INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNUAL QUALITY ASSURANCE REPORT

FOR THE PERIOD

JULY 1, 2014 to JUNE 30, 2015

Of

BASANTI DEVI COLLEGE

KOLKATA – 700029, WEST BENGAL, INDIA

ACCREDITATED BY NAAC WITH GRADE B++ (80.25%) IN 2004

RE-ACCREDITATED BY NAAC WITH GRADE B WITH CGPA 2.71 OUT OF 4 IN 2012

Submitted to

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bangalore - 560 072

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

1. Details of the Institution

1.1 Name of the Institution

> BASANTI DEVI COLLEGE

1.2 Address Line 1

> 147B, RASH BEHARI AVENUE

Address Line 2

> -

City/Town

> KOLKATA

State

> WEST BENGAL

Pin Code

> 700029

Institution e-mail address

> info@basantidevicollege.edu.in

Contact Nos.

> 033-2463-0845

Name of the Head of the Institution:

> Dr. Srabani Jha
>
> Teacher-in-Charge

Tel. No. with STD Code:

> 033-2463-0845

Mobile:

> 9433453618

Name of the IQAC Co-ordinator:

Dr. Aditi Sarkar

Mobile:

9830475165

IQAC e-mail address:

iqac@basantidevicollege.edu.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

E&NER-GH/RAR-12757

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/58/RAR/075 Dated: 10.03.2012

1.5 Website address:

www.basantidevicollege.edu.in

Web-link of the AQAR:

http://www.basantidevicollege.edu.in/AQAR/AQAR%202014-2015.pdf

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	1st Cycle	B++	80.25	2004	5 years
2	2nd Cycle	B	2.71	2012	2017
3	3rd Cycle	NA	NA	NA	NA
4	4th Cycle	NA	NA	NA	NA

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

15.09.2004

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

2014-2015

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*
   i. AQAR 2012-2013 submitted to NAAC on 04.10.2016
   ii. AQAR 2013-2014 submitted to NAAC on 04.10.2016
   iii. AQAR 2014 – 2015 submitted to NAAC on 04.10.2016
   iv. AQAR 2015--2016 submitted to NAAC on 04.10.2016

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)

   - PG Course in English & Pol. Science (Self- Financing).
   - Two(2) years Diploma course in computer application.
   - Six(6) months certificate course in Functional English.
   - UGC sponsored Six(6) monthsCertificate & One (1) year Diploma course in Export- Import and Logistics management.
   - Study Centre of NSOU(A-02).The centre runs 5 UG & 8 PG level courses.

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

University of Calcutta

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

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence   No   UGC-CPE   No

DST Star Scheme   No   UGC-CE   No

UGC-Special Assistance Programme   No   DST-FIST   No

UGC-Innovative PG programmes   No   Any other (*Specify*)   No

UGC-COP Programmes   No

2. IQAC Composition and Activities

2.1 No. of Teachers — 06

2.2 No. of Administrative/Technical staff — 01

2.3 No. of students — 00

2.4 No. of Management representatives — 02

2.5 No. of Alumni — 00

2. 6 No. of any other stakeholder and

   community representatives — 00

2.7 No. of Employers/ Industrialists — 00

2.8 No. of other External Experts — 00

2.9 Total No. of members — 09

2.10 No. of IQAC meetings held   :   02

2.11 No. of meetings with various stakeholders: No. 02   Faculty 02

   Non-Teaching Staff Students 0   Alumni 0   Others 01

2.12 Has IQAC received any funding from UGC during the year?   Yes   No

If yes, mention the amount | Rs.3,00,000 * | √   ☐

* Received in August, 2014

2.13 Seminars and Conferences (only quality related)

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

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

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1) To provide quality education to girl students irrespective of caste, creed, religion & economic status. Differently able girl students are admitted and special attention is given to them by the faculty;
2) Yearly Academic Calendar prepared to ensure effective implementation of the curriculum.
3) Annual report for the session 2014-2015 was prepared.
4) Use of ICT (laptops & Projectors) to make the process of teaching learning more learner-centric. Youtube assisted learning is being practiced.
5) Teacher-Ward Tutorial system to enable the high achievers to reach excellence and the slow learners to reach the minimum qualifying level.
6) Encourage students to present papers in Departmental Seminars & participate in Departmental Quiz.
7) Use of Proctors in Teaching Learning Process. Proctors are the advance students of the class who help other students to learn.
8) Remedial classes for academically weak students.
9) Mentoring system for students to minimize drop outs through personal counselling.
10) Encourage students to involve in NSS , NCC and other social & cultural activities of the college.
11) Collection and analysis of outgoing (B.A. /B.Sc.) student's feedback on Teaching-Learning and Evaluation process, infrastructure and learning resources and basic facilities.
12) IQAC motivated faculty members for submission of proposals for Minor & Major research projects & publication of research papers in reputed journals;
13) Motivated the faculty members to avail Faculty Development Programmes under UGC XIIth Plan & encourage to participate in Refresher courses/Orientation programmes/ Short course on Research Methodology;
14) IQAC has checked and certified the API score of the faculty members for their promotion under CAS;
15) Intensive Diploma & Certificate computer course for 1st & 2nd year students through Webel computer training programme.
16) Encourage the supporting staff members to enroll themselves in different courses for achieving higher qualifications in different universities.
17) Process of COSA (Computerisation of Salary Accounts) has been implemented.
18) Implementation of e - Pradhan has been successfully completed.

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
Academic Calendar & Teaching plan for the session 2014-2015	✓ Execution of the academic activities with good academic environment.
Submission of data of All India Survey of Higher Education (A.I.S.H.E).	✓ Data of A.I.S.H.E 2014-2015 has been successfully uploaded and Certificate received.
Annual report of the college	✓ Annual report for the session 2014-2015 was prepared. The Teacher in Charge & Chairman of IQAC read out the report in the Annual College Social programme.
Innovative processes adopted in Teaching & learning	✓ Use of ICT (laptops & Projectors) to make the process of teaching learning more learner-centric. Youtube assisted learning is being practiced. ✓ Teacher-Ward Tutorial system to enable the high achievers to reach excellence and the slow learners to reach the minimum qualifying level. ✓ Collection and analysis of outgoing (B.A. /B.Sc.) student's feedback on Teaching-Learning and Evaluation process, infrastructure and learning resources and basic facilities. ✓ Encourage students to present papers in Departmental Seminars & participate in Departmental Quiz ✓ Use of Proctors in Teaching Learning Process. Proctors are the advance students of the class who help other students to learn.
Student support and progression	✓ Thirteen (13) needy students received Financial support from the college. ✓ Fifty Four (54) students Financial Support from the Government of West Bengal (under Kanyashree prakalpa) & Forty Five (45) students got Financial support from other sources.

To strengthen the Liaison among the various stakeholders (i.e : Students , Teachers, Parents & Alumni)	✓ Parent teacher meeting by Different Departments. ✓ Meeting among faculty members . ✓ IQAC meeting. ✓ Meeting with present students ✓ Meeting with Alumni.
IQAC Motivated faculty members to join FDP under UGC XIIth Plan and apply fo	✓ Four of our faculty members (One from Deptt. of History, Two from Deptt. of Philosophy & One from Dept. of Political Science) have joined FDP to pursue their Ph.D work under UGC XIIth Plan.
Minor & Major research projects.	✓ Four of our faculty members (Two from Deptt. of English, One from Deptt.ofMathematics & One from Deptt. of History) have completed UGC (XIIth Plan)funded Minor Research Project.
Encouraged faculty members to participate in State / National / International seminars / conferences / workshops and publish papers in reputed journals.	✓ Many of our faculty members presented their research papers and acted as resource person in State / National/ International seminars and published their papers in reputed journals.
Encourage the faculty members to participate in UGC Sponsored orientation programmes / refresher courses / short term course	✓ Eight of our faculty members (two from Deptt. of Chemistry, two from Deptt. of Philosophy, one from each deptt. of History, Pol.Sc. Maths. & Stats) participated in UGC sponsored refreshers courses. Two faculty members participated in UGC sponsored Short Term Course (One from Deptt. of Education & other from Deptt. of Pol. Science) and one faculty member Participated in orientation programme (Deptt. of Pol. Science).

Promotion of faculty members under Career Advancement Scheme(CAS)	✓ IQAC has checked and certified the API scores of Seven faculty members (Two from Deptt. of Chemistry, Two from Deptt. of Philosophy, One from Deptt. of Mathematics, One from Deptt. of History & One from Deptt .of Statistics)for their re-designation under CAS, and they got their promotion.
Motivated students to take active part in NCC, NSS & different value added programmes to ensure holistic development.	Students from different departments actively participated in NCC, NSS & different value added programmes for holistic development like: ✓ Celebration of College Foundation Day(5th August) ✓ Celebration of Independence Day (15th August) ✓ Celebration of Teachers Day(5th September) ✓ Celebration of NSS Day(24th September) ✓ Celebration of "Rashtriya Ekta Diwas" (31st October) ✓ Celebration of NCC day (23rd November) ✓ Celebration of National Youth Day by NCC & NSS unit(12th January) ✓ Celebration of Environmental Awareness Day(5th June) ✓ Celebration of Calcutta University Foundation Day(24th January) ✓ Celebration of Republic Day (26th January) ✓ Celebration of International Mother Tongue Day(21st February) ✓ Celebration of International Women's Day(8th March) ✓ Celebration of Rabindra Jayanti (9thMay)
Remedial classes for SC / ST / OBC (non creamy layer) and minorities.	✓ Remedial classes started from 3rd November 2014, to help the learners improve their academic performance.

Feedback from outgoing Students on Teaching-Learning and Evaluation process, infrastructure and learning resources and basic facilities of the college .	✓ Feedback Collected from 201 outgoing (B.A. /B.Sc.) student's on Teaching-Learning and Evaluation process, infrastructure and learning resources and basic facilities and analysed.
Installation of an elevator	✓ Elevator installed and in operation.

Academic Calendar of the year attached in 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

Has been approved by the Governing Body of the College.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	2	0	2	0
UG	17	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	2	0	0	2
Certificate	3	0	1	3
Others	13 NSOU Programmes	0	0	0
Total	37	0	3	5
Interdisciplinary				

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

    The college has core options at the Under Graduate level in Bengali , English , Sanskrit , History , Philosophy , Political Science , Education , Sociology , Economics , Physics , Chemistry, Mathematics , Statistics. All of these subjects are available in elective mode .In addition Psychology, Women's Studies and Computer Science is available in the elective mode.

