

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNUAL QUALITY ASSURANCE REPORT

FOR THE PERIOD

JULY 1, 2016 to JUNE 30, 2017

Of

BASANTI DEVI COLLEGE

KOLKATA – 700029, WEST BENGAL, INDIA



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

RE-ACCREDITED 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. Indrila Guha

Tel. No. with STD Code:

033-4064-3558

Mobile:

9331022214

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. MHC0GN 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%202015-2016.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	1 st Cycle	B++	80.25	2004	5 years
2	2 nd Cycle	B	2.71	2012	2017
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

15.09.2004

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

2016-2017

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 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)

Annexure-1

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	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="No"/>	UGC-CPE	<input type="text" value="No"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="No"/>		<input type="text" value="No"/>

UGC-Innovative PG programmes	<input type="text" value="No"/>	Any other (<i>Specify</i>)	National Educational Excellence & Development Award, 2017 received from IBRF, Kolkata. (Annexure-II)
UGC-COP Programmes	<input type="text" value="No"/>		

2.IQACComposition and Activities

2.1No. of Teachers	<input type="text" value="8"/>
2.2No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3No. of students	<input type="text" value="1"/>
2.4No. of Management representatives	<input type="text" value="1"/>
2.5No. of Alumni	<input type="text" value="2"/>
2. 6No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="3"/>
2.9 Total No. of members	<input type="text" value="19"/>

2.10No. of IQAC meetings held : 06

2.11 No. of meetings with various stakeholders:

No.	<input type="text" value="9"/>	Faculty	<input type="text" value="5"/>
Non-Teaching Staff	<input type="text" value="1"/>	Students	<input type="text" value="1"/>
		Alumni	<input type="text" value="1"/>
		Others	<input type="text" value="1"/>

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.

3

International

0

National

0

State

1

Institution Level

2

(ii) Themes

- ✓ **Swami Vivekananda & the Culture of Peace.**
- ✓ **Awareness Programme on Environmental Issues-Plastic Free Zone.**
- ✓ **Workshop on Personality Development of Non- Teaching Staff.**

2.14 Significant Activities and contributions made by IQAC

- **Academic calendar for the session July 2016 – June 2017** has been prepared before the commencement of new academic session to ensure effective implementation of the curriculum.
- **Annual Report of the institution for the session 2016-2017** was prepared.
- **Online Admission system** implemented for ensuring transparency in the admission process. Admission of the students were done completely on the basis of merit
- **Orientation programme** was organized for B.A / B.Sc Part I Honours & General students.
- **The Internal Complaints Committee (ICC)** has been formed as per UGC Regulation, 2015 for Prevention, Prohibition & Redressal of Sexual harassment of Women Employees & Students in Higher Educational Institution.
- **Human Rights** as Undergraduate General Subject have been introduced.
- One Year Certificate course in **Spoken English** was introduced in collaboration with The School of Languages, Ramakrishna Mission Institute of Culture, Golpark, Kolkata.
- One Year Certificate course in **French Language** was introduced in collaboration with The School of Languages, Ramakrishna Mission Institute of Culture, Golpark, Kolkata
- One(1) year Certificate course in **Functional Sanskrit** has been introduced in collaboration with Rastriya Sanskrit Sangsthan, New Delhi.
- **Research Development Committee(RDC)** has approved the Plan of Work of Dr. Gour Chandra Mondal(Deptt. Of Mathematics) and it was sanctioned by UGC for Minor Research Project.
- Inauguration of one(1) **Virtual Classroom** by Dr. Deb Narayan Bandopadhyay, Vice-Chancellor, Bankura University on 01.04.2017
- Two (2) additional **Audio Visual rooms** have been made available for the purpose of teaching-learning.
- **Library automation** is in process.

- **Functional Equal Opportunity Cell (EOC)** offers free studentship to achieve inclusion in higher education. Free studentships were given to forty-four (44) economically backward students after proper scrutiny of their applications.
- **Manasi Guha Memorial Fund** created in 2016-2017 for offering free studentship to meritorious but economically weak students of the B.Sc (Hons.) 2nd year . Six(6) students will be benefitted.
- **Feedback & suggestions** collected from outgoing Undergraduate Students (B.A/B.Sc.), Faculty members, Alumni & Parents **on Curriculum** and submitted to The Secretary, Undergraduate Board of Studies (UG BoS), University of Calcutta.
- **Feedback collected** from B.A/B.Sc outgoing students **on Faculty, Teaching-Learning process, Internal Evaluation System, Learning Resources, Infrastructure & Basic facilities** of the college. After analysis of the feedback necessary steps are taken for improvement.
- **Internal Academic Audit (2016-2017)** of the Departments has been completed.
- **Alumni Association** for Ex-Teachers & Ex-Students has been **registered (Regno.s/2L/63605)**.
- **Parent-Teacher Association** has been formed.
- **Medical Unit** has been set up in the college campus.
- **The college ground has been converted into green patch with the motto of Green & Clean campus.**
- **Installation of Solar Power Generator plant with actual capacity of 15.5KwP.**

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 for the session July 2016 – June 2017	Academic calendar for the session July 2016 – June 2017 has been prepared before the commencement of new academic session to ensure effective implementation of the curriculum
Submission of the data of All India Survey of Higher Education (AISHE)	Data of AISHE 2016-2017 successfully uploaded & Certificate received.
Annual Report of the college (2016-2017)	Annual report for the session 2016-2017 was prepared. The Principal & Chairman of IQAC read out the report in the Annual College Social programme.

<p>Curriculum Enrichment</p>	<ul style="list-style-type: none"> ➤ Human Rights as Undergraduate General Subject has been introduced from the academic session 2017-2018. ➤ One Year Certificate course in Spoken English was introduced in collaboration with The School of Languages, Ramakrishna Mission Institute of Culture. ➤ One Year Certificate course in French Language was introduced in collaboration with The School of Languages, Ramakrishna Mission Institute of Culture. ➤ One(1) year Certificate course in Functional Sanskrit has been introduced in collaboration with Rastriya Sanskrit Sangsthan, New Delhi. ➤ Six(6) months certificate course in Psychological Counselling(Basic& Advance) in collaboration with centre for counselling Services &Studies in Self-Development,Jadavpur University has been introduced fro the academic session2017-2018
<p>To collect Feedback &Suggestions from Students , Faculty members, Alumni &Parents on Curriculum</p>	<ul style="list-style-type: none"> ➤ Feedback& suggestions collected from outgoing Undergraduate Students (B.A/B.Sc.), Faculty members, Alumni &Parents on Curriculum and submitted to TheSecretary, Undergraduate Board of Studies (UG BOS), University of Calcutta. <p style="text-align: center;">(Annexure-III)</p>
<p>To ensure transparency in the Admission Process for the session : 2016-2017</p>	<p>Online Admission was introduced to ensure transparency in the admission process.</p> <ul style="list-style-type: none"> ➤ Admission of the students were done completely on the basis of merit; ➤ Updated prospectus had been made available to the students.

