SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

BRAHMANANDA KESHAB CHANDRA COLLEGE

BARRACKPORE TRUNK ROAD BON-HOOGHLY P.O- ISI P.S- BARANAGAR
700108
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The College, a UGC registered college (under 2(f) & 12B), believes in the idea that education does not consist in mere learning, but involves fostering a sense of social responsibility among its students, the future pioneers of social change. It is with these aims that the college has been moving ahead, contributing to the cause of education and hopes to do so in the years to come.

This College is a Govt. of West Bengal Aided degree college affiliated to the West Bengal State University and upgraded from Bachelor's to Master's degree in the list of colleges included u/s 2(f) and 12(b) of the UGC Act, 1956 vide UGC letter No. 8-104/2019(CPP-I/C) dated 17/12/2019. Currently the college is governed with 18 Under Graduate departments and three Post Graduate Departments. The institute is offering 4 years UG Programmes B. A. (Major/Honours) in Bengali, Economics, English, History, Philosophy, Political Science, Sanskrit; 3 years UG Multidisciplinary B. A. (Minor/General) in Journalism & Mass Communication, Education; 4 years UG Programmes B. Sc. (Major/Hons) in Botany, Chemistry, Economics, Industrial Fish & Fisheries, Mathematics, Physics, Zoology, 3 years UG Multidisciplinary B.Sc. (Minor/General) in Computer Science, Statistics & Molecular Biology. The college offers two years Post Graduate Courses MSc in Botany, Mathematics & Physics.

For the holistic development of the youth of today, apart from building of their body and the mind amongst the eco-friendly sprawling green campus of the college over-viewing the Bon-Hooghly Lake, we also encourage conservation of biodiversity through its sustainable development to save our Mother Nature. As our objective is advancement of learning accompanied by modern teaching aids, the campus is now Wi Fi enabled with digital classrooms. The library resources are enormous with a huge collection of books and journals. We provide the well-furnished hostel facility for the girl students residing at far-off places. It is noteworthy to say that College has a huge list of alumni well placed in various esteemed institutions throughout India as academicians, theatre personalities and top level administrators. It has a record set of excellent teachers well known for their scholarly activities and researches of international stature.

Vision

Vision:

To achieve excellence in higher education & provide comprehensive education so that students are equipped with knowledge, skill and values to face the future challenges.

Mission

Mission:

Brahmananda Keshab Chandra College believes in imparting education in a holistic environment that works to

foster a student's all-round growth and development.

- To develop an effective teaching learning process that encourages to nurture innovative thinking and creativity among the students.

- To provide a dynamic and flexible educational experience in response to the growing demand for multidisciplinary education, students are provided free choices for Multidisciplinary / Value Added courses, apart from their Core disciplines under both CBCS & NEP 2020.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Extremely dedicated, motivated and highly qualified teachers striving to maintain the standard of the institution.

2. The eco-friendly sprawling green campus of the college over-viewing the Bon-Hooghly lake is our greatest advantage for which our students can promote conservation of nature and its sustainable utilization of resources to the neighbouring community.

3. The campus is WiFi enabled and is completely under e-governance.

4. The college has been upgraded from Undergraduate to Post Graduate institution starting from the 2017-18 session.

5. On-line admission process started in the 2015-2016 session, running successfully throughout ensuring complete transparency.

6. Students' semester admission data and result maintenance software has been running smoothly since 2013-14.

7. Gradual progression of Accounting and computation from Tally ERP 9 to Tally Prime enables accurate auditing of accounts since 2014.

8. Following WB Govt. norms, Staff Salary, Provident fund and ROPA 19 pay fixation work is being done through e-pradan and HRMS module of WBIFMS portal.

9. Library automation through KOHA has been completed and access through OPAC is now available. E-resources availability has been ensured by subscribing to INFLIBNET. The library has a subscription of 26 journals and 18,755 books including rare collections.

10. The Career Counseling and Placement Cell has been actively taking care of students' job prospects in various subjects through seminars that are being held frequently by external agencies.

11. The College has been providing scholarships to economically backward students as a part of Students Aid-Fund. The Equal Opportunity Cell has been active in spreading awareness for availing various

scholarships. The meritorious students are encouraged to avail SVMCM scholarships.

12. Several interdisciplinary Add on/Certificate courses as well as skill enhancement courses are being included beyond the prescribed curriculum which are interdisciplinary and meant to enrich the skill set of the students.

13. Value education and Health awareness programs for students including seminars, workshops and various community outreach activities through NSS are being done regularly.

14. As a part of inclusive education Divyangan facilities are provided for the physically challenged students.

15. A huge playground encompasses our campus which are provided for games & sports activities of the students of the neighbouring community apart from those of our own.

Institutional Weakness

1. Lack of space for newer classrooms and other infrastructural facilities in laboratories .

2. Insufficient funds from the Government which are not dispersed uniformly over the entire financial year poses problems for the college in planning and execution of projected works.

Institutional Opportunity

1. IQAC for the last few years has sensitized the Departments regarding quality control, maintenance of students data record, academic expansion and utilization of funds.

