



## ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF IQAC: 2012-13

BANGABASI EVENING COLLEGE  
19, RAJKUMAR CHAKRABORTY SARANI,  
KOLKATA: 700009.



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## The Annual Quality Assurance Report (AQAR) of the IQAC

### Part – A

AQAR for the year

2012-2013

#### I. Details of the Institution

1.1 Name of the Institution

BANGABASI EVENING COLLEGE

1.2 Address Line 1

19, RAJKUMAR CHAKRABORTY SARANI

Address Line 2

KOLKATA -700009

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700 009

Institution e-mail address

info@bangabasievening.edu.in

Contact Nos.

033-2351 0304

Name of the Head of the Institution:

Prof. Amalendu Chatterjee

Tel. No. with STD Code:

033-2351 0304



Mobile:

9874752899

Name of the IQAC Co-ordinator:

Dr. Prasanta Kumar Maiti

Mobile:

9432343247

IQAC e-mail address:

[maitiprasantakumar@gmail.com](mailto:maitiprasantakumar@gmail.com)

1.3 NAAC Track ID

WBCOGN13759

OR

1.4 NAAC Executive Committee No. & Date:

NAAC/A&AOCEC-47/54 dated 29-01-2009

1.5 Website address:

[www.info@bangabasievening.edu.in](http://www.info@bangabasievening.edu.in)

Web-link of the AQAR:

[www.info@bangabasievening.edu.in](http://www.info@bangabasievening.edu.in)

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.42	2009	5YEARS
2	2 <sup>nd</sup> Cycle	NA	NA	NA	NA
3	3 <sup>rd</sup> Cycle	NA	NA	NA	NA
4	4 <sup>th</sup> Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

22/04/2014



1.8 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))

AQAR	SUBMITTED ON
2011-2012	15.10.2015
2012-2013	15.10.2015
2013-2014	15.10.2015
2014-2015	15.10.2015

1.9 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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management



Others (Specify)

NONE

1.11 Name of the Affiliating University (for the Colleges)

UNIVERSITY OF CALCUTTA

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

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (Specify)

No

UGC-COP Programmes

No

## 2. IQAC Composition and Activities

2.1 No. of Teachers

-

2.2 No. of Administrative/Technical staff

-

2.3 No. of students

-

2.4 No. of Management representatives

-

2.5 No. of Alumni

-



2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff

Students

Alumni

Others

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

No

If yes, mention the amount

None

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

International

National

State

Institution Level

(ii) Themes

NONE

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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



Plan of Action	Achievements

\* Attach the Academic Calendar of the year as Annexure.

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

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	17	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
<b>Total</b>	17	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0





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

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	17

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.

NO

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

NO

## Criterion – II

### 2. Teaching, Learning and Evaluation

- 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
62	12	24	0	26

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

24

- 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
0	13	0	0	0	0	0	0	0	13

- 2.4 No. of Guest and Visiting faculty and Temporary faculty

0      0      0



2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	1	0
Presented papers	1	4	1
Resource Persons	0	0	0

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

Quizzes, student seminars and debates are organised to encourage students' active participation in curricular activities. Some departments arrange film shows and slide presentations to interest the students. Often group discussions follow these presentations but such discussions are also held independently as well.

Students also participate in workshops to help foster practical applications of their studies. For instance the latest workshop was on the theme of self employment of students.

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

179

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

Photocopy

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

0	0	0
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as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

80.25

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
U.G.	824	-	2.8	18.21	22.52	51.28



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

Student academic progression and performances is evaluated through compiling and analyzing the university examination results of each department. Further students and their parent's feedback taken time to time and action is taken accordingly. Also research and consultancy of the faculty members is encouraged.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	1
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	38	-	-	-
Technical Staff	8	-	-	-



## Criterion – III

### 3. Research, Consultancy and Extension

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

--

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs		Rs. 0.22 Lakh		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	6	0
Non-Peer Review Journals	0	9	0
e-Journals	0	0	0
Conference proceedings	0	0	0

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2011-13	UGC	22000	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-



Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	22000	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total



3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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	1	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 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

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

3.22 No. of students participated in NCC events:

University level 197 State level 12  
National level 9 International level 0



3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Blood Donation camp organized by the students union

## 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	2428.17 SQM	-		2428.17 SQM
Class rooms	39	-		39
Laboratories	09	-		09
Seminar Halls	01	-		01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-		-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-		-
Others	-	-		-



#### 4.2 Computerization of administration and library

- Student's Data-based Software was introduced
- Online admission system was introduced
- Accounts management software was introduced
- INFLIB NET facility to access books and journals

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17347	-	321	73677	17668	-
Reference Books	-	-	-	-	-	-
e-Books	-	-	-	--	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	39	04	08	02	Nil	07	07	
Added	04	0	1	1	Nil	03	1	
Total	43	22	9	3	Nil	10	8	





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

- Computer and internet facility for all departments.
- On-line feedback facility.
- Teachers operate gadgets like CDs, Projectors, PPT etc.
- Proper annual maintenance for all Web-based Network.
- Computer Laboratory with Wi-Fi Connection.