<p>To organise programmes for Fresher's</p>	<p>Orientation programme was organised for B.A / B.Sc 1stYear Honours& General students on July 20th, 2017 to make them aware of different curricular & co curricular activities of the college.</p>
<p>To ensure fair access to & affordability of academic programmes for various sections of the society</p>	<ul style="list-style-type: none"> ✓ Functional Equal Opportunity Cell (EOC) offers free studentship to achieve inclusion in higher education. ✓ Free studentships were given to forty-four (44) economically backward students after proper scrutiny of their applications. ✓ Number of beneficiaries (44 students received in 2016-17)availing the scheme under EOC have increased from the previous year(13 students received in 2015-16). ✓ Manasi Guha Memorial Fund created in 2016-2017 for offering free studentship to meritorious but economically weak students of the B.Sc (Hons.) 2nd year . Six(6) students will be benefitted.
<p>Innovative processes adopted in Teaching & learning</p>	<ul style="list-style-type: none"> ✓ 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. ✓ Mentoring System for students to minimize dropouts through Personal Counselling. Evidence of success— Better results in the Examinations, more regular attendance, increase participation in co-curricular activities, better discipline on campus and respectful relationship between teachers and students. ✓ 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.

To organise Special lectures,
Awareness Programmes, Seminars &
Workshops in different Departments
& Cell

- ✓ Special lecture on **Demonetization :Some Economic Puzzles** organised by the Department of Economics&Statistics,Basanti Devi College
Speaker: Professor Ajitava Ray Chaudhuri, Professor & Former Head, Department of Economics, Jadavpur University on 20.04.201
- ✓ Workshop on "**Exam Phobia: Overcoming Challenges**" by Gargi Dasgupta and Dr. Rima Mukherji. Organized by Dept. Psychology in Collaboration with Dept. of Women's Studies, Sociology and Counselling Cell. on 31.03.2017 .
- ✓ Special Lecture on "**Sister Nivedita and Women's Education**" by Prof. (Dr.) Krishna Roy,Principal, Sister Nivetita Government General Degree College for Girls, Kolkata on 22.03.2017
- ✓ Workshop on "**Neuro Linguistic Programming**" organised by: The Counselling Cell, Basanti Devi College.
Speaker: Prof. Moumita Ghosh, Head, Dept. of Psychology, Basanti Devi College on 21.03.2017,
- ✓ Special Lecture on **Emergence of feminist Movement in North America& Europe on 10.03.2017** conducted by: Dept. of Sociology & Women's Studies, Basanti Devi College
- ✓ Special Lecture on **Research Methodology**, organised by Department of Education, Basanti Devi College.
Speaker: Prof. (Dr.) Jayanti Das, Head, Department of Education, University of Calcutta.on 28.02.2017.
- ✓ Special Lecture on **History of Modern Art**
Speaker: Prof. Tapati Gupta (retd.), Department of English, Calcutta University on 04.01.2017.

	<ul style="list-style-type: none"> ✓ IQAC-UGC Sponsored one-day workshop on Personality Development of Non-Teaching Staff. On 08.02.2017. Speakers: Mr. Sanjay Gopal Sarkar, Joint Registrar, Jadavpur University; Mr. Debashis Pal, Deputy Finance Officer, Jadavpur University; Mr. RajatBandyopadhyay, Former Registrar, Jadavpur University. ✓ Awareness Programme on Environmental Issue- Plastic free Zone organised by NSS, NCC&IQAC of the college on 19.04.2017 in collaboration with West Bengal Pollution Control Board. Speakers: Quazi Quamrul Hasan(Environmental Scientist) & Sri Somesh Sarkar(Junior Scientist). ✓ Awareness Programme was organised on International Ozone Day,2017 in collaboration with West Bengal Pollution Control Board.
<p>To collect Feedback from B.A/ B.Sc outgoing students on Faculty, Teaching , Learning & Evaluation .</p>	<p>Feedback collected from B.A/B.Sc outgoing students on Faculty, Teaching-Learning process, Internal Evaluation System, Learning Resources, Infrastructure &basic facilities of the college. After analysis of the feedback necessary steps are taken for improvement.</p> <p>Annexure-IV</p>
<p>To strengthen research culture</p>	<ul style="list-style-type: none"> • Research Development Committee (RDC) has been formed in the college • Ongoing Major Research Project of Dr. Meenakshi Chatterjee, Department of Mathematics, The Sundarbans Estuarine Programme: Observations of Tidal Propagation, Salinity & Temperature Variations in the Sundarbans Estuarine System isfunded by INCOIS, Ministry of Earth Sciences, Government of India. Total grant sanctioned is Rs. 1, 27, 61,462.

	<ul style="list-style-type: none"> • Minor Research Project of Prof. Gour Chandra Mondal has been sanctioned by UGC. Total grant sanctioned is Rs 2, 40,000. • Five (5) of our faculty members (2) from Dept. of English 1 from Physics , 1 from History & 1 from Mathematics) completed their Minor Research Project under UGC XIIth Plan • Prof.MihirNaskar of Deptt. Of Political Science has been awarded Ph.D Degree ,2017 • Five (5) of our faculty members have submitted their Ph.D thesis. • Two (2) of our faculty members have completed their Ph.D course work. • Four(4) of our faculty members Prof. Rusati Sen of Deptt. of Economics, Dr.Indrani Dutta Satpathi of Deptt. Of Bengali, Dr. Chilka Ghosh of Deptt. of History& Dr. Sumana Chatterjee of Deptt. of Chemistry act as Ph.D research guides. • Publication of A Bi- lingual Journal named “ACADEMIA : BASANTI DEVI COLLEGE “ registered under RNI (Registrar of Newspapers of India) Regn. No : 1307751 is in process. • Special Lecture on Research Methodology was organised by the Deptt. of Education, Basanti Devi College. Speaker: Prof(Dr) Jayanti Das, Prof.&Head,Deptt. of .Education,University of Calcutta.
<p>To improve placement of students</p>	<ul style="list-style-type: none"> • 40 students were selected through campus interviews. • Campus interviews were conducted by companies such as <ul style="list-style-type: none"> ❖ Tata Consultancy Services, ❖ Emporium ❖ Click& Consultancy ❖ Purple prop Shop ❖ Trustklub ❖ ICICI Prudential ❖ Kotak Mohindra Bank • Three of the Faculty Members attended a training programme on concept of Corporate, communication skill &computer, conducted by Tata Consultancy

