



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>BHAIRAB GANGULY COLLEGE</b>
• Name of the Head of the institution	<b>PROF. (DR.) SUBHRANIL SOM</b>	
• Designation	<b>PRINCIPAL</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03325643191</b>	
• Mobile No:	<b>8178982064</b>	
• Registered e-mail	<b>bhairab1968@gmail.com</b>	
• Alternate e-mail	<b>principal.office@bhairabgangulycollege.ac.in</b>	
• Address	<b>FEEDER ROAD, BELGHARIA, KOLKATA -700056, NORTH 24 PARGANAS</b>	
• City/Town	<b>KOLKATA</b>	
• State/UT	<b>WEST BENGAL</b>	
• Pin Code	<b>700056</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	
• Financial Status	<b>Grants-in aid</b>	

• Name of the Affiliating University	WEST BENGAL STATE UNIVERSITY				
• Name of the IQAC Coordinator	DR. DHANANJOY HALDER				
• Phone No.	03325643191				
• Alternate phone No.	9433657114				
• Mobile	8582903070				
• IQAC e-mail address	bgc.iqac@gmail.com				
• Alternate e-mail address	dhalder@bhairabgangulycollege.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://bhairabgangulycollege.ac.in/iqac-naac/aqar/">https://bhairabgangulycollege.ac.in/iqac-naac/aqar/</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://bhairabgangulycollege.ac.in/academics/academic-calendar-ug/">https://bhairabgangulycollege.ac.in/academics/academic-calendar-ug/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.24	2008	28/03/2008	27/03/2013
Cycle 2	A	3.01	2016	25/05/2016	24/05/2021
6.Date of Establishment of IQAC			25/03/2009		
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
BHAIRAB GANGULY COLLEGE	RUSA 2.0	MHRD	15-05-2020	Rs.50 Lakhs
BHAIRAB GANGULY COLLEGE	MRP	Department of Higher education, Science & Technology and Biotechnology, Govt. of West Bengal	16-09-2021	Rs. 3.29 Lakhs
BHAIRAB GANGULY COLLEGE	MRP	Department of Higher education, Science & Technology and Biotechnology, Govt. of West Bengal	04-08-2021	Rs. 0.6 Lakh
BHAIRAB GANGULY COLLEGE	MRP	Dr. Ram Dayal Munda Tribal Welfare Research Institute, Ranchi, Govt. of Jharkhand	21-10-2021	Rs. 1.32 Lakhs
BHAIRAB GANGULY COLLEGE	UBA	IIT, DELHI	05-03-2021	Rs. 1.75 Lakhs

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
i) Online and offline classes were successfully held following Covid protocols. All Internal assessments and End-term examinations were conducted in online mode successfully as per WBSU guidelines. Learning Management System was successfully implemented to schedule online classes and make e-content available to students.	
ii) Memorandum of Understanding was signed with Vijaygarh Jyotish Ray College.	
iii) Financial assistance was provided to 275 students under financial crises due to pandemic situation.	
iv) Alumni Lecture Series was started from 21 May 2021, 10 lectures so far. College Research Colloquium Lecture series started on July 2021, till now 10 lectures held. Webinars on Covid and its Prevention, Cyber Security, Mental health during pandemic were held and vii) Seven International Web-conferences were held.	
v) Excellence awards were introduced for encouraging faculty members to involve in research.	
<b>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</b>	

Plan of Action	Achievements/Outcomes
1) Regular online and/or offline classes will be held according to WBSU guidelines ensuring complete syllabus coverage.	1) As per WBSU guidelines both online and offline classes were successfully held following Covid protocols
2). All Internal Assessments and University exams will be conducted by the college as per WBSU guidelines	2) All Internal assessments and End-term examinations were conducted in online mode successfully as per WBSU guidelines.
3) Implementation of Learning Management System	3) Learning Management System was successfully implemented and online classes were scheduled through it.
4) E-content collection from teachers	4) Learning Management System was used to collect and make the e-content available to students.
5) Workshop/Seminars/Webinars for Teachers and students related to Pandemic to be organized	5) Three webinars were organized: on 1. Covid and its Prevention -19.05.2021, 2. Cyber Security - 25.05.2021 3. Mental health during pandemic - 28.05.2021
6) A fund will be created to financially aid students in distress due to pandemic	6) Faculty and NTS members donated a fund of Rs 276804.34, financial assistance provided to 275 students.
7) Alumni Lecture Series	7) Started from 21 May 2021, 10 lectures held till December 2021
8) Grooming classes for final semester students will be conducted	8) Online grooming classes arranged by Placement Cell.
9) Encouraging faculty members to involve in research work	9) Applications were called for Excellence awards and after scrutiny by independent external judges awards were given to faculty members of Physical Science, Biological Science, Social Science and Humanity departments - July 2021

10) Encouraging faculty members to communicate and collaborate for research work.	10) College Research Colloquium Lecture series started on July 2021, till now 10 lectures held.
11) International and national conferences will be organized	11) Seven International Web-conference were held: 1. COVID 19: Impact, Preventive measures and Best Practices- 21-22 June 2020 2. Recent Trends in Basic and Applied Sciences- 06-07 July 2020 3. Challenges and Opportunities in Chemistry towards Sustainable Environmental Developments - 17-18 July 2020 4. The Emergence of RNA World - 10 August 2020 5. Machine Learning meets Physics- 24 August 2020 6. Current understanding of molecular mechanisms of some neurological diseases and their treatment - 26 June 2021 7. Mathematical Analysis and Riemannian Geometry (ISMARG-2021) to commemorate Bernhard Riemann, 29-30 September 2021
12) Encouraging NTS members	12) A prize distribution ceremony was held for NTS staff - September 2021
13) Acquiring new Memorandum of Understanding with various educational institutes.	13) MoU signed with Vijaygarh Jyotish Ray College 17 December 2021
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body	11/01/2022
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2019-2020	05/02/2020

  

Extended Profile	
<b>1.Programme</b>	
1.1	29
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	4026
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	1048
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	1008
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	106
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	108
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	84
Total number of Classrooms and Seminar halls	
4.2	Rs. 10194121.15
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	296
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

As an affiliated college, the institution follows curriculum prescribed by the West Bengal State University (WBSU). The faculty members of the college ensure effective curriculum delivery by

a. preparing a central routine along with department-wise routines and distributing them among the students at the beginning of every semester

b. preparing an academic calendar of the institution based on the academic calendar of WBSU and distributing it among the students

c. arranging induction meeting at the beginning of the semester to brief students on CBCS and its evaluation process, options of choosing subjects, earning of credits through PowerPoint



presentation

d. distributing syllabi among students for their respective subjects before the commencement of each semester

e. preparing teaching plan for every teacher and allotting semester-wise topics to be taught within the stipulated time

f. updating the collections of central and departmental libraries with new reference books and recommending those to the students

g. using interactive sessions during classes, group discussions, PowerPoint presentations, quiz, debates, student seminars, academic tests, etc. to develop analytical and problem-solving skills in students

h. conducting regular class tests to assess the understanding of the students

i. selecting weaker students and arranging remedial classes for them

j. upgrading laboratories on a regular basis

k. arranging educational tours and field studies [though it was not possible for arranging them in 2020-21 session owing to pandemic]

l. arranging seminars, workshops, conferences and special lectures for students to expand the range of their knowledge and awareness

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Before the commencement of each semester, the faculty members of the college prepare an academic calendar based on the academic calendar prepared by the affiliating university. Every department also prepares its own academic calendar, class timetable, and course plan for the semester. These academic calendars include the dates for internal examinations and end-semester examinations. Every teacher prepares his/her teaching plan for the semester to teach his/her

allotted topics within the stipulated time.

Departmental class routine, academic calendar and syllabus are distributed among the students before the commencement of each semester. The departments adhere to their respective academic calendars and syllabi are completed well ahead of the end-semester examinations.

Departmental meetings are held periodically to monitor whether the coverage of the syllabus (both theory and practical) is taking place according to the teaching plans prepared by the teachers.

Dates of the internal examinations are announced beforehand through notices which are also published on the college website.

Interactive sessions during classes, quiz, MCQ tests, oral tests etc. are held regularly by the faculty members as a part of Continuous Internal Evaluation (CIE). Students' attendance and their performances in classes are also taken into account for CIE.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in** B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University  
 Setting of question papers for UG/PG programs  
 Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  
 Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

20

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

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

1. Professional ethics regarding commerce and management: Topics like insurance, fundamentals of entrepreneurship, accountancy, auditing, mercantile law, business ethics and corporate governance etc. are taught in B.Com. (H), B.Com. (G), M.Com., Economics (H) and Economics (G) courses.

"Western Ethics" and "Ethical and Social Philosophy of India" are compulsory papers of B.A. Philosophy (Honours) course in Semester-III and Semester-V respectively. In these papers, students are taught about ethics, various aspects of morality, Karma, Dharma etc.

1. Gender Issues: "Women's Writing" and "Gender and Human Rights" are two compulsory papers in the Semester-V and Semester-VI respectively of B.A. English (Honours) course. Students of B.A. History (Honours) course learn about women's movements in USA and women's rights in Semester-V.

"Some Perspectives of Women's Rights in India" is a compulsory paper in B.A. History (General) course in Semester-VI.

1. Human values: The crosscutting issues relevant to human values are covered in curriculum of Political Science (Honours), History (Honours), Sanskrit (Honours), English (Honours), English (PG).

1. Environment and Sustainability: "Environmental Studies" is a compulsory paper in the Semester-I for all undergraduate students irrespective of their courses.

"Environment and Public Health" is a compulsory paper in the Semester-IV of B.Sc. Zoology (General) course.

"India: Resource Appraisal and Management" and "Environmental Geography and Sustainable Urban Development" are two compulsory papers in the Semester-II and Semester-IV of Geography (PG) course. "Environmental Geography" is a compulsory paper in the Semester-IV of Geography (Honours) course.

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	<a href="#">View File</a>

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

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

38 [8 students in M. Com. + 30 students in M.Sc. (Geography)]

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

### 1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://bhairabgangulycollege.ac.in/student-feedback-report/">https://bhairabgangulycollege.ac.in/student-feedback-report/</a>

## 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

**Admitted - 1499 Sanctioned seats - 2324**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

**379**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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

Admission of students is done through a Centralized Admission process purely on the basis of merit. Initially assessment of students' learning level is done based on their class XII scores as the indicator of their learning ability. In subsequent months learning levels of students are assessed and identification of advanced and slow learners is done through their academic performance in the first Internal Test. Students' interaction with the teachers during classes, performance in laboratory experiments, involvement in extra-curricular and co-curricular activities are observed and considered as measures of their learning ability. Advanced learners are encouraged to participate and present papers in International/National/ State-level seminars and workshops. They are suggested to use various e-resources available at e-PG Pathshala, N-List, INFLIBNET etc.

College provides incentive to meritorious students in terms of tuition fee concession and medal , based on their academic performance. They take part in various intra-college/inter-college/state level competitions on diverse fields through Model exhibition, debate, Quiz, photography/videography, cultural events



etc. and some of them bag prizes too.

Slow Learners are provided with study materials/course content and question pool (with solutions) during class. Tutorial/Remedial classes are arranged. Visually challenged students are provided with Braille equipment, Screen magnifier etc.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
4026	106

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Experiential learning activities can include, but are not limited to, hands-on laboratory experiments, internships, field visits and stage performances. Experiential learning stimulates academic inquiry in the students and promotes interdisciplinary learning, social awareness, leadership, and other professional skills. Through experiential learning students engage intellectually and can assess the outcome themselves.

The college has well-equipped laboratories where students carry out experiments under the supervision of teachers.

