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

2017-2018 AQAR for the year (for example 2013-14) I. Details of the Institution BIRBHUM MAHAVIDYALAYA 1.1 Name of the Institution SURI(BARUIPARA) 1.2 Address Line 1 BIRBHUM Address Line 2 SURI City/Town WEST BENGAL State 731101 Pin Code Parthasarathi.mukhopadhyay@rediff Institution e-mail address mail. 9434039287 Contact Nos. Prof. Parthasarathi Name of the Head of the Institution: Mukhopadhyay 03462253398

Tel. No. with STD Code:

Mob	ile:			9434027077				
Nam	e of the IQ	AC Co-ordir	ator:	DR. MAHU	YA SEN			
Mob	ile:			9474169408				
IQAC e-mail address:				iqacbm@gmail.com				
1.3 NAAC Track ID (For ex. MHCOGN 18879) OR 1.4 NAAC Executive Committee No. & Date: (For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)								
1.5 Website address: https://www.bmsiuri.org								
Web-link of the AQAR:								
		For ex. ht	tp://www.l	adykeanec	college.edu.in/A	AQAR2012-13	.doc	
1.6 Accreditation Details								
	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period		
	1	1 st Cycle	С	1.88	2012	09.03.2017		
	2	2 nd Cycle						
	3	3 rd Cycle						

4 4 ⁴⁴ Cycle

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

1.8 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	(DD/MM/YYYY)4
ii. AQAR	(DD/MM/YYYY)
iii. AQAR	(DD/MM/YYYY)
iv. AQAR	(DD/MM/YYYY)

1.9 Institutional Status	S
--------------------------	---

University	State Central Deemed Private				
Affiliated College	Yes 🗸 No				
Constituent College	Yes No				
Autonomous college of UGC	Yes No				
Regulatory Agency approved Insti	tution Yes No				
(eg. AICTE, BCI, MCI, PCI, NCI)					
Type of Institution Co-education	on 🗸 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 Hea	Ith Science Management					
Others (Specify) 1.11 Name of the Affiliating University <i>(for the Co</i>	lleges) THE UNIVERSITY OF BURDWAN					
1.12 Special status conferred by Central/ State Government UGC/CSIR/DST/DBT/ICMR etc NA						
Autonomy by State/Central Govt. / University						
University with Potential for Excellence	UGC-CPE					
DST Star Scheme	UGC-CE					
UGC-Special Assistance Programme	DST-FIST					
UGC-Innovative PG programmes	Any other (<i>Specify</i>)					
UGC-COP Programmes						
2. IQAC Composition and Activiti	<u>es</u>					
2.1 No. of Teachers	7					
2.2 No. of Administrative/Technical staff	1					
2.3 No. of students	1					
2.4 No. of Management representatives	2					
2.5 No. of Alumni	1					
2. 6 No. of any other stakeholder and	Nil					

community representatives

2.7 No. of Employers/ Industrialists	Nil						
2.8 No. of other External Experts	Nil						
2.9 Total No. of members	12						
2.10 No. of IQAC meetings held							
2.11 No. of meetings with various stakeholders: No. Faculty 2							
Non-Teaching Staff Students 1 Alumni Others							
2.12 Has IQAC received any funding from UGC during the year? Yes No √ If yes, mention the amount							
2.13 Seminars and Conferences (only quality related)							
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC							
Total Nos. International	National 1 State 1 Institution Level 1						
(ii) Themes							
2.14 Significant Activities and contributions made by IQAC IQAC formally and informally met frequently and chalked out an action plan. CAS floation of 2 teachers. Preparation of CAS of 2							
Preparation of CAS of 2 Teachers; Steps taken to hold Spl. Classes; Preparation of SSR for 2nd cycle of NAAC reaccreditation.							
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

To minimize High electricity cost seeking to renewable energy	Solar energy installed	
To construct and arrange boys and Girls common room	Woks are started	
Need for a canteen	Woks are started	
To facilitate drinking water to the students and staff	2017	
Arrangement of virtual Class room	Room no. 07	

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body	No
--	----

Management	Syndicate		Any other body	
Provide the details of	of the action taker	1		

Part – B

Criterion – I

I. Curricular Aspects

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				
PG				
UG	7			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				

1.1 Details about Academic Programmes

Innovative				
------------	--	--	--	--

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	7

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

07

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

		5	1	e	2		-		
	Nil								
1.5 A	Any new Departm	nent/Centre	introduced	during the y	ear. If	yes	, giv	ve details.	

