



YEARLY STATUS REPORT - 2021-2022

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 VICE PRINCIPAL

• Does the institution function from its own campus? Yes

• Phone no./Alternate phone no. 03326721812

• Mobile No: 9804629049

• Registered e-mail prin_bccr@yahoo.co.in

• Alternate e-mail kar.ramesh@yahoo.com

• Address 31, G.T.ROAD (EAST)

• City/Town RISHRA, HOOGHLY

• State/UT WEST BENGAL

• Pin Code 712248

2. Institutional status

• Affiliated / Constitution Colleges

• Type of Institution Co-education

• Location Semi-Urban

• Financial Status UGC 2f and 12(B)

- Name of the Affiliating University **UNIVERSITY OF CALCUTTA**
- Name of the IQAC Coordinator **SADHUNATH KUNDU**
- Phone No. **03326721812**
- Alternate phone No.
- Mobile **9432243339**
- IQAC e-mail address **snkundu51@gmail.com**
- Alternate e-mail address **prin_bccr@yahoo.co.in**

3. Website address (Web link of the AQAR (Previous Academic Year)) <https://www.bccrishra.in/allupload/AQAR%202020-2021.pdf>

4. Whether Academic Calendar prepared during the year? **Yes**

- 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	2.18	2016	25/05/2016	24/05/2021

6. Date of Establishment of IQAC **24/03/2014**

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
NA	NA	NA	0	0

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

- Upload latest notification of formation of IQAC **No File Uploaded**

9. No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- 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)

- Infrastructure and academic culture development.
- Introduction of new Certificate Course (Value Education).
- Placement of students in services through Placement Cell.
- Installation of scientific techniques to reduce consumption of electricity in the campus.
- Industrial collaboration with Jaya Shree Textiles, Rishra.

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
Introduction of new Add-On course	A Memorandum of Understanding (MOU) has been signed with Bidhan Chandra College, Rishra and Swami Vivekananda's Ancestral House & Cultural Centre on 17.12.21 to collaboratively conduct an Add-On course on "Value Education" for students of college.
National & International Webinars	Several International, national and state level webinars were conducted by different departments during the period.
Industrial Collaboration	A Memorandum of Understanding (MOU), is entered on 22nd April, 2022 between college and Grasim Industries (Jaya Shree Textile) to provide internship, career-counselling, industrial training and placement opportunities for the students of Bidhan Chandra College, Rishra.
Conducting Educational Tours	Geography Department, Education Department, Political Science Department and Sanskrit Department conducted educational tours in different places within India which are related to their subjects.
Faculty Exchange Program	Conducted faculty exchange programs with Nabagram Hiralalpal College, Hooghly, W.B. and Serampore Girls' College, Hooghly, W.B.
Placements of Students into Services	Few students of Computer Science department have been placed in multinational companies like: TCS, Wipro etc. through placement Cell.
Reduction of Power Consumption	To reduce power consumption in

	the College campus, halogens, bulbs and tube lights were replaced by LEDs and photo sensor and motion sensor based switches have been installed in different electric points. Automatic water level controller has also been installed in the campus.
Preparation of AQAR 2021-22	AQAR was prepared and placed before GB for its approval on 19.12.2022..
Infrastructure Development	Purchase of computers, projectors, library books and journals, furniture etc.
Awareness program	<ul style="list-style-type: none"> Intellectual Property Rights Awareness Programme hosted by The Patent Office, Kolkata under Department for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce & Industry (National Intellectual Property Awareness Mission (NIPAM)) in association with IQAC, Bidhan Chandra College, Rishra was held on 24/02/2022 • Awareness program on

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

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	19/12/2022

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• City/Town	RISHRA, HOOGLY
• State/UT	WEST BENGAL
• Pin Code	712248
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• Affiliated / Constitution Colleges	
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Name	Date of meeting(s)
GOVERNING BODY	19/12/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-2022	03/01/2023

