



Yearly Status Report - 2019-2020

Part A

Data of the Institution

| | | |
|---|--|------------------------|
| 1. Name of the Institution | | BIDHAN CHANDRA COLLEGE |
| Name of the head of the Institution | | DR. RAMESH KAR |
| Designation | | Principal (in-charge) |
| Does the Institution function from own campus | | Yes |
| Phone no/Alternate Phone no. | | 03326721812 |
| Mobile no. | | 9804629049 |
| Registered Email | | prin_bccr@yahoo.co.in |
| Alternate Email | | kar.ramesh@yahoo.com |
| Address | | 31 G.T. ROAD (EAST) |
| City/Town | | Rishra, Hooghly |
| State/UT | | West Bengal |
| Pincode | | 712248 |
| 2. Institutional Status | | |

| | |
|--|-----------------------|
| Affiliated / Constituent | Affiliated |
| Type of Institution | Co-education |
| Location | Semi-urban |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | Prof. Sadhunath Kundu |
| Phone no/Alternate Phone no. | 03326721812 |
| Mobile no. | 9432243339 |
| Registered Email | snkundu51@gmail.com |
| Alternate Email | prin_bccr@yahoo.co.in |

3. Website Address

| | |
|--|---|
| Web-link of the AQAR: (Previous Academic Year) | https://www.bccrishra.in/allupload/AQAR%202018-2019.pdf |
|--|---|

4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<https://www.bccrishra.in/allupload/Acc.%20Calender.pdf>

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity | |
|-------|-------|------|-----------------------|-------------|-------------|
| | | | | Period From | Period To |
| 1 | B | 2.18 | 2016 | 25-May-2016 | 24-May-2021 |

6. Date of Establishment of IQAC

24-Mar-2014

7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| International Seminar | 16-Jan-2020 1 | 66 |
| National Webinar | 05-Jun-2020 | 66 |

| | | |
|---------------------------|------------------|----|
| | 1 | |
| International Webinar | 06-May-2020 1 | 66 |
| International Webinar | 12-Jun-2020 1 | 65 |
| International Webinar | 18-Jun-2020 1 | 66 |
| International Webinar | 26-Jun-2020 1 | 66 |
| International Webinar | 11-Jul-2020 1 | 66 |
| International Webinar | 16-Jul-2020 1 | 68 |
| International Webinar | 18-Jul-2020 1 | 66 |
| International Webinar | 24-Jul-2020 1 | 65 |
| View File | | |

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|--------|----------------|-----------------------------|--------|
| NIL | NIL | NIL | 2020 0 | 0 |
| No Files Uploaded !!! | | | | |

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. Taking students feedback and its analysis for quality improvement 2. Organizing Staff Development Programme(s) 3. Organizing National and International Seminar(s) and Webinar(s) 4. Introducing Certificate Course on Tally and e-filing in collaboration with WEBEL 5. Promotion of Academic Process, Infrastructure, Library Facilities and Laboratory up gradation

No Files Uploaded !!!

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

| Plan of Action | Achievements/Outcomes |
|--------------------------------------|--|
| Preparation of Academic Calendar | A meeting of faculty members was held to finalize academic activities to be conducted |
| Certificate Course | Six Months Certificate Course on "Tally and e-filing" in collaboration with WEBEL was introduced with significant number of students |
| Preparation and uploading of AQAR | AQAR was prepared and placed before Governing Body for its approval |
| Collection of Feedback from Students | Feedback on Teachers, College and Infrastructure and analyzed for measuring purposes |
| No Files Uploaded !!! | |

14. Whether AQAR was placed before statutory body ?

Yes

| Name of Statutory Body | Meeting Date |
|------------------------|--------------|
| Governing Body | 03-Feb-2021 |

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

04-Apr-2016

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

17-Feb-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Management Information System in Operational Modules Bidhan Chandra College, Rishra is having Management Information System (MIS) that administers the overall management of the college on the basis of the following operational module(s):

(a) Academic Module: The most important part of an educational institution is academic aspect which is managed and controlled by academic subcommittee. There is academic incharge who is in regular interaction with different departments ensuring attendance of teachers and students for smooth academic progress. Along with knowledge management, the result of students is also evaluated and analysed on regular basis and interaction with parents through parent teacher meeting ensures exchange of ideas and opinion for student progress. Above all there is academic calendar which provides complete academic planning for the entire year. Important guidelines are also provided by IQAC from time to time.

(b) Financial Module: The financial planning is designed at the beginning of every financial year through a detailed budget. Each and every financial aspect is planned and allotment is done accordingly. There is a blend of manual recording with computerized accounting at present and the future planning is to move towards entire computerization. Financial audit is conducted on regular basis and suggestions of the auditors are duly taken care of for better financial administration.

(c) Administrative Module: The entire administration is supervised and guided by Governing Body where each and every administrative decision is taken in the interest of the institution. On the basis of guidelines provided by Governing Body from time to time, different committees and subcommittees become functional to manage different administrative aspects effectively. The views of external members of Governing Body like University Nominee Government Nominee helps to strengthen administrative control.

