

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. *The AQAR period is April 1, 2013 to March 31, 2014.*

Part – A

I. Details of the Institution

1.1 Name of the Institution

The University of Burdwan

1.2 Address Line 1

Rajbati

Address Line 2

Burdwan

City/Town

Burdwan

State

West Bengal

Pin Code

713104

Institution e-mail address

registrar@buruniv.ac.in
vc@buruniv.ac.in
smritikumar.karigar@gmail.com

Contact Nos.

+091-342-2634975 (30 lines)
+091-342-2634900 (VC)
+091-342-2530452 (VC)

Name of the Head of the Institution:

Prof. Smritikumar Sarkar
Vice-Chancellor

Tel. No. with STD Code:

0342– 634900 (VC)

Mobile:

09051475555 (VC)
09433263293 (VC)

Name of the IQAC Co-ordinator:

Prof. Soumyendra Kishore Datta & Prof. Apurba Ratan Ghosh
Joint Directors

Mobile:

+919434835230 (Prof. S.K.Datta) & +919434003445 (Prof. A.R.Ghosh)

IQAC e-mail address:

iqac@buruniv.ac.in
apurbaghosh2010@gmail.com
mailto:soumyendra.d@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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:

<http://www.buruniv.ac.in>

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2013-14.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	****		2001	2006
2	2 nd Cycle	B++	80.5	2007	2012
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

11/08/2005

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

2013-'14

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 //2009 (DD/MM/YYYY)
- ii. AQAR // 2010 (DD/MM/YYYY)
- iii. AQAR //2011 (DD/MM/YYYY) – Submitted on March 2012
- iv. AQAR //2012 (DD/MM/YYYY) – Submitted on February 2015
- v. AQAR //2013 (DD/MM/YYYY) – Submitted on March 2015

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1. Directorate of Distance Education
2. Mass communication
3. Education
4. Rural Technology Centre
5. Life Long Learning
6. Women's Studies
7. ME in Computer Science & Engineering
8. Foreign Language course
9. Bachelor of Engineering
10. Distance mode education
11. Vocational Courses

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

Autonomy by State

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

10

2.2 No. of Administrative/Technical staff

6

2.3 No. of students

0

2.4 No. of Management representatives

0

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and
community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

3

2.9 Total No. of members

19

2.10 No. of IQAC meetings held: 4 [Advisory Committee]

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

1. Issues of governance in higher education in West Bengal; research, promotion and leave rules on 8th April 2013
2. Issues of governance in higher education in West Bengal; research, promotion and leave rules on 15th June 2013

2.14 Significant Activities and contributions made by IQAC

1. Evaluation of PG Courses (Syllabus, content, pedagogy of faculty) in PG departments of University by the students (students possessing at least 75% attendance are included only)
2. Evaluation may be held in a six monthly frequent.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Submission of IQAC AR of 2013-'14	Prepaid & Submitted
2. Proposal for establishment of language lab in the plan period	Under Process
3. Preparation of online admissions in PG Level	Format Prepared to be started on next session
4. Preparation of format for students feedback as per standard format of NAAC	Already implemented
5. Organisation of student-teacher meet on regular basis	Started the process
6. Allotment of budgetary provision for supplying drinking water and toilets from Student Amenity Fund	Executed in different areas of University campus
7. Establishment of faculty club with cafeteria in Golapbag campus	Under Process
8. Beautification of Golapbag campus	Ongoing & maintaining
9. E/M learning Technology	Under Process

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken:

- Infrastructure development has been launched on a bigger scale
- Some departments have been furnished with smart class rooms
- Students feed back for better teaching learning process has been maintained on regular basis
- Some training programme for non teaching staff has been conducted by the Academic Staff College.
- Soundless ecofriendly generator have been placed in front of some of the departments/buildings
- WI-FI facility has been introduced for the benefit of students.

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	28			
PG	28	01	06	
UG	4 [LLB, Science Education, BLIS & BE]			
PG Diploma	3 [Population Education, Special Education (Mental Retardation) & Yoga Therapy]			
Advanced Diploma	1 [Foreign Language]			
Diploma	1 [Arts & Design]			
Certificate	3 [Blood donor motivation, Mother child care & Family welfare at community medicine]			
M. Phil	19			
M.E	2			
M. Tech	1			
Others (Distance Mode)	18 [PG-11, UG-4 & Vocational-3]			
Total	118	01	06	
Interdisciplinary				
Innovative	2 [Mother Child Care & Mental Retardation]			

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	√
Trimester	
Annual	

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.

Process initiated for updating the syllabi and almost finalised the syllabi

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

Not during this year.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	226	125	63	27	11
Sanctioned Posts	291	158	93	40	

2.2 No. of permanent faculty with Ph.D.

184

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
10	33	2	30	0	13	-	-	12	76

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	45	89	50
Presented papers	80	129	60
Resource Persons	24	117	39

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

Frequent student-teacher interaction session has been introduced and it helps in identifying the expectations, aspirations and problems of students

A practice of giving awards to best three reports in project based papers has been introduced in certain departments.

Seminar presentation on a regular basis has been introduced

2.7 Total No. of actual teaching days during this academic year
As per University calendar.

193*

(*excluding days of examination)

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 178

2.10 Average percentage of attendance of students 72%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division	
		Passed	Pass %
M. Sc.	743	719	96.77
M.A	1279	1254	98.04
M. Com	77	68	88.31
MBA	26	25	96.15
M. Ed	19	19	100
MFA	8	7	87.5
MLIS	12	11	91.66
LLM	44	34	77.27
MCA	17	17	100

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

The IQAC helps in making benchmarks for the Departments and the teachers for the best outcomes of teaching and learning process.