4.6 Amount spent on maintenance in lakhs :

i) ICT	113181
ii) Campus Infrastructure and facilities	164303
iii) Equipments	17444
iv) Others	197091
<b>Total :</b>	492019



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

#### 5.2 Efforts made by the institution for tracking the progression

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3763	-	-	-

#### (b) No. of students outside the state

71

#### (c) No. of international students

0

Men	No	%	Women	No	%
	3378	89.77		385	10.23

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2768	218	30	4	0	3404	3524	213	21	05	0	3763

Demand ratio -                      Dropout : 4.85%



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

UGC sponsored entry in service.

Coaching for SC/ST/OBC/Minorities/Gen. Students –  
SSC/Combined

No. of students beneficiaries

74

5.5 No. of students qualified in these examinations

NET

0

SET/SLET

0

GATE

0

CAT

0

IAS/IPS etc

0

State PSC

0

UPSC

0

Others

275

5.6 Details of student counselling and career guidance

No. of students benefitted

25%

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes



## 5.9 Students Activities

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

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	71	38405/-
Financial support from government	255	123050/-
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students



5.13 Major grievances of students (if any) redressed: None

## **Criterion – VI**

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision of the College:**

To disseminate learning among all members of the society across narrow barriers of caste, creed and religion and also among the economically challenged section.

**Mission of the College**

To impart quality education to the students.

6.2 Does the Institution has a management Information System

Yes, the college used a college management software (CMMS) in the office by which all information regarding students teachers and non-teaching staff, admission, examination and college accounts is collected and circulated.

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

6.3.1 Curriculum Development

The college has right to develop any curriculum. It follows and implements the curriculum framed by the university.

6.3.2 Teaching and Learning

Though the syllabi are framed not by the college yet each department adopts some innovative processes in teaching and learning.

1. The faculties of each department prepare the academic calendar for that year and rigorously follow that throughout the year.
2. The departments organize students' seminars, quiz contests, poetry/drama workshops



### 6.3.3 Examination and Evaluation

The college serves as a centre for the university examinations each year. The college also conducts class tests and term tests to evaluate the progress of the students. The answer scripts of such tests are shown to the students to correct their errors.

### 6.3.4 Research and Development

The college encourages teachers to avail research facilities and the institution makes arrangement for necessary space and equipments. They are also provided with research journal and books to carry on their research works. A good number of teachers are engaged to complete their ongoing projects

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

To develop and update facilities in the library, the college has adopted the following strategies:

- i) The physical infrastructure is slightly improved/developed
- i) Few new computers have been added to the library.
- ii) Latest books and journals are purchased and subscribed to every year.
- iii) Total computerisation of the library service is on progress.
- iv) Library related information is provided to the students and the teachers.
- v) Internet service has been made available to the library users.
- vi) Departmental libraries are gradually improving

### 6.3.6 Human Resource Management

The human resource of the college is managed in a free and democratic manner. For the management of the students' affair, the college has a students' union whose elections are held annually as per university statutes. The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively. Above all, there is a Governing Body that manages and develops the total human resource of the college. The college's aim is to make optimum use of the available human resource.



### 6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited transparently as per Government norms/rules.

### 6.3.8 Industry Interaction / Collaboration

Nil

### 6.3.9 Admission of Students

Admission of students is done strictly on the basis of merit.

### 6.4 Welfare schemes for

Teaching	Teachers- Provident Fund, Group Insurance, salary saving Schemes in L.I.C., T.A. for official work etc.
Non teaching	Non-Teaching Staff- Group Insurance, Provident Fund, Non-teaching Health Welfare Fund (which has been generated through Donation Fund).
Students	Students- Students Health Home, Free Concession for financially needy students, Government Scholarship viz. Minority scholarship, Kanyashree etc. Award,Prize (which has been generated through various donation fund)

### 6.5 Total corpus fund generated

Nil

### 6.6 Whether annual financial audit has been done

Yes

No

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



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

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

For UG Programmes      Yes       No

For PG Programmes      Yes       No

- Calcutta University holds and declares results of Under Graduate courses; hence the college has no control over the date of publication of results. The college takes care to publish results of college examinations within due time.

