# ANNUAL QUALITY ASSURANCE REPORT

# 2 0 1 6 - 17

*Submitted to*

# *National Assessment and Accreditation Council*

## Barasat College

1, Kalyani Road, P.O. Nabapally, Barasat,
Kolkata - 700 126
Phone : (033) 2542 3656
e-mail : barasatcollege@yahoo.co.in

# Contents

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

1. **Details of the Institution:**

1.1 Name of the Institution    :    BARASAT COLLEGE

1.2 Address Line 1    :    1, KALYANI ROAD

    Address Line 2    :    P.O. NABAPALLY

    City / Town    :    BARASAT, DIST. NORTH 24

    State    :    WEST BENGAL

    PIN Code    :    KOLKATA - 700126

    Institution email address    :    barasatcollege72@yahoo.com

    Contact Nos.    :    9432496363

    Name of the Head of the Institution    :    PARTHA PRATIM DASGUPTA

    Tel. No. With STD Code    :

    Mobile    :    9432496363

    Name of the IQAC Co-coordinator    RANJIT KUMAR BOSE

    Mobile    :    9433425497

    IQAC e-mail address    :    barasatcollege1972@gmail.com

**1.3 NAAC Track ID**    :

**1.4 NAAC Executive Committee No. & Date:**    NAAC/Cert-A&A/2006/47 dt 19-10-2006
*(For Example EC/32/A&A/143 dated 3-5-2004.*
*This EC no. is available in the right corner- bottom*
*of your institution's Accreditation Certificate)*

1.5 Website address    :    www.barasatcollege.org

    Web-link of the AQAR    :

1.6 Accreditation Details                    :

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-------|-------|------|----------------------|-----------------|
| 1 | 1ˢᵗCycle | B | 2.81 | 2006 | 2011 |

1.7 Date of Establishment of IQAC (DD/MM/YYYY):  16/08/2013

1.8 AQAR for the year                              :   2016-17

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 for the year 2012-13  submitted on 08/02/2017

   ii)     AQAR for the year 2013-14  submitted on 08/02/2017

   iii)    AQAR  for the year 2014-15  submitted on 08/02/2017

   iv)     AQAR  for the year 2015-16  submitted on 14/12/2018


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    ☐

                Urban ✓    Rural ☐    Tribal ☐

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

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

1.11  Type of Faculty/Programme

   Arts ✓    Science ✓ Commerce ✓    Law ☐ PEI (Phys Edu) ☐

   TEI (Edu) ☐    Engineering ☐    Health Science ☐    Management ☐

   Others (Specify) ☐

1.12   Name of the Affiliating University (for the Colleges):   West Bengal State University

1.13   Special status conferred by Central/ State Government-- DST/DBT/ICMR ☐

        Autonomy by State/Central Govt. / University ☐

        University with Potential for Excellence ☐          UGC-CPE ☐

DST Star Scheme ☐                  UGC-CE ☐

UGC-Special Assistance Programme ☐                DST-FIST ☐

UGC-Innovative PG programmes ☐     Any other (*Specify*) ☐

UGC-COP Programmes ☐

## 2.   IQAC Composition and Activities

2.1   No. of Teachers                                    :   6

2.2   No. of Administrative/Technical staff              :   1

2.3   No. of students                                    :   1

2.4   No. of Management representatives                  :   1

2.5   No. of Alumni                                      :   ☐

2. 6  No. of any other stakeholder and
      community representatives                          :   1

2.7   No. of Employers/ Industrialists                   :   ☐

2.8   No. of other External Experts                      :   ☐

2.9   Total No. of members                               :   10

2.10 No. of IQAC meetings held                           :   ☐

2.11 No. of meetings with various stakeholders    : No.   5     Faculty   2

        Non-Teaching Staff   2     Students   1     Alumni ☐     Others ☐

2.12 Has IQAC received any funding from UGC during the year? :   Yes ☐   No ✓

       If yes, mention the amount                                :

2.13 Seminars and Conferences (only quality related)

      (i)      No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

| Total Nos. | | International | | National | | State | | Institution Level | 2 |

(ii)     Themes

- Climate change and its impact on biodiversity.
- River bank erosion and its management.

2.14   Significant Activities and contributions made by IQAC:

- To take an active role in forwarding the Career Advance Scheme (CAS) of teaching faculty.
- To offer important suggestions to the administration for the improvement of teaching quality of the institution.
- To encourage teachers in participating seminars/conferences and workshops.
- To assist and motivate the teachers to complete Ph.D and to undertake other research projects.
- To promote teachers for participating in refresher/orientation courses.
- To contribute and guide students for social awareness.
- Organised many institutional level seminars and workshops.

2.15 Plan of Action by IQAC/Outcome            :

| Plan of Action | Achievements |
|---|---|
| 1. To continue the curricular activities | 1. Normal curricular activities are continued. |
| 2. Publication of Academic Calendar and Prospectus | 2. Academic Calendar and prospectus published 3. |
| 3. To fill up vacant posts | 4. Guest lecturers are appointed temporarily |
| 4. Departmental Tours | 5. As per proposal of IQAC  different departments of the Institution organized departmental tours. |
| 5. To increase the class-rooms and other infrastructural facilities. | 6. Construction of a new block has been started. |
| 6. To construct smart class room. | 7. Preparation to build up the smart room started. |

2.16 Whether the AQAR was placed in statutory body:     Yes  ✓     No ☐

Management ☐     Syndicate ☐     Any other body     Administrator

Provide the details of the action taken:
The Administrator of the College accepted and approved the AQAR 2016-17 on ……14/12/2018…….