Departments conduct students' seminars at both the undergraduate and postgraduate levels to encourage critical thought and enquiry. Students are encouraged to participate in conferences, seminars, poster presentations, debates and quiz competitions to ensure exposure to newer ideas. The inter-departmental Wall magazine competition is generally held every year. Students are also advised to participate in the programme on National Science Day, on February



28th, to encourage them in participative learning. Students actively participate and present scientific exhibits which display their grasp on a particular topic chosen by the concerned department.

Another student-centric method which enables the holistic development of students is Problem solving. Different departments of the college organize activities like group discussions, workshops and training programs to encourage students to acquire the life skill of problem solving approach.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The academic year 2020-2021 was completely affected by Covid-19 pandemic and therefore it was not only the choice but also the compulsion of the teachers to learn, adopt and practise the ICT enabled tools. Most of the faculty members use ICT enabled tools, e-learning resources, online classrooms, and online video lectures for effective and student-centric teaching and learning. College has developed an e-learning environment in the classrooms with Smart boards, LCD projectors, audio-visual facilities and various ICT tools. In addition to the conventional chalk and talk method of teaching, the faculty members had used Google Meet, Google Classroom, WhatsApp groups, LMS and some other easy-to-use ICT enabled learning tools which helped teachers to manage courseworks like Assignment, PPT, Quiz etc. Our faculty members have made a quick shift from physical classroom to online teaching during the lockdown due to COVID-19 pandemic. They familiarized the students with online platforms such as Zoom, Google Classroom, G-meet, WhatsApp etc. which helped to create a virtual learning environment for effective teaching learning. Students are encouraged to prepare presentations, assignments, project and field reports using MS Word, MS Power point, MS Excel, and other ICT tools. Online modes like Email, Google Groups and Google Classroom were used to collect PDF versions of their assignments and answer scripts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf</a>

### 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

106

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

106

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

40

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

1018.545yrs

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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.

Different departments, during evaluation, design various innovative methods to judge the learning attainment of the students in their normal settings. The thrust has been to gauge their ability to relate the accumulated knowledge imparted through teaching with practice. Identifying the uneven learning abilities of the students, this mechanism enables the teachers to cater to the needs of advanced, average and slow learners. Results and answer scripts of class tests and mid-term tests are discussed with each student pointing out their lacuna. The guardians are also made aware of their wards' performance during parent-teacher meetings. Supplementary tests are conducted for students who could not perform satisfactorily. These methods also contribute significantly in increasing the level of transparency and robustness of the evaluation process both in terms of variety and frequency.

The transparency and robustness of the practice is ensured in the following ways:

The college has a full-fledged exam office headed by the Principal as the In-charge of Exams. A teacher is appointed as the Superintendent of Exams and has support staff to ensure the smooth functioning of exams.

- The College website has information related to examinations published on a regular basis.
- The pattern of the examination is explained in detail by teachers in their respective classes.
- The date of the internal examination is planned well ahead in the meetings held by the examination committee, teachers' council and administration.
- The Examination Committee of the college publishes a centralized routine to ensure transparency of the conduct of examinations.
- In the Postgraduate Section, the evaluation procedure is under the guidance of the Controller of Examination, controlled by the college.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Being an affiliated college it is beyond the jurisdiction of the college to deal with the grievances of the students as far as the final university examinations are concerned. The affiliating university has its own mechanisms to deal with these. The college or the teachers' role in this respect is only limited to provide the necessary information and suggestions to the students. The college administration also provides all necessary support a student requires to apply to the University for review of results. Apart from these, in all other examinations conducted by the college including the internal assessment examination, utmost care is taken to make the whole process as much transparent and robust as possible. If a student has any examination related grievance, he can make an appeal to the Principal through the Students' Grievance Redressal Committee or the departmental In-charge and the grievance is sorted out in a time-bound manner. To reduce examination-related

grievances, the feedback of the parents regarding the examination process is also taken into consideration.. The examinations are held following a definite schedule displayed in the college notice board as well as in the college website much ahead of the examinations. The teachers are given a definite time span to complete the evaluation of the answer scripts.

File Description	Documents
Any additional information	<a href="#">View File</a>
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.

Our college is affiliated under West Bengal State University; hence not an autonomous body. The responsibility of curriculum design and syllabus framing rests upon the concerned University. Some of our teachers from different departments are members of the Board of Studies of the University. Their suggestions and need-based comments are incorporated into the curriculum and syllabus from time to time.

Under the direction of Internal Quality Assurance Cell (IQAC), with the commencement of each session, the teacher in-charges of various departments together with the teaching faculty members of their respective departments prepare the learning outcomes based on the syllabus framed by the affiliating University. Feedback and suggestions from alumni are also considered while preparing the learning outcomes. Any changes incorporated by the affiliating University are given due importance to modify the respective learning outcome of that particular course accordingly; therefore communicated to students in various ways.

- Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are well displayed in the college website under Student Learning outcomes (SLO) section.

POs and PSOs are clearly written in the College prospectus, distributed among students during admission. They are also available in the e-Prospectus (available in college website).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://bhairabgangulycollege.ac.in/academic/s/student-learning-outcome/">https://bhairabgangulycollege.ac.in/academic/s/student-learning-outcome/</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Our College offers undergraduate courses in Commerce, Sciences and Humanities and few postgraduate courses. During a specific programme, students acquire sound knowledge, good skills and abilities on their own subject domain that enable them to build a good character.

These direct and indirect methods are followed for evaluating attainment of POs, COs and PSOs.

Direct assessment measures:

As per University guidelines, 33.3% marks in each course are allotted for internal assessment and 66.7% marks are allotted for end-semester examination. The University further stipulated that 20% of internal assessment will be based on attendance and 80% of internal assessment on class test. Curriculum involves hands-on practical. Each student practises practical experiments in well equipped laboratories. Viva-voce is also conducted for direct evaluation in these courses.

Indirect measures Attainment of programme outcomes: Placement assistance

After completion of their courses, most of the students choose for higher studies and college provides placement assistance through Placement Cell to the students who want to pursue their professional goals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/05/Higher-Education_BGC-2021.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/05/Higher-Education_BGC-2021.pdf</a> , <a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/05/Placement_BGC-2020-2021.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/05/Placement_BGC-2020-2021.pdf</a>

### 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

1008

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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://docs.google.com/spreadsheets/d/1dg7t0ciYXIUDq6SpAuAZYrqI71W-odJ2vE20NbF5\\_I/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1dg7t0ciYXIUDq6SpAuAZYrqI71W-odJ2vE20NbF5_I/edit?usp=sharing)

### 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)

Rs. 5,21,000.00



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

### 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

3

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://vigyansathi.in/?page=schemes">https://vigyansathi.in/?page=schemes</a>

### 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

26

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)	<a href="#">View File</a>

### 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

28

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

22

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Bhairab Ganguly College has taken active initiative for extension activities and outreach programmes not only in the neighbouring municipality community but also in the adopted villages (Juvi in Bankura, West Bengal) and slum area (Prantik Nagar, Belgharia). Programmes like NSS, Swachh Bharat Abhiyan and other awareness activities introduced students towards various social issues coping with which is not possible only through classroom learning experience; and such initiatives have taught students to be more conscious and sensible about their society and institution as a whole.

#### National Service Scheme (NSS)

**Women's Studies Unit**

Social work activities in adopted slum area, Prantik Nagar and Kamarhati Municipality area

'SwachhBharat Abhiyan' Cleaning programme

Health Activities: Health check-up camps

Awareness Activities

Cultural Activities

Distribution of grocery items

These incorporative programmes have become a source of development for students and of hope for some of the under privileged people of the locality. These awareness programmes are helping these people to be more cautious about cleanliness, sanitization and healthy lifestyle. Belonging to a specific stratum of the society, many don't have enough access to various necessities due to socio-economic problems. These extension or outreach activities aim to make the living of atleast some people slightly better.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/outreach-activities/">https://bhairabgangulycollege.ac.in/outreach-activities/</a>
Upload any additional information	<a href="#">View File</a>

### **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**

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**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**

25

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

0

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

1

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

## 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 institute has following physical facilities for teaching-learning:

38 classrooms - 18 with ICT facility,

35 laboratories,

2 Seminar Halls,  
 Smart Classroom,  
 Examination control room with CCTV camera,  
 Library,  
 Open air Classroom,  
 Medicinal Garden,  
 Butterfly garden,  
 Meteorological Observatory,  
 Heritage Museum,  
 Fully Wi-Fi-enabled campus,  
 10 Computer Laboratories and  
 Learning Management System

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

Institute has an area of 8.33 acres and includes following facilities -

**Cultural Activity:**

Air conditioned Auditorium

Open air Auditorium

The College has the following audio-video equipment for cultural activities:

**Sound System****Cordless Microphone****Collar Microphone****Projection Screen****Digital Still and Video Camera****Podium****Projector****Public Address System****Outdoor activities:****Lawn,****Rose Garden,****Fruit Garden:****Play ground,****Canteen Area****Indoor activities:****Indoor Sports Complex ("Taruner Swapno"),****Table Tennis court****Badminton Court****An air conditioned 12-station gymnasium,**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

17

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

2340655.25

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

- Name of ILMS software : Koha
- Nature of automation (fully or partially): Fully

• Version : 3.16.05

Year of Automation : 2013

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

Rs. 26,056/-

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**



File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

IT facilities are indispensable for the functioning of an educational institution. The college frequently updates its IT infrastructure to meet the demands of the various stakeholders.

##### Internet:

The College possesses a 510 Mbps Broadband connection with Wi-Fi connection available throughout the College Building.

##### Computers:

The Institute currently has 10 computer laboratories including a GIS laboratory in the Geography Department, 259 desktop computers and 37 laptops.

##### Smart Boards/ Projectors:

The Institute has 01 smart board and 26 projectors. Out of 26 projectors, 17 are mounted in the classrooms, 02 in the multipurpose halls and 07 are kept mobile.

##### CCTV Surveillance:

31 CCTV cameras are placed throughout the Campus for constant surveillance.

##### Biometric Attendance:

The college has 02 Biometric devices. The attendance details of the staff are maintained using these Biometric devices.

##### Website:

The College has an active website with its own domain hosted on the

server. The Website is dynamic and displays the latest notifications promptly.

#### Softwares:

The College has e-governance software (Smart College) for Accounts and Student data maintenance. The College has its own dedicated Webmail for staff members and Learning Management System hosted on server; both are available 24x7 for use.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

296

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 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	<a href="#">View File</a>

#### 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)

2340655.25

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

#### Laboratory

Science Departments maintain stock registers for the use and purchase of different chemicals, equipment, specimens, charts, models etc. All departments maintain log books for laboratory instruments in their respective departments .

#### Library

The record of total number of books, journals, and publications etc. is maintained by the Central Library. The Library maintains a log-book of library users on a day-to-day basis and also a lending register.

#### Sports Complex

The Indoor-Sports Complex, 'Taruner Swapna' is equipped with modern facilities. College maintains records of all the events in the form of soft copy in the office computer.

#### Computers

All the computers are thoroughly monitored on a regular basis for hardware repair and associated services. Statistical software packages, Accounting and Taxation softwares and antivirus are installed in the computers by respective departments as per their requirement. All installed software packages are maintained on a regular basis for up-gradation to newer versions.

Furniture and equipment is marked in all the classrooms and a record is maintained in the office. Regular inspection of classrooms is done and repairs are made as and when required.

**Gymnasium:**

College maintains an air conditioned and well equipped Gymnasium with a coach open to all students and faculty.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/campus-and-infrastructure/college-campus/">https://bhairabgangulycollege.ac.in/campus-and-infrastructure/college-campus/</a>

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year**

642

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

1601

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

**D. 1 of the above**

File Description	Documents
Link to institutional website	<b>Nil</b>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**12**

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

**12**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **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**

12

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### **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**

134

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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

7

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.