	Services – Campus to Corporate programme which helped the placement cell to groom the students as per market need.
To strengthen the liaison among the various stakeholders like students, teachers, parents & alumni	<ul style="list-style-type: none"> ➤ Meeting among Faculty members ➤ Meeting with present students ➤ Parent-teacher Meeting ➤ IQAC Meeting ➤ Meeting with Alumni
To strengthen alumni participation	<ul style="list-style-type: none"> ➤ Alumni Association for Ex-Teachers & Ex- Students named Chirantani was an officially registered organisation (Regn. no. S/2L/63605). It is an active body which holds meetings and organises various programmes like ChirontaniMela, Cultural programmes, Drama workshop with present students etc.
Formation of Internal Complaints Committee	<ul style="list-style-type: none"> ➤ The Internal Complaints Committee (ICC) has been formed as per UGC Regulation, 2015 for Prevention, Prohibition & Redressal of Sexual harassment of Women Employees & Students in Higher Educational Institution.
Utilisation of RUSA Grant	<ul style="list-style-type: none"> ➤ 2 crores were sanctioned under RUSA Grant from M.H.R.D. for upgradation / Renovation & Creation of Infrastructure & Procurement of Equipment. ➤ Rs. 95,83,333/- (2nd instalment) was received by the college and duly utilized. ➤ Utilisation Certificate was submitted for the 2nd instalment. ➤ Major Renovation / construction work done for Roof treatment, Canteen, Guard Room, Pump room, Toilet block repair, Class room renovation etc.

	<ul style="list-style-type: none"> ➤ Two Class Rooms were made ICT enabled. Short Throw- Overhead projectors installed. ➤ Library automation work started. ➤ Renovations made in the Principal’s Chamber, Professors’ Room, Meeting Room, Classrooms, and College Office etc.) ➤ The following Laboratories have been equipped with modern instruments. <ul style="list-style-type: none"> ❖ Physics ❖ Chemistry ❖ Numerical Lab (Comp. Sc. , Maths & Stat.) ❖ Psychology ➤ 65 KVA Generator (Kirloskar) Installed & in Operation
<p>To introduce e-based system for different processes</p>	<ul style="list-style-type: none"> ➤ Use of Tally 9.0 package (Accounting Software) was successfully implemented and in use for Financial transactions. ➤ Use of PFMS in use for disbursement of RUSA fund. ➤ Use of HRMS / IFMS portal of Govt. of West Bengal is implemented and in use for Salary processing. ➤ Implementation of G.S.T. successfully done. ➤ Implementation of SBI Collect for online Student Fees Collection. ➤ Library Automation System (KOHA Cloud based Library management System) introduced and automation is in process. ➤ Use of Cloud storage instead of local machine storage is encouraged to prevent any data loss from any unforeseen incident.
<p>Self Defence course under Kolkata Police.</p>	<p>Three (3) months Self Defence Course started under Kolkata Police “ Sukanya Project” .</p> <p>40 students enrolled for the course and the course is for 2 days, 4 hours per week Programme.</p>
<p>Career Advancement for Faculty</p>	<ul style="list-style-type: none"> ➤ One of our Faculty members (Department of Mathematics) was promoted to Associate Professor

member	<p>through C.A.S.</p> <ul style="list-style-type: none"> ➤ Two of our faculty members (one from Department of Chemistry & other from Dept. of Philosophy) was promoted to Assistant Professor (Stage III) through CAS.
Development programme for Support staff	<ul style="list-style-type: none"> ➤ One of our Staff members (Group-C) is doing his Post Graduation in Social Work (MSW) from Netaji Subhas Open University. ➤ Three of the staff members were sent for training on GST, conducted by the Directorate of Commercial Taxes, Govt. of West Bengal. ➤ Two of the staff members were sent to the University of Calcutta for training on implementation of GST in Higher Educational Institutes (HEIs) in collaboration with Institute of Cost Accountants of India.
Appointment of Guest Lecturers for this session	20 Guest lecturers were appointed in the session 2016-2017
Recruitment of Permanent Teaching Staff & Librarian	Six (6) Permanent Teaching Staff and One Librarian recruited based on the recommendation of the West Bengal College Service Commission, joined the college in the session 2016-2017.
Internal Academic Audit	Internal Academic Audit (2016-2017) of the Honours Departments has been completed.
To make the campus eco-friendly	<ul style="list-style-type: none"> ➤ Nurturing plants & greenery inside the campus. ➤ The college ground has been converted into green patch with the motto of Green & Clean campus. ➤ Awareness generation on E-waste and establishment of E-waste Corner. ➤ Plastic-free campus and drive for introducing paper bags replacing plastic bags and earthen pots replacing plastic tea cups. ➤ Installed Solar Power Generator (15.5 KwP) on the rooftop of the college building for generating electricity from solar energy.

Academic Calendar of the year attached in Annexure – V

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 to be checked

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	1	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	1	0	0	1
Certificate	3	0	4	5
Others	17 programmes under N.S.O.U (UG:6, PG:11)	0	0	0
Total	40	01	06	06
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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, Computer Science & Human Rights is available in the elective mode.

The University of Calcutta follows Elective Course System.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2 (P.G)
Trimester	-
Annual	18 (U.G)

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

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

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

As the college follows the syllabus of University of Calcutta, there is no scope for revision/ update of regulation or syllabi.

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

- Human Rights have been introduced as an Undergraduate General subject from the session 2017-2018.
- The Internal Complaints Committee (ICC) has been formed as per UGC Regulation, 2015.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
55	17	21	1	16

2.2 No. of permanent faculty with Ph.D.

25

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
3	0	0	1	1	0	0	0	4	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	04	07	04
Presented papers	03	08	05
Resource Persons	02	-	04

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

- Use of ICT(Laptop &LCD Projectors) to facilitate teaching –learning process
- YouTube assisted learning being practiced.
- Paper presentation by the students
- Use of Proctor(Proctors are the advance students of the class who help other students to learn)
- Mentoring System for students.
- Tutorials
- Departmental Quiz.
- Advance Learner Programme
- Research project/ Term Paper for 3rd year Hons. students (Sociology& Economics)
- Educational tour and industrial visit
- Special Lecture by eminent academicians&Scientists.

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 and evaluation process is governed by the affiliating university, there is very little scope for any Examination / Evaluation reforms Initiated by the college.

The institution holds continuous evaluation to analyze the academic progress of the students like

- Class Tests
- Tutorial for students of all Honours departments
- Mid- term Test for B.A/B.Sc 1st year & 2nd year Honours & General students.
- Selection Test for B.A/B.Sc 3rd year, 2nd year & 1st year students. They need to qualify the tests to appear in the University Examinations

The answer scripts of Class- tests, 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.