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	14	02	00	00

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

Asst. Profess	sors	Associat Professo		Profess	ors	Others		Total	
R	V	R	V	R	V	R	V	R	V
02	02	00	00	00	00	00	00	00	00

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

04	00	04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops		03	16
Presented papers	02	03	
Resource Persons		01	01

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

ICT based teaching and learning, Project based teaching are initiated.We use Smart Classroom for better understanding of content to the students. Audio-visual medium of instruction helps the students to participate in class actively.Teachers generally used different teaching methods such as story telling method for teaching history, project method in teaching geography etc.Several story-telling sessions were organized in our institution to cater the creative thinking of the student.

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



- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)
- 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop
- 2.10 Average percentage of attendance of students
 - 2.11 Course/Programme wise

distribution of pass percentage :

	Title of the	Total no. of students	Division				
	Programme	appeared	Distinction %	I %	II %	III %	Pass %
)	B.A(HONS	71		11.26	53.52		64.78
	B.A(GEN)	24		00	00	41.66	41.66

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

Before the test examination all the departments have to give their syllabus compilation report to the principal (Chairman of the IQAC). Test results are also kept in the office record. After final examination results the reports are to be placed in the Governing body to know about the performance of each department. Student meetings and guardian meetings are occasionally organized in order to inform them on the recent development of the teaching-learning system.Different career counselling programmes are arranged with several agencies or companies. Social development programmes are arranged under the umbrella of IQAC and NSS from time to time such as i) college cleaning ii) arrangement and cleaning of books in the library book rack. With an NGO named IDEA students were trained for competitive examinations. The then District Magistrate of Birbhum and other senior officers of the govts used to come to the premises for taking classes.



2.13 Initiatives undertaken towards faculty development

-

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	01 (K.Paul)
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	16
Others	01

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	07	02	NIL	04
Technical Staff	03	00	NIL	01

Criterion – III

3. Research, Consultancy and Extension

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



3.2

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals		2	
Non-Peer Review Journals		4	
e-Journals		-	
Conference proceedings		-	

3.5 Details on Impact factor of publications:

 Range
 Average
 h-index
 Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				

Interdis	ciplinary Projects	5							
Industr	y sponsored								
	s sponsored by th sity/ College	e							
	s research projec compulsory by the Univers								
Any oth	ner(Specify)								
Total									
3.7 No. of boo	ks published i)				Chapter	s in Ed	ited Bo	ooks	
3.8 No. of Uni	ii) versity Departme	Without IS ents receiv							
	UG DPI	C-SAP		CAS			F-FIST	ne/funds	
3.9 For college		onomy		CPE				cheme (specify)	
3.10 Revenue	generated throug	h consulta	ncy						
Level	International	National	State	University	/ Colle	ge			
Number									
Sponsoring agencies									
3.11 No. of co organized	onferences by the Institution								
3.12 No. of fa	culty served as ex	perts, chai	irpersons	s or resourc	e persons				
3.13 No. of co	llaborations	In	ternation	al	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		

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

3.16 No. of patents received this year

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

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	l in NSS events:				
			University level	Δ	State level	
			National level	<u>т</u>	International level	
3.22 No. of	students participate	d in NCC events	: NA			
			University level		State level	

	National level		International level
3.23 No. of Awards won in NSS:	University level	NIL	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 organize	ed		
University forum	College forum		
NCC	NSS 4	Any	other

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

- TREE PLANTATION, AREA CLEANING
- AWARNESS PROGRAMME ON DOWRY, POLIO

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				
Class rooms				
Laboratories				
Seminar Halls				
No. of important equipments purchased (\geq 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

Computerization is done both in administrative building and library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17332	1619821	494	11002	17826	1630823
Reference Books	2171	331737	42	7520	2213	339257
e-Books						
Journals	185	10170	14	2800	199	12970
e-Journals						
Digital Database						

CD & Video			
Others (specify)			

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing								
Added								
Total								

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

- 4.6 Amount spent on maintenance in lakhs :
 - i) ICT
 - ii) Campus Infrastructure and facilities
 - iii) Equipments
 - iv) Others

	0.35
acilities	1.57
	3.33
	0.93
Total :	6.18

Criterion – V 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC of Birbhum Mahavidyalaya takes keen initiative to encourage students support services. The students were made aware of several competitive exams in the departmental discussion sessions.

