



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

BAGNAN COLLEGE

- Name of the Head of the institution **Soma Mukhopadhyay**
- Designation **Teacher in Charge**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **03214272258**
- Mobile No: **9874758815**
- Registered e-mail **bagnan.college@gmail.com**
- Alternate e-mail
- Address **Vill. - Khalore, P.O. - Bagnan,
Dist. - Howrah**
- City/Town **Howrah**
- State/UT **West Bengal**
- Pin Code **711303**

2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**

- Location **Rural**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Calcutta University**
- Name of the IQAC Coordinator **Piyas Chakrabarti**
- Phone No. **03214272258**
- Alternate phone No.
- Mobile **9830413892**
- IQAC e-mail address **iqacbc1958@gmail.com**
- Alternate e-mail address

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.bagnancollege.in/agar/ssrdocs/AQAR%202019-2020.pdf>

4. Whether Academic Calendar prepared during the year?

No

- if yes, whether it is uploaded in the Institutional website Web link:

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71.05	2005	20/05/2005	19/05/2010

6. Date of Establishment of IQAC

29/10/2013

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Dipanwita Das	Major Research Project	Higher Education, Science & Technology and Biotechnology, Government of West Bengal	2018 FOR 3 YRS.	1497800

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **0**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

* Online Admission compatible with government order. * Nine Webinars have been organized * Implementation of online teaching learning and evaluation through different platforms like Google class room, Skype, Zoom, Google meet, YouTube and email.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Online Admission	Implementation of Online Admission
Organized Webinars/workshop/Conference etc.	Nine Webinars have been organized 1. 08th Aug 2020 by IQAC, 2. 20th Aug, 2020 by Department of Sanskrit, 3. 22nd Aug, 2020 by Department of political Science, 4. 24th Aug 2020 by Department of Bengali, 5. 30th and 31st Aug 2020 by Department of Chemistry, 6. 6th September 2020 by Central Library, 7. 16th September 2020 by Central Library, 8. 20th Sept 2020 by Department of Botany and 9. 25th Sept 2020 by Department of History
Online teaching learning and evaluation	Different platforms like Google class room, Skype, Google meet YouTube and email
Improvement of networking and the speed of Campus Internet connection.	Improvement works have been implemented. Different network switch and networking cable have been upgraded.

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body (GB)	17/07/2023

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• Name of the Head of the institution	Soma Mukhopadhyay
• Designation	Teacher in Charge
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• Alternate phone No.					
• Mobile	9830413892				
• IQAC e-mail address	iqacbc1958@gmail.com				
• Alternate e-mail address					
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.bagnancollege.in/aqa_rssrdocs/AQAR%202019-2020.pdf				
4.Whether Academic Calendar prepared during the year?	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
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Name	Date of meeting(s)
Governing Body (GB)	17/07/2023
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	26/02/2022
15. Multidisciplinary / interdisciplinary	

In order to develop the all-round capacities of the students - intellectual, aesthetic, social, physical, emotional and moral in an integrated manner, the college is preparing to include multidisciplinary subjects as per the National Educational Policy 2020. Keeping in view the problems faced by the students, the college is planning to set up short term and vocational courses. The aim is to make the students equipped, so that they do not need to rely on Government jobs but instead pave a way towards self-employment. As the College is preparing itself to have more of multi-disciplinary subjects it tries to identify the programme learning outcomes along with courses and unit learning outcomes that define the specific knowledge, skills, attitudes and values that are to be acquired by the learner and would ensure that each programme achieves its goal.

16.Academic bank of credits (ABC):

Academic bank credits (ABC) is a key component of the NEP-2020 that academic institutions must implement. The institution is very much eager to implement online courses through National schemes like SWAYAM, NPTEL, Coursera, etc., for our students and considering for credits earned against elective courses.

17.Skill development:

The vision of the college is promoting Value-Based Quality Education, hence the college takes efforts to inculcate positivity among the learners. The college also celebrates National festivals like Independence Day and Republic Day. Observing various programmes like World Aids Day, Environment Day, observing the Death and Birth Anniversary of our National leaders which help in imbibing the good qualities of the students. Mentoring students is also one of the practices of the institution, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.