**Part – B**

## Criterion – I

## 1. Curricular Aspects

1.1 Details about Academic Programmes :

| Level of the Programme | Number of existing Programmes | Number of Pro-grammes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|---|---|---|---|---|
| Ph.D. | | | | |
| PG | | | | |
| UG | 32 | 00 | 00 | 00 |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others: | 8 | | | |
| **Total** | 40 | 00 | 00 | 00 |

| Interdisciplinary | | | | |
|---|---|---|---|---|
| Innovative | | | | |

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

(ii) Pattern of programmes :

| Pattern | Number of programmes |
|---|---|
| Semester | |
| Trimester | |
| Annual | 40 |

1.3 Feedback from stakeholders*:  Alumni ☐  Parents ☐  Employers ✓  Students ✓
(on all aspects)

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

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

> The college has to follow the courses designed by the University to which it is affiliated. It has little scope to design the course curriculum, structure or examination processes. The University takes steps to revise the syllabus and marking system to cope with the prevailing situation. However, Teachers of the College who are the members of the Board of Studies or Executive Council play valuable roles in the framing of the Syllabus. The College Teachers send regular feedbacks and suggestions to the Board of Studies regarding the framing of the UG and PG Syllabus.

1.5 Any new Department / Centre introduced during the year.  If yes, give details:  No

## Criterion – II

### 2. Teaching, Learning and Evaluation
2.1  Total No. of permanent faculty                         :

| Total | Asst. Professors | Associate Professors | Professors/Principal | Others/Librarian |
|---|---|---|---|---|
| 27 | 14 | 11 | 1 | 1 |

2.2  No. of permanent faculty with Ph.D.          :         11

2.3  No. of Faculty Positions Joined (J) and Vacant (V) during the year :

| Asst. Professors | | Associate Professors | | Professors/Principal | | Others/Librarian | | Total | |
|---|---|---|---|---|---|---|---|---|---|
| J | V | J | V | J | V | J | V | J | V |
| 9 | 4 | 0 | 0 | 0 | 0 | 0 | 1 | 9 | 5 |

2.4  No. of Guest and Visiting faculty, Contractual faculty and Part-time faculty   :

| Contractual faculty | Part-time faculty | Guest and Visiting faculty |
|---|---|---|
| 9 | 22 | 7(Temporary) |

2.5  Faculty participation in conferences and symposia   :

| No. of Faculty | International level | National level | State level |
|---|---|---|---|
| Attended |  | 4 | 4 |
| Presented papers | 6 | 12 | 0 |
| Resource Persons |  | 2 | 1 |

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

> Projector used by various departments.   Remedial classes for slow-learners and counseling for advanced students. Relevant documentaries and movies are shown to the students for incorporating the ideas of the pluralities and multi-dimensional aspects of modern life. Moreover, the Core Science and Social Science Departments carry on Field Works and Field Trips on a regular basis.

2.7  Total No. of actual teaching days during this academic year          :         186

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

> The college generally maintains the traditional examination system as per norms of affiliating university.  Test examinations are conducted for making them fit for University examination. Parents Teachers meeting are held to convey the performance of students in the said examination in order to improve their performance in University examination.

2.9  No. of faculty members involved in curriculum Restructuring/revision/syllabus development as  member of Board of Study/Faculty/Curriculum Development workshop :   1

2.10  Average percentage of attendance of students          :    70%

2.11  Course/Programme-wise distribution of pass percentage      :

| Title of the Programme | Total no. of students appeared | 1st Class | 2nd Class | Pass (Total) | Pass % |
|---|---|---|---|---|---|
| BENGALI (HONS.) | 56 | 0 | 51 | 3 | 96 |
| ENGLISH (HONS.) | 12 | 0 | 3 | 12 | 100 |
| HISTORY (HONS.) | 27 | 0 | 24 | 26 | 96 |
| PHILOSOPHY (HONS.) | 8 | 0 | 4 | 6 | 75 |
| POL.SCIENCE (HONS.) | 11 | 0 | 5 | 11 | 100 |
| EDUCATION (HONS.) | 60 | 8 | 52 | 60 | 100 |
| SOCIOLOGY (HONS.) | 5 | 1 | 4 | 5 | 100 |
| PHYSICS (HONS.) | 10 | 2 | 2 | 7 | 70 |
| CHEMISTRY(HONS.) | 3 | 0 | 2 | 2 | 67 |
| MATHEMATICS (HONS.) | 10 | 3 | 1 | 8 | 80 |
| BOTANY (HONS.) | 6 | 0 | 3 | 5 | 83 |
| ZOOLOGY (HONS.) | 24 | 2 | 20 | 24 | 100 |
| COMP. SC. (HONS.) | 8 | 0 | 5 | 5 | 63 |
| GEOGRAPHY (HONS.) | 58 | 1 | 25 | 53 | 91 |
| Accounting & Finance (HONS.) | 156 | 13 | 127 | 140 | 90 |
| Marketing (HONS.) | 4 | 0 | 4 | 4 | 100 |
| B. A. (GENERAL) | 895 | X | 30 | 391 | 44 |
| B. COM.(GENERAL) | 133 | X | X | 31 | 23 |
| B.SC.(GENERAL) | 107 | 1 | 38 | 62 | 58 |

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

Through regular interaction with the administration, teaching and non-teaching staff and different stakeholders, the IQAC offers important suggestions for the overall development of the teaching and learning processes.

