

# Internal Quality Assurance Cell (IQAC)

## The University of Burdwan

Composite Building, 1<sup>st</sup> Floor, Golapbag, Burdwan - 713104, W.B., India  
Phone No.: 03422054292 (D), Extn.: 466, Fax: +913422530452, E-mail: iqac@buruniv.ac.in

No.: IQAC/Notification-18/2015/1

Date: 18.09.2015

### NOTIFICATION

It is notified for information of all concerned that the Hon'ble Vice-Chancellor of this university has been pleased to reconstitute the Internal Quality Assurance Cell (IQAC) as follows:

**1. Chairperson : Head of the Institution**

Vice-Chancellor: Prof. Smritikumar Sarker

**2. A few senior administrative officers**

- i) Pro Vice-Chancellor: Dr Shorosimohan Dan
- ii) Finance Officer: Mr Partha Narayan Ghosh
- iii) Registrar: Dr Deb Kumar Panja

**3. Three to eight teachers**

- i) Dr Bimlendu Ray, Professor of Chemistry & Dean, Faculty of Science
- ii) Dr Sarbeswar Chaudhuri, Professor of Physics
- iii) Dr Absos Ali Shaikh, Professor of Mathematics
- iv) Dr Jai Prakash Keshri, Professor of Botany
- v) Dr Manik Chakraborty, Professor of Law
- vi) Dr Rupa Gupta, Professor of Hindi
- vii) Dr Rabindranath Bhattacharyya, Professor of Political Science
- viii) Dr Arpita Chattaraj (Mukhopahyay), Associate Professor of English

**4. One member from the Management**

- i) Dr Nirupama, EC member, University of Burdwan

**5. One/two nominees from local Society, Alumni and Student**

- i) Dr Nabendu Choudhuri, Chairman BMC Ethical Committee & Ex-head, Pediatrics, BMC & Ex-Dean
- ii) Dr Swapnadeep Thakur, Former Professor of Chemistry
- iii) Shri Shantu Ghosh, Ex-Student of Environmental Science

**6. One/two nominees from Employers/Industrialists/Stakeholders**

- i) Mr Shuvaloke Sarkar, Vice-President (HR & Administration) MATIX Fertilisers & Chemicals Ltd.

**7. Joint Directors of the IQAC**

- i) Dr Soumyendra Kishore Datta, Professor of Economics
- ii) Dr Apurba Ratan Ghosh, Professor of Environmental Science

By order of the Vice-Chancellor  
Sd/-

Joint Directors  
Internal Quality Assurance Cell

Date: 18.09.2015

No.: IQAC/Notification-18/2015/1(6)

Copy forwarded for information to:

1. P.A. to Vice-Chancellor
2. P.A. to Pro Vice-Chancellor
3. Deans, Faculty Council for PG Studies in Sc, Arts, Commerce, etc.
4. All Heads of the PG Departments
5. All Officers of the university
6. All members of the IQAC



JOINT DIRECTORS

## 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, 2014 to 31<sup>st</sup> March, 2015.*

### 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  
mailto: soumyendra.d@rediffmail.com  
apurbaghosh2010@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 1887)

2007/RA/008

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 <sup>st</sup> Cycle	****		2001	2006
2	2 <sup>nd</sup> Cycle	B++	80.50	2007	2012
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

11/08/2005

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

2014 - '15

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 // 2009-10 (DD/MM/YYYY)
- ii. AQAR // 2010-11 (DD/MM/YYYY)
- iii. AQAR // 2011-12 (DD/MM/YYYY) – Submitted on March 2012
- iv. AQAR // 2012-13 (DD/MM/YYYY) – Submitted on February 2015
- v. AQAR // 2013-14 (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. 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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held: 5 (Five)

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

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. Preparation of evaluative reports of the departments
  3. Preparation of SSR (RAR) of the University (3<sup>rd</sup> Cycles).