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

03

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

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.
B.A. HONOURS				
BENGALI	28	2	19	95.45
EDUCATION	25	6	19	100
ENGLISH	19	0	19	100
HISTORY	20	0	20	100
PHILOSOPHY	12	2	5	87.50
POLITICAL SCIENCE	9	0	9	100
SANSKRIT	20	4	15	95
SOCIOLOGY	14	0	14	100
COMMUNICATIVE ENGLISH (MAJOR)	14	4	10	100
B.SC. HONOURS				
CHEMISTRY	15	2	7	60.00
ECONOMICS	11	3	5	72.73
MATHEMATICS	24	0	13	59.09
PHYSICS	17	7	6	76.47
STATISTICS	18	6	6	66.67

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

Contribution

- Academic calendar for the session July 2016 – June 2017 had been prepared before the commencement of new academic session to ensure effective implementation of the curriculum.
- Time Table for regular Theoretical & Practical classes was prepared well in advance before the commencement of new academic session & displayed in the Students & Professors Notice Board & College Website.
- Various sub-committees were formed before the beginning of the new academic session and the name of the convener of each committee had been decided in the Teachers Council Meeting.

Monitoring

- Regular meetings were held with the Departmental Heads & Conveners regarding attendance of students, completion of Syllabus, teaching-learning methods adopted, evaluation process & academic performance of the students.
- Conducting Internal Academic Audit through interaction with all the departments.
- IQAC provides academic plan along with activities and programmes to be organized by various committees for the year and regularly monitors the same.
- 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 for improvement.

Evaluation

- Examination schedules & Duty lists for all Internal and University examinations were prepared by the Examination Committees which were displayed on the Students' & Professors' Notice Board & copies were also issued to Principal's Chamber, Library & Office.
- The answer scripts of Class- tests, Mid-term & Selection Tests were shown to the students and necessary suggestions were given by the faculty members to individual students so that they could do well in their University Examinations.
- **Feedback was collected** from B.A/B.Sc outgoing students **on Faculty, Teaching-Learning process, Internal Evaluation System & Learning Resources** of the college. After analysis of the feedback necessary steps were taken for improvement.
- **Internal Academic Audit (2016-2017)** of the Department helped to assess the Strength & weakness of the department and to prepare academic plan accordingly.

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	-
Staff training conducted by the university	02
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	2	0	0
Technical Staff	0	1	0	0

Criterion – III

3. Research, Consultancy and Extension

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

Regular Practice:

- UGC & University Circulars pertaining to research are displayed on the Professors' Notice Board.
- With the help of the RUSA & State grant, efforts have been made to develop research infrastructure like laboratories, advanced equipments, modern ICT gadgets, access to electronic learning materials etc.
- Adequate infrastructural support such as library, laboratory and reprographic facilities are provided by the college authorities.
- Availability of Internet and latest technological facilities are ensured for carrying out research work
- All faculty members have been provided with unique user ID and password for accessing **NLIST site that offers 80,409 e-Books and 3,828 e- Journals in full text form.**
- Teachers are encouraged to pursue their PhD work & college also provides relaxation in workload for carrying out research.

- Students are encouraged to write research papers and participate in paper presentation.
- Support and motivation was given to the faculty to take up Major/ Minor research projects.
- Faculty members are granted leave to participate in short term courses and various workshops related to Research methodology.
- Teachers who have completed their Ph.Ds, are facilitated by the Teachers' Council & the Governing Body of the College who also motivate faculty members for submission of proposals for Major & Minor Research projects.
- Emphasizing upon faculty members to publish research papers in reputed Journals.

Initiatives:

- Research Development Committee (RDC) has been formed in the college.
- Publication of bi-lingual research Journal
- The Plan of work of Dr. Gour Chandra Mondal, Associate Professor, Deptt. Of Mathematics has been approved by the RDC for submission to UGC for Minor Research Project.
- It was planned that the students, who are not involved in preparing Term Paper & Projects, will be given mini projects from the departments to encourage self learning among them

Outcome:

- Dr. Indrila Guha, Principal and member of the Department of Economics, **Coastal Ecosystem and Changing Economic Activities: Challenges for Sustainability Transition along Chinese and South Asian Coasts in the Digha-Shankarpur coastal zone in West Bengal, India**, funded by **Asia-Pacific Network for Global Change Research (APN)**. Completed in **2015**.
- Ongoing Major Research Project of Dr. Meenakshi Chatterjee, Department of Mathematics, **The Sundarbans Estuarine Programme: Observations of Tidal Propagation, Salinity & Temperature Variations in the Sundarbans Estuarine System** is funded by **INCOIS, Ministry of Earth Sciences, Government of India**. Total grant sanctioned is Rs. 1, 27, 61,462.
- Minor Research Project of Prof. Gour Chandra Mondal has been sanctioned by UGC. Total grant sanctioned is Rs 2, 40,000.
- **Five (5)** of our faculty members (2) from Dept. of English 1 from Physics , 1 from History & 1 from Mathematics) completed their Minor Research Project under UGC XIIth Plan
- Five (5) of our faculty members have submitted their Ph.D thesis.
- Two (2) of our faculty members have completed their Ph.D course work.
- Four(4) of our faculty members Prof. Rusati Sen of Deptt.of Economics, Dr.Indrani Dutta Satpathi of Deptt. Of Bengali, Dr. Chilka Ghosh of Deptt. of History& Dr. Sumana Chatterjee of Deptt. of Chemistry act as Ph.D research guides.
- Students of the Deptt. of Education prepared three (3) research paper on **Academic Performance of B.A/B.Sc. Honours students of Basanti Devi College in their University Final Examinations—A Comparative Study**.
- Publication of a **Bi- lingual Journal named “ACADEMIA : BASANTI DEVI COLLEGE “** registered under RNI (Registrar of Newspapers of India) Regn. No : 1307751 is in process
- **Special Lecture on Research Methodology** was organised by the Deptt. of Education, Basanti Devi College. Speaker: Prof (Dr) Jayanti Das, Professor & Head, Department of .Education, University of Calcutta.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	1 (INCOIS)	1 (INCOIS)	03
Outlay in Rs. Lakhs	-	1,11,12,668 16,48,794	Rs.1,27,61,46 2	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	5 (U.G.C)	01(UGC)	06	5
Outlay in Rs. Lakhs	4,60,780-	2,40,000	7,00,780	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	06	-
Non-Peer Review Journals	-	-	03
e-Journals	04	-	-
Conference proceedings	01	-	-

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	INCOIS	1,27,61,462	13,27,875
Minor Projects	Ongoing	U.G.C	2,40,000/-	1,80,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)				
Total				15,07,875

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 Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

/Seminar/workshop organized by the Institution

Level	International	National	State	University	College
Number	0	2	1		10
Sponsoring agencies	0	U.G.C.	U.G.C.	N A	Self-Sponsored

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

Rs.34, 000
(Rs. 2000 x 17 departments)

