INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 2)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF
BIDHAN CHANDRA COLLEGE
C-44750

ASANSOL
West Bengal
713304

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	BIDHAN CHANDRA COLLEGE ASANSOL West Bengal 713304
2.Year of Establishment	1961
3.Current Academic Activities at the Institution(Numbers):	
Faculties/Schools:	5
Departments/Centres:	33
Programmes/Course offered:	34
Permanent Faculty Members:	39
Permanent Support Staff:	16
Students:	3277
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Catering to students from rural areas and spreading education in region to all sections of the society. 2. A sprawling campus with a good infrastructure and greenery all around 3. Enrolment of female students are more than the male students which indicates women empowerment in the region.
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 04-01-2023 To : 05-01-2023
6.Composition of Peer Team which undertook the on site visit:	

	Name	Designation & Organisation Name
Chairperson	DR. RAKESH CHANDRA KATIYAR	FormerPro-Vice Chancellor,CSJM UNIVERSITY KANPUR
Member Co-ordinator:	DR. KIRAN SINGH	Professor,KURUKSHETRA UNIVERSITY
Member:	DR. DIPANNITA CHAKRABORTY	FormerPrincipal,BIKRAM MEMORIAL COLLEGE
NAAC Co - ordinator:	Prof. Amiya Kumar Rath	

Section II:CRITERION WISE ANALYSIS
Observations (Strengths and/or Weaknesses) on each qualitative metrices of the key Indicator under the respective criterion(This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QlM	**The Institution ensures effective curriculum delivery through a well planned and documented process**
1.1.2 QlM	**The institution adheres to the academic calendar including for the conduct of CIE**
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	**Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum**
1.4	Feedback System

Qualitative analysis of Criterion 1
The college is affiliated to the Kazi Nazrul University of West Bengal, and hence follows its syllabus.The institution has multi faculty character & provides five Under Graduate programmes in Science, Arts, Commerce, Business Administration BCAand one Post Graduate Programme in English. The syllabus emphasizes on the subjective core courses which allows the students to opt for generic elective courses from any discipline of choice. To afford holistic education for every student a large pool of Skill Enhancement Courses, Ability Enhancement Courses and Discipline Specific Elective Courses are also offered. Academic calendar is prepared by the university and college prepress time table accordingly. The detailed academic calendar isuploaded on the website so that stakeholders are informed for appropriate and timely actions. The Syllabus includes cross cutting issues like Gender equality, Professionalethics, environment and Human Values. The college promotes environmental responsibility , social awareness through Eco Club, the Garden Committee, and the NSS. Various activities. Programmes like cleanliness drive, tree-plantation, creating habitats for birds, and seminars and workshops are organised. Through emphasis on 'clean campus green campus' drive, tree plantations, ban on plastics and other campaign, environmental sustainability of the place is promoted. Feedback is collected from all stakeholders, analysed and action is taken report is available on college website.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QlM	**The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners**
2.3	Teaching- Learning Process
2.3.1 QlM	**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences**
2.3.2 QlM	**Teachers use ICT enabled tools for effective teaching-learning process.**
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QlM	**Mechanism of internal assessment is transparent and robust in terms of frequency and mode**
2.5.2 QlM	**Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient**
2.6	Student Performance and Learning Outcomes
2.6.1 QlM	**Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**
2.6.2 QlM	**Attainment of programme outcomes and course outcomes are evaluated by the institution.**
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The admission process is transparent and merit base as stipulated by the university and state government with an average of 78% enrolment of students. The reservation categories are applicable as per state government policy.Induction programme for the students is conducted by the departments after the admissions in the First semester of each academic year, to make them aware of Choice Based Credit System (CBCS) in semester pattern. The institution ensures the effective implementation of the curricula and observes the completion of course from time to time. The institution follows a systematic evaluation process immediately after admission   to check the academic performance of the students and on the basis of appraisals first year students are identified as slow and advanced learners. The identified slow learners are given extra care by giving them   additional learning assignments and conducting remedial coaching, tutorial classes to clarify basic doubts, concepts and any other specific difficulty in learning process. The advanced learners are motivated to give classroom seminars, participate in group discussions to develop critical thinking, analytical procedures and problem solving abilities. , they are also encouraged to use the library during free hours and access e-library materials. Semester Toppers and University rank holders are awarded with certificates and medals by the institution.

Teachers take special efforts to employ innovative methods of teaching such as active, project-based, experimental and other ICT based learning to ensure enhancement of learning experiences and enable the students attain practical knowledge. The institution hasa well equipped with Computer lab with internet connection for Mathematics, physics BBA and BCA. The teaching faculty has also partially switched over to ICT usage in teaching – learning process. They also organize Science exhibitions, conferences/workshop to encourage the science students also project tours, field works, industry visits and internships are arranged.