<p>15.Multidisciplinary / interdisciplinary</p>
<p>There scope is limited under the ongoing curriculum of University of Calcutta to introduce multidisplinary / interdisciplinary course. The students of B.A / B.Sc can not pursue B.Com. and vice versa. However, within the syllabus itself there are <i>interdisciplinary approaches to learning. Literature programmes include courses on history, politics and sociology. Students opting for Honours in Geography and Economics, may choose to follow the the Bachelor of Science Programme or Bachelor of Arts Programme.</i></p> <p><i>Webinars/Seminars exude a multidisciplinary approach and participation too reflects the same.</i></p>
<p>16.Academic bank of credits (ABC):</p>
<p>17.Skill development:</p>
<p>For skill development, stress must be given on vocational courses. But the scope for introduction of skill based courses for job orientation at general UG Level is much restricted under present curriculum of University of Calcutta. But Add-on course on GST & Tally has been introduced to help studentsattain professional competence.</p>
<p>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</p>
<p>Regarding integration of knowledge in Indian language and culture, under the curriculum as framed and permitted by University of Calcutta, there is scope for disseminating knowledge in two languages only: English and Bengali.</p> <p>The college offers honours in Sanskrit.</p>
<p>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</p>
<p>Although Programme Outcome and Course Outcome are designed but the subject combinations under present curriculum of University of Calcutta as offered by the colleges should be job oriented, which is still not in practice.</p>
<p>20.Distance education/online education:</p>
<p>The college offers Distance Education By Rabindra Bharati</p>

University. Classes are held on Sundays or Holidays and faculty members of this institution and other neighbouring colleges are engaged in the teaching process.

Extended Profile

1.Programme

1.1

3

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

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1

3479

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2

823

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

File Description	Documents
Data Template	No File Uploaded

2.3

710

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1

57

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded
3.2	58
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	34
Total number of Classrooms and Seminar halls	
4.2	50.39948
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
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>At present the institution offers three year Honours/General - BA/BSc./BCom courses in Day Section (Co-education) under CBCS (Choice Based Credit System) as well as three year Honours/General - B.Com courses in the Evening Section (for Male only) under CBCS, following the guidelines of University of Calcutta.</p> <p>The institution offers Honours/General courses under BA/BSc/BCom in the following (twelve) subjects- Bengali, English, Political Science, History, Philosophy, Mathematics, Economics, Geography, Education, Sanskrit, Accounting & Finance, Computer Science as well as physics & Electronics (only General Section). Accounting & Finance is offered as Honours/General subject exclusively in the Evening Section.</p>	

During the period (01-06-2021 TO 31-08-2022) the institution has developed/undergone a well planned and well functioning system of routine classwork (vide the CBCS of Calcutta University). The documentation part of the said system is also very well maintained by the institution. During the session 5th and 3rd semester online-offline classes (due to pandemic situation) started around july and 1stsemester (Hon/Gen) classes started from mid-december followed by even semester classes that is 2nd ,4th and 6th semester online-offlineclasses from March-2022. Internal examinations are conductedfrom time to time (vide the CBCS of Calcutta University).

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 institution adheres to the Academic calendar Online and also offline Tutorial and Internal examinations are conducted successfully. Online and offline University exams are successfully and properly conducted by the institution following the university guideline. The institution follows the estimated timeline provided by the University both in the cases of conducting the examinations and marks submission.

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

B. Any 3 of the above

UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

3

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)

2

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

61

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

61

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

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 integrates and addresses crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum through various courses. While the Computer Science Department teaches the students about the various aspects of cyber crime and IT Acts, the Electronics and Physics Department through teaches the non-conventional sources of energy. The geography Department through the various Skill Enhancement Courses gets the students aware about the non conventional techniques and gets them acquainted with Oceanography and Climatology. The Economics Department through various Honours and general courses addresses various aspects and issues of Environmental Economics, Development Economics, and the meaning & scope of sustainable development. The Education Department not only acquaints the students with various professional skills of teaching and the necessity of Value education, but also addresses major social issues like Gender discrimination and the constraints of women education. While the Sanskrit Department improves the personality of the students with the Vedic values of Dharma and Samskara, the English Department and Bengali Department address the universal issues of human struggle, Gender discrimination, class prejudice and the suffering of marginalized women. The department of History underscores the evolution of the caste system, untouchability, the contribution of women in building of the nation. While addressing the ethical issues, human rights and harmony between man and nature Philosophy Department creates awareness among students. The Commerce Department makes the students aware of unethical business practices.