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	01 (Application no.- 911/KoI/2015)
	Granted	-
Commercialised	Applied	-

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

01
(Prof. Mihir Naskar of Deptt. Of Political Science has been awarded Ph.D Degree ,2017)

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

04
05

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	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>
NCC	<input type="text" value="8"/>	NSS	<input type="text" value="6"/>
		Any other	<input type="text" value="2"/>

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

Achievements in the Social Arena

- ❖ Dr. Indrila Guha, Principal / Chairperson, IQAC awarded with “The Distinguished Academic Administrator Award”, for her Contributions, Achievements and Excellence in Economics, by Venus International Faculty Awards (VIFA-2016).
- ❖ Dr. Indrila Guha, Principal / Chairperson, IQAC honoured with "SWAYAM SIDDHA" Award 2017, for vocational excellence of women by Rotary International District 3291 in association with Rotary Club of Calcutta Metro City,
- ❖ Dr. Indrila Guha, Principal / Chairperson, IQAC received “Indo Global Education Excellence Award” by International Benevolent Research Foundation in collaboration with Confederation of Indian Universities, New Delhi , 2017
- ❖ Dr. Indrila Guha, Principal / Chairperson, IQAC received “Calcutta University Parul Samman 2017” by the BCW Cell, University of Calcutta.

Extension activities and Institutional Social Responsibility

- ✓ The students have formed the Basanti Devi College Rotaract Club, the first of its kind in Kolkata that enables the students to participate in extension activities and is working on creating the campus and its adjacent area into a plastic free zone. They are also working on the college project of Clean and Green Campus. They have initiated the paper bag making activity among a group of students and these papers are collected from the teachers, students and non-teaching staff.
- ✓ The West Bengal Pollution Control Board conducted a day long sensitization programme on the use of plastics and its consequences. They also organized a talk by an eminent scientist on the International Ozone Day.
- ✓ An E-waste corner is being created and the students have been made aware on the use of green and blue waste bins to segregate dry and wet waste. The students were encouraged to penetrate such education among the slum dwellers.

- ✓ The students were involved in cleaning the campus under Swachha Bharat Abhiyan and also to aware students about how to fight back vector borne disease like dengue and chikunguniya.
- ✓ Students also observed National Voters Day on January 25th, 2017 to promote participation in elections and increase voter enrolment especially of youngsters in the 18 to 19 years age group.
- ✓ Extempore Competition on Vigilance Awareness Week, 2017 was arranged for students in collaboration with Balmer Lawrie Pvt. Ltd.

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	-
Class rooms	21	07	RUSA	28
Laboratories	05	-	-	05
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		Computers (10) & Projectors (03)	R.U.S.A.	-
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs.1,54,506			
Others	-	-	-	-

4.2 Computerization of administration and library

Computerization of administration

- College Management System is in operation for administrative work (Pay Packet & Student Records)
- Use of Tally 9.0 package (Accounting Software) was successfully implemented and in use for Financial transactions.
- Use of PFMS in use for disbursement of RUSA fund.
- Use of HRMS / IFMS portal of Govt. of West Bengal is implemented and in use for Salary processing.
- Implementation of G.S.T. successfully done.
- Implementation of SBI Collect for online Student Fees Collection.
- Introduction of online student feedback system from the Academic year (2017-2018)

Computerization of Library

- Renovation in the Central Library completed .Library Automation System (KOHA Cloud based Library management System) is in process.
- Purchased of two Bar code scanners for quick issue return process of library holding.
- Purchased of one additional Bar code scanner with high storage data capturing capacity for quick stock.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(Rs)	No.	Value(Rs)	No.	Value (Rs.)
Text Books	21423	31,87,417/- (approx)	471	1,98,573	21894	33,85,990/-
Reference Books	8076	24,22,800 (approx)	-	-	-	-
e-Books	80409	Rs. 5,000 (Annual membership of NLIST , UGC INFLIBNET)	-	-	80409	5,000/- (Annual membership of NLIST , UGC INFLIBNET)
Journals	13 (Title)	16,000	01	4500	13	20,500
e-Journals	3828	NLIST			3828	NLIST
Digital Database						
CD & Video						
Others (specify)	18 (4-Daily News papers,	12,000	-	-	18	12,000

	3 - Employment oriented News papers & 11- Magazines)						
--	--	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments + Library	Others
Existing	58	15	10	04	11	06	07	05
Added	12	00	02	02	02	01	03	02
Total	70	15	12	6	13	7	10	7

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

- Two(2) years Diploma course in computer in collaboration with WEBEL Informatics Ltd.(under Dept.ofIT,Govt. of West Bengal).
- Training on operations of Virtual Classroom to the teachers & staff members, conducted by Webel Informatics Ltd
- One Staff member was sent to Netaji Nagar College to attend a workshop on Computer Literacy.
- Three staff members attended GST implementation programme conducted by Directorate of Commercial taxes , Government of West Bengal.
- Three staff members attended workshop on “ GST in Higher Education” conducted by the University of Calcutta in collaboration with The Institute of Cost Accountants of India
- SMS service in use for delivering urgent information to the students & staff members of the college

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.29,600
ii) Campus Infrastructure and facilities	Rs.27,49,961
iii) Equipments	Rs.1,25,991
iv) Others	Rs.1,54,506
Total:	Rs.30,60,058

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 orientation programme for B.A/ B.Sc 1st year students to make them aware about different curricular & co-curricular activities of the college.
- The college contains disciplinary committee, anti ragging & Internal Complaints Committee (ICC). 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 complain 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.
- Teachers played the role of mentors & provide Psychological support to the students to control the risk of drop-outs.
- Internet access for students
- 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.
- SMS service subscribed for delivering urgent information to the students of the college.

5.2 Efforts made by the institution for tracking the progression

- Departmental records of student's University Results & Achievements.
- The Alumni Association maintains consistent correspondence with the alumni.
- Parent - Teacher Meeting at departmental level & Parent –Teacher Association provides information regarding student's progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1244	84	0	0

(b) No. of students outside the state

01

(c) No. of international students

00

Men		No	%		No	%
		0	0	Women	1328	100

Last Year (2015-2016)						This Year (2016-2017)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
997	18 3	07	40	01	1228	843	32 0	22	59	01	1244

Demand ratio 3:1

Dropout 0.5 %

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

Library has a separate section of books meant for preparation for competitive examinations & requisition forms are also available for students for requisitioning books of their choice.