- i. Departments are preparing for organising National and International Seminars/ Conferences/Workshops.
- ii. Teachers are arranging special lectures for the students.
- iii. Each concerned department organises one study/industrial/excursion tour.
- iv. The IQAC motivates the teachers to organise as well as participate in subject related conferences, workshops, seminars to keep pace with new knowledge and technology.
- v. The IQAC also helps in monitoring the learning outcome of academic activities.
- vi. Discussion on the performance of the students in unit class test.
- vii. Submission of annual departmental reports.
- viii. IQAC gives some suggestions to the authority to make necessary teaching-learning infrastructural facilities available for the departments.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	15
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	5
Faculty exchange programme	0
Staff training conducted by the university	3
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	17
Others	7

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 & Technical Staff	851	452	39	8

Criterion – III

3. Research, Consultancy and Extension

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

IQAC takes following measures to facilitate smooth progress and implementation of Research Schemes or Projects:

- To promote research atmosphere in the Institution through sensitizing the faculties by promoting sources of funds, sponsoring agencies, etc.
- most of the teachers are very much concerned about the projects, schemes, etc. to complete them in stipulated time
- To mobilise in releasing the funds early and timely.
- To provide good infrastructure and lab facility.
- To develop research culture and scientific aptitude.
- To motivate the students to participate in science exhibitions and seminar competitions

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	19	50	7	10
Outlay in Rs. Lakhs	2,66,20,858/-	8,13,04,309/-	1,47,24,200/-	1,44,85,900/-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	2	2	0
Outlay in Rs. Lakhs	1,95,000/-	4,80,000/-	2,50,000/-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	569	235	37
Non-Peer Review Journals	1	41	14
e-Journals	72	13	0
Conference proceedings	28	33	1

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	2013-14 (running)	UGC, ICSSR, UNDP, UGC-HR, NMEICT of MHRD, Govt. of India, CSIR, DST, BRNS, DST(WB), DST(ENV), UGC-DAE, National Agency of France (International), Science and Engineering Research Board (SERB), SERB Fast Track Scheme for Young Scientist in Mathematical Science Agency & MoEF, DRDO.	15,42,64,341/-	4,20,18,813/-
Minor Projects		CTRPFP Housed at CSSSC, Kolkata.	3,00,000/-	-
Interdisciplinary Projects		Dept. of Environment, Govt. of WB.	14,31,000/-	4,92,760/-
Industry sponsored		-	-	-
Projects sponsored by the University/ College		-	-	-
Students research projects (other than compulsory by the University)		INSPIRE, DST, New Delhi, JRF.	35,26,763/-	-
Any other(Specify)		UGC DRS SAP, UGC, ICSSR.	-	-
Total				15,95,22,104/-

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 type="text" value="14"/>	CAS	<input type="text" value="4"/>	DST-FIST	<input type="text" value="4"/>
PURSE	<input type="text" value="1"/>	MTA	<input type="text" value="1"/>	DBT Scheme/funds	<input type="text" value="-"/>

3.9 For colleges

Autonomy	<input type="text"/>	CPE	<input type="text"/>	DBT Star Scheme	<input type="text"/>
INSPIRE	<input type="text"/>	CE	<input type="text"/>	Any Other (specify)	<input type="text"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	5	6	1	3	-
Sponsoring agencies	UGC, ICSSR, Dept. of Electronics & IT, Govt. of India, CSIR, Govt of India, DST- Govt of W.B., Dept. of Higher Education-GoWB, Anthropological Survey of India, MoES, ILEE	Department, Bikash Bhavan-Kolkata, ICSSR, UGC, Burdwan University, UGC-DRS	UGC	University of Kolkata, University of Burdwan and W.B. State Council of Higher Education	-

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

	International	National	State	University
Experts	10	52	34	41
Chairpersons	13	44	12	20
Resource persons	12	99	37	41

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
43	14	19	9	1	-	-

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	<input type="text"/>	SRF	<input type="text"/>	Project Fellows	<input type="text"/>	Any other	<input type="text"/>
State Funded: 39		UGC: 49	CSIR: 26	INSPIRE: 4	DST: 5	MoFF: 6	
Biodiversity: 2		UGC-DAE: 1		CSR: 2	Total: 134		

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="8"/>	College forum	<input type="text" value="-"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="-"/>
		Any other	<input type="text" value="-"/>

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

- Economic welfare of poor and backward people through sustainable use of bioresources in general and Non-timber Forest Produce
- Organizing Primary Health Care Programmes in rural areas based mainly on herbal remedies and food habit
- Environmental Awareness program in the Schools of Burdwan Town
- Awareness generation among the masses about how to use the dwindling resource of earth profitably

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	316.3123 Acres (97 Buildings)	--	--	316.3123 Acres
Class rooms	79	8	University, UGC, UGC (SAP).	87
Laboratories	74	4	BU, UGC.	78
Seminar Halls	6	1	UGC infra grant, BU, UGC (SAP).	7
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	15	64	BU, UGC, CAS – I, DST-PURSE & Univ. Project, UGC (SAP), DRDO DST,	79
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Rs. 22907498.7/-	BU, UGC, CAS – I, DST-PURSE & Univ. Project, UGC (SAP), DRDO DST.	Rs. 22907498.7/-
Others	8	1	DST FIST, BU.	9

4.2 Computerization of administration and library

Annexure - I

4.3 Library services:

PARTICULARS	EXISTING	Newly added (2013-14)	TOTAL
Text Books	159225	32574	191799
Reference Books	6600	900	7500
E-Books	N I L	N I L	N I L
Journals	28987 (Bound vol.)	766 (Bound Vol.)	29753 (Bound Vol.)
		Indian – 121 Foreign – 105 Total 226 (Loose issue)	
e-Journals	6502	NIL	6502
Digital Database	09	NIL	09
CD & Video	1215	NIL	1215
Others: Project Books Gift Books Raj Collection Theses Manuscripts Audio Cassettes	18769 30135 10383 2107 34	1621 1280 NIL 176 04 NIL	20389 31415 10383 2283 2757 34

4.4 Technology up gradation (overall): (Annexure – I)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	664	115	450	3	4	13	29	-
Added	54	3	13	0	-	0	5	-
Total	718	118	463	3	-	13	34	-

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

Annexure - I

4.6 Amount spent on maintenance in lakhs:

i) ICT*	114 Lakhs
ii) Campus Infrastructure and facilities	390 Lakhs
iii) Equipments	
iv) Others (construction of building)	240 Lakh
Total :	744 Lakh

*ICT is included in the “Head of Equipments”

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Annexure - II

5.2 Efforts made by the institution for tracking the progression

Annexure - II

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
54828	3760	646	787

(b) No. of students outside the state

44

(c) No. of international students

2

Men	No	%	Women	No	%
	1927	51		1833	49

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1677	273	55	0	25	2030	2759	650	117	234	-	3760

Demand ratio

Dropout %

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

- NET/SET/SSC/GATE /Special Coaching/Remedial Classes Through active participation of all the faculty members
- Arrangement of Computer lab and internet facilities, Special classes etc.
- Tutorial Classes
- Preparatory courses in Civil service Exam

No. of students beneficiaries

387

5.5 No. of students qualified in these examinations

NET	174	SET/SLET	19	GATE	74	CAT	-
IAS/IPS etc	-	State PSC	4	UPSC	-	Others	77

5.6 Details of student counselling and career guidance

Azim Premjee Foundation and Pan Seeds private ltd were invited to encourage and promote students in finding career options. Prospective students are also encouraged and helped to apply online for Indira Gandhi single child national scholarship for PG students

No. of students benefitted 370

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
8	32	6	132

5.8 Details of gender sensitization programmes

University organized 3 UGC sponsored programmes in collaboration with colleges affiliated to University.