4

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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 )

**Administrative activity:**

We have a very active Students' Union. The different wings of the students' union under the supervision of teachers are entrusted with different duties and responsibilities. Besides their statutory representation in the Governing body, student representatives are always invited in important meetings of the Finance committee, Academic sub-committee, Students' Grievance Redressal Cell, Library Committee, Canteen Committee etc. formed by the Teachers' Council. In the process, the students learn to communicate, debate and develop their power of reasoning.

Members of the Students' Union provide active assistance and guidance to the applicants and their parents during the UG and PG admissions each year. The office bearers coordinate with the students and assist the department in promoting academic and extracurricular activities.

Participation in Extra-curricular activities by the Students' Union in the last year:

During the lockdown period, the cultural wing of the students' union hosts the Freshers' welcome for the newcomers in the virtual mode. The writings for the college magazine "ALOK DUAR" are collected, edited and published by the magazine unit of the students' union. The students' union with the NSS unit takes an active role in the celebration of Republic Day and Independence Day.

Extension activities/Social initiatives taken up by the Students' Union in the last year

In the academic session 2020-21, student's union in association with NSS unit and Abahaman Alumni association successfully organized blood donation camp on 24th December 2021 in the college campus with the avowed pledge of sensitizing the students towards their social duties and responsibilities. Such unique initiatives surely pave a long way in inculcating values of empathy, charity and other humanitarian concerns.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

2

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

Alumni Association "Abahaman" was registered under West Bengal Act XXVI Of 1961 (S/2L/No 45458, dated 23rd November, 2015). It started with 70 members. Now in 2020-21, the number of members has increased to 307. The main objective of the Association is to foster strong bonds between Alumnae, Faculty and students of the college. It acts as a bridge between the Past and Present of college. Departmental Alumnae gatherings are also conducted. The Alumnus serves as a resource person for seminars and special lectures organised by the Department. Their guidance enhances offer for professional and career development. Abahaman has always been found to be enthusiastically participating in the cultural activity of college. Abahaman organises an annual alumni meet and is actively involved in local community welfare activities among slum dwellers in the neighbourhoods.

In 2020-21, Alumni meeting was held on the Google meet platform. A decision was taken to sanitise the whole college by the end of May, 2021. It was also decided that a new Telegram group will be created to include as many Alumnae as possible. The fund must be raised in a more organised way such as through Google Pay/ PhonePe. There were national/international webinars, held in tendifferent subjects. About 200-250 members are present in the webinar. These Alumni lectures greatly enriched the minds of students as well as teachers in various aspects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### Vision:

To impart value-based quality education which will enable our students to hone their academic competence and fine-tune their aesthetic sensibility towards building a holistic culture.

Ensuring an open, secular and democratic intellectual environment in which students from all cross-sections and strata of the society can freely exchange their views and build themselves up to function not only as responsible individuals but also efficient and conscientious members of society

#### Mission:

To develop a symbiotic relationship between the institution and society at large by providing the students with an environment

conducive to the all-round development of their intellectual, aesthetic, spiritual and social abilities

The Governing Body, the IQAC, and different Sub-Committees

The Governing Body, the highest administrative body of the college, with the Principal as the secretary and representatives from Teaching and Non Teaching staff, Students and External Members, governs the management of the college in compliance with the opinion of the majority of the members. All major decisions on development, infrastructure, financial management, academic affairs, admission, governance and administration are taken by the Governing Body in line with recommendations and suggestions of IQAC and various statutory and non-statutory sub-committees like, Finance Sub-committee, Academic sub-committee etc. These sub-committees are mostly represented by senior teachers and Heads of different departments of the Institution.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/the-institution/administration/">https://bhairabgangulycollege.ac.in/the-institution/administration/</a> <a href="https://bhairabgangulycollege.ac.in/the-institution/administration/">https://bhairabgangulycollege.ac.in/the-institution/administration/</a> <a href="https://bhairabgangulycollege.ac.in/the-institution/committee/">https://bhairabgangulycollege.ac.in/the-institution/committee/</a> <a href="https://bhairabgangulycollege.ac.in/">https://bhairabgangulycollege.ac.in/</a>
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.

There are a number of institutional practices which show decentralisation and participative management in conducting academic and administrative matters. Admission to UG & PG programmes is conducted by the Admission Subcommittee. The Admission Sub Committee is constituted of the Principal (Chairperson), Teachers' Council Secretary, members of IQAC, Bursar, Teacher members nominated by the Principal, all Heads of the different Departments, non-teaching staff and representatives of the Students' Union. The Convener of the Admission Subcommittee convened a number of meetings to chalk out the process of the admission. The merit point of the application has been calculated through software to ensure clarity and impartiality of the entire procedure, and placed in the meeting of

the Admission Subcommittee where teachers from different departments express their opinions regarding the volume of student intake in the respective departments. A draft Merit List is prepared on the basis of merit points and sent to the departments for cross verification. After verification, the final merit list was published in the admission portal of the college.

Another important institutional practice of decentralisation and participative management was to include all faculties in the departmental meetings where the time-table, load distribution of syllabus etc. were finalised. The college also welcomed the suggestions of parents in academic matters like the process of teaching-learning, examination and evaluations etc. through Parent-Teacher meetings. Departmental meetings and parent-teacher meetings were the two main pillars of decentralisation and participative management in academic matters.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/admission-data-2020-2021/">https://bhairabgangulycollege.ac.in/admission-data-2020-2021/</a> , <a href="https://bhairabgangulycollege.ac.in/academics/meeting-minutes/">https://bhairabgangulycollege.ac.in/academics/meeting-minutes/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of the important institutional strategic/perspective plans which was effectively implemented is Rashtriya Uchatar Shiksha Abhiyan (RUSA). The RUSA authority has sanctioned Rs. 2.00 crore to our College ( received only Rs. 1.5 crore). This fund has been utilised to provide new facilities, for the renovation/upgradation of existing facilities and for the procurement of equipment/facilities .

#### Creation of New Facilities:

An additional floor over the PG Building has been constructed to make provisions for new classrooms. A Central Research Unit has been established for teachers extensively engaged in research activities. A computer laboratory with 100 computers to facilitate ICT enabled classes of different departments has also been erected.

#### Renovation/upgradation of Existing Facilities:

College Auditorium, ALAPAN has been upgraded through new aquatics control, interior decoration and sitting arrangement. Ladies Toilet & Common Rooms have been renovated..

#### Procurement of Equipment/Facilities Items:

In the Library, the number of books, e-books and e-journals has been purchased for the benefit of students and teachers as per NAAC recommendation. Installation of RFID technology for library security has been started to check unwanted incidents.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/RUSA-2.0-Project-Detail.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/RUSA-2.0-Project-Detail.pdf</a> , <a href="https://bhairabgangulycollege.ac.in/research-innovation/central-research-unit/">https://bhairabgangulycollege.ac.in/research-innovation/central-research-unit/</a>
Upload any additional information	<a href="#">View File</a>

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 organizational structure of the institute has been functioning and deploying services as per Statutes of the Affiliating University (i.e. WBSU) and rules and regulations of the Department of Higher Education, Govt. of West Bengal.

The Governing Body of the college, with Principal as the secretary and representatives from Teaching & Non-Teaching staff, students and external members, governs the management of the college in compliance with the opinion of the majority of the members. All major decisions on development, infrastructure, financial management, academic affairs, admission, governance and administration are taken by the Governing Body in compliance with recommendations and suggestions of IQAC and various statutory and non-statutory sub-committees and cells like Finance & Purchase Sub-Committee, Academic Sub-Committee etc.

The Governing Body holds frequent meetings. Matters are discussed in

detail and minutes are recorded with perfection. The sub-committees deal with curricular, co-curricular and extra-curricular activities where faculty members are encouraged to participate as members and conveners. The procedure of all appointments and service rules are maintained as per norms of Higher Education Department, Govt. of West Bengal. Five appointments of non-teaching staffs have been made in the session 2020-2021.

The grievance redressal mechanism operates through the Grievance & Redressal Cell in collaboration with the Principal as Chairman and the Anti-Ragging Committee when necessary.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://bhairabgangulycollege.ac.in/the-institution/administration/">https://bhairabgangulycollege.ac.in/the-institution/administration/</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

## 6.3 - Faculty Empowerment Strategies

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

College has taken a number of welfare measures for teaching and non-teaching staff.



- The college-appointed non-teaching staff employees are provided with the Employees' State Insurance (ESI) medical benefits, as per the directives of the Ministry of Labour and Employment.

College has provided mediclaim policy to the non-teaching staff appointed on substantive basis with Manipal Cigna Health Insurance Company Ltd.

- The college provides festival bonus annually to the management appointee non-teaching staff.

- The college also provides the facility to all non-teaching staff of the college of drawing festival advance from the college coffer in the last quarter of every year. It is subsequently adjusted from their salary in 10 equal instalments.

- The teaching and non-teaching staff of the college along with other college appointed staff enjoy their allotted leaves and they are approved as per their requirements whenever necessary. The female staff are granted Maternity Leave and CCL as per Government Rule.

- A health Check-up camp for teaching, Non-teaching staff and students was organised by the college. In this camp, a number of health check-up measures were undertaken. This included measurement of Blood Pressure, Sugar level, testing of eyes and testing of Basal Metabolic Rate etc.

To prevent Covid-19 Pandemic, College has organised a Vaccination Camp with the help of Government of West Bengal and in collaboration with Local Administration for Teaching, Non-teaching staff and students.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/the-institution/audit-report/">https://bhairabgangulycollege.ac.in/the-institution/audit-report/</a> , <a href="https://bhairabgangulycollege.ac.in/academics/welfare-measures/">https://bhairabgangulycollege.ac.in/academics/welfare-measures/</a>
Upload any additional information	<a href="#">View File</a>

### 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)	<a href="#">View File</a>

### 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

8

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

17



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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The Governing Body of the college has introduced appraisal of teaching and non-teaching staff of the college. The college has a specific format to place the Performance Appraisal System for its teaching and non-teaching staff every year.

Total number of Leaves (Casual Leave, Medical Leave, Earned Leave etc.) enjoyed by a teacher or a non-teaching staff are duly recorded at the end of each year by the Principal's Office.

The Annual Performance Appraisal of Teaching and Non-teaching staff in the college is a unique practice. It was introduced in order to judge and evaluate the performance of the Teaching and Non-teaching staff in regular academic and administrative activities of the institution.

Apart from that, IQAC has played a crucial role in the promotion of teaching staff as prescribed by the Career Advancement Scheme (CAS) of UGC and the Department of Higher Education, Government of West Bengal.

To enhance the academic quality and administrative efficiency, the college has conducted an Academic Excellence Award for Teachers based on API score and Achiever's Award for non-teaching staff. Teaching and Non-Teaching staff are also acclaimed and awarded in the Annual Prize Distribution Ceremony for their laudable performance in their respective fields.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

The College regularly conducts Internal and External Audit for each financial year. The Internal Auditor is approved by the Governing Body and the Audit is carried out with the assistance of the Account Section under the guidance of Bursar, Accountant and Head Clerk. The internal Audit has been completed from the financial year 2016-17 to 2020-21.

The External/Statutory Auditor is appointed by the Department of Higher Education, Government of West Bengal. The External audit has also been completed from the financial year 2016-17 to 2019-20.

The external Auditor has recommended to maintain a Fixed Asset Register in its report. The College authority has started to prepare the same on war footing. Apart from that, the Auditor has also recommended fire insurance for Computers and library books etc. The College authority is planning to do the same immediately.