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 AQAR of IQAC of 2014-'15	Prepared & Submitted
2. Proposal for establishment of language lab in the plan period	Under Process
3. Preparation of online admissions in PG Level	Already started
4. Preparation of online registration at UG Level	Process started
5. Organisation of student-teacher meet on regular basis	Continuing
6. Beautification of Golapbag campus	Continuing
7. E/M learning Technology	Under Process
8. Renovation of academic building	Ongoing & being maintained

2.15 Whether the AQAR was placed in statutory body

Management

Syndicate

Any other body

Provide the details of the action taken:

- Massive infrastructural development done throughout the campus
- Some departments have been equipped with smart class rooms
- Students' Feedback for better teaching learning process introduced
- The Human Resource Development Centre (Academic Staff College) is conducting training programme for non teaching staff on regular basis.
- Soundless ecofriendly and auto-start generators installed throughout the Campuses
- WI-FI facility introduced for the benefit of students in most departments.
- The centuries' old canal surrounding the Golapbag Campus reexcavated and utilised for pisciculture.
- Energy saving drive promoted.
- Massive plantation undertaken in the Golapbag and Tarabag Campus and Hostels.
- Old Humanities and Composite Buildings provided with lift facility.
- 100 MW Solar Power Generation Project is underway. Project fund transferred to the State Govt. Project executing unit, WBREDA.
- Intensive seed cultivation in CRSMF and reclamation of fallow land/waste land are in progress.
- Increased interaction with foreign Universities in the form of reciprocating visits of teachers and scholars.

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	29			
PG	33 (Santhali+Phy. Edn)	02	06	
UG	04 [LLB, Science Education & BE]			
PG Diploma	03 [Population Education, Special Education (Mental Retardation) & Yoga Therapy]			
Advanced Diploma	French, Russian, German			
Diploma	01 [Arts & Design]			
Certificate	03 [Blood donor motivation]			
M. Phil	19			
M.E	02			
M. Tech	01			
Others (Distance Mode)	18 [PG-11, UG-4 & Vocational-3]			
<b>Total</b>	118	02	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	
CBCS	√

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.

Syllabi updated and introduced from the 2014 - session

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

Introduced Santhali and Physical Education from 2015.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	*Asst. Professors	*Associate Professors	*Professors	Others
	215	129	57	29	08
Sanctioned Posts	303	166	97	40	

[\* Base post wise]

2.2 No. of permanent faculty with Ph.D.

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
	27	37	5	40	1	11			60	88

2.4 No. of Guest and Visiting faculty and Temporary faculty/Contractual

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	63	110	45
Presented papers	86	145	38
Resource Persons	19	89	50

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 some departments.
- Seminar presentation on a regular basis has been introduced
- Introduced field visit and field survey to prepare dissertation work in some departments
- Some departments have been able to establish Industry-Academia coordination
- Faculty members ensure case-based, experiential and problem-based teaching-learning systems
- Students are engaged in impact assessment/ social audit of govt. Programmes as well as outreach programmes

2.7 Total No. of actual teaching days during this academic year 183\*  
As per University calendar.

(\*excluding the 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 Evaluation

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

<i>BoS</i>	<i>Faculty</i>	<i>CDW</i>
187	113	91

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of seats	Division				
		Appeared in Exam	Class - I	Class -II	Total	Pass %
PG Sem – I	1311	1043	110	15	361	90%
PG Sem - II	1434	1395	726	269	1036	95%
PG Sem - III	1241	952	129	73	411	99%
PG Sem - IV	1511	1451	891	421	1065	96%
LL.B Sem -I	60	53			34(Q)	
LL.B Sem -II	60	47			Result awaited	
LL.B Sem - III	60	41			29 (Q)	
LL.B Sem - IV	60	41			Result awaited	
LL.B Sem-V	60	40			27 (Q)	
LL.BSem-VI	60	38	8	19	27	90%
Certificate	9 (admissions)	10	06	04	10	100%

Diploma	5 (admissions)	02	01	--	01	50%
Advanced Diploma	2 (admissions)	02	02		02	100%
UG Sem – I [BLIS]	63	14	13	0	13	92.85%
UG Sem – II [BLIS]	63	13	12	0	12	92.3%

## 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. Organisation of National and International Seminars /Conferences /Workshops by different departments is monitored and encouraged
- ii. Each concerned department organises one study/industrial/excursion tour.
- iii. IQAC takes initiative to prepare a platform for interaction with parents.
- iv. IQAC this year has prepared a list of infrastructural requirements for IT based class room facilities in different departments.
- v. IQAC prepares the project of establishment of computer labs in the University to cater to the needs of the students in Arts and Commerce in particular.
- vi. IQAC encourages faculty members to apply for projects from various funding agencies
- vii. IQAC has taken active steps in allotment of subjects of Minor Electives amongst the students under CBCS across the departments in the University.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	21
UGC – Faculty Improvement Programme	-
HRD programmes	2
Orientation programmes	4

