

The Annual Quality Assurance Report (AQAR) of the IQAC

For the Academic Year 2015-16



KHUDIRAM BOSE CENTRAL COLLEGE

71/2A, Bidhan Sarani. Kolkata 700006

Part – A

1. Details of the Institution

1.1 Name of the Institution

KHUDIRAM BOSE CENTRAL COLLEGE

1.2 Address Line 1

71/2A, BIDHAN SARANI

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

KOLKATA - 700006

Institution e-mail address

khudiram.bose@gmail.com

Contact Nos.

(033) 2555 - 7102

Name of the Head of the Institution:

DR. SUBIR KUMAR DUTTA

Tel. No. with STD Code:

(033) 2555 - 7102

Mobile:

9830450459

Name of the IQAC Co-ordinator:

DR. SRIPARNA DUTTA

Mobile:

9830749286

IQAC e-mail address:

kbcc_iqac1884@rediffmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

WBC0GN 213422 dated 08.01.2016

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:**

www.khudirambosecentralcollege.com

Web-link of the AQAR:

www.khudirambosecentralcollege.com/Default.aspx

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

24.04.2013

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 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2010-2011 submitted to NAAC on 07/04/2015
- ii. AQAR 2011-2012 submitted to NAAC on 07/04/2015
- iii. AQAR 2012-2013 submitted to NAAC on 07/04/2015
- iv. AQAR 2013-2014 submitted to NAAC on 29/04/2015
- v. AQAR 2014-2015 submitted to NAAC on 18/12/2015
- vi. AQAR 2015-2016 submitted to NAAC on

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)
 (* Science only Geography)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

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

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 (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="4"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="--"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="9"/>
2.10 No. of IQAC meetings held	: <input type="text" value="3"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text"/>	Faculty	<input type="text"/>	
Non-Teaching Staff [✓] / [✓] Students	<input type="text"/>	Alumni	<input type="text"/>	Others	<input type="text" value="Parents (1)"/>

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 Workshop

State Institution Level

(ii) Themes

Date	Department	Themes
13-03-2015	Women's' Cell	Inauguration of the Cell
14-03-2015	Women's' Cell	Women Consumer in New Millennium : One day workshop
18-01-2016	English	Extension Lecture by International author Wim Borsboom
06-04-2016	College	Interactive session cum workshop
		One day seminar on Baghajatin

2.14 Significant Activities and contributions made by IQAC

- i) IQAC encouraged the departments to organize seminars, workshop and special lectures for the enhancement of teaching learning process.
- ii) IQAC promoted & coordinated the activities like tree plantation, blood donation camp etc.
- iii) The departments were encouraged to publish wall magazines and were provided with the necessary infrastructural facilities.
- iv) IQAC encouraged the Alumni Association (PUNARNAVA) to get affiliated and take part in various programmes
- v) IQAC collected and analysed the feedback responses by the students, parents who visited our College.
- vi) IQAC also encouraged the departments to conduct Parent-Teacher Meetings and make the parents aware of the performance and attendance of the students in the class.
- vii) Every Year college celebrates it's the 1st day of session [with 1st year students] for Welcoming the new comers of this college. In the Year 2015, Dr. Pabitra Gupta was present and delivered his speech to encourage students.

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
<ol style="list-style-type: none"> 1. Purchase of office equipment and ICT requirements with the fund received by IQAC, from UGC. 2. IQAC along with Career Developmental Cell come forward for campus placement. 3. Plan to publish an Academic Journal 	<ol style="list-style-type: none"> 1. File-cabinet, desk-top computer, a printer and scanner purchased have been purchased utilizing the fund. 2. Already some corporate bodies like TCS, WIPRO etc. have been contacted and conducted their interview process 3. Academic Journal – the academic journal of the teachers, Pragma published on 15th December 2015 with its own ISSN 2454 5279

** 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

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				
PG	7 (DDEVU)*			
UG	9 Honours +3 General			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	19			
Interdisciplinary				
Innovative				

*Directorate of Distance Education, Vidyasagar University

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	3

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students
 From the eminent persons visiting the college
 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.