All the financial details are minutely studied by the Auditors and recommendations are provided. The College takes special care to implement the recommendation given in any financial year in the very next financial year.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/the-institution/audit-report/">https://bhairabgangulycollege.ac.in/the-institution/audit-report/</a>
Upload any additional information	<a href="#">View File</a>

## 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)

Rs. 4,72,230.00

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

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

Mobilisation of funds and its optimal utilisation is one of the greatest challenges facing higher educational institutions in the country today.

Important sources of funds are the student's admission fees, development fees, laboratory fees, library fees, magazine fees, Wi-Fi fees and welfare charges collected at the time of admission and tuition fees and examination fees collected during the academic year. A substantial amount of funds collected through sale of Admission Form for UG and PG level.

A part of the fund received has been used for enhancement and maintenance of the Library, procurement of new equipment for laboratories, maintenance of the existing instruments, expenditure on capital assets such as electrical installation, furniture, office equipment, repair and renovation of existing class rooms and buildings etc. Fund has been allocated for purchase of Sports equipment as well.

A substantial portion of the fees collected from the applicants seeking admission has been utilised for welfare of the students in terms of concession of tuition fees for needy and marginal students.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/the-institution/audit-report/">https://bhairabgangulycollege.ac.in/the-institution/audit-report/</a>
Upload any additional information	<a href="#">View File</a>

## 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

In the academic session 2020-21, IQAC has contributed significantly for institutionalising the quality assurance strategies and process. All Departmental In-charges were informed about the online certificate program on Virtual Classroom Teaching organised by Classle SKILLNET Team on 4th and 6th June 2020. All teachers participated enthusiastically. There was a plan to introduce a Learning Management System (LMS - Moodle) for all semester courses and finally it was introduced. Emphasis was given by IQAC to familiarise the new format of NAAC accreditation. In the evaluation procedure of answer scripts, due to the Pandemic situation, all the departmental in-charges were requested to take responsibility of online examination and suggested to create a WhatsApp Group of students and an e-mail id from respective UG and P.G. departments so that examinees can upload/send their answer scripts to that said WhatsApp Group or e-mail id. With the guidance of IQAC, the college has conducted all online examinations smoothly. The process of online feedback from students, parents and alumni has also been started.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/naac/">https://bhairabgangulycollege.ac.in/naac/</a>
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

( For first cycle - Incremental improvements made for the preceding year with regard to quality

For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives)

The College had reviewed its teaching-learning process, structure and methodologies of operations in the Covid-19 pandemic situation. A major thrust has been given in the on-line teaching learning process. All the teachers were asked to take online classes as per their choices. Teachers used different platforms like Google Classrooms, Zoom Platforms.

Apart from that, a new version of the Learning Management System(LMS) has been introduced in 2020-21. In this LMS, both teachers and students are registered members. Teachers used to upload study materials for students and students studied the materials after their classes. IQAC monitors all these activities of teachers as well as students to improve the quality of teaching learning process through LMS.

File Description	Documents
Paste link for additional information	<a href="http://bgclms.in/">http://bgclms.in/</a> , <a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://bhairabgangulycollege.ac.in/naac/.https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/Naac_certification@phase12.pdf">https://bhairabgangulycollege.ac.in/naac/.https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/Naac_certification@phase12.pdf</a> , <a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/Bhairab-Ganguly-College20220209-.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/Bhairab-Ganguly-College20220209-.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

**Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 200 words**

Bhairab Ganguly College is one of the pioneering institutions in the State to constitute a Cell for Gender Sensitisation and Prevention of Sexual harassment in College [CGSPSH] in the year 2007. The Cell was constituted in accordance with the Vishakha guidelines. It organizes awareness programmes (seminars, poster sessions, workshops) on Gender Sensitisation on a regular basis. Awareness posters on gender equity, human rights, prevention of sexual harassment are permanently displayed at the canteen, students' common rooms, library and corridors. To ensure special facilities for women in campus, the college has also created a Women's Studies Unit since 2016 in compliance with the XIIth Plan of UGC to facilitate the Empowerment of Women. The primary objective of the Women's Studies Unit is to disseminate knowledge on gender equality through documentation, thereby bridging the gap between the theory and praxis of gender studies. The field action programmes are often undertaken in collaboration with the Gender Sensitisation Cell and NSS unit of the College. Apart from such co-curricular activities, a general awareness regarding gender equity among both male and female students is fostered through the inclusion of topics like women's



rights in India, analyzed from diverse perspectives in subjects like English, History, Journalism, Political Science etc.

File Description	Documents
Annual gender sensitization action plan	<a href="https://bhairabgangulycollege.ac.in/womens-studies-centre/">https://bhairabgangulycollege.ac.in/womens-studies-centre/</a>
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	<a href="https://bhairabgangulycollege.ac.in/womens-studies-centre/">https://bhairabgangulycollege.ac.in/womens-studies-centre/</a>

**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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**Bhairab Ganguly College has undertaken the following measures for the management of waste:**

#### **1. Solid waste management:**

Green coloured dustbins for the biodegradable products or wet products and blue for the non-biodegradable or dry products are placed at different strategic points in the college campus. The non-biodegradable wastes are collected and disposed through municipality vans as solid waste.

#### **2. Liquid waste management:**

The liquid waste is managed through a rainwater harvesting project entitled "Megh Kalas". The stored water collected from the rooftop is used for watering the adjacent garden.

### 3. E-waste management:

The non-repairable items procured from electrical gadgets and computers are accumulated in a room and cleared twice a year by approved vendors and sold out to the Hardware companies.

### 4. Waste recycling system:

The college periodically disposes of the accumulated waste materials by transposing them in municipality vans.

### 5. Hazardous chemicals and radioactive waste management:

Live microbial wastes are killed by autoclaving before disposing as degradable waste. However, Bhairab Ganguly college does not use any radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://bhairabgangulycollege.ac.in/waste-management/">https://bhairabgangulycollege.ac.in/waste-management/</a>
Any other relevant information	No File Uploaded

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

**C. Any 2 of the above**



File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:

A. Any 4 or All of the above

- 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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
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

A. Any 4 or all of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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	<a href="#">View File</a>

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

The College has undertaken effective measures to promote a harmonious environment within the college campus:

i) The college has consistently abided by the guidelines of reservation policies of the Government of India, with regard to the admissions of students and appointments of teaching and non-teaching staff.

ii) Concessions in college fees are granted to students of low socio-economic status, enabling them to pursue their studies. During the pandemic period, a Covid Relief Fund has also been created through the contributions of the teaching and non-teaching staff.

iii) The Students' Counselling Cell (Suchetana) organizes multiple sessions of psychological counselling, for the holistic development of the students. Mentor-mentee meetings are also held weekly, where the students freely discuss their varied problems with a dedicated teacher-mentor.

iv) To express solidarity towards all sections of the society during the pandemic, the IQAC organized interesting webinars. Principal Prof. (Dr.) Subhranil Som delivered an insightful talk on the burning issue of 'Cyber Security'. An Invited talk on "Mental health care during the pandemic" was delivered by Dr. Rajeshree Roy (eminent psychologist) in the virtual mode while Dr. Ayan Ghosh (Head of covid care unit, COMJNMH hospital, Nadia) presented an illuminating talk (online) acquainting staff with different aspects of the ongoing pandemic. These three online talks were primarily organized to promote awareness among the non-teaching staff of the College.

v) As the college is strategically located in a belt populated by minority communities, it has introduced a highly subsidized (upto 90%), self-financed Postgraduate course (M.A.) in Urdu, empowering the Urdu speaking students to pursue higher education.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words.

To inculcate values of charity and empathy as well as to sensitise students and employees towards their duties and responsibilities as citizens of the country, The college organises frequent blood donation camps. Even during the peak Covid period, the college has rendered exemplary social service. Moreover, masks, sanitizers, soap and food items were distributed among students belonging to the marginalised section of the society. Sensitization of students was also consistently carried out through different community outreach programmes. The NSS Unit of the College distributed grocery items (rice, daal, mustard oil, atta etc.) among 60 families of Prantik Nagar (the adopted slum of our NSS Unit) on 18.10.2020. Several non-teaching staff and 10 NSS volunteers of our college were involved in this endeavour to express our solidarity with the society at large, during the economic crisis caused by the COVID-19 pandemic.

To instil an eco-friendly consciousness and sustain the environmental hygiene of the college campus, the NSS volunteers have undertaken a campus cleaning drive on 9th December, 2021. Blood donation camp (with 150 donors) was organised by the NSS Unit and Alumni Association (ABAHAMAN) of the college on 24th December, 2021 in the College Campus with the avowed pledge of sensitising the students towards their social duties and responsibilities. Such unique initiatives surely pave a long way in inculcating values of empathy, charity and other humanitarian concerns.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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** C. Any 2 of the above

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**The Independence Day is celebrated every year through the hoisting of the National Flag by the Principal in the presence of the NSS**

Programme Officer, office bearers of Students' Union, students, teaching and non-teaching staff. The Republic Day and the birthday of Netaji are also likewise celebrated each year with much solemnity and grandeur. On these occasions, discussions on the glorious significance of these historical days are also arranged, enriched further by recitation and the recital of the National Song.

International Yoga Day was celebrated in the online mode on 21st June, 2021, in which the students of the college participated enthusiastically. 24th September is usually observed as the day of establishment of National Service Scheme (NSS Day) every year. NSS volunteers along with the Programme Officer and Principal of the College participated in a programme centrally organized by the affiliating University, West Bengal State University to commemorate the NSS Day.

Even during the pandemic, the college has continued its enriched tradition of commemorating festivals and significant days through cultural programmes. On March 26, 2021 the cultural committee in association with IQAC successfully organized a variegated virtual cultural programme to celebrate "Bosonto Utsav" which marks the advent of the spring season. The Bengali New Year was also welcomed in a festive spirit through a vibrant cultural programme, entitled "Barshoboron" on April 14, 2021. All such cultural programmes are embellished with beautiful songs, dance performances and recitations, where both teachers and students display their multifarious talents upholding the cultural plurality of India.

College Foundation Day has been celebrated on 3rd September, 2021 through the virtual mode in which teachers and students enthusiastically participated and enlivened the programme through songs and recitations.

Teachers' Day was also celebrated by the different departments to convey their respects for their teachers through vibrant cultural programmes.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

1. Title: Commitment to community: Creation of Covid Relief Fund and efforts to combat the pandemic together

2. Objective: To reach out to the families of our own students and neighbouring households, who are in distressful condition under the current pandemic.

3. The context: Voluntary collection of funds, identification of needy students and families, assessment of their specific needs, online disbursement of fund and in person distribution of essential items. Most of the work was taken up during the complete lockdown /partial lock down period.

4. Practice: From an impact analysis on the online mode of studies during the pandemic, it was observed that some students were subjected to a digital discrimination suffering from economic breakdown. A covid relief fund of Rs.2,76,804 was created for the session by the generous contribution from all teachers and support staff. The uniqueness of our venture was obvious from the media reports.

5. Evidence of success: An analysis on the satisfaction level of beneficiary students recently done (Ref. to "Impact Analysis" provided under any other relevant information)

Mobile recharge: ~ 48% applicants were satisfied and 25% very satisfied.

Family Ration: 49% students were satisfied, 37% very satisfied, 14% not satisfied

Medicines and RTPCR tests: 50% satisfied, 37% very satisfied and 13% not satisfied.

Attendance in online classes, webinars improved.

Inculcated a sense of responsibility amongst students, towards their families.