2. Various research Laboratories like that funded from DBT- BOOST, DST-SERB have been set up successfully wherein regular research activity by the students and Faculty members can be performed.

3. As MoU with several institutions have already been signed , several capacity building initiatives as well as skill based programs can be organized through faculty exchange and student exchange, for maximum utilization of human resources.

4. Transition of all administrative activities from paper based to paperless digital mode is being done by grooming staff through various capacity building initiatives.

Institutional Challenge

1. The students who are enrolled here mainly belong to the economically weaker sections of the society as well as are first generation learners.

2. Being a college in the northern suburbs of the city but affiliated to a rurally placed University, student enrolment is decreasing gradually.

3. Generating resources and creating reserve funds for maintaining day-to-day activities of the College and annual maintenance of sophisticated instruments in the laboratories.

4. Since the college building has completed 68 years and the cost of maintenance tends to be higher, paucity of funds poses a challenge.

5. Complete grooming of students through academic and value education programmes to motivate them to remain focussed in their vision of achieving their goals despite political, religious or socio-economic biases.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Criteria 1 provides details of curriculum planning pointing out the ways the College, as an affiliated College, is involved in. It also notes the several steps taken by the College to implement the syllabus using a well-planned and documented process that includes the academic calendar and a process of continuous internal assessment. Details of add on courses offered by the College, including data on numbers of students enrolled, etc is also provided here. This Criterion also provides details of activities organized by the College to work towards curriculum enhancement with reference to issues relating to gender, professional ethics and human values and environment and sustainability. Documents pertaining to the various courses and events organized have been uploaded as well. Information and data pertaining to field work, extension activities and internships are also included in this Criterion. The feedback system that the College uses in order to maintain academic standards is also provided in detail. A feedback analysis is provided as well.

Teaching-learning and Evaluation

Teaching, Learning and evaluation manifests the perfection of the student's inner self. The teachers foster it through encouragement and motivation. The entire admission process is in online mode according to the guideline of West Bengal State University. The admission process is transparent and the college strictly adheres to the reservation policy of the Government of West Bengal.

- The college management gives utmost importance in filling up vacancies against sanctioned posts. During the assessment period the average percentage of full time teachers against sanctioned posts is 100% and most full time teachers have Ph.D as their highest qualification.

- To enhance the students' learning process various online platforms were used to cope with the difficulties during the pandemic. Since the students are heterogeneous with respect to their learning abilities and socio-cultural background, the college adopts various learning and evaluation strategies like interactive method, assignments, field-based projects, remedial classes, tutorial classes etc.

- All the faculty members are engaged in the mentoring activity.

- Throughout the year the college organizes various activities according to the "Academic Calendar" prepared by the Internal Quality Assurance Cell.

- Choice Based Credit System for UG was followed since 2018-19 and for PG since 2019-20 academic session. Newsletter, Magazines are published and Poetry Reading Sessions are organized to nurture creativity, writing skills and presentation potentialities in the students.

- The Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) are prepared in strict compliance with the norms and objectives of Outcome Based learning set by the learning objectives mentioned by the affiliating university.

- Keeping in mind the hierarchical model of outcome-based education, all the UG and PG departments have prepared the Course Outcomes (COs) of all the courses offered under the guidance of the Internal Quality Assurance Cell.

- As per the University norms the college conducts internal assessment on the basis of students' attendance, writing skills (project assignments), presentation skills (students' seminar) and knowledge levels (internal assessments).

- Grievances related to the end-semester examination results also get addressed by the Grievance Redressal Committee, who additionally help the students apply for revising the answer scripts and file RTI if required.

Research, Innovations and Extension

Research, Publication, and Patents:

- Faculty members regularly publish books and research articles in UGC-approved journals.

- Collaboration between faculty members and students for publications fosters a research-oriented environment.

- The patent for "Formulation of Organic Fish Food for the live-bearer ornamental fishes" showcases innovative thinking.

- DBT-Funded BOOST Program from the previous years has enabled the m of a central Instrumentation facility that benefits science departments at BKC College and other institutions.

- Access to advanced equipment enhances research capabilities.

Workshops and Seminars:

- Hosting a "National level Workshop on Data Analytics" in collaboration with SQC & OR division, ISI, Kolkata, demonstrates the college's commitment to cutting-edge knowledge dissemination.

- Seminars covering diverse fields (such as environmental biotechnology, biomathematical modeling, and machine learning) contribute to expanding knowledge horizons.

Faculty Enrichment Programs:

- Extension lectures on "ICT tools in teaching, learning, and evaluation" equip teachers with modern methodologies.

- Excel and Tally workshops enhance teachers' skills.

Certificate Courses:

- Offering certificate courses in areas like mushroom growing, LaTeX for scientific writing, media, and communication provides practical skills and fosters entrepreneurship among students.

Incubation Center and Innovative Activities:

- The active Incubation Center, established through the Institutional Innovation Council (IIC), supports innovative projects (e.g., mushroom cultivation and bioenzyme production).