The extension of add-on programs along with curriculum is critical for hastening skill development. The institution plans to conduct more programs on personality development, skill development as well as lifesaving skills-based programs with the support of highly qualified professionals / resource persons for the students of all disciplines of the College. Bagnan College has already joined hands by signing MOU with Institutes/ Organizations of State and National repute for conducting various activities dedicated to foster entrepreneurship among students.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The deliveries of lectures in the classrooms are generally done in a bilingual mode (English and vernacular) especially in the Science and Commerce stream. In Humanities stream the lectures are delivered mainly in vernacular. The promotion of Indian arts and culture is beneficial not only to the country but also to individuals. Regarding the adoption of Indian languages, at present the college offers Bengali and Sanskrit as Indian languages in degree courses. Saraswati Puja, Basanta Utsav, Nabi Dibas, Bhasha Dibas, Rakhi Bandhan etc. are the noted festivals which are celebrated in the College to promote the rich Indian cultural heritage, national integrity and awareness of Indian languages among the students and other stake holders of the College.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The College also makes an effort to understand that a pursuit of knowledge is a life-long activity and to acquire positive attitude and other qualities which will lead students to a successful life. To interpret, analyze, evaluate and develop responsibility and effective citizenship is one of the programme outcome (PO) of the students. All courses are designed with outcomes centred on cognitive abilities namely Remembering, Understanding, Applying, Analyzing, Evaluating and Creating. Apart from the domain specific skills, learning outcomes at all levels ensure social responsiveness and ethics, as well as entrepreneurial skills so that the students can contribute proactively to economic, environmental and social well-being of the nation. The Course Outcomes (COs) are also aligned to the PO philosophy. Syllabi for all courses have been designed by the University of Calcutta under which the College is affiliated, with due consideration to economic and social needs at large so as to apply the spirit of NEP.

20.Distance education/online education:

Due to Covid -19 pandemic, educational institutions in the country have increasingly involved in using the digital platforms for engaging classes, conducting conferences and meetings. Online education has broken the geographical barriers creating interaction of experts and students from far off places. Opening up of the economy including that of educational institutions has paved the way of adopting hybrid mode of education combining online and offline resources. This can be considered as the new

normal, which is envisaged in New Education Policy as well. Due to the experience gained during lockdown period of Covid-19, access to online resources by educators and students will not be a constraint anymore. Bagnan College has successfully imparted its entire course content delivery in online mode during the Covid-19 pandemic with tools such as WhatsApp, Zoom and Google Meet etc.

Extended Profile

1.Programme

1.1	394
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	4438
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1174
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1061
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	83
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	83
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	INR 58.57 lakh
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	68
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>As a part of well-planned system of curriculum delivery academic calendar is prepared at the beginning of the academic session. Following the academic calendar of affiliating university tentative dates of admission, commencement of classes, internal examinations and final examinations are inserted in the college's academic calendar. The college follows the academic calendar to notify time to time the dates of different academic activities like admission, commencement of classes, internal examinations and final examinations. The academic calendar helps the faculty members to prepare their respective teaching plans. Heads of</p>	

different departments closely monitor the matter relating to completion of syllabus as per teaching plan. Internal examinations and assignments are part of Continuous Internal Evaluation (CIE) of students. Assignments are given to the students by the teachers following department specific teaching plans. Internal examinations are conducted following academic calendar. This particular year all academic activities have been delayed due to pandemic situation and accordingly the academic calendar needs to be revised.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres to the Academic Calendar issued by the University of Calcutta. As an affiliated institution of the University of Calcutta, the evaluation norms of the University are strictly followed. The current session followed a Credit based evaluation system. Continuous assessment in theory subjects as per CU norms includes 10 marks for an Internal Assessment, and 10 marks allotted to class attendance. The marks obtained by the students and the score for attendance are both uploaded in the University website at the appropriate time. In the Humanities stream, a Tutorial component is also part of the Internal Assessment conducted according to a well-defined schedule. Due to pandemic the Online admission process to the 1st semester U.G. Courses of Studies was started from 10th August. 2020. UG 1st Semester, 3rd Semester and 5th Semester Classes (2020-21) through Online/Digital Mode was commenced on and from 16/12/2020 (WEDNESDAY). The internal assessment for odd semester was held on and from 24th Feb 2021. After the completion of odd semester, the even semester class was commenced on and from 5th April 2021. The even semester internal and tutorial exam was commenced on and from 9th July 2021.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

14

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The institution prepares students to meet the challenges of gender inequity, environmental crisis, and erosion of human values in society. Some courses already have such topics in their syllabi, but all students are sensitized regarding the imperatives of sustainable environmental practices and Gender equality through celebrations like World Environment Day, Human Rights Day, and International Women's Day.