5.9 Students Activities

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

State/ University level 267 National level 2 International level 0

No. of students participated in cultural events

State/ University level 383 National level 2 International level 0

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

Sports: State/ University level 24 National level 1 International level 0

Cultural: State/ University level 21 National level 1 International level 0

5.10 Scholarships and Financial Support:

	Number of students	Amount
Financial support from institution	882	1,20,42,220/-
Financial support from government		
Financial support from other sources	1	60,000/-
Number of students who received International/ National recognitions	-	-

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:

- Lack of adequate maintenance of infrastructural facility including toilets
- Lack of restroom & management of toilets
- Lack of smart/model classrooms
- Lack of opportunity in placements; regular internship facility
- Lack of language laboratory / audio – visual lab
- Lack of communication skills & knowledge in English
- Absence of enriched departmental library in some cases
- Low speed of data transfer through internet

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Annexure - III

6.2 Does the Institution has a management Information System

Annexure - III

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

6.3.1 Curriculum Development

Annexure - III

6.3.2 Teaching and Learning

Annexure - III

6.3.3 Examination and Evaluation

Annexure - III

6.3.4 Research and Development

Annexure - III

6.3.5 Library, ICT and physical infrastructure / instrumentation

Annexure - III

6.3.6 Human Resource Management

Annexure - III

6.3.7 Faculty and Staff recruitment

Annexure - III

6.3.8 Industry Interaction / Collaboration

Annexure - III

6.3.9 Admission of Students

Annexure - III

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

7,65,693.00/-
This year Rs 50,000.00

6.6 Whether annual financial audit has been done

Yes No

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

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

6.8 Does the University/ Autonomous College declare 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?

Annexure - III

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

It is a state aided institution/University. Administrative policy is governed by the Policy of the state Government.

6.11 Activities and support from the Alumni Association

Annexure - III

6.12 Activities and support from the Parent – Teacher Association

Annexure - III

6.13 Development programmes for support staff

Annexure - III

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

Annexure - III

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.

Annexure - IV

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

- Infrastructure development has been launched on a bigger scale
- Some departments have been furnished with smart class rooms
- Students feed back for better teaching learning process has been maintained on regular basis
- Some training programme for non teaching staff has been conducted by the Academic Staff College.
- Soundless ecofriendly generator have been placed in front of some of the departments/buildings
- WI-FI facility has been introduced for the benefit of students.

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

- Audio-visual learning and reading
- Involvement of students for framing new syllabus before introducing CBCS
- Regular seminar by the Students
- Drive for applying for more research projects

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

7.4 Contribution to environmental awareness / protection

Annexure - IV

7.5 Whether environmental audit was conducted? Yes No

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


- Dedicated group of faculty members.
- Latest and updated course curricula that suit the needs of the employer.
- Substantial and concerned alumni who could be the possible donors for future programmes of the university.
- A number of departments have highly funded research projects.
- Cordial student-teacher relation.
- Motivating passed out students to pursue higher research.
- Attaining effective social outreach through socio-economic survey based policy interventions.
- Lack of adequate maintenance of the toilets.
- Inadequacy of placement opportunities.
- Lack of adequate reference /text books in the library.
- Internet connectivity is not stable.
- Some departments are under-staffed.

8. Plans of institution for next year:

- Renovation of Laboratory and Laboratory facility, and other infrastructural development.
- Beautification and Greening of Golapbag Campus along with Dredging of *khari / canal* surrounding the Campus with necessary plantation.
- Proposal of preparing one Digital Conference Room.
- Proposal for preparing more model / smart classrooms.
- Initiative for augmentation of placement opportunity.
- Enhancement of mechanism of analysis of Students' feedback for betterment of the teaching-learning system.
- Development of soft skills for the non – teaching staff members through the Academic Staff College.
- Set up of language laboratory.
- Set up of more soundless, eco-friendly generator set in Golapbag campus.
- Augmentation of ICT facility for teachers and students.
- Facilitate the e-governance through management information system.

Name: Prof. Soumyendra Kishore Datta & Prof. Apurba Ratan Ghosh

Name: Prof. Smritikumar Sarkar



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Joint Directors
IQAC Unit
The University of Burdwan
Burdwan

Vice-Chancellor
The University of Burdwan
Burdwan - 713104

Date: 27.03.2015

Place: Burdwan

4.2 Computerization of administration and Library:

Almost all the administrative sections of the University have been computerised and this is saving a lot of paper and creating efficiency in running the different units connected with this service. The controller of examination dept. has been fully computerised and it has been doing a great job by issuing computerized admit cards, mark sheets and certificates in respect of all the postgraduate and undergraduate examinations. Computerized registration, provisional Ph.D., migration certificates etc., are issued to postgraduate, undergraduate students. Further the finance department has been functioning commendably by undertaking the efforts towards maintenance of database of salary of teachers, issue of computerized pay slips, F-16 forms and other related papers regarding income taxes paid by the employees of the University. Apart from this, computerised recording of data regarding grants received from different financial agencies has facilitated the keeping of checks and balances about its disbursement and utilisation. Uploading and downloading of various information as and when needed has also eased the functioning of the university.

Details of the University status are also lodged in the University Website and integrated software has already been developed at the Computer Centre including academic information system, college information system etc. The installation of a fiber optic computer network in academic campus at Golapbag connecting the Departments of Mathematics, Chemistry, Computer Science, Statistics, Business Administration and Humanities to the Computer Centre, has proved to be greatly beneficial to the teaching and students community alike. Similar advantage is also being enjoyed by the employees in the administrative campus at Rajbati where various departments have been connected through a fiber optic computer network

The Authority of the University introduced a system of central selection for admission to B.Ed. course in the affiliated B.Ed. colleges (31 colleges) & Department of Education, Golapbag campus, B.U. (w.e.f.-2011) through central selection committee on the basis of merit & counselling system from the academic session 2003-04 onward. Till date the Council for U.G. Studies is entrusted to look into the whole system of admission to the Course.

Burdwan University Central Library has been offered computerized library service using KOHA Open Source Library Software. For searching of catalogue OPAC (Online Public Access Catalogue) is available and Web OPAC is now available for searching of catalogue from anywhere and anytime. Computerized issue/return will be started within one month.