The University of Calcutta does not allow choice – based credit system

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	PG- 02
Trimester	-
Annual	UG - 17

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

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

   * Students Feedback of the year attached in Annexure – II

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

As the college follows the syllabus and curriculum of Calcutta University, there is no scope of revision

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
52	11	22	-	19

2.2 No. of permanent faculty with Ph.D.   21

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
1	0	0	0	0	1	0	0	1	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

   [-]   [-]   [18]

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	01	04	03
Presented papers	02	03	03
Resource Persons	01	02	04

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

- ❖ ICT enabled teaching learning process is encouraged.
- ❖ Power point presentations by Teachers & Students
- ❖ Students seminar & Departmental Quiz
- ❖ Group discussions
- ❖ Use of Proctors.
- ❖ Mentoring system for students
- ❖ Teacher-Ward tutorial system.
- ❖ Research projects / surveys / Term Papers undertaken by 3rd year students
- ❖ Lecture by eminent academicians & scientists.
- ❖ Educational tour & Industrial visit.

2.7 Total No. of actual teaching days

   during this academic year

| 181 days |

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

As the entire process of examination & evaluation process is governed by the affiliating university, there is no scope for any reforms from the college. However within this limited scope, the college takes tutorials, Mid Term test & Selection test for preparing students for University Examinations.

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

| 02 |

2.10 Average percentage of attendance of students

   2.11 Course/Programme wise distribution of pass percentage :

| 75% |

Title of the Programme B.A./B.Sc. Hons.Final Exam(Part- I+II+III)	Total no. of students appeared	CLASS		
		Ist	IInd	Pass % with Hons.
BENGALI	34	1	29	96.77
CHEMISTRY	12	4	5	75.00
ECONOMICS	8	3	4	100.00
EDUCATION	28	4	23	96.00
ENGLISH	23	0	23	100.00
HISTORY	20	0	20	100.00
MATHEMATICS	9	0	5	55.56
PHILOSOPHY	14	0	12	85.71
PHYSICS	15	6	9	100.00
POLITICAL SCIENCE	20	1	18	95.00
SANSKRIT	9	1	7	88.89

SOCIOLOGY	10	0	9	90.00
STATISTICS	2	0	1	50.00
COMMUNICATIVE ENGLISH (MAJOR)	4	-	4	100.00

[Annexure IV: List of Top 20 Calcutta University Rank Holders]

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

- IQAC provides academic plan along with activities & programmes to be organized by various committees for the year and regularly monitors the same..
- At the end of the year student's feedback on curriculum Teaching, Learning, Evaluation &Infrastructural facilities was collected and analyzed.
- The Teacher-in- charge of the college regularly interacts with the students and the faculty members to get feedback and to give suggestions.
- Encourages faculty members to organize seminars , workshops ,Departmental Quiz& Group discussions
- The institute takes care of the progress of the students by conducting formative & summative tests, assignments, group discussions, paper presentations, debate, quiz and other co curricular activities.
- Parent - Teacher interaction held three times in an academic year , and necessary steps are taken based on parent feedback

2.13 Initiatives undertaken towards faculty development   : yes

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	08
UGC – Faculty Improvement Programme	04
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	02
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	11	06	0	00
Technical Staff	00	01	0	00

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC motivated faculty members for submission of proposals for Major & Minor Research projects.
- Emphasizing upon faculty members to publish research papers in reputed Journals.
- Internet and latest technological facilities are ensured for carrying out research work.
- Adequate infrastructural support such as library, laboratory and reprographic facilities are provided from the college authorities.
- Faculty members are granted leave to participate in short term course and various workshops related to Research methodology.
- Students are encouraged to present papers and publish their work in reputed journals.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	85,23,000/-	85,23,000/-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		05		-
Outlay in Rs. Lakhs		4,60,000	4,60,000	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	05	03	04
Non-Peer Review Journals	-	-	03
e-Journals	05	-	-
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(Rs)	Received (Rs.)
Major projects	Ongoing(1)	INCOIS	85,23,000/-	85,23,000/-
Minor Projects	2Years(2013-2015) Ongoing(5)	U.G.C	4,60,000/-	3,23,780/-
Interdisciplinary Projects				

Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify) *	2 years (May2014-April2016)	UGC Emeritus Fellowship	As per UGC norms. (Rs. 31,000 per month)x12	3,72,000
Total	07		93,55,000	92,18,780

* Emeritus Fellowship (Grant: Rs. 31000 p.m + Rs. 50,000/- as contingency /p.a)

3.7 No. of books published   i) With ISBN No.   02   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   None

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	02
Sponsoring agencies	-	-	-	-	self

3.12 No. of faculty served as experts, chairpersons or resource persons   O5

3.13 No. of collaborations   International   National 02   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   Rs.92,18,780   From Management of University/College   34000 *

Total   Rs.92,52,780

* Rs. 2000 per department (17 departments)

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	none
	Granted	none
International	Applied	none
	Granted	none
Commercialised	Applied	none
	Granted	none

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
-	-	-	02	-	-	-

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

03

   and students registered under them

04

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   -

3.21 No. of students Participated in NSS events:

University level [   ]   State level 50

National level [   ]   International level [   ]

3.22 No. of students participated in NCC events:

[   ]   120

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	-	College forum	-

NCC	06	NSS	06	Any other	-

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

- ❖ Organized Blood donation camp
- ❖ Organized Eye check-up camp
- ❖ Organized Campus Cleaning Programme
- ❖ Awareness programme for Anti ragging & Sexual harassment
- ❖ Republic day & Independence Day, World Environmental Day, World AIDS awareness day celebration,
- ❖ Computer literacy programme.
- ❖ Tree plantation

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	0.52 acres (2103.70Sq.meter)	Nil	Nil	0.52acres
Class rooms	21	Nil		21
Laboratories	05			05
Seminar Halls	01			01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	A.C machines (09) & Equipments for Physics Lab			
Value of the equipment purchased during the year (Rs. in Lakhs)	6,25,749 /-			6,25,749
Others	-			

4.2 Computerization of administration and library

- Computerization of Salary accounts (COSA)
- Salary disbursement through e-Pradhan

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(Rs)	No.	Value(Rs)	No.	Value(Rs)
Text Books	20270	30,40,500 (approx)	600	90,000 (approx)	20870	31,30,500
Reference Books	7800	23,40,000 (approx)	200	60,000 (approx)	8000	24,00,000
e-Books	4000	Rs. 5,000 (Annual membership of NLIST , UGC INFLIBNET)	-		4000	Rs. 5,000 (Annual membership of NLIST , UGC INFLIBNET)
Journals	13 (Title)	16,000	-			16,000
e-Journals						
Digital Database						
CD & Video						
Others (specify)	18 (4-Daily News papers, 3 - Employment oriented News papers & 11- Magazines)	12,000	-			12,000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	47	11	10	04	10	04	06	02
Added	06	04	0	0	0	01	0	01
Total	53	15	10	04	10	05	06	03

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

Nil

4.6 Amount spent on maintenance:

i) ICT

ii) Campus Infrastructure and facilities

Rs. 150565

iii) Equipments

Rs. 42909

iv) Others

Rs. 257392

Total:

Rs. 300301

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- In the beginning of the academic year, the Institute organizes induction programme for B.A/ B.Sc 1st year students to make them aware about different curricular & co-curricular activities of the college.
- The college has Anti ragging & Harassment committee. The tasks of these committees are to look after the welfare of the students and readdress the complaints of the students. The IQAC regularly interacts with these committees and intervenes about the matter raised as and when needed.
- There is a complaint box in the college to receive the grievances of the students, which is checked at regular intervals and necessary actions are taken by members of the grievance Redressal cell.
- The Career counseling cell provides necessary information to students for their career developments.
- Information related to curriculum, class routine, class attendance, examination schedules, scholarships, placements, social & cultural activities, NCC & NSS programmes are displayed in the notice board and website as well.

5.2 Efforts made by the institution for tracking the progression

- The institute takes care of the progress of the students by conducting formative & summative tests, assignments, group discussions, classroom seminars, paper presentations, debate, quiz and other co curricular activities.
- Parent - Teacher interaction held three times in an academic year , and necessary steps are taken based on parent feedback.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1167	32	-	-

(b) No. of students outside the state

0

(c) No. of international students

0

	No	%			No	%
Men	0	0	Women		1199	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1071	239	04	34	01	1349	888	237	04	37	01	1167

Demand ratio 3:1   Dropout 1.5%

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

Career development & orientation programmes are initiated for the students where in information about the various competitive examinations are being provided.

No. of students beneficiaries   50

5.5 No. of students qualified in these examinations

NET   02   SET/SLET   -   GATE   -   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   -   Others   -

* Two ex-students of Deptt. of Education

5.6 Details of student counselling and career guidance

Counselling Cell : Students in need of immediate attention are referred to the counsellor by the class teacher. Near about 20 students have been benefitted from personal counseling.

Career Guidance Cell: The Career counseling cell provides necessary information to students for their career developments. Programmes on personality development & communication skills by competent resource persons are organized for Final year under graduate students.

No. of students benefitted   70

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	50	06	-

5.8 Details of gender sensitization programmes

A programme on gender sensitization was organized by Women studies centre of the college to make the girl students aware of their Rights.

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(Rs)
Financial support from institution	13	11,958
Financial support from government Under Kanyashree Prokolpo Under W.B. Minority Development Scheme	54 Rs. 25,000 each 30	13,50,000 1,10,721
Financial support from other sources	45	1,12,500
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level [-]   National level [-]   International level [-]

Exhibition: State/ University level [-]   National level [-]   International level [-]

5.12   No. of social initiatives undertaken by the students [   ]

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: Women Empowerment through Higher Education

MISSION
- To provide quality education to girl students irrespective of caste, creed, religion and socio-economic status.
- To equip and empower students with relevant knowledge, competence and creativity to face challenges.
- To develop a responsible and sensitive youth force who have social commitments towards the larger section of the society
- To develop a commitment towards the conservation of Environment with a goal towards sustainable development.

6.2 Does the Institution has a Management Information System

College Management Information System is in operation for administrative work (Pay Packet & Student Records)

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

6.3.1 Curriculum Development

Being affiliated to the University of Calcutta, the college follow the syllabus set by the University.

6.3.2 Teaching and Learning

- ICT enabled teaching learning process is encouraged.
- Class seminars
- Group discussion
- Tutorial classes
- Class tests
- Question Relay.
- Learning through Surveys & projects.
- Educational tours / fieldwork.
- Industrial visits are conducted to enhance learning process.

6.3.3 Examination and Evaluation

- ➢ Regular class test for students of all Honours departments
- ➢ Mid- term Test & Selection Test. Students need to qualify the tests to appear in the University Examinations
- ➢ The answer scripts of Mid -term & Selection Tests are shown to the students and necessary suggestions are given by the faculty members to individual students so that they can do well in their University Examinations.