        Internal assessment is done as per guidelines of Kazi Nazrul University, which compiles a calendar for

internal assessment and is notified to the students well in advance. The College has an Examination Committee comprising senior faculty members and Non Teaching members which manages the whole process of examination through the institution's online examination software. The college has adopted Continuous Internal Evaluation (CIE) system by conducting unit tests to assess the student's development in each and every semester for three years. If there are any grievances the matter is addressed before uploading them in the University portal. The result analysis is done by all departments. The mechanism of grievance redresses related to examination is taken care of by the college with the help of the affiliating University.

The Programme Outcome, Programme Specific Outcome and Course Outcomes are displayed in the college website. The institution also caters to the mentor-mentee system to look after the individual glitches of the students, this is commendable as is evident from the final semester results.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QlM	**Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QlM	**Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.**
3.5	Collaboration

Qualitative analysis of Criterion 3

The institution has a language lab to inculcate English Speaking skills amongst the students however it is inadequate and needs to be more spacious. One research project is continuing funding by DST. One faculty is involved in research guidance as a co-guide.The faculty of the college have published several books and research papersin different journals and also contributed several chapters in edited volumes. Some Teachers have received award from different agency / organizations.

The College has conducted many seminars/conferences/workshop on related subjects and also on Social and Economic Awareness. Health Awareness programmes conducted by NSS on Malaria, Dengue, Chikungunya, Covid-19 , with many Programmes on Gender Sensitization. The college has two units of NSS which have adopted two villages, and the students are regularly sensitised and orients students to develop a sense of social concern by organizing the outreach programmes .The college also motivates students to involve themselves in neighbourhood community sensitizing awith social issues and holistic developments, moral and ethical values, employability and life skills etc. like organizing Blood Donation Camps, awareness on AIDS, Swach Bharath, ban the plastic, tree plantation etc.

The college has signed some MoUS with several industries for internship/fieldwork. The collaborative activity needs to be developed, the college also does not have any formal incubation centre.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QlM	**The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**
4.1.2 QlM	**The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.**
4.2	Library as a Learning Resource
4.2.1 QlM	**Library is automated using Integrated Library Management System (ILMS)**
4.3	IT Infrastructure
4.3.1 QlM	**Institution frequently updates its IT facilities including Wi-Fi**
4.4	Maintenance of Campus Infrastructure
4.4.2 QlM	**There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

Qualitative analysis of Criterion 4
The College has a campus area of 20.55 acres and has an built up area of 10992.4 sq. meter. There are 55 spacious classrooms, 11 are ICT enabled, one language lab, adequate laboratories, one smart classroom, all floors are connected with ramp facilities. The College has a modest auditorium with a seating capacity of one hundred and also a girls' hostel. However since the college reopened after the pandemic the hostel boarders are reluctant return to the hostel. The college also has a modest canteen however the rates need to be subsidized. The institution has desktop computers, with licensed operating system and has internet connectivity of 50 Mbps. There are two large playgrounds and an open theatre.

The Library has a total area of 395.38 sq. m and is fully automated with the latest version of SOUL 3.0 as ILMS since 2013 and upgraded to the latest version of 3.0 in 2021. There is an attached reading hall separately for students and faculty. There are in total 35988 text and reference books, 4 journals, 9newspapers in the library.Accession of the library books are done through software.There are 4 new computers with Windows 10 operating system connected with high speed (150 Mbps) internet connection for its users. The library committee takes care of the safety and others maintenance issue related to library. Maintenance undertakes repair work at institutions support services hostels and others central facilities as well as of the campus.

The Zoology Department has a museum, the Botany Department has a herbarium and also maintains the medicinal plants garden.

All these physical infrastructure is optimally utilized to enrich the teaching learning process.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QlM	**Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)**
5.4	Alumni Engagement
5.4.1 QlM	**There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services**