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	View File

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

1722

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	B. Any 3 of the above
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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	B. Feedback collected, analyzed and action has been taken
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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

2077

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

334

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

It is advised that teachers assess and evaluated the students to identify the fast and slow without sensitising them. As competence and effort may not always be directly proportional to each other, therefore, it is not fair to designate a student as 'fast' or 'slow' for all semesters. The terms cannot be an absolute defining factor for the entire course. Some students display significant changes in the second semester while some may deteriorate. An open minded approach is taken and many seminars- student seminars and international/national/state seminars- are organised to provide exposure and motivate them towards higher learning.

Personal counseling and Parent Teacher meet help resolve extra academic problems plaguing some students.

There is great caution taken at ensuring that students are not made to feel inferior for their lack of learning ability . Students with learning concerns are counseled separately to help them gain confidence and improve their capacity.

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
3479	57

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 simplify the subject matter, along with classroom lectures, ICT tools are also employed by the faculty members to promote the learning process. It is advised that faculty members give classwork or surprise tests after the completion of a topic. This enables the students to focus better in the classroom and is an incentive to concentrate and keep up-to-date with the syllabus. The teachers, too, can easily identify the problem areas that need to be addressed and also identify the learning capacity of the students.

The respective departments keep track of the progress of the students semester wide. Parent-teacher meetings are held and the guardians are informed regarding the progress of the students and to gather feedback from the guardians regarding their wards.

Semester i students are introduced to the curriculum through an Orientation on the first day at the beginning of the session. In a similar manner they are introduced to the lending process and facilities in the library.

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

ICT Tools in the Smart Room and Projector in the Seminar Hall are often used for Audio visual learning.

The blended mode of education was conducted with some students doing their classes in offline mode and others in online mode, as per the instructions given by the authority. The virtual platforms used by teachers were - Google Meet, Zoom & Webex.

Seminars were held in blended mode with students and teachers being present in the college and the resource person visible on the projector via Google Meet.

Whatsapp groups served to share study materials in digital mode.

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

57

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

57

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**

13

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**

57

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.

Every semester, the students have to go through an Internal Assessment which is a part of their C.U examination system. This includes the submission of a Tutorial assignment of 15 marks and an internal exam of 10 marks. Apart from these, 10 marks is assigned in order to evaluate their attendance in class. The total internal assessment is of 35 marks while the rest 65 marks will depend on their external C.U examination.

The topic for the tutorial assignment is given days before the date of submission so that the students have ample time to

prepare. The Internal examination is conducted according to the time frame which is given through the Calcutta University instructions. A proper exam routine is prepared and published on the college notice board as well as the website in order to inform students about the dates of the examination. The exams are conducted with the help of a strict invigilation process and evaluation method. The marks are then uploaded in the University portal within the given deadline.

Apart from the required Assessment process of the CBCS system, the students are also evaluated through surprise tests and open book tests. The transparency of the system is maintained through the scope given to the students to discuss the result of these class tests with the teachers. These discussions help the students to help them progress further.

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

The Internal Examination is conducted smoothly through a proper examination routine. The Internal Examinations are held as per the guidelines set by the University and the time stipulated by the University. The students are informed of the schedule of the examination beforehand and the syllabus for the same, too, is given by the respective faculty long before the examination is held.

Objectivity in evaluation is strictly maintained.

The score in Internal and attendance are separately given in the marksheet.

The marks allotted for Internal is only ten as per University norms.

There is absolute confidentiality with regard to paper setting and answers are written in the question paper itself, duly signed by the invigilator during the time of examination.

The transparency of the system is maintained when the students are

encouraged to discuss their doubts and problems with their respective teachers post-examination. This helps the students to also frame an idea of the kind of questions they can expect in their external examination of 65 marks. This Internal Examination is conducted completely hassle-free and no grievance from the students have been recorded regarding the implementation of this process.

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.

Each student is provided with the College Prospectus during the admission process. This Prospectus contains a simplified chart of the complete programme structure that the students are supposed to follow in the upcoming three years of their course.

Apart from that, the syllabus along with the course outcome is circulated by every department in the form of a PDF.

