus effective and student friendly.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	15	7	7	1*	9**

* PRINCIPAL **7 part-time teacher Govt. Approved 2 Contractual Whole Time Teachers

2.2 No. of permanent faculty with Ph.D.

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops		65	
Presented papers		20	
Resource Persons			

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

- The faculties are encouraged to use ICT in teaching-learning like using PPT's, videos, graphs.
- Group discussions, quiz etc are conducted in the class level.
- Some students are asked to talk on the academic topics whenever possible.

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

256 days

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

DOUBLE VALUATION

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

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2.10 Average percentage of attendance of students

60

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Total no. of students Passed	Division				
			Distinction %	I %	II %	III %	Pass %
B.Com (H)	63	56		4.76	69.84	14.29	88.89
B.Com(G)	114	65			7.02	50	57.02
B.A (h)	61	43			62.3	8.2	70.5
B.A(G)	56	33			7.14	51.79	58.93
M.A							
M.Com							

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

There is process of feedback. In this process the students and other stakeholders are asked to provide their valuable feedback which will be considered for further discussion before bringing in changes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03

UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

TechnicalAdministrativeStaff	Number151 of Permanent Employees	Number10 of Vacant Positions	Number02 of permanent positions filled during the Year	01 Number of positions filled temporarily
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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 research committee. This committee encourages the faculties to take up major and minor research projects.
- Faculties taking up research has the provision for taking leaves for their research work.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1			
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from :N.A.

UGC-SAP CAS DST-FIST
DPE Scheme/funds

3.9 For colleges Autonomy CPE DBT Scheme

INSPIRE CE Any Other

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1			
Sponsoring agencies		UGC			

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

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From of University/College
 Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows
 Of the institute in the year

Total	International	National	State	University	Dist	College

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events

University level
 National level International level

3.22 No. of students participated in NCC events:

	University level	Nil	level	Nil
National level	International level			Nil

3.23 No. of Awards won in NSS:

	University level	Nil	State level	3
National level	International level	Nil		Nil

3.24 No. of Awards won in NCC:

	University level	Nil	State level	Nil
National level	International level	Nil		Nil

3.25 No. of Extension activities organized

University forum	College	-		-
NCC	NSS	Any other	-	8
			-	

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

- Introduction of P.G course (activities of NSS, NCC or any other social activity can only be added here)
- Organising workshop in collaboration with ICAG, ICSG, NSBA.

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	24850 sqft	--	UGC/ Govt of WB/	24,850 sqft
Class rooms	15		UGC/ Govt of WB/	
Laboratories	1		UGC/ Govt of WB/	1
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	9		
Value of the equipment purchased during the year (Rs. in Lakhs)	-	5,44,314		
Others	-			

4.2 Computerization of administration and library

Library is computerised and accounting work, admission process, is also computerised. Office work is partially automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	6736		110	19005	6846	--
e-Books						
Journals & Periodicals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	32	1	2	-	-	2	-	-
Added	-	-	-	-	-	1	-	-
Total	32	1	2	-	-	3	-	-

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

Internet access in library and computer lab that can be made use of by the students and faculty members.

4.6 Amount spent on maintenance in

lakhs i) ICT

ii) Campus Infrastructure and facilities

5,00,000/-

iii) Equipments

-

iv) Others

-

Total :

25,00,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college has NSS wings. This wing is involved in organising extension activities.

These activities are aimed at bringing about an awareness in student community and also among the common people.

The IQAC encourages its students to participate in these activities by being an integral part of NSS.

5.2 Efforts made by the institution for tracking the progression

As of now there is no formal mechanism to track the students progression. However the faculties do have information about some of the students, which they keep track of informally

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1029	--	--	--

(b) No. of students outside the state

08

(c) No. of international students

No	%
797	77

No	%
232	23

MenWomen

General881 154SC ST3 LastOBCYear12 PhysicallyNIL 1050Total General809 199SC 05STThis YearOBC16 Physically .. 1029Total Challenged Challenged

Demand ratio :1:1 Dropout % : 1.5

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

NA

No. of students beneficiaries

NIL

5.5 No. of students qualified in these examinations :College has no search mechanism.

NET Nil SET/SLET Nil CAT Nil Nil
IAS/IPS etc Nil State PSC Nil Nil Nil

5.6 Details of student counselling and career guidance

The college has its own career counselling cell. The internal teacher arranges lecture for career upliftment of the students.
The college arranges seminars and workshops for counselling and career oriented programme.

No. of students benefitted

10-15

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

- The college has a women’s cell that aims at bringing about awareness among the students about gender sensitisation.
 - Women’s day is also celebrated.
- The NSS also organises programmes related to gender sensitisation, women empowerment etc.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National 20 International level -

No. of students participated in cultural events

State/ University level 10 National level 15 International level -

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

Sports : State/ University level - National level - International level -

Cultural: State/ University level - National level - International level -

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	42	32,318/-
Financial support from government	46	1,38,050
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs	: State/ University level	Nil	National level	Nil	International level	Nil
Exhibition:	State/ University level	Nil	National level	Nil	International level	Nil

5.12 No. of social initiatives undertaken by the students **2**

5.13 Major grievances of students (if any) redressed:

In the data provided as scanned copy, the year is not mentioned.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission:

The mission of the college is to open up the door steps for higher education for the economically backward class.

Vision:

To attain the philosophy “learning for earning”

6.2 Does the Institution has a management Information System

As of now the college does not have an MIS.

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

6.3.1 Curriculum Development

The college follows the curriculum provided by the Affiliating University. Hence there is not much scope for curriculum development.

Details of certificate courses if any can be added here

6.3.2 Teaching and Learning

- The college IQAC encourages the faculty members to make use of ICT in teaching-learning and curriculum delivery. They are motivated to use PPT's, graphs, videos while teaching as much as possible.
- Feedback is take by students and inputs will be taken up for further discussion and implementation.