6.3.4 Research and Development

- ➢ IQAC motivated faculty members for submission of proposals, for Major & Minor research projects.
- ➢ Emphasizing upon faculty to publish research papers in national & international Journals.
- ➢ Internet and latest technological facilities are ensured for carrying out research work.
- ➢ Project work/ Term- Paper is mandatory in some subjects which helps to inculcate research attitude among the students.
- ➢ Students are encouraged to present papers and publish their work in journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ➢ All faculty members have been provided with unique user id and password of NLIST (Inflibnet) Digital library to access e resources from anywhere.
- ➢ Internet service has been made available to the library users.
- ➢ Latest books & journals are purchased.
- ➢ Library related information is provided to the students and the teachers.
- ➢ Each Honours department maintains and runs a departmental library
- ➢ Annual budgetary allocation is made available to each department for purchasing Text & reference books.

6.3.6 Human Resource Management

The Human Resource of the college is managed in a free and democratic manner. The aim of the college is to make optimum use of the available human resources.

6.3.7 Faculty and Staff recruitment

Faculty recruitment is done through the West Bengal College Service Commission (WBCSC) as per Govt. of West Bengal and UGC rules. Non Teaching Staffs are recruited as per Govt. of West Bengal's Rules.

6.3.8 Industry Interaction / Collaboration

Chemistry, Physics & Economics department carry out Industrial Visits as a part of the curriculum. UGC Sponsored Career Oriented Course "Diploma in Export , Import & Logistics Management" is collaborated with Export Business Directions and Consultancy Institute (EBDCI), an Export Import promotional company.

6.3.9   Admission of Students

Admission of students is done completely on the basis of merit adhering to the circulars and Schedules issued by the Govt. of West Bengal and parent University (University of Calcutta). Both Online and Offline admission Systems are used for admission.

6.4 Welfare schemes for

Teaching	• Group Insurance • Provident Fund • Special leave to pursue Research & further Education
Non-teaching	• Provident Fund • Festival Advance • Group Insurance Scheme
Students	• Full / Half Free Studentship • Students Health Home facility • Various Prizes & Awards • Accident Insurance

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	No		No	
Administrative	No		No	

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 which takes initiative in different kinds of academic and social activities for all round development of college.

6.12 Activities and support from the Parent – Teacher Association

The college does not have an established Parent-Teacher Association. However the parents are encouraged to attend activities organized by the college. Parent Teacher meetings are held four times in an academic year.

6.13 Development programmes for support staff

This year the development programme has not been organised.

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

Green campus , encouraging eco-friendly activities – no plastic , garbage bin .

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.

- Mentoring system for students.
- Use of Proctors
- Teacher-Ward Tutorial System
- Students' Feedback
- SMS service subscribed for delivering urgent information to the students of the college.
- Computerization of Salary accounts (COSA)
- Salary disbursement through e-Pradhan

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

- Induction programme for newly admitted students were organised.
- The college encouraged teachers to pursue research, publish papers and join orientation and refresher programmes.
- Faculty members were encouraged to attend seminars, workshops, conferences, present papers and to act as resource persons.
- Four of our faculty members (One from Deptt. of History, Two from Deptt. of Philosophy & One from Dept. of Political Science) have joined FDP to pursue their Ph.D work under UGC XIIth Plan.
- IQAC has checked and certified the API scores of Seven faculty members (Two from Deptt. of Chemistry, Two from Deptt. of Philosophy, One from Deptt. of Mathematics, One from Deptt. of History & One from Deptt .of Statistics)for their re-designation under CAS, and they got their promotion.
- Group discussions were conducted in classes as an interactive teaching – learning process.
- Students were assessed through a continuous internal assessment (CIA) mechanism, surprise tests, short answer type questions, quizzes , Midterm examination, test examination etc were conducted.
- Feedback from outgoing Students on Teaching, Learning, Evaluation &Infrastructural facilities of the college were taken and analysed.
- Remedial cell continued their coaching classes.
- Cultural activities were organized round the year.
- Women's Studies centre conducts seminars and talks on empowerment of women.
- Modern equipments and books were purchased.

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

- ❖ Student's Feedback.   (analysis of student feedback is enclosed in **Annexure II)**
- ❖ Faculty development programmes.

7.4 Contribution to environmental awareness / protection

- ➢ Nurturing Plants and greenery inside the college campus
- ➢ N.S.S and N.C.C organized "plastic free zone" movement and campus cleaning programme.
- ➢ Environmental protection campaign through N.S.S volunteers.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

Strength	Weakness	Opportunities	Threats
• Highly qualified and dedicated faculty members. • Student friendly academic environment • Consistently good academic result , Many students have topped University merit list • Well behaved and obedient students. • Cordial relationship among three wings – Teaching, Non-Teaching & Students • Internet facilities for students & staff members. • N.S.O.U Regular Study Centre. • Central & Departmental libraries with adequate and updated resources. • N.C.C & N.S.S , Womens' Studies Centre • Well-equipped laboratories. • College Computer Centre • Career Counselling Cell • Psychological Counselling Cell • Grievance Redressal Cell • The college is free from Ragging	• There is no sufficient land for building extension. • Insufficient space for extension of library. • Hostel facilities cannot be provided.	• College is well connected by road as well as railway. • Online admission ensures transparency.	• Lack of space preventing introduction of new courses , which are in demand.

8. **Plans of institution for next year (2015-2016)**

- ➢ Roof Treatment of the college building
- ➢ Installation of Water cooler / purifier in each floor
- ➢ Renovations of Students & Teachers (Gents) wash room.
- ➢ First Aid facilities in NCC, NSS& Sports room , College office, Professors Room , Physics & Chemistry laboratory
- ➢ New Canteen facilities.
- ➢ Introduction of Self Defence course under Kolkata Police.
- ➢ Computerization of Library & College office
- ➢ Renovation of Principal's chamber, Professors Room, College Office, Meeting Room, Teachers wash room, Class rooms& Numerical Lab.
- ➢ Renovation of Students' Common room.
- ➢ Purchase & Installation of Generator
- ➢ Wi-Fi connectivity throughout the campus.

Name   Dr. Aditi Sarkar

Aditi Sarkar   04-10-2016

Signature of the Coordinator, IQAC

Name   Dr. Indrila Guha (Principal)

Indrila Guha   04/10/2016

Signature of the Chairperson, IQAC

Dr. Indrila Guha
Principal
Basanti Devi College

BASANTI DEVI COLLEGE
I.Q.A.C.
Estd. 1959
Co-ordinator
147B, R. B. Ave, Kol-29

Annexure – I

BASANTI DEVI COLLEGE , KOLKATA

ACADEMIC CALENDAR (JULY 2014- JUNE 2015)

SL.	DATE	EVENTS
1	30.07.2014	Commencement of classes for B.A / B.Sc 1st year Hons &Gen students
2	05.08.2014	Celebration of college Foundation Day
3	15.08.2014	Independence Day celebration by N.C.C
4	05.09.2014	Celebration of Teachers day
5	10.09.2014	Students Seminars & Departmental Quiz
6	24.09.2014	N.S.S day celebration
7	25.09.2014 –27.09.2014 26.09.2014	Annual cultural competition
8	30.09.2014 – 29.10.2014	Puja Vacation
9	31.10.2014	Celebration of Rastriya Ekta Diwas
10	03.11.2014	Remedial classes started
11	19.11.2014 – 25.11.2014	Mid Term Examination for B.A / B.Sc 1st & 2nd year Hons.&Gen.students
12	23.11.2014	Celebration of N.C.C day
13	12.12.2014	Annual Social programmes
14	17.12.2014	One day College Excursion
15	22.12.2014	College Annual Sports
16	24.12.2014	Student seminars & Departmental Quiz
17	25.12.2014 – 01.01.2015	Winter Recess
18	12.01.2015	Celebration of National Youth Day (by NCC & NSS)
19	13.01.2015 – 17.01.2015	Selection Test for B.A / B.Sc Part III(Hons&Gen)
20	19.01.2015	Students Feedback collected
21	26.01.2015	Celebration of Republic Day (NCC)
22	29.01.2015	Result declaration of Part-111 Selection Test
23	13.02.2015 – 18.02.2015	Selection Test for B.A / B.Sc Part II Hons.& Gen students
24	21.02.2015	Celebration of International Mother Tongue Day
25	25.02.2015	Students seminars & Departmental Quiz
26	06.03.2015	Result declaration of B.A/B.Sc.Part-11 Selection Test
27	08.03.2015	International Women's' Day celebration
28	10.03.2015	Compulsory Language Exam. (C.U) for B.A / B.Sc Part I Gen, Hons, Major
29	16.03.2015 – 24.03.2015	Selection Test for B.A / B.Sc Part I Hons.& Gen students

30	07.04.2015	Result declaration of B.A/B.Sc. Part-1 Selection Test
31	09.03.2015-27.03.2015	Calcutta University Practical Exam for B.A/B.Sc. Part-111Hons
32	30.03.2015-11.04.2015	Calcutta University Practical Exam for B.A/B.Sc. Part-111General
33	01.04.2015-10.04.2015	Calcutta University Theoretical Exam for B.A/B.Sc. Part-111Hons
34	13.04.2015-20.04.2015	Calcutta University Theoretical Exam for B.A/B.Sc. Part-111Gen.
35	04.05.2015-24.05.2015	Calcutta University Practical Exam for B.A/B.Sc. Part-11Hons
36	09.05.2015	Celebration of Rabindra Jayanti
37	01.06.2015-16.06.2015	Calcutta University Theoretical Exam for B.A/B.Sc. Part-11Hons &Gen.
38	26.06.2015-14.07.2015	Calcutta University Theoretical Exam for B.A/B.Sc. Part-1Hons &Gen.