2.13  Initiatives undertaken towards faculty development :

| Faculty / Staff Development Programmes | Number of faculty |
|---|---|
| Refresher courses | |
| UGC – Faculty Improvement Programme | |
| HRD programmes | |
| Orientation programmes | |
| Faculty exchange programme | 2 |
| Staff training conducted by the university | |
| Staff training conducted by other institutions | |
| Summer / Winter schools, Workshops, etc. | |
| Others | |

2.14  Details of Administrative and Technical staff :

| Category | No. of Permanent Employees | No. of Vacant Positions | No. of permanent positions filled during the Year | No. of positions filled temporarily |
|---|---|---|---|---|
| Administrative Staff | 31 | 15 | 0 | 15 |

## Criterion – III

### 3. Research, Consultancy and Extension

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

The IQAC always encouraged and sensitized research climate in the college by suggesting greater involvement of the faculty members in research, project work, field work, and surveys by the individual teachers as well by different departments and units.  The Library Sub-committee ensures that reference books are available in the college library.

3.2  Details regarding major projects      :

|  | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number |  |  |  |  |
| Outlay in Rs. lakhs |  |  |  |  |

3.3  Details regarding minor projects      :

|  | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number |  |  |  |  |
| Outlay in Rs. lakhs |  |  |  |  |

3.4  Details on research publications:

|  | International | National | Others |
|---|---|---|---|
| Peer Review Journals | 6 | 1 |  |
| Non-Peer Review Journals |  | 3 |  |
| e_Journals |  |  |  |
| Conference proceedings |  | 4 |  |

3.5  Details on impact factor of publications:

Range  5.2162-0     Average  [ ]     h-index [ ]     Nos. in SCOPUS [ ]

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---|---|---|---|
| Major projects | | | | |
| Minor Projects | | | | |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | | | | |
| Students research projects *(other than compulsory by the University)* | | | | |
| Any other(Specify) | | | | |
| Major projects | | | | |

3.7  No. of books published:   i) With ISBN No. [ ]   Chapters in Edited Books [ 4 ]

                            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:   [ NIL ]

3.11 No. of conferences organized by the Institution   :

| Level | International | National | State | University |
|---|---|---|---|---|
| Number | | | | 4 |
| Sponsoring agencies | | | | College |

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

[ 2 ]

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 : NO

From Funding agency [       ]        From Management of University / College [       ]

Total [       ]

3.16   No. of patents received this :

| 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 | District | College |
|---|---|---|---|---|---|---|
| | | | | | | |

3.18    No. of faculty from the Institution who are Ph. D. Guides [       ]

and students registered under them [       ]

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

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

JRF [     ]        SRF [     ]        Project Fellows [     ]        Any other [     ]

3.21   No. of students Participated in NSS events:

University/College level [ 100 ]        State level [     ]

National level [     ]        International level [     ]

3.22   No.  of students participated in NCC events:

University/College level ☐         State level ☐

National level ☐         International leve ☐

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 ☐1

NCC ☐    NSS ☐2    Any other ☐3

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

The NSS Unit and Students' Union of the college have undertaken the following activities in the sphere of social welfare and voluntary services:
- Cleanliness of college area throughout the year.
- Making the college premises plastic-free zone.
- Blood Donation Camp.
- Free eye check up.
- Help to the poor and orphan students on the eve of Sharadia Utsab (Durga Puja Festival).
- Planting of trees in the campus.

# 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 | 2476sq.mt. | 0 | College fund | 2476sq.mt. |
| Class rooms | 30 | 0 | | 30 |
| Laboratories | 6 | 0 | | 6 |

| | | | | |
|---|---|---|---|---|
| Seminar Halls | 1 | 0 | | 1 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year | | | | |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 10.84 | College fund | |
| Others (building + books + labs) | | 77.23 | College fund | |

*See ANNEXURE

4.2  Computerization of administration and library:

- Admission process of the students is going on using Admiteks software.
- Students' database has been maintained using Student Management System and it is functional from the year 2008.
- FINAERP is running from the year 2011 for maintenance of college accounts.
- Library uses KOHA software for cataloguing of books.

4.3  Library services:

| | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
| | No. | Value (Rs.) | No. | Value (Rs.) | No. | Value (Rs.) |
| Text Books | 27029 | | 1689 | 474323 | 28718 | |
| Reference Books | | | | | | |
| e-Books | | | | | | |
| Journals/Periodicals | 6 | | 0 | | 6 | |
| e-Journals | | | | | | |
| Digital Database | | | | | | |
| CD & Video | | | | | | |
| Others (specify) | | | | | | |

4.4  Technology up gradation (overall):

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 57 | 2 | 1 | 2 | 0 | 27 | 30 | 0 |
| Added | 4 | 0 | 0 | 0 | 0 | 3 | 1 | 0 |
| Total | 61 | 2 | 1 | 2 | 0 | 30 | 31 | 0 |

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

Training provided to office staff time-to-time for software maintenance & updates. Training for teacher and staff has been organized every year before commencement admission process. Students browse internet for their studies using the computers in browsing centre.

4.6 Amount spent on maintenance in lakhs:

i) ICT

| 1.38 lakhs |

ii) Campus Infrastructure and facilities

| 89.93 lakhs |

iii) Equipments

| 10.84 lakhs |

iv) Others

| 18.45 lahks |

**Total :**

| 102.14 lahks |

# Criterion – V

## 5. Student Support and Progression

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

All the quality assessment related services were rendered in due manner. Governing Body of the college was the apex body for the job. Beside all the staff as well as different Statutory and other functional bodies play their positive roles in enhancing awareness about Student Support Services. Student support services are properly and timely informed to the students through notices displayed in the notice boards and through classroom circulation. Notices can also be accessed on the college website. College prospectus carries all the necessary information. Important dates regarding admission procedure are highlighted through flex. Student counseling is done during admission for helping them throughout the process.