The complete evaluation system is explained to the students in the orientation program itself. Apart from that, the students are made acquainted with the syllabus and the course structure at the beginning of each semester by the departmental teachers.

The Programme Outcome and Course Outcome of each discipline have been prepared by the teachers themselves, implying that the teachers are not only aware, but actually well versed with the syllabus and the outcomes.

Subsequently, students are informed by the faculty and from the website of the course and Programme outcomes offered by the institution.

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

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

Programme Outcomes and Course Outcomes are given in the college website in detail. The course content of each paper, the significance of the content and the probable outcome from studying the course are given for the students to make an informed choice with regard to their subjects as well as their options provided in the syllabus.

The different career options are widely discussed and efforts are made to motivate students to aspire for higher education.

However, not all students share the same competence. So, higher education or a teaching job may not be on their priority list. But education and study itself opens and equips the mind to be more analytical and focussed for any kind of work with a financial viability.

Connection through social media and college alumni keeps us informed of the whereabouts of the students after they complete their course.

Interaction with the student post course-completion gives us an idea of the career opportunities available to the learners.

The students fill up a feedback form at the time of their course completion. An analysis of the career options chosen by the students post the course completion further justifies the course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
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	
710	
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.bccrishra.in/allupload/2_7_1%20STUDENT%20S-WPS%20Office2%20_1_.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)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
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**

22

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**

4

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

3

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

25/03/2022-NSS units of Bidhan Chandra College, Rishra has started its Special camping program. Hon'ble vice-principal and GB member has inaugurated the camp.

29/03/2022-Special camping program: NSS volunteers surveyed the slum area 8 & 9 No Ward of Rishra municipality.

30/03/2022-special camping program: Sit and drawing competition among primary school children of slum area (8 & 9 No Ward of Rishra municipality).

COVID period 31/08/2021: Distribution of study materials, food packets and sanitizer in slum area ward no 8 & 9 of Rishra municipality.

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)	No File Uploaded
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

1

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

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

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)	No File Uploaded

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**

3

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**

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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 institution has 28 classrooms, one seminar hall, and four Laboratories for the subjects of Geography, Physics, Computer Science and Electronics. The institution has 75 computers for office, Principal's room, Library, Staffroom and the computer science department. A new bathroom has been constructed for the differently abled.

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.

A sprawling field in the centre of the college is the practice ground for outdoor games. Students participate in the inter college competition organised by the University of Calcutta. But no sports team were sent in 2021-2022 in post-pandemic situation. Besides, outdoor games, students are encouraged to play indoor games like chess, Table Tennis & Carrom. Generally, indoor games are practiced in the common room. Separate provisions are there for male & female common rooms. There is a volley-ball court and a gymnasium inside the campus where facilities for power lifting, weight lifting, treadmill, Ring etc. are available. It was established in 2010 and the area, is 256.25 sqm. Moreover, the college has a tie-up with Rajdeep Yoga & Cultural centre where the students practice yoga. The seminar hall has a raised platform where cultural programs are hosted on a regular basis.

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.

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

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)

1222063

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)

The Library is automated using Library Integrated Management System (ILMS). KOHA software is used and the nature of automation is Partial and has been in use since 2015. The version being used is 21.05.08.000. This single version is in use both for Day & Evening Libraries.

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	C. Any 2 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)	
233615	
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	
12	

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

4.3 - IT Infrastructure

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

The cable network connectivity is provided by Hathaway Services with a 100 Mbps speed of unlimited bandwidth of Optical Fibre Connection (FTTH). Online admission system has been implemented by the authority and local software (College Administration Management Software: CAMS ERP Software) is used to manage the accounts and other official administrative works. The office is yet to be fully automated.

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

4.3.2 - Number of Computers

75

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

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)****196094**

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 institution has an established system and procedure formaintaining and utilising physical, academic and support facilities- such as laboratory, library, sports complex, computers, classroom etc. The Governing Body implements necessary systems and procedures to run the institution smoothly through coordination with different sub-committees and cells. There are more than thirty subcommittees entrusted with various responsibilities and for any major decision the authority considers the opinion of the members of the respective subcommittee. The guidelines of the West Bengal Higher EducationDepartment and University of Calcutta are followed wherever necessary.