6. Problems encountered: 1. Tendency of students to shy away from problems. Online meet with parents conducted.



2. Uninterrupted Internet connectivity, easy banking facility was unavailable to students in their remote native villages, money transfer posed some problem.

## 7. Institutional values

1. Local students and alumni did a commendable job in distributing ration, sanitisers, masks to the low income group living in adjacent areas to the College( then marked as covid red zone)

2. Srijan: a NGO constituted by some of our ex and present teachers, staff consistently provided ration to the Prantiknagar slum. NSS One time large ration

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

Our College has adopted the Unnat Bharat Abhiyan 2.0 (UBA) program initiated by the Ministry of Human Resource Development, Govt. of India, inspired by the vision of transformational change in the processes of rural development by leveraging higher educational institutions to help build an Inclusive India. The Mission of UBA is to enable to work with the people of rural India, identifying region-specific challenges and evolving appropriate and realistic solutions for accelerating sustainable growth.

College has resolved to make the following adopted villages self-reliant through knowledge and practice:

Bagdiha, Chaltha, Kalyam, Makhnu, Ledapakur, Bankura district, West Bengal

A Perennial Assistance Award was announced on 15th Aug 2020 (in virtual mode) by UBA. 78 participating Institutions from India were awarded and our College got the recognition for the same. The template for plan of action and future activities has been reviewed and Rs.1.75 lakhs has been funded by the National Coordinating

Institute UBA 2.0 (IIT Delhi) to our Institution's account.

#### Activities during lockdown period

1. Masks were distributed among the villagers of the 5 villages and awareness on covid infection was spread involving the Panchayat Mukhia.

2. Distribution of 600 kgs of rice and ration in 2 villages ( Kulam and Juvi), to support nearly 200 distressed tribal people.

3. On 10.09.2021 in two villages named Ledapakur and Chaltha in Bankura district, West Bengal, thirty Solar lanterns, six sewing, two dice machines for making sal leaf plates were distributed.



## 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

As an affiliated college, the institution follows curriculum prescribed by the West Bengal State University (WBSU). The faculty members of the college ensure effective curriculum delivery by

- a. preparing a central routine along with department-wise routines and distributing them among the students at the beginning of every semester
- b. preparing an academic calendar of the institution based on the academic calendar of WBSU and distributing it among the students
- c. arranging induction meeting at the beginning of the semester to brief students on CBCS and its evaluation process, options of choosing subjects, earning of credits through PowerPoint presentation
- d. distributing syllabi among students for their respective subjects before the commencement of each semester
- e. preparing teaching plan for every teacher and allotting semester-wise topics to be taught within the stipulated time
- f. updating the collections of central and departmental libraries with new reference books and recommending those to the students
- g. using interactive sessions during classes, group discussions, PowerPoint presentations, quiz, debates, student seminars, academic tests, etc. to develop analytical and problem-solving skills in students
- h. conducting regular class tests to assess the understanding of the students
- i. selecting weaker students and arranging remedial classes for them
- j. upgrading laboratories on a regular basis

k. arranging educational tours and field studies [though it was not possible for arranging them in 2020-21 session owing to pandemic]

l. arranging seminars, workshops, conferences and special lectures for students to expand the range of their knowledge and awareness

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Before the commencement of each semester, the faculty members of the college prepare an academic calendar based on the academic calendar prepared by the affiliating university. Every department also prepares its own academic calendar, class timetable, and course plan for the semester. These academic calendars include the dates for internal examinations and end-semester examinations. Every teacher prepares his/her teaching plan for the semester to teach his/her allotted topics within the stipulated time.

Departmental class routine, academic calendar and syllabus are distributed among the students before the commencement of each semester. The departments adhere to their respective academic calendars and syllabi are completed well ahead of the end-semester examinations.

Departmental meetings are held periodically to monitor whether the coverage of the syllabus (both theory and practical) is taking place according to the teaching plans prepared by the teachers.

Dates of the internal examinations are announced beforehand through notices which are also published on the college website.

Interactive sessions during classes, quiz, MCQ tests, oral tests etc. are held regularly by the faculty members as a part of Continuous Internal Evaluation (CIE). Students' attendance and their performances in classes are also taken into account for CIE.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

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

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **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**

**2**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

20

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

20

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

1. Professional ethics regarding commerce and management:  
Topics like insurance, fundamentals of entrepreneurship,

accountancy, auditing, mercantile law, business ethics and corporate governance etc. are taught in B.Com. (H), B.Com. (G), M.Com., Economics (H) and Economics (G) courses.

"Western Ethics" and "Ethical and Social Philosophy of India" are compulsory papers of B.A. Philosophy (Honours) course in Semester-III and Semester-V respectively. In these papers, students are taught about ethics, various aspects of morality, Karma, Dharma etc.

1. Gender Issues: "Women's Writing" and "Gender and Human Rights" are two compulsory papers in the Semester-V and Semester-VI respectively of B.A. English (Honours) course. Students of B.A. History (Honours) course learn about women's movements in USA and women's rights in Semester-V.

"Some Perspectives of Women's Rights in India" is a compulsory paper in B.A. History (General) course in Semester-VI.

1. Human values: The crosscutting issues relevant to human values are covered in curriculum of Political Science (Honours), History (Honours), Sanskrit (Honours), English (Honours), English (PG).

1. Environment and Sustainability: "Environmental Studies" is a compulsory paper in the Semester-I for all undergraduate students irrespective of their courses.

"Environment and Public Health" is a compulsory paper in the Semester-IV of B.Sc. Zoology (General) course.

"India: Resource Appraisal and Management" and "Environmental Geography and Sustainable Urban Development" are two compulsory papers in the Semester-II and Semester-IV of Geography (PG) course. "Environmental Geography" is a compulsory paper in the Semester-IV of Geography (Honours) course.

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	<a href="#">View File</a>

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

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

38 [8 students in M. Com. + 30 students in M.Sc. (Geography)]

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>D. Any 1 of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>URL for stakeholder feedback report</td><td><a href="#">View File</a></td></tr> <tr> <td>Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td><td><a href="#">View File</a></td></tr> <tr> <td>Any additional information(Upload)</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	<a href="#">View File</a>	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>	Any additional information(Upload)	No File Uploaded	
File Description	Documents								
URL for stakeholder feedback report	<a href="#">View File</a>								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>								
Any additional information(Upload)	No File Uploaded								
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Upload any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>URL for feedback report</td><td><a href="https://bhairabgangulycollege.ac.in/student-feedback-report/">https://bhairabgangulycollege.ac.in/student-feedback-report/</a></td></tr> </tbody> </table>	File Description	Documents	Upload any additional information	<a href="#">View File</a>	URL for feedback report	<a href="https://bhairabgangulycollege.ac.in/student-feedback-report/">https://bhairabgangulycollege.ac.in/student-feedback-report/</a>			
File Description	Documents								
Upload any additional information	<a href="#">View File</a>								
URL for feedback report	<a href="https://bhairabgangulycollege.ac.in/student-feedback-report/">https://bhairabgangulycollege.ac.in/student-feedback-report/</a>								
<b>TEACHING-LEARNING AND EVALUATION</b>									
<b>2.1 - Student Enrollment and Profile</b>									
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>									
<b>2.1.1.1 - Number of sanctioned seats during the year</b>									
<b>Admitted - 1499 Sanctioned seats - 2324</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Institutional data in prescribed format</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Institutional data in prescribed format	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Institutional data in prescribed format	<a href="#">View File</a>								
<b>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</b>									



supernumerary seats)

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

379

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Admission of students is done through a Centralized Admission process purely on the basis of merit. Initially assessment of students' learning level is done based on their class XII scores as the indicator of their learning ability. In subsequent months learning levels of students are assessed and identification of advanced and slow learners is done through their academic performance in the first Internal Test. Students' interaction with the teachers during classes, performance in laboratory experiments, involvement in extra-curricular and co-curricular activities are observed and considered as measures of their learning ability. Advanced learners are encouraged to participate and present papers in International/National/ State-level seminars and workshops. They are suggested to use various e-resources available at e-PG Pathshala, N-List, INFLIBNET etc.

College provides incentive to meritorious students in terms of tuition fee concession and medal , based on their academic performance. They take part in various intra-college/inter-college/state level competitions on diverse fields through Model exhibition, debate, Quiz, photography/videography, cultural events etc. and some of them bag prizes too.

Slow Learners are provided with study materials/course content and question pool (with solutions) during class. Tutorial/Remedial classes are arranged. Visually challenged students are provided with Braille equipment, Screen magnifier etc.



File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
4026	106

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Experiential learning activities can include, but are not limited to, hands-on laboratory experiments, internships, field visits and stage performances. Experiential learning stimulates academic inquiry in the students and promotes interdisciplinary learning, social awareness, leadership, and other professional skills. Through experiential learning students engage intellectually and can assess the outcome themselves.

The college has well-equipped laboratories where students carry out experiments under the supervision of teachers.

Departments conduct students' seminars at both the undergraduate and postgraduate levels to encourage critical thought and enquiry. Students are encouraged to participate in conferences, seminars, poster presentations, debates and quiz competitions to ensure exposure to newer ideas. The inter-departmental Wall magazine competition is generally held every year. Students are also advised to participate in the programme on National Science Day, on February 28th, to encourage them in participative learning. Students actively participate and present scientific exhibits which display their grasp on a particular topic chosen by the concerned department.

Another student-centric method which enables the holistic development of students is Problem solving. Different departments

of the college organize activities like group discussions, workshops and training programs to encourage students to acquire the life skill of problem solving approach.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The academic year 2020-2021 was completely affected by Covid-19 pandemic and therefore it was not only the choice but also the compulsion of the teachers to learn, adopt and practise the ICT enabled tools. Most of the faculty members use ICT enabled tools, e-learning resources, online classrooms, and online video lectures for effective and student-centric teaching and learning. College has developed an e-learning environment in the classrooms with Smart boards, LCD projectors, audio-visual facilities and various ICT tools. In addition to the conventional chalk and talk method of teaching, the faculty members had used Google Meet, Google Classroom, WhatsApp groups, LMS and some other easy-to-use ICT enabled learning tools which helped teachers to manage courseworks like Assignment, PPT, Quiz etc. Our faculty members have made a quick shift from physical classroom to online teaching during the lockdown due to COVID-19 pandemic. They familiarized the students with online platforms such as Zoom, Google Classroom, G-meet, WhatsApp etc. which helped to create a virtual learning environment for effective teaching learning. Students are encouraged to prepare presentations, assignments, project and field reports using MS Word, MS Power point, MS Excel, and other ICT tools. Online modes like Email, Google Groups and Google Classroom were used to collect PDF versions of their assignments and answer scripts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf</a>

**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**

106

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

106

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

40

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

1018.545yrs

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 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.

Different departments, during evaluation, design various innovative methods to judge the learning attainment of the students in their normal settings. The thrust has been to gauge their ability to relate the accumulated knowledge imparted through teaching with practice. Identifying the uneven learning abilities of the students, this mechanism enables the teachers to cater to the needs of advanced, average and slow learners. Results and answer scripts of class tests and mid-term tests are discussed with each student pointing out their lacuna. The guardians are also made aware of their wards' performance during parent-teacher meetings. Supplementary tests are conducted for students who could not perform satisfactorily. These methods also contribute significantly in increasing the level of transparency and robustness of the evaluation process both in terms of variety and frequency.

The transparency and robustness of the practice is ensured in the following ways:

The college has a full-fledged exam office headed by the Principal as the In-charge of Exams. A teacher is appointed as the Superintendent of Exams and has support staff to ensure the smooth functioning of exams.