Faculty exchange programme	2
Staff training conducted by the university	4
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	8
Others	21

#### 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	78	11	4	1
Technical Staff	47	37	1	-

### 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:

- a) Promotion of research atmosphere in the Institution by sensitizing the faculties to the importance of having funded projects from various sponsoring agencies.
- b) Make provision for good infrastructure and laboratory facility.
- c) Motivation of students to participate in exhibitions and seminar competitions
- d) Accompaniment of research students to conferences /seminars and promoting them to present paper in conferences/workshop etc.
- e) Encouragement and monitoring of research students in joint publication of research articles.
- f) Research grant of Rs 50,000/- to young faculty as seed money for developing research projects.

##### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	8	34	11	11
Outlay in Rs. Lakhs	35,10,609/-	3,60,36,811/-	86,08,400/-	2

##### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	3,50,000	-	-

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	475	128	-
Non-Peer Review Journals	-	20	-
e-Journals	6	10	-
Conference proceedings	48	34	-

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

Range 0.1 – 6.7 Average 1.79 h-index 15.18 Nos. in SCOPUS 1604

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	2014-15 (running)	UGC, ICSSR, CSIR, DST, BRNS, DST (WB), DST(ENV), UGC-DAE, Govt. of WB, CSSSS, CSR, SERB (DST), SERB.	6,65,36,885	4,21,73,355
Minor Projects		-	-	-
Interdisciplinary Projects		-	-	-
Industry sponsored		-	-	-
Projects sponsored by the University/ College		-	-	-
Students research projects <i>(other than compulsory by the University)</i>		INSPIRE, GoI.	3,65,000	-
Any other(Specify)		-	-	-
Total		-	6,69,01,885	4,21,73,355

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST

DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme

INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	4	11	2	3	-
Sponsoring agencies	UGC, DST , Govt. of India, CSIR, DST, Govt of W.B., Maulana Abul Kalam Azad Institute of Asian Studies, Biodiversity Board, DSA, DBT	UGC, Burdwan University, UGC SAP-DRS, Reserve Bank of India, CAS-UGC, PURSE-DST and IISER-Kolkata, DBT ( Govt of W.B)	UGC	Legal Aids Cell, Burdwan	-

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

Experts	Chairpersons	Resource persons
70	66	104

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
Faculty	39	11	2	5	5	16	-
Student	73	16	23	1	4	29	-

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

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Generation of economic welfare of poor and backward people through sustainable use of bio-resources in general and Non-timber Forest Produce in particular.
- 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
- Organisation of legal aid camps in rural areas for the benefit of poor people.
- Organisation of blood donation camps
- State DST funded Science festival organised involving the students of University, colleges and H.S level school students of affiliated districts.
- Thallasamia awareness programme has been organised by NSS unit.

## 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	88	13	BU, UGC (SAP).	101
Laboratories	83	4	BU, DBT,	87
Seminar Halls	8	1	BU, UGC (SAP).	9
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	74	15	BU	89
Value of the equipment purchased during the year (Rs. in Lakhs)	4,76,333	1,00,00,000	BU, UGC-CAS, DST.	1,04,76,333
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Annexure – 1 (Page No. 27)

#### 4.3 Library services:

PARTICULARS	EXISTING		NEWLY ADDED		TOTAL	
	Number	Value	Number	Value	Number	Value
Text Books	54896	3480000	1207	-	56103	3480000
Reference Books	16403	2550000	10	-	16413	2550000
E-Books	33	£2320	-	-	33	£2320
Journals	10862	-	-	-	10862	-
e-Journals	6539	-	-	-	6539	-
Digital Database	9	-	-	-	9	-
CD & Video	2	250	-	-	2	250
Others:	-	-	-	-	-	-

4.4 Technology up gradation (overall): Annexure – 2 (Page No. 28)

	Total Computers	Computer Labs	Internet	Library	Computer Centres	Office	Seminar Room	Others
Existing	621	160	328	97	4	56	94	25
Added	50	21	30	3	-	4	3	7
Total	671	181	358	100	4	60	97	32