(d) General Administrative Module: Apart from academic, financial and administrative module there are few general operational aspects which are

also administered timely. There are important issues like appointment, retirement, CAS, leave, attendance etc. which are taken care of timely on the basis of recommendations made by IQAC. All stakeholders are addressed and timely decisions smoothens individual as well as institutional

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution has a very well planned curriculum system. At present the institution offers three year Honours/ General – BA/B.Sc./B.Com courses in Day Section (Co-education) under CBCS (Choice Based Credit System) as well as three year Honours/ General – B.Com course in the Evening Section (for Male only) under CBCS, following the guidelines of the University of Calcutta. The institution offers three year degree course (both Honours & General) courses under BA/B.Sc/B.Com in the following (twelve) subjects- Bengali, English, Political Science, History, Philosophy, Mathematics, Economics, Geography, Education, Sanskrit, Accounting & Finance and Computer Science; and three year general course in Physics and Electronics. In the evening section honours/general course is offered only in Accounting & Finance. Students are admitted on merit basis based on the criteria framed by the admission committee, which is strictly in adherence to the guidelines set by the University of Calcutta in 'Admission Regulations for Semester wise courses of studies under CBCS, 2018' effective from the session 2018-19. Class Routine is framed as per recommendation of Routine Sub-committee which is duly forwarded to Academic Sub-committee for review. Finally classes in the campus were held in accordance with the centralized routine published in the college website after final approval of the Vice Principal of the college. Internal examination and other evaluation were held in conformity with the instructions given by the University of Calcutta. However, from 15th March 2020, offline/on-campus classes had to be stopped, due to the Covid-19 pandemic and nationwide lockdown. But within a few weeks, teachers of our college resumed classes via online mode through Zoom, Skype, Google Meet or Google Duo. National and International webinars were held online with active participation from students and teachers. Teachers equipped themselves with technical knowledge to conduct online classes and examination within a very short period. This enabled us to execute examinations and evaluation via online mode with ease. As per the Calcutta University guidelines, semester examinations were held and evaluations done within the time frame set by the university. After semester examinations the next semester classes were resumed via online mode in accordance with the routine set by the institution within the official college hours. Teachers and students constantly communicate with each other through official whatsapp group and study materials (PDF/word files) are also posted through the same. Voice messages and PowerPoint presentations are provided online to reemphasize and strengthen the understanding of the topic. Online class tests are taken by the teachers. Online Tutorial and Internal examinations are conducted successfully. Online University exams are successfully conducted by the institution following the university guidelines.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|---|-----------------|-----------------------|----------|---|--|
| Certificate course on Computer Application e-filing | NA | 18/02/2020 | 180 | Computer literacy and training programme for further employment opportunity | The course is specially designed for students of Commerce Dept covering topics like Tally, GST, e-filing |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil | NA | Nil |
| No file uploaded. | | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| Nil | NA | Nil |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 75 | Nil |

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---------------------|----------------------|-----------------------------|
| NA | Nil | Nil |
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1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--|---|
| BSc | Socio Economic Profile of Rishra Municipality by Department of Geography | 46 |
| No file uploaded. | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |

Parents

Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

With the focus being on sustaining quality, the institution has developed the feedback mechanism by obtaining feedback from the various stakeholders. The institution draws feedback from students, teachers, alumnae and parents for continuous improvement in curriculum development and enrichment. Student's feedback Feedback is being obtained from the final year students in the prescribed format. All the feedbacks are collected are then thoroughly analyzed by the academic council and all other respective departments as well as by the college office. Based on those analysis consecutive actions are taken on an urgent basis for the overall development of the institution. Alumni's feedback The feedback from the alumni reveals that they feel proud to be a part of the institution and are willing to contribute to the development of the institution. They feel that adequate knowledge was gained during their course of study and believe that the knowledge gained in the institution is relevant to the current jobs they are holding. As for career guidance, counselling and placement cell, they agreed that ample on campus and off campus opportunities were provided. The Alumni feedback on Course Content, Teaching Learning Process, Syllabus, Evaluation process, Library, Cultural events, Sports and Administration is very good. The alumni appreciated the academic initiatives taken by the institution to restructure and update the curriculum as per the current needs and wanted to recommend others to enroll in this institute. The feedback collected from the individuals has been analyzed and taken into consideration by Academic Council, Teacher's Council, Cultural committee and Sports committee. Parent's feedback Feedback obtained from the parents is considered as vital for the development of any educational institution. Academic discipline in terms of simplicity and fairness of the admission procedure, timely conduct of lectures, practical, remedial classes, parent-teacher meeting, development of the marginal students and other activities is highly appreciated by them. They felt that quality of the teaching and training provided at the institution contributes to their ward's overall personality development. The institution is able to maintain a fair balance between academics and co-curricular activities. The availability and sharing of relevant information on the college website, transparency of the examination system, effectiveness of continuous evaluation mechanism, career orientation services are appreciated. The feedback collected from them has been taken to the consideration by Academic Council, Teacher's Council, Disciplinary committee, Women Cell and various other committees. Teachers' Feedback Feed backs on various aspects of curriculum such as provision of adequate time and resources for framing syllabus, coverage of both theoretical and practical components, focus on necessary teaching skills, enlisting reference books, flexibility of curriculum based on current trends are sought from faculty members. As teachers play a pivotal role in designing and implementing the curriculum, the inputs received from their feedback was taken into consideration by Academic Council, Disciplinary committee and Teachers Council for further necessary action. The teachers' feedback reflects the adequacy and availability of teaching-learning facilities. Various suggestions related to the modifications in the curricular content are noted for further necessary action.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the | Programme | Number of seats | Number of | Students Enrolled |
|-------------|-----------|-----------------|-----------|-------------------|
|-------------|-----------|-----------------|-----------|-------------------|

| Programme | Specialization | available | Application received | |
|-------------------|----------------|-----------|----------------------|-----|
| BCom | GENERAL | 396 | 719 | 286 |
| BCom | HONOURS | 396 | 781 | 338 |
| BSc | GENERAL | 70 | 102 | 26 |
| BSc | HONOURS | 148 | 342 | 121 |
| BA | GENERAL | 512 | 1129 | 353 |
| BA | HONOURS | 527 | 889 | 353 |
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2019 | 1477 | Nil | 57 | Nil | Nil |