- The College website has information related to examinations published on a regular basis.
- The pattern of the examination is explained in detail by teachers in their respective classes.
- The date of the internal examination is planned well ahead in the meetings held by the examination committee, teachers' council and administration.
- The Examination Committee of the college publishes a centralized routine to ensure transparency of the conduct of examinations.
- In the Postgraduate Section, the evaluation procedure is under the guidance of the Controller of Examination, controlled by the college.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Being an affiliated college it is beyond the jurisdiction of the college to deal with the grievances of the students as far as the final university examinations are concerned. The affiliating university has its own mechanisms to deal with these. The college or the teachers' role in this respect is only limited to provide the necessary information and suggestions to the students. The college administration also provides all necessary support a student requires to apply to the University for review of results. Apart from these, in all other examinations conducted by the college including the internal assessment examination, utmost care is taken to make the whole process as much transparent and robust as possible. If a student has any examination related grievance, he can make an appeal to the Principal through the Students' Grievance Redressal Committee or the departmental In-

charge and the grievance is sorted out in a time-bound manner. To reduce examination-related grievances, the feedback of the parents regarding the examination process is also taken into consideration.. The examinations are held following a definite schedule displayed in the college notice board as well as in the college website much ahead of the examinations. The teachers are given a definite time span to complete the evaluation of the answer scripts.

File Description	Documents
Any additional information	<a href="#">View File</a>
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.

Our college is affiliated under West Bengal State University; hence not an autonomous body. The responsibility of curriculum design and syllabus framing rests upon the concerned University. Some of our teachers from different departments are members of the Board of Studies of the University. Their suggestions and need-based comments are incorporated into the curriculum and syllabus from time to time.

Under the direction of Internal Quality Assurance Cell (IQAC), with the commencement of each session, the teacher in-charges of various departments together with the teaching faculty members of their respective departments prepare the learning outcomes based on the syllabus framed by the affiliating University. Feedback and suggestions from alumni are also considered while preparing the learning outcomes. Any changes incorporated by the affiliating University are given due importance to modify the respective learning outcome of that particular course accordingly; therefore communicated to students in various ways.

- Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are well displayed in the college website under Student Learning outcomes (SLO) section.

POs and PSOs are clearly written in the College prospectus, distributed among students during admission. They are also



available in the e-Prospectus (available in college website).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://bhairabgangulycollege.ac.in/academics/student-learning-outcome/">https://bhairabgangulycollege.ac.in/academics/student-learning-outcome/</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Our College offers undergraduate courses in Commerce, Sciences and Humanities and few postgraduate courses. During a specific programme, students acquire sound knowledge, good skills and abilities on their own subject domain that enable them to build a good character.

These direct and indirect methods are followed for evaluating attainment of POs, COs and PSOs.

##### Direct assessment measures:

As per University guidelines, 33.3% marks in each course are allotted for internal assessment and 66.7% marks are allotted for end-semester examination. The University further stipulated that 20% of internal assessment will be based on attendance and 80% of internal assessment on class test. Curriculum involves hands-on practical. Each student practises practical experiments in well equipped laboratories. Viva-voce is also conducted for direct evaluation in these courses.

##### Indirect measures Attainment of programme outcomes: Placement assistance

After completion of their courses, most of the students choose for higher studies and college provides placement assistance through Placement Cell to the students who want to pursue their professional goals.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/05/Higher-Education_BGC-2021.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/05/Higher-Education_BGC-2021.pdf</a> , <a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/05/Placement_BGC-2020-2021.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/05/Placement_BGC-2020-2021.pdf</a>

### 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

1008

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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://docs.google.com/spreadsheets/d/1dg7t0ciYXIJUDq6SpAuAZYrqI71W-odJ2vE20NbF5\\_I/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1dg7t0ciYXIJUDq6SpAuAZYrqI71W-odJ2vE20NbF5_I/edit?usp=sharing)

### 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)

Rs. 5,21,000.00

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

### 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

3

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://viggyansathi.in/?page=schemes">https://viggyansathi.in/?page=schemes</a>

### 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

26

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)	<a href="#">View File</a>

### 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****28**

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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****22**

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

Bhairab Ganguly College has taken active initiative for extension activities and outreach programmes not only in the neighbouring municipality community but also in the adopted villages (Juvi in Bankura, West Bengal) and slum area (Prantik Nagar, Belgharia). Programmes like NSS, Swachh Bharat Abhiyan and other awareness activities introduced students towards various social issues coping with which is not possible only through classroom learning experience; and such initiatives have taught students to be more conscious and sensible about their society and institution as a whole.

National Service Scheme (NSS)

**Women's Studies Unit**

Social work activities in adopted slum area, Prantik Nagar and Kamarhati Municipality area

'SwachhBharat Abhiyan' Cleaning programme

Health Activities: Health check-up camps

Awareness Activities

Cultural Activities

Distribution of grocery items

These incorporative programmes have become a source of development for students and of hope for some of the under privileged people of the locality. These awareness programmes are helping these people to be more cautious about cleanliness, sanitization and healthy lifestyle. Belonging to a specific stratum of the society, many don't have enough access to various necessities due to socio-economic problems. These extension or outreach activities aim to make the living of at least some people slightly better.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/outreach-activities/">https://bhairabgangulycollege.ac.in/outreach-activities/</a>
Upload any additional information	<a href="#">View File</a>

### **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**

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**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**

25

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

0

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

1

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

**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 institute has following physical facilities for teaching-learning:

38 classrooms - 18 with ICT facility,

35 laboratories,

2 Seminar Halls,  
 Smart Classroom,  
 Examination control room with CCTV camera,  
 Library,  
 Open air Classroom,  
 Medicinal Garden,  
 Butterfly garden,  
 Meteorological Observatory,  
 Heritage Museum,  
 Fully Wi-Fi-enabled campus,  
 10 Computer Laboratories and  
 Learning Management System

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

Institute has an area of 8.33 acres and includes following facilities -

Cultural Activity:

Air conditioned Auditorium

Open air Auditorium

The College has the following audio-video equipment for cultural activities:



Sound System

Cordless Microphone

Collar Microphone

Projection Screen

Digital Still and Video Camera

Podium

Projector

Public Address System

Outdoor activities:

Lawn,

Rose Garden,

Fruit Garden:

Play ground,

Canteen Area

Indoor activities:

Indoor Sports Complex ("Taruner Swapno"),

Table Tennis court

Badminton Court

An air conditioned 12-station gymnasium,

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.****17****4.1.3.1 - Number of classrooms and seminar halls with ICT facilities****17**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)****2340655.25**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

- Name of ILMS software : Koha**
- Nature of automation (fully or partially): Fully**

• Version : 3.16.05

Year of Automation : 2013

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

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

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**Rs. 26,056/-**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

28

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

IT facilities are indispensable for the functioning of an educational institution. The college frequently updates its IT infrastructure to meet the demands of the various stakeholders.

**Internet:**

The College possesses a 510 Mbps Broadband connection with Wi-Fi connection available throughout the College Building.

**Computers:**

The Institute currently has 10 computer laboratories including a GIS laboratory in the Geography Department, 259 desktop computers and 37 laptops.

**Smart Boards/ Projectors:**

The Institute has 01 smart board and 26 projectors. Out of 26 projectors, 17 are mounted in the classrooms, 02 in the multipurpose halls and 07 are kept mobile.

**CCTV Surveillance:**

31 CCTV cameras are placed throughout the Campus for constant surveillance.

**Biometric Attendance:**

The college has 02 Biometric devices. The attendance details of the staff are maintained using these Biometric devices.

**Website:**

The College has an active website with its own domain hosted on the server. The Website is dynamic and displays the latest notifications promptly.

#### Softwares:

The College has e-governance software (Smart College) for Accounts and Student data maintenance. The College has its own dedicated Webmail for staff members and Learning Management System hosted on server; both are available 24X7 for use.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

296

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 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	<a href="#">View File</a>

#### 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)

2340655.25

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

#### Laboratory

Science Departments maintain stock registers for the use and purchase of different chemicals, equipment, specimens, charts, models etc. All departments maintain log books for laboratory instruments in their respective departments .

#### Library

The record of total number of books, journals, and publications etc. is maintained by the Central Library. The Library maintains a log-book of library users on a day-to-day basis and also a lending register.

#### Sports Complex

The Indoor-Sports Complex, 'Taruner Swapna' is equipped with modern facilities. College maintains records of all the events in the form of soft copy in the office computer.

#### Computers

All the computers are thoroughly monitored on a regular basis for hardware repair and associated services. Statistical software packages, Accounting and Taxation softwares and antivirus are installed in the computers by respective departments as per their requirement. All installed software packages are maintained on a regular basis for up-gradation to newer versions.

Furniture and equipment is marked in all the classrooms and a record is maintained in the office. Regular inspection of classrooms is done and repairs are made as and when required.

**Gymnasium:**

College maintains an air conditioned and well equipped Gymnasium with a coach open to all students and faculty.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/campus-and-infrastructure/college-campus/">https://bhairabgangulycollege.ac.in/campus-and-infrastructure/college-campus/</a>

**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**

642

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

1601



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>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</b>	<b>D. 1 of the above</b>
File Description	Documents
Link to institutional website	<b>Nil</b>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>12</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>12</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **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**

**12**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### **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**

**134**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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

7

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.

4

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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 )

#### Administrative activity:

We have a very active Students' Union. The different wings of the students' union under the supervision of teachers are entrusted with different duties and responsibilities. Besides their statutory representation in the Governing body, student representatives are always invited in important meetings of the Finance committee, Academic sub-committee, Students' Grievance Redressal Cell, Library Committee, Canteen Committee etc. formed by the Teachers' Council. In the process, the students learn to communicate, debate and develop their power of reasoning.

Members of the Students' Union provide active assistance and guidance to the applicants and their parents during the UG and PG admissions each year. The office bearers coordinate with the students and assist the department in promoting academic and extracurricular activities.

#### Participation in Extra-curricular activities by the Students' Union in the last year:

During the lockdown period, the cultural wing of the students' union hosts the Freshers' welcome for the newcomers in the virtual mode. The writings for the college magazine "ALOK DUAR" are collected, edited and published by the magazine unit of the students' union. The students' union with the NSS unit takes an active role in the celebration of Republic Day and Independence Day.

#### Extension activities/Social initiatives taken up by the Students' Union in the last year

In the academic session 2020-21, student's union in association with NSS unit and Abahaman Alumni association successfully organized blood donation camp on 24th December 2021 in the college campus with the avowed pledge of sensitizing the students towards their social duties and responsibilities. Such unique initiatives surely pave a long way in inculcating values of empathy, charity and other humanitarian concerns.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

2

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

Alumni Association "Abahaman" was registered under West Bengal Act XXVI Of 1961 (S/2L/No 45458, dated 23rd November, 2015). It started with 70 members. Now in 2020-21, the number of members has increased to 307. The main objective of the Association is to foster strong bonds between Alumnae, Faculty and students of the college. It acts as a bridge between the Past and Present of college. Departmental Alumnae gatherings are also conducted. The Alumnus serves as a resource person for seminars and special lectures organised by the Department. Their guidance enhances offer for professional and career development. Abahaman has always been found to be enthusiastically participating in the cultural activity of college. Abahaman organises an annual alumni meet and is actively involved in local community welfare activities among slum dwellers in the neighbourhoods.

In 2020-21, Alumni meeting was held on the Google meet platform. A decision was taken to sanitise the whole college by the end of May, 2021. It was also decided that a new Telegram group will be created to include as many Alumnae as possible. The fund must be raised in a more organised way such as through Google Pay/ PhonePe. There were national/international webinars, held in tendifferent subjects. About 200-250 members are present in the webinar. These Alumni lectures greatly enriched the minds of students as well as teachers in various aspects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### Vision:

To impart value-based quality education which will enable our students to hone their academic competence and fine-tune their aesthetic sensibility towards building a holistic culture.