5.2 Efforts made by the institution for tracking the progression

•	After every programme, the IQAC of the
1	college organises a detailed survey of the
	feed back given by the students and there
	by addresses their querries.
•	After every examination the IQAC conducts
	a meeting with the principal and the faculty
	members to study the results and thereby
	makes an assessment to work upon the
	drawbacks (if any).

UG	PG	Ph. D.	Others

5.3 (a) Total Number of students 614

(b) No. of students outside the state



na

(c) No. of international students

No	%
No	%

Men

Women

			Last Ye	ear	_			Т	his Yea	ır	
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

Dropout %

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

 IDEA coaching organised for SC, ST, OBC and minorities for appearing in WBCS

 No. of students beneficiaries

 60

 5.5 No. of students qualified in these examinations

 NET
 1

 SET/SLET
 GATE

 IAS/IPS etc
 State PSC

5.6 Details of student counselling and career guidance



No. of students benefitted



	On campus				
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed		

5.8 Details of gender sensitization programmes

na

5.9 Students Activities

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

	State/ University level	47	National level		International level	
	No. of students particip	ated in cul	tural events			
	State/ University level	NIL	National level		International level	
5.9.2	No. of medals /awards	won by stı	idents in Sports,	Games and	l other events	
Sports	: State/ University level	NIL	National level		International level	
Cultural	l: State/ University level		National level		International level	

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	295	
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs	: State/ University level		National level		International level	
Exhibiti	on: State/ University level	1	National level		International level	
5.12 N	No. of social initiatives unde	rtaken by	the students	3		

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision is to make all enrolled students truly educated and not only graduates, and to help them to use this education to find jobs, use it for the betterment of their own lives and the lives of the people around them.

The students are made aware of this in the classrooms and through formal and informal interactions with the teachers of the college.

6.2 Does the Institution has a management Information System

NIL

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

6.3.1 Curriculum Development

Teachers in the Board of Studies participate in Curriculum Development programme and suggest the modification and upgradation of the syllabi to make them more scientific and knowledge oriented. Teachers also participate in several short term courses, orientation and refresher courses to keep themselves and to percolate those to their students. Special care is also taken for the skill enhancement courses keeping in view of the students' capacity build up.

6.3.2 Teaching and Learning

At the very outset of each Academic session, a master routine is framed allocating classes to the teachers. All the courses are given equal importance to make the students' development holistic. Apart from classes taken in the classrooms, students are also imparted knowledge through virtual classes, tutorials, departmental seminars, interdepartmental seminars, lectures, and workshops. Students are also taken to field studies, particularly for the lab-based subjects. Students are provided with different texts and related reference books and also encouraged with to access library and reading room facilities.

6.3.3 Examination and Evaluation

As prescribed by the university, students are evaluated through mid-term tests to make them prepared for the final examination. Apart from this, class tests are arranged for the better preparation of the students. Students are also given assignments to make them confident with the concerned topics. Teachers regularly and sincerely evaluate the exam copies of both the college and the university.

6.3.4 Research and Development

Teachers give their best effort for the full fledged academic development of the students. Teachers do regular academic research on the topics provided in the syllabus to help them to impart a holistic knowledge to the students.

6.3.5 Library, ICT and physical infrastructure / instrumentation

A well equipped library is available for the students to access according their needs. Besides, the library has a reading room which the students use for the benefits. There is a well equipped smart classroom which is used as seminar room for various seminars, workshops, programmes etc. apart from this, there is a technologically sound virtual classroom with all modern technological facilities. The college has a rich library with sound equipments like theodolite, dumpy level, soil testing kit for the department of Geography. The institution has a hostel building for girls, separate common rooms for both boys and girls.

6.3.6 Human Resource Management

The Human resource in the college can be categorised into three parts – The teaching staff and the non – teaching staff and the students. Regular meetings of the teaching and non-teaching staff were held with the Principal in order to find out and solve the day to day hurdles of the institution. The Teachers of different departments held meetings with the IQAC, and Academic Sub Committee convenor, Teachers' Council and the Principal to design the course of action of teaching, examination, evaluation and administration.

6.3.7 Faculty and Staff recruitment

Faculty members are recruited by the WBCSC and appointed by the Governing Body of the college. College can recruit need based guest-teachers. The non-teaching staff are recruited by the Managing Committee through the recommendation of the Governing Body.