6.3.3 Examination and Evaluation

The final examinations are conducted and controlled by the affiliating university.

However the college conducts internal assessments, class tests etc to make sure the students are well prepared for the finals.

6.3.4 Research and Development

The college has a research committee. This committee encourages the faculties to take up research work each projects).

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college has a well-equipped library with internet facility.
- There is good collection of books, magazines etc that can be made use of by the faculties and students.
- The list of new arrivals are put up in the library notice board.

6.3.6 Human Resource Management

- The human resources of the college is managed effectively in a free and democratic way.
- Teacher's council takes care of the issues if any in the teaching and non-teaching staff community.
- At the apex there is the GB which manages the Human resource completely in the college.
- The institution aims at managing these resources effectively and optimally.

6.3.7 Faculty and Staff recruitment

The staff are recruited through College Service Commission.

6.3.8 Industry Interaction / Collaboration

No such collaborations as of now

6.3.9 Admission of Students

- Students are admitted on merit basis. Rules and regulations of the WB Government is followed while allocating seats for students.

The final list of students are put up in the college notice board.

6.4 Welfare schemes for

Teaching	General Fund is used for aid and development of the students as and when required
Non teaching	General Fund is used for aid and development of the students as and when required
Students	Students are provided Students Home facilities

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			yes	
Administrative				

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

For UG Programmes Yes No

For PG Programmes Yes No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

The college has an alumni association. Feedback is also taken from them for smooth and effective implementation of institutional processes

6.12 Activities and support from the Parent – Teacher Association

Parent teacher meetings are conducted every year.

6.13 Development programmes for support staff

No

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

- Plastic free zone.
- Recycling of plastics if any.
- Separate dustbins for degradable and non-degradable wastes

Criterion – VII

7. Innovations and Best Practices

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

1. Environmental Awareness Programme.
2. Extension of Higher Education for upliftment of the locality.

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

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

1. Growing awareness for Environmental education and programme.
2. Introduction of P.G Course for advancement of learning

Provide the details in annexure : See Annexure-III

7.4 Contribution to environmental awareness / protection

- No plastic zone
- Recycling of plastic wastes if any
- Celebration of Environmental day
- Planting of saplings

7.5 Whether environmental audit was conducted?

Yes

No

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

Annexure II

8. Plans of institution for next year

New methodology of teaching beyond chalk and talk process and to introduce PG Courses relevant to satisfy the requirement of the changing needs of the society.

Name: Tamal Taru Roy

Name : Dr. Sukamal Datta

Tamal Taru Roy .

Sukamal Datta .

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Academic Calendar of the Institution

Mid Term Examination – Last Week of November,

3rd Year Test Examination – Last week of January

2nd Year Test Examination – 3rd week of February

1st Year Test Examination – 2nd week of March

LIST OF HOLIDAYS / VACATION / RECESS 2012-13

~ Rathajatra	1 day
~ College Foundation Day	1 day
~ Independence Day	1 day
~ Janmastami	1 day
~ Id-UI-Fitter	1 day
~ Vlswekarmapuja	1 day
~ Birthday of Mahatma Gandhi	1 day
~ Mahalaya	1 day
~ Durga Puja etc. (from DurgaSasthi to Bhatridwitia)	29 days
~ Jagadhatripuja	1 day
~ Id-ud-zoha	1 day
~ Birthday of Guru Nanak	1 day
~ Muharram	1 day
~ Winter Recess	8 days
~ New Year's Day (English)	1 day
~ Birth Day of Netaji	1 day
~ University Foundation Day	1 day
~ Maghotsab	1 day
~ Republic Day	1 day
~ Saraswati Puja	1 day
~ Sivaratri	1 day
~ Fateha-Dwaz-Daham	1 day
~ Doljatra&Holi	2 days
~ Chaitra Sankranti	1 day
~ New Year's Day (Bengali)	1 day
~ Good Friday	1 day
~ Easter Saturday	1 day
~ MayDay	1 day
~ Birthday of Rabindranath Tagore	1 day
~ Summer Recess	46 days
~ Buddha Purnima	1 day
~ Sabe-Barat	1 day
~ Principal's Discretion	5 days

• Tentative Dates of Parents (Guardian) • Teachers • Students Meeting are to be notified in due time.

Annexure II

<u>Strength</u> <ul style="list-style-type: none">• Quality Faculty• Good accessibility	<u>Weakness</u> <ul style="list-style-type: none">• Effective learning• Data informed decision making
<u>Opportunity</u> <ul style="list-style-type: none">• Technology support for students• Value added skill development	<u>Threat</u> <ul style="list-style-type: none">• Students are not always present in class• Economic condition of the students require them to work part-time or full time while studying

SWOT analysis

Annexure III

Feedback was taken on a scale of 10, with 10 being the highest and 1 being the least

Students	Communication skills	Knowledge of the subject	use of teaching aids	willingness to deliver	Using references
Student 1	7	6	8	7	6
Student 2	10	7	9	10	8
Student 3	5	6	8	9	7
Student 4	10	10	8	10	5
Student 5	6	8	6	7	7
Student 6	7	5	5	7	9
Student 7	9	9	7	9	8
Student 8	8	7	5	7	5
Student 9	7	10	5	10	8
Student 10	10	9	6	9	6
Student 11	8	8	7	9	7
Student 12	9	8	6	7	8
Student 13	8	7	5	8	9
Student 14	7	8	6	9	5
Student 15	8	9	9	8	9
Student 16	8	6	7	9	8
Student 17	7	8	5	8	5
Student 18	10	9	10	9	10
Student 19	9	9	8	7	5
Student 20	6	7	10	8	6