Gender issues are included in UG syllabi of Political Science, English, Education, Bengali, History, Economics and Philosophy. The courses shed light on women's education and inequality and women empowerment. It focuses on their role in literature and social reforms. Human values are included in UG course of

Philosophy and Education as part of ethics, peace education and value education.

Environment/sustainability is addressed in core, SEC and GE courses of Botany, Zoology, Economics, Physics, Food and Nutrition, Chemistry. The syllabi focus on different dimensions of environment ranging from ecology, biodiversity, sustainable development, renewable energy, and green chemistry.

Mandatory Environmental Studies Course is included in Ability Enhancement Compulsory Course in Semester 2 of the CBCS curriculum.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
1572	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	E. None of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	E. Feedback not collected
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	

2784

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

593

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

No such programme was run during the period.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
4438	82

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To enable the students in getting a holistic approach towards acquiring knowledge, apart from lectures, they should be given hands-on knowledge and exposure to the world. But due to pandemic experiential learning process (lab classes, field work, project development etc.) was hampered a lot.

1) **Experiential Learning:**

a) **Laboratory based learning:** Learning through experimentation-

For subjects like Physics, Chemistry, Zoology and Botany practical experiments/ assignments are done by the students under the supervision of the teachers. This helps them prove and see with their own eyes what they have learnt in the theoretical classes.

b) **Projects for B.Com Hons. and Economics Hons. and AECC2 (ENVS):** Short projects have to be prepared by the students.

c) **Students of Zoology and Botany prepare the field work under the supervision of the allotted teachers.**

2) **Participative Learning:** For the students' active participation, the following methods are taken: Subject related Quiz.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college has prioritized use of ICT in teaching -learning. Preparation of e-resources in various subjects in the form of PPTs, digital material, and top resource links has created are positron of knowledge, available to students in the departments.

All teachers now use of modern methods of teaching learning, such as Google classroom, google meet, and WhatsApp. Teachers used email, google classroom, google meet to conduct online class and used google forms to take semester exam to evaluate students

during the pandemic.

The University examinations were held through online mode during pandemic.

College organized different webinars and provide e-certificates to all participants. MS Office is used by our teachers.

The college portal is used to put up notifications and examination guidelines, University question papers. LCD projectors are conducted in available smart rooms, as needed. The virtual platform was extensively used due to the pandemic.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

82

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

82

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

17

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

940

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

During the pandemic period these assessments and correction of answer scripts were done online. The students were given detailed guidelines regarding the online process and were guided by the teachers in case of any difficulty. The students are intimated about the exam schedule through the website. Class attendance of the students also carries 10 marks. Attendance for each course is maintained by the college. Continuous Internal Evaluation is done by the departments throughout the semester. These include internal assessment exam, assignments and tutorial (only for languages, humanities and social science), verbal interaction and subject related quiz. These formative evaluations help the students prepare better for their final examinations. Students are encouraged to approach the teachers for any clarification.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Both the internal and external examinations were held online during the pandemic period. The students were given detailed guidelines regarding this process and they were directed by the teachers if they faced any difficulty. The scanned copies of the answer scripts are preserved for any future query. Any inquiry coming up within this period can thus be addressed to without much difficulty. The faculty addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment. The students are free to discuss with the teachers their mistakes and ways to improve their result. The University examination system under CBCS also requires that the students be marked on their class attendance in each course. These marks are added to get the final result. If any error is detected in the final mark-sheet in spite of rigorous scrutiny, it is promptly reported to the University by the College.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution not being autonomous has to adhere to the given course curricula for University programmes which are uploaded on the University website.

Awareness regarding PO and CO For teachers and students (both prospective and existing):

The POs and COs of different subjects are put up on the website of the college.

The detailed syllabus of the different programs is available in the website of University of Calcutta.

In session 2020-21, due to Pandemic, each department of the college communicated the Programme Outcomes, Programme Specific Outcomes in Online mode at the commencement of classes, and it is clearly displayed on college website. The individual course outcomes of all subjects are also properly stated on the college website and discussed in online classes.