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

Annexure – 3 (Page No. 29)

4.6 Amount spent on maintenance in lakhs:

i) ICT*	59.21 Lakh
ii) Campus Infrastructure and facilities	390 Lakh
iii) Equipments	414.95 Lakh
iv) Others (construction of building)	240 Lakh
<b>Total :</b>	<b>1104.16 Lakh</b>

\*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 – 4a (Page No. 30)

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

Annexure – 4b (Page No. 30)

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

UG	PG	Ph. D.	Others
93085	3864	538	54

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

27

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

2

No	%
857	53.83

Men

No	%
922	51.99

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged (others)	Total	General	SC	ST	OBC	Physically Challenged (others)	Total
1423	338	57	290	40	2148	1264	283	49	106	14	1916

Demand ratio

1.5

Dropout %

18

The dropout rate appears high because of not filling seats of reserve categories.

#### 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

493

### 5.5 No. of students qualified in these examinations

NET	69	SET/SLET	21	GATE	40	CAT	-
IAS/IPS etc	-	State PSC	14	UPSC	-	Others	34

### 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.

Career fair with TCS and multiple companies with BIBS -22

Interaction meeting for recruitment in the Indian air force -100

No of students benefitted

### 5.7 Details of campus placement:

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
4	15	7	42

### 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  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	3019	1,68,29,590/-
Financial support from government		
Financial support from other sources	10	66,000/-
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:

- Inadequacy of smart/model classrooms
- Lack of language laboratory / audio – visual lab
- Inadequate scope of development 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 – 5a (Page No. 31)

6.2 Does the Institution has a management Information System

Annexure – 5b (Page No. 32)

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

6.3.1 Curriculum Development

Annexure – 6a (Page No. 33)

6.3.2 Teaching and Learning

Annexure – 6b (Page No. 35)

6.3.3 Examination and Evaluation

Annexure – 6c (Page No. 36)

6.3.4 Research and Development

Annexure – 6d (Page No. 39)

6.3.5 Library, ICT and physical infrastructure / instrumentation

Annexure – 6e (Page No. 41)

6.3.6 Human Resource Management

Annexure – 6f (Page No. 41)

6.3.7 Faculty and Staff recruitment

Annexure – 6g (Page No. 43)

### 6.3.8 Industry Interaction / Collaboration

Annexure – 6h (Page No. 43)

### 6.3.9 Admission of Students

Annexure – 6i (Page No. 44)

### 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 – 7 (Page No. 45)

### 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 – 8a (Page No. 46)

6.12 Activities and support from the Parent – Teacher Association

Annexure – 8b (Page No. 46)

6.13 Development programmes for support staff

Annexure – 8c (Page No. 46)

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

Annexure – 8d (Page No. 48)

## 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 – 9a (Page No. 49)

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

- Massive infrastructural development done throughout the campus
- Some departments have been equipped with smart class rooms
- Students' Feedback for better teaching learning process introduced
- The Human Resource Development Centre (Academic Staff College) is conducting training programme for non teaching staff on regular basis.
- Soundless ecofriendly and auto-start generators installed throughout the Campuses
- WI-FI facility introduced for the benefit of students in most departments.
- The centuries' old canal surrounding the Golapbag Campus reexcavated and utilised for pisciculture.
- Energy saving drive promoted.
- Massive plantation undertaken in the Golapbag and Tarabag Campus and Hostels.
- Old Humanities and Composite Buildings provided with lift facility.
- 100 MW Solar Power Generation Project is underway. Project fund transferred to the State Govt. Project executing unit, WBREDA.
- Intensive seed cultivation in CRSMF and reclamation of fallow land/waste land are in progress.
- Increased interaction with foreign Universities in the form of reciprocating visits of teachers and scholars.