No. of students beneficiaries

14

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

- We have a counselling cell with one professional counsellor.
- Career guidance and personal counselling is carried out regularly in the college. 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.
- Orientation and talks are conducted periodically for the benefit of the students.
- Students in need of immediate attention are referred to the counselor by the class teacher. The student visit the counselor to discuss issues like—relationship problems, family issues, career counseling, anxiety & depression, abuse, low self-esteem & other personal problems.
- Workshop on "**Exam Phobia: Overcoming Challenges**" by Smt. Gargi Dasgupta and Dr. Rima Mukherji. Organized by Dept. Psychology in Collaboration with Dept. of Women's Studies, Sociology and Counselling Cell. on 31.03.2017 .
- Workshop on "**Neuro Linguistic Programming**" organised by: The Counselling Cell, Basanti Devi College.
- Six(6) months certificate course in Psychological Counselling(Basic& Advance) in collaboration with centre for counselling Services &Studies in Self-Development, Jadavpur University has been introduced fro the academic session 2017-2018.

5.7 No. of students benefitted

120

5.8 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
7	250	40	-
Name of the companies / Organization visited :			
<ul style="list-style-type: none"> ❖ Tata Consultancy Services ❖ Emporium ❖ Click& Consultancy ❖ Purple prop Shop ❖ Trustklub ❖ ICICI Prudential ❖ Kotak Mohindra Bank 			

5.8 Details of gender sensitization programmes

- Female Health Awareness Programme was organized by NSS unit of the college.
- International Women’s Day was celebrated .
Chief Guest: Shaoli Mitra, Theatre Personality, Kolkata & Suchhanda Chatterjee, Director, Specialty Restaurant, Mumbai.

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	44	99,075/-
Financial support from government (Kanyashree Prakalpa) W.B.M.F.D.C.	116 (25,000 each) 14	29,00,000/- Date Not Available for Minority Scholarship
Financial support from other sources	40 Rs. 2500 each	1,00,000/-
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:

Category	Nature of grievance received	Solution for the grievance
Student	Unclean washroom	The timing of the house- keeping staff has been changed. Students' washrooms are cleaned three times daily.
Teacher	Cleaning of Classroom green boards	All the green boards of classrooms are being cleaned regularly by the house-keeping staff of the college.

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 follows the syllabus set by the University.

6.3.2 Teaching and Learning

- Use of ICT(Laptop & LCD Projectors) to facilitate teaching –learning process
- Paper presentation by the students
- Use of Proctor(Proctors are the advance students of the class who help other students to learn)
- Mentoring system for students.
- Teacher-ward tutorial system.
- Remedial classes.
- Departmental Quiz
- Research project/ Term Paper for 3rd year Hons. students (Sociology & Economics)
- Educational tour and industrial visit
- Special Lecture by eminent academicians & Scientists.

6.3.3 Examination and Evaluation

- Regular tutorial 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

- Teachers are kept updated about available scopes for applying for research grants.
- One of our faculty members from Deptt. Of Chemistry has developed biodegradable composites & has applied for patent (Application no.911/ Kol/2015).
- Project work/Term-Paper is mandatory for 3rd year Hons. students(Sociology& Economics). This helps to inculcate research attitude among the students.
- Dr. Indrila Guha, Principal and member of the Department of Economics Coastal **Ecosystem and Changing Economic Activities: Challenges for Sustainability Transition along Chinese and South Asian Coasts in the Digha-Shankarpur coastal zone in West Bengal, India, funded by Asia-Pacific Network for Global Change Research (APN).** (Completed in 2015)
- Ongoing Major Research Project of Dr. Meenakshi Chatterjee, Department of Mathematics, **The Sundarbans Estuarine Programme: Observations of Tidal Propagation, Salinity & Temperature Variations in the Sundarbans Estuarine System** is funded by **INCOIS, Ministry of Earth Sciences, Government of India.** Total grant sanctioned is Rs. 1, 27, 61,462.
- Minor Research Project of Prof. Gour Chandra Mondal has been sanctioned by UGC. Total grant sanctioned is Rs 2, 40,000.
- **Five (5)** of our faculty members (2) from Dept. of English 1 from Physics , 1 from History & 1 from Mathematics) completed their Minor Research Project under UGC XIIth Plan
- Five (5) of our faculty members have submitted their Ph.D thesis.
- Two (2) of our faculty members have completed their Ph.D course work.
- Four(4) of our faculty members Prof.Rusati Sen of Deptt. of Economics, Dr.Indrani Dutta Satpathi of Deptt. Of Bengali, Dr. Chilka Ghosh of Deptt. of History& Dr. Sumana Chatterjee of Deptt. of Chemistry act as Ph.D research guides.
- Publication of a **Bi- lingual Journal named “ACADEMIA : BASANTI DEVI COLLEGE “** registered under RNI (Registrar of Newspapers of India) Regn. No : 1307751 is in process.

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.
- Faculty members were issued login credentials for NDL (National Digital Library)
- 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
- Library has a separate section of books meant for preparation of competitive examinations & requisition forms are also available for students for requisitioning books of their choice.
- Renovation in the Central Library completed .Library Automation System (KOHA Cloud based Library management System) is in process.
- Purchased of two Bar code scanners for quick issue- return process of library holding.
- Purchased of one additional Bar code scanner with high storage data capturing capacity for quick stock taking process.

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. All faculty members are involved in different activities of the college.

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.

Six Permanent Teaching Staff and One Librarian appointed in the college through West Bengal College Service Commission. They joined the college in the session 2016-2017.

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 (Online) of students is done completely on the basis of merit adhering to the circulars and Schedules issued by the Higher Education Department, Govt. of West Bengal and the parent University (University of Calcutta).

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none">• Group Insurance• Provident Fund• Special leave to pursue Research & further Education
Non-teaching	<ul style="list-style-type: none">• Provident Fund• Group Insurance• Festival Advance• SyasthaSathiPrakalpa by Govt. of West Bengal.
Students	<ul style="list-style-type: none">• Free/ Half Scholarship• Accident Insurance• Merit scholarship• Minority Scholarship• Merit cum Means scholarship• Free StudentShip under "Manasi Guha Memorial Fund"

6.5 Total corpus fund generated

NA

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		YES	IQAC
Administrative	NO		NO	

6.8 Does the University/ Autonomous College declare 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

Alumni Association for Ex-Teachers & Ex- Students named Chirantani is an officially registered organisation (Regno.S/2L/63605). It is an active body which holds meetings and organises various kinds of academic and social activities for all round development of college like Chirantani Mela, Cultural programmes, Drama workshop with present students etc.

6.12 Activities and support from the Parent – Teacher Association

Parents are well informed about the performance & attendance of their ward. Regular exchange of views and feedback are obtained through departmental parent- teacher meeting. Parents are cordially invited to the college functions. They are encouraged to associate themselves with the development & social activities of the college. Parent- Teacher Association has been formed in the academic session 2016-2017.