The first semester students are informed of the desired outcomes of their chosen programmes in the Orientation Programme and Induction Programmes organized by the college and the individual departments respectively. The Programme Specific outcomes and the Course Outcomes are explained by the teachers in class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

By monitoring the attainment of program outcomes, program specific outcomes, course outcomes, this college regularly attempts to evaluate whether the students are able to achieve their goals. Throughout the year the departmental faculties record the performance of each student by taking on-line class tests,

internal assessments, tutorials, Viva voce etc. Finally university level theory and practical examinations help in measuring the attainment level of the students. Analysis of progression of the students into higher education also helps the college to evaluate the attainment of PO, PSO. Moreover, the college has an active Career Counseling Cell which organizes webinars, on-line workshops on job opportunities so that students can receive proper guidance and be more successful in future.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1050

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.bagnancollege.in/AOARlink22/Student_Feedback_2020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**14,97,800.00**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****01**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****09**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

08

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

02

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Institution was shut down as per government notification due to the pandemic situation and hence no such work was done.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- The college has a three storied building and a two storied new science building under construction. The college has 18 classrooms. Out of 18 classrooms, 05 is designated as smart classrooms, 02 are seminar halls and there are 09 updated laboratories.
- The college is Wi-Fi enabled with 11 access points.
- There are 85 computers in the college, out of which 68 are solely designated for students.
- There are 7 laptops for teachers and staff, 17 computers for office, library, IQAC coordinator and examination use.
- The library has 29416 (approximately) books and 6293 subscribed journals. SOUL software is used in the library. Students have bar code enabled identity card. The college is a member of N-List and NDL.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our College encourages sports activities and is proficient, especially, in football. Students take part in Inter-college, district, State Level competitions for different events. The College has a playground of its own, where the Annual Sports of our college takes place. The College provides the sports persons with kits and equipment for their advancement. The Games and Sports sub-committee monitors and supervises sporting activities and needs.

The Boy's Common Room is equipped with Indoor Games like Carrom. There is a gymnasium with equipment for providing training to the students and to enhance their fitness programme.

There is a courtyard inside the college campus for conducting various outdoor games.

Cultural activities: The College has an active Cultural sub-committee that organizes cultural events like Rabindra Jayanti, Teachers' Day, Nabi Dibas, International Mother's Day, Basanta Utsav, in collaboration with the departments and participation of staff and students. The Student Union organizes Annual Social Function, Fresher's Welcome programmes with the support and participation of students and staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

18

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

18

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

26.76

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is automated using Integrated Library Management System (ILMS)

- Name of ILMA Software : SOUL
- Nature of Automation (fully or partially) : Partially
- Version : 2.0
- Year of Automation -2017

- SOUL

Software for University Libraries (SOUL) is an State -of-the-art integrated library management Software designed and developed by the INFLIBNET Centre based on requirements of

college and university libraries. It is a user friendly software developed to work under client Server environment. The software is complaint to international Standards for bibliographic formats, networking and Circulation Protocols. After a comprehensive study, discussions and deliberations with the senior professionals of the country, the software was designed to automate all housekeeping operations in library. The SOUL 2.0 Software used during this session.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2,170

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

33

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Regular maintenance is carried out for all desktops and laptops by the technicians. All the computers have internet connection. There are two browsing centers: Computer Science Lab and Library.

Internet Lease Line Connection of 20 Mbps from Ether net for the current year. The college encourages staff and students to use free softwares. Linux is used by the Computer Science department. Software upgradation has been carried out as and when needed. There are one ICT enabled classrooms with LCD projector and 3 overhead projectors. Projectors are repaired and maintained through temporary orders.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

85

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

58.57

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a decentralized mechanism for maintenance of physical, academic, and other support facilities. Naturally, the budget of the college is placed in the meeting of the Finance Committee by the Convenor making budgetary provisions for all these facilities. After that the budget is placed in the Governing

Body and Governing Body approves the budget or makes any change in the expense made for any such work.

Maintenance of academic facilities: For all academic requirements; the HODs place their demands to the Head of the Institution (presently TIC). Approximate budgets are stated on most occasions. The Head of the Institution places the requisition in the meetings of the Governing Body, Finance, Library or any other relevant committee. Tender notification is then done or local vendors supply the necessary items. The laboratories are maintained by the support staff.