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	
771	
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	
226	
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	C. 2 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

272

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

272

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

A. All 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

13

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

82

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)

Students and the students union headed by their General Secretary are an integral part of the college administration. The General Secretary of the students union is selected/elected as a member of the Governing Body of the College, representing the students from across all the sections 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, place their demands on behalf of the students regarding benefit of the students as far as academic, canteen, sports and class room facilities etc. are concerned. Further, the

students union with its General Secretary come forward to organise cultural activities as well as various events like sports, sending college team to the inter-college and national sports championship held under the University of Calcutta and others to mark different occasions, contribute to the college magazine etc. Besides, the union performs additional duty of arranging annual sports of the college as well as the inter-class sports activities, etc.

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

566

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

Bidhan Chandra College alumni association is established in 2019 which at present has around one hundred and five members. The members mostly are recent passouts and ex-students of this institution. They are an important part of the college administration especially regarding the progress of the college. Infact, they act as a link between the institution and the world outside, the feedback of which is very important towards the

improvement of the college as well as the students. Their occasional feedback are valuable in this respect. The alumni of the college organises occasional meetings, exchange ideas and give their feedback to the college authority. However, as the college is located in an industrial surrounding, the members come from poor family and hence, the fund contribution is not upto the expectations. Effort is being made to compensate this by enrolling the maximum members possible. For this membership form is distributed to the students as soon as they pass out from the college.

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	View File

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

The mission of the institution is to develop among the students, coming from different caste, creed and culture, a harmonious and integrated personality and a sense of cosmopolitanism, thereby reflecting a collective ethos of our nation. The governance of the institution involves a democratic method where the diverse student community is protected from any regionalism and care and compassion and extra vigilance is taken towards upliftment of students coming from financially challenged situations. Along with fees concession for needy students, Government scholarships for students are processed with utmost immediacy and accuracy, thus facilitating their academic pursuits. Cultural programs by the students receive financing and encouragement from the Governing Body.

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.

Under the stewardship of Honourable Vice Principal Dr. Ramesh Kar, at present, there are three programmes namely Arts, Science & Commerce encompassing both the day and the evening departments which comprise fourteen subjectstwelve subjects with honours and general, and two subjects only with General course. 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. Besides, in order to inject fresh air in the minds of the students, 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. 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 for the benefit of the students as well as the institution.

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

Quality improvement strategies adopted by the institution in 2021-22 are as follows: *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.

***Examination & Evaluation:** Internal Assessment/Tutorial/Practical Examination has been systematically implemented as per guidelines issued by the University of Calcutta. Internal Assessment is conducted as a centralized process, to instill among the students the gravity of the examination and the necessity of learning the syllabus properly.

***Research and Development:** Popular lectures are organised by the Research Subcommittee and National/International level seminars/webinars are organised.

***Library, ICT and Physical Infrastructure:** The College has procured books in various disciplines as per the requirement of the concerned department. College also subscribes\ 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.

***Admission of Students:** Admission process has been fully computerized as it is done completely online. Data entry and form fill up as well as verification if the need arises is fully computerized.

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 Governing Body consists of representation from Faculty, Students and Non-Teaching Staff, University and Government Nominees. After unanimous acceptance by all members, policies are framed for administration of the college and are favourable for all stakeholders. The Academic Council, comprising of the Academic-in-Charge and faculty ensure that discipline is maintained and a wholesome effort is directed towards the upliftment of the college standards along with completion of syllabus and examination, in

accordance with the instructions set forth by the University of Calcutta. Apart from 32 full time teachers, there are 25 State Aided College Teachers (SACT), whose appointment by the college was on a temporary basis, but was given a permanent status by the Government of West Bengal. Service Rules for all teaching staff have been specified by the Higher Education Department of West Bengal and is followed accordingly.

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

The institution has provisions for co-operative, where members can avail hassle free loans without any delay. Contributions are made by the teaching staff to offer financial help to anyone in medical emergency. Group LIC for full-time teaching staff and non-teaching staff is effective. The premium is divided among all incumbents and is very low.