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 57 | 10 | 6 | 7 | 2 | 3 |

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring of students in Bidhan Chandra College has been going on since 2015. Although each department mentors their students on academics and other related concerns, there is a separate Counseling Cell to enlighten students on ways to prepare themselves for the professional world. Knowledge and information beyond syllabus on self-development, ability enhancement, attitude building, personality development and stress management are provided to the students in various programmes. After completion of Bachelors Degree or Masters Degree, guidance and information is necessary to make an informed decision on which career path to follow. For students interested in becoming an Administrative Professional, a programme was conducted on the 'Benefits and Opportunity of WBCS and other Competitive Teaching' on 20.08.19 by R.I.C.E group and 102 students participated in this programme. Lalani Computer Academy of Serampore conducted a session on "Career Counseling on Multimedia, Accounting, Tally Programmimg" on 13.09.19, where 186 students participated. Apart from academic competence, self confidence is necessary for acing any interview. To address this concern the Counseling Cell organized a session "Safalta Apni Muthi Pe"- Career Development and Personality Grooming Event with Gillet Guard Event on 24.09.19. The session was very enlightening and 169 students actively participated in this session. A Memorandum of Understanding was undertaken between our college and Webel Technology Ltd on 28.11.19. The Orientation Programme for certificate course (6 month course) on tally GST and e-filing was conducted by 03.01.2020 by Debabrata Pal (MBA, M.Com). Seventy Five students signed up for the course. The course commenced on 18.02.2020 but had to be suspended till further notice, due to Covid 19 Pandemic. The college has opened a SWAYAM –NPTEL unit where students under mentorship of their teachers enrolled themselves in January-April,2020 course. Initially several departments enrolled themselves but students of Department of English (seven students) and Department of Mathematics (one Student) registered for the SWAYAM examination. But, due to the Pandemic examination was postponed and students unfortunately were unable to attempt the examination. They received certificates based on their

performance in the assignments. Seven students of English Department performed very well in the assignments and later when the opportunity for examination came up, one student of the Department of English attempted the examination and has successfully completed the course on Introduction to Modern English Drama.

| | | |
|--|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 1477 | 57 | 1 : 26 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| | | | | |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
| 34 | 32 | 2 | 7 | 12 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| | | | |
|-------------------|---|-------------|--|
| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
| Nil | NA | Nil | Nil |
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---------------------------|----------------|----------------|--|---|
| BA | HONS | SEMESTER II | 11/07/2019 | 30/08/2019 |
| BCom | HONS GENERAL | SEMESTER V | 12/02/2020 | 10/07/2020 |
| BCom | HONS GENERAL | SEMESTER IV | 26/07/2019 | 07/09/2019 |
| BSc | HONS GENERAL | PART III | 08/10/2020 | 23/10/2020 |
| BA | HONS GENERAL | PART III | 08/10/2020 | 23/10/2020 |
| View File | | | | |

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Continuous Internal Evaluation system has been an ongoing process since the inception of the Examination system in University of Calcutta. Previously mid-term examination and test examinations were conducted to help students assess the extent of their preparation and knowledge of the subject and make them aware of their actual competence. With the introduction of CBCS system Internal Assessment in each semester were conducted, which required syllabus to be completed within a stipulated time frame. The Internal Assessment is conducted with due seriousness and is managed centrally with all departments having to conduct the examination according to the schedule designed by Examination Sub-committee and duly approved by the Vice Principal. This helps in maintaining the gravity of the examination, so that students are compelled to take the test with due seriousness and preparation. Class Tests, written and verbal are taken on a regular basis. Debates and MCQ examinations following UGC and university guidelines were also followed. As per the instructions of the Board of Studies

of each discipline, Departments follow the guidelines regarding tutorials and viva in conformity with the schedule recommended by the University.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Bidhan Chandra College, follows the Academic Calendar prescribed by the University of Calcutta. Since the introduction of CBCS system , B.com in 2017 B.A/B.Sc in 2018, the college is following the time schedule as set by the University of Calcutta. The Odd Semester examinations begin in November end and the 111 pattern commences end-march for part iii students. The Even semester examinations take place in June-July. In 2019 the examinations were held as per schedule. But in 2020, due to the Pandemic, examinations had to be postponed and from October 2020, all examinations were held via online mode. The part iii (111) examination and end semester examination of B.com were held on October 2020. From end November to Mid December all pending examinations were conducted within the time frame set by the university. Marks were uploaded in the University portal within given deadlines and records of the same have been kept digitally. In this session CBCS and 111 pattern of examination were conducted simultaneously. Due to unavoidable circumstances, the mode had to be shifted from offline to online mode, for which the teachers and students adapted themselves within a few days.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.bccrishra.in/allupload/AQAR%202.6.1.pdf>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| PART III | BSc | GENERAL | 21 | 21 | 100 |
| PART III | BSc | HONOURS | 39 | 39 | 100 |
| PART III | BA | GENERAL | 178 | 178 | 100 |
| PART III | BA | HONOURS | 121 | 121 | 100 |
| SEMESTER VI | BCom | GENERAL | 87 | 83 | 95 |
| SEMESTER VI | BCom | HONOURS | 249 | 239 | 96 |
| PART III | BCom | GENERAL | 127 | 127 | 100 |
| PART III | BCom | HONOURS | 86 | 86 | 100 |