- Such initiatives cultivate an entrepreneurial mindset among students.

MoUs, Linkages, and Collaborations:

- Collaborations with universities, academic institutes, and NGOs provide valuable opportunities for on-the-job training and internships.

- These partnerships enrich learning experiences for both students and faculty members.

Outreach Activities and Social Impact:

- BKC College's participation in the IIRS-ISRO Outreach program on "GIS and Remote Sensing" positions it as a nodal center for geospatial activities.

- The NSS unit's extension activities, awareness campaigns, and social welfare work contribute to social change and community empowerment.

Environmental Initiatives:

- The college's recognition as the "District Green Champion" for setting up the SAP (Swachhta Action Plan) Committee underscores its commitment to sustainability.

- Activities related to plantation, sanitization, hygiene, energy conservation, and water conservation contribute to a greener campus.

Infrastructure and Learning Resources

Brahmananda Keshab Chandra College covers a total area of approximately 6 acres comprising of a three-storied main building, an annex building, a Women's Hostel, a Staff quarters and a large, fenced, lush green playground.

The campus is under constant CCTV surveillance and is enabled with Wi-Fi connectivity. Attendance of all staffs are maintained through Biometric System.

There are 39 well-ventilated and Wi-Fi-enabled classrooms, of which 12 have ICT-facility and 2 are Smart-classrooms. There are a total of 66 computers of which 41 are used by students and teachers. During the last 5 years the college has devoted 7.64% of its expenditure in up-gradation and maintenance of IT facilities.

Science departments have a total of 20 well-equipped laboratories including the computer laboratories. There is a DBT-BOOST funded Central Instrumentation Facility and another UGC-funded Chemistry research laboratory equipped with sophisticated instruments for research.

The Central library located in 2nd floor is spacious covering an area of 157.8 sq mts and has 18755 books, including a good number of rare and old books. Additionally there are departmental libraries. There is reading space which is used by students and faculties. Library is automated using KOHA, ILMS and OPAC services and has institutional membership to N-List.

The college had subscriptions to G-suite and Zoom (used extensively during the pandemic) and also has its own YouTube channel, twitter handle, Facebook and Instagram accounts.

The College provides facilities such as gymnasium, canteen, reprographic facility, backup generator and common rooms for boys and girls with indoor games.There are wheel-chair, ramp and toilets for differently abled persons. A functional sanitary napkin vending machine in women's toilet is also available.

In an attempt to uphold Sustainable Development Goals, the College maintains a Janaki Ammal Sacred Grove, a medicinal garden, solar panels on the roof-top, a rainwater harvesting system as well as a vermicomposting pit. In order to support innovation, entrepreneurship and placement, the college harbours an incubation centre for mushroom culture, an office each for the Career Counselling and Placement Cell, Institute Innovation Cell and NSS Unit.

An ICT-enabled Conference Room is available for holding meetings.

Student Support and Progression

The College provides students with a comprehensive scholarship programme. In addition to the government,

the college fund also awards full or partial free-ship freeships to support marginalized students in continuation of education and to reduce the dropout rate.

It offers programmes that enhance soft skills, language and communication, life skills, and computing skills to prepare students for success through workshops, seminars, and training. These enhance students' communication, problem-solving, leadership, and creativity skills in order to prepare them for modern life. Career counselling and recruitment are organized under the agencies the Career counselling and Placement Cell to give direction to their career prospects. Online Telegram groups – "Goal Achievers" (2020, 2021-22, 2022-23) have been developed to inform students about job notifications.

It has active students' grievance redressal mechanisms that help them seek redressal for complaints. We prioritise stakeholder dignity and strive to create a safe and welcoming environment where all can flourish without fear or prejudice. The Students Grievance Redressal Committee (SGRC) takes appropriate actions for redressal. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance committee.Students' concerns are also addressed through Anti-Ragging Committees, Internal Complaint Cell etc. The college observes zero tolerance to sexual harassment. In this regard we must acknowledge that no incident of sexual harassment and ragging happened in our college during the last five years.

We encourage students to participate in sports and cultural programmes in order to promote their talents which contribute to the overall development of our students and foster a vibrant campus culture.

In the last five years 81 cultural and sports activities have been organized. Students represent the college in inter-college activities and bring honour to the college. The College also facilitates students' representation and engagement in various administrative and co-curricular activities through student representation from the student body.

The college has a registered active Alumni Association that facilitates support to the students. It has instituted academic prizes for students topping in honours subjects at the university examinations. The association arranges Seminar, Symposia and cultural programmes every year.

Governance, Leadership and Management

- With a vision to achieve excellence in higher education, Brahmananda Keshab Chandra College believes in imparting education in a holistic environment that works to foster a student's all-round growth and development. The mission is to provide a dynamic and flexible educational experience in response to the growing demand for multidisciplinary education. Following the university guidelines, the college has successfully implemented NEP-2020 from the academic session 2023-24.