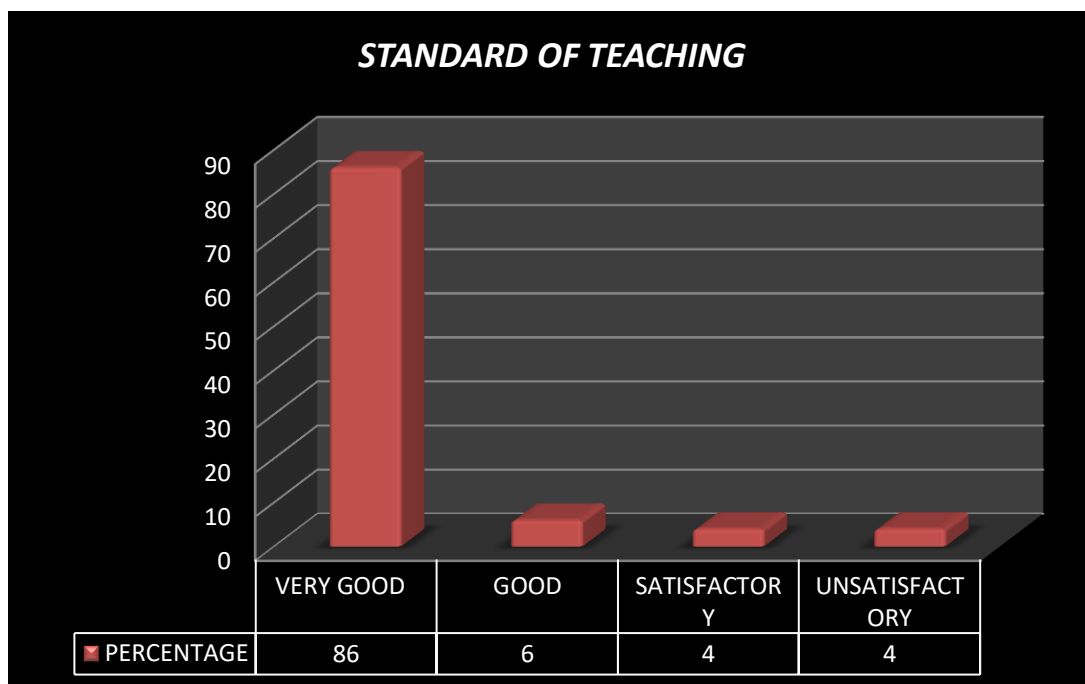**Note:** Dates are tentative. It is subject to change according to University of Calcutta notification.

BASANTI DEVI COLLEGE , KOLKATA

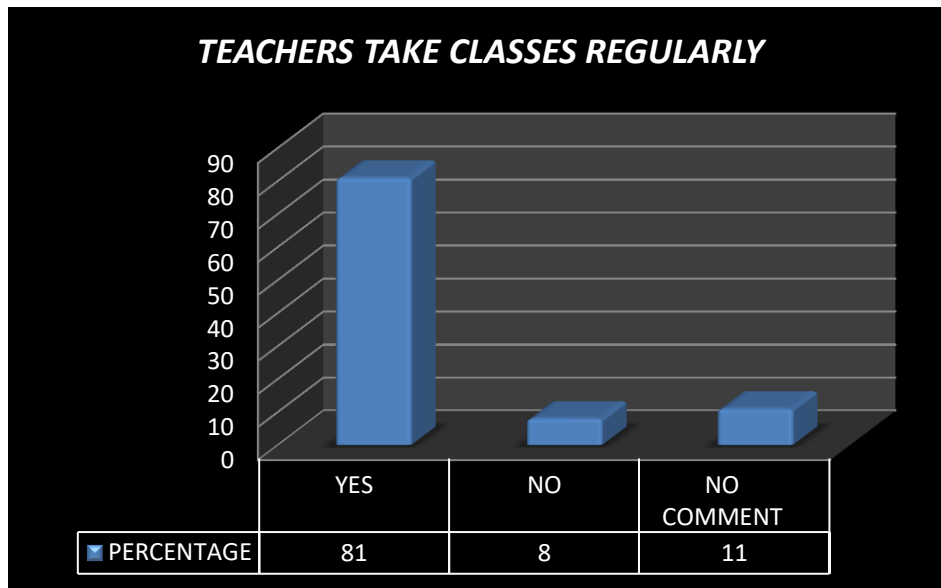**ANALYSIS OF B.A / B.SC 3RD YEAR HONS. STUDENT'S FEEDBACK (TOTAL RESPONDANTS : 201)**
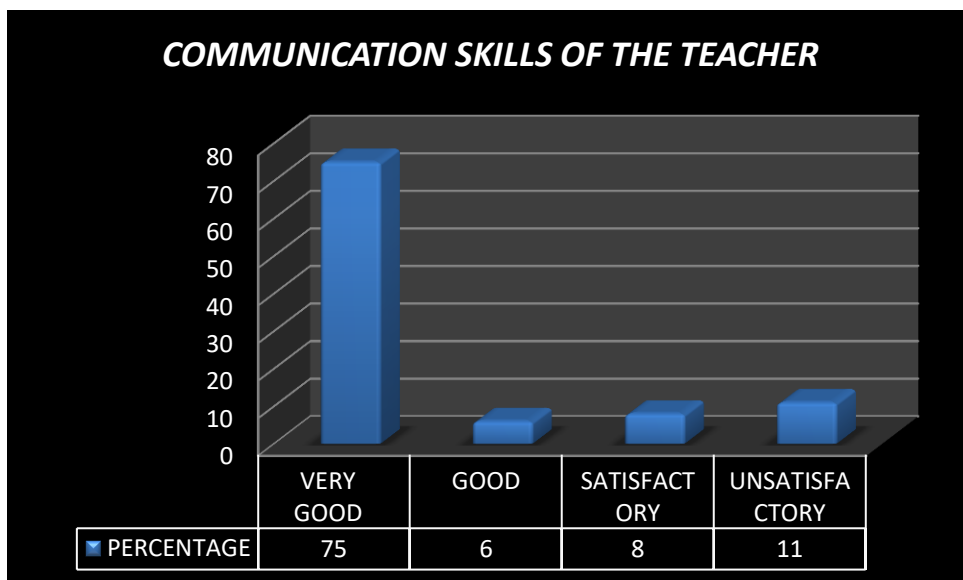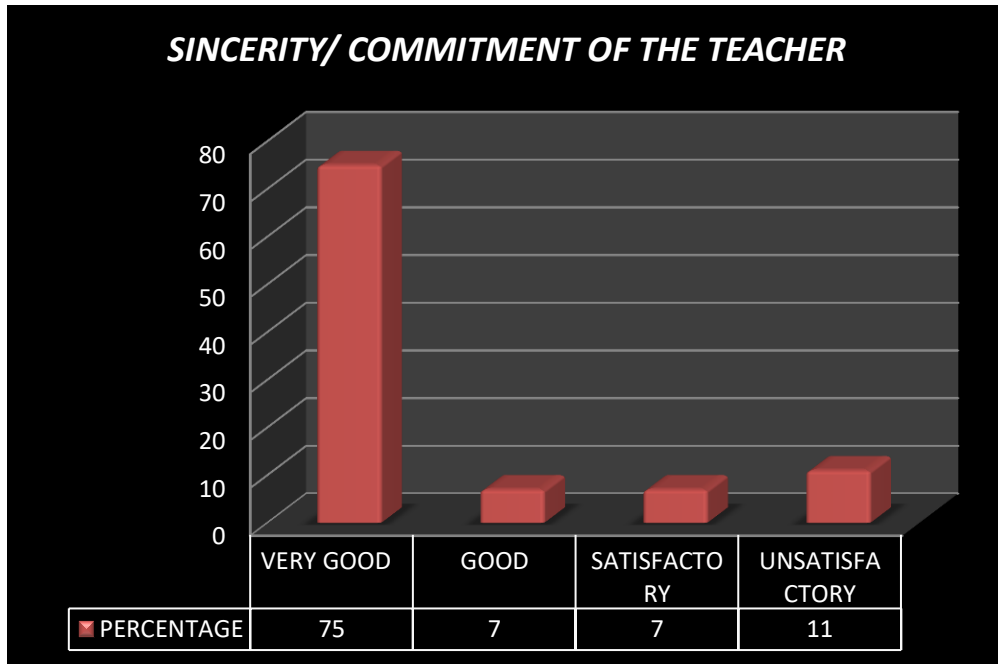
1. ACADEMIC ATMOSPHERE IN COLLEGE

ACADEMIC ATMOSPHERE IN COLLEGE

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	92	6	2	0

2. STANDARD OF TEACHING

STANDARD OF TEACHING

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	86	6	4	4

3 .DO TEACHERS TAKE CLASSES REGULARLY?

TEACHERS TAKE CLASSES REGULARLY

	YES	NO	NO COMMENT
PERCENTAGE	81	8	11

4. COMMUNICATION SKILLS OF THE TEACHER

COMMUNICATION SKILLS OF THE TEACHER

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	75	6	8	11

5. SINCERITY/ COMMITMENT OF THE TEACHER

SINCERITY/ COMMITMENT OF THE TEACHER

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	75	7	7	11

6. INTEREST GENERATED BY THE TEACHER

INTEREST GENERATED BY THE TEACHER

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	75	5	0	20

7. HOW MUCH OF THE SYLLABUS WAS COVERED IN THE CLASS?
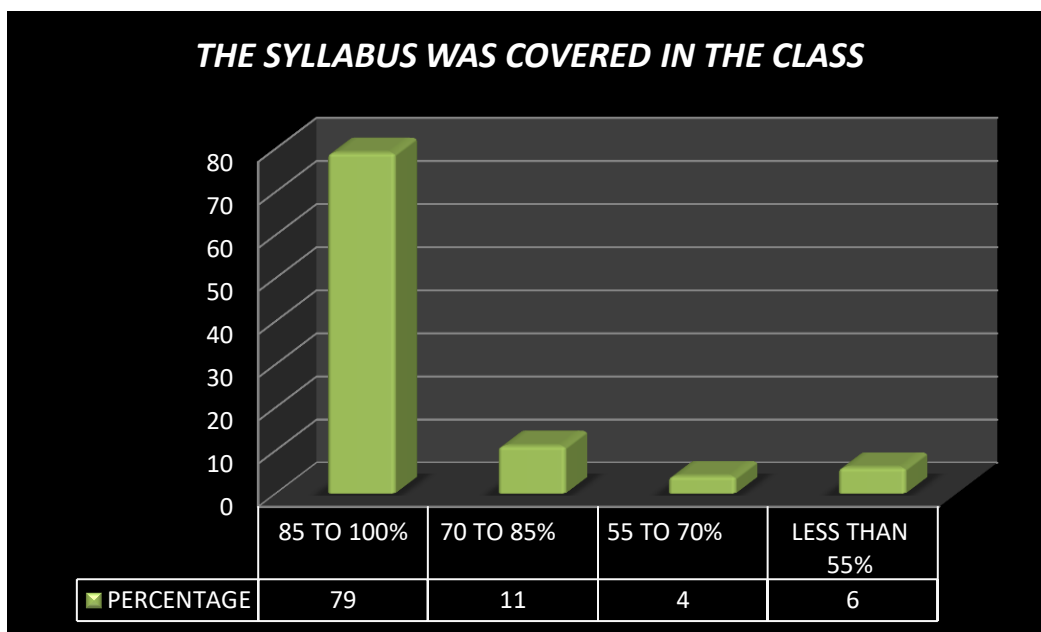
THE SYLLABUS WAS COVERED IN THE CLASS

	85 TO 100%	70 TO 85%	55 TO 70%	LESS THAN 55%
PERCENTAGE	79	11	4	6

8. AVAILABILITY OF THE TEACHER TO MOTIVATE FURTHER STUDY AND

DISCUSSION OUTSIDE CLASS

AVAILABILITY OF THE TEACHER TO MOTIVATE FURTHER STUDY AND DISCUSSION OUTSIDE CLASS

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	76	11	8	5

9. DO TEACHERS CONDUCT STUDENTS SEMINARS AND QUIZZES REGULARLY?

TEACHERS CONDUCT STUDENTS SEMINARS AND QUIZZES REGULARLY

	YES	NO	NO COMMENT
PERCENTAGE	84	8	8

10 .DO TEACHERS ENCOURAGE CO-CURRICULAR ACTIVITIES?