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

3

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)	No File Uploaded

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

15

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

The rules prescribed by the Higher Education of West Bengal for promotion of College Teachers, under Career Advancement Scheme (CAS) are followed in the college. Promotion of teachers is based on fulfillment of responsibilities on various aspects

-Academic, Administrative, Discipline related co-curricular activities, Professional Development activities and Research work. Involvement of teachers on all these aspects is ensured. Responsibilities and duties are distributed among the teachers and to this end a list of committees and sub-committees is published officially. Smooth execution of work in the college denotes dispensation of responsibilities by all faculty members. At the time of promotion, the duties performed by the teachers are certified by the authority.

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 financial audit is conducted every year by Internal Audit Committee consisting of Vice-Principal, Bursar, Convener of Finance Committee, Head Clerks & Accountants of Day & Evening Departments. 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. However, external financial audit for the financial year 2020-2021 & 2021-2022 are due.

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)	No File Uploaded

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

The institution is always methodical as far as mobilization of fund and optimum utilization of resources are concerned. As the primary focus is on academic activities, the authority is always ready to allot funds to meet the departmental academic needs. Library books are purchased as per departmental requirements at regular intervals. Laboratory equipments are maintained on regular basis to conduct practical based subjects smoothly. Fund is always allotted for renewal of AMC's and infrastructural maintenance.

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**

IQAC is the brain of an institution. The decisions of administrative and teaching learning processes are adopted by it and are sent to the Governing Body for its approval. It considers the quality of learning, the progress of the students and staff, infrastructural development such as audio-visual facilities, internet facilities etc. It also deals with the requirements of the staff and students. It looks into the matters of promotional benefits(CAS) of the teaching staff of the college. The IQAC has made arrangements for the students and stakeholders' feedback, keeps records of the funds and prizes donated by the stakeholders,

deals with the examination related matters and evaluation of answer scripts, the progress of the research work, organizes various seminars and workshops, arranges staff development programs, various community development programs along with National Service Scheme, celebrates the various important days and organizes the various events associated with such days, financial assistance provided to the students of the college etc. The IQAC strives to do better in future by looking into the development of the institution as a whole as well as beneficial aspects of the staff and students.

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

IQAC in any institutions is a significant administrative body that is responsible for all quality matters. It deals with and formulate teaching learning processes, structures and methodologies of operations and learning outcomes at periodic intervals set up as per norms. IQAC holds meeting time to time to look into the progress of teaching learning process of the college, the progress of research culture in the college, to discuss the syllabus and imparting them to the students. It look into the requirements of the students as far as computer and ICT facilities. Moreover, it also looks after the publication of books as done by the concern teachers. It deals with the allocation of funds for buying books, stationeries and other requirements demanded by the various departments. It arranges seminars and workshops for quality development of staff and students. Its makes arrangement for celebrating various important days throughout the year and arrange educational events, related with such important days. The educational tours are conducted by the various departments through the IQAC.

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)

C. Any 2 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

A webinar was organised by the Women's Cell on Women's Health and Nutrition to sensitise to the needs of women in terms of nutrition and to break the taboos of women eating as per their physiological needs rather than being subservient to cultural or social dictates.

Common prejudices publicised by food brands and fitness influencers perpetuating misinformation were also discussed.

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	C. Any 2 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	
<p>Separate baskets for degradable and nondegradeable items are provided at every corner of the college.</p> <p>Campus cleaning initiatives by the NSS unit goes a long way in instilling the need for conservation planned waste management.</p>	
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 in the Institution: Rain water harvesting	E. None of the above

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: <ol style="list-style-type: none"> 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).

Our campus is noted for campus diversity. We have a good chunk of students from Uttar Pradesh, Bihar, Odhisha, Andhra Pradesh and even from the North East. It won't be an exaggeration to say that our college is a miniature India, as there is representation from the entire demography of the country. Students from financially

challenged situations and affluent families share the same comfort zone. Students in need of monetary help are given scholarships and tuition fees for some students are excused by the college. There hasn't been any untoward incident or any report of any discrimination towards any student. All festivals and ethnic celebrations have whole-hearted participation of all students from diverse backgrounds. Cultural programmes exude a diversity that puts all students in a comfort zone.