Qualitative analysis of Criterion 5
The institution provides for scholarships as per government norms and also provides for scholarships/stipends through non-government schemes for some of the students. There is no active students, council, the college facilitates students' representation, participation and engagement in various administrative, co-curricular and extra-curricular activities.. Students are also included in the, cultural, sports, Reading Room and Scholarship and Internal Complaint Committee Cultural activities: Activities such as debate, essay competitions help in counselling and motivating students in addition to the recognition of their talents. Blood donation Camps and AIDS awareness programmes are organized to communicate the impact of communicable diseases and spreading awareness on human health. Annual exhibitions are organized by the Science Club to encourage an entrepreneurial mindset in the students.Students celebrate Independence & Republic Days by depicting various facets of Indian culture through cultural programs. World Environment and Ozone Days are observed by planting saplings and driving the message of responsible consumption. Students are encouraged to take up social responsibilities by organizing blood donation camps to help the needy. Students exhibit social responsibility to the society by giving message on: wearing mask, collecting Flood Relief Funds, cleaning public places. Approximate 29.46 % of the students progress to higher education. The college required to provide for necessary cotching for students for appearing in competitive exam. The students have received several awards for cultural, sports and NSS activities.   There is a registered alumni association (Reg.No: S0019272 of 2021-22 of west Bengal Act XXVI of 1961. However the association is not active and has made no financial contribution yet. As the institution has already crossed more then 60 years therefore their alumni association should be strengthened.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QlM	**The governance of the institution is reflective of and in tune with the vision and mission of the institution**
6.1.2 QlM	**The effective leadership is visible in various institutional practices such as decentralization and participative management**
6.2	Strategy Development and Deployment
6.2.1 QlM	**The institutional Strategic / Perspective plan is effectively deployed**
6.2.2 QlM	**The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.**
6.3	Faculty Empowerment Strategies
6.3.1 QlM	**The institution has effective welfare measures for teaching and non-teaching staff**
6.3.5 QlM	**Institutions Performance Appraisal System for teaching and non-teaching staff**
6.4	Financial Management and Resource Mobilization
6.4.1 QlM	**Institution conducts internal and external financial audits regularly**
6.4.3 QlM	**Institutional strategies for mobilisation of funds and the optimal utilisation of resources**
6.5	Internal Quality Assurance System
6.5.1 QlM	**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes**
6.5.2 QlM	**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 five years with regard to quality** **For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)**

Qualitative analysis of Criterion 6
The college has clearly defined vision and mission. The college appears to have a system of governance that is supportive, participative, collective and proactive. The Governing Body (GB) functions as the apex body headed by the President, the Principal is the secretary and also consists of teaching faculties and Non Teaching representatives from the college besides university nominees and Government Nominee, Day to day governance of the college is conducted through the various committees like Teacher's Council, Staff Council, Purchase, Sports , Building committee and IQAC . The leadership and governance at the college appears to be participative whereby collective decisions are made by the management. Principal is the chairperson of all administrative and academic activities of the college and is responsible for determining the strategic objectives and policies for academics and ensures that the college functions according to the rules and regulations framed by the affiliating university. The College has a Cooperative Credit Society for all staff. College Cooperative Society provides hassle free loan to all the full time teaching and non-teaching staff members.

The college needs to design a perspective plan as per the vision and mission of the college in a systematic way. Strategic plan also needs to be made to guide the developmental activities of the college in the long terms. The functioning of the institutional bodies seems to be effective and efficient as evident from the administrative setup and the procedures followed. The college has implemented e-governance in administration, Finance and accounts, students admission, examinations etc. the college needs to conduct more training proggarmme for the Non Teaching staff. The college is already receiving fund from government and statutory agencies and a few voluntary donation by philanthropists however it has also to make more efforts to mobilize fund donors, alumni etc for development activities,

IQAC initiated the Academic and Administrative Audit (AAA). 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.

The college follows the general welfare practices as stipulated by the state. The College does not have a systematic self-appraisal system. Performance based Appraisal System **according to the UGC regulations of 18th July, 2018 are referred for the promotions of teachers.**

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QlM	**Measures initiated by the Institution for the promotion of gender equity during the last five years.**
7.1.3 QlM	**Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)** • **Solid waste management** • **Liquid waste management** • **Biomedical waste management** • **E-waste management** • **Waste recycling system** • **Hazardous chemicals and radioactive waste management**
7.1.8 QlM	**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 500 words).**
7.1.9 QlM	**Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**
7.1.11 QlM	**Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**
7.2	Best Practices
7.2.1 QlM	**Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**
7.3	Institutional Distinctiveness
7.3.1 QlM	**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

Qualitative analysis of Criterion 7

Discipline and security are well maintained in the campus. The college has deployed CCTV cameras in the campus. Various measures are taken to sensitize gender equity and create awareness, ensuring safety and security on role of women in society, there are more girls enrolled in the institution. The counselling cell needs to be more active. The college has provided sanitary napkin vending machine. The institution constitute Grievance Redressal cell and Anti Sexual Harassment Cell that organizes awareness proggarmme on safety and security of girls in college campus.

A system of disposing of solid waste is adopted and the Eco Club of the college is responsible for creating awareness about the same. Steps are taken for disposing chemical wastes.

Rain water storage facility is there in the college and the water is used for the garden. The students prefer public transport to reach the college, the road leading to the college needs to be reconstructed and maintained.

