



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Bidhan Chandra College, Asansol
• Name of the Head of the institution	Dr. Falguni Mukhopadhyay
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03412283020
• Mobile No:	9434359493
• Registered e-mail	bccollege.office@gmail.com
• Alternate e-mail	iqacbcc103@gmail.com
• Address	Sibdas Ghatak Sarani
• City/Town	Asansol
• State/UT	West Bengal
• Pin Code	713304
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Kazi Nazrul University, Asansol				
• Name of the IQAC Coordinator	Dr. Saumen Chakraborty				
• Phone No.	9434522622				
• Alternate phone No.	8250275456				
• Mobile	9434522622				
• IQAC e-mail address	iqacbcc103@gmail.com				
• Alternate e-mail address	saumen@bcccollegeasansol.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://bcccollegeasansol.ac.in/images/aqar/21051207122019-2020_aqar_report.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.32	2017	23/01/2017	22/01/2022
6.Date of Establishment of IQAC			05/08/2014		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC					
9.No. of IQAC meetings held during the year			4		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been			Yes		

uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Setting up of a huge curriculum-based e-resource in the institutional website to felicitate the students to cope with the challenges of online mode of education. 2. Organization of three career outreach programme for the final year students which outline the necessary requisite and prospects of the present employment scenario. 3. Introduction of Google workspace for education for all the academic activities of the institution. 4. Enhancement of ICT enabled classrooms and commencement of construction of central computer center. 5. Construction of rain water harvesting project.</p>		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
<p>1. To establish a centralized Computer Facility for the students as well as for the local needy beneficiaries. 2. Completion of Ground Floor of the annexe building in the annexe campus. 3. Construction of open-air theatre. 4. Construction of ramp from ground floor to 1st floor. 5. Construction of Vocational Training Centre for needy Women of the locality. 6. To setup a well organised medicinal garden. 7. To setup MOU and allied collaborations with different NGOs and other bodies to meet the demands of local people as a gesture of social responsibility of the institution. 8. Completion of Boundary Wall of our Annexe Land. 9. To setup a fully functional Alumni Association of the institution. 10. Construction of five hundred feet long concrete road with complete lighting arrangement beside the annexe land for the benefit of the adjacent locality.. 11. Construction of two underground water reservoirs. 12. Construction of Rain-Water harvesting Plant in the institution</p>	<p>1. Construction started. 2. only outside painting is not completed. 3. Completed. 4. Completed. 5. Construction completed. 6. Started but the progress is slow due to covid related restrictions. 7. Hampered due to covid related restrictions. 8. Completed. 9. Registration of Alumni Association was done. 10. Completed. 11. Not started yet. 12. Construction in progress.</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Name of the statutory body 	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>Governing Body</p>	<p>21/08/2021</p>

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2019-20	13/03/2020
Extended Profile	
1. Programme	
1.1 Number of courses offered by the institution across all programs during the year	1059
2. Student	
2.1 Number of students during the year	3277
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	858
2.3 Number of outgoing/ final year students during the year	866
3. Academic	
3.1 Number of full time teachers during the year	91
3.2 Number of Sanctioned posts during the year	99
4. Institution	
4.1 Total number of Classrooms and Seminar halls	56
4.2 Total expenditure excluding salary during the year (INR in lakhs)	92.92958
4.3 Total number of computers on campus for academic purposes	77
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>After admission, the institution thrives towards effective curriculum delivery through the following methodologies.</p> <ul style="list-style-type: none"> All the courses currently running in the institution follow a CBCS curriculum. To familiarize the students with CBCS curriculum, questions and scoring patterns preliminary 	

orientation programs were organized online, discipline wise.

- The college prepared and uploaded the annual academic calendar following which a departmental routine was prepared and strictly followed. The entire syllabi were primarily partitioned into modules and distributed amongst the departmental teachers.
- Classes were conducted online via video conferencing in various platforms. Teachers as the mentors address the individual academic needs of the students. An exclusive e - library in the college website, where various study materials are available in PPT or PDF formats facilitates students' learnings. Some science departments conducted online practical classes where practical demonstrations were given by video conferencing. Strict attention is given towards completion of syllabi.
- College level tests were conducted regularly for internal evaluation which involved class assignments, tutorials, oral examinations, etc.
- Based on evaluation many departments categorized the students as slow and advanced learners and their needs were catered accordingly.

Learning experiences are enriched through experiential and participative methodologies. Webinars were regularly organised to encourage students and popularise various topics.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.bccollegeasansol.ac.in/file/2106171136Adobe%20Scan%2017%20Jun%202021.pdf

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

For Continuous Internal Evaluation adhering to the Academic Calendar the institution follows the under-mentioned norms.

- A group of faculty members are assigned the task of preparing an Academic Calendar before the onset of both the odd and even semesters in an academic calendar year. The Academic Calendar provided by University authorities is used as a primary guide and ready reference for checking important dates and holidays. Necessary alterations are then made keeping in mind the

necessities of the institution. The Academic Calendar is then uploaded for everybody's perusal.

- The preparation of the academic calendar is followed by formulation of central academic routine by the same group. The central routine is then circulated, and individual disciplines prepare their departmental routines.
- Teachers carry on as academic mentors. The progress is regularly assessed based on internal evaluation involving class assignments, oral examinations, project works, seminar presentations, quizzes, open book examinations, etc.