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.bccrishra.in/allupload/2.7.1%20STUDENT%20SATISFACTION%20SURVEY%202019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Nil | 0 | NA | 0 | 0 |
| No file uploaded. | | | | |

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---------------------------|-------------------|------|
| NA | NA | |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| NA | NA | NA | Nil | NA |
| No file uploaded. | | | | |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
| NA | NA | NA | NA | NA | Nil |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 0 | 0 | 0 |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| NA | Nil |

3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|-------------------|-------------------|-----------------------|--------------------------------|
| National | PHILOSOPHY | 1 | 0 |
| National | POLITICAL SCIENCE | 3 | 0 |
| National | EDUCATION | 1 | 0 |
| National | PHYSICS | 1 | 0 |
| No file uploaded. | | | |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|------------|-----------------------|
| COMMERCE | 1 |
| HISTORY | 2 |

| | |
|-------------------|---|
| POLITICAL SCIENCE | 2 |
| EDUCATION | 2 |
| ELECTRONICS | 1 |
| MATHEMATICS | 1 |
| No file uploaded. | |

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| NA | NA | NA | Nil | 0 | NA | Nil |
| No file uploaded. | | | | | | |

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
| NA | NA | NA | Nil | Nil | Nil | NA |
| No file uploaded. | | | | | | |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 56 | 49 | Nil | Nil |
| Presented papers | 2 | 4 | 1 | Nil |
| Resource persons | 1 | 1 | 1 | 2 |
| No file uploaded. | | | | |

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|--|--|--|--|
| Distribution of study materials to primary students of Ward no. 8 9 of Rishra Municipality (slum areas) (25.11.19) | NSS | 4 | 35 |
| Blood Donation camp (26.2.20) | NSS | 8 | 50 |
| E-Quiz on Time for Nature, | Career and Counselling Cell | 4 | 246 |

| | | | |
|---|-----|----|-----|
| observing World Environment Day 2020 (5.6.20) | | | |
| COVID awareness quiz (online) (17.6.20) | NSS | 65 | 438 |
| No file uploaded. | | | |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| NIL | NIL | NIL | Nil |
| No file uploaded. | | | |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|--|--|----------------------|--|--|
| Development program on Personal Tax Planning under New Finance Act 2020 (via Google Meet due to pandemic situation) (22.11.20) | Aparajita: The Women's Cell Career and Counselling Cell IQAC | Awareness Program | 72 | 208 |
| No file uploaded. | | | | |

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
| NIL | 0 | NIL | 0 |
| No file uploaded. | | | |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|----------------------|---|---------------|-------------|-------------|
| NIL | NIL | NIL | Nil | Nil | 0 |
| No file uploaded. | | | | | |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|-------------------|--------------------|--------------------|---|
| NIL | Nil | NIL | Nil |
| No file uploaded. | | | |

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 22.6 | 17.23 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|--|-------------------------|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar halls with ICT facilities | Existing |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Newly Added |
| No file uploaded. | |

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|--------------|--------------------|
| KOHA | Partially | 18.11.01.000 | 2015 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|----------------------|----------|--------|-------------|--------|-------|--------|
| | | | | | | |
| Text Books | 32799 | 634948 | 1319 | 334172 | 34118 | 969120 |
| Journals | 10 | 19275 | 1 | 2050 | 11 | 21325 |
| CD & Video | 65 | Nil | 15 | Nil | 80 | Nil |
| No file uploaded. | | | | | | |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| NA | NA | NA | Nil |

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 61 | 26 | 0 | 0 | 0 | 13 | 3 | 0 | 19 |
| Added | 15 | 3 | 0 | 0 | 10 | 2 | 0 | 0 | 0 |
| Total | 76 | 29 | 0 | 0 | 10 | 15 | 3 | 0 | 19 |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| NA | Nil |

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 4.69 | 6.72 | 6.9 | 2.7 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

No hard and fast rules are followed for maintaining and utilizing the physical facilities. For any type of repair and maintenance either in laboratory or library or classrooms etc., concerned department draws attention to the head of the institution for doing the job in due time. The head of the institution seeks permission from the finance sub-committee for allocation of necessary fund to incur expenditure under different head. The finance sub-committee allocates this amount from the budget allotment made by G. B. If the amount of expenditure becomes heavy, purchase sub-committee is entrusted to complete the job by maintaining the procedure like collection of quotations by circulating notice or advertisement in news papers for wide circulation. Notice for quotation is also given in the website of the college where necessary. In case of small purchase, tender notice is circulated locally. After collections of quotation, a comparative statement is prepared and placed in the meeting of the tender and purchase sub-committee, finally work order is issued to the lowest bidder after taking resolution in the said meeting of tender purchase sub-committee. Sometimes where small amount is required for maintenance purpose or wherever immediate urgency is required, local persons or technicians are called for to perform the job to the satisfaction of the authority. In some cases, agreement for AMC is provided with the service provider generally, for the equipments purchased on different purposes, in case of maintenance of garden and ground one part-time employee is engaged to perform the job. In case of academic development the college organizes seminar and workshop in national

and international level and for organizing seminars the concerned departments jointly or alone chooses first the topic to be discussed in its departmental meeting. Then proceed to the head of the institution for necessary funding. The finance sub-committee allocates the fund and the Governing Body approves the same. The organizing department is responsible for looking the resource person for delivering lectures on the selected topic. In these way teachers, students and staff members are benefited through interaction with the resource persons.