6.13 Development programmes for support staff

Support staff was given training on use of College Management System

- One of our Staff members (Group-C) is doing his Post Graduation in Master in Social Work from Netaji Subhas Open University.
- Three of the staff members were sent for training on GST, conducted by the Directorate of Commercial Taxes, Govt. of West Bengal.
- Two of the staff members were sent to the University of Calcutta for training on implementation of GST in Higher Educational Institutes (HEIs) in collaboration with Institute of Cost Accountants of India.

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

- Nurturing plants & greenery inside the campus.
- The college ground has been converted into green patch with the motto of Green & Clean campus.
- Awareness generation on E-waste and establishment of E-waste Corner.
- Plastic-free campus and drive for introducing paper bags replacing plastic bags and earthen pots replacing plastic tea cups.
- Installation of Solar Panel with actual capacity of 15.05KwP.

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
- Teacher-Ward Tutorial System
- Special Lecture by Eminent academicians
- Student's Feedback
- Academic Audit (Internal)
- SMS service subscribed for delivering urgent information to the students of the college
- Wi-Fi Enabled Campus
- Implementation of Integrated Financial Management System (I.F.M.S) & computerisation of Accounts section with Tally.
- Solar Power Generator (15.5 KwP)

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

Refer to 2.15 (Achievements)

7.3 Give two Best Practices of the institution

- ❖ Mentoring System.
- ❖ Installation of Solar Power Generator Plant.

7.4 Contribution to environmental awareness / protection

- Nurturing Plants and greenery inside the college campus.
- Plantation of Medicinal plants in the college garden.
- N.S.S and N.C.C organized “no plastic zone” movement and campus cleaning programme.
- Environmental protection campaign through N.S.S volunteers.
- Use of Solar Energy for Power generation.
- E-Waste management in collaboration with “HullaDek” for proper recycling of Hazardous Electronic Waste.
- Regular Campus Cleaning & adaptation of initiatives under ‘Swachha Bharat Abhiyan’

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
<ul style="list-style-type: none"> • 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. • Mentoring System for students. • Self-Defence course for students • Wi-Fi Enabled Campus. Internet facilities for students & staff members. • Spoken English course • Spoken French course • Functional Sanskrit course • Course on Psychological counselling • N.S.O.U Regular Study Centre (A-02). • Central & Departmental libraries with adequate and updated resources. 	<ul style="list-style-type: none"> • There is no sufficient land for building extension. • Insufficient space for extension of library. • Hostel facilities cannot be provided. 	<ul style="list-style-type: none"> • College is well connected by road as well as railway. • Online admission ensures transparency. 	<ul style="list-style-type: none"> • Lack of space preventing introduction of new courses, which are in demand.

<ul style="list-style-type: none"> • N.C.C & N.S.S , Women’s Studies Centre • Well-equipped laboratories. • College Computer Centre • Career Counselling Cell • Psychological Counselling Cell • Placement Cell • Grievance Redressal Cell • Sexual Harassment Committee(ICC) • Solar Power Generator (15.5 KwP) • The college is free from Ragging 			
---	--	--	--

8.Plans of institution for next year(2017-2018)

- Clean & Green Campus
- Cloud Based Student Database Package.
- RFID enabled attendance system & Identity Card for students
- Digital Notice Board for interactive / real-time publication of emergency notices / information to the students
- Public Address System for regular use in the college
- Introduction of standardized mechanism for reporting to IQAC.
- External Academic Audit by University of Calcutta.
- Green Audit to be done by external expert team.
- Workshop for students on skill development Programme
- Awareness programme on Entrepreneurship for Students
- Proposal for increasing the departmental seminar budget from Rs. 2000/- to Rs. 5000/- per department.
- Organisation of more Seminars/Workshops on Use of ICT in Quality Teaching-Learning, Research Methodology & Environment.
- Dedicated Software for Statistics (Minitab) , Sanskrit (Baraha) , Sociology & Education (SPSS).
- More ICT enabled class-rooms.
- Creation of new teaching posts in the Deptt of Statistics, Physics, Education & Psychology.
- Biometric Attendance System for Faculty & Staff.
- Online feedback system for students & other stakeholders.
- Preparing for NAAC 3rd Cycle.

Name: Dr. Aditi Sarkar

Name: Dr. Indrila Guha

Aditi Sarkar 20-11-17

Signature of the Coordinator, IQAC

IQAC
Co-ordinator.
Basanti Devi College

Indrila Guha 20/11/17

Signature of the Principal & Chairperson / IQAC

Dr. Indrila Guha
Principal
Basanti Devi College



I.Q.A.C

Annexure-1

Basanti Devi College, Kolkata

The college offers following certificate/diploma/skill development courses for students:

Sl.no.	Certificate/Diploma/ Skill development courses	Objectives
1.	Two (2)years Diploma course in Computer application conducted by WEBEL INFORMATICS LTD.	To inculcate and enhance computer proficiency and efficiency of the students.
2.	Six (6) month certificate course in functional English	To enhance the fluency and accuracy in all the English language skills.
3.	Six(6) months certificate course(Basic & Advance) in Psychological counselling in collaboration with Jadavpur University.	To help students to lower down their stress through proper counselling expertise and to avail/explore job prospects.
4.	UGC Sponsored six (6) month certificate and one (1) year diploma course in Export-Import and Logistics Management.	To provide opportunity to the students to get experience of various aspects of Export Import and the students will avail the job as warehouse manager/ supervisor, shipping coordinator/ Executive and other similar jobs.
5.	One (1) year certificate course in Spoken English in collaboration with The school of Languages, Ramakrishna Mission Institute of Culture	To gain fluency in English speaking
6.	One (1) year certificate course in Functional Sanskrit in collaboration with	To enhance the spoken Sanskrit skill
7.	One (1) year certificate course in French Language in collaboration with The school of Languages, Ramakrishna Mission Institute of Culture	To gain basic knowledge of a foreign language and to facilitate future career abroad and enhance prospects of employment.
8.	Three months self defense training course for students under Kolkata Police Sukanya Project.	To build confidence among students& help them to defend any sort of ordeal.



I.Q.A.C

Annexure – II

Basanti Devi College , Kolkata



International Benevolent Research Foundation

KOLKATA

INTERNATIONAL FELICITATION

The Board of Governors has pleasure in endorsing and acknowledging the outstanding contribution of

Basanti Devi College

147B, Rashbihari Avenue
Kolkata 700 029

in the areas of

Teaching and Pedagogical Methodologies

In testimony whereof and by the authority vested in us, we do confer the

**NATIONAL EDUCATIONAL EXCELLENCE
AND DEVELOPMENT (NEED) AWARD 2017**

with all the rights and privileges appertaining thereto.