Ensuring an open, secular and democratic intellectual environment in which students from all cross-sections and strata of the society can freely exchange their views and build themselves up to function not only as responsible individuals but also efficient and conscientious members of society

#### Mission:

To develop a symbiotic relationship between the institution and society at large by providing the students with an environment

conducive to the all-round development of their intellectual, aesthetic, spiritual and social abilities

The Governing Body, the IQAC, and different Sub-Committees

The Governing Body, the highest administrative body of the college, with the Principal as the secretary and representatives from Teaching and Non Teaching staff, Students and External Members, governs the management of the college in compliance with the opinion of the majority of the members. All major decisions on development, infrastructure, financial management, academic affairs, admission, governance and administration are taken by the Governing Body in line with recommendations and suggestions of IQAC and various statutory and non-statutory sub-committees like, Finance Sub-committee, Academic sub-committee etc. These sub-committees are mostly represented by senior teachers and Heads of different departments of the Institution.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/the-institution/administration/">https://bhairabgangulycollege.ac.in/the-institution/administration/</a> <a href="https://bhairabgangulycollege.ac.in/the-institution/administration/">https://bhairabgangulycollege.ac.in/the-institution/administration/</a> <a href="https://bhairabgangulycollege.ac.in/the-institution/committee/">https://bhairabgangulycollege.ac.in/the-institution/committee/</a> <a href="https://bhairabgangulycollege.ac.in/">https://bhairabgangulycollege.ac.in/</a>
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.

There are a number of institutional practices which show decentralisation and participative management in conducting academic and administrative matters. Admission to UG & PG programmes is conducted by the Admission Subcommittee. The Admission Sub Committee is constituted of the Principal (Chairperson), Teachers' Council Secretary, members of IQAC, Bursar, Teacher members nominated by the Principal, all Heads of the different Departments, non-teaching staff and representatives of the Students' Union. The Convener of the Admission Subcommittee convened a number of meetings to chalk out the process of the admission. The merit point of the application has been calculated through software to ensure clarity and



impartiality of the entire procedure, and placed in the meeting of the Admission Subcommittee where teachers from different departments express their opinions regarding the volume of student intake in the respective departments. A draft Merit List is prepared on the basis of merit points and sent to the departments for cross verification. After verification, the final merit list was published in the admission portal of the college.

Another important institutional practice of decentralisation and participative management was to include all faculties in the departmental meetings where the time-table, load distribution of syllabus etc. were finalised. The college also welcomed the suggestions of parents in academic matters like the process of teaching-learning, examination and evaluations etc. through Parent -Teacher meetings. Departmental meetings and parent-teacher meetings were the two main pillars of decentralisation and participative management in academic matters.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/admission-data-2020-2021/">https://bhairabgangulycollege.ac.in/admission-data-2020-2021/</a> , <a href="https://bhairabgangulycollege.ac.in/academics/meeting-minutes/">https://bhairabgangulycollege.ac.in/academics/meeting-minutes/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of the important institutional strategic/perspective plans which was effectively implemented is Rashtriya Uchchar Shiksha Abhiyan (RUSA). The RUSA authority has sanctioned Rs. 2.00 crore to our College ( received only Rs. 1.5 crore). This fund has been utilised to provide new facilities, for the renovation/upgradation of existing facilities and for the procurement of equipment/facilities .

#### Creation of New Facilities:

An additional floor over the PG Building has been constructed to make provisions for new classrooms. A Central Research Unit has been established for teachers extensively engaged in research activities. A computer laboratory with 100 computers to facilitate ICT enabled classes of different departments has also been erected.

**Renovation/upgradation of Existing Facilities:**

College Auditorium, ALAPAN has been upgraded through new aquatics control, interior decoration and sitting arrangement. Ladies Toilet & Common Rooms have been renovated..

**Procurement of Equipment/Facilities Items:**

In the Library, the number of books, e-books and e-journals has been purchased for the benefit of students and teachers as per NAAC recommendation. Installation of RFID technology for library security has been started to check unwanted incidents.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/RUSA-2.0-Project-Detail.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/RUSA-2.0-Project-Detail.pdf</a> , <a href="https://bhairabgangulycollege.ac.in/research-innovation/central-research-unit/">https://bhairabgangulycollege.ac.in/research-innovation/central-research-unit/</a>
Upload any additional information	<a href="#">View File</a>

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 organizational structure of the institute has been functioning and deploying services as per Statutes of the Affiliating University (i.e. WBSU) and rules and regulations of the Department of Higher Education, Govt. of West Bengal.

The Governing Body of the college, with Principal as the secretary and representatives from Teaching & Non-Teaching staff, students and external members, governs the management of the college in compliance with the opinion of the majority of the members. All major decisions on development, infrastructure, financial management, academic affairs, admission, governance and administration are taken by the Governing Body in compliance with recommendations and suggestions of IQAC and various statutory and non-statutory sub-committees and cells like Finance & Purchase Sub-Committee, Academic Sub-Committee etc.

The Governing Body holds frequent meetings. Matters are discussed in detail and minutes are recorded with perfection. The sub-committees deal with curricular, co-curricular and extra-curricular activities where faculty members are encouraged to participate as members and conveners. The procedure of all appointments and service rules are maintained as per norms of Higher Education Department, Govt. of West Bengal. Five appointments of non-teaching staffs have been made in the session 2020-2021.

The grievance redressal mechanism operates through the Grievance & Redressal Cell in collaboration with the Principal as Chairman and the Anti-Ragging Committee when necessary.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://bhairabgangulycollege.ac.in/the-institution/administration/">https://bhairabgangulycollege.ac.in/the-institution/administration/</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

College has taken a number of welfare measures for teaching and

non-teaching staff.

- The college-appointed non-teaching staff employees are provided with the Employees' State Insurance (ESI) medical benefits, as per the directives of the Ministry of Labour and Employment.

College has provided mediclaim policy to the non-teaching staff appointed on substantive basis with Manipal Cigna Health Insurance Company Ltd.

- The college provides festival bonus annually to the management appointee non-teaching staff.

- The college also provides the facility to all non-teaching staff of the college of drawing festival advance from the college coffer in the last quarter of every year. It is subsequently adjusted from their salary in 10 equal instalments.

- The teaching and non-teaching staff of the college along with other college appointed staff enjoy their allotted leaves and they are approved as per their requirements whenever necessary. The female staff are granted Maternity Leave and CCL as per Government Rule.

- A health Check-up camp for teaching, Non-teaching staff and students was organised by the college. In this camp, a number of health check-up measures were undertaken. This included measurement of Blood Pressure, Sugar level, testing of eyes and testing of Basal Metabolic Rate etc.

To prevent Covid-19 Pandemic, College has organised a Vaccination Camp with the help of Government of West Bengal and in collaboration with Local Administration for Teaching, Non-teaching staff and students.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/the-institution/audit-report/">https://bhairabgangulycollege.ac.in/the-institution/audit-report/</a> , <a href="https://bhairabgangulycollege.ac.in/academics/welfare-measures/">https://bhairabgangulycollege.ac.in/academics/welfare-measures/</a>
Upload any additional information	<a href="#">View File</a>

### 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)	<a href="#">View File</a>

**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**

8

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

17

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The Governing Body of the college has introduced appraisal of teaching and non-teaching staff of the college. The college has a specific format to place the Performance Appraisal System for its teaching and non-teaching staff every year.

Total number of Leaves (Casual Leave, Medical Leave, Earned Leave etc.) enjoyed by a teacher or a non-teaching staff are duly recorded at the end of each year by the Principal's Office.

The Annual Performance Appraisal of Teaching and Non-teaching staff in the college is a unique practice. It was introduced in order to judge and evaluate the performance of the Teaching and Non-teaching staff in regular academic and administrative activities of the institution.

Apart from that, IQAC has played a crucial role in the promotion of teaching staff as prescribed by the Career Advancement Scheme (CAS) of UGC and the Department of Higher Education, Government of West Bengal.

To enhance the academic quality and administrative efficiency, the college has conducted an Academic Excellence Award for Teachers based on API score and Achiever's Award for non-teaching staff. Teaching and Non-Teaching staff are also acclaimed and awarded in the Annual Prize Distribution Ceremony for their laudable performance in their respective fields.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

The College regularly conducts Internal and External Audit for each financial year. The Internal Auditor is approved by the Governing Body and the Audit is carried out with the assistance of the Account Section under the guidance of Bursar, Accountant and Head Clerk. The internal Audit has been completed from the financial year 2016-17 to 2020-21.

The External/Statutory Auditor is appointed by the Department of Higher Education, Government of West Bengal. The External audit has also been completed from the financial year 2016-17 to 2019-20.

The external Auditor has recommended to maintain a Fixed Asset Register in its report. The College authority has started to prepare the same on war footing. Apart from that, the Auditor has also recommended fire insurance for Computers and library books etc. The College authority is planning to do the same immediately.

All the financial details are minutely studied by the Auditors and recommendations are provided. The College takes special care to implement the recommendation given in any financial year in the very next financial year.



File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/the-institution/audit-report/">https://bhairabgangulycollege.ac.in/the-institution/audit-report/</a>
Upload any additional information	<a href="#">View File</a>

#### 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)

**Rs. 4,72,230.00**

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

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

Mobilisation of funds and its optimal utilisation is one of the greatest challenges facing higher educational institutions in the country today.

Important sources of funds are the student's admission fees, development fees, laboratory fees, library fees, magazine fees, Wi-Fi fees and welfare charges collected at the time of admission and tuition fees and examination fees collected during the academic year. A substantial amount of funds collected through sale of Admission Form for UG and PG level.

A part of the fund received has been used for enhancement and maintenance of the Library, procurement of new equipment for laboratories, maintenance of the existing instruments, expenditure on capital assets such as electrical installation, furniture, office equipment, repair and renovation of existing class rooms and buildings etc. Fund has been allocated for purchase of Sports equipment as well.

A substantial portion of the fees collected from the applicants seeking admission has been utilised for welfare of the students in terms of concession of tuition fees for needy and marginal students.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/the-institution/audit-report/">https://bhairabgangulycollege.ac.in/the-institution/audit-report/</a>
Upload any additional information	<a href="#">View File</a>

## 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

In the academic session 2020-21, IQAC has contributed significantly for institutionalising the quality assurance strategies and process. All Departmental In-charges were informed about the online certificate program on Virtual Classroom Teaching organised by Classle SKILLNET Team on 4th and 6th June 2020. All teachers participated enthusiastically. There was a plan to introduce a Learning Management System (LMS - Moodle) for all semester courses and finally it was introduced. Emphasis was given by IQAC to familiarise the new format of NAAC accreditation. In the evaluation procedure of answer scripts, due to the Pandemic situation, all the departmental in-charges were requested to take responsibility of online examination and suggested to create a WhatsApp Group of students and an e-mail id from respective UG and P.G. departments so that examinees can upload/send their answer scripts to that said WhatsApp Group or e-mail id. With the guidance of IQAC, the college has conducted all online examinations smoothly. The process of online feedback from students, parents and alumni has also been started.

File Description	Documents
Paste link for additional information	<a href="https://bhairabgangulycollege.ac.in/naac/">https://bhairabgangulycollege.ac.in/naac/</a>
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

( For first cycle - Incremental improvements made for the preceding year with regard to quality

For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives)

The College had reviewed its teaching-learning process, structure and methodologies of operations in the Covid-19 pandemic situation. A major thrust has been given in the on-line teaching learning process. All the teachers were asked to take online classes as per their choices. Teachers used different platforms like Google Classrooms, Zoom Platforms.