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

The University has recently changed the system of the Examination at the Undergraduate Level. 2+1 System of Examination has turned to 1+1+1 System of examination. The system of “Supplementary Examination” has also been introduced for executing the policy of “no detention” in Examination.

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

No such initiative is taken.

6.11 Activities and support from the Alumni Association

There is an Alumni Association in the college which has been functioning since 2005-2006 academic session. It does not meet annually in the college premises. But the ex-students have regular contact with the college and give constructive suggestions for the all round development of the college.





#### 6.12 Activities and support from the Parent – Teacher Association

There is no registered Parent-Teacher Association in the college. But each department tries to keep contact with the parents to keep them abreast of the students' academic progress and discuss various students-related issues. The college authority, however, feels the need to form a regular Parent-Teacher Association which will work for the development of the college.

#### 6.13 Development programmes for support staff

Computer Training has been provided to the support staff.

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

- The institution observes World Environment Day and encourages plantation of trees and removal of plastic from the campus to make it eco-friendly.
- The college campus is a 'plastic free' zone.
- The College also taken sincere efforts for the cleanliness of the college

### 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.

- The institution has installed water cooler with water purifier (Aqua-guard) in the first floor of the college premise. Aqua-guard is also installed in other floors also.
- Special Computer Laboratory for Commerce course is completed.

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

- The institution took every step to introduce power point facilities to be used by the departments as per their requirements.
- Website up gradation is under process.
- The college canteen was renovated.



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

- Special Computer Laboratory for Commerce course is completed.
- A room was constructed in the ground for various purposes, particularly, to keep university-papers and other related documents

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

7.4 Contribution to environmental awareness / protection

- To generate environmental awareness among the students, the institution has given special emphasis on the course on environmental science for B.A., B.Sc. and B.Com (Pass and Honours) students. Regular classes are taken to complete the course.
- The institution tries to make optimum use of the existing campus facilities and grow green plants and foliage at every available space.
- The college authority regularly lead campaigns to prevent use of polythene and polythene products in the college campus. IQAC prevails open the college authority to sanction funds for this noble mission.

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:**

- Highly qualified and dedicated faculty members
- Well behaved and obedient students
- Cordial relationship among students-teachers and non-teaching staff.
- Central library with adequate text books, reference books and updated journals.
- Well equipped laboratories

**Weakness**

- Lack of sufficient space as the building is shared by three colleges.
- Insufficient rooms are the main constrains in introducing P.G. courses

**Opportunities**

- To introduce P.G. Courses in some subjects.
- To introduce some self-financing vocational courses



## **8. Plans of institution for next year**

The college decided to

- (a) Complete the works already in progress before making any plan for further expansion;
- (b) Provide all departments internet facilities;
- (c) Renovate the existing building space for better management of academic works;
- (e) Advise the faculties to increase their participation in research-oriented activities and organize students' seminars, quiz contests, excursions/educational tours;
- (f) Strengthen students' support activities, particularly the grievance and counseling cells.

**Name: Dr. Barnana Bhowmik**

**COORDINATOR IQAC  
BANGABASI EVENING COLLEGE**

*Signature of the Coordinator, IQAC*

**Name: Dr. Sanjib Chattopadhyay**

**Principal  
Bangabasi Evening College  
Kolkata – 700 009**

*Signature of the Chairperson, IQAC*



ANNEXURE I: ACADEMIC CALENDER

MONTH	EVENTS
JULY	Admission and commencement of classes
AUGUST	1 <sup>st</sup> Guardian Teacher Meeting
SEPTEMBER	Post Admission Test/ Unit Test
OCTOBER	Vacation/Local or Long Field Excursion
NOVEMBER	Half yearly exams
DECEMBER	2 <sup>ND</sup> Guardian Teacher Meeting
JANUARY	Unit Test ( 1 <sup>st</sup> and 2 <sup>nd</sup> year) /Selection Test 3 <sup>rd</sup> year
FEBRUARY	Selection Test and Preparatory Classes
MARCH	3 <sup>rd</sup> Guardian Teacher Meeting
APRIL	Final Exams ( Part III)
MAY	Preparatory Classes and Mock Tests
JUNE	Final Exams ( Part I and part II)