TEACHERS ENCOURAGE CO-CURRICULAR ACTIVITIES

	YES	NO	NO COMMENT
PERCENTAGE	91	1	8

11 .DO TEACHERS LISTEN TO GRIEVANCES RELATED TO THE COLLEGE?

TEACHERS LISTEN TO GRIEVANCES RELATED TO THE COLLEGE

	YES	NO	NO COMMENT
PERCENTAGE	75	10	15

12. AVAILABILITY OF LEARNING RESOURCES (LIBRARY)

AVAILABILITY OF LEARNING RESOURCES (LIBRARY)

	YES	NO	NO COMMENT
PERCENTAGE	77	9	14

13. INTERNAL ASSESSMENTS

INTERNAL ASSESSMENTS

	ALWAYS FAIR	SOMETIMES FAIR	SOMETIMES UNFAIR	USUALLY UNFAIR
PERCENTAGE	95	5	0	0
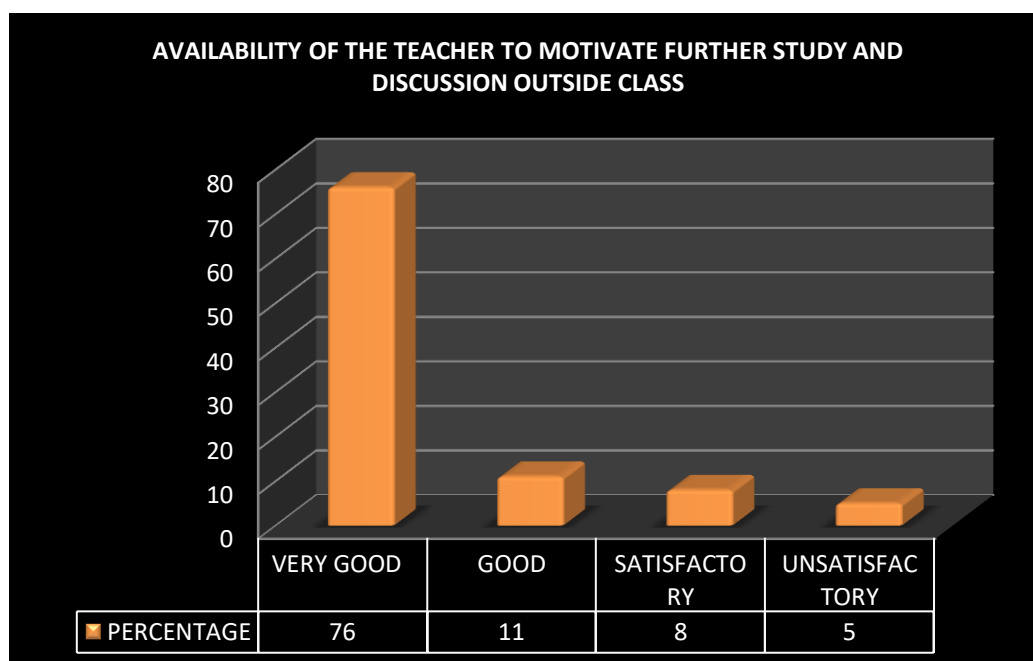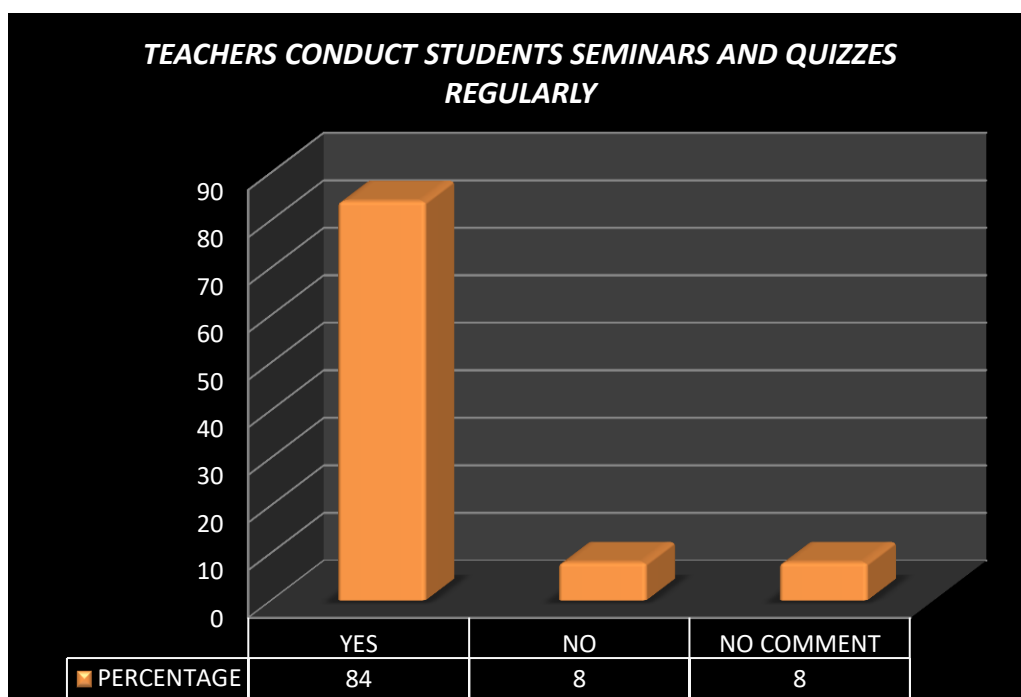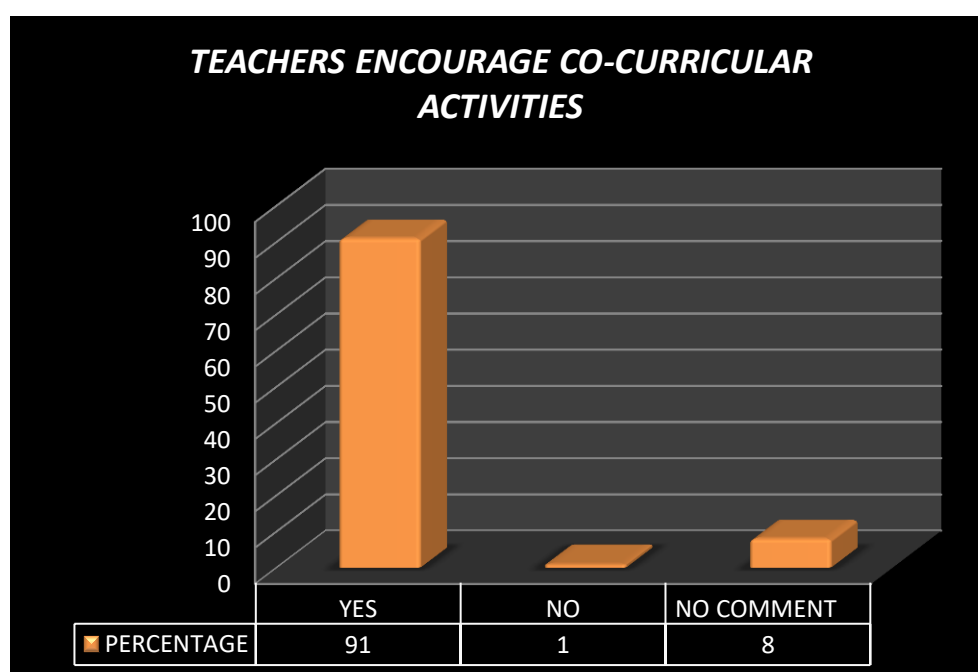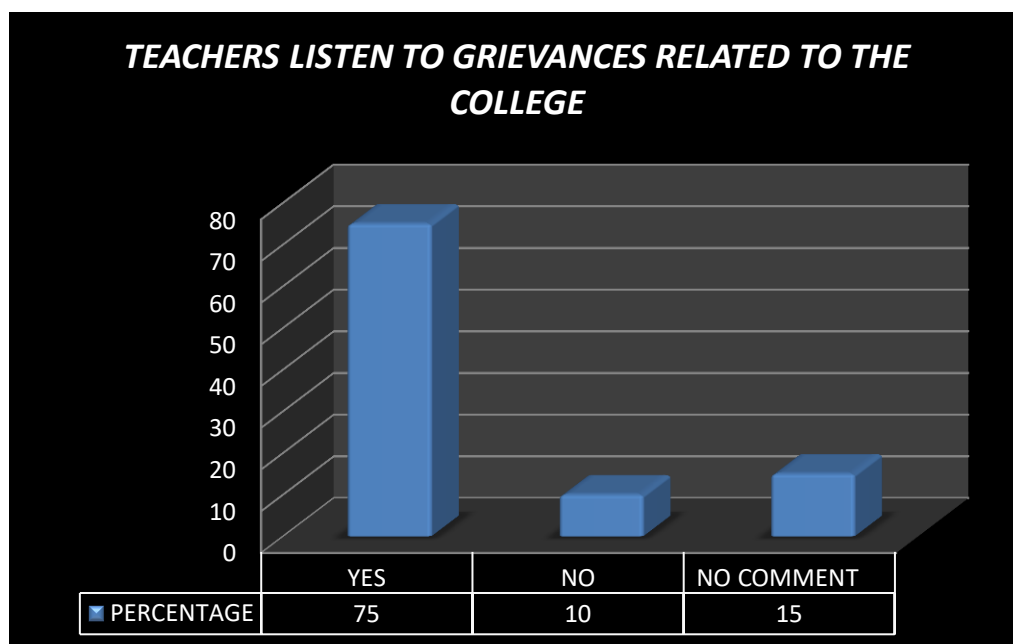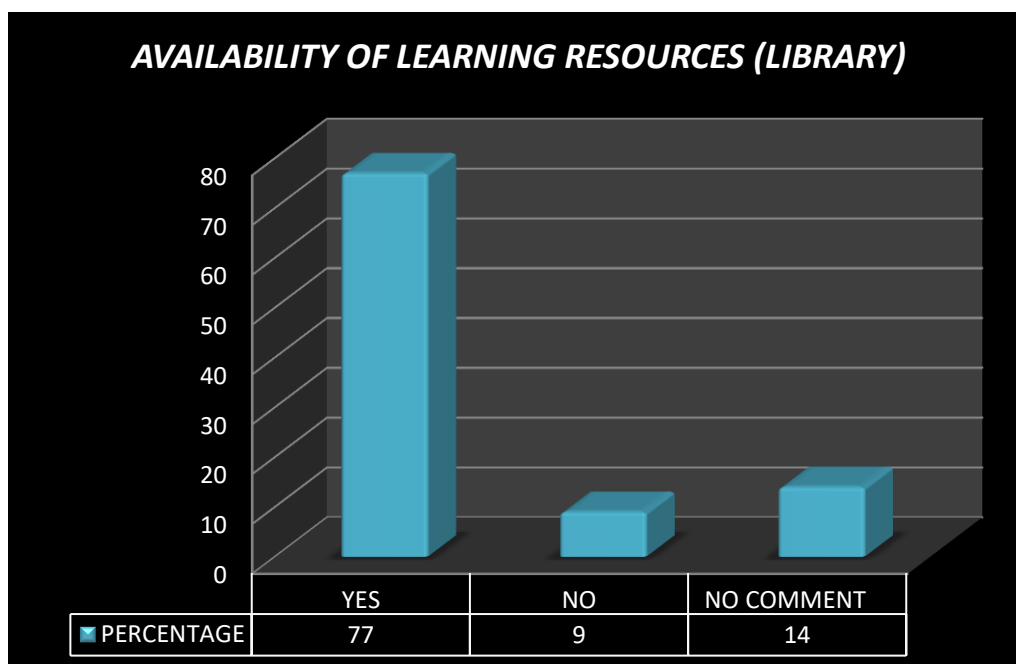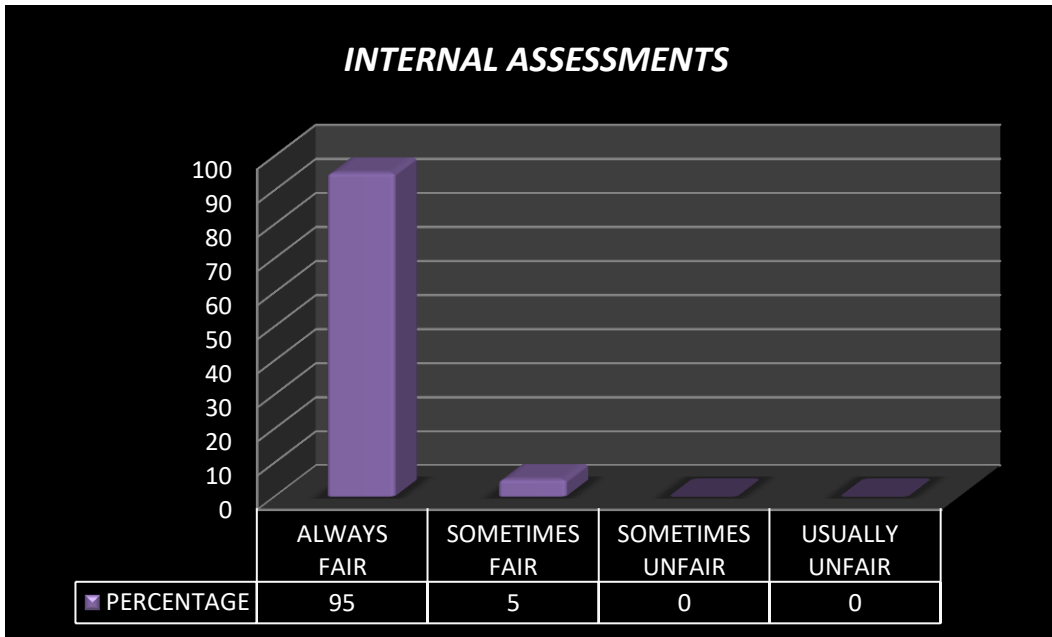
14. HOW OFTEN DID THE TEACHER PROVIDE FEEDBACK ON YOUR PERFORMANCE?

