The Annual Quality Assurance Report (AQAR) of the IQAC
2015-16

Part – A

AQAR for the year:

2015 - 16

1. Details of the Institution

1.1 Name of the Institution

Baruipur College

1.2 Address Line 1

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

Address Line 2

Dist – South 24 Parganas, West Bengal

City/Town

Baruipur

State

West Bengal

Pin Code

743610

Institution e-mail address

baruipurcollege@gmail.com

Contact Nos.

033-24339566

Name of the Head of the Institution:

Dr. Chanchal Kumar Mondal

Tel. No. with STD Code:

033-24339566

Mobile:

9475549934

Name of the IQAC Co-ordinator:

Dr. Sushmita Sengupta

Mobile:	9830685334

IQAC e-mail address:	baruipurcollege@gmail.com

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

OR

1.4 NAAC Executive Committee No. & Date:

March 31, 2007 / 0076

1.5 Website address:

http://www.baruipurcollege.ac.in

Web-link of the AQAR:

http://www.baruipurcollege.ac.in/AQARReport.php

1.6 Accreditation Details

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

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

29/09/2007

1.8 AQAR for the year:

2015 - 16

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** ___2014 – 2015 Submitted to NAAC on 22.03.2016
 ii.   **AQAR**___2013 – 2014 Submitted to NAAC on 22.03.2016
iii.   **AQAR**___2012– 2013 Submitted to NAAC on 22.03.2016
 iv.   **AQAR**___2011 – 2012 Submitted to NAAC on 28.06.2015

1.10 Institutional Status

University   State ✔ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes ✔ No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☐   No ☑

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

Type of Institution   Co-education ☑   Men ☐   Women ☐

                       Urban ☐   Rural ☑   Tribal ☐

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

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

1.11 Type of Faculty/Programme

Arts ☑   Science ☑   Commerce ☑   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify)   . Study Centre for Distance Education −
                        Netaji Subhas Open University

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   N/A

University with Potential for Excellence   N/A   UGC-CPE   N/A

DST Star Scheme   N/A   UGC-CE   N/A

UGC-Special Assistance Programme   N/A   DST-FIST   N/A

UGC-Innovative PG programmes   N/A   Any other (Specify)

UGC-COP Programmes   N/A

2. IQAC Composition and Activities

2.1 No. of Teachers   6

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   1

2.4 No. of Management representatives   0

2.5 No. of Alumni   2

2. 6 No. of any other stakeholder and

    community representatives   1

2.7 No. of Employers/ Industrialists   N/A

2.8 No. of other External Experts   1

2.9 Total No. of members   12

2.10 No. of IQAC meetings held   3

2.11 No. of meetings with various stakeholders: No.   3   Faculty   3

    Non-Teaching Staff Students   3   Alumni   Others

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

    If yes, mention the amount   Rs. 60,000/-

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   N/A

2.14 Significant Activities and contributions made by IQAC

a) Measures are being taken to provide as many classes as possible for the different subject combinations.
b) Encouraged the staff and students to get involved with the technology enabled class-room presentations.
c) Recommendation for purchase of more books, equipment and furniture as required.
d) To consider more options for students to engage in community services; Sensitizing students to ecological and environmental issues.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Efforts are being made to introduce newer subject combinations.	1. DPR (Detailed Project Report) of G + 7 has been prepared by KMDA (Kolkata Municipal Development Authority).
2. Measures are being taken to increase the infrastructure of the college.	2. College has been able to get the permission to introduce 2 new subject the general level of undergraduate studies.

2.15 Whether the AQAR was placed in statutory body   Yes ✓   No ☐

Management ☐   Syndicate ☐   Any other body   Governing Body ✓

Provide the details of the action taken

The Governing Body of Baruipur College approves the activities taken up by the IQAC.

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	NA	NA	NA	NA
PG	NA	NA	NA	NA
UG	12			
PG Diploma	NA	NA	NA	NA
Advanced Diploma	NA	NA	NA	NA
Diploma	NA	NA	NA	NA
Certificate	NA	NA	NA	NA
Others	1 (Distance Education with Netaji Subhas Open University)			
Total	13			

Interdisciplinary	N/A			
Innovative	N/A			

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

Pattern	Number of programmes
Semester	
Trimester	
Annual ✓	13

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

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

*Please provide an analysis of the feedback in the Annexure

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

> College follows the Calcutta University curriculum. There is regular revision of the Calcutta University syllabus.