Apart from that, a new version of the Learning Management System(LMS) has been introduced in 2020-21. In this LMS, both teachers and students are registered members. Teachers used to upload study materials for students and students studied the materials after their classes. IQAC monitors all these activities of teachers as well as students to improve the quality of teaching learning process through LMS.

File Description	Documents
Paste link for additional information	<a href="http://bgclms.in/">http://bgclms.in/</a> , <a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/ICT@college.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://bhairabgangulycollege.ac.in/naac/">https://bhairabgangulycollege.ac.in/naac/</a> , <a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/Naac_certification@phase12.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/Naac_certification@phase12.pdf</a> , <a href="https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/Bhairab-Ganguly-College20220209-.pdf">https://bhairabgangulycollege.ac.in/wp-content/uploads/2022/03/Bhairab-Ganguly-College20220209-.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

**Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 200 words**

Bhairab Ganguly College is one of the pioneering institutions in the State to constitute a Cell for Gender Sensitisation and Prevention of Sexual harassment in College [CGSPSH] in the year 2007. The Cell was constituted in accordance with the Vishakha guidelines. It organizes awareness programmes (seminars, poster sessions, workshops) on Gender Sensitisation on a regular basis. Awareness posters on gender equity, human rights, prevention of sexual harassment are permanently displayed at the canteen, students' common rooms, library and corridors. To ensure special facilities for women in campus, the college has also created a Women's Studies Unit since 2016 in compliance with the XIIth Plan of UGC to facilitate the Empowerment of Women. The primary objective of the Women's Studies Unit is to disseminate knowledge on gender equality through documentation, thereby bridging the gap between the theory and praxis of gender studies. The field action programmes are often undertaken in collaboration with the Gender Sensitisation Cell and NSS unit of the College. Apart from such co-curricular activities, a general awareness regarding gender equity among both male and female students is fostered

through the inclusion of topics like women's rights in India, analyzed from diverse perspectives in subjects like English, History, Journalism, Political Science etc.

File Description	Documents
Annual gender sensitization action plan	<a href="https://bhairabgangulycollege.ac.in/womens-studies-centre/">https://bhairabgangulycollege.ac.in/womens-studies-centre/</a>
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	<a href="https://bhairabgangulycollege.ac.in/womens-studies-centre/">https://bhairabgangulycollege.ac.in/womens-studies-centre/</a>

**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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**Bhairab Ganguly College has undertaken the following measures for the management of waste:**

**1. Solid waste management:**

Green coloured dustbins for the biodegradable products or wet products and blue for the non-biodegradable or dry products are placed at different strategic points in the college campus. The non-biodegradable wastes are collected and disposed through municipality vans as solid waste.

**2. Liquid waste management:**

The liquid waste is managed through a rainwater harvesting project entitled "Megh Kalas". The stored water collected from the rooftop is used for watering the adjacent garden.

### 3. E-waste management:

The non-repairable items procured from electrical gadgets and computers are accumulated in a room and cleared twice a year by approved vendors and sold out to the Hardware companies.

### 4. Waste recycling system:

The college periodically disposes of the accumulated waste materials by transposing them in municipality vans.

### 5. Hazardous chemicals and radioactive waste management:

Live microbial wastes are killed by autoclaving before disposing as degradable waste. However, Bhairab Ganguly college does not use any

radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://bhairabgangulycollege.ac.in/waste-management/">https://bhairabgangulycollege.ac.in/waste-management/</a>
Any other relevant information	No File Uploaded

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

**C. Any 2 of the above**



File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include****7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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****B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
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****A. Any 4 or all of the above**



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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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	<a href="#">View File</a>

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

The College has undertaken effective measures to promote a harmonious environment within the college campus:

i) The college has consistently abided by the guidelines of reservation policies of the Government of India, with regard to the admissions of students and appointments of teaching and non-teaching staff.

ii) Concessions in college fees are granted to students of low socio-economic status, enabling them to pursue their studies. During the pandemic period, a Covid Relief Fund has also been created through the contributions of the teaching and non-teaching staff.

iii) The Students' Counselling Cell (Suchetana) organizes multiple sessions of psychological counselling, for the holistic development of the students. Mentor-mentee meetings are also held weekly, where the students freely discuss their varied problems with a dedicated teacher-mentor.

iv) To express solidarity towards all sections of the society during the pandemic, the IQAC organized interesting webinars. Principal Prof. (Dr.) Subhranil Som delivered an insightful talk on the burning issue of 'Cyber Security'. An Invited talk on "Mental health care during the pandemic" was delivered by Dr. Rajeshree Roy (eminent psychologist) in the virtual mode while Dr. Ayan Ghosh (Head of covid care unit, COMJNMH hospital, Nadia) presented an illuminating talk (online) acquainting staff with different aspects of the ongoing pandemic. These three online talks were primarily organized to promote awareness among the non-teaching staff of the College.

v) As the college is strategically located in a belt populated by minority communities, it has introduced a highly subsidized (upto 90%), self-financed Postgraduate course (M.A.) in Urdu, empowering the Urdu speaking students to pursue higher education.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words.

To inculcate values of charity and empathy as well as to sensitise students and employees towards their duties and responsibilities as citizens of the country, The college organises frequent blood donation camps. Even during the peak Covid period, the college has rendered exemplary social service. Moreover, masks, sanitizers, soap and food items were distributed among students belonging to the marginalised section of the society. Sensitization of students was also consistently carried out through different community outreach programmes. The NSS Unit of the College distributed grocery items (rice, daal, mustard oil, atta etc.) among 60 families of Prantik Nagar (the adopted slum of our NSS Unit) on 18.10.2020. Several non-teaching staff and 10 NSS volunteers of our college were involved in this endeavour to express our solidarity with the society at large,

during the economic crisis caused by the COVID-19 pandemic.

To instil an eco-friendly consciousness and sustain the environmental hygiene of the college campus, the NSS volunteers have undertaken a campus cleaning drive on 9th December, 2021. Blood donation camp (with 150 donors) was organised by the NSS Unit and Alumni Association (ABAHAMAN) of the college on 24th December, 2021 in the College Campus with the avowed pledge of sensitising the students towards their social duties and responsibilities. Such unique initiatives surely pave a long way in inculcating values of empathy, charity and other humanitarian concerns.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The Independence Day is celebrated every year through the hoisting of the National Flag by the Principal in the presence of the NSS Programme Officer, office bearers of Students' Union, students, teaching and non-teaching staff. The Republic Day and the birthday of Netaji are also likewise celebrated each year with much solemnity and grandeur. On these occasions, discussions on the glorious significance of these historical days are also arranged, enriched further by recitation and the recital of the National Song.

International Yoga Day was celebrated in the online mode on 21st June, 2021, in which the students of the college participated enthusiastically. 24th September is usually observed as the day of establishment of National Service Scheme (NSS Day) every year. NSS volunteers along with the Programme Officer and Principal of the College participated in a programme centrally organized by the affiliating University, West Bengal State University to commemorate the NSS Day.

Even during the pandemic, the college has continued its enriched tradition of commemorating festivals and significant days through cultural programmes. On March 26, 2021 the cultural committee in association with IQAC successfully organized a variegated virtual cultural programme to celebrate "Bosonto Utsav" which marks the advent of the spring season. The Bengali New Year was also welcomed in a festive spirit through a vibrant cultural programme, entitled "Barshoboron" on April 14, 2021. All such cultural programmes are embellished with beautiful songs, dance performances and recitations, where both teachers and students display their multifarious talents upholding the cultural plurality of India.

College Foundation Day has been celebrated on 3rd September, 2021 through the virtual mode in which teachers and students enthusiastically participated and enlivened the programme through songs and recitations.

Teachers' Day was also celebrated by the different departments to convey their respects for their teachers through vibrant cultural programmes.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

1.Title: Commitment to community: Creation of Covid Relief Fund and efforts to combat the pandemic together

2. Objective: To reach out to the families of our own students and neighbouring households, who are in distressful condition under the current pandemic.

3.The context: Voluntary collection of funds, identification of needy students and families, assessment of their specific needs, online disbursement of fund and in person distribution of essential items. Most of the work was taken up during the complete lockdown /partial lock down period.

4.Practice: From an impact analysis on the online mode of studies during the pandemic, it was observed that some students were subjected to a digital discrimination suffering from economic breakdown. A covid relief fund of Rs.2,76,804 was created for the session by the generous contribution from all teachers and support staff. The uniqueness of our venture was obvious from the media reports.

5. Evidence of success: An analysis on the satisfaction level of beneficiary students recently done(Ref.to "Impact Analysis" provided under any otherrelevant information)

Mobile recharge: ~ 48% applicants were satisfied and 25% very satisfied.

Family Ration: 49% students were satisfied, 37% very satisfied, 14% not satisfied

Medicines and RTPCR tests: 50% satisfied, 37% very satisfied and 13% not satisfied.

Attendance in online classes, webinars improved.

Inculcated a sense of responsibility amongst students, towards their families.

6. Problems encountered: 1. Tendency of students to shy away from problems. Online meet with parents conducted.

2. Uninterrupted Internet connectivity, easy banking facility was unavailable to students in their remote native villages, money transfer posed some problem.

7. Institutional values

1. Local students and alumni did a commendable job in distributing ration, sanitisers, masks to the low income group living in adjacent areas to the College( then marked as covid red zone)

2. Srijan: a NGO constituted by some of our ex and present teachers, staff consistently provided ration to the Prantiknagar slum. NSS One time large ration

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

Our College has adopted the Unnat Bharat Abhiyan 2.0 (UBA) program initiated by the Ministry of Human Resource Development, Govt. of India, inspired by the vision of transformational change in the processes of rural development by leveraging higher educational institutions to help build an Inclusive India. The Mission of UBA is to enable to work with the people of rural India, identifying region-specific challenges and evolving appropriate and realistic solutions for accelerating sustainable growth.



College has resolved to make the following adopted villages self-reliant through knowledge and practice:

Bagdiha, Chaltha, Kalyam, Makhnu, Ledapakur, Bankura district, West Bengal

A Perennial Assistance Award was announced on 15th Aug 2020 (in virtual mode) by UBA. 78 participating Institutions from India were awarded and our College got the recognition for the same. The template for plan of action and future activities has been reviewed and Rs.1.75 lakhs has been funded by the National Coordinating Institute UBA 2.0 (IIT Delhi) to our Institution's account.

#### Activities during lockdown period

1. Masks were distributed among the villagers of the 5 villages and awareness on covid infection was spread involving the Panchayat Mukhia.

2. Distribution of 600 kgs of rice and ration in 2 villages (Kulam and Juvi), to support nearly 200 distressed tribal people.

3. On 10.09.2021 in two villages named Ledapakur and Chaltha in Bankura district, West Bengal, thirty Solar lanterns, six sewing, two dice machines for making sal leaf plates were distributed.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 7.3.2 - Plan of action for the next academic year

? Roof treatment of the auditorium (Alapan) and new seating arrangement of auditorium etc.

? Installation of few more CCTV cameras at certain strategic locations (Around 20 IP cameras and 2 PTZ cameras).

? Expansion of library with an open access for students. Purchase of books of latest edition (according to CBCS curriculum).



- An informal education centre has to be operational for the tribal children in Ranibandh Block, Bankura, WB.

? Renovation and maintenance of the waiting-shed for buses, adjacent to the College. This is to be undertaken with the local municipality.

? Online leave application to be introduced for all faculties and non-teaching staff.

? A number of MOU to be signed with other Institutions/ organizations/ NGOs

? Some certified vocational courses to be introduced.

? An afforestation drive to be undertaken covering 10,000sq ft.