The transparency, adequacy and deficits of the continuous internal evaluation system is assessed and monitored by student's feedback. If necessary adequate rectifications are meticulously planned and undertaken discipline-wise.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.bccollegeasansol.ac.in/file/2106171136Adobe%20Scan%2017%20Jun%202021.pdf

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	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

34

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

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

00

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

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

00

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

00

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

1.3 - Curriculum Enrichment

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

The curriculum of various disciplines is enriched with

PROFESSIONAL ETHICS

B.Com :- Business Ethics, Principles of Management, Corporate Governance

B.A.

i. PHILOSOPHY :- Western Ethics, Issues in Applied Ethics

ii. SANSKRIT :- Ethical and Moral Issues in Sanskrit

GENDER SENSITISATION

i. POLITICAL SCIENCE :- Gender and politics in India, Feminism :- Theory and Practice, Democratic Awareness with Legal Literacy

ENGLISH :-Women's Writing, Contemporary India :- Women and Empowerment

PHILOSOPHY :-Issues in Applied Ethics

SANSKRIT :-Basic Sanskrit (Unit -2- Feminine)

HUMAN VALUES

1. B.A.

i. POLITICAL SCIENCE :- Human Rights :- Theory and Practice, Democratic Awareness with Legal Literacy, Public Policy in India

PHILOSOPHY (Hons.) :-Human values : Basic issues in Human Rights

HISTORY :-Renaissance and Reformation

SANSKRIT :- Self Management in Gita

GEOGRAPHY :- Social and Cultural Geography

1. B.Com :-Human Resource Management

ENVIRONMENTAL CONCIOUSNESS

1. B.A.
2. GEOGRAPHY :- Green Revolution, Disaster Management, Resource Geography, Climatology and Soil, Weather data Recording and Soil testing, Environmental Geography
3. POLITICAL SCIENCE :- Environmental Polities
4. HISTORY :- Agricultural Policy,, Green Revolution, Land settlement and Agricultural change
5. B.Sc.
6. BOTANY :-(Natural Resources) Ecology, plant diversity and human welfare,
7. ZOOLOGY :-Principles of Ecology , wild life conservation and management,
8. COMPULSORY :- Environmental Studies.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

6

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

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

1483

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
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	View File
URL for feedback report	http://www.bccollegeasansol.ac.in/feedback.php?tab=6

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

1432

2.1.1.1 - Number of sanctioned seats during the year

1885

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

285

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution located on the outskirts of a major urban dwelling serves as an outlet of education to students from diverse cultural and ethnic backgrounds, both urban and rural topographies, from economically disadvantaged sections of society, first generation learners and various other diverse arenas. Naturally there is always a great disparity in the level of cognizance amongst the students even within a particular discipline. Keeping this in mind and with a view to minimize the variance in the academic and mental advancement, many departments resolve to the following steps.

- Departments conduct evaluation programs involving class assignments, tutorials, oral examinations, project works, class seminars, quizzes, presentations, open book exam etc.
- Based on the evaluation and general feedback and responses from the classes, students are categorized as slow learners and advanced learners.
- Slow learners are trained through various methodologies like tutorial classes, remedial classes, group discussions, library classes, debates, etc. as the department arranges.
- Advanced learners are often given a flavour of the developments and research work currently ongoing on various topics in the discipline. Not only the faculty members themselves address on the topics but e-resources are also employed thoroughly.

File Description	Documents
Link for additional Information	http://www.bccollegeasansol.ac.in/seminar.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
3277	91

File Description	Documents
Any additional information	View File

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

Besides 'Chalk and Talk' or 'Lecture Delivery' method, teachers are more focused on developing 'conceptual clarity' of the subject amongst the students. This naturally brings the necessity of adoption of student centric methodologies in teaching. The following steps have been adopted in this regard.

- Many disciplines like those of the Science streams, have curriculum where experiential teaching is a necessary part. In the current pandemic situation, where students were unable to visit the laboratories physically, online demonstrations have played the crucial part. Other streams like the language departments shared the experience of the novels, dramas and poetries through the screening of adapted movies. Teachers demonstrated to elaborate the difficult concepts in their local context. Also, ICT tools were used to facilitate students in visualizing the concepts.
- In the actual day-to-day learning process students participated actively in each departmental event such as seminars, group discussions, quizzes etc.
- IQAC encouraged teachers to organize and attend the programs related to subject matter as well as innovative teaching methodologies.

The NSS and NCC units of the institution organised different programs which directly involved the students, encouraging and boosting the participative learning processes.