Students are encouraged to participate in Youth Parliament competitions quiz competition debate competition which help them to developed ides and democracy, legal system, genera information.The institution has worked hard for environment consciousness and it has also achieved good amount of success. Various days are celebrated by the institution with great pomp and gaiety. The programmes are planned in such a manner that along with celebration the great works of illustrious persons are made known to the students. It helps to track students' progress more efficiently and accordingly better guidance can be given to the students. The college provide moderate facilities for the differently able (Divyangjan) which needs more improvement. The college also needs to take necessary steps to organize programmes on professional ethics.

  One of the best practices followed by the college is awarding the toppers of particular programmes every year which is very commendable and is a step towards motivating the students to attain high marks.

  Another best practice is the Green practice which aims to convey the massage of environmental conservation. The simple effort put by the college is to lower the carbon footprint, ban plastic usage within the campus, optimum utilization of renewable resources and general awareness among the students to developed a sense of preservation of environment.

Section III:OVERALL ANALYSISbased on Institutional strengths.Weaknesses,Opportunities & Challenges(**SWOC**)(**up to 500 words**)

Overall Analysis

Strength:

- The College was established in the year 1961, to cater to the educational needs of the students belonging to various sections of the society in outskirts of an industrial town of West Bengal.
- It is a Grant In Aid, co-educational institution affiliated to Kazi Nazrul University of West Bengal and is recognized by UGC under sections 2(f) and 12 (B) of UGC Act.
- College adopts decentralized administration and participatory management. The Principal and staff work freely in a democratic manner. The Students and various committees of teachers are active in all the matters.
- College has adequate infrastructural facilities to support curricular, co-curricular and extracurricular activities.
- The College is successful in ensuring good academic ambience and a disciplined campus.
- The system of education in the classroom and laboratories show that the institution provides adequate technology to the students.

- The extra classes for the slow learners has contributed to good results and restricting the dropout percentage.
- The social service activities are a revelation of commitment towards upliftment of the rural region.

Weaknesses:

- There is a shortage of permanent Teaching faculty.
- Deficiency in establishing MoUs and collaborations with regional or national Laboratories, industries for academic collaborations.
- Lack of efficient career guidance and dedicated placement cell as is evident from the meagre percentage of placement record.
- Lack of research activities among the permanent faculties. There is a lack of collaboration and training programs for capacity building of faculty in emerging areas.
- Lack of mechanism to mobilize funds from donors, alumni, industry etc. for developmental activities.
- Moderate Divyangjan (differently abled) Friendliness facilities.

Opportunities:

- Institution – industries linkage may be explored, Job oriented/vocational/skilled development courses to be introduced for better employability of the students.

- Opportunity to introduce more number of career oriented UG and PG courses and value added courses **to** meet the requirements of industries.
- Establishing incubation center/ research center to cater to the requirement of the local industries.
- Establishing Vocational Educational programmes to enhance the vocational skills of students. For global competence the students need to be well conversant in English language.
- Strengthening career counselling and placement cell.
- Promoting research culture among staff and students and strengthening research facilities by obtaining research funding from different funding agencies.
- Necessary steps to be initiated to organize coaching classes for different national and international competitive examination to build the career of the students like UGC–NET / West Bengal SLET / Civil Services examinations IAS, PCS etc.

Challenges:

- The major challenge before the Institute is to empower students for their successful career in national and international competitive examinations
- Identifying new career oriented UG and PG courses to cater to the needs of industries

Establishing linkages and collaboration with industry and incubation centres in thrust areas.

Section IV:Recommendations for Quality Enhancement of the Institution
(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Improving the infrastructural facilities and Divyangjan (differently abled) friendliness facilities

- Career counselling and placement cell to be further strengthened

- Promoting research culture among faculty and students and to obtain research grants from various funding agencies

- Alumni association to be proactive to extend financial support for college development

- Establishing incubation centres/ research centres to cater to the needs of local industries.

- Internal and external Audit should be carried out annually by the college

- Mobilize funds from donors, alumni, industry etc. for developmental activities

- Medical health facility to be initiated.

- Indoor and outdoor games facility to be provided in a better manner

- Skill and more personality development programmes to be introduced

- Short term certificate job oriented courses can be started.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. RAKESH CHANDRA KATIYAR	Chairperson	
2	DR. KIRAN SINGH	Member Co-ordinator	
3	DR. DIPANNITA CHAKRABORTY	Member	
4	Prof. Amiya Kumar Rath	NAAC Co - ordinator	

Place

Date

Sl.No	Name		Signature with date
1	DR. RAKESH CHANDRA KATIYAR	Chairperson	
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