- College has been functioning and rendering services as per Statutes of the affiliating university. Service rules and regulations are in accordance with the UGC-MHRD mandates and Department of Higher Education, Govt. of West Bengal. The Governing Body, with the Principal as the secretary, governs the overall management of the college in compliance with the opinion of the majority of the members. Keeping with the vision and mission of the college the Governing Body implements the policies of participative management in decision making.

- The institution implements e-governance in all major areas like administrative, finance and accounts, student admission and examination. The accounts of the college are audited regularly through Internal and External Audit to ensure continuous and proper monitoring of financial transactions.

- For professional development of faculty members, the college encourages the faculty to participate in different courses, workshops, undertake research projects and publish papers in reputed Research Journals.

- Career advancement of teaching and non-teaching staff of the college is pursued according to the university statutes and rules framed by the UGC and State Government. For qualitative improvement all round appraisal of teachers is conducted. The appraisal is conducted through individual performance appraisal of teacher and feedback from students. Teaching and non-teaching staff members are encouraged to participate in Faculty development Programmes on a regular basis.

- The institution undertakes various welfare measures for the teaching and non-teaching staff at the institutional level and also participates in different available government welfare schemes.

Institutional Values and Best Practices

Internal Complaints Committee, IQAC and Equal Opportunity Cell, in College, organize seminars, workshops, movie shows for promoting gender equity and gender sensitization. Gender audits done annually. Days and events like Independence Day, Republic Day, Rabindra Jayanti, World Environment Day etc. are celebrated. The institution provides eco-friendly facilities like Solar panels, Rainwater Harvesting and disabled-friendly environment through facilities like ramps, wheelchair etc. Green campus initiatives include swachhta activities, plantation drives and campus cleaning, awareness campaigns, environment consciousness. Green, Energy and Environment audits are also undertaken. Beyond the campus environmental promotion activities include sapling distribution, health camps, dengue awareness campaign etc. For an inclusive environment, the college undertakes measures like financial aid to needy students, monitors students' mental and physical health, celebrates basanta Utsab, Saraswati puja etc. Activities like students' participation in cultural programmes, poetry reading sessions and thalassemia screening camps sensitize students and employees.

The institution maintains a sustainable environment through initiatives like campaigns for a plastic free campus, afforestation, vaccination drive for Covid-19 infection, use of solar cells and waste management. Community outreach programmes like distribution of mosquito net, distribution of food packets, masks, education kit in adjacent slums of the College, free health check-up camp for slum children. The college is registered under Swachhta Action Plan, MGNCRE-MHRD Ministry of Education, Govt. of India. The college has received "Green Champion' award 2021 for its green campus initiatives. The College maintains 'Janaki Ammal Sacred Grove', a site for in situ conservation of biodiversity.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BRAHMANANDA KESHAB CHANDRA COLLEGE
Address	Barrackpore Trunk Road Bon-Hooghly P.O- ISI P.S-Baranagar
City	KOLKATA
State	West Bengal
Pin	700108
Website	www.bkcc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Papia Chakraborti	033-25775878	9830467390	-	bkccollegebonhooghly@gmail.com
IQAC / CIQA coordinator	Kalpataru Halder	091-7980355353	8013260954	-	iqacbkccollege@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
West Bengal	West Bengal State University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	24-07-1956	[View Document](#)
12B of UGC	24-07-1956	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Barrackpore Trunk Road Bon-Hooghly P.O- ISI P.S-Baranagar	Semi-urban	6	5367.69

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali, Hons	48	HS	Bengali	35	3
UG	BA,English, Hons	48	HS	English	70	28
UG	BA,Sanskrit, Hons	48	HS	Bengali,Sanskrit	20	0
UG	BA,History, Hons	48	HS	English + Bengali	45	3
UG	BA,Political Science,Hons	48	HS	English,Bengali	45	1
UG	BA,Philosophy,Hons	48	HS	English + Bengali	20	0
UG	BA,Education,General	36	HS	English + Bengali	40	26
UG	BA,Journalism And Mass Communication,General	36	HS	English + Bengali	40	38
UG	BSc,Economics,Hons	48	HS	English	20	2
UG	BSc,Physics, Hons	48	HS	English	40	0
UG	BSc,Chemistry,Hons	48	HS	English	40	3
UG	BSc,Mathematics,Hons	48	HS	English	30	2
UG	BSc,Botany, Hons	48	HS	English	40	1
UG	BSc,Zoology ,Hons	48	HS	English	80	16
UG	BSc,Fishery Science,Hons	48	HS	English	45	14

UG	BSc,Molecular Biology And Biotechnology,General	36	HS	English,Bengali	20	4
UG	BSc,Computer Science,General	36	HS	English	10	1
UG	BSc,Statistics,General	36	HS	English + Bengali	10	0
PG	MSc,Physics,Physics	24	B. SC.	English	14	0
PG	MSc,Mathematics,Mathematics	24	B. SC.	English	15	0
PG	MSc,Botany,Botany	24	B. SC.	English	15	1