4.4 Technology Upgradation (overall):

1 Gbps connectivity through Fiber Optic cable has been provided by the Bharat Sanchar Nigam Limited (BSNL) for accessing high speed Internet service provided under the project, namely, National Mission on Education through Information and Communication Technology (NME-ICT), launched by the Ministry of Human Resource Development (MHRD) in order to establish country-wide network across all the institutions for higher education (including universities, research institutes, colleges and so on). The Internet service through this high speed connectivity has been extended to all the academic departments in the campus.

Technology Upgradation:

During 2013-14, the Fiber Optic LAN (with Gigabit backbone) infrastructure has been extended in the academic campus at Golapbag, specially to the departments at second and third floors of the new Composite Building, second floor of Business Administration department, New Teachers Hostel, girls common room at the Humanities building and to the first floor of the Gargi Hostel (for lady research scholars). Further, during this period, the wireless connectivity has been provided to the Guest House, Old Teachers Hostel and the departments of Physics, Chemistry & Mathematics.

Computerisation of administration:

Online admission to the undergraduate courses offered through the colleges affiliated to Burdwan was implemented during 2013-14.

Computer and Internet access:

All the departments in the academic campus are connected to the Computer Centre through Fiber Optic LAN through gigabit backbone. The entire campus is being provided with high speed Internet facility through NKN (National Knowledge Network) under the project of National Mission on Education through Information and Communication Technology (NME-ICT) supported by the Ministry of Human Resource Development (MHRD). Also, one 2 Mbps lease line from BSNL is being subscribed to by the university. Further, the departments are provided with the E-Journal facilities under UGC-Infonet scheme through the campus-wide LAN.

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

In order to increase the awareness for using ICT in day-to-day administration, following training programmes for the university employees have been conducted under the UGC ASC curriculum. Besides, one course has been offered entirely on Free Software (Linux platform) with the view to spreading the culture of using free and open source software for the academic administration:

- a) E-Governance (Preliminary Level Course)
- b) Training Programme (Advance Level) on E-Governance using Free Software

A course on Computational Tools and Open Source Software has been conducted for the university and college teachers in order to encourage the use of Numerical & Statistical Tools and other available Open Source Software packages among academic communities.

5.1 Contribution of IQAC in enhancing awareness about Student Support System:

IQAC is continuously contributing significantly and efficiently in institutionalizing the quality assurance process by covering different facets of academic as well as welfare initiatives of the University. Students from SC, ST, OBC and physically challenged are guided and encouraged to apply for scholarships as per State Govt., Central Govt. Norms. Students from economically backward section are extended financial assistance through full- and half-free etc. University has a structured mechanism for student's welfare and placement cell. Students of final year are encouraged to approach for different fellowships announced by UGC, CSIR and other agencies. IQAC periodically reviews the teaching-learning process and discusses the matter with the HoDs in its meeting. Faculty members are given necessary instructions for improvement in their performance and their suggestions for the quality enhancement and implementation. Accordingly faculty members are requested to take care of the slow learners to arrange extra classes and remedial coaching classes for them. This is a continuous process monitored by the IQAC. Students are encouraged and guided for national level tests such as NET/SET, Civil Services etc. They are encouraged to participate and present their dissertation works through posters and paper presentation in various conferences and seminars.

5.2 Efforts made by the Institution for tracking the progression:

IQAC keeps keen watch on the tracking / keeping records of students' progression. Serious note is taken by the teachers in respective departments about the knack and proficiency of the students and accordingly suggestion is given to them at the time choice of special/optional papers. Often this choice has proved crucial to them regarding their further academic or other career pursuits. Teachers often partake in free and frank discussion with students in order to know their academic and personal problems, problems regarding choice of appropriate career options, development of soft and communicative skill, etc. Prospective students are also often given recommendations by their teachers for applying to renowned institutions abroad or within the country for further academic/other career pursuits. Again the university follows the guidelines of the UGC very meticulously with regard to implementation of student-counselling for NET/SET examinations. Apart from this the names of top graded students in some of the past years are searched in the internet and this often helps track down their present occupations or status.

6.1 Vision and mission of the institution:

The University of Burdwan was established by the West Bengal act xxix of 1959 as a teaching and affiliating university on 15th June, 1960, with six postgraduate departments and thirty affiliated colleges. Now it has flourished into one of the premier institutions of higher education in India with thirty two postgraduate departments and 166 affiliated colleges in the district of Burdwan, Birbhum, Bankura and Hooghly. The University has earned a great prestige and pride in the academic fraternity in terms of providing excellent facilities covering libraries, laboratories and other infrastructure. The Departments in the university and colleges put topmost preference in admitting students of superb academic talent and acumen and their placement in lucrative jobs. Apart from this the university is supposed to provide great opportunities and facilities for pursuit of higher studies by students of backward classes and poverty stricken families living in the hinterland areas.

The University's teaching and research across the faculties of physical and social sciences and humanities have been continually growing in quality and novelty and thus it is directed towards achieving the pinnacle of excellence. To support teaching and research, the authority of the University makes a significant and steadfast commitment to creating state-of-the-art infrastructure and providing improved services that enable us to offer some of the finest facilities to students and researchers alike.

The University of Burdwan is committed to providing a supportive environment for the students and takes care in offering a variety of services apart from the usual facilities in a college ambience. The University has earned accolades for academic excellence. The authority steadfastly sticks to the norms for admitting the best and brightest students purely on their academic merit and keen interest for their chosen course. Apart from putting attention to attainment of academic excellence, similar stress and importance is given to achieving highest platform in the arena of diverse form of sports and this is manifest by the superb attainment of students of Burdwan University in different games. All the stake holders of the university like students, teachers, non-teaching staff, officers and other people are steadfastly committed to see the university at the top echelon of the overall achievement in near future and this motivates them to leave no stone unturned for attaining this height.

6.2 Does the Institution have a Management information System?

Despite not having a formal MIS system, the university enjoys the advantage of a well maintained IQAC unit and computer centre which aptly performs some of the major functions that are usually undertaken by the MIS. Part of the university works, viz. Secretarial job, publication of results, some part of library functioning like automated acquisition, OPAC, Web OPAC & MOPAC with the modern software KOHA; Bar-coding of books, are under MIS. One can also have information about the journal articles through jstore operation. The IQAC preserves the entire database of the university, tries to identify the

weaknesses in various departments with a follow-up action. The system manager in the computer centre is entrusted with the job of managing the university website. Newer advertisement or information which are considered essential for wide publicity are usually given for uploading in the university website and the computer centre is entrusted with this responsibility. Again each dept tries to maintain its own website in which profile and particulars of each faculty member is separately uploaded and updated.