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

--

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
23	10	1	–	Principal – 1 Librarian – 1 PPT – 9 CWTT – 1

2.2 No. of permanent faculty with Ph.D.

4 (including principal)

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest -

Visiting- 0

Temporary - 0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		3	2
Presented papers	13		
Resource Persons			

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

- Departmental seminars are regularly organized where the students get the opportunity to have an exposure of the recent developments and interact with eminent persons of their subjects.
- Students are encouraged to give talks and PPT presentations in students seminars. Best speakers are awarded.
- Remedial classes are taken for students belonging to non-creamy layer (SC/ ST/OBC and Minorities) and also weaker students.

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 Programme	Total no. of students appeared	Class/Division				
		Distinction %	I %	II %	III%	Pass %
B.A. (Hons.)	25					
B.A. (General)	103					
B.Com. (Hons.)	41					
B.Com. (General)	47					
B.Sc. (Hons.)	19					
B.Sc. (General)	4					

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

- a) IQAC coordinate the function of different cells and committees. The members of IQAC are included in such bodies.
- b) IQAC initiates the departments to organize seminars and special lectures. IQAC particularly monitors the organization of Departmental Student' Seminars.
- c) IQAC collect and analyse the 'Feedback' responses from stake holders and modification in the teaching –learning process is done accordingly.
- d) IQAC coordinates for publication of departmental wall magazines and best magazine award is given by IQAC.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
✓ Summer / Winter schools, Workshops, etc.	Workshop – 1 Short Term Course - 1
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	2			
Technical Staff	1			

Criterion – III

3. Research, Consultancy and Extension

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

1. The faculties are encouraged to publish their works in peer reviewed journals.
2. Computers have been added in the Library for the of faculties, exclusively for research work.
3. IQAC has taken active role in the upgrading of the library, especially in the procurement of Journals and e-journals.

3.2 Details regarding major projects

	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			
Non-Peer Review Journals			
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 in Rs.	Received in Rs.
Major projects				
Minor Projects	2015-16	ICSSR, New Delhi	98,000/-	97,200/-
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				

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					
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	–
	Granted	–
International	Applied	–
	Granted	–
Commercialised	Applied	–
	Granted	–

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

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

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 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

- Bhasa divas
- Hindi divas
- Munshi prem chand jayanti
- Rabindra jayanti
- National youth day
- Independence day
- Republic day
- Netaji birth day
- University foundation day
- Khudiram bose memorial lecture
- Annual prize distribution
- Annual sports

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	468.3SQ.M			468.3SQ.M
Class rooms	12			
Laboratories				
Seminar Halls				
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

--

4.3 Library services:

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

* all e-books and e-journals are available through N-LIST programme funded by UGC.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office (No. of Computers)	Departments (No. of Computers)	Others
Existing	27	3	4	--	--	5	5	2(Staff room, Principal's room)
Added	1	6	2	2		0	1	
Total	28	9	6	2		5	6	

* The campus has been upgraded as a wi-fi zone.

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

<ol style="list-style-type: none"> 1. The college campus has been upgraded as a Wi-Fi zone. 2. Students can access internet free of cost, in their respective departments, under the supervision of the teachers. 3. Students can access internet in the 'browsing zone' of the library, free of cost. 4. Students also get knowledge of the relevant software in accordance with their curriculum.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. <input type="text"/>
ii) Campus Infrastructure and facilities	Rs. <input type="text"/>
iii) Equipments	Rs. <input type="text"/>
iv) Others	Rs. <input type="text"/>
Total :	Rs. <input type="text"/>

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. An orientation programme is held at the beginning of the new session for the 1st year students. The Principal, IQAC Coordinator and senior faculties of the College intimate students about the mission and vision of the College facilities and student support service of the College.
2. Every students getting admission to the college are provided with a prospectus where various students service are mentioned in detail.
3. The website is updated regularly and notices on various student support service is displayed there.
5. IQAC with 'Women Cell', 'Kanyashree Cell', 'Career Counselling Cell' keep on monitoring students welfare in a regular basis

5.2 Efforts made by the institution for tracking the progression

- Class tests and mid-term examinations are taken by the college
- Regular guardian meetings are held where they are informed about the performance & attendance of their wards.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others

(b) No. of students outside the state

(c) No. of international students

Men

No	%

Women

No	%

Last Year							This Year					
Level	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
U.G.												
P.G.												