5.2 Efforts made by the institution for tracking the progression:

Faculty members keep track of the students' progression by individual initiatives. Regular class tests have been conducted for the tracking students' performance. Remedial and tutorial classes have been taken to help needy students.

5.3 (a) Total Number of students:

| UG | PG | Ph. D. | Others |
|------|----|--------|--------|
| 6777 | 0  | 0      | 0      |

(b) No. of students outside the state:

| Nil |

(c) No. of international students    :

| Nil |

Men

| No   | %  |
|------|----|
| 3520 | 52 |

Women

| No   | %  |
|------|----|
| 3257 | 48 |

| Last Year | | | | | | This Year | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 5019 | 902 | 37 | 756 | 03 | 6717 | 4886 | 937 | 38 | 916 | 0 | 6777 |

Demand ratio  [ 1.8 ]   Dropout  [    ]

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

No. of students beneficiaries  [    ]

5.5  No. of students qualified in these examinations  :

NET  [    ]   SET/SLET  [    ]   GATE  [    ]   CAT  [    ]

IAS/IPS etc  [    ]   State PSC  [    ]   UPSC  [    ]   Others  [    ]

5.6  Details of student counselling and career guidance:

Departmental teachers provide guidance and counseling to the students for pursuing future studies and in matter of job opportunities in the different fields. Students are also encouraged to participate in job fairs and workshops and career counseling organized by other organizations. Students are also informed about various job opportunities through college notice boards.

5.7  Details of campus placement:

| On Campus | | | Off Campus |
|---|---|---|---|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
|  |  |  |  |

5.8  Details of gender sensitization programmes:

Gender sensitization cell has been formed following the Visakha guidelines. The members of the cell conduct meeting regularly with the girl students to sensitize them on different gender issues.

**5.9   Students Activities:**

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

State/ University level   | 25 |   National level   | |   International level   | |

   No. of students participated in cultural events:

State/ University level   | 3 |   National level   | |   International level   | |

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

Sports:  State/ University level   | 25 |   National level   | |   International level   | |

Cultural: State/ University level   | 1 |   National level   | |   International level   | |

5.10  Scholarships and Financial Support :

|  | Number of students | Amount Rs. |
|---|---|---|
| Financial support from institution |  |  |
| Financial support from government | 2012 | 1,85,16,000 |
| Financial support from other sources |  |  |
| Number of students who received International/ National recognitions |  |  |

**5.11   Student organised / initiatives:**

Fairs      :   State/ University level   | |   National level   | |   International level   | |

Exhibition:    State/ University level   | |   National level   | |   International level   | |

5.12  No. of social initiatives undertaken by the students:      | 1 |

5.13  Major grievances of students (if any) redressed:

Students demanded long for installation of CC cameras in classrooms and laboratories for the security girl students and for keeping an eye on the lab equipments. This year college administration has been able to fulfill this demand and CC cameras with central monitoring system have been activated in the campus.

# Criterion – VI

## 6. Governance, Leadership and Management

6.1   State the Vision and Mission of the institution
**VISION :**

Barasat College shares the wisdom of the traditional Indian vision of education that aims at comprehensive development of the potential of human resource of the society.

The emblem of the Barasat College embodies the two keystones of the vision of this educational institution.

*Sangachhadhwang   sangbadadham*…………Let us move ahead in unison, march forward in harmony, think together and raise our voice in chorus to lead us to the ultimate freedom, that can only be imparted by knowledge …………*sa vidya bimuktaye*.

Barasat College carries the torch of education to spread the light of knowledge and illuminate even the farthest corners of the society.

The vision of the institution is to provide maximum educational facilities to the learners belonging to the weaker and underprivileged section of the society, coming from rural and semi-urban area and to enrich them in their academic field as well as carrier-oriented field.

**MISSION:**

The mission of the institution is to provide "Life Centric and job oriented" quality higher education through a modern multi-faculty college wherein the students can be well taught and trained to build social awareness and responsibilities towards the society and to become partners in the socio-economic development of the country.  Ours is a semi-urban college surrounded by agriculture-based areas and our students are mostly first -generation learners. It is a matter of great challenge for us to spread the periphery of higher education quantitatively without compromising quality.   We try to input social value among the students. It is highly expected that they will convey it to the larger society.

The mission of Barasat College is to educate its students to help creating a self-reliant, self- sustaining, self-confident self- respectful and innovative generation to present India with a skilled human resource that is free from the shackles of narrowness, selfishness or prejudice and competent enough to feed the need of the emergent India.

The college takes on the great challenge of providing a uniform milieu for education acceptable to the students and their families in the semi -urban region from mainly an agrarian society but hailing from a diverse socio-eco-cultural and religious background.

We constantly innovate, upgrade, modify and modernize the administrative management and teaching methods to keep it contemporary.

The benefits of education should not be limited to only a few. Barasat College has the mission of widen the access to education for under-privileged sections of the society to integrate them in the process of nation building.

We offer different course options for higher education in science, humanities and commerce to suit the differing needs of youth, who want to get themselves educated.

Conventional education only is not adequate for all round human development. Barasat College encourages its students in developing their skills in co and extra-curricular activities in sports and cultural arena.

It is an undergraduate college having B.A., B.Sc. and B.Com. programmes. In the past our college was affiliated to Calcutta University. To satisfy the needs of the society we have introduced different honours courses phase by phase with proper approval from Calcutta University.