Beside this the teachers are released to attend the seminar, workshop, etc organized by other institution to enrich their knowledge. The college also organizes cultural activities like Rabindra Jayanti, Vasanta Utsav, Republic Day, Independence Day observation etc. to inculcate the cultural side as a whole. As student support facilities, sports and games, cultural programme, study tour field work, publication of college magazine, health check-up programme and blood donation camp are organized by the student union, N.S.S unit or concerned department of the college either individually or jointly. In conclusion, it may be said that various committees like Academic Sub-committee, Library Sub-Committee, Purchase Sub-Committee, Building Sub-Committee, Women cell, Teachers' Council, etc. work together for physical and academic development of the college.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--------------------------|--------------------|------------------|
| Financial Support from institution | FEES CONCESSION | 164 | 57960 |
| Financial Support from Other Sources | | | |
| a) National | STATE AND CENTRAL | 498 | 0 |
| b) International | 0 | Nil | 0 |
| View File | | | |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|-----------------------|-----------------------------|--------------------------------|
| PERSONAL COUNSELLING | 28/09/2019 | 20 | BIDHAN CHANDRA COLLEGE, RISHRA |
| No file uploaded. | | | |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|----------------------|--|--|--|---------------------------|
| 2019 | WBCS Coaching Scheme | 102 | Nil | Nil | Nil |

| | | | | | |
|-------------------|--|-----|-----|-----|-----|
| 2019 | Career Counseling Scheme on Multimedia, Accounting & Tally | Nil | 186 | Nil | Nil |
| 2020 | WTL Certificate Course | Nil | 75 | Nil | Nil |
| No file uploaded. | | | | | |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| | | |
|---------------------------|--------------------------------|---|
| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
| Nil | Nil | Nil |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| NA | Nil | Nil | White Hat Junior | 51 | Nil |
| No file uploaded. | | | | | |

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|-------------------------------|---------------------------|--|-------------------------------|
| 2020 | 1 | Bidhan Chandra College | EDUCATION | NSOU | M.A. |
| 2020 | 6 | Bidhan Chandra College | GEOGRAPHY | Presidency University, Kalyani University & Burdwan University | M.Sc. |
| 2020 | 3 | Bidhan Chandra College | BENGALI | University of Calcutta, Rabindra Bharati University | M.A. |
| 2020 | 3 | BIDHAN CHANDRA COLLEGE RISHRA | HISTORY | University of Calcutta | M.A. |
| 2020 | 2 | BIDHAN CHANDRA | COMPUTER SCIENCE | University of Calcutta | M.Sc. |

| | | | | | |
|-------------------|----|--|------------|----------------------------|--------|
| | | COLLEGE RISHRA | | | |
| 2020 | 1 | BIDHAN CHANDRA COLLEGE RISHRA | PHILOSOPHY | Jadavpur University | M.A. |
| 2020 | 12 | Bidhan Chandra College | COMMERCE | University of Calcutta | M.Com. |
| 2020 | 1 | Bidhan Chandra College | ENGLISH | University of Hyderabad | M.A. |
| No file uploaded. | | | | | |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| | |
|-------------------|---|
| Items | Number of students selected/ qualifying |
| Nil | Nil |
| No file uploaded. | |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| | | |
|-------------------------|---------------|------------------------|
| Activity | Level | Number of Participants |
| Annual Sports | Intra College | 250 |
| Inter Class Competition | intra College | 40 |
| No file uploaded. | | |

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

| Year | Name of the award/medal | National/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|-------------------|---|----------------------------|-----------------------------------|-------------------------------------|---|---|
| 2019 | All India Inter-University Kho Kho Championship | National | 1 | Nil | D3340, D01409, D01817, D01728, D01469, D02634, D01415, 196528440 | Aniket Roy, Sandip Biswas, Sankha Subhra Goswami, Sandeep Mondol, Pabitra Dey, Arpan Chakrabarty, Rupam Das, Souvik Chatterjee |
| No file uploaded. | | | | | | |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are the main stay of an institution and the students union comprising the representatives of the students headed by their General Secretary forms the bridge between the students and the administration. Now a days, every relation is based on interest and the relation with the students union is also no exception. Still a good coordination between the students and the administration helps a long way to cater to the needs of the students. As per the rule, the General Secretary of the students union is selected as a member of the Governing Body of the College, representing the students from all spheres of the college as per the Constitution of the University of Calcutta. The students union and its General Secretary, by virtue of being a member of the Governing Body of the college, put forward their demands on behalf of the students regarding betterment of the students as far as academic, canteen and class room facilities etc. are concerned. Having said this, the students union with its General Secretary acts as an envoy of the cultural activities and takes initiative to organise cultural functions and various events to mark different occasions, contributing writing to the college magazine etc. Besides, the union performs additional duty of arranging annual sports of the college as well as the students to let them participate in different sporting events at the national and state levels. Further, like the college administration, which looks after the betterment and welfare of the students, the students union also has a role to perform that is to look after the regular attendance of the students in the class as well as the psychological well being, economic and educational needs of the students specially in the testing time of the Pandemic. Hence, a cordial and healthy relationship is essential between the college administration and the students union for proper management of the Institution. Further, the students union led by its General Secretary has to look after the law and order within the college premises as well as keeping the college campus clean and environment friendly. Moreover, they are also to check any trespassing within the college premises and take prompt and proper action against it. Besides, they have to maintain separate boys and girls common room, where students relax by playing carrom, table tennis and other indoor games and also to look into the fact that no untoward incident takes place. Therefore, the students union with the General Secretary at its helm is a major link between the administration and the students, which is important for running proper administration of the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

