

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2012-13

I. Details of the Institution

1.1 Name of the Institution

Baruipur College

1.2 Address Line 1

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

Address Line 2

Dist – South 24 Parganas,
West Bengal

City/Town

Baruipur

State

West Bengal

Pin Code

743610

Institution e-mail address

baruipurcollege@gmail.com

Contact Nos.

033-24339566

Name of the Head of the Institution:

Prof. Ranjit Kumar Paria

Tel. No. with STD Code:

033-24339566

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

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

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

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

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

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

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

- i. AQAR ___2008 - 2009 Submitted on 08.02.2010_____ (DD/MM/YYYY)4
- ii. AQAR ___2009 – 2010 Submitted on 03.06.2011_____ (DD/MM/YYYY)
- iii. AQAR ___2010 – 2011 Submitted on 18.02.2013_____ (DD/MM/YYYY)
- iv. AQAR ___2011 – 2012 Submitted on 28.06.2015_____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Study Centre for Distance Education
– Netaji Open University

1.12 Name of the Affiliating University (for the Colleges)

Calcutta University

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

Autonomy by State/Central Govt. / University	<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"/>
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="2"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. College building is being extended to redress the paucity of classrooms needed for the growing number of students. 2. Measures are being taken to make the admission process totally online. 3. Measures are being taken to recruit guest faculties to augment the teacher strength.	1. A part of the extension work was completed. 2. Admission process was made partially online.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NA	NA	NA	NA
PG	NA	NA	NA	NA
UG	13	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others (Distance Education with Netaji Open University UG & PG Courses)	1			
Total	14			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual ✓	13

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

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

**Please provide an analysis of the feedback in the Annexure*

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

There is revision and upgradation of the syllabi by the University of Calcutta
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1.5 Any new Department/Centre introduced during the year. If yes, give details.

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
31	8	10	NIL	13

2.2 No. of permanent faculty with Ph.D.

8

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
NIL	NIL	NIL	1	NIL	NIL	NIL	NIL	NIL	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

1		
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	30	05
Presented papers	01	06	05
Resource Persons	0	0	0

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

PowerPoint presentation Internet resources, use of Digital Projectors, Debate, Quiz

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

242

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

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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

75 – 78% could be mentioned as the average attendance rate in this college

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BNGA	61			50		
EDCA	34			28		
ENGA	20			15		
GEOA	24			23		
HISA	47			36		
PHIA	14			13		
PLSA	14			13		
BA (G)	588			34		554
BSC (G)	NIL			NIL		NIL
B.COM (H)	14			12		
B.COM (H)	8			NIL		4

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

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	2	NIL	NIL
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

IQAC encouraged faculty members to do research work. Among the 31 faculty members 8 have Ph.d degrees. Two faculty members will be submitting their Ph.d thesis soon.

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				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	02	02
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				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the
Institution

Level	International	National	State	University	College
Number		01			01
Sponsoring agencies		UGC			College

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01				01		

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

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

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

- Free Diabetic Test, Free Eye Check up, Eye Donation Campaign, Thalassemia Testing, Snake Venom Awareness Camp.
- Participation in state level Youth Parliament, Career Counselling programme, Training for Staff-employment.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.09 acres	0		2.09 acres
Class rooms	23		College fund Zilla Parishad	23
Laboratories	6		College Fund	6
Seminar Halls	1		College Fund	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Maps, Geographical & Science Lab equipments			
Value of the equipment purchased during the year (Rs. in Lakhs)	`. 200442	`. 54,745	UGC College Fund	
Others				

4.2 Computerization of administration and library

At present our administration and library are partially computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12582		482	`.138,334	13064	
Reference Books						
e-Books						
Journals	212		36	`.15,668	248	
e-Journals						
Digital Database						
CD & Video	13				13	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	22	12	05		0	03	05	02
Added								
Total	22	12	05			03	05	02

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

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4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text" value="`. 15,4,400"/>
iii) Equipments	<input type="text" value="`. 7,678"/>
iv) Others	<input type="text" value="`. 54,745"/>
Total :	<input type="text" value="`. 216,823"/>

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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

5.2 Efforts made by the institution for tracking the progression

This system is not yet in place.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3931	NA	NA	NIL