After the formation of West Bengal State University for the district of North 24-Parganas we have come under the affiliation of this new University. We have introduced honours courses in Physics, Chemistry, Zoology, Botany, Mathematics and Computer Science in 2012 after getting approval from the West Bengal State University. PG teaching is imparted through the Distance Education Mode under Rabindra Bharati University since 2008 in eight subjects. The college has received the necessary permission from the Higher Education Council for the opening of self-financial PG Courses in Commerce and Bengali. One of the essential strengths of the college is its student strength of nearly 7,000 students per session. The number is likely to double if we consider the PG Courses in distance and regular mode in future.

6.2   Does the Institution have a management Information System:

- The college has maintained its own website through which the institution related information is updated regularly.
- Student database is maintained with details of students since 2008.

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

6.3.1   Curriculum Development        :

The college follows the curriculum of West Bengal State University with which it is affiliated. Several teachers of the college are members of the Board of Studies of different departments of the affiliating university. They offer important feedback and suggestions for curriculum development in the relevant meetings. Teachers actively participate in workshops arranged by the University on Curriculum development.

6.3.2   Teaching and Learning :

- Regular holding of class tests.
- Students give Classroom presentation on specific topics.
- Assignment of project work to the students.
- Field surveys and educational tours as per requirement.
- Use of projector for teaching subjects and watching subject related documentaries.

6.3.3   Examination and Evaluation:

The College regularly conducts internal examinations like class tests, mid-term, test, etc and evaluates the overall performance of the students. Guardians of the students who performed poorly in these examinations are called and informed.

### 6.3.4 Research and Development:

Four teachers are engaged in doctoral research. Faculties regularly participate in conferences, workshop and publish paper to remain up-to-date with recent developments in the subject.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ New books and journals are added in the library based on the suggestions of the Departmental needs.
- ✓ CC cameras have been installed in the classrooms, laboratories and office rooms in the campus.
- ✓ Computer software has been bought for smooth running of office work.
- ✓ Airconditioners were bought during this year.

### 6.3.6 Human Resource Management :

- Attendance records of the teaching and non-teaching staff.
- Biometric attendance system for teaching and non-teaching staff.
- Regular notification of different activities though notice-book.
- Regular meetings of various committees for academic and administrative purposes.
- Parent-Teachers meeting in various academic departments.

### 6.3.7 Faculty and Staff recruitment :

The full time teachers are recruited by the college Governing Body on the recommendation of the college service commission. The guest / contractual / part-time lecturers and non-teaching staff are recruited by the Governing Body on the basis of recommendation of Selection Committee as per government rule.

### 6.3.8 Industry Interaction / Collaboration :

### 6.3.9 Admission of Students:

All students are admitted on merit as per Government and University rules and the norms set by the Governing Body and the admission committee. The norms of admission are displayed on the college notice board as well as on the college website. Important dates regarding admission are as well displayed through flex. The college has a separate website dedicated for admission, linked with its own website. Student admission takes place through on-line mode. Students fill up form and check their position in the merit list on this website and pay admission fees in specific branches of ICICI bank. The teaching and

non-teaching staff members extend their full co-operation for conducting smooth admission.

6.4  Welfare schemes for :

| Teaching | Group Insurance, staff co-operative |
|---|---|
| Non teaching | Group Insurance, Bonus and advance salary during festival, Staff  Co-operative and Staff Welfare Fund, etc. |
| Students | Health Home, Poor fund |

6.5  Total corpus fund generated:     None

6.6  Whether annual financial audit has been done:     Yes  ✓     No  ☐

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | | Yes | Governing Body |
| Administrative | Yes | Auditor appointed by Higher Education Department of West Bengal | Yes | Governing Body |

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

For UG Programmes     Yes  ☐     No  ✓

For PG Programmes     Yes  ☐     No  ☐

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

The University has recently changed the format of the Examination at the undergraduate level.  2+1 System of Examination has been changed to 1+1+1 System of examination.   Besides, the system of "Supplementary Examination" has also been introduced along with the policy of "no detention" in Examination.

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

> Some of the internal matters such as preparation of academic calendar and scheduling of internal evaluation are left to the College authority for execution.

6.11  Activities and support from the Alumni Association :

> Members of Alumni have met the Principal from time to time and give their suggestions for the development of the institution.

6.12 Activities and support from the Parent – Teacher Association

> Members of parents-teachers association have met the Principal from time to time and give their suggestions for the development of the institution.

6.13  Development programmes for support staff:

> The College offers computer and other training program for the support staff.

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

> - Smoking is banned in the college premises.
> - College premises are announced plastic-free zone.
> - Regular testing of drinking water and quality of canteen products have been undertaken by the College Authority.

# 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:

- Remedial and tutorial classes to support the students.
- Website upgraded to make it more user friendly with regular updates.
- Notices are being uploaded on the website regularly.

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

- ➢ Maintenance of college website through which different notifications are circulated.
- ➢ Computers have been purchased for increasing efficiency of the office work.
- ➢ Office rooms have been renovated and air-conditioners have been installed.
- ➢ Books and lab equipments have been purchased for developing teaching-learning process in the college.
- ➢ CC cameras with central monitoring system have been installed in the college premises for enhancing campus security.
- ➢ New practical tables, chairs, benches, new instruments, models, charts were bought for various lab-based departments

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

- ➢ CC cameras with central monitoring system have been installed in the college premises for enhancing campus security, especially the security of girl students.

(See Annexure)

7.4   Contribution to environmental awareness / protection:

- The college and students organize functions and meetings on ecology and environment to ensure environmental awareness and protection.

- NSS arranged one medicinal tree plantation programme in the campus.

- The NSS volunteers regularly organize campaign to prevent use of cigarettes and polythene and poly products in the college campus.