File Description	Documents
Upload any additional information	View File
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 institution boasts of several ICT enabled classrooms. Many departments have been issued with separate computers and printers. The institution has Wi-Fi connection within the campus. Moreover, many departments have been provided with internet dongles to access high-speed internet connectivity. Further, it has computer lab and language lab. well equipped with the ICT facilities. However, under

the current pandemic situation, most of these facilities remained seldomly used. Instead,

- The teachers in this academic session have thoroughly utilised online methodologies for teaching. Online demonstration using various apps and rigorous use of multimedia to simplify the syllabus in a more meaningful way has been a regular practice.
- PPT's and study materials have been uploaded in the e-library of the college website. Some departments have also uploaded question banks.
- Social media has been skilfully used by the college through its WhatsApp groups.
- The institution encouraged teachers to attend training programmes, workshops, seminars and conferences related to the ICT use or innovation in teaching-learning.
- Recently the college has purchased the Google Suite and it has immensely enhanced the user-friendliness of the various online processes and is being exhaustively used.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.bccollegeasansol.ac.in/black_board.php

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

91

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

91

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

33

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

858

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institution is affiliated to Kazi Nazrul University and the examination system is guided by the norms and regulations set down by university authorities. As per the university guidelines

- 20 % marks in each theoretical paper and 60 % marks in each practical paper are reserved to be awarded through transparent internal assessment examination, while the rest based on performance of students in semester - end examinations.
- The institutional internal evaluation system is decentralized to make it more transparent and objective.
- As of now there is no scope of awarding any percentage of marks for attendance in the internal examinations as per university norms.
- There are no university - prescribed methods for internal assessment examinations. So almost all types of methodologies like assignments, MCQ type, oral, projects, etc are employed. All examinations are taken in online mode and some departments conduct the examinations in Google Forms format. Departments individually prepare schedule of the examination in accordance with academic calendar and with the conjunction of the Examination Committee, which monitors the overall process.
- The prepared schedule is displayed online and in different social networking sites.
- After the examinations and subsequent evaluation marks are submitted to the university authorities through Examination Committee.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

IQAC consistently work on the student centric activities. It interacts with Examination Committee and the students. Individual departments conduct home assignment, tests, presentations, group discussion, etc. to assess the performance of students for internal assessment. The entire process is monitored by the college Exam Committee in a very meticulous manner. All exam related grievances are addressed step by step.

- Primarily after the examination is over, the teachers undergo threadbare discussions with the students pinpointing

individual mistakes and necessary rectifications. Guidance is also given on further course of action to rectify the faults. However as per university norms since the internal assessment examinations is a part of and an extension of the university examinations the results are not disclosed to the students.

- If any query or grievance is raised by any student during discussion the teacher concerned immediately satisfies that. However, failing to comply the student may report in writing or in verbal to the Head of the Department, or to the Exam Committee where Principal is the chairperson.
- A student can also report on any grievance during submission of feedback. The IQAC reports the matter to the concerned department and the problem is dealt with on the departmental level.

File Description	Documents
Any additional information	View File
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.

Programme outcomes include a comprehensive range of knowledge, skills, abilities and attitudes that students achieve during their graduate courses. Bidhan Chandra College offers a number of programmes in Science, Humanities and Commerce, each of them with unique and well-defined outcomes. The College has well-designed and effective mechanisms to communicate programme and course outcomes to all, which are:

- Fresh applicants can get the requisite information from the college website.
- At the time of admission, the Counselling Cell and Students' Help Desk also apprises students of what to expect from, the future prospects and advantages of various courses.
- The outcome of courses is clearly outlined during the Orientation Programmes organised separately by each department. Teachers spare no pains to explain and elaborate on the topics.
- The institution believes that in order to become productive citizens, our students must be equipped with all necessary skills. Course outcomes are kept in focus while designing

extra and co-curricular activities for students.

Students are provided opportunities to interact with senior students to learn about their experiences and career paths. Also, different webinars conducted on a regular basis by various departments readily encourage the students and act as a guiding tool towards their future path.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bccollegeasansol.ac.in/program_outcome.php
Upload COs for all courses (exemplars from Glossary)	View File

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

Bidhan Chandra College offers multiple courses in Science, Humanities and Commerce streams. During study the students gain knowledge, skills and abilities that enable them to frame a future for themselves while also contributing positively to the country at large. For evaluating attainment of Programme and Course Outcomes the institution follows the following methodologies.

- As a direct measure for evaluating attainment of Programme and Course Outcomes, Internal Assessment and End Semester Examinations provide a necessary tool. University does not specify any specific methodologies for conduct of the internal assessment examinations. Following these guidelines, the faculty evaluates students on a continuous basis. Various methodologies like project works, home assignments, MCQ tests, presentations on pre-assigned specific topics from curriculum are employed.
- To ensure that everyone achieves the desired Programme and Course Outcomes of the different disciplines, many departments practice division of students into Advanced and Slow Learners. This facilitates the process of attainment of the desired goal.
- Final results are analysed in departmental meetings and teachers thrive for developing appropriate methodologies of delivery to ensure better results.
- As indirect measures the path of the students is primarily traced. Majority of the students opt for higher studies, and

some pursue their professional goals.

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

2.6.3 - Pass percentage of Students during the year

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

869

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
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)

http://bccollegeasansol.ac.in/file/feedback_report/1630042742STUDENT%20SATISFACTION%20SURVEY%20-%20BIDHAN%20CHANDRA%20COLLEGE,%20ASANSOL,%202020%20-%202021%20-%20Google%20Forms.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

20

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

3.2 - Research Publications and Awards

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

the year

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

24

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

32

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The current pandemic scenario and the conducive environment necessary for holistic development of students, provided by Bidhan Chandra College, students are readily furnished with unique opportunities for extension activities. The institution plays a pivotal role in the area by showing its institutional accountability. Multiple programs are organized year through not only by the NCC and NSS units of the institution but also by the general students. These activities have made students socially aware of socioeconomic and cultural problems affecting everyday lives of people. Some even got emotionally attached to the neighbourhood community. Details of the various extension activities pursued has been detailed as follows.