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

To sensitise all stakeholders to constitutional obligations a Webinar was organised on 23.02.2022 on "The Constitutional Rights and Duties of India's citizens" by Dr. Biswanath Chakroborty via Google Meet and Youtube platform.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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

C. Any 2 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

As the Academic Session was conducted in the blended mode with efforts being directed towards getting back to offline system, days of historical importance were observed mostly in the college campus. Keeping in mind the instructions issued by the Government, the college was closed, but the flag hoisting ceremony was carried out in the college campus on 26th January 2022 to celebrate Republic day. An essay competition was also held to celebrate Republic Day and 38 students participated in the competition. Flag hoisting was also done for 23rd January to commemorate Netaji's Birthday.

Saraswati puja was organised by the students union along with NSS Unit on 5 Feb, 2022 and the college campus was brimming with lights and decorations prepared by our enthusiastic students, exuding a feeling of belonging and upholding the all encompassing spirit of the college.

After the college reopened, there was a grand programme on "Basant Utsav" with whole hearted participation from students and teachers alike on 17.03.2022.

International Women's Day was observed on 8th March, 2022 through a webinar on Domestic Violence with all students and teachers participating in the webinar. It was a working day with students and teachers in the college, while the resource person joined us through Google meet. Also, the magazine "Kothanodi" was released on the same date.

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.

Best Practice 1 : Cultural Programmes and social awareness

Objectives: After a prolonged period of Social Distancing and isolation students require participation in activities that will inculcate a sense of belonging and engage them in team work.

Cultural Programmes provide exposure to diverse aesthetics, and provide opportunities to perform and express their talents.

The Practice: Respective Departments organised programmes in collaboration with the College Cultural committee:

The Departments of Bengali, Political Science, History and English organised "Bhasha Dibash" ("International Mother Tongue Day"), onset of spring, "Praak Nabobarsho" (Welcome Bengali's New Year), "Rabibauliana" (Baul inspired Tagore songs) respectively.

On 9th May "Kabipronam" and on 08.08.22 a cultural programme "Swarane Monone Rabindranath" were organised to commemorate the birthday of Rabindranath Tagore.

Outcome:

Students were rejuvenated, felt more encouraged to be a part of participative learning and also expanded their academic interests.

Best Practice 2 : Introduction of Add-on Course

Objectives: Introduce add-on courses in Value Education and GST Tally & E-filing.

Practice: Value Added course was introduced and conducted for 35 hours via Online mode during the Pandemic.

GST Tally and E-Filing - The course was done over a period of 6 months with three classes per week according to schedule.

Outcome: The Value Added course was done by 36 students.

The course on GST Tally and e -filing was done by 25 students . The certificate enabled students to apply for jobs and internship in Tax consultancy.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

As mentioned earlier, our campus is known for its diversity. To inculcate an inclusive mindset among the students hailing from different regions with varied cultural backgrounds, cultural programmes were organised by different departments along with the Cultural Cell of the college.

The pride in 'Bangla' forms an integral part of our culture . The college sincerely observed the celebration of International Mother Tongue Day (Bhasha Dibash) through a Webinar cum Cultural Programme.

The spring and the beauty of the season has long been celebrated through song and music in this culture and this was reflected in "Basanta Utsab" organized by the Cultural cell of the college and again by the Department of Political Science. Students of different regions participated in these programmes irrespective of their cultural backgrounds.

To sensitise students to aesthetics of the margins and acknowledge their cosmopolitan appeal, the English Department chose to celebrate the songs of the wandering Bauls of Bengal and their impact on the renowned Rabindranath Tagore in "Rabibauliana".

While preparations are made, it is ensured that a happy and comfortable environment is maintained by the students. The focus is on mainstreaming culture of harmony and acceptance and tolerance.

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

1. Take measures for reallocation of NCC SD/SWCOY/Platoons in Bidhan Chandra College Under 2 Bengal AIR SON NCC (Kolkata - 'B' Group)
2. Introduce more ADD-ON courses - like Martial Arts for female students and English for competitive examinations. and continue with the existing courses.
3. Improve library facilities
4. Enhancement of participative learning and upgradation of learners to improve their exit behaviour from one semester to another.