7.5   Whether environmental audit was conducted? :      Yes ☐     No ☑

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

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**Strength of the Institution**

- The college is situated at the district headquarter of North 24-Parganas and well-connected by rail and road transport system.   Other facilities like Bank, Post office, District Library, Stadium, etc. are in close proximity of the college.
- The college has highly talented and well equipped teachers and student friendly staff who ensure quality teaching and smooth running of the college office.
- A large number of applicants each year reflect the high demand for courses running in the college.
- The urge for higher studies among students coming from financially challenged backgrounds has helped the institution to fulfill its greater social responsibilities.
- Transparent on-line admission process, remedial classes and counseling for slow-learners, provision for adult and continuing education through RBU have added our strength.
- A strong student support structure exists in the college.  Various types of financial assistance are extended to the students through waiver of tuition fees, stipend to SC ST OBC Minority Community, etc.

**Weaknesses of the Institution**

- Space constraint is one of the weaknesses of the college given the annual increase in the number of students and courses. New classrooms are immediate need of the institute.
- Numbers of teaching and non-teaching staff are quite and many posts are lying vacant which results into a very high student staff ratio.
- The college is yet to have its own hostel.
- The college has no play ground of its own.
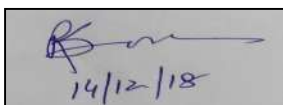
**Challenges before the Institution**

Academic performance of the students is to be improved to a large extent. As the large number of students mostly belongs to financially weaker section of the society and most of them are first generation learner, it requires both financial supports during their studies and preparing them to earn a respectable livelihood in future. College is working in that direction. The staff and infrastructural facilities need a lot of improvement for further improving the teaching-learning environment.

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8. Plans of institution for next year:

- Physical growth and expansion of the Institution through completion of the construction of classroom in new building.
- Appointment of more full time teaching staff and introduction of new UG and PG courses.
- Creating new posts for teaching and non-teaching staff.
- The institution wishes to introduce Entry-in-Service Cell for SC, ST, OBC and Minority students and also continue remedial classes for SC, ST, OBC and Minority students despite shortage of staff.
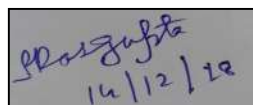
*Name:* Mr. Ranjit Kumar Bose

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*Signature of the Coordinator, IQAC*

*Name:* Dr. Partha Pratim Dasgupta, Principal

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*Signature of the Chairperson, IQAC*

## : Amount spent on Campus Infrastructure and facilities :

|  | Rs. |
|---|---|
| Building Construction | 72,11,780 |
| Library Book | 4,74,323 |
| Games and Sports | 40,500 |
| Laboratory Expenses | 36,600 |
| Library Expenses | 12,090 |
| Repair and Maintenance | 2,13,706 |
| Water and Electricity | 10,04,399 |
|  | 89,93,398 |

## : Amount spent on Equipments :

|  | Rs. |
|---|---|
| Air-conditioner | 2,83,800 |
| Computer & Equipment | 1,17,060 |
| Furniture | 18,500 |
| Laboratory Equipment | 49,629 |
| CC Camera | 6,15,000 |
|  | 10,83,989 |

## : Amount spent on ICT :

|  | Rs. |
|---|---|
| On line Admission | 75,900 |
| Internet Expenses | 24,720 |
| Telephone Expenses | 24,962 |
| Website Expenses | 13,300 |
|  | 1,38,882 |

## :  Other Expenses:

|  | Rs. |
|---|---|
| Affiliation Fees | 20,000 |
| Consultancy Fees | 26,000 |
| Misc. Expenses | 60,238 |
| Culture and Festival Expenses | 1,61,080 |
| Excursion Expense | 4,69,500 |
| Examination Expenses | 5,53,500 |
| Legal Expenses | 18,000 |
| Insurance premium | 26,810 |
| Printing & Stationery | 4,03,124 |
| Student Service Expenses | 53,500 |
| Conveyance | 34,774 |
| Refreshment | 15,383 |
| Audit Fees | 3,500 |
|  | 18,45,409 |

# Publication 2016-17

| Sl. No. | Name of the teacher | Title of the Paper / Chapter | Name of the Journal / Book | ISSN / ISBN No. | Vol. No. / Year | Type | Impact factor |
|---|---|---|---|---|---|---|---|
| 1. | Dr. Madhumit a Ghosh | Sangha-Basuki: Swami Saradananda | Nibodhata, Issue 30, Vol.3 | 0972-4877 | Sept.-Oct., 2016 | | |
| | | Ma O Mayer Khuki(Mother Sarada Devi and Sister Nivedita) | Udbodhan, Vol.118,No.10 | 0971-4316 | Oct., 2016 | | |
| | | A Story from Upanisada | Udbodhan, Vol.118, No.11 | 0971-4316 | Nov., 2016 | | |
| 2. | Dr. Parthaprat im Dasgupta | Post-Partition Socio-Political Scenario and the Rise of Fundamentalism in India | Impact of partition on society,polity and literature of Bengal | 81-7864-152-6 | March,2017 | *Edited Book* | |
| | | Partition and post indepence literatures of india:The necessity of a re reading today | Partition:Diverse Dimensions | 978-93-82549-54-3 | 2016 | *Edited Book* | |
| 3. | Mijarul Islam | Why GST in India:The study on success, challenges and impact. | GST and its implementation in India: issues and challenges | 978-81-935326-3-8 | Nov,2017 | | |
| | | Conceptual framework on GST and impact on Indian economy | GST and its implementation in India: issues and challenges | 978-81-935326-3-8 | Nov,2017 | | |
| 4. | Dr. Sanjeev Kr Srivastaw | Empowering women through micro-finance: A case study in West Bengal | Micro-finance & Rural Livelihood Diversification | ISBN-978-81-930138-0-9 | Feb, 2017 | Confere nce Procee dings | |
| 5. | Barnali Basu Banerjee | Dominance of Socio-economic determinant in prevalence of anemia among women in India | INSPIRA - Journal of Commerce, Economics & Computer Science | 2395-7069 | Vol.3, No.2; April-June, 2017 | Peer reviewe d-Nationa l | 2.0546 |
| | | Financial inclusion of Indian women through micro-finance : A key to economic empowerment – a case study in West Bengal | Micro –finance and Rural Livelihood diversification | ISBN-978-81-930138-0-9 | March, 2017 | Confere nce Procee dings (Nation al) | |
| | | Prevalence of anemia among women in India - some non-nutritional | Environmental Degradation and Disaster : A Vision | 978-93-80736-25-9 | August, 2016 | Confere nce Procee | |