Maintenance of Physical Facilities: Building, plumbing, electricity maintenance is done by regular basis. The college has one electrician cum caretaker who looks after the college.

Campus Cleaning: There are cleaning staffs for cleaning of campus area, classrooms and labs.

IT Infrastructures: For the maintenance of IT infrastructures, the college had made an AMC with the vendor.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

2705

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

146

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
143	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
143	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	E. None of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

104

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Institution facilitates students' representation in the following committees of the college- IQAC, Finance sub-committee, Purchasesub-committee, Academicsub-committee, Admissionsub-committee, Librarysub-committee, Anti-raggingsub-committee, Grievance Re-dressal cell, Games and sportssub-committee, Cultural activities and celebrationsub-committee, Boy common roomsub-committee, Girls common roomsub-committee, College magazine and wall magazinesub-committee, College prospectussub-committee, Career and Placement cell, Canteensub-committee, Campus cleaningsub-committee, Social awarenesssub-committee, NSS advisory committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

There is no registered alumni association as yet, the process has been initiated.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision of the Bagnan College has been to be an institution of excellence in higher education that continually responds to changing social realities through the development and application of knowledge, towards creating a people-centred, ecologically sustainable and just society that promotes and protects dignity,

equality. The governance of the institution is in accordance with the vision and mission statement reflecting the goals and objectives of the institution. The institution strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the community. A host of co-curricular activities conducted during the course of a year, celebration of important days and events and cultural programmes organized by this College, seek to enhance the cultural development and moral values of the students. Awareness of environmental and ecological issues and understanding the need for sustainable development is generated through a variety of measures like tree planting ceremonies. We encourage the staff and students to participate/organize seminars, workshops. However due to Corona pandemic during the year, co-curricular and sports activities could not be conducted in the college premises.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The President of the Governing Body and the Head of the Institution (Exofficio, Secretary, Governing Body) lead the governance and management of the institution. The members of the governing body headed by the President take major decisions for upbringing of the college. Day to day functions are carried out by the Head of the Institution with help of the teachers, non-teachers and students.

A democratic and participative management system is followed in which the teaching, non-teaching and students - all contribute. There are different sub-committees formed by the Governing Body for discharging different types of duties and responsibilities which include teacher, non-teaching staff and students. A decentralized administrative system provides the best facility to the students. Before Implementation of any important measure the Head of the Institution discusses it with the different stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Examination and Evaluation

Tests examinations (internal) are regularly held before the final examination. Departments also take remedial classes for educationally backward students and also counsel them for the syllabus. However due to Corona pandemic during the year, all examinations are held online in the college.

Teaching and Learning

Each department reviews the progress of the syllabus from time to time and forward (if required) some suggestion for smooth ending of the syllabus fruitfully. Some teachers also use ICTs tools and techniques for delivering lectures to the students. However due to Corona pandemic during the year, all classes are held online.

Library, ICT and Physical Infrastructure / Instrumentation.

College central library is partially automated with computer barcode based circulation. Two computer labs, college office and teachers' room (total 30 computers) have Local Area Network facilities and Internet. We have three smart classrooms. The college has a gymnasium, canteen, purified water cooler for students. The Science departments have their own laboratories equipped with modern instruments. However due to Corona pandemic during the year, utilization of these facilities (except ICT) are negligible.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution has various bodies for smooth execution of work in all departments.

GOVERNING BODY

The Governing Body as per the Constitution of the college has 10 members in all. It comprises of the President, Head of the Institution, while there 3 Teacher Representatives and 1 Non-Teaching Staff Representative, 1 Government Nominee, 1 WBSCHE Nominee and 2 CU Nominee.

The Head of the Institution form the nucleus of the administration with final authority in all financial matters. The Head of the Institution is vested with the day to day running of the college. The Head of the Institution along with the Bursar, IQAC Coordinator, Departmental Heads, the Teachers' Council Secretary, the

Librarian as well as Convenors of various Committees coordinates the entire work process. All Teachers to be vested with the post of H.O.D on rotational basis.

Different Committees are set up with teacher Convenors as respective committees like Research Committee, Career Counselling Committee, Routine Committee etc.