60

5.4.3 – Alumni contribution during the year (in Rupees) :

2000

5.4.4 – Meetings/activities organized by Alumni Association :

Yes

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Bidhan Chandra College, Rishra, Hooghly located on the western banks of River Hooghly on G. T. Road (East) under the stewardship of Honourable Vice Principal Dr. Ramesh Kar has always been striving for betterment since he took over the charge in 2015, December. At present, there are three programme namely Arts, Science Commerce encompassing both the day and the evening departments which comprise fourteen subjects including Honours and General subjects i. e. there are twelve honours and fourteen general subjects. It is to be noted that each honours subject is termed as such there are twelve departments, each department having its own Head besides having other teachers. Unlike the universities, the departments of various faculties do not enjoy autonomy. But it has been the objective of Head of the Institution to grant autonomy to the departments regarding class routines and distribution of works including classes. This is a very positive thinking as it gives much freedom to the departmental Heads as well as the faculty members to frame their works specifically in the case of interaction with the students. This helps the department to think independently of how to benefit the students and in this regard, departmental exams, parent-teacher meetings, sometimes debates and quizzes, departmental cultural activities etc. are undertaken by the various departments of different faculties. Besides, in order to inject fresh air in the minds of the students as well as to take the students out of the four corners of the wall of a class room, the departments have been given the authority to conduct educational tours to various places related to the subjects and beneficial to the students at least once in each year. Moreover, occasional departmental meetings are also held to discuss the requirements of the departments regarding books and other materials as well as to take stock of the progress of syllabus and the demands of the students. These meetings also provide an opportunity to the departmental heads to interact occasionally with their colleagues of the departments about the classes and progress of the syllabi. Also, the departments of various faculties take feedback from the students to assess the students feelings about their departments not only from the perspective of Honours students but also from general students. Having said the above, there are sports sub committees, cultural sub committees, library sub committees besides academic sub committees which look after their respective activities and have the autonomy to take the best decisions regarding the above activities in various occasions. Moreover, occasionally in the meetings of the Governing Body of the college, the departments sometimes are asked to give feedback about the progress of the students and classes as well as the requirements of the departments for the development of the Institution. Therefore, it can be said that despite a pyramid like structure of administration the departments of various faculties have been given the leverage to take and manage decisions in the best way possible.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type | Details |
|-----------------------|--|
| Admission of Students | Admission process has been fully computerized as it is done completely online. Even the cash transaction is done online as our college has a tie up with ICICI bank although offline cash transaction has been kept as an option in case online transaction fails. Moreover, data entry and form fill up |

as well as verification if the need arises is fully computerized. Scanners are available in case they are required. Further registration is also done online. And last but not the least, admission process for boys and girls are done separately and workshop is held for the newly admitted students to get them acquainted with the new CBCS system.

Human Resource Management

Faculty and Staff are encouraged to participate in self development programmes. For undertaking Project work, writing books and also for pursuing research, administration supports faculty members. Annual Maintenance Contract (AMC) ensures infrastructural requirements especially electricity, water supply and routine maintenance.

Library, ICT and Physical Infrastructure / Instrumentation

The College has procured books in various disciplines as per the requirement of the concerned department. The college also subscribes to a number of discipline specific academic journals as well as to a number of magazines of general and current importance and newspapers (including those carrying information on employment) on a regular basis. In addition the college also subscribes National Library and Information Services Infrastructure of Scholarly Content (N-LIST) of the INFLIBNET, an inter-university centre of UGC. The college library is now equipped with a computer based books and journals search mechanism (OPAC) through an Integrated Library Management Software called KOHA. The college has installed a new water purifier machine in the library premises.

Research and Development

Following research activities have been adopted by the institution in the academic session 2019-20 in order to improve the research and academic culture in the college:

- Monitoring the ongoing research projects by the Research Subcommittee periodically and providing all the necessary administrative supports to the PI of the projects whenever required.
- To encourage the PI to submit project report/UC SE to the funding agencies time to time.
- Organizing popular lectures by the Research Subcommittee on various recent topics by the faculty

| | |
|----------------------------|---|
| | members of the College • Organizing National/International level seminars/webinars by Science, Arts and Commerce Departments. |
| Examination and Evaluation | With the introduction of semester-wise CBCS in B.com from the session 2017-18 and in B.A/B.Sc from 2018-19, Internal Assessment Tutorial/Practical Examination has been systematically implemented as per guidelines issued by the University of Calcutta. Internal Assessment, particularly, was conducted as a centralized process, to instill among the students the gravity of the examination and the necessity of learning the syllabus properly. Consequently, in Online Examinations conducted by University of Calcutta during pandemic, students have performed better in end semester examinations. |
| Teaching and Learning | Apart from strict adherence to rules of punctuality and discipline, for all stakeholders, an ambience of interaction and encouragement is maintained to boost confidence among the students and motivate them for better output. Focus on Course Outcome, in terms of job prospects and higher education amplifies the urge to know more and widen the horizon. Although Department excursions were not feasible during pandemic, online publication of wall magazines and online debates and extempore competitions were organized to increase their exposure and develop their analytical acumen. Different National and International Level Webinars organized by the college enable the students to grasp the significance of extensive reading and intensive learning. |