| | | | | | | |
|---|---|---|---|---|---|---|
| | | determinants : an impediment to sustainable development | plan for sustainable development | | | dings | |
| 6. | Dr. Tulika Chakraborty | Teacher effectiveness of secondary teachers: A study on West Bengal | Indian Journal of Applied Research | 2249-555x | Vol. 7, Issue 2, Feb 17 | Peer reviewed- International | 3.919 |
| | | School organizational climate of secondary teachers: A study on two districts of West Bengal | Periodic Research | (E)2349-9435 (P)2231-0045 | Vol. 5, issue 2, Nov 16 | Peer reviewed- International | SJIF=6.210 |
| 7. | Punyarupa Bhadury | Elderly abuse: A growing concern | Signifying values: A realm of Soci-Philosophical understanding | 978-93-84106-86-7 | Jan, 2017 | Conference Proceedings- | |
| 8. | Dr. Arpita Chatterjee | Study on the levels of CRP among the cancer patients before and after chemotherapy treatment | Indian journal of research-Paripex(PIJR) | | Vol-5, Issue-8 | Peer reviewed- International | 5.216 |
| | | Implementation of dance movement therapy among hearing impaired children- A case study | Indian journal of research-Paripex(PIJR) | | Vol-5, Issue-8 | Peer reviewed- International | 5.216 |
| | Rupak Karmnakar | Urban development with Diversification of Fund: A Case-Study | International Journal of Research in Computer Application and Management | 2231-1009 | Vol-6, Issue-11, Nov, 2016 | *International, peer reviewed* | |
| | | Role of Urban Local Body in Building of Smart City | Research World | 2231-4172 | Vol-8, Issue-2 (7) April, 2017 | *International , Peer review* | *3.19* |

# Presentation : 2016-17

| Sl. No. | Name of the Teacher | Title of the paper presented | Venue of the conference/seminar | Nature | Date / Year |
|---|---|---|---|---|---|
| 1 | Dr. Sanjeev Kumar Srivastaw | Does Financial inclusion of Indian women through micro-finance leads to economic empowerment – A case study in West Bengal | Calcutta University | Inter- national | 7$^{th}$ – 8$^{th}$ Jan., 2017 |
| 2 | Dr. Partha Pratim Dasgupta | Partition: Its Traumas and Triumph | Derozio Memorial College | National | 3$^{rd}$ & 4$^{th}$ Aug., 2016 |
| 3 | | The Impact of Partition: Polity and Bengal | Mahadebananda College | National | 25$^{th}$ & 26$^{th}$ Nov., 2016 |
| 4 | | Combating Diseases related to Life-style Habits and Pollution | Central Calcutta Science & Culture Organisation for Youth | National | 12$^{th}$ Aug., 2016 |
| 5 | Dr. Arpita Chatterjee | Biophysics: Impact on today's society | Victoria Institution, Kol & Bangabasi Morning College, Kolkata | National | 7$^{th}$ & 8$^{th}$ Sept., 2016 |
| 6 | | Medicinal Plants, Health and Environment | Dept. of Botany, Acharya Prafulla Chandra College, New Barrackpore and Dept. of Botany, Bajkul Milani Mahavidyalaya | National | 9$^{th}$ -10$^{th}$ Sept., 2016 |
| 7 | Dr. Manik Kumar Sanyal | Synthesis and Characterization of Silver Nano Particles in Quickest and Simplest Method | Science Forum, Bhairab Ganguly College & WBSU | National | 27$^{th}$-28$^{th}$ January, 2017 |
| 8 | Prakash Rabi Das | Library & lifelong learning | University of Kalyani | International | 17$^{th}$ -18$^{th}$ Feb,2017 |
| 9 | Mijarul Islam | Expected basic conceptual framework of GST and Impact on Indian economy | Bharataiya vidya Bhavan Institute of management science ,Kolkata | National | 4$^{th}$ Feb,2017 |
| 10 | Barnali Basu Banerjee | Prevalence of anemia among women in India - some non-nutritional determinants : an impediment to sustainable development | Coochbehar College (Dept. of Geo, Coochbehar College in collaboration with Dept of Geo, Coochbehar Panchanan Barma University | National | 25th & 26th August, 2016 |
| | | Does financial inclusion of Indian Women through Micro-finance lead to economic empowerment? : A case study in W Bengal | CRRN, CU Indian Accounting Association and Research Foundation jointly with DELOITTE | International | 7$^{th}$ & 8$^{th}$ January, 2017 |

| 11 | Rathin Biswas | Attitude of Higher education students towards virtual classroom in West Bengal | Government Training College Hooghly | International | 17/3/2017 |
|---|---|---|---|---|---|
| | | Attitude of Higher education students towards 'e-learning' in West Bengal | RBU | National | 27th & 28th March,17 |
| | | Effect of globalization on higher education students in West Bengal | Dept. of Education, Kazi Nazrul University, Asansol, West Bengal | National | 1st & 2nd March, 17 |
| 12 | Punyarupa Bhadury | Elderly abuse: A growing concern | Prasanta Chandra Mahalanobis Mahavidyalaya | National | 9th & 10th Dec,16 |
| | | Portrayal of Women in Neo-Liberal Economy: a sociological study | Bijoy Krishna Girls' College | International | 16th & 17th December 2016 |
| 13 | Shirsendu Mondal | The Hypocrite State and the Denial of People: Human Rights in Indian Context | University B.T. & Evening College, NBU | National | 27/3/17 |
| 14 | Dr. Prateeti Bhattacharya | Putul naacher Bandhone Freud o Manik | West Bengal State University | International | 6th -7th Feb, 2017 |