1. Food distribution: Food packets were procured and distributed in the local slums and villages by the students to reduce the

miseries of the underprivileged sections of the society in the current pandemic scenario time to time.

2. **Blood donation:** The pandemic situation dangerously reduced the stock of blood in various blood banks due to the restriction in organisation of donation camps and hindrance in transportation of potential donors. This severe crisis motivated the student community of this institution to serve as a dutiful citizen of the nation by voluntarily donating blood in various blood banks.

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

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

00

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

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

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

15

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

239

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

3.4 - Collaboration

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

00

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

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

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Bidhan Chandra College provides adequate physical infrastructure and updated academic facilities. The institution has

- A total campus area (including Annexe Campus) of 20.55 acres.
- Two main Blocks housing with 55 spacious class-rooms, 1 smart class room with all necessary infrastructure, 10 ICT enabled classrooms, 10 science laboratories, 1 Chemistry Research Lab and four computer laboratories. Two blocks are under construction in the Annexe Campus.
- The institution has in total 93 desktop computers, five laptops and 14 printers with licensed Windows operating system, Ubuntu operating system, licensed MS Office software and various free softwares in Science and Commerce departments.
- The institution has internet connectivity of 50 Mbps.
- Well furnished 395.38 sq. mt. fully automated library with attached reading hall separately for students and faculty. There are in total 35988 text and reference books, 4. journals, 9.newspapers in the library. The institution also has a well maintained and enriched e-library in its website.
- One Seminar Hall with 100 audience capacity.
- Purified and cooled drinking water for all.
- Ladies Toilet in every floor and separate toilet for staff and students.
- All the floors are accessible by ramps.
- Girl's Hostel of 3100 sq. mt.
- Silent Kirloskar 100 kVA power GENSET for electrical back-up.

File Description	Documents
Upload any additional information	View File
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.

The institution provides adequate facilities for various cultural activities and sports. physical infrastructure. It has

- A total campus area (including Annexe Campus) of 20.55 acres.
- A fenced and well maintained playground of 2400 sq. mt. with gallery in the main campus. There is also a Girl's playground under construction in the Annexe Campus.
- A Seminar Hall with an audience capacity of 100.
- An Open Theatre for cultural activities, not only for use of the institution but also for locals in the Annexe Campus.
- A fully modernised Gymnasium.
- One Guest House
- One Principal's Bungalow
- Boy's Common Room and Girl's Common Room
- NCC Room and NSS Room.
- Shaded stand for two wheelers.

File Description	Documents
Upload any additional information	View File
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.

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bccollegeasansol.ac.in/gallery/16313608034.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

39.22828

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

4.2 - Library as a Learning Resource

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

- Name of ILMS software: SOUL
- Nature of automation (fully or partially): Fully automated
- Version: 2.0.0.14
- Year of Automation: 2013

1. The Central Library of the college is fully automated with the latest version of SOUL 2.0.0.14 as ILMS. It was installed in the year 2013 and since then the accession of the library books have been done through this software.
2. Circulation of library books through SOUL was introduced in 2015 and since then the library functions in fully automated

module with the help of bar-coding machine and member card generating machine.

3. Open access system facility is provided to the users for maximum utilization of library resources.
4. Users can search books in the library through OPAC and also from outside the library through library website.

The library has a rich collection of 35988 books which are arranged in the library according to the 23rd edition of DDC and regular maintenance of shelf order is done by the staff for hassle free access to the library resources.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://bcclib.bccollegeasansol.org/opac.php

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.13225

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

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

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

1029

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution has well established mechanism for upgrading and deploying information technology infrastructure. The college assesses the needs of students and other end users and upgrades its IT infrastructure of the campus.

The up gradations made this year are as follows

1. Number of ICT enabled classrooms has been enhanced from 4 to 10.
2. 1 smart classroom with all necessary infrastructure.
3. The available bandwidth for internet connectivity through WiFi has been enhanced from 22 Mbps to 50 mbps
4. Number of Desktop Computers in the institution has been increased from 79 to 93
5. 6 laptops
6. 14 printers and two scanners
7. The institution has procured the Google Workspace for Education, which has immensely enhanced the user experiences of teaching-learning processes in the current online teaching practiced in the pandemic situation.
8. Several licensed Windows and Ubuntu operating systems.

9. 5 licensed MS Office software
10. 6 laptops
11. Several free software in Science and Commerce departments.
12. Fully automated library with SOUL 2.0.0.14 software
13. Software for conducting Internal Examination and Admission.

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

4.3.2 - Number of Computers

77

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8.57565

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Laboratory:

1. Laboratories are dusted and swiped regularly.
2. Instruments and their functionalities and conditions are periodically checked .Repairing for breakage and malfunctioning is done periodically or in emergency need.
3. After fresh purchase every items are entered in stock and categorized.

Library :

1. Books are arranged on the library according to DDC 23rd ed. for users' convenience. Shelf order maintenance is done on a regular basis for everyone's ease of access.
2. Periodic checking of library materials, cleaning and disinfecting is done by library staff.

Sports complex:

1. The outskirts of the complex including playground and stadium is cleaned periodically.
2. An instructor is there in the Multi Gym to train and guide the trainee students. He also looks after the maintenance and cleaning of the gym.
3. Sport equipment are purchased periodically as per needs. A particular Committee looks after the maintenance and purchase of sport equipment.