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%
	2240	57		1691	43

No	%
1691	43

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
1486	1278	10	155	4	3033	1908	1680	8	330	5	3931

Demand ratio 2.49%

Dropout % 10%

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

This system is not yet in place

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

A career fair was organized by the college in the adjoining college grounds. A number of organizations set up their stands to guide and counsel the students. Student participation was very satisfactory.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
This system is not yet in place			

5.8 Details of gender sensitization programmes

Baruipur College is located in a rural area. Literacy rate among the population, especially women is very low in the area. Camps are organized by the students to encourage and spread awareness among women of the area about the importance of higher education.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government		₹. 4,75,700
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level 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: New classrooms were added after the completion of the extension work to redress the paucity of classrooms to accommodate the growing number of students, which was one of their major grievances.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Having commenced its 32nd year our institution has made bold strides towards fulfilment of its niche objectives of providing higher education to the first generation and disadvantaged learners of the villages in the neighbourhood. It has been our persistent Mission to fulfil the criteria towards betterment of the college as spelt out by the NAAC team at its first inspection of the college. We are still striving to instil several Best and healthy practices into the vital parameters of the college.

6.2 Does the Institution has a management Information System

This system is not yet in place

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

6.3.1 Curriculum Development

As the college follows the syllabus and curriculum of Calcutta University, there is little scope for internal curriculum change. However every department follows an academic calendar.

6.3.2 Teaching and Learning

Teaching and learning process take place through constant interaction between the teachers and students. Debates and Quiz are organised by the teachers to encourage student participation Teachers also use ITC resources.

6.3.3 Examination and Evaluation

According to the Calcutta University norms, students have to appear for the Mid-Term and Test examinations. Students also have to appear for regular tutorial examinations.

6.3.4 Research and Development

Teachers engage in research activities and many of their articles are published. The students are also encouraged to engage in research work. The students prepare wall magazines and also write articles for the college magazine and different departmental journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The process of implementing digitalisation of the library and cataloguing is in progress.

6.3.6 Human Resource Management

Efforts are in place to augment the staff-strength.

6.3.7 Faculty and Staff recruitment

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

6.3.8 Industry Interaction / Collaboration

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

6.3.9 Admission of Students

Admission process is very transparent and is done partially online.

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

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes / No	Authority
Academic			Yes	Academic Council & Governing Body
Administrative			Yes	Governing Body

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

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

Not Applicable

6.11 Activities and support from the Alumni Association

An informal body of Alumni association is there, who constantly help the college administration. Efforts are being made to register the Alumni Association.

6.12 Activities and support from the Parent – Teacher Association

Regular parent-teacher meetings are undertaken by the different departments. There is constant interaction and healthy exchange of ideas and suggestions between the teachers and the parents.

6.13 Development programmes for support staff

College Organized computer awareness and computer literacy programmes.

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

Various measures are taken to keep the campus clean and eco-friendly. Student participation in this regard is noteworthy.

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.

Various innovative measures are taken by the teachers of the different department, which has a positive impact on the students. Commerce students were encouraged to undertake market survey of consumer products.

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

1. College building is being extended to redress the paucity of classroom needed for the growing number of students.
2. Measures are being taken to make the admission process totally online.

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

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

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

7.4 Contribution to environmental awareness / protection

A course on environmental science is part of the curriculum of the students. The students and the NSS units organize regular camps for the spread of environmental awareness among the rural population in the neighborhood.

7.5 Whether environmental audit was conducted? Yes No

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

1. The college being located in a rural area, many of the students are first generation learners and the relationship between the students and the teachers are very informal and integrated.
2. Measures are taken by the college to help the underprivileged students by making provisions for extra classes to enhance their performance.
1. Being located in a rural area, most of the better students of the locality prefer to study in Kolkata Colleges.
2. Many of our students are first generation learners and the awareness of the need of higher education is still lacking in them. So the dropout rate is also a bit high.
3. The harvest months also sees a drop in class attendance of the students as many of them have to work in their fields.

8. Plans of institution for next year

1. To recruit guest faculties to augment the teacher strength.
2. Measures are in place to make the admission process totally online.

Name : **Dr. Sushmita Sengupta**



Signature of the Coordinator, IQAC

Name : **Prof. Ranjit Kumar Paria**



Signature of the Chairperson, IQAC

Abbreviations:

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