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

College has been able to secure the permission to introduce 2 new subjects – Economic & Sanskrit at the General level of undergraduate studies.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
26	9	5	NIL	12

2.2 No. of permanent faculty with Ph.D.   6

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
NIL	11	NIL	NIL	NIL	NIL	NIL	NIL	NIL	11

2.4 No. of Guest and Visiting faculty and Temporary faculty   23 (Guest)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	02	01
Presented papers	06	02	03
Resource Persons	0	0	0

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

 a) Technology enabled teaching & learning is encouraged and all the departments are encouraged to use LCD projectors and PPTs for teaching.
 b) Educational Visits, field trips are conducted to enhance learning process.
 c) In regular interval students' debates and quizzes are organized in many departments.

2.7 Total No. of actual teaching days

 during this academic year   249

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 College is affiliated to University of Calcutta, it follows the rules and regulations of the university for annual examination. However, photocopy of the answer-script is issued to students on demand under R.T.I Act through the College.

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

> 0

2.10 Average percentage of attendance of students

> The average attendance rate of the College is around 75 – 85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BNGA	69	N/A	0.17	93.22	6.67	100
EDCA	28	N/A	0	88.89	7.41	96.30
ENGA	19	N/A	0	83.33	16.68	100
GEOA	11	N/A	0	100	0	100
HISA	32	N/A	0	89.29	3.57	92.86
PHIA	14	N/A	0	45.45	36.37	81.82
PLSA	9	N/A	0	100	0	100
BA (G)	757	N/A	0	1.50	51.50	53
BSC (G)	10	N/A	22.2	77.78	0	100
B.COM (H)	13	N/A	0	25	0	25
B.COM (G)	8	N/A	0	0	12.5	12.5

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

IQAC members interacted with the Head of the Departments individually after the publication of annual results of each departments and offered constructive feedback, suggestions, and comments.

2.13 Initiatives undertaken towards faculty development

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

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	7	7	NIL	NIL
Technical Staff	NIL	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

The institution encourages the faculty members to engage in research activities. Several faculty members already have their Ph.D. degrees. Faculty members also presented papers at national and international conferences. IQAC holds meetings with the faculty members and encourages them to apply for different major and minor research projects to different sponsoring agencies. IQAC also assists the Principal to follow up with the concerned authorities for the funding required for the basic infrastructural requirements for research projects. The college authorities provide all necessary infrastructural support including space for carrying out research work.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	N/A	N/A	N/A	N/A
Outlay in Rs. Lakhs				

3.3   **Details regarding minor projects**

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1		
Outlay in Rs. Lakhs	1.49 Lakhs	1.40 Lakhs		

3.4   **Details on research publications**

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	1	0
e-Journals	01	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range [N/A]   Average [N/A]   h-index [N/A]   Nos. in SCOPUS [N/A]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2013-16	UGC	2.89 Lakh	214500/-
Interdisciplinary Projects	N/A	N/A	N/A	N/A
Industry sponsored	N/A	N/A	N/A	N/A
Projects sponsored by the University/ College	N/A	N/A	N/A	N/A
Students research projects *(other than compulsory by the University)*	N/A	N/A	N/A	N/A
Any other(Specify)	N/A	N/A	N/A	N/A
Total				

3.7 No. of books published   i) With ISBN No. [1]   Chapters in Edited Books [03]

ii) Without ISBN No. [   ]

3.8 No. of University Departments receiving funds from

UGC-SAP [N/A]   CAS [N/A]   DST-FIST [N/A]

DPE [N/A]   DBT Scheme/funds [N/A]

3.9 For colleges   Autonomy [N/A]   CPE [N/A]   DBT Star Scheme [N/A]

INSPIRE [N/A]   CE [N/A]   Any Other (specify) [N/A]