THE TEACHER PROVIDE FEEDBACK ON YOUR PERFORMANCE

	REGULARLY WITH COMMENTS	OFTEN LATE WITHOUT ANY COMMENTS
PERCENTAGE	85	15

15. TEACHER—STUDENT RELATIONSHIP

TEACHER—STUDENT RELATIONSHIP

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	91	6	1	2
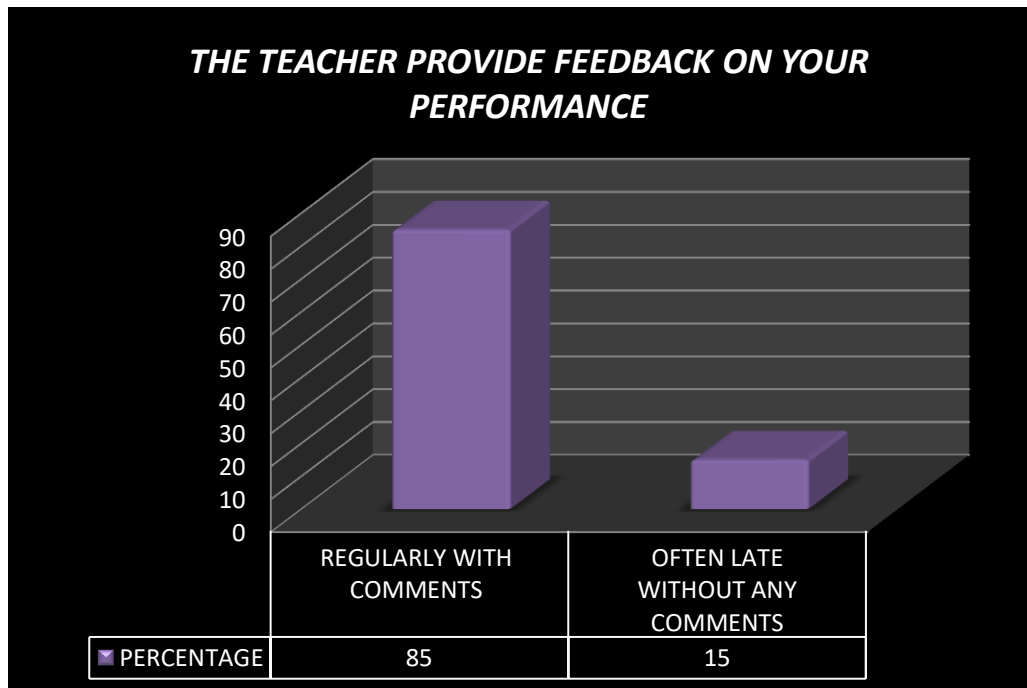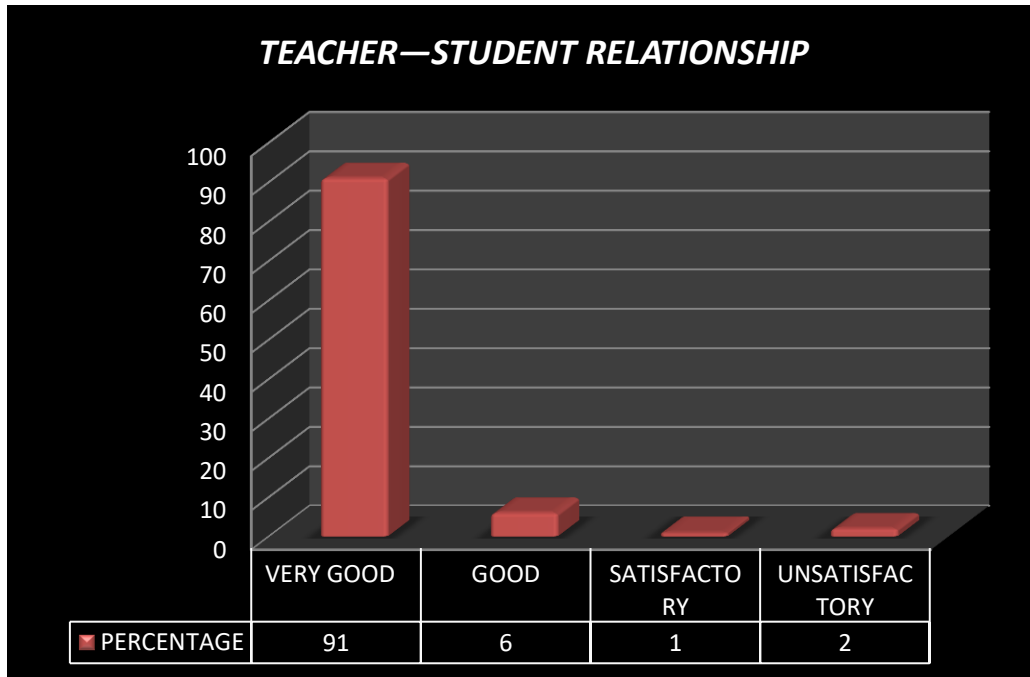
16. DOES COLLEGE PUBLISH UPDATED PROSPECTUS REGULARLY?