Efforts are afoot to conduct online admission in near future which is very likely to redress the hassles borne by the students.

6.3.1 Curricular Development:

Keeping in view the institutional vision and mission the following steps have been taken during this period:

- i) Updating the syllabi by introducing new course with interdisciplinary nature
- ii) Organizing various international and national conferences, seminars, workshops with a view to promoting research and knowledge catering the need of the society
- iii) Giving access to rural and remote students for higher education centre content is regular.
- iv) Existing curricular content is regularly monitored by the BoS in all PG Departments, in which external subjects experts are actively participated in improving the content and revisions of curriculum. The curriculum is displayed on the website.
- v) Academic flexibility is given to all departments under which curricular improvisation is undertaken by the Departments. Existing courses are redesigned after getting feedback from the different sections.
- vi) Innovative researches projects are pursued and completed by the faculty etc are meticulously followed.

Accordingly, our University has set up different wings/centres in the process of encouraging higher academic pursuits that are also in coherence with the perceived needs of the society.

University offers a large number of post-graduate programmes of study. It has two major faculties: Faculty of Arts, Commerce, Law, Fine Arts & Music and Faculty of Science under which there are a number of Departments like Arts, Commerce, Science, Education, Engineering & Technology, Law, etc. There are 38 Post-graduate programmes, 4 one-year PG Diploma Courses; M.Phil. Programmes in 19 subjects, there are also M.E. on Computer Sc. & Engineering, M.Tech. in Electronics & Communication Engineering (Microwaves). It also runs B.E., BLIS, Foreign Languages, LLB.

Centre for Interdisciplinary Studies (CIS) has been established under the Faculty of Arts, Commerce, Law etc. for pursuing studies and research in the fields of women, governance, human rights, human

development etc. An interdisciplinary M.Phil. Programme of Studies on Women and alternative programmes for In-service Police Personnel have been started under the aegis of CIS.

There are 6 PG Arts Courses in 09 affiliated colleges, 11 PG Science Courses in fourteen affiliated colleges, LLM Course in one affiliated college.

University also offers PG Courses in Bengali, English, History, Commerce, Sanskrit, Political Sc., Philosophy, and Mathematics through distance mode of education. Some professional courses in MA/MSc., like in Remote Sensing & GIS, MBA are also run in University.

The University has introduced semester system; it reviews curricula at regular intervals and makes efforts to introduce courses that are most urgently needed in the greater interest of the society. Conscious efforts are taken to upgrade the courses on regular basis. The courses are supplemented by field work, practical components, and dissertation wherever required. Industry-University interaction has been initiated with some industries.

6.3.2 Teaching and Learning:

About 90 to 95% students of the university are from different districts in West Bengal. Teaching in the departments is mostly performed by regular faculties, inter-departmental faculty, visiting professors and invited speakers. Apart from usual class lectures, departments take care of imparting improved qualitative and interactive knowledge to the students by arranging invited lectures by external experts in different fields, participatory workshops, seminars, and filed /project works. Apart from conventional methods (chalk board/white board) teaching in performed in many departments through adoption of digital method (ppt) or smart board. In some cases there is the practice of conducting socio-economic survey by students and group report writing which is assessed by teachers as a part of their examination. There is also the provision of giving coaching to students for NET examination, extending adult education services, and providing diploma course on stock market operation etc. University also maintains tutorial classes for the slow learners. A section of students are exposed to a variety of co-curricular activities such as NSS, outdoor games, recitation/singing competition, drama etc. They also organise camps on blood donation, Health Awareness, Adventure Programmes, Tree Plantation Programmes, Pulse Polio Immunization Awareness Programmes, Anti-drug Rally, Cleanliness in campus etc.

The University always tries to maintain the total number of teaching days as per UGC norms. Teachers are very particular and sincere in finishing their syllabus within the stipulated time period of each semester. All the teachers update their knowledge through participation in various state, national, international level seminars and conferences, workshops, training programmes etc. The INFLIBNET Centre helps the teachers, researchers and students in their advanced studies. LAN/WIFI connectivity has been introduced in various administrative departments/sections of the University and fibre optic connectivity has been upgraded by 50 micron multimode.

Self-appraisal reports are submitted by the teachers every year and finally transmitted to the Vice-Chancellor for necessary action. Some Departments have linkages with National and State educational and research institutions. University usually approves different types of leaves for encouraging and promoting the teachers in their diverse academic pursuits.

6.3.3 Examination and Evaluation:

There is a three tier administrative system for smoothly running and controlling the examination process. The controller's dept bears this responsibility through three layers of administration headed in order by Controller, Deputy Controller and Assistant Controller. There is the provision of UG and PG board of studies in each department which are in direct touch with the controllers' dept.

The examination system in UG level is run in three parts. Before the start of the examination process the UG board of studies in a meeting sets the lists of question setters, moderators and examiners. on the basis of their expertise and experience. It is an elaborate process as it involves the completion of examination of about 55640 candidates and evaluation of their scripts. Once received the question papers are reviewed and moderated by the subject examination committee to ensure that the guidelines are not transgressed and standard is maintained. In post-graduate examinations question papers are furnished by external examiners as well.

Spot assessment of answer scripts is followed in all the Final(Part-III) Under-graduate Examinations including Professional Courses. This enables quick publication of results [Final results are published within a month (approx.)]. As a result under-graduate (Hons.) qualified candidates enjoy the advantage of exploring the admission possibilities in different universities without lapse of any year. Spot assessment system is also followed to review the answer scripts of all the Under-graduate Examinations for quick publication of results after reassessment of scripts. The entire UG examination scripts evaluation process is conducted in a set up of head examiners for specific papers, who bear the responsibility of collecting the marks from examiners (under their supervision) in time and submit the collated the marks to the controller within the stipulated time.

Credit system in subject(s)/ Group of subjects is retained for three consecutive years from the original year of enrolment of all U.G. examinations. However, as per our revised regulations, a candidate (regular/external) shall have to complete Part-I, Part-II and Part-III Honours/General B.A./ B.Sc./B.Com. Examination within 7 (seven) years including his/her original enrolment in Part-I examination subject to the condition that not more than 3 consecutive chances shall be allowed in each Part.

- (i) Introduced objective type of questions of minimum 30% in each paper along with subjective type of questions in UG examinations.

- (ii) (a) Semester system of examinations have been continuing in M.B.A., M.B.A.(HR), MBA (Tourism), M.C.A., M.C.T., B.E., BLIS, MLIS and M.Tech in Microwaves to achieve good results.
- (b) Semester system of examinations are also followed in M.A./M.Sc./M.Com. level.