Computers:

1. Internal monitoring committee is in charge of maintenance, repairing and fresh purchase as per need.

Classrooms:

1. Classrooms are wiped regularly.
2. For smart classrooms a log-book for usage is maintained.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bccollegeasansol.ac.in/images/Policies_procedures.pdf

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**

1104

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

202

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

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

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely

A. All of the above

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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

113

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

00

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

As prohibited by the Government of West Bengal, the colleges of the state do not have any statutory Students' Council right now. There is also prohibition regarding the inclusion of the students' representative in the Governing Body and other statutory bodies. In this context the management of Bidhan Chandra College has taken certain policies so that the regular programs of students like the Fresher's Welcome, the College Social, publication of Students'

magazine, college sports etc. are properly conducted under the guardianship of the faculty members and by involving students of all the departments. Students related issues are also addressed and students' feedback are regularly sought to take decisions on various matters.

As all form of physical assembly of students are prohibited due to Covid related guidelines of the Government of West Bengal during the whole session of 2020-21, no regular extra-curricular events could be organized.

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

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

00

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association of Bidhan Chandra College, has been recently registered as a society under the Societies Registration Act, 1860 (XXI of 1860). However, the alumnus of this institution has always played a significant role in the development in almost all aspects

of this institution for very long. Some of the significant areas where their contribution deserves special mention are as follows.

1. A major land acquisition, the Annexe Campus wouldn't have been possible without the active support of the local alumnus. They facilitated resolving several disputes.
2. The alumnae of the institution have helped with a generous contribution during the Award Ceremony.
3. Our alumnae are settled and running various small-scale industries. So, they support the college by providing JCB, Tractors, and Rollers etc. for usage. at nominal rate.
4. Sometimes our alumnae play a vital role in motivating and guiding our students. They appear as resource persons in various webinars and counsel them for choosing future career path.
5. Some of the alumni are elected as public representatives. They help us whenever there are local problems. They participate in the governance of the college. Their feed-back is valuable for the administration of the college.

File Description	Documents
Paste link for additional information	http://bccollegeasansol.ac.in/online_registration.php
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

In order to maintain an environment that stimulates in developing a unique blend of academia and practical knowledge the institution engages every wing in a decentralized and participative management. In the three-tier management system various departments execute the administrative policies and provide feedback in various manners to

the representative statutory bodies. The backbone of this decentralized management system are the various statutory and non-statutory bodies. These committees involve the teaching, non-teaching, administrative representatives along with experts from outside the college. Each committee has particular area to focus on. Some important committees are Building, Purchase, Library and Sports Committee. Two more general bodies operating as wide platforms are Teachers' Council and Staff Council. All the departments have regularly conducted departmental meeting in the last year to cope with new challenges arising due to the pandemic. Resolutions passed by committees and departmental suggestions are then communicated to IQAC. They are executed after official permission of the Governing Body and the College authority, which keeps contact with the University and the Government.

File Description	Documents
Paste link for additional information	http://www.bccollegeasansol.ac.in/index.php
Upload any additional information	View File

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

The institution encourages and practices decentralization in its operations. As an illustration, the following practice/example is mentioned.

Context: Construction of Central Computer Centre.

The Principal along with other stakeholders decided for construction of a Central Computer Centre. The proposal was endorsed in the meeting of Governing Body held on 18.02.2021. It was decided that the old, inadequate and inept canteen, would be restructured for the purpose.

Practice: The Building Committee was endorsed with the task. The Committee after careful scrutiny came to the conclusion that the canteen premise would not be a suitable spot for the construction. Reasons cited were:

1. For the purpose number of supporting concrete pillars has to be built, which would reduce the space and hinder the smooth operation of the Centre. It would also make it cost-ineffective.

2. The spot being entirely within the campus would hamper its functioning during holidays and Sundays. On the contrary a spot in the Annex Campus would ensure better access and participation of students and local users. A spot was suggested.

Impact: The merit of the suggestions was endorsed in the meeting of the Governing Body held on 21.08.2021 . The previous decision was ratified accordingly and the construction started.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic Plan: The institution planned for the following points in this academic year:

1. Completion of construction of Social Science Block and Commerce Block in the newly acclaimed Annex Campus.
2. Starting the construction of the Computer Centre.

Progress:

1. After arrangement of due funds, the construction of the two blocks in the Annex Campus was started. The Principal along with the members of the Building Committee readily and meticulously monitored the progress of the work. But the current pandemic situation posed a real hindrance and daunting challenge to the progress. However, with enduring efforts the Social Science Block was completely finished. The outside painting of the Commerce Block remained unfinished.
2. After careful scrutiny and suggestions from the Building Committee regarding change of construction site and its final approval from the Governing Body, the construction of the Computer Centre was started and its progress is satisfactory amidst the pandemic problem.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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 organogram of Bidhan Chandra College reflects the democratic character of its governance. The overall supervision of administration and finances

rests with the Governing Body, by virtue of statutes and ordinances of the Kazi Nazrul University. Everyday administration is supervised by Principal with support from other stakeholders. The Principal is also the ex-officio chairperson of the Teachers' Council.