3.10 Revenue generated through consultancy [N/A]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons | 0 |

3.13 No. of collaborations International | 0 | National | 0 | Any other | 0 |

3.14 No. of linkages created during this year | 0 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | UGC (Travel Grant) | From Management of University/College | |

Total | Rs.97774/- |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	N/A
	Granted	N/A
International	Applied	N/A
	Granted	N/A
Commercialised	Applied	N/A
	Granted	N/A

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
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them | 0 |
| 0 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 0 |

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

JRF | 1 | SRF | 0 | Project Fellows | 0 | Any other | 0 |

3.21 No. of students Participated in NSS events:

University level | 100 | State level | 0 |

National level | 0 | International level | 0 |

3.22 No. of students participated in NCC events:

University level	0	State level	0
National level	0	International level	0

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	0
National level	0	International level	0

3.25 No. of Extension activities organized

University forum		College forum	✓		
NCC		NSS	✓	Any other	

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

- Under NSS Units, special camps are organized yearly for cleanliness and education awareness programmes in local villages. Seminars are organized yearly during these camps to encourage participation. Interactive sessions are organized to create awareness against different social problems. The college also observea different important days, such as Independence Day, Republic day, Netaji's birthday, etc.

- College students participated and stood 1st the State Level Youth Parliament.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.09 acres	NIL		2.09 acres
Class rooms	23	NIL	College fund Zilla Parishad	23
Laboratories	6	NIL	College Fund	6
Seminar Halls	1	NIL	College Fund	1

No. of important equipments purchased (≥ 1-0 lakh) during the current year.	NIL	NIL	NIL	NIL
Value of the equipment purchased during the year (Rs. in Lakhs)	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL

4.2 Computerization of administration and library

The College library and office administration are partially computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14127		232	Rs. 70,149.00	14359	
Reference Books						
e-Books						
Journals	314		27	810.00	341	
e-Journals						
Digital Database						
CD & Video	44				44	
Others (specify) Library Software			01	Rs. 30,000.00	01	Rs. 30,000.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	26	12	05	0	0	06	03	05
Added	03	0	03	0	0	02	0	01
Total	29	12	08	0	0	08	03	06

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

All the laboratory based departments, Principal's room, Office, and the Library, have separate computers. Internet facilities are also available in the College Office, Library, Principal's room, and at Teachers' room. Introduction of Free Wi-fi facility in campus is also being planned.

4.6 Amount spent on maintenance in lakhs :

   i) ICT

   Rs. 110155/-

   ii) Campus Infrastructure and facilities

   Rs. 296250/-

iii) Equipments	0

iv) Others	Rs. 116650/-

Total :	Rs. 412900

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

a) The institution caters to the first generation and disadvantaged learners of the neighboring villages and tries to strive forward in its path of providing higher education to the students of the area.
b) The college also makes provisions for special guidance for backward students.
c) The college provides the opportunity of distance mode of learning for working students through the Study Centre of Netaji Subhas Open University (NSOU) maintained in the college premises.
d) Motivated the students to use technology like PPT presentation, Study Projects and assignments using Internet, OHP, etc.

5.2 Efforts made by the institution for tracking the progression

a) Different departments regularly conduct class test and tutorials for monitoring students' progression.
b) The institution monitors and ensures the achievements of the learning outcome through analysis of the tests, examination results and the pass percentage approved in Academic Committee Meeting.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3658	NA	NA	NIL

(b) No. of students outside the state   N/A

(c) No. of international students   NIL

Men	No	%
	1902	52

Women	No	%
	1756	48

Last Year (2014-15)						This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1391	1862	07	313	01	3574	1379	1919	01	358	01	3658

Demand ratio 3 : 1   Dropout % 10%

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

Individual departments have offered personality development and soft skill development classes to final year students.

No. of students beneficiaries   47

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

a)   Individual departments conduct career counselling guidance.
b)   Various newspapers and weekly papers with news about employment (like the Employment News/ KarmaKhetra) are subscribed.
c)   The career counselling cell helps students in filling up off-line and online forms

No. of students benefitted   47

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
This system is not yet in place.			