The examination system has been rendered neutral by the involvement of external experts at the stages of question setting and moderation. At present however, only full internal checking of the scripts is in practice in order to facilitate speedy publication of results. This has been introduced for taking care of subsequent job pursuits /higher studies by the P.G students.

- (iii) Internal Assessment is being followed in all the Professional Courses such as B.B.A., B.C.A., Bio-technology, M.B.A., M.C.A., M.C.T. etc. and also in the M.A./M.Sc./M.Com. Examinations (Semester System).
- (iv) Submission and examination of Project work, Dissertation submission along with viva-voce test are conducted in U.G./P.G. Professional courses & in some of the M.A./M. Sc. Subjects such as in Sociology, Economics, Mass Communication and in all subjects of M.Phil. Courses of studies
- (v) (a) Computerised Admit Cards are issued before the examinations and Computerised mark sheets in all the examinations are issued after publication of results.
- (b) Provisional Certificates are issued after the publication of results.
- (c) Original Computerised Diploma/Certificates affixing hologram and with University Confidential Securities are issued on the date of CONVOCATION of the University.
- (vi) To maintain confidentiality of the results of the examination the University has introduced the “Coding system” of the answer scripts of all the subjects of P.G. Professional courses in each part/semester examinations/UG Professional examinations etc. viz. MBA, MBA(HR), MBA(Tourism), MCA, LL.M., LL.B., 5-Year integrated B.A.LL.B., BLIS, MLIS etc.
- (vii) The University has introduced M.Ed., M.Sc. in Computer Science, Cyber Law, MSW, MFA, P.G. Diploma in Bio-informatics Courses of studies at P.G. Level.
- (viii) In coherence with the right to information, the system of showing assessed answer scripts to the students of Post-graduate level has been introduced since 2008. The willing students may see the photocopy of assessed answer scripts on submission of requisite fees and on compliance of usual formalities.

The official staff of the controllers department extend their supporting service in a very efficient manner which helps in better coordinating the examination and evaluation process.

6.3.4 Research and Development:

A large number of the faculty members are actively engaged in carrying out research programmes.

There are 646 full time candidates registered in Ph.D. Programme and 68 part time candidates are pursuing research. The Departments of Bengali, Botany, Chemistry and Physics have CAS of UGC; Mathematics is enjoying DSA; Departments of History, Geography, English, Economics, Sanskrit, and Zoology have implemented DRS Scheme; UIT is implementing Technical Education Quality Improvement Programmes (TEQUIP) Phase – I of AICTE.

Most of the Departments are running sponsored research projects, 47 is ongoing Major Research Project, 6 Minor Research Projects amounting to total of about Rs 8,73,78,666.00. University has a research recognition committee and the Board of Research Studies to facilitate the research activity. As research output of the University during the last year (2012 – 2013) more than 65 research papers have been presented in seminars/ conferences, about 467 have been published in International and 211 in National journals.

Some of the Departments offer consultancy services according to their own areas of expertise.

According to P-index of the Indian Jr. of Science and Technology, the rank of our University was 17th in this year (2012), whereas it scales to 15th under H-index.

Based on success rate in the UGC/CSIR NET Examination University ranks 12th in 2012.

Our University has been identified by the UGC for promotion of Indian Higher Education (PIHEAD).

The faculty of Science has successfully completed the Phase I of PURSE Programme of DST and running the Phase II of the Programme. Promotion of University Research and Scientific Excellence (PURSE) Programme started under Burdwan University.

(i) Botany Department signed MoU with Bose Institute, Kolkata on 9.7.2008 for a bilateral exchange programme of academic activities. Similarly, this department also tied up with a MOU with the Directorate of Seed Research, Mau, UP, an ICAR organization, on 12.06.2008 for bilateral exchange of academic activities.

(ii) Dr. J. P. Keshri has also initiated collaborative research with Dr. Barinova of The Institute of Evolution, University of Haifa, Israel.

(iii) Department of Statistics has established collaboration with USA (Prof. D.K.J. Lin, Prof. M.L. Aggarwal, Prof. Richard Verdugo, Dr. John C. Lowe); South Korea (Prof S.H. Park, Prof Y.J. Lee, Prof. J.S. Park, Dr. J. Kim); Kuwait (Prof. S. Huda); India (Prof. A. Sengupta, Mr. S. Dihidar, Dr. B. B. Mukhopadhyay), Bangladesh (Prof. J. Paul)

(iv) Dr. S.K Mukhopadhyay and Dr. P.Saha of the Department of Micro-Biology have collaborative partners with Goodrick Tea Company and Department of Chemistry, B.U and Department of Botany, B.U

(v) A research scholar's workshop was held in the Dept. of Economics in 2012, in which Ph.D students in the dept under the supervision of different teachers, were made to deliver seminar lectures on their respective research areas. This generated an interactive session of suggestions, comments, modifications etc. between scholars, teachers and discussants alike and this proved immensely helpful for their future work .

269 candidates have been registered for Ph.D degree in different disciplines and 147 candidates have been awarded Ph.D degree in the year of 2012. Throughout the year the coursework for Ph.D. students in all P.G departments have been successfully conducted.

Following Departments are getting assistance/recognition under SAP/COSIST/ASSIST/ DST, FIST and other programmes: (a) DRS – History, Sanskrit, English, Economics & Statistics, (b) CAS – Bengali (Level – II), Botany, Chemistry and Physics (CAS – I), (c) DST FIST –Mathematics, Geography and Statistics, (d) UGC Sponsored Career Oriented Programme (COP) for Social Sciences.

Attempts have been made to generate funds from alumni and also by taking on industries to provide more consultancy programmes. The faculty members of various Departments require to be encouraged to apply for major research projects. To maintain the quality, research monitoring mechanism may be strengthened.

6.3.5 Library, ICT and physical infrastructure/ instrumentation:

University ensured an easy access to online e-journals through INFLIBNET and subscribed to CD ROM. The Computer Centre of the University provides internet and related services through NRN (National Knowledge Network) connectivity of MHRD.

Central library provides all necessary books (191799 in number) as well as theses and journals to the PG departments. A number of 6502 e-journals are available from INFLIBNET, constituting nine databases. Other than journals, university subscribes to some e-journal packages. Central Library has a total number of 1215 compact disks for demonstration as required by the students, teachers and others. There are also some audio-cassettes in French, German which are preserved in the departmental library. Digital library

system is being utilised by the library for providing services like uploading question papers, syllabus, scanning and other internet based services.