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area | Details |
|----------------------|--|
| Administration | The office is fully automated with several computers tied with LAN and internet facilities are available. Fees for admission, re admission, filling up of registration and examination, collection is done through CAMS. |
| Finance and Accounts | Human resource Management System or HRMS software has been installed by the college for generating pay bills, submission of claim bills to the DPI, Govt. of West Bengal and Serampore |

| | |
|-------------------------------|--|
| | Treasury subsequently by using HRMS software. |
| Student Admission and Support | Admission process has been fully computerized as it is done completely online. Even the cash transaction is done online as our college has a tie up with ICICI bank although offline cash transaction has been kept as an option in case online transaction fails. Moreover, data entry and form fill up as well as verification if the need arises is fully computerized. |
| Examination | The schedule for all internal as well as University Examinations are notified through college websites. Students are asked to follow College Websites on regular basis for examination related updates. |

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|-------------------|-----------------|--|--|-------------------|
| Nil | NIL | NIL | NIL | Nil |
| No file uploaded. | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|-------------------|---|---|------------|------------|---|---|
| 2020 | Development program on Personal Tax Planning under New Finance Act 2020 (via Google Meet due to pandemic situation) | Development program on Personal Tax Planning under New Finance Act 2020 (via Google Meet due to pandemic situation) | 22/11/2020 | 22/11/2020 | 72 | 10 |
| No file uploaded. | | | | | | |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|------------|------------|----------|
| Short Term Course | 4 | 24/06/2020 | 20/07/2020 | 6 |
| Refresher Course | 1 | 11/05/2020 | 12/06/2020 | 12 |
| Refresher Course | 1 | 10/12/2020 | 23/12/2020 | 12 |
| Refresher Course | 1 | 08/12/2020 | 22/12/2020 | 12 |
| Refresher Course | 1 | 20/07/2020 | 01/08/2020 | 12 |
| Refresher Course | 1 | 26/11/2020 | 10/12/2020 | 12 |
| Orientation Program | 1 | 03/03/2020 | 24/03/2020 | 18 |
| Orientation Program | 1 | 28/07/2020 | 17/08/2020 | 18 |
| No file uploaded. | | | | |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 7 | Nil | Nil | Nil |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---------------------------------|---------------------------------|-----------------|
| Group LIC, Co-operative Society | Group LIC, Co-operative Society | Fees concession |

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

| |
|--|
| <p>Internal financial audit is conducted every year by Internal Audit Committee consisting of Vice-Principal, Bursar, Convener of Finance Committee, Head Clerks and Accountants of Day and Evening Department. On the other hand External audit is conducted at regular interval by External Audit Agency deployed by State Government from time to time. In the year 2019-2020 external audit was conducted by Chottopadhyay, Pal, Sengupta Co. (Chartered Accountant). The feedback provided in the Audit Report regarding maintenance of different grants, fees, PF Account, Fixed Deposit, Cash Book, Asset Register, Stock Registers etc was satisfactory and encouraging.</p> |
|--|

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
|--|-------------------------------|---------|

| | | |
|-------------------|---|-----|
| NIL | 0 | NIL |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| |
|---|
| 0 |
|---|

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type | External | | Internal | |
|----------------|----------|---|----------|--------------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | NA | Yes | Academic Sub-committee |
| Administrative | Yes | Chottopadhyay, Pal, Sengupta Co. (Chartered Accountant) | Yes | Internal Audit Committee |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

| |
|---|
| (i) Suggestions for academic development (ii) Donation for Pandemic like COVID. (iii) Participation in Human Consciousness Activities |
|---|

6.5.3 – Development programmes for support staff (at least three)

| |
|---|
| (i) Roles and Responsibilities of Teachers in CBCS of Education (ii) Communication and Presentation Skills for Future Managers and Professional Ethics (iii) Staff Development Program on Personal Tax Planning under New Finance Act |
|---|

6.5.4 – Post Accreditation initiative(s) (mention at least three)

| |
|--|
| (i) Introduction of Add On Course (ii) Computer Literacy Centre (iii) Installation of ICT Infrastructure |
|--|

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF | Yes |
| c) ISO certification | No |
| d) NBA or any other quality audit | No |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2020 | National Webinar on COVID-19: Through The Lens of A Doctor | 05/06/2020 | 05/06/2020 | 05/06/2020 | 66 |
| 2020 | International Webinar on Global Pandemic and | 16/08/2020 | 16/08/2020 | 16/08/2020 | 67 |

| | | | | | |
|-------------------|--|------------|------------|------------|----|
| | its Impact on Tourism Aviation Industries: A way to Look Forward | | | | |
| 2020 | Staff Development Program on Personal Tax Planning under New Finance Act | 22/11/2020 | 22/11/2020 | 22/11/2020 | 68 |
| No file uploaded. | | | | | |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
|------------------------|-------------|-----------|------------------------|------|
| | | | Female | Male |
| NA | Nil | Nil | Nil | Nil |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