6.3.8 Industry Interaction / Collaboration

Dr. Mahuya Sen, in charge of The Career Counselling Cell, and the Principal worked hand in hand to collaborate with industries and people. Seminars and Workshops are also organised frequently to enlighten the students with the opportunities and objectives.

6.3.9 Admission of Students

The admission of the students form an important part of the college affairs. The total admission process is carried out following the rules and regulations framed by the govt. Of West Bengal from time to time.students filled up the form following the required criteria. After that the sorted Merit list is displayed on the college website and the admission fees are also collected. This is done to keep the total admission process fair and hassle free from the students' part.

Teaching	
Non teaching	
Students	

6.4 Welfare schemes for

6.5 Total corpus fund generated				
6.6 Whether annual financial audit ha	as been done	Yes	No	

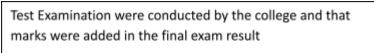
6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal		
	Yes/No	Agency	Yes/No	Authority	
Academic					
Administrative					

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

	For UG Programmes	Yes		No			
	For PG Programmes	Yes		No			
 	le by the University/ Au			e for l	Examina	tion Refo	orms?
	tern were changed restions were linth		HERS.				

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



6.11 Activities and support from the Alumni Association

NIL

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

Training programme

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

Cleanli ness drive

Awareness programme is done

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.
 - ICT used as teaching methodology
 - Plastic free zone.
 - No smoking zone.
 - Tree Plantation
 - Water purifier has been installed.
 - Remedial and tutorial classes
 - IDEA classes to support employment.
 - Computer training for teaching and non teaching staff.
 - Initiatives taken to conduct regular guardians meet.
 - Girl's hostel has been built in the college premise.

- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
 - Girl's hostel was built under special scheme of UGC.
 - Beautification of the balcony on the 1st floor.
 - Repair work done on the windows.
 - Construction of classroom 22& 23 under the 11th plan of UGC.
 - Submersible pump was installed to solve the long term grievances of the students regarding drinking water.
 - Further a water purifier cum cooler was also insatlled.

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

Making higher education accessible to underprivileged sections. Our goal is to create an equal society by spreading higher education among underprivileged sections such as women and individuals belonging to SC/ST/OBC and minority communities. This aim is guided by the principle that in a democratic nation like India education aims to be inclusive. In fact this idea has been the basis of many educational policies adopted by the UGC and the State Government. Birbhum Mahavidyalaya was established to cater to the educational needs of the people of the Suri sub-division. The college is situated in a region that is semi urban and agricultural. The majority of our students (approx 60%) are 1st generation learners coming from SC/ST/OBC and minority communities (approx 42%) of the students are female.

Keeping these local needs in mind, the College has adopted some strategies for widening access to higher education. 4. The Practice: Some of the strategies adopted to widen access to higher education for a wide range of rural students from underprivileged communities are mentioned below.

• Reservation of seats for admission of SC/ST/OBC students: The College follows the government policy regarding reservation for SC/ST/OBC students. • Relaxation of cut-off marks percentage for admission of SC/ST students: The College follows the norms prescribed by The University of Burdwan.

• Remedial coaching classes for SC, ST, OBC and minority students are taken regularly to improve their academic skills. IDEA conducted classes to prepare them for employment.

• Scholarships for SC/ST/OBC and female students : Most of our SC/ST/OBC students receive stipend from the Government.Female students also receive financial assistance as per Government norms.(Kanyashree etc.)

• Annual prizes are given to students of different departments to boost their morale and inspire their juniors.

•Problems Encountered and Resources Required: One major problem that we face is lack of awareness among underprivileged students regarding the facilities and opportunities available to them.

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

7.4 Contribution to environmental awareness / protection

- Plastic free zone.
- No smoking zone.
- Tree Plantation
- Water purifier has been installed.

7.5	Whether	environmental	audit was	conducted?	No)
1.0	,, nother	en vii onnientui	uuun mus	conducted.	110	·

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

NIL

8. Plans of institution for next year

Technic resignation Simulation and Second Second
and the second sec

Name Dr. Mahuya Sen

Signature of the Coordinator, IQAC

Name Prof. Dr. Parthasarathi Mukhopadhyay

Signature of the Chairperson, IQAC



<u>Annexure I</u>

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
СОР	-	Career Oriented Programme
СРЕ	-	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