5.8 Details of gender sensitization programmes

The institution being located in a rural area, the literacy rate among the population especially women is very low in the neighborhood. Teachers constantly encourage the female students to continue with their education and not fall prey to the social pressure of early marriage & motherhood. Moreover, through cultural programs and NSS activities the local women-folk are made aware about proper sanitation and health care issues as a whole.

5.9 Students Activities

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

State/ University level   17   National level   1   International level   0

No. of students participated in cultural events

State/ University level   0   National level   0   International level   0

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

Sports : State/ University level [0]   National level [0]   International level [0]

Cultural: State/ University level [0]   National level [0]   International level [0]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	221	66300/-
Financial support from government	1870	6374400/- Approx
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level [0]   National level [0]   International level [0]

Exhibition: State/ University level [0]   National level [0]   International level [0]

5.12   No. of social initiatives undertaken by the students [3]

5.13 Major grievances of students (if any) redressed:

In response to students' needs, new subjects like Economics and Sanskrit are being introduced in the General level of under graduate studies. Moreover, the process of introducing honours course in Journalism & Mass Communication has also been initiated.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision
Our vision is to foster a genuine sense of individual and collective social responsibility in the thousands who throng the portals of this three-decade old institution; to disseminate knowledge and skill, hearkening a social integration among young people of diverse social and occupational groups.
Mission
Education is a concerted and interactive process; a creative endeavour which demands united effort, fervour and devotion of every individual associated with an educational institution. It is facilitated by teachers and the knowledge and creativity they are imbued with are to be imbibed and emulated by the learners. We wish to offer a platform of 'voice', that nourishes diversity, – a clear articulation and open exchange of a people's educational aspirations, ideas, demands and complaints - in exploring how the purpose as well as the quality of education can be amalgamated to the idea of justice as the challenges of the 21st Century unfold.

6.2 Does the Institution has a management Information System

This system is not yet in place. We are optimistic that we will be able to computerize the whole system in near future.

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

6.3.1   Curriculum Development

> The college follows the Calcutta University curriculum, so there is little scope of internal curriculum change.

6.3.2   Teaching and Learning

> a) The teacher & students has close interaction to aid the teaching and learning process.
> b) The teachers use both modern ICT Resources as well as classroom teaching method.
> c) Gradually increased the number of books and magazines in the Library
> d) Gradually replaced the wooden blackboards by modern synthetic boards
> e) Results of examinations at different stages are analyzed and steps are taken for further improvement.

6.3.3   Examination and Evaluation

> As per Calcutta University guidelines, students appear for Mid-Team and Test Examinations. Students also appear for regular tutorials and class test. Scope for review of University results is available.

6.3.4   Research and Development

> The faculty members also engage in research activities and many of their articles are published. The students are also encouraged to engage in research activities. Certain Minor Research Projects have been completed while some others are in progress.

6.3.5   Library, ICT and physical infrastructure / instrumentation

> The library is partially digitalized. A number of initiatives by the college authority is being planned to enhance the efficiency of the college Library. Among these steps, is enhancing the library infrastructure and the other is digitisation of the Library books.

6.3.6   Human Resource Management

> Measures are being taken to augment the staff-strength. Requisition for the post of Principal and six Assistant Professors for different departments has also been submitted to the West Bengal College Service Commission.

6.3.7   Faculty and Staff recruitment

> a) Full time faculties are appointed by the recommendation of West Bengal College Service Commission as per guidelines of UGC.
> b) There is shortage of both teaching and non-teaching staff, since the entire process solely depends on government regulations.

6.3.8   Industry Interaction / Collaboration

> Industry interaction is a healthy practice of the College for identifying the position of academic growth in the College. However, in this academic session the college could not conduct industry interaction/ collaboration.

6.3.9   Admission of Students

> a)   The college follows the rules and regulations for admission as fixed by the affiliating University and the State Govt.
> b)   The entire process of admission is done through on-line process.
> c)   Admission of students to various courses is based on merit and is transparent.
> d)   The college has developed its own website for the convenience of students seeking admission to the college.