| Percentage of power requirement of the University met by the renewable energy sources |
|---|
| <p>Environment Day is celebrated every year on 5th June, through a programme where talks are delivered and a dozen saplings are planted. On 5th June, 2020 an online quiz was conducted to create environment awareness where 246 participants answered questions on environment and ecology. The Science Club and Amrita Devi Eco club, celebrated National Science Day on 28.02.2020 in the Seminar Hall of the college with a series of lectures by the faculty members of the college on 'Recent Threats to Modern Civilisation'. The lectures were delivered on topics essential to creating environment awareness - "Decrease of Ground Water Level", "Natural Disasters", "Abuses of Science" and "Social Threats to Modern Society". Each of these topics acquainted the students and audience with the impact of environmental damages, that would soon cause havoc in our lives. Responsibility of each and every individual to minimize carbon footprint was equally emphasized. Efforts are on the way for installment of solar panels to supplement the energy needs of the college.</p> |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-------------------------|--------|-------------------------|
| Ramp/Rails | Yes | 4 |
| Rest Rooms | Yes | 4 |
| Scribes for examination | Yes | 4 |
| Physical facilities | Yes | 4 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address | Number of initiatives taken to | Date | Duration | Name of initiative | Issues addressed | Number of participating students |
|------|----------------------------------|--------------------------------|------|----------|--------------------|------------------|----------------------------------|
|------|----------------------------------|--------------------------------|------|----------|--------------------|------------------|----------------------------------|

| | | | | | | | |
|-------------------|---|---|------------|---|---|---|-----------|
| | locational advantages and disadvantages | engage with and contribute to local community | | | | | and staff |
| 2019 | 1 | 1 | 24/09/2019 | 1 | Drainage and sewage cleaning | Drainage and sewage cleaning | 60 |
| 2019 | 1 | 1 | 01/10/2019 | 1 | Social awareness campaign against vector borne diseases | Social awareness campaign against vector borne diseases | 60 |
| No file uploaded. | | | | | | | |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|------------|---------------------|---|
| Prospectus | 20/08/2019 | The college has taken steps to prohibit smoking, spitting, use of mobile phones within the college premises. Notices are issued and sign boards are also put up in this regard. Moreover, in the Prospectus, these are printed for the general knowledge of the students and guardians alike. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| NSS Oath Taking Ceremony associated with social awareness activity to give comfort to the poor and the destitute esp. during the winter season | 24/09/2019 | 24/09/2019 | 60 |
| Literacy campaign among the poor to make the wards hygienic | 01/10/2019 | 01/10/2019 | 60 |
| National Webinar on NSS Foundation Day Celebration Program as well as Debate Competition on: During Pandemic | 24/09/2020 | 24/09/2020 | 70 |

Situation, NSS has also a certain role to play

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Besides creating environmental awareness, it is necessary to implement the same or practice it in the college campus, to help and inspire all stakeholders to inculcate eco-sensitivity. Towards this objective, trees and saplings are planted every year and a vegetable/herbal garden has been created where vegetables and fruits are grown, although in a limited way, to encourage students to do the same in their own backyard, however small it may be. Some coriander leaves and curry leaves, very common seasoning in Indian cuisines can be grown in our backyard or even in flower-pots. Moringa tree yields drumsticks, an essential ingredient and component in vegetarian dishes- all these are grown in the college premises itself, to foster interest in the flora and fauna around us. The college is strictly a smoking free and plastic free zone. Blowing horns and loud music is strictly prohibited and trees in the college campus are never cut.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practices 1 : Promotion of Research Culture in College Best Practice 2: Upkeep of Student-teacher communication during the Pandemic

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.bccrishra.in/allupload/Best%20Practice.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

In the vicinity of Bidhan Chandra College, there are several Industrial Units like Jayasree Textiles, Hastings Jute Mill, Wellington Jute Mill and India Jute Mill. Staff and labourers working here are mostly migrants from Bihar, Jharkhand, Orisaa, Uttar Pradesh and remote parts of Bengal. A large section of students enrolled in this college are wards of workers in these units. The college makes sincere efforts to sustain these students and encourage them to complete their education. As daily life itself proves challenging to these students, the tendency to quit academics is strong. In view of such situation, it is made a point that all efforts are made to help students access scholarships given by the government/non-government resources- Kanyasree, Chief Minister State Scholarship, Vivekananda Scholarship, Jindal Scholarship, Minority State Scholarship, State Welfare Department Scholarship, State Labour Department Scholarship and West Bengal Sate Backward Class Scholarship. Fee concessions (college sponsored)for students have helped students in sustaining their academic interests. Moreover, remedial/tutorial classes are arranged for them from time to time. This has proved beneficial , especially for the female students and has had a significant role in reducing the number of college drop outs. Career and Counseling Cell of the college organized a six month course on "Tally and e-Filing" in collaboration with WEBEL technology, beneficial for students of Department of Commerce. Moreover, library facility was available even during pandemic to help them out.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

In the coming session, to stress on the importance of cleanliness and individual responsibility on keeping self and surroundings clean, we hope to organize workshops and seminars on making life choices that are environment friendly and clean. Anti-spitting, anti-plastic, minimal pollution methods, recycling will feature in our programmes. We intend to grow a vegetable garden, along with common herbs necessary for everyday use. This would not only be pleasing to the eyes and add to the greenery of the campus, but also be a measure for creating and promoting eco-sensitivity among the students. Knowledge of growing plants would also be an economic lesson for students to do the same in their own backyards. We shall take measure to increase the use of ICT tools for teaching and learning. This will encourage students to be more aware in terms of technology and give them an exposure to communication technology. We are also planning to reopen NCC Unit and opening of more NSS Units. Previous concerns of introducing Honours course in Physics, air conditioning of staff room and offices, establishment of solar panels for generating electricity, separate cubicle for each department and increase in number of computer with internet connection to facilitate the transition from offline to online mode for various tasks set by the University. With information being easily available on the internet and learning automatically becoming possible anytime and anywhere introduction of online courses and programs will be our consideration in the coming session. As mobile phones, especially smartphones are becoming a part and parcel of communication and learning, sensible use of this mode effectively shall be our focus in the next session.