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				26				39			
Recruited	0	1	0	1	10	16	0	26	23	15	0	38
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				16
Recruited	13	2	0	15
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	10	11	0	18	8	0	48
M.Phil.	0	0	0	0	3	0	1	2	0	6
PG	0	0	0	0	2	0	4	5	0	11
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

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Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	7	1	0	8

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	182	0	0	0	182
	Female	189	0	0	0	189
	Others	0	0	0	0	0
PG	Male	1	0	0	0	1
	Female	7	0	0	0	7
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	39	39	37	31
	Female	25	27	26	26
	Others	0	0	0	0
ST	Male	0	1	2	4
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	20	33	40	34
	Female	12	17	15	25
	Others	0	0	0	0
General	Male	231	296	262	279
	Female	232	278	274	274
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		559	691	656	673

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Brahmananda Keshab Chandra College, affiliated with West Bengal State University, Barasat, is committed to provide a dynamic and flexible educational experience aligned with contemporary demands. As part of the university's initiative, the college operates within the framework of the Choice-Based Credit System (CBCS), allowing students the freedom to customise their learning journey according to their interests and career aspirations. Moreover, in response to the growing demand for multidisciplinary education, the university recently introduced a curriculum emphasizing interdisciplinary learning under the New Education Policy (NEP 2020) from the academic session of

	2023-24. As an affiliated college, Brahmananda Keshab Chandra College has embraced this initiative, ensuring that its educational offerings reflect the evolving landscape of higher education. As per University directives students have to opt for Multidisciplinary courses as well as Value Added courses and Skill development courses , apart from their Major and Minor disciplines, as a part of holistic learning approach under NEP 2020. The college offers a diverse range of academic programs to cater to the varied needs of students. This includes Honours/Major Undergraduate courses in 13 departments, providing in-depth study and specialization in specific subjects. Additionally, General/Minor Undergraduate courses are available in 18 departments, offering a broader foundation across various disciplines. For those seeking advanced education, Postgraduate programs are offered in three departments, allowing students to delve deeper into their chosen field. Recognizing the importance of holistic development, the college goes beyond traditional academics to offer Add on/Certificate courses that align with emerging national and global trends while also addressing local needs. These courses are designed to supplement the existing curriculum and equip students with relevant skills and knowledge for the ever-evolving job market. Thus, by adhering to the university's guidelines, the college strives to provide a well-rounded education that prepares students to excel in a rapidly changing world.
2. Academic bank of credits (ABC):	The college is currently in the process of enhancing its Student Management Software to align with the requirements of the Academic Bank of Credits (ABC) as outlined in the National Education Policy (NEP) of 2020. However, the decision to implement the Academic Bank of Credits rests with the West Bengal State University, to which the college is affiliated. As per university regulations, the college is prepared to introduce the ABC system as it has recently received a directive from the university authorities. The college remains committed to adhering to the curricula and guidelines set forth by the university while ensuring that its systems and processes are in place to accommodate any forthcoming changes in accordance with NEP 2020 directives.

3. Skill development:	In response to the growing demand for skilled workforce in both public and private sectors, higher education institutions are adapting their curricula. It's essential to equip students with not only degrees in their chosen fields but also additional skill sets for entrepreneurial endeavours. Within the Choice-Based Credit System (CBCS) as well as the NEP 2020 system, each department offers Skill Enhancement Courses, ensuring that all students complete at least two different SEC courses before graduating, with 4 credits allotted to these courses. Furthermore, our institution offers skill-based various certificate courses that align with global and local trends, supplementing the curriculum and preparing students for the dynamic job market. Key courses include: Basic Computer Literacy Courses, Soft skill development and communicative English, Basic techniques in Biotechnology, Aquarium management, Mushroom cultivation, Biomonitoring of water pollution, Detection of Food adulteration, Microbial Quality Control in Food and Pharmaceutical Industries, Introduction to LaTex for Scientific Writing, Content writing and specialised reporting, Basics of Data Analysis Faunal Diversity assessment and related issues Solving Problems related to Mathematics, Mental aptitude and Logical Reasoning Film Studies Media and Communication
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The institution integrates Indian knowledge systems into its undergraduate programs across 19 disciplines under the Choice Based Credit System. Courses emphasize Indian heritage, culture, and values, with instruction primarily in Bengali or bilingual (English and Bengali). Key initiatives include: Department of Sanskrit offers certificate course for learning Brahmi and Sarada script Humanities programs explore Indian philosophy, culture, ethics, laws, and logic. Indian language courses (e.g., Bengali, Sanskrit) delve into narratives, mythology, and folklore, imparting knowledge of Indian ethics and values. SEC courses like Ethnobotany and natural resource management offered by department of Botany delve into the rich tapestry of ancient wisdom and traditional practices, sustainable utilisation of plant resources and the need to harmonise human needs with ecological balance Celebration of International Yoga Day further fosters our commitment to holistic education and well being. Provision for Yoga and