The IQAC collaborates with Principal in ensuring a healthy teaching - learning environment in the college. The Governing Body gives direction to the administration and quality assurance of the college.

Various sub-committees under Governing Body take decisions related to academics, workload, purchases and maintenance, admissions, discipline, curricular and extracurricular aspects of the college, subject to the provisions and ordinances of the UGC and KNU.

The Bursar manages matters related to internal finances, effective utilisation of available funds and subsequent audits.

The library is headed by the Librarian who supervises the library staff in library maintenance.

The IQAC of the college plays a key role in assessing and assuring quality in the teaching- learning and evaluation process.

The Administrative Staff of the college is also characterised by a well-defined organisational structure, with positions according to the University rules and the UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://bccollegeasansol.ac.in/organogram.php
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Teaching: 1. Bidhan Chandra Cooperative Credit Society Limited has been

functioning for the last 30 years.

2. State Aided College Teachers have been included under the

"SasthyaSathhi" scheme of govt. of West Bengal.

3. GSLI

Non-teaching: 1. Bidhan Chandra Cooperative Credit Society Limited has been

functioning for the last 30 years.

2. Casual non-teaching staffs have been included under the
"SasthyaSathhi" scheme of govt. of West Bengal.

3.GSLI

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

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	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

01

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

02

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

While assessing the performance of teaching and non-teaching staff of the institution, there is an online MIS called HRMS where absolute data of all employees is stored confidentially with all the necessary remarks of higher authorities in which they

take many things into the considerations. Currently the institution

adheres to the

UGC regulations, 2010 and four amendments thereafter. Now, latest regulations of 18th July, 2018 are referred for the promotions of teachers. IQAC takes care the latest government resolutions of the state for placements and pay fixation is carried out as per current GO of the Govt. of WB.

However, the feedback for the teachers is collected every year from the current students. The feedback is analysed statistically by the IQAC every year so that the Principal appreciate and boost the faculties accordingly.

Performance appraisal for non-teaching staff is made as per the current rules laid down in the different relevant orders of the Govt. of WB.

The college conducts its academic and administrative audits from external agencies, affiliated university and govt. bodies; therefore, each task is completed with quality performance and documentation by the college.

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

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 institution strictly adheres to the Government regulation regarding internal and external audits of the college. The internal audit of the institution is made by a renowned CA firm. The external audits are done according to the government norms by government approved organisations.

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

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

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

0.93750

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college is fully aided by the Govt. of West Bengal and UGC and included under section 2(f) section 12B of the UGC Act, 1956. It is fully eligible to receive the grants under various schemes of UGC. The college mobilizes funds for its regular activities from various agencies. Apart from this, the college mobilizes funds through alumni contribution/donation, individuals, and self-financed courses etc.

The decentralized management system always searches for new means for mobilizing funds and optimal utilization at these resources.

The College maintains its infrastructure updated from time to time. It has prepared its policies for effective implementation and optimal utilization of its resources. Officially appointed peons maintain the cleanness of the classroom and campus of the College. Few contractual support staff is appointed through proper channel. The received funds are collected and used through the Cheque, RTGS or NEFT mode. As per the priority and approval of IQAC and the Governing Body the funds are utilized for infrastructural

development and beautification, ICT device and up gradation, student development. The infrastructure such as Open Theatre, gym and playground is made available to the locals.

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

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

Two practices institutionalised by the institution with IQAC initiatives are:

1. **Academic and Administrative Audit:** IQAC initiated the Academic and Administrative Audit (AAA) to take account of teaching-learning processes in all disciplines and to institutionalise documentation and record-keeping of all academic and administrative matters of every department. IQAC monitors documents related to departmental teaching-learning activities like compliance of academic calendar, preparation of modules, conduct of internal assessment examinations, use of ICT facilities etc. Documents relevant to steps taken to assist slow learners, and analysis of the results of end-semester examinations are examined.

2. **Feedback mechanism:** The institution has a detailed feedback system for students based on institutional parameters such as infrastructure and facilities, curriculum delivery and pedagogy, discipline and environment, staff and support, and so on. The feedback submitted online are analysed, and measures are taken for reform and redressal. They function as the catalyst for upgradation of teaching-learning processes, developments in infrastructure and facilities, skill-enhancement and professional development of the staff, capacity building and enrichment of students. The online feedback mechanism offers a constructive self-assessment procedure integral to fostering and enhancing academic excellence and institutional development.

File Description	Documents
Paste link for additional information	http://bccollegeasansol.ac.in/feedback.php
Upload any additional information	View File

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

Based on Academic Audit of the institution regarding teaching-learning process,

1. The institution planned the upgradation of the traditional classrooms into ICT enabled ones. Amalgamation of traditional methodologies with LCD projectors, pointers, PPTs, Film Screening, Video Conferencing and so on have heightened the user experience. In addition, several study materials have been uploaded during the pandemic season in the college e-library for student facilitation. Recently the institution has procured the Google Workspace for Education which has immensely magnified the user friendliness of both faculty members and students alike.
2. To guide students towards a successful and healthy future and to assist them in choosing their future career paths the institution has relentlessly toiled to organise plenty of webinars in this pandemic academic year. The students get an exposure on the advancements of the particular discipline and the possible employment chances. This is truly beneficial for them.