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

- Students are actively taking part in outreach programmes for motivation of students of nearby colleges/schools
- Providing legal aids to the poor and economically needed people by conducting 'legal aids' and 'legal awareness' camps in villages

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

7.4 Contribution to environmental awareness / protection

Annexure – 9b (Page No. 50)

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:

- Initiative for collaborative research projects
- Renovation of Laboratory and Laboratory facility, and other infrastructural development as a continued process
- Proposal of preparing one Digital Conference Room.
- Proposal for preparing centralised three (3) Computer Labs in different buildings
- Initiative for augmentation of placement opportunity.
- Enhancement of mechanism of analysis of Students'; parents, alumni feedback for betterment of the teaching-learning system.
- Development of soft skills for the non-teaching staff members through the HRDC
- 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
- Planning for Academic and/or Administrative Audit

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



Signature of the Coordinator, IQAC

Joint Directors  
IQAC Unit  
The University of Burdwan  
Burdwan

Date: 7.1.16

Place: Burdwan

\*\*\*

Name Prof. Smritikumar Sarker



Signature of the Chairperson, IQAC

Vice-Chancellor  
The University of Burdwan  
Burdwan - 713104

#### **4.2 Computerization of administration and Library**

Computerisation of administration initiated with the aim of reducing paper use. Following steps have been already undertaken, like online order, online registration, e-payment *etc.* The controller of examination department 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 2013-14 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 2014-15, 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, Biotechnology, Environmental Sc., and other sectors.

*Computerisation of administration*

Online registration to the undergraduate courses of the affiliated colleges has been started during 2014 – 15 to be implemented for the session 2015- students.

*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 by the UGC-Human Resource Development Centre. Besides, one course has been offered entirely on Free Software (Linux platform) with the objective to encourage the use of 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 to make them aware on 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**

### **Vision:**

The University of Burdwan is committed to enriching and igniting young minds towards intellectual growth, social and national consciousness keeping in stride with global expansion.

### **Mission:**

To provide the environment of continuously acquiring and sharing knowledge & skills that will lead to professionalism and instil humanism.

## **6.2 Does the Institution have a Management information System?**

Although the University is not having a formal MIS system the IQAC unit of the university and the computer centre efficiently perform the major functions of the MIS works, like 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. Information about the journal articles are obtained 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 department tries to maintain its own website in which profile and particulars of each faculty member is separately uploaded and updated. Efforts are made to conduct online admission which will help to redress the inconvenience caused to the students.

### **6.3.1 Curricular Development:**

In coherence with institutional vision and mission the following steps have been taken during this period:

- i) Modifying the syllabi by introducing new course with interdisciplinary nature
- ii) The contents of papers to be offered on CBCS system by various departments has been finalised and approved by the faculty council.
- iii) Existing curricular content is regularly monitored by the BoS in all PG Departments, in which external subjects experts actively participated in improving the content and revisions of curriculum. The curriculum is displayed on the website.
- iv) Academic freedom is given to all departments under which curricular modification has been undertaken. Existing courses are redesigned after getting feedback from the different sections.
- v) Departments of Santali Language, Physical Education and Women Studies will be started from 2015 session with fully developed curriculum for PG level.

The University has constituted several committees to monitor the various academic programmes.

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 33 Post-graduate programmes, 4 one-year PG Diploma Courses; M.Phil. Programmes in 19 subjects, M.Tech in Microwave (Physics). 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) under the Faculty of Arts, Commerce, Law *etc.*, has been functioning well for pursuing studies and research in the fields of women, good governance, human rights, human development *etc.* The interdisciplinary M.Phil. Programme of Studies on Women and alternative programmes for in-service Police Personnel are running under the aegis of CIS.

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

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

Semester system is running well; curricula review is carried out at regular intervals and efforts are made to introduce courses that are most urgently needed in the greater interest of the society. Students are mentored regarding choice of CBCS papers to be offered. Special attention has been given by different departments in preparing the curriculum including Minor Elective papers of such papers offered under CBCS, keeping in view their interdisciplinary feature and the students who might offer choice for them.

**6.3.2 Teaching and Learning:**

Teaching in the departments is mostly performed by regular faculties, inter-departmental faculty, visiting professors and invited speakers. Departments also 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 laboratory/ field based project works. Other than conventional methods (chalk board/white board) teaching is performed in many departments through adoption of e-content, 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. Students are also provided coaching for NET/SET examination and tutorial classes are arranged for slow learners. Interested students are also motivated to pursue a variety of co-curricular activities such as NSS, outdoor games, recitation/singing competition, drama etc. They are also exposed to a number of social benefit programmes by organising camps on blood donation, Health Awareness, Tree Plantation Programmes, Pulse Polio Immunization Awareness Programmes, Anti-drug Rally, Cleanliness in campus *etc.* The programme 'Earn while you learn' has also attracted the students to contribute their labour during the period of their study.

