

Annual Quality Assurance Report (2010 – 2011)



सा विद्या या विमुक्तये

**Submitted by
Internal Quality Assurance Cell
Syamsundar College (Govt. Sponsored)
Shyamsundar; Burdwan
West Bengal – 713103**

Part – A

I. Details of the Institution

1.1 Name of the Institution

SYAMSUNDAR COLLEGE

1.2 Address Line 1

SHYAMSUNDAR

Address Line 2

POST+ VILL - SHYAMSUNDAR

City/Town

BURDWAN

State

WEST BENGAL

Pin Code

713124

Institution e-mail address

syamsundarcollegebwn@gmail.com

Contact Nos.

03451-260016

Name of the Head of the Institution:

Dr. Debapriya Gangopadhyay

Tel. No. with STD Code:

03451-260016

Mobile:

9434707878

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

Name of the IQAC Co-ordinator:

Dr. Gouri Sankar Bandyopadhyay

Mobile:

9434014440

IQAC e-mail address:

iqacsscbyn@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) _____ NA _____

1.4 Website address:

www.syamsundarcollege.ac.in

Web-link of the AQAR:

<http://www.syamsundarcollege.ac.in/IQAC/AQAR/aqar2010-11.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	77.0	2005	2010
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

23/09/2008

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

2010-11

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

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))

- 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

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)

1.11 Name of the Affiliating University (for the Colleges)

The University of Burdwan

1.12 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	08
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	01
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	11

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

2.10 No. of IQAC meetings held	04
--------------------------------	----

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

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

2.14 Significant Activities and contributions made by IQAC

- ✓ Monitoring overall academic atmosphere and infrastructural development
- ✓ Overall designing and implementation of continuous evaluation system of the college
- ✓ Guiding students in different extracurricular activities

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
Quick completion of new women's hostel	Significant work progression obtained after regular supervision

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The G.B. advised the Principal of the College to complete the work of women's hostel as early as possible and prepare the UC for the allocated fund from UGC.

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					
PG					
UG	Hons	14	NIL	01(MCBH)	NIL
	General	03	NIL		
PG Diploma	01	NIL	NIL	01	
Advanced Diploma	01	NIL	NIL	01	
Diploma	01	NIL	NIL	01	
Certificate					
Others					
Total	20	NIL	01		
Interdisciplinary					
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	All Programmes are annual

1.3 Feedback from stakeholders Alumni Parents Employers Students

(On all aspects)

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

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

Being an affiliated college it has to strictly restrict itself within the syllabus as framed by affiliating University.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Others
67	13	15	34+02+03=39 (Govt. Approved PTTs, CWTs& GLs)

2.2 No. of permanent faculty with Ph.D.

14

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	07	NIL	NIL	NIL	NIL	NIL	NIL	NIL	07

2.4 No. of Guest and Visiting faculty and Temporary faculty

10	NIL	NIL
----	-----	-----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
----------------	---------------------	----------------	-------------

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

Attended		01	02
Presented papers	02		
Resource Persons			

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

- ✓ Continuous evaluation through class tests
 - ✓ Introduction of LCD projector for class room teaching

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

200

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

NA

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

02

NIL

02

As member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

60%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BNGH	38	NA	01	33	00	89.5
ENGH	28	NA	00	19	00	67.9
SNSH	37	NA	03	25	00	75.7
EDCH	21	NA	01	18	00	90.5
HISH	30	NA	02	20	00	73.3
GEOH	14	NA	00	10	00	71.4
PLSH	13	NA	01	10	00	84.6
ACYH	05	NA	00	01	00	20.0
BOTH	05	NA	01	04	00	100
ZOOH	08	NA	00	06	00	75.0
MCBH	01	NA	00	01	00	100
PHSH	08	NA	02	06	00	100
CEMH	15	NA	04	03	00	46.7

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

MTMH	01	NA	00	01	00	100
B.A. (GEN)	586	NA	00	74	242	53.9
B.Sc-BIO (GEN)	01	NA	00	01	00	100
B.Sc-PURE (GEN)	00	NA	00	00	00	00
B.Com (GEN)	05	NA	00	00	03	60.0

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

- ✓ IQAC cell members remain present in all academic-sub-committee meetings and observe that the policy framed by the University in implementing syllabus is maintained.
- ✓ Motivates other faculty members to attend workshops and faculty improvement programmes so that the students get up-to-date knowledge.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	01
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	02	00	00
Technical Staff	27	07	00	06

Criterion – III

3. Research, Consultancy and Extension

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

- ✓ IQAC motivates and monitors the Minor/Major research projects, submitted by faculty members.
- ✓ As IQAC deals with the promotion of incumbents it periodically informs the faculty members about their shortcomings (respective shortfalls judging by the requisite criteria) in this category through meetings.