File Description	Documents
Paste link for additional information	http://www.bccollegeasansol.ac.in/seminar.php
Upload any additional information	View File

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

D. Any 1 of the above

any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Bidhan Chandra College emphasizes the cause of gender equity and sensitises its stakeholders to gender-based challenges and concerns. Prescribed curricula in several programmes provide a suitable stage for discussions on gender disparities and factors producing and propagating gender inequities in our society. Besides curricular engagements, several co- and extracurricular programmes highlight the centrality of addressing gender concerns and the need to transform the patriarchal society to a gender-equal society.

The college has Anti-Sexual Harassment committee to take necessary action on sensitive issues of the girl students which helps to ensure their vibrant presence. The entire campus is covered under CCTV cameras which readily ensures safety and security of girl students. The internal complaint committee is set up as per the Vishakha guideline. The college staff has assigned campus supervision to maintain discipline in the campus. The college has adopted mentor mentee scheme to solve

the individual problems both academic and personal of the students. The staff members strive to solve all kinds of problems of the students. College organizes lectures of eminent personalities to create legal awareness, health and hygiene among the students. College has a separate Girls Common Room. It also has ladies Toilet in all floors.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.bccollegeasansol.ac.in/gallery/16309241047.1.1.pdf

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	View File
Any other relevant information	View File

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

The college has an extensive green campus and gives top priority to keep the campus clean and eco-friendly. The faculties and students are regularly advised to reduce waste at lower extent. Regarding waste management

1. The solid waste is regularly collected by the garbage town council. It is processed as per the nature of the waste. Sincere students put waste in separate bins kept at different places on the college campus.
2. Liquid waste is disposed of into the municipal drainage system.
3. The municipal corporation readily takes care of e-waste materials as and when necessary. The institution has an agreement with the city government authorities regarding the disposal of solid and e wastes of the campus.
4. Hazardous solid chemical wastes from chemistry laboratories are stored separately and buried or incinerated depending on its nature. Liquid wastes are diluted and disposed of into the

municipal drainage.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	View File
Any other relevant documents	View File

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

B. Any 3 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

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

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).

Bidhan Chandra College has a very specific location, outskirts of a

major city located near the border of WB and Jharkhand. This facilitates its efforts and initiatives towards creation of an inclusive environment. Various measures are implanted for the purpose.

1. The institution strictly follows reservation policies laid out by the Government of India for admissions of students and appointments of teaching and non-teaching staff. Students come from diversified sections including the well-to-do urban families as well as the deprived rural city outskirts. The administration strictly ensures parity and equal opportunity amongst all.

2. The Sexual Harassment cell and Anti-Ragging Committee strictly monitors and inhibits any immoral incidents from happening in the campus.

3. The administration is always ready to look after the welfare and provide equal opportunities to differently abled students. All the floors of the main building have been connected by ramps. The administration also assists the sick and differently abled students during examinations.

4. Students from low socio-economic spectrum are granted fee concessions in every academic session. The college also promotes several financial assistance/scholarships provided by the state and central government.

5. Teachers adopt bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Bidhan Chandra College organises activities that strengthen our constitutional values and deepen our allegiance and responsibility towards our nation. The National Service Scheme (NSS) and National Cadet Corps (NCC) are committed towards organising such practices

Programmes instilling citizens' responsibilities

1. The college fosters community responsibility by organising Food Packet Distribution Programmes amidst the pandemic scenario. Three such programmes were organised where food packets were distributed in the local slums and villages which had been hardly hit by the financial crunch arising due to the pandemic.
2. Students voluntarily donated blood several times in blood banks where there was acute shortage of stored blood due to the pandemic.
3. The institution promotes greenery in the campus and its surroundings. Tree plantation programs were organised to promote a healthy environment.
4. Recently the college has started the construction of Water Conservation Plant as a part of its environmental obligation.

Democratic values

1. The college enshrines the sovereign and democratic values of our nation by commemorating the Independence Day and the Republic Day annually.

Citizens' rights

1. The college organised webinars on Intellectual Property Rights for generating general awareness amongst the participants.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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.

A. All of the above

Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	No File Uploaded

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

India is well recognized and acknowledged for its festivals and cultural diversity. The institution always tries to relate its stakeholders with the cultural heritage of this nation. The importance of protection, preservation and

propagation of Indian traditions of different religious and ethnic communities is practiced and nurtured. However, the current pandemic situation and relevant government restrictions in this context had created a deterrent towards organisation and celebration of such programmes. Still, some of the programmes which the institution had been successful in celebrating are as follows:

1. College Foundation day and Birthday of Bidhan Chandra Roy on 1st July
2. Independence Day
3. Teacher's Day
4. Republic Day
5. Saraswati Puja on 16th February.
6. Birthday of Rabindranath Tagore on 9th May.

The college organized minimal activities amidst the pandemic on these days of national importance to highlight the importance of our leaders in building the nation and inculcate moral and ethical attitude in the students.

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

7.2 - Best Practices

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

BEST PRACTICES

a. Title: Coping with the challenges of online mode of teaching-learning process.

b. Objectives of the Practice: The new online mode of teaching-learning suddenly posed a huge challenge for all the stakeholders, i.e., Administration, Teachers and Students. The primary aims of the practice was:

- Familiarise and train the students and teachers about the tit-bits and the technical details of the online process, and
- Increasing the overall satisfaction and contentment while learning as well as teaching in the online mode.

c. The Context: This institution gets students mainly from the deprived and the marginalized section of the society with limited access to resources and rudimentary acquaintance with the recent online teaching-learning system. Teachers on the other hand, who were more familiar and experienced with classroom teaching also faced adaptation difficulties to the new process.

d. The Practice: To familiarize the students with the new system the administration followed these easy but painstaking steps.