6.4 Welfare schemes for

Teaching	Provident fund
Non teaching	Provident fund, festival advance
Students	Students' Aid Fund (college), Kanyashree (Govt), Minority Stipends (Govt.), SC-ST Stipends (Govt.)

6.5 Total corpus fund generated   0

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	N/A	N/A	N/A	N/A
Administrative	N/A	N/A	N/A	N/A

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

For UG Programmes   Yes N/A   No N/A

For PG Programmes   Yes N/A   No N/A

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

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

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

N/A

6.11 Activities and support from the Alumni Association

An informal body of Alumni Association is there. Efforts are being made to register it.

6.12 Activities and support from the Parent – Teacher Association

Regular parent-teacher meetings are held by the different departments of the college after the publication of the results.

6.13 Development programmes for support staff

a) The office staffs are encouraged to attend any training programme or workshops organized by the college or other institute for improving their performance.
b) The college has also planned to organize a computer-literacy enhancement workshop in next academic session.

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

a) Measures are taken to keep the campus clean and eco-friendly. The students also participate in this endeavor.
b) Initiatives are being taken by college authority to make the college premises a plastic free zone.
c) Initiatives are being taken by college authority to properly manage garbage dumping and recycling.

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.

a) LCD projectors with computers helped teachers to execute better teaching tools.
b) Motivating the Teachers to undertake minor research projects.
c) Provisions have been made for improving facilities for Practical Classes in the lab based department, particularly, in the Geography department.

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

> a) Measures are being taken to augment the teacher strength by the appointment of guest teachers for the different departments of the college.
> b) Efforts are being made to increase the infrastructure of the College. The construction of annex building is in process.
> c) Improvement of electrical work has also been done.
> d) Recruitment of guest lecturers for some departments.

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

> a) Drive for tree plantation and improvement of greenery at college campus.
> b) The playground was extended to provide better sports facilities to the college students.

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

7.4 Contribution to environmental awareness / protection:

> a) Environmental science has been made a part of the curriculum to spread awareness among the students.
> b) NSS Special Camp spreads environmental awareness among the neighborhood population.
> c) Several trees donated by a private bank was planted within the college campus to improve the greenery and the overall ecosystem.

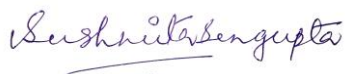**7.5 Whether environmental audit was conducted?**   Yes ☐   No ☑

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

> **Strength:** The college holds a good financial position.
> **Weakness:** First generation learners from poor families constitute the majority of students.
> **Opportunities:** Courses from three streams (Arts, Science and Commerce) are simultaneously conducted in the college, which offers the local students wide options of courses to choose form.
> **Threats:** The college is located in remote and rural area hence the communication poses a problem for students travelling from faraway places.

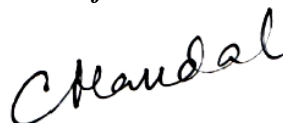## 8. Plans of institution for next year

1) To renovate further the laboratories of Science departments, journalism and Geography department.
2) To start the process of constructing Smart Class Room in college.
3) To install CCTV in and around the college.
4) To install Biometric system for monitoring the attendance of teaching and non-teaching staff.
5) To organize career counselling sessions for final year students.
6) Modernization of the college library
7) To construct a fully equipped Smart-Class room
8) To make provision for Wi-FI campus.
9) To repair the road in-front of the college building.
9) To set up solar panel for using renewable energy on campus
10) To fill up vacant teaching and non-teaching posts in the college.
11) Overall beautification of the college and garden.

Name : ***Dr.Sushmita Sengupta***   Name : ***Prof. Chanchal Kumar Mandal***

_____   _____
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure I

Abbreviations:

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

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(1) Best Practices of the Institution (2015-16)

Title of the Practice: Drive for tree plantation and improvement of greenery at college campus.

Goal: To improve the overall greenery and to enhance the eco-friendliness of the college campus.

The Context: Although Baruipur College is situated in a remote, rural area, but the college has always strived to improve the greenery in and around the college campus.

The Practice: In collaboration with a private banking organization the college procured a number of saplings. All the samplings were planted within the college campus. A number of teaching staff and students were involved in the plantation process.