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	01		UGC	YES
Outlay in Rs. Lakhs	0.88		0.88	YES

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	0.88 Lks	UGC	0.88 Lks	0.88 Lks
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects				

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

(other than compulsory by the University)				
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 <input style="width: 40px;" type="text"/>	CAS <input style="width: 40px;" type="text"/>	DST-FIST <input style="width: 40px;" type="text"/>
DPE <input style="width: 40px;" type="text"/>		DBT Scheme/funds <input style="width: 40px;" type="text"/>

3.9 For colleges

Autonomy <input style="width: 40px;" type="text"/>	CPE <input style="width: 40px;" type="text"/>	DBT Star Scheme <input style="width: 40px;" type="text"/>
INSPIRE <input style="width: 40px;" type="text"/>	CE <input style="width: 40px;" type="text"/>	Any Other (specify) <input style="width: 40px;" type="text"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the institution

Level	International	National	State	University	College
Number	<input style="width: 40px;" type="text"/>	<input style="width: 40px;" type="text"/>	<input style="width: 40px;" type="text"/>	<input style="width: 40px;" type="text"/>	02
Sponsoring agencies	<input style="width: 40px;" type="text"/>	<input style="width: 40px;" type="text"/>	<input style="width: 40px;" type="text"/>	<input style="width: 40px;" type="text"/>	Own funding

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

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

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:

National level University level State 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

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	8422 Sq.Mt	185 Sq. Mt	UGC	8607 Sq.Mt
Class rooms	18	In Progress	UGC	
Laboratories	14	NIL	NIL	NIL
Seminar Halls				
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	03		UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	1,40,390/-		UGC	
Others				

4.2 Computerization of administration and library

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

The library is automated through KOHA: open source software (version 2.8). Server computer is connected with three client computers through LAN from 2009. During this year 18950 copies of books are catalogue under MARC 21 format through this automated system. Users (Teaching, non- teaching and students) can search and reserve their demanded books through OPAC. Circulation and report generation are done under the system. We are trying better services to the users.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26127	1030193	1340	263513	27467	1293706
Reference Books	6535	718850	259	124935	6794	843785
e- Books	NIL	x	NIL	x	NIL	x
Journals	4	11500	Continuation	5900	4	17400
e-Journals	NIL	x	NIL	x	NIL	x
Digital Database	17021	x	1929	x	18950	x
CD & Video	155	x	NIL	x	155	x
Others (specify) Pamphlets	58	x	NIL	X	58	x
Manuscript	314	x	NIL	x	314	x

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	10	02			01	01	4	
Added	02	NIL	10 Broad Band connecti on	01 (Library)	NIL	NIL	NIL	
Total	12	02	10	01	01	01	4	

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

The college subscribed 10 Broad Band Connections from BSNL under NME scheme. The connections were provided to College office, Library and 08 other departments.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,19,332/-
ii) Campus Infrastructure and facilities	3,88,170/-
iii) Equipments	77,949/-
iv) Others	30,000/-
Total:	6,15,451/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Through continuous monitoring and evaluations.

5.2 Efforts made by the institution for tracking the progression

- Meeting from time to time with stakeholders of different levels.
- Through verbal feedbacks from important stakeholders of the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3433	NA	NA	NA

(b) No. of students outside the state

NIL

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

(c) No. of international students

NIL

Men	No	%		Women	No	%
	2238	65			1195	35

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	PWD	Total
						1428	711	120	1174	NA	3433

Demand ratio: 1: 3* Dropout %:10%#

[*Varies with the subject on offer; # Many students are not actual dropout but they change college without intimating in a proper manner.]

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

- College arranged UGC-funded Remedial Coaching classes especially for students belonged to SC, ST, OBC, minority and other backward communities.
- College has a dedicated career counselling cell and students actively interacts with the members of the cell as and when required.

No. of students beneficiaries

All third year students are mainly helped through this mechanism

5.5 No. of students qualified in these examinations

NET 02 SET/SLET NA GATE NA CAT NA
 IAS/IPS etc NA State PSC 03 UPSC NA Others 12

5.6 Details of student counselling and career guidance

Career Counselling of College served their students in various ways such as arranging need-based workshops, proper grooming & providing information of job fair & opportunities.