	meditation as Value added course (VAC) into mainstream education in the newly introduced NEP 2020 syllabus and approved by our affiliating university (WBSU) aims to enhance students' holistic development, promoting physical fitness, mental clarity, and stress management but will also help to bridge the gap between traditional wisdom and modern learning paradigms. History, Political Science, and Economics syllabi include India's rich history. Certificate courses offered by the department of Philosophy delve into Indian philosophy, culture, and ethics, complimenting students' education beyond class hours.
5. Focus on Outcome based education (OBE):	The Internal Quality Assurance Cell (IQAC) has been diligently implementing an outcome-based education framework in accordance with UGC guidelines. This involves departments meticulously crafting both program and course outcomes, which are then made readily accessible on the institution's website and departmental web pages. Furthermore, instructors ensure these outcomes are integrated into their lesson plans, providing students with a clear understanding of the skills and knowledge they can expect to gain from each course. Through continuous internal evaluation, teachers are able to monitor and assess students' progress throughout the course. This process not only helps identify areas where students may be struggling but also recognizes those who excel, facilitating tailored teaching methods to meet individual needs.
6. Distance education/online education:	The institution provides ICT-based teaching and learning infrastructure, catering to both online and offline educational formats. Teachers utilize sophisticated learning management system software to effectively manage curriculum delivery, from e-learning resources to assessment . Proficiency in these technological tools as well as the other platforms available through the internet is a standard among all faculty members, ensuring their capability to deliver high-quality online education. Certificate courses offered by departments are conducted in a hybrid mode. This proactive approach to online instruction since COVID days has positioned the institution well for the online and distance education.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Electoral Literacy Club (ELC) of Brahmananda Keshab Chandra College has been created to literate the young voters who are students of this College in the month of February 2024. The NSS Programme Officer and few Faculty members supervises this ELC. The NSS P.O. who acts as the nodal officer and other Faculty members are appointed by the College. All students are members of this Club by default.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	This body includes 8 Faculty members and few selected coordinating student members who represent all the students. This Body seeks to inspire and motivate young generation of voters to participate in the electoral process. The function of motivation and developing awareness among the younger generation of voters is continuously pursued as a tool of instilling democratic temper.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	As a measure of motivating the young voters, the ELC and the NSS Unit organise Voter Awareness campaigns in the College campus and the neighborhood. An awareness campaign was held on 11th March 2024 for encouraging the student community of the College about their democratic and electoral rights. Moreover creation of Placards and posters on electoral awareness was also done by students as a part of learning about their rights.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The ELC strives to promote electoral participation through creating content about democratic values in addition to awareness drives. Campaigning for voter's awareness through Flex and placards was undertaken in the College locality in the month of March, 2024.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The process of enrollment of students in the electoral Roll is underway. The ELC is continuously promoting the registration of the students who are yet to enroll as voters.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
559	691	656	673	656

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 66

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
65	66	66	64	55

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
100.58117	60.70021	40.99286	83.20558	74.09039

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The College has an Academic Calendar, a College Routine and, department timetables of the various departments. The Curriculum is designed by the affiliating University and several faculty members of the College are members of the Boards of Studies of the various departments and are involved in the syllabus framing done by the affiliating university.

The College offers Add On Courses whose syllabus and guidelines are decided by the departments offering the courses.

Minutes of meetings of the various sub committees are regularly and meticulously maintained. Teachers maintain their individual self appraisal data as well.

Remedial classes are part of the regular teaching learning system and is a practice followed by all departments in the College. Departments also have a mentoring system in place that works by meeting and talking to students regularly and offers advice and guidance as and when required.

Regular parent teacher meetings are held. The IQAC of the College organizes them and departments also meet the parents separately updating information on students' performance, attendance, result, etc.

A continuous assessment system is in place. Internal examinations are held centrally to help facilitate smooth conduct of examinations. Class tests, viva, presentations are held as well. Several departments organize annual student seminars. The department of English, for instance, has been organizing an Annual Students Seminar since 2004 (with a gap of just one year) where students of the 2nd year (3rd/4th semester) present papers and engage in interactive discussions. Students also contribute to wall magazines, bulletins, newsletters and department journals as well.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 17

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 9.89

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
133	022	025	140	000

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The College follows the syllabus framed by the West Bengal State University to which the College is affiliated. Several components of the syllabi of several courses taught in the College include issues relevant to gender, environment and sustainability, human values and professional ethics with a view to creating a value-based all round development of students. Several activities are also organized in these areas throughout the year in the College in order to create a holistic teaching learning experience in the College.

Gender

Gender related courses are an integral component of various courses taught in the College. For instance, the English Honours programme has a special paper in semester 5 that is entirely focussed on women's writing. Also several components that focus on gender are also part of the English honours syllabus of other semesters as well. Bengali Honours curriculum also approaches gender issues through medieval and modern literature. Gender also features in the Political Science curriculum as well. The ICC of the College organizes talks, awareness programmes, film shows and poster exhibitions to sensitize students. All faculty, non teaching faculty and students are encouraged to work towards gender equity. The College takes initiatives in organizing seminars on gender related topics. A variety of community outreach programmes that include health and hygiene camps, slum adoption, etc enable exposure to real life situations. The NSS Unit of the College takes an active part in organizing these community outreach programmes.