Demand ratio $\frac{\text{U.G.}}{\text{P.G.}}$: Dropout % : U.G. : P.G.:

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

* Exact data is presently unavailable.

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

No. of students benefitted

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

*Exact data is not available

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

Financial Support From	Founding Body	Amount in Rs.	No. of students
Financial support from institution			
Financial support from government	West Bengal Minority Development & Finance Corporation		
	Kanyasree Prakalpa, Govt. of W.B.	25000 *10 = 250000	10
Financial support from other sources			

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: _____

Major grievances obtained from the students **in the last session** and the modes of redressal are:

Grievances	Redressal

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision – is embodied in Vivekananda’s the Upanishad: ‘Arise, awake and stop not till the goal is reached.’

The mission of the institution is “Self Reliance” to provide all around development of the students with the spirit of cooperation among all. Also keeps on motivating students so that they receive a good moral character also.

6.2 Does the Institution has a management Information System – The institution management interaction system which rests on two following vital pillars:

- ❖ The institution has built-up a comprehensive data base on students’ admission, library books etc
- ❖ All financial records are maintained in computer data base.

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

6.3.1 Curriculum Development

Done by Calcutta University, Not by College

6.3.2 Teaching and Learning

- 1) Departmental Educational Tours
- 2) Film show By English Department
- 3) Department of Journalism arranged Workshop & Training Programme On Media and Editing
- 4) Extension Lecture for Students
- 5) Dramatization of Teaching – a Selected piece from Hindi Novel
- 6) Departments of Commerce, Education Arrange Project Based Work

6.3.3 Examination and Evaluation

- The University norms are followed for examination and evaluation of UG students. The P.G. departments adopt the semester system
- Mid-term examination is conducted by the college for the 1st year Honours students.
- College conducts Test – Examinations prior to the finals, for all U.G. courses.
- The class tests are taken by all departments as and when required.

6.3.4 Research and Development

- One teacher is pursuing Ph.D. work.
- Faculty members regularly present their work in national and international seminars.
- Several papers have been published by faculties in reputed journals. Books of national and international repute have been published by leading publishing houses.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Students can avail free internet access in the Library.
- Various ICT tools photocopiers, scanners, printers are being used.
- Xerox facility is available in the college
- Upgradation and expansion of the laboratories are in process.

6.3.6 Human Resource Management

1. **Different committees and cells** are formed
2. **Students' Common Room** are there with different kind of Sports equipments.
3. **College Canteen** is there and it's food quality always monitored by the college authority.
4. Students Health Check-up camp was also conducted by NSS wing of this college.

6.3.7 Faculty and Staff recruitment

--

6.3.8 Industry Interaction / Collaboration

--

6.3.9 Admission of Students

<p>On-line admission has been conducted as per the norms laid down by the University of Calcutta</p>

6.4 Welfare schemes for

Teaching	Group Insurance, General Provident Fund
Non teaching	Group Insurance, General Provident Fund
Students	<ul style="list-style-type: none"> • Concession in fees for needy students • Bus / Rail Fare Concession

6.5 Total corpus fund generated

--

6.6 Whether annual financial audit has been done Yes No

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

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

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

29th February, 2016 : Alumni Registration under W.B. Society Act, 2016

24th May, 2016: Small Reunion meet with all the Executive and other members.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meetings are held for the 1st year students by each department.

This meeting was conducted in 19.12.2015

6.13 Development programmes for support staff

College regularly updates different software as and when required by the administration, library and different departments. The support staff are encouraged and trained with these software's for better human resource management.

COSA Training, Kanyashree, IQAC Training etc.

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

- 1) College is made No- Smoking Zone
 - 2) Gutkha & other Health Hazard objects Banned

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.

- **Special address by Dr. Pabitra Gupata**
- Special 2 day workshop had been done by Ministry of consumer Affairs with the collaboration of Women Cell of this College
- Wall Magazine were done by various departments.

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

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

1. Sports
2. Annual Awards

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted? Yes No

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

8. Plans of institution for next year

Creating space within college campus to undertake research activities
Increase number of class rooms
Improving academic standard of the college

Name:-

Dr. Sriparna Dutta

Signature of the Coordinator, IQAC

Name:- Dr. Subir Kumar Dutta

Dr. Subir Kumar Dutta

Signature of the Chairperson, IQAC

_____*_____