- Care was taken that all students participated in the online teaching process. Students who couldn't afford were suggested low priced instruments and data plan alternatives. Many students also suggested sharing their technical instruments with friends dwelling nearby and this eased the problems of many.
- The technicalities of online class were discussed online with

some students who then cleared the doubts of others either over telephone or by actual physical visit.

- Sometimes the platforms were changed so that students could easily access and understand.
- All teachers tried their level best to improve their online teaching methodologies as suggested by students as per the problems encountered by them.
- To ensure that all students could take part avoiding excessive crowding and for better organisation and smooth functionality, many disciplines opted for splitting up students into small groups.
- A colossal enrichment in e-content done by the teachers was also a major step towards overcoming challenges of online teaching learning process.

e. Evidence of success: Following were the evidences of success

- Huge number of downloads of the e-materials provided in the institutional website.
- Increasing number of students in online classes and considerable change in c attitude
- Better performance in online examinations.

f. Problems Encountered and Resources Required: The preliminary problems were the following.

- Shakiness and lack of enthusiasm to adapt to a new teaching learning methodology was a major problem. Teachers counselled and boosted up the students. As for teachers the administration often guided them for better teaching methodologies.
- Lack of technical support and unaffordable cost of necessary equipment was another hurdle to overcome. Teachers guided the students towards more cost-effective alternatives and group learning.
- Monotonous nature of online teaching-learning process was another problem for students and teachers alike. The teachers resolved to more attractive teaching methodologies and participative learning processes so that the students never felt left out.

g. Notes: Despite our best efforts, the attendance in the online programmes were not hundred percent. Though a very small section, yet still some students faced problems attending the classes and meeting the expenses of the practice. Attending online examinations

was also a serious problem faced by some students and teachers alike.

a. Title: Establishment of Girls training Centre with help from teaching and non-teaching staff.

b. Objectives of the Practice: The objectives behind the founding and launching of a Girls' training centre in the Annexe Campus were primarily as follows.

- Social obligation of the institution towards the community.
- Nurturing the vocational aptitude of the interested girl students.
- Motivate students towards engagement in community services,

c. The Context: A pulse of inspiration is often absolutely what is needed to thrust a student towards the path of success. However, in the current pandemic scenario as well as during normal conditions girl students often face severe socio-economic complications which renders their efforts ineffective and fruitless towards their achievement of their desired goal. This is exactly what inspired and instigated the authorities to establish a Girls' Training centre in the Annexe Campus. Moreover, as a part of its responsibilities towards the society the authorities decided to open up the centre not only for institutional students but also for each and every aspiring woman of the neighbourhood. This provoked the college authorities to take initiative for constructing such a centre.

d. The Practice: The administration after the formal decision for the establishment of Girls' Training Centre took serious initiative for the construction. However, the major setback and difficulty faced was the arrangement of requisite funds. In this context the Principal made sincere efforts for fund collection. The teaching and the non-teaching community of the institution came forward in this crucial juncture towards the solution of the problem. A hefty sum of around 6 lakhs was contributed from their end towards the construction of the centre. The Principal and the Building Committee made all necessary arrangements for the speedy construction.

e. Evidence of success: Success is clearly reflected in the

construction site, where the construction is nearly complete. Procurement of necessary infrastructure for the centre is under process.

f. **Problems Encountered and Resources Required:** The primary problem was the funding. However, with substantial contributions from the teaching and non-teaching staff of the institution the construction phase was complete. But the funds for training equipment are yet to be arranged. Furthermore, the covid related restrictions also hampered the progress of the project.

g. **Notes:** The institution is trying to involve other stakeholders for the completion and functioning of the project.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The institution since its inception in 1961 has catered to the under-privileged and marginalized sections of the society. We have always focused on all-round development. We have practiced training young minds to become instrumental in turning this world into a better place for all.

Encouraging students to be social beings dedicated towards the overall development of the nation the institution promotes active participation in social activities and enrolling in NSS and NCC. Special incentives are also given to special achievers in these fields which stimulates them to give their very best for the society.

As our students mainly come from weaker sections, encouraging them to continue with their studies and at the same time participate in social activities have been our prime aim. Our students often face financial crunch which becomes a deciding factor for their progress. The college has thus emphasized renunciation of fees. A hefty amount is disbursed annually as fee waiver. Besides other scholarship schemes of the Government are duly communicated and advertised.

Moreover as the institution wishes that the students should be aware

of social responsibilities it itself indulges in suitable healthy practices.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Construction of Gymnasium for Girl students and local women.
2. Construction of Cyber Café for students and locals in the Annex Campus
3. Construction of new NCC and NSS Office
4. Construction of Alumni Association and Student's Union Office and Non-teaching Staff Recreation Centre.
5. Setting up of free Health Check-up Scheme for students on a monthly basis.
6. Completion of Girl's playground in Annex Land.
7. Extension and repairing of roads within the main campus.
8. Construction of secondary gate as additional security measure of the main campus.