The University maintains 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/WI-FI connectivity has been introduced in various administrative departments/sections of the University and fibre optic connectivity has been upgraded by 50 micron multimode.

Students have been instrumental in giving their feedback on the status of teaching in different departments which is monitored by an apex body constituted by the Vice-Chancellor of the University. The new recruitment of teachers has enhanced the faculty base in a number of departments and this has improved the teaching learning process.

**6.3.3 Examination and Evaluation:**

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

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 more than one lakh candidates and evaluation of their scripts. 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) UG Examinations including Professional Courses. This enables quick publication of results [Final results are published within a month (approx.)]. As a result UG (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 UG 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 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) Choice Based Credit System (CBCS) of Examinations with grading system 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 better results.  
 (b) Choice Based Credit System (CBCS) of Examinations with grading system are also followed in M.A./M.Sc./M.Com. levels.

The examination system is proved 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 and 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 Professional courses in each semester examinations/UG Professional examinations *etc.*, *viz.* MBA, MBA (HR), MBA (Tourism), MCA, LLM., LLB., 5-Year integrated B.A.LL.B., BLIS, MLIS *etc.*
- (vii) This year University has introduced MA in Santali Language and Physical Education.

(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 obtain the photocopy of assessed answer scripts on submission of requisite fees and on compliance of usual formalities.

The official staff of the controllers department extends 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 good number of the faculty members are actively engaged in research work and Ph.D supervision.

There are 538 full time candidates registered in Ph.D. Programme and 68 part time candidates are pursuing research. CAS programme of UGC is run in the Departments of Bengali, Botany, Chemistry and Physics; Mathematics is enjoying DSA; Departments of History, Geography, English, Economics, and Zoology have implemented DRS Scheme; departments of Botany, Chemistry, Geography, Mathematics, Physics, Statistics, Zoology have implemented DST-FIST programmes; departments of Biotechnology, Environmental Science have received BOOST (GoWB) jointly this year; UIT is implementing Technical Education Quality Improvement Programmes (TEQUIP) Phase – I of AICTE.

*Providing seed money:* University provides seed money to young teachers amount to Rs. 50,000/- per teacher under the ‘Young Teachers Assistance Scheme’ to get necessary infrastructure required for research including laboratory facilities, field, consumables, equipment are provided by the University to the faculty who undertake research projects. In UGC-SAP funded departments, additional grant is available for conducting research and to attend workshops and conferences.

Sponsored research projects are being run in a number of Departments. Recently a number of teachers have been sanctioned MRPs from UGC. University has a research recognition committee and the Board of Research Studies to facilitate the research activity. Research Advisory Committee comprises all faculty members, three external experts and the Head of the department concerned. This committee selects and admits Ph.D. students. It also allocates Research Supervisors for students enrolled for the Ph.D. programme depending upon the vacancy, the number of students per faculty member permitted by the University, the available specializations among the faculty supervisors, and the research interest of the student as indicated during the interview by the student. Additionally, it conducts Ph D course work for the research students.

As regard to research output of the University during this year (2014 – 2015), about 475 have been published in peer reviewed International and 128 in National journals, 48 papers have been published in International conference proceedings while 34 at National level. The impact factor of publication ranges between 0.1 to 6.7 with an average of 1.79 while h –index is 15.18.

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

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.

(i) A research scholar's workshop was held in the Dept. of Economics in 2014, was attended by Ph.D students in the dept under the supervision of different teachers. They 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.

538 candidates are now registered for Ph.D degree in different disciplines and 106 candidates have been awarded Ph.D degree in the year of 2014-15. About 164 faculty members throughout the university are now engaged as Ph.D supervisors. The coursework for Ph.D. students in all P.G departments are running successfully.

Following departments are getting assistance/recognition under SAP/COSIST/ASSIST/ DST, FIST and other programmes: (a) CAS: Departments of Bengali (Level – II), Botany, Chemistry and Physics (Level – I); (b) DRS: Departments of History, English, Economics, Geography, Zoology & Statistics; (c) DST-FIST: Departments of Mathematics, Geography, Botany, Chemistry, Geography, Physics, Statistics, Zoology; (d) BOOST (GoWB): Jointly by Departments of Biotechnology and Environmental Science; (e) UGC Sponsored Career Oriented Programme (COP) for Social Sciences; (f) UIT is implementing Technical Education Quality Improvement Programmes (TEQUIP) Phase – I of AICTE.