6.3.6 Human Resource Management:

For administrative purposes the entire human resources in the university are managed under the aegis of mainly three departments like Registrar, Finance and Controller.

The IQAC cell looks after the general academic atmosphere in the university and takes care to promote a sound and hale relationship amongst teachers and students. It keeps track of academic records of teachers, assists in promotional drive for teachers by furnishing data and incites interdepartmental cooperation and competition. The Ph.D courses are run under the supervision of Board of Research Studies (BRS) along with cooperation by Research Administration Committee (RAC). While the BRS is chaired by the Dean of the concerned faculty and RAC is chaired by the Head of the Department. The Departments heads are in constant touch with the concerned faculty Dean who shoulders the responsibility of regularity in the holding of BRS meetings. The Registrar's Department controls the overall administration. It monitors their progress. Any lapses or undue delay in external Ph.D. thesis assessment process is mediated effectively by the Registrars' dept. Students are given hands-on training to run different statistical softwares, which equip them for future research.

The University has well nurtured five academic centres for running vocational courses, diploma courses, training courses etc.

Some environment friendly zoo farming and crop farming practices are undertaken by our Benoy Krishna Choudhury Rural Technology Centre. It takes care of organising some production-cum-training programmes like Duckery Management, Vermiculture, Mushroom Production and Training, Pisciculture, Sericulture, Soil & Water testing etc.. A number of these courses are funded by UGC and State Govt. With the expertise and fund obtained under the Indo – Japanese cultural exchange programme, the centre has also introduced short-term-training on methods of maintenance and use of Electric and Electronics Apparatus, Cultivation of organic and eco-friendly crops and processing of Medicinal Plants, use and promotion of Solar Energy, Artificial Breeding and Animal Husbandry etc.

Crop Research and Seed Multiplication Farm (CRSMF) is working intensively for developing new High Yielding Variety (HYV) seeds of various crops, which could be of immense help not only to the research scholars but also to the farmers of the country.

The university has been continuing well with good response from the community with regard to catering to their diverse sort of needs. This is evident from the ardent zeal reflected for admission into our Adult Continuing Education & Extension centre which runs one-year PG Diploma Course in Population Education, Medical Laboratory Technology, Yoga Therapy, Special Education (Mental Retardation);

One-year Certificate on Blood Donor Motivation, Mother-child care & family welfare. The College of Arts & Design which runs Diploma and Certificate Course in Art & Designing has been churning out good number of students every year.

The Science and Instrumentation Centre has been renovated and providing facilities to the PG Departments.

The Academic Staff College of the university is regularly organising Orientation and Refresher Courses on different subjects which is attended to by teaching community from the state and outside. It is also engaged in offering different Staff Training Courses for the staff members of our University.

The Meghnad Saha Planetarium & Space Science Research Centre has been set up which provides useful service to the students and the surrounding communities. The VARC of the university arranges regular workshop to disseminate the lofty ideals and teachings of great personalities among the masses in general.

The activities of the sweepers meant for keeping the campus clean and that of guards entrusted with the duty of protecting the campus of the university are monitored on a regular basis by the estate department, Entire Kitchen administration for hostel employees is looked after by the students welfare dept.

6.3.7 Faculty and Staff Recruitment:

Recruitment of faculty and staff is maintained by the guidelines of the University Statute; in case of Faculty, University constitute a selection Committee as per UGC and State Govt. norms and eligibility criteria.

6.3.8 Industry interaction/collaboration:

The university has entered into collaboration with a number of industrial enterprises. Different departments are involved in various capacities in this context. The collaboration include enterprises like SINP, DRDO (GOI), CEERI (Pilani), Multi-GNSS Asia- (Japan), Research centre Imarat (RCI)DRDO, GOI, Accclaris Business solution Private Ltd. , National Stock Exchange, Matrix Fertilizer and Chemicals, Geostar Navigation , Russia Federation etc.

6.3.9 Admission of Students:

Admission process is very transparent and widely published in daily New Papers and website and in local dailies.

Admission for most of the subjects (MA, MSc, etc.) requires Hons./Spl Hons. In the relevant subjects; for M.Tech., B.E or B.Tech with at least 60% marks in aggregate is essential criteria; for MCA, JECA rank holders and Hons. Graduates having at least 60% marks in Hons. are eligible. In case of M.Ed candidates

with at least 55% in B.Ed/B.Ed (Sc) can apply. In most of the courses 60% of the total seats are reserved for students of university affiliated colleges based on the performance in Hons. Papers and remaining 40% seats are filled through Open Admission Test. Again, 5% of the 40% seats are offered to the students from other States which provide an opportunity for good mixing of the students. In case of Biotechnology and Environmental Science 100% of the seats are filled up through Open admission Test due to its multidisciplinary nature.

Reservation of seats for SC (22%), ST (6%) and OBC (5%) is maintained as per State Govt. Rules. Besides these, Persons with Disabilities (PWD), Sports Personality (SP) candidates are getting opportunity as per University Rules.

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

University is very much concerned about the examination system keeping transparency in the process followed by different strategies. Spot assessment of Answer scripts in all the Final Under-graduate Examinations including Professional Courses have been introduced for quick publication of results [Final results are published within a month (approx.)]. Spot assessment system has also been introduced in all Final UG Examinations and to review the answer scripts as well.

Introduced objective type of questions of minimum 30% in each paper along with subjective type of questions. Internal Assessment has been introduced in all the Professional Courses. M.B.A, M.C.A, M.C.T etc and also in the M.A./M.Sc./M.Com. Examinations are running under Semester System.

Computerized Admit Cards are issued before the examinations. The admit cards also contain the scanned photograph of the candidates. Computerized mark sheets in all the examinations issued on the date of publication of results.

To maintain confidentiality of the results of the examination the University has introduced the “**Coding system**” of the answer scripts of all the subjects of P.G. Professional courses in each part/semester examinations/UG Professional examinations etc. viz. MBA, MBA(HR), MBA(Tourism), MCA, LL.M., LL.B., 5-Year integrated B.A.LL.B., BLIS, MLIS etc.

On the basis of RTI Act, the University has introduced the system of **showing assessed answer scripts** to the students concerned on submission of prescribed fees and on compliance of usual formalities.