Professional Ethics and Human Values

To create social awareness among the students, lectures and quiz contests, essay competitions, etc. are organized by the NSS and other cells/committees of the College. The College takes efforts to work towards an integration of ethical and human values through various extra-curricular activities as well. Guest lectures on value education have been organized for students, both in the physical and online mode. National festivals like Independence Day and Republic Day serve as a reminder of a feeling of being part of one country and working towards the growth and development of the country and are celebrated with great fervour in the college. Several social activities have been initiated by the college like Blood donation camps, Anti-Drug programmes, Dementia awareness programmes, Thalassemia awareness programmes, etc. The curriculum of several courses includes ideas of cultural diversity, ethics, scientific methodology, comparative study of religions, ancient and modern philosophy etc.

Environment and Sustainability

The College fosters a sustainable way of life that brings together water quality, air quality, education, healthcare, innovation and human values into its gamut. Several Add On Courses, like "Grow Your Own

Mushroom" has made it possible to bring in ideas of sustainability and growth into classroom teaching. A compulsory course on Environment studies is included in all UG programmes. Environment awareness programmes, seminars, workshops, guest lectures, industry visits and field excursions are organized. Environment Day, Earth Day and Water Day are celebrated every year. The College has an Eco Club that engages students and faculty members in several activities that have to do with the environment and biodiversity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 42.4

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 237

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 21.18

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
145	262	256	267	317

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1195	1181	1171	1171	1171

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 7.96

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
27	43	52	52	58

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
590	584	580	580	580

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 8.6

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

- The college organizes a general assembly at the beginning of the session to make students aware of the courses and evaluation process.
- All departments organise Induction programmes to make students aware of the syllabus and teaching modalities.
- Teachers of every department organize department meetings to discuss the different teaching methods specific to the syllabus, identify the slow learners, and make arrangements for their remedial classes.
- Besides the conventional lecture delivery method and chalk use, interactive method, assignment and project-based learning, the departments adopt ICT-based tools like smart classrooms, Google classrooms, PowerPoint presentations, etc. These different teaching methods enhance the students' learning process and improve the course outcome.
- Formal allotment of teachers as mentors has been introduced to establish a better and more effective relationship between students and teachers and address their academic, financial, and personal crisis.
- During the pandemic, audio-visual digital platforms such as Zoom, Google Meet, WhatsApp, Skype, etc., were used for teaching. Google Workplace and Google Classroom were extensively used to provide additional flexibility to students.
- Classroom teaching methods, both online and offline, are always student-centric. ICT tools, such as meetings and different activities, are essential in collaborative work.
- The departments, other cells, and committees organized several webinars, workshops, and special lectures.
- The college started using a YouTube channel for webinar broadcasts, which helped to increase student participation.
- A few departments also used their YouTube channels to upload tutorial lecture videos.
- After the pandemic scenario, to continue with the blended mode of teaching-learning, the institution provides the best possible internet facilities on the college campus.
- Parent-teacher meetings were also organized online and offline to communicate with the parents regarding the academic and moral improvement of the students.
- Webinar on The Students' Mental Health during the time of pandemic was also organized. During the pandemic, the teachers motivated the students to overcome the agony and the mental depression by nurturing their creative abilities.
- The library's enrichment with OPAC and N-LIST subscriptions has helped teachers and students access various journals and books.
- Many departments organize field trips and excursions as a part of the course curriculum. The Zoology, IFF, and Botany departments have yearly field study programs for the students. They also visit different research institutes and industries.
- Apart from the science departments, departments of Political Science, Economics, and Philosophy have organized educational tours for the students' practical experience.
- Poetry Reading Session organized by the Department of English is an event where all students, irrespective of any stream, are invited to read their self-composed poems. This event encourages the students to become budding poets who get a platform to express their thoughts and enhance their creative ability.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 95.76

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
66	66	66	66	66

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 89.56

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
59	59	59	57	49

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The constitutive part of the teaching-learning process is accomplished with the internal examination's pivotal role in the new CBCS syllabus. The college follows an evaluation structure directed by West Bengal State University.

- Along with the regular Unit Tests, the Project-based evaluation and Home Assignment are also a part of the evaluation process. This helps to identify the weaknesses of students.
- To encourage participatory learning, various departments organize seminars for students who get the provision to participate and present papers, too.
- Wall Magazine is a regular activity for a few departments that encourages students to engage with different topics and themes.
- For the Science department, regular practical sessions play an important role in continuous assessment.
- PG departments of the college have introduced seminar presentations as a part of assessment in their curriculum.
- During the pandemic, besides the teaching mechanisms, the departments have continued their internal evaluation process through online platforms like Zoom, Google Meet, Google Forms, and Google Classrooms. Both descriptive questions and MCQ patterns were taken up as the means of assessment. The MCQ pattern's auto-generated marking system helped maintain evaluation transparency.
- The practical-based departments have given practical internal examinations through online viva voce through video calls on online platforms.
- In matters of grievances related to assessment, they were immediately addressed by the respective faculty of the departments.
- The Academic Calendar is prepared and circulated among all institution stakeholders during the

commencement of the session each year, mentioning the dates of the Mid-term, Internals, and End-semester examinations, which helps the teachers deal with the syllabus in the stipulated time. Also, it helps the students to prepare themselves for examinations.