The faculty members of various Departments have been encouraged to apply for major research projects. This has engendered an atmosphere of quality research among faculties, research students and project fellows alike.

**6.3.5 Library, ICT and physical infrastructure/ instrumentation:**

The University has 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 NKN (National Knowledge Network) connectivity of MHRD. J-store facility has enabled downloading of important backdated papers, considered important for research work.

Central library provides all necessary books as well as theses and journals to the students. So far 33 e-books of 6539 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 per the requirement of the students, teachers and others. There are also some audio-cassettes in French, German which are preserved in the departmental library. Digital library system has proved extremely beneficial to the students by providing services through uploading question papers, syllabus, and other internet based services. Smooth ramp has been constructed to facilitate easy access of physically disabled students to the library resources.

**6.3.6 Human Resource Management:**

In order to ensure administrative efficiency, the entire human resources in the university are managed under the umbrella of three departments like Registrar, Finance and Controller.

The IQAC cell takes care of the general academic atmosphere in the University and tries to promote a sound and cordial 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 conducted under the supervision of Board of Research Studies (BRS) while the BRS is chaired by the Dean of the concerned faculty. The Department heads keeps liaison 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 accounts related to spending of funds sanctioned by various funding agencies for undertaking research projects, are maintained by the office staff in the Finance dept. There are two sections in Finance departments, one of which takes care of the accounts related to major /minor research projects while the other looks after the accounts pertaining to DRS/CAS projects.

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. There is a farm laboratory to carry out and expedite the research activities. Since 2002 'Foundation & Certified' seed program for Paddy, Mustard, Gram, Lentil, potato and Moong has been launched in collaboration with Department of Agriculture, Govt. of West Bengal, and it is still running successfully. The CRSMF is also getting huge quantities of breeder seed of paddy through the Prof. Jayashankar Telangana State Agricultural University, Hyderabad, and breeder seed of potato variety like kufri Jyoti from ICAR-Central Potato Research Institute, Shimla. The programme was initiated with the support of Deputy Director of Agriculture, Govt. of West Bengal, Seed Certification Department, Govt. of West Bengal, Seed Corporation and Seed Testing Department, Govt. of West Bengal. *Mango Germplasm Conservation*: The University has set up a conservatory of Mango Germplasm and is being maintained in an area covering more than two acres of land. Here over 20 varieties of traditional species of mango are maintained namely, Langra, Bombai, Champs, Mohanbhog, Kisanbhog, Amrapali, Golapkhas, Himsagar, Dasherri, Chousa, Alfanso etc.

The University has been effectively catering to the diverse needs of the Community. 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 not only to the PG Departments of own University but also to other universities especially North-East zone.

The HRDC (Academic Staff College) of the university is regularly organising Orientation and Refresher Courses on different subjects which are 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 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. The massive infrastructure development undertaken by the University is supervised by the Engineering Department.

**Annexure: 6g**

### **6.3.7 Faculty and Staff Recruitment**

The university has taken a sustained drive for filling up the vacant posts in the interest of students and research scholars of different departments. The guidelines of the University Statute are followed in case of recruitment of faculty and staff. University constitutes a selection Committee as per UGC norms and State Govt. norms and eligibility criteria in case of recruitment of faculty in different departments.

**Annexure: 6h**

### **6.3.8 Industry interaction/collaboration:**

A separate centre named “Centre for University-Industry Institute Partnership Cell” takes care of placement/training related activities of the students. Our Hon’ble Vice-Chancellor has launched its website (<http://iipcbu.buruniv.ac.in>). This centre co-ordinates with the departments/students and industries in planning/arranging recruitment related activities including Selection Tests, Interviews and replacement talks, training programs. It has organised one day workshop on “Living in the Digital Age: Productivity & Security Issues” for the teaching, non-teaching members, students, research scholar. IIPC coordinated the online test for students of affiliating colleges for recruitment to CTS. The University has entered into collaboration with a number of industrial enterprises. Different departments are involved in various capacities in this context. They have planned to organise career fairs, IAF promotional interactive session for FTS in Indian Air Force. 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.*

## **Annexure: 6i**

### **6.3.9 Admission of Students:**

Advertisement for admission is duly given in University website and daily newspapers and is carried on a transparent basis.