COLLEGE PUBLISH UPDATED PROSPECTUS REGULARLY

	YES	NO
PERCENTAGE	99	1

17. DOES COLLEGE OFFER CAREER COUNSELLING TO STUDENTS?

COLLEGE OFFER CAREER COUNSELLING TO STUDENTS

	YES	NO	NO COMMENT
PERCENTAGE	52	24	24
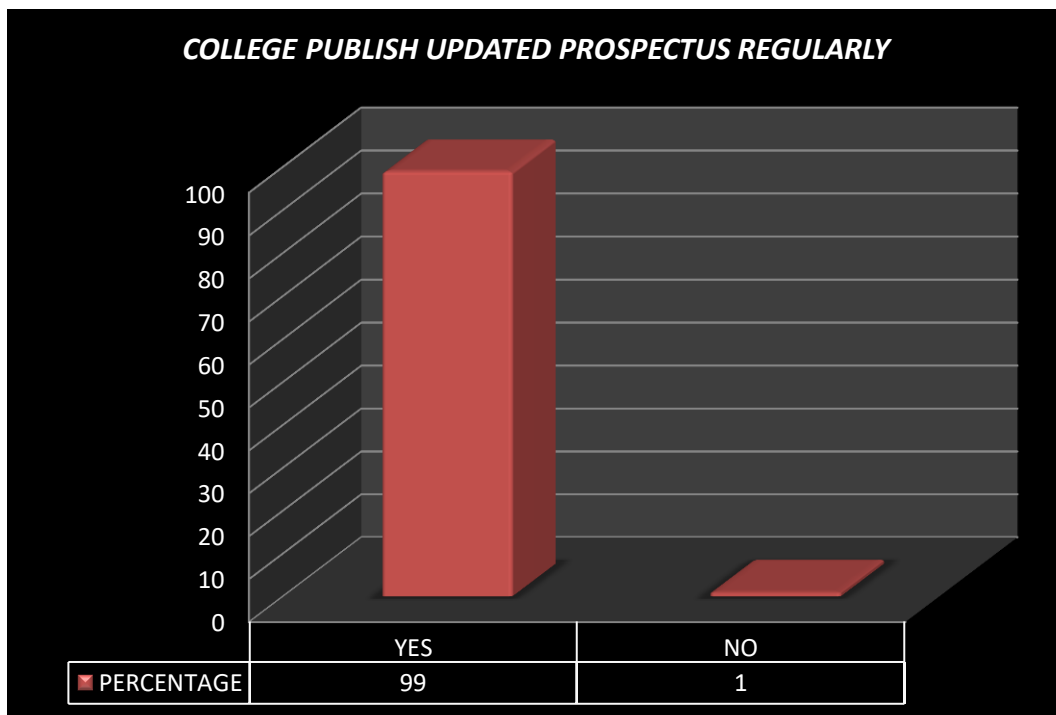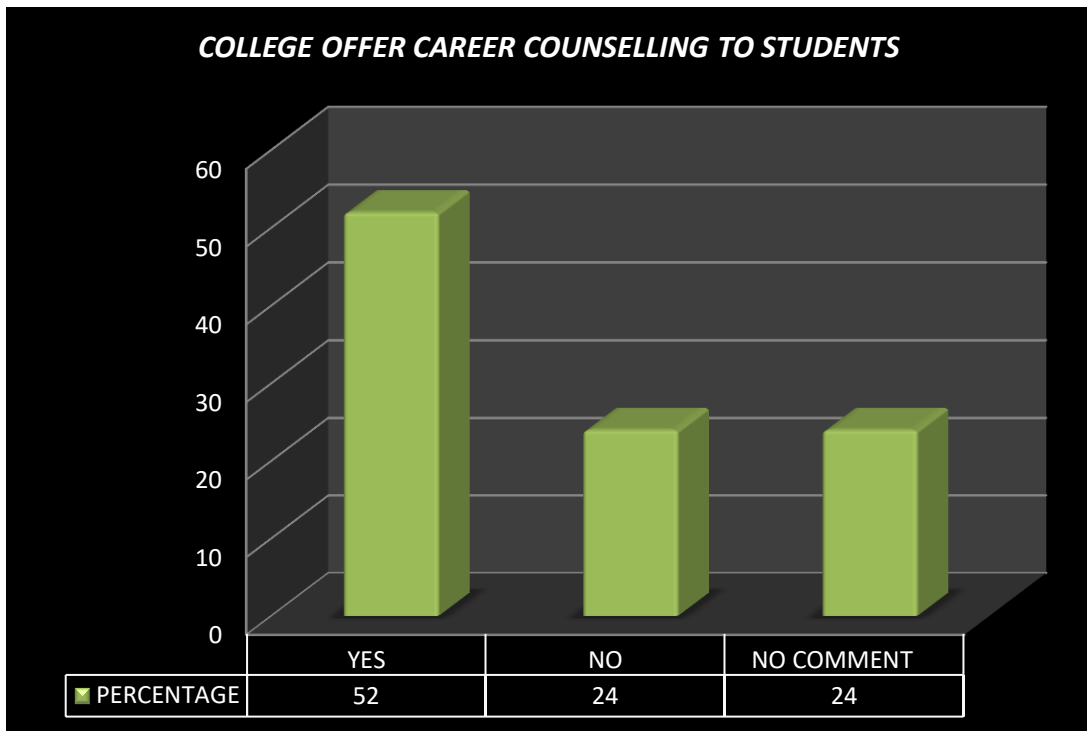
18. DOES COLLEGE IMPART VALUE BASED EDUCATION?

COLLEGE IMPART VALUE BASED EDUCATION

	YES	NO	NO COMMENT
PERCENTAGE	70	0	30
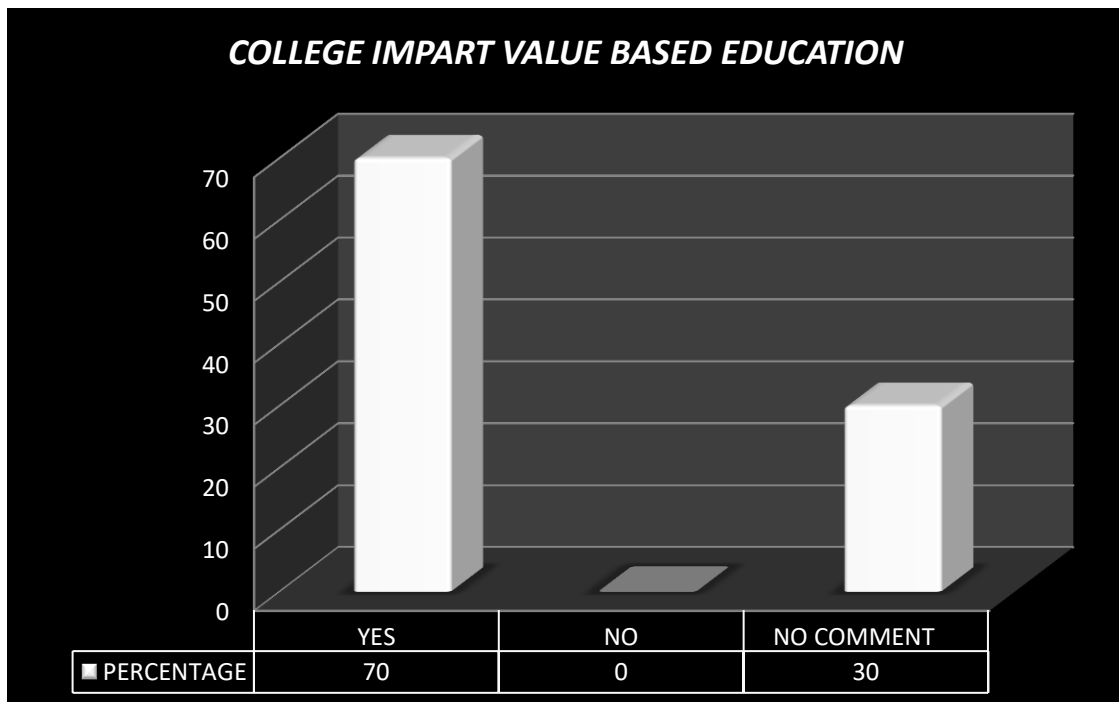
19. DOES COLLEGE SEEK FEEDBACK REGULARLY?
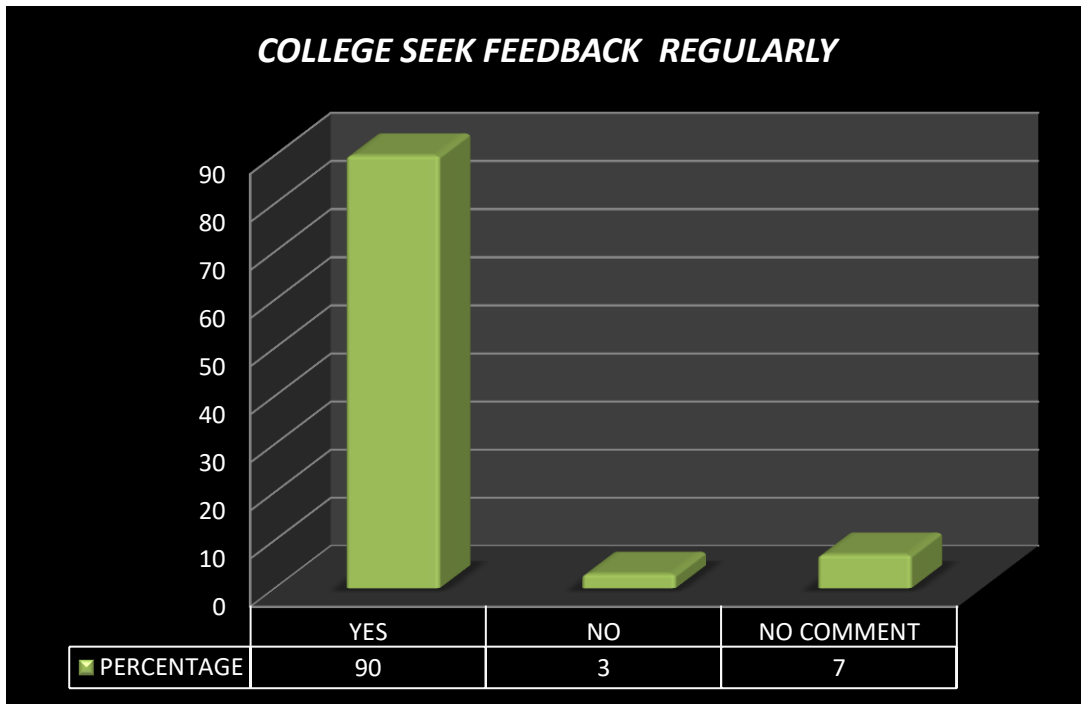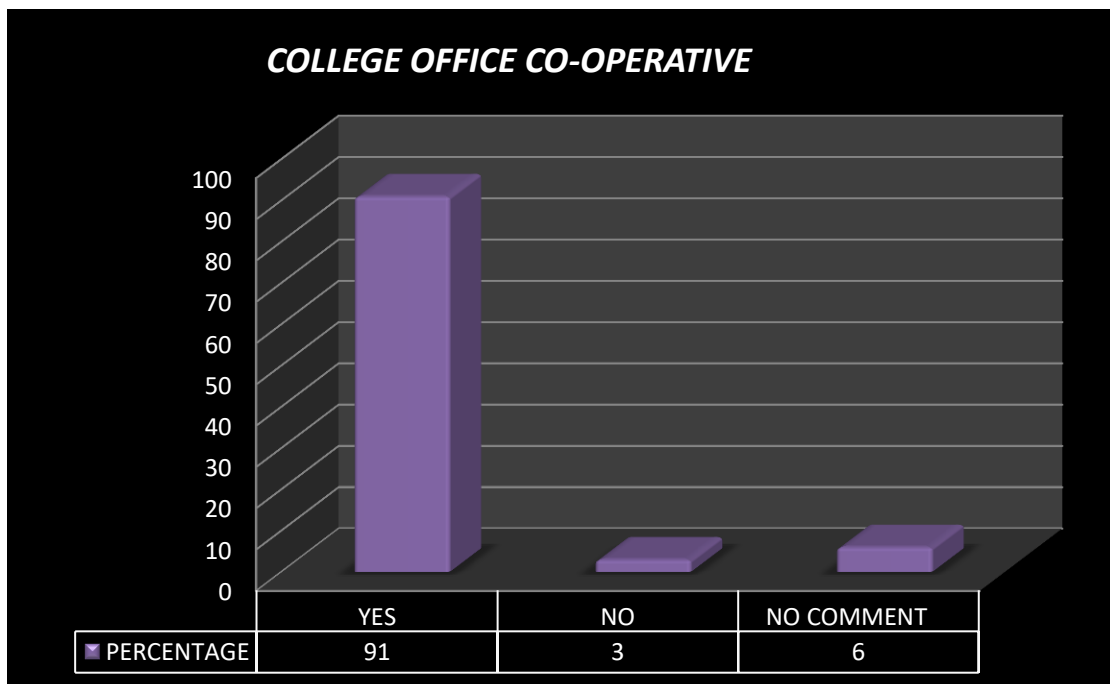
COLLEGE SEEK FEEDBACK REGULARLY