No. of students benefitted

A lot of students have managed their jobs & earnings

5.7 Details of campus placement

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	Few students got jobs

5.8 Details of gender sensitization programmes

College often organized the seminars and other programs on this issue and promoted the policies and principles relating to gender equality inside the college and in greater society.

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	NA	NA
Financial support from government	1317 (SC,ST, OBC &	5,323,550/-

AQAR – SYAMSUNDAR COLLEGE; SHYAMSUNDAR; BURDWAN

	Minority)	
Financial support from other sources	38 (Sitaram Jindal Trust)	1,21,800/-
Number of students who received International/ National recognitions	NA	NA

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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- The primary objective of the institution is to educate the local students (mostly are first generation learners).
- To enlighten the future of majority of SC, ST, Minority students residing locally by the light of proper education and guidance.
- To help students to learn something in excess beyond the boundary of syllabus.
- To educate local farmers and daily earning people about the responsibilities towards society and environment through organising rally or seminars/workshops.

6.2 Does the Institution has a management Information System

NA

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

6.3.1 Curriculum Development

Being affiliated to the University of Burdwan it has to follow the syllabus framed by the University.

6.3.2 Teaching and Learning

- Introduction of LCD projection system with the conventional chalk & talk method.
- Introduction of Internet facility.

6.3.3 Examination and Evaluation

- Apart for University examinations the college arrange for continuous class tests (Department wise).
- A full fledged Test examination is conducted by the college and students are held up (temporarily) from sitting in University exam, if they fail to qualify the said examination or not have adequate attendance.

6.3.4 Research and Development

- The whole administration particularly the IQAC motivates and guides all faculty members to take up research activities along with their regular activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Digitization initiative of library is an important step towards preservation and maintenances of valuable existing resources of the library.
- To monitor the initiative and valuable constructive suggestions a committee comprising senior faculty members has been formed.

6.3.6 Human Resource Management

- The college authority always tries to maintain a cordial relationship with all stakeholders of the college.
- In all circumstances all stakeholders gets adequate support from college authority.

6.3.7 Faculty and Staff recruitment

- Through Government recommendations in proper channel.
- In case of casual staff (Non-teaching; Gr.-D Category) recruitment or Guest Lecturer recruitment the college follows affiliating University guidelines.

6.3.8 Industry Interaction / Collaboration

NA

6.3.9 Admission of Students

- Strictly on the basis of Merit List preparation (based on 10+2 marks) and counselling basis.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ➤ An “Employees Co-operative Society” exists which is very helpful in case of emergency requirements of funding. ➤ The society also does some beneficial activities like sponsoring scholarship/award to meritorious students. ➤ By the way of associating with the nearby privately run hospitals the college staffs gets urgent attention in case of medical emergency.
Non teaching	
Students	<ul style="list-style-type: none"> ➤ The college authority considers the prayer of poor students and often arrange for half/full fees waiver based on the merit of the prayer.

6.5 Total corpus fund generated

3,25,979/-

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	NO	NO	NO	NO
Administrative	NO	NO	NO	NO

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?

NA

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

NIL

6.11 Activities and support from the Alumni Association

- The alumni association is Known as “Chirantani”
- It helps the institution not only by arranging funding in crisis situations but also through their valuable suggestions and opinions time to time.

6.12 Activities and support from the Parent – Teacher Association

- Through annual Parent-Teacher interactions (often department wise) the authority updates students’ progress to the parents.
- If the student fails to achieve adequate attendance the college has a custom of guardian call.

6.13 Development programmes for support staff

NA

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

- With the help of NSS unit regular campus cleaning programmes taken up particularly on each Saturday of the week.
- The campus has been declared as plastic free zone.

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.

- An initiative was introduced to replace the full fledged Test examination by evaluation from time to time to save teaching days.

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

NA

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

- Initiatives taken to enhance teaching days.
- Clean campus activities.

7.4 Contribution to environmental awareness / protection

- Tree plantation programme by NSS.
- Initiative towards Plastic free campus.
- Regular campus cleaning by NSS – students on each Saturday of the week.

7.5 Whether environmental audit was conducted? Yes No

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

- Adequate funding urgently required for up-gradation of campus facilities.
- A lot space required to accommodate ever increasing student admission.

8. Plans of institution for next year

- Completion of Women's Hostel.
- Up-gradation and modification of existing campus infrastructure.

Name Prof. S. K. Barik

Name Dr. G. S. Bandyopadhyay

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____