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 reserved for students coming from other States and this provides an opportunity for blending of culture across 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. In case of law also, admission is based on Open Admission Test. Reservation of seats for SC, ST and OBC is maintained as per State Govt. Rules. Apart from this, Persons with Disabilities (PWD), Sports Personality (SP) candidates also get opportunity as per University Rules.

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

The University is always concerned about making the examination system transparent and does not spare any efforts to that purpose. Spot evaluation of answer scripts in all the Final Undergraduate 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. From this year OMR based question papers are set for the admission test into Ph.D course work and the entire process of admission test for Ph,D course is monitored by the Hon'ble Vice-Chancellor with the assistance of external subject experts.

Computerized Admit Cards are issued before all the semester examinations. The admit cards also contain the scanned photograph of the candidates. Computerized mark sheets in all the examinations are issued following the 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), on regular basis, offers 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 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. The association is maintaining the Campus cleaning programme at regular intervals. Provision has also been made to the registered members of BUAA and the members of their family to provide rent-free accommodation at the University Guest House. BUAA has given Rs 1.00 lakh to University authority during renovation and construction of the University Guest house. Apart from this, provision for giving medals to best student in some dept has been made through a grant to the University by some alumni.

**6.12 Activities and support from the parent-teacher association:**

There is no formal parent teacher association. However, parents of local students often visit the departments of their wards and interact with the teachers as and when they feel the urge.

**6.13 Development programmes for support staff:**

The Human Resource Management Centre of the University (erstwhile Academic Staff College) arranges various training programmes for enhancing the efficiency of supervisory staff and other employees.

University authority is always very concerned with the services of the Health Centre. They are taking care of updating the Centre by providing modern instruments like Digital X-Ray Machine, Semiautoanalyser, USG with Colour Doppler etc.

Medical facilities are provided to students, research scholars, university employees and teachers including their families through the University Health Centre. Hostel workers and their families are also extended this facility.

The Medical Officer in the University provides tremendous service to the University employees. 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. The health centre is rich with the functioning of Pulmonary Function Test Unit, Holter Monitoring at the Cardiology Unit, Pulse Oximeter *etc.* The Physiotherapy Unit has been improved with introduction of some new instruments. The pathology unit has been renovated to provide better medical support services to the stakeholders.

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 Family welfare and Immunization Programme started in 12.11.1992 is successfully continuing and is supported by Burdwan Medical College. It serves not only University employees but also the people of 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 also 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 has undertaken organic farming on a commercial basis to cater to the health aspects of staff inside the campus and nearby locality. A new canteen has been established to cater to the food demand of the students and teachers alike.

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

Reclamation drive has been completed in the entire waterbody surrounding the Golapbag campus, 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. An orchard has been created by planting saplings of mango and other variety of fruits along the area beside the reclaimed waterbody. Further plants of different variety of flowers are being nurtured in the farmhouse. Saplings planted along the banks of waterbodies inside the campus are being taken care on a regular basis.

The dustbins located at regular distances inside the campus have contributed to reduce the trash material littered outside. Toilet facility in different buildings has been extended. Ground work has been made to undertake organic farming operation on a commercial basis. The electric cables have been placed underground and the entire Golapbag campus has been decorated with lamps. Eco-friendly generators in front of different departments/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 are continued to culture 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. Statues of greatly renowned personalities of Bengal in yesteryears have been installed at the entrance of the university as well as in front of some of the academic buildings with a great artistic sense and these have enhanced the academic aura of the University.

**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 departments have been motivated to implement these drives.

Top graded students are encouraged to pursue academic careers through participation in various research activities of the departments 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 departments 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. Participation in outreach programmes for motivation of college/school students in their concerned subjects is worthy to mention.

**7.4 Contribution to environmental awareness/ protection:**

Students are encouraged to make the building and the campus a plastic-free zone. Teachers and students of different departments 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 department organized awareness programme for the utilization of Biofertilizer. Chemistry department 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.* Some of the departments are maintaining a good look before entering onto the department by creating a garden in front.

Students of Environmental Science visit the neighbourhood community and promote awareness about environmental Pollution and how it can be saved from disastrous consequences. Students and Faculty members of the Environmental Science Department celebrate World Environment Day and their Foundation Day by 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.