	YES	NO	NO COMMENT
PERCENTAGE	90	3	7

20. IS COLLEGE OFFICE CO-OPERATIVE ?

COLLEGE OFFICE CO-OPERATIVE

	YES	NO	NO COMMENT
PERCENTAGE	91	3	6

21. OVERALL AMBIENCE OF CLASSROOMS (in terms of space and sitting arrangements)

OVERALL AMBIENCE OF CLASSROOMS (in terms of space and sitting arrangements)

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	24	8	20	48

22. HEALTH CARE, SANITATION, DRINKING WATER AND CANTEEN

HEALTH CARE, SANITATION, DRINKING WATER AND CANTEEN

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	23	17	10	50

23. SPORTS FACILITIES AND COMMON ROOM

SPORTS FACILITIES AND COMMON ROOM

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	2	5	39	54

24. OVERALL EXPERIENCE

OVERALL EXPERIENCE

	VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
PERCENTAGE	86	10	2	2
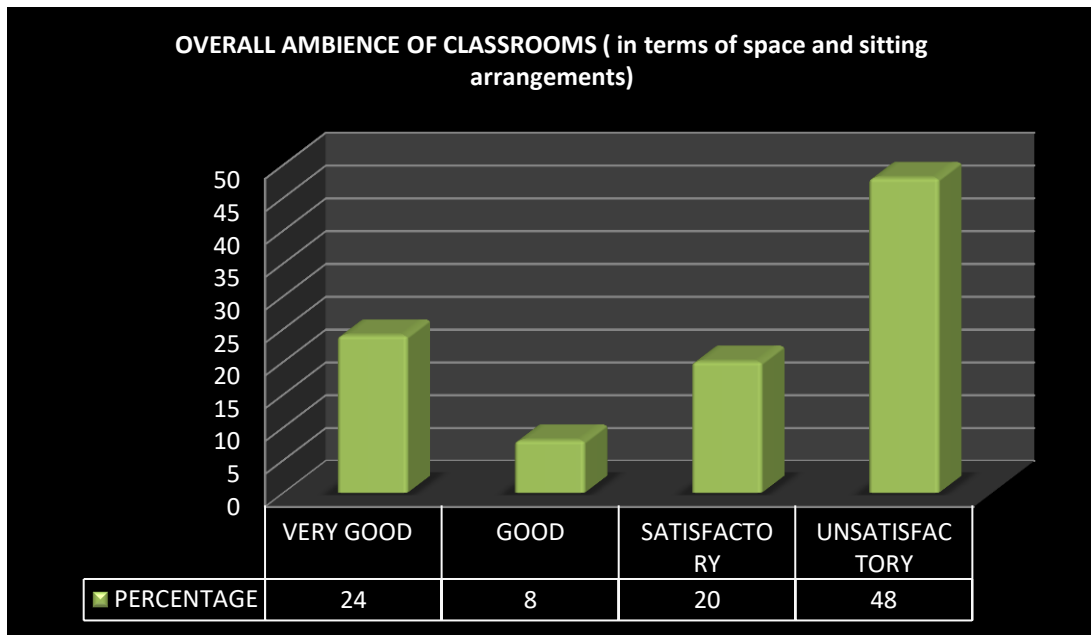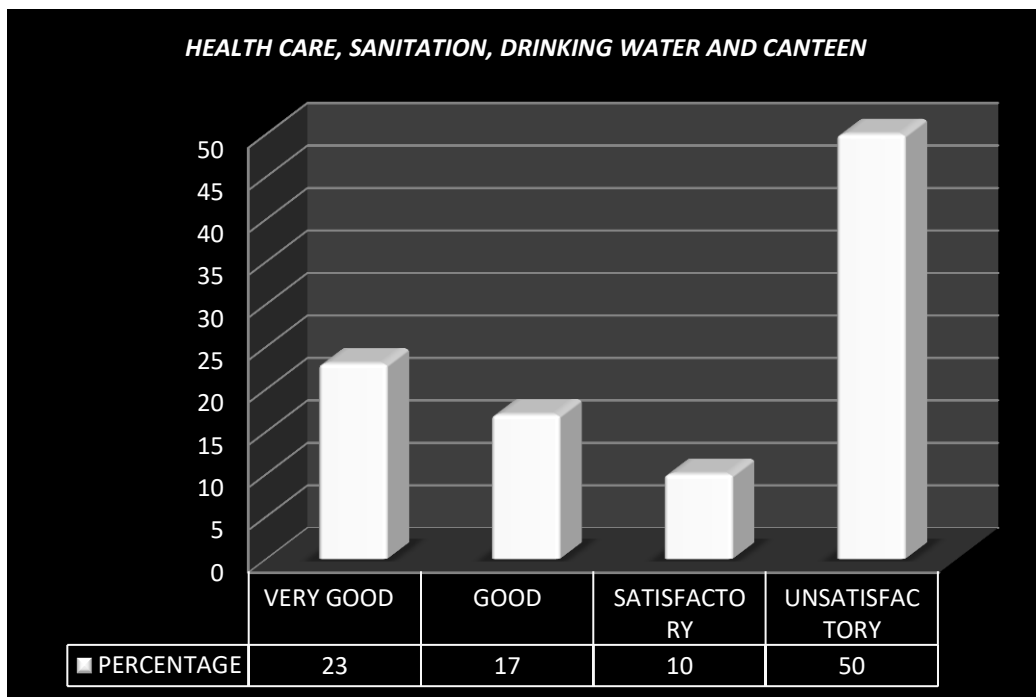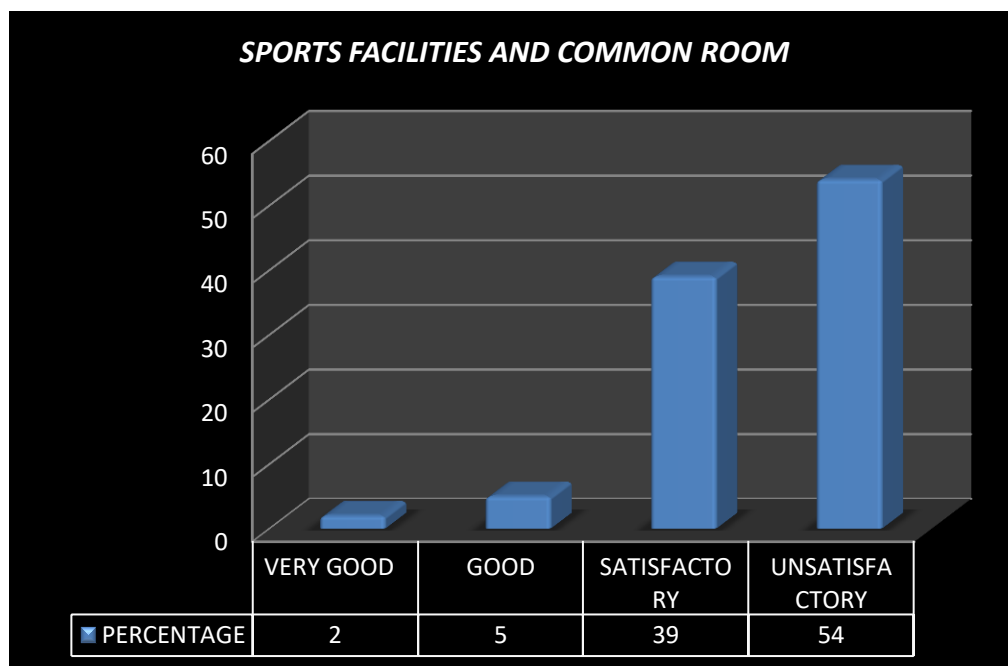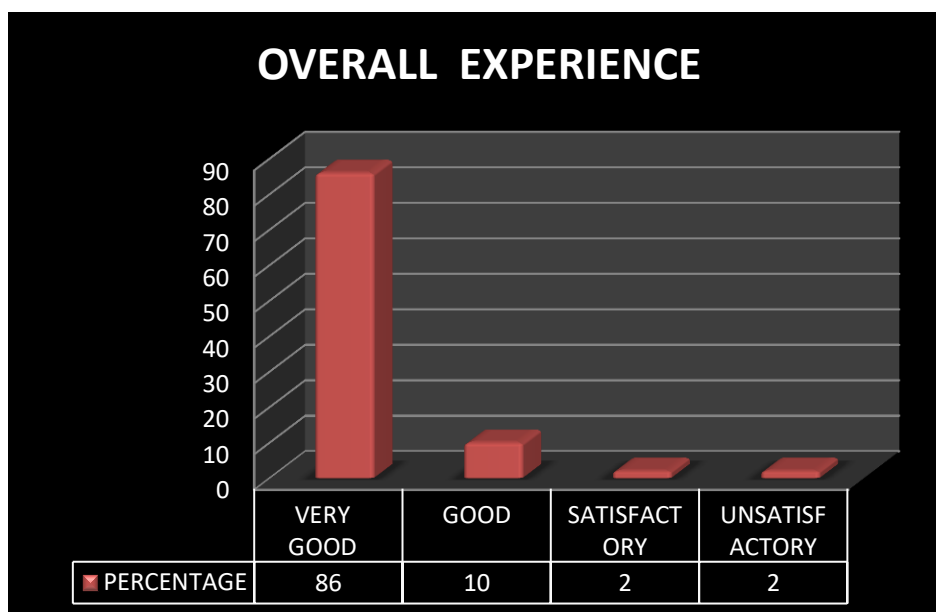
BASANTI DEVI COLLEGE , KOLKATA

University (C.U.) Rank Holders

Top 20 University Rank Holders in 2014

Sl. No	Subject	Rank
1.	EDUCATION	3 rd
2.	EDUCATION	12 th
3.	EDUCATION	15 th
4.	EDUCATION	16 th
5.	EDUCATION	20 th
6.	ENGLISH	20 th
7.	PHILOSOPHY	2 nd
8.	PHYSICS	19 th
9.	SANSKRIT	4 th
10.	STATISTICS	20 th
11.	BENGALI	11 th
12.	BENGALI	11 th