6.11 Activities and support from the Alumni Association:

Burdwan University Alumni Association (BUAA) offers partial financial assistance to five extremely needy regular PG students to the maximum limit of Rs.1000/- per student for meeting a part of their expenses relating to their study. BUAA also provides partial financial assistance to five regular PG students to the maximum limit of Rs.1000/- per student for meeting a part of their expenses relating to emergency hospitalization/medical treatment. The above expenses are met out of the accrued interest

from a fixed deposit of Rs. 2.0 lakh that has been made at the State Bank of India, Burdwan University Branch. Our Golapbag campus today looks more beautiful than before because of the sincere effort of BUAA in association with the University authorities. Well decorated green beautiful hedges have grown and are regularly nourished and maintained by the association. Provision has also been made to provide rent-free accommodation at the University Guest House to the registered members of BUAA and the members of their family. For meeting the said expenses a sum of rupees one lakh has been given to the university authorities.

6.12 Activities and support from the parent-teacher association:

Although there is no formal parent teacher association, parents of local students often visit the departments of their wards and interact with the teachers.

6.13 Development programmes for support staff:

According to availability of slots, the Academic Staff College arranges training programmes for enhancing the efficiency of supervisory staff and other employees.

Outdoor health facility service is offered on a regular basis to students, research scholars, university employees and teachers including their families which include employees' wife, children and dependent parents residing with him/her. Hostel workers and their families are also served.

There are two full time Medical Officers in the health centre along with different units of service: Pathology, Ophthalmology, Gynaecology, Cardiology, X-ray Unit, Ultrasonography Unit, Dental and Physiotherapy Unit are giving health support to the students, staff both teaching and non-teaching. One Homoeopathy Medical Officer serves the Homoeopathy Unit. We have Pulmonary Function Test Unit. Besides this, we have introduced Holter Monitoring at the Cardiology Unit. Pulse Oximeter has also been introduced to support the emergency service. The Physiotherapy Unit has been improved with introduction of some new instruments. The Dental Unit has been furnished with a new dental chair for better service to the patients.

The health centre also serves as a training platform for the Internees from Burdwan Medical College. Students of Government Nursing College of Burdwan are posted time to time here. Internees of PG diploma course on Yoga Therapy which is conducted by the university are posted at our Health Centre as part of their training.

The University has also started Family welfare and Immunization Programme since 12.11.1992. It is successfully continuing and is supported by Burdwan Medical College. It serves not only University employees but also the locality.

Pulse Polio Immunization Programme has been conducted with active co-operation of Burdwan Medical College. Other camps like estimation of Glycosylated Haemoglobin, Blood Sugar, Lung Function Test etc. have been conducted.

Fishery harvested from the leased out ponds of the campus are sold at reasonable rate to the campus boarders on a priority basis. The university is contemplating to undertake organic farming on a commercial scale from the next year. It is supposed to cater to the health aspects of staff inside the campus and nearby locality.

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

Re-plantation measures of some valuable species of trees have been undertaken in specific cases to fill the void created through uprooting of some older/ worn out trees. Saplings planted along the banks of waterbodies inside the campus are being taken care on a regular basis.

Reclamation drive has been initiated in certain parts of the waterbodies through increasing their depth, removing the hyacinths and cleaning the adjoining areas. This will enhance their water holding capacity, prevent siltation as well as enable improved pisciculture. This scale of operation will be subsequently extended to cover up the entire waterbody surrounding the Golapbag campus. The dustbins located at regular distances inside the campus have contributed to reduce the trash material littered outside. Ground work is being done to undertake Organic farming operation from next season. Periodic de-weeding and spraying pesticides over the vegetative cover in the campus is in practice for a long time. Eco-friendly generators in front of different depts./buildings have been installed and this has reduced the emission of toxic gases. No-smoking notice boards have been placed at certain important locations in the university premises. Periodic dusting and spraying in the library book shelves is also undertaken. A long stretch of wall has been erected at certain vulnerable portion of the residential campus area which would thwart nuisance activity by outsiders around the waterbodies. Again efforts have been initiated to undertake organic farming on a commercial basis in the university farm area to cater to the health issues of the people residing in and around the campus. Eco-friendly generators have been placed near the major faculties/ buildings in order to ensure continuity in electricity supply and reduce environmental pollution.

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details:

A number of innovative drives in the academic and infrastructural field have been introduced by the university. The concerned depts. have been motivated to implement these drives.

Top graded students are encouraged to pursue academic careers through participation in various research activities of the Dept, in the capacity of project fellow or research assistant. They are encouraged to provide seminars on a regular basis in order to enhance their power of expression. Students admitted in interdisciplinary courses are encouraged to pursue their project /dissertation work in different depts. that suit their interest. In some Departments where the syllabus contains project based papers, a practice of giving awards to best three reports has been introduced. This is supposed to inculcate a spirit of competition and achieving excellence, among the students. Frequent student-teacher interaction session already introduced, is continuing and it helps in identifying the expectations and aspirations and problems of students. This also helps in reorienting the syllabus and modifying the teaching-learning process. In case of science depts., students are guided to cope up with the advanced instruments before their allotment to the respective practical experiment in different semesters. In certain cases Department arrange field visits on regular basis; industry visit is an essential part of the syllabus which helps the students to have a direct interaction with the Industry. Visits by students to small/medium industrial enterprises in the nearby localities have been promoted to inculcate in them a spirit of entrepreneurship and enabling them to understand the strengths and weaknesses of operating these types of enterprises. Characterization of the industrial effluents, sewage and different water sources, noise sources has been taken as social awareness programmes

7.4 Contribution to environmental awareness/ protection:

A garden has been created in front of the Bengali department. Students are encouraged to make the building and the campus a plastic-free zone. Teachers and students of the Department of history have taken part in tree plantation ceremony inside the Golapbag campus. Sociology department has included a paper on Environmental Sociology in the MA course and this contributes to environmental awareness, Botany dept organized awareness programme for the utilization of Biofertilizer. Chemistry Dept has undertaken sustainable methodology development using pragmatic theory obtainable through synergetic benefit of experiment and theory to develop green chemistry for environmental protection from hazardous chemicals, reagents, solvents, etc.

Students visit the neighborhood community and promote awareness about environmental Pollution and how it can be saved from disastrous consequences. Students and Faculty members celebrate World

Environment Day and Foundation Day the Environmental Science Department making a sense for serving the society and environmental awareness within the common people.

Campus cleaning programme is very sensational to the students Microbiology Department disposes wastes after sterilization through autoclaving in sterilizable disposable plastic bags. Each student is made aware of the nuclear hazards before entering laboratory meant for nuclear physics. Students are encouraged to practice plantation and gardening during leisure time. Zoology Department Organized biodiversity related programme and programmes on community health at Tarakeswar. Economics Department undertook a survey in Sundarban region to assess the sufferings of local people for being exposed to different kind of environmental hazards.