# FDP and Others : 2016-17

| Faculty / Staff Development Programmes | Name of faculty | Name of the Institution/ Seminar | Period |
|---|---|---|---|
| **Faculty exchange programme** | Barnali Basu(Banerjee) | Panihati Mahavidyalaya | 2/12/2016 |
| | Punyarupa Bhadury | Ramakrishna Sarada Mission Vivekananda Vidyabhavan | 16/3/2017 |
| **Resource Person** | Punyarupa Bhadury | Rishi Bankim Chandra College (State level Seminar) | 29/4/2017 |
| **Chair Person** | Dr. Dipanwita Mykherjee | Prasanta Chandra Mahalanobis Mahavidyalaya (National Level) | 10/12/2016 |

1. Jyotirmoy Shankar Deb : Introduction to Remote Sensing for Ocean and Coastal Application – Webinar – NASA ARSET Training and Certification dt 06/07/2016 to 27/07/2016 **(2016-17)**

2. Jyotirmoy Shankar Deb : Application of Remote Sensing to Soil Moisture and Evapotranspiration - Webinar – NASA ARSET Training and Certification dt 01/09/2016 to 29/09/2016 **(2016-17)**

3. Dr. Paramita Banerjee: Quantitative Research Methods in Social Sciences Using SPSS, Institute of development Studies, Kolkata, 13th Jan-4th Feb, 2017.

# Seminar Participation : 2016-17

| Sl. No. | Name of the Teacher | Title of the Seminar / Workshop | Venue of the conference/seminar | Organized by | Nature | Date / Year |
|---|---|---|---|---|---|---|
| 1 | Dr. Partha Pratim Dasgupta | Implementation of Statutes : Challenges | Bijoy Krishna Girls' College | Organized by All Bengal Principal Council | National | 20/11/2016 |
| 2 | Tirthankar Dalui | Food Security and Sustainable Nutrition in India:The present scenario | APC College, New Barrackpore | APC College, New Barrackpore and Dept. of Biochemistry & Nutrition, All India Institute of Hygiene & Public Health | National | 15/09/2016 & 16/09/2016 |
| 3 | Mijarul Islam | Workshop on all India survey on higher education | West Bengal State University | West Bengal State University | State | 8th Feb,2017 |
| | | Nation-making in India:Bankim and Vivekananda | West Bengal State University | West Bengal State University | State | 16th May,2017 |
| | | Disaster management for NSS and NYK co-ordinators | Administrative Training Institute, KOLKATA | Administrative Training Institute, KOLKATA | State | 28th-30th June, 2017 |
| | | IN-Service Training and sensitization of key functionaries of central and state Governments, local bodies and other service providers | Ramakrishna Mission Siksha Mandira, Belur Math, Howrah | Ramakrishna Mission Siksha Mandira, Belur Math, Howrah | State | 16th -18th March, 2017 |
| | | Youth Motivation and Role of NSS | West Bengal State University | West Bengal State University | State | 15-19 May, 2017 |
| 4 | Dr. Sanjeev Srivastaw | Data Envelopment Analysis (DEA) | BIMS, Salt Lake City, Kolkata | BIMS, Salt Lake City, Kolkata | | 27/05/2017 |
| 5 | Barnali Basu Banerjee | Globalisation & Regional Development | Dept. of Economics, CU | Dept. of Economics, CU | | 28th & 29th March, 2017 |
| 6. | Purbasri Pal | Workshop on B.A. Part-II Honours practical syllabus in Education | Ramakrishna Sarada Mission Vivekananda Vidyabhavan | Ramakrishna Sarada Mission Vivekananda Vidyabhavan in collaboration UG BOS in Education WBSU | State | 15/9/2016 |
| 7. | Ranjit Kumar Bose | All India survey on higher education | West Bengal State University | A.I.S.H.E., WBSU nodal cell | State | 8/2/2017 |
| 8 | Dr. Dpianwita Mukherjee | Indian sociology and indology: interfaces and interruptions | The Asiatic Society | The Asiatic Society in collaboration of Dept. of Sociology WBSU | National | 21st & 22nd June,17 |
| 9 | Tirthankar Dalui | Food Security and Sustainable Nutrition in India: | APC College | Dept. of Food and Nutrition, APC College, New Barrackpore and | National | 15/9/16 to 16/9/16 |

| | | The Present Scenario | | Dept. of Biochemistry & Nutrition, All India Institute of Hygiene and public health | | |
|---|---|---|---|---|---|---|
| 10. | Mr. Surajit Dutta | Mathematics, Computer Science & Cryptology | Mrinalini Datta Mahavidyapith, Birati, Kolkata | Dept. of Mathematics, Computer Science & Science Forum of Mrinalini Datta Mahavidyapith, Birati, Kolkata, In Association with R C Bose Centre of Cryptology and security, ISI Kolkata | State | 23/8/16 |