**Given in Kolkata at Science City Auditorium on
5th September 2017 in the presence of National
and International dignitaries.**

Dr. Arnesha Guha
Member Secretary



Annexure – III

Basanti Devi College , Kolkata

BASANTI DEVI COLLEGE

SUGGESTIONS ON CALCUTTA UNIVERSITY'S CURRICULUM AND EVALUATION SYSTEM

IQAC of Basanti Devi College is submitting the suggestions on the basis of the analysis of the feedback (2016-17) given by the B.A/B.Sc outgoing under-graduate students, faculty members, parents and alumni.

The following departments have provided their suggestions:

BASANTI DEVI COLLEGE IQAC

- ❖ Bengali
- ❖ English
- ❖ Sanskrit
- ❖ Education
- ❖ History
- ❖ Sociology
- ❖ Political Science
- ❖ Economics
- ❖ Statistics
- ❖ Chemistry
- ❖ Women's Studies
- ❖ Computer Science

Review
by
ASB
15/6/17

SENIOR SUPERINTENDENT
UNDER GRADUATE COUNCIL
CALCUTTA UNIVERSITY



Annexure – IV

Basanti Devi College , Kolkata

Analysis of B.A/B.Sc Outgoing Students Feedback on Teachers, 2017
Basanti Devi College, Kolkata

Sl.no.	Department	Total number of Respondent	Remarks & Suggestions
1.	Bengali	28	The students Feedback on the faculty members of the department is Very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, discipline & commitment.
2.	Chemistry	15	The students Feedback on the faculty members of the department is Very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, well equipped lab, discipline & commitment. But few students showed dissatisfaction regarding teaching-learning method & teacher's attitude towards students. Sug: Kindly discuss the matter in the departmental meeting.
3.	Economics	11	The students Feedback on the faculty members of the department is Very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, discipline & commitment. But most of the students showed dissatisfaction regarding completion of syllabus & teaching method of one particular teacher. Sug: Kindly discuss the matter in the departmental meeting.
4.	Education	29	The students Feedback on the faculty members of the department is Very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, discipline & commitment.

5.	English	20	The students Feedback on the faculty members of the department is very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, discipline & commitment.
6.	History	22	The students Feedback on the faculty members of the department is Very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, ,discipline & commitment.
7	Mathematics	24	The students Feedback on the faculty members of the department is very good .But most of the students showed dissatisfaction regarding completion of syllabus & irregularity in class of one particular teacher. Sug: Kindly discuss the matter in the departmental meeting.
8	Philosophy	10	The students Feedback on the faculty members of the department is very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, discipline & commitment.
9	Physics	14	The students Feedback on the faculty members of the department is very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, well equipped lab, discipline & commitment.
10	Political Science	09	The students Feedback on the faculty members of the department is very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, ,discipline & commitment.
11	Sanskrit	15	The students Feedback on the faculty members of the department is very good. Students are very much satisfied with the faculty members in respect of completion of

			Syllabus, teaching-learning process, discipline & commitment.
12	Sociology	12	The students Feedback on the faculty members of the department is very good. Students are very much satisfied with the faculty members in respect of completion of Syllabus, teaching-learning process, ,discipline & commitment.
13	Statistics	12	The students Feedback on the faculty members of the department is very good Some students showed dissatisfaction regarding irregularities in class, teaching-learning method & Teacher- student relationship. Sug: Kindly discuss the matter in the departmental meeting.
14	Communicative English(Major)	14	The students Feedback on the faculty members of the department is very good.. Few students have dissatisfaction regarding irregularities in class . Sug: Kindly discuss the matter in the departmental meeting.
Total Respondent 235			



ANNEXURE- V
Basanti Devi College
ACADEMIC CALENDAR (JULY, 2016-- JUNE, 2017)

Sl.No	Date	Events
1	19.07.2016	Commencement of classes for B.A / B.Sc 3 rd year (Hons.& Gen.) students
2	20.07.2016	Orientation programme for B.A / B.Sc 1 st year (Hons & Gen)Students
3	21.07.2016	Commencement of classes for B.A / B.Sc 1 st year (Hons &Gen.) students
4	05.08.2016	Celebration of College Foundation Day
5	15.08.2016	Independence Day celebration by N.C.C
6	17.08.2016	Commencement of Classes for B.A/B.Sc 2 nd year (Hons& Gen.) students
7	05.09.2016	Celebration of Teachers Day
8	24.09.2016	N.S.S Day celebration
9	28.09.2016	Students Seminar &Departmental Quiz
	03.10.2016-05.10.2016	Mid-Term Test for 1 st &2 nd yr. Hons &Major.students
10	10.10.2016 - 09.11.2016	Puja Vacation
12	23.11.2016	Celebration of N.C.C Day
13	14.12.2016	Students Seminar &Departmental Quiz
14	17.12.2016	One day College Excursion
15	25.12.2016 - 01.01.2017	Winter Recess
16	09.01.2017	Annual College Sports
17	12.01.2017	Celebration of National Youth Day (NCC&NSS)
18	13.01.2017 – 20.01.2017	Selection Test for B.A /B.Sc Part III(Hons.& Gen) students
19	24.1.2017	Celebration of Calcutta Univ. Foundation Day
20	26.01.2017	Celebration of Republic Day (NCC)
21	03.02.2017	Result declaration of B.A/B.Sc Part-111 Selection Test
22	06.02.2017	Feedback collected from B.A/B.Sc (Hons) out going students
23	13.02.2017 – 18.02.2017	Selection Test for B.A /B.Sc Part II (Hons.& Gen)students
24	21.02.2017	Celebration of International Mother Tongue Day
25	23.02.2017	Students Seminar &Departmental Quiz
26	08.03.2017	International Women's' Day celebration

27	09.03.2017	Result declaration of B.A/B.Sc Part-11 Selection Test
28	16.03.2017 – 26.03.2017	Selection Test for B.A / B.Sc Part I (Hons.&Gen) students
29	18.03.2017 -20.03 2017	Part-1 Exam(CU) for Compulsory Beng.&Eng. Languages(Hons,Gen&Major)
30	11.04.2017	Result declaration of B.A/B.Sc Part-1 Selection Test
31	09.03.2017-27.03.2017	Calcutta University Practical Exam for B.A/B.Sc. Part-11Hons
32	30.03.2017-11.04.2017	Calcutta University Practical Exam for B.A/B.Sc. Part-111General
33	01.04.2017-10.04.2017	Calcutta University Theoretical Exam for B.A/B.Sc. Part-111Hons
34	13.04.2017-20.04.2017	Calcutta University Theoretical Exam for B.A/B.Sc. Part-111Gen.
35	04.05.2017-24.05.2017	Calcutta University Practical Exam for B.A/B.Sc. Part-11Hons
36	09.05.2017	Celebration of Rabindra Jayanti
37	01.06.2017-16.06.2017	Calcutta University Theoretical Exam for B.A/B.Sc. Part-11Hons &Gen.
38	26.06.2017-14.07.2017	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.