- The academic calendar also has the dates of different college activities like annual sports, student freshman welcome, and college socials by the college's students' union.
- An academic calendar for PG departments is also prepared for the convenience of the respective departments.
- The individual departments also take the initiative to put the examination notice on notice boards specifying the dates of the examination, and the students get notified by uploading them on the college website and sharing them with the different WhatsApp student groups.
- The university conducts the End-semester examination. The dates and external venue of the end-semester are notified on the university website, which is further uploaded on the college website.
- Grievances related to the end-semester examination also get addressed by the Grievance Redressal Cell, who additionally help the students apply for revising the answer scripts and file RTI if required.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

During the assessment period the college has offered 13 undergraduate Honours Programs, 2 undergraduate General programs and 3 Post graduate Programs (M. Sc. In Botany and Mathematics introduced in 2017 and M. Sc. in Physics in 2022). At the end of all programs, the students will be able to

- recognize role of education in life and society.
- apply basic knowledge for addressing social, economic, and environmental problems.
- design and carry out experiments as well as accurately record and analyze results of such experiments.
- demonstrate problem solving skills, critical thinking and analytical reasoning.
- communicate results of project work in oral, written and electronic formats to both scientific community and the public at large.
- explore new areas of research in specific subject and allied fields individually as well as a part of a team.

Programme outcomes (POs), programme specific outcomes (PSOs) and Course Outcomes (COs) for all Programmes offered by the institution (following the curriculum of all the programs framed by the West Bengal State University) are prepared by the teachers according to UGC guidelines and keeping in mind the hierarchical model of outcome-based education.

POs and COs are displayed on the website. At the General assembly for 1st Semester students, Programme outcomes are also communicated by the Principal. During induction program organized by departments individual course outcome is explained and communicated properly to the students. PSOs and COs are also discussed at Parent- Teacher meetings.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The evaluation of attainment of PSO and CO is primarily made based on the performances of the students in summative and formative assessments in the courses.

- Formative assessment is used throughout an instructional period to treat misconceptions, struggles, and learning gaps.
- Summative assessment of student learning, knowledge, proficiency, or success after a program on various courses is made through the continuous assessment (internal examination) and end semester examination result of the affiliating university.
- Student wise attainment grades of different courses are calculated. The weightage given to internal examination marks is 20% while the weightage of the end semester marks is 80%.
- The course outcome attainment index for individual is based on some benchmark values. The threshold percentage for individual course attainment is taken as 40% i. e. pass marks.
- The overall course outcome attainment index is based on some benchmark values. The threshold percentage for overall course attainment is 50%.
- If less than 50% students of the class score at least 50% marks, attainment score of course is one, and the score varies between 2 to 4 depending on the percentage of students attaining 50% on CO.
- The course outcome attainment values along with the course outcome program outcome mapping helps in evaluating the course and program outcome and the overall attainment of the subject.

The student progression into higher studies, placement records and their achievements in other activities also indicate successful attainment of programme outcomes and course outcomes.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 88.53

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
132	188	167	166	96

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
171	189	167	175	144

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.63

File Description	Document
Upload database of all students on roll as per data template	View Document

2.7.1

Online student satisfaction survey regarding teaching learning process

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 4.29

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

2022-23	2021-22	2020-21	2019-20	2018-19
1.87	0	0	2.25	0.17

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

1.IKS initiatives

Oral Knowledge Transmission:

- BKC College preserves the tradition of oral knowledge transmission.
- Self-written poetry reading sessions and debates provide platforms for sharing wisdom and insights.

Cultural Celebrations:

- Collaborative academic endeavors celebrate ancient Indian culture and heritage.
- Cultural events engage students and faculty with India's rich traditions.

Value Education Programs:

- BKC College emphasizes value education, fostering ethical values and holistic development.

Webinars on Indian Philosophy and Ethics:

- National and international webinars explore the relevance of Indian philosophy.Comparative discussions on Indian and Western ethical perspectives enrich students' understanding.

Add-On Courses Addressing IKS:

- BKC College offers specialized add-on courses focused on India's cultural, philosophical, and ethical heritage.

2. Creation of IPR Cell, IPR Awareness and Outcome:

The college established an IPR cell and incubation center under the broader umbrella of the Institutional Innovation Council (IIC).

Key activities include:

- Seminars under NIPAM (National Intellectual Property Awareness Movement).
- Orientation sessions on translational research and bio-entrepreneurship.
- A national level seminar and poster competition on the "Scope of Intellectual Property Rights."
- Hosting an Add-on/Certificate course on IPR to