Service Rules and procedures are guided by the Calcutta University First Statutes (latest edition), the Constitution of the college and the rules of the state government as amended from time to time in this regard. The promotional policies for teachers are according to the different government orders as released by the Department of Higher Education.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

1. Government of West Bengal has provisions for several welfare schemes which are available for both teachers as well as non-teaching staff which are availed through individual applications to the government.

2. There is a provision of maternity leave given to the female employees.

3. Various other forms of welfare schemes are available both for all permanent teaching and non-teaching staff - namely provident fund, Group Insurance Policy.

4. The Co-operative credit society of the College, a registered society established in 1983, offers loans to its members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Career Advancement Scheme for all teachers who become eligible for the different stages of promotion. Teacher-in-Charge confers regularly with IQAC Coordinator for discussion on implementation of relevant policies. The Teacher-in-Charge confers with the Head

Clerk on all matters relating to non-teaching Staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal and external financial audits were done regularly during the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Funds are mobilized from Government sources like WBDST for ongoing major research and project.

The New science building grant received from Government of West Bengal in the previous year and the work is in progress.

The funds are also generated from students fees.

The funds are utilized in building maintenance, and also for library and laboratory maintenance and conducting of webinars.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Nine webinars were conducted in collaboration with various department of the institution during the pandemic situation. Nine Webinars have been organized on the following dates: 08th Aug 2020 by IQAC, 20th Aug, 2020 by department of Sanskrit, 22nd Aug, 2020 by department of political Science, 24th Aug 2020 by department of Bengali, 30th and 31st Aug 2020 by department of Chemistry, 6th September 2020 by Central Library, 16th September 2020 by Central Library, 20th Sept 2020 by department of Botany and 25th Sept 2020 by department of History.

Implementation of online teaching learning and evaluation through different platforms like Google class room, Skype, Zoom, Google meet, YouTube and email.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Due to Corona pandemic during the year, all classes are held online. All examinations are held online by the college teachers in

the college. Utilization of Central Library, Laboratories are negligible during this year.

During the COVID-19 situation, nine webinars were conducted in collaboration with various department like Sanskrit, Political Science, Bengali, Chemistry, Central Library, Botany and History of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

For the security of the female students the campus has a large number of CC cameras installed. There is also a security guard in the gate. There is also a Grievance Redressal Committee and

Internal Complaint Committee in the college. No complaints have been received as yet.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

During the pandemic situation college was working with minimum staff pattern, thus producing minimum waste which was managed by the college housekeeping staff.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available

E. None of the above

**in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college has a large number of students from different communities and effort is made to maintain an atmosphere of communal harmony in the college.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution arranged two special webinars to sensitize the students.

One webinar dealt about the duties and responsibilities of the students during covid 19 situation to stay safe and protect others. The title of the webinar was "Stress Management During Covid- 19 Pandemic".

The other webinar was on understanding the values of our nation. The title of the webinar was "The theory of Ahimsa (Non -Violence) in Sanskrit Literature and its Impact on the Society."

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

E. None of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Due to Covid 19 Pandemic organizing festivals and other events involving large number of participants was not possible. Though Independence day, Republic day and college foundation day were celebrated in the institution maintaining the Covid 19 standard protocol.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Online Webinars

Webinars were arranged by the IQAC and various departments of the college for the overall academic development of students and teachers.

Since the lockdown situation did not allow for normal seminars, webinars became a necessary alternative .

The webinars helped students to become aware of the academic work

being done by stalwarts in different fields.

The participants were greatly motivated.

To get eminent scholars and academic personalities to deliver lectures for students was a difficulty faced. The college, however, was successful in arranging such lectures.

2. Regular Online Classes

Provide students with proper education.

Since the college is located in a rural area network issues faced by the students were a major problem. Students were encouraged to take stable networks and attend the classes regularly.

Online classes were necessary due to the lockdown situation. Teachers regularly took classes and students attended and benefitted from it.

Students appeared in the University examinations and performed commendably.

Since many of our students are first generation learners and come from a poor background, they faced difficulty in procuring smart phones or having access to stable internet networks. Teachers tried theirbest to teach the students in the new mode.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The institution is located in a rural area with many first generation learners. A large number of our students come from the minority community. There are also a good number of female students who enroll in our college. Regular classes and webinars helped the students to remain focused in their studies as evident from their commendable performance in different university examinations.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Construction of ramp to help differently able students and teachers to access the college facilities.

Need to increase the classrooms in the college.

Need to develop stable internet network.