Evidence of Success: Presently the saplings have grown into small trees that are contributing to the overall greenery, beautification and eco-friendliness of the college campus.

Problems Encountered and Resources Required: The college is always trying to improve the eco-friendliness of the campus and always looking forward to collaborative efforts with government and non-government organizations. The tree plantation practice in collaboration with a private banking organization not only improved the overall greenery of the campus but also created awareness among students about the need of preventing deforestation and to increase plantation of trees.

Notes: None

Contact Details:

Name of the Principal: Dr. Chanchal Kumar Mondal
Name of the Institution: Baruipur College
City: Baruipur
Pin: 743610
Accredited Status: NAAC (2007)
Work Phone: (033)24230447
Website: baruipurcollege.ac.in
Mobile: 9475549934

(2) Best Practices of the Institution (2015-16)

Title of the Practice: Extension and elevation of playground to provide better games and sports facilities to the college students.

Goal: To extend and elevate the college ground which would increase the scope for outdoor games and sports.

The Context: Considering the number of students, the college ground was relatively small and the west side of the college ground was uneven and needed to be elevated.

The Practice: With help from the local municipality the college ground was extended towards the west of the college. More than 89 trucks full of soil were deposited to extend and elevate the college ground. The local municipality offered their help and supplied the soil at a reduced cost for the benefit of the college.

Evidence of Success: Presently the students can play at the extended and elevated college ground. This has increased the recreational opportunities of the students.

Problems Encountered and Resources Required: The college ground was relatively small in relation to the number of students enrolled. Hence, the college wanted to extend the college ground to provide ample space to the students for games and sports. Moreover, the west side of the college ground was uneven and lower than the rest of the ground level. Therefore, the college authority collaborated with the local municipality to acquire soil at a reduced cost and elevated the ground level and extended the ground for the benefit of the students.

Notes: None

Contact Details:

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Annexure III

Baruipur College - Academic Calendar for B.A., B.Sc., B.Com for the Session 2015-16

Course of Studies	Date of Commencement of Classes	Submission of Registration Form to C.U. by the College	Mid-term Exam	College Test	Result of College Test	Filling-up of Form for Univ. Exam	Date of Examinations (Tentative) Theoretical	practical	Pub. of Result (Tentative)
Part-I	Last week of July15	18.9.2015 (without fine) (Application forms for Registration be submitted by the students to the college within 11.9.15). 30.9.2015 (with fine)	Nov.' 15	2nd week of March 2016	1st week of April, 2016	2nd week of April, 2016	B.Com.(H+G) 20.6.16-30.6.16 B.A./B.Sc. (H & Major) & B.Com. (Major) 12.7.16-15.7.16 B.A./B.Sc.(Genl.) 19.7.16-29.7.16	B.A./B.Sc.(H & Major) & B.Com. (Major) 01.8.16-22.8.16	Within 90 days from the last date of Exam.
Part-II	within 7 days from the completion of Part-I Exam.		Nov.' 15	2nd week of February 2016	1st week of March, 2016	2nd week of March 2016	B.Com.(G+H) 03.5.16-20.5.16 B.A./B.Sc. (H & Major) & B.Com. (Major) 24.5.16-27.5.16 B.A./B.Sc. (Genl.) 31.5.16-13.6.16	B.Com.(G+H) 28.3.16-18.4.16 B.A./B.Sc. (H & Major) & B.Com. (Major) 26.4.16-13.5.16 Genl. 15.6.16-08.7.16	-Do-
Part-III	within 7 days from the completion of Part-II Exam.		Nov.' 15	2nd week of January 2016	last week of January 2016	1st week of February 2016	BA/B.Sc./B.Com. (Hons. & Major) 01.4.16-12.4.16 (Genl.) 20.4.16-26.4.16	(H & Major) 08.3.16- 25.3.16 Genl. 28.3.16-13.4.16	Within June, 2016
Part-I Compulsory Language. 2016							01.3.16-09.3.16		
Part-I & II Supplementary Examination, 2015	Filling up of Form: 02nd week of December, 2015						28.01.16-05.02.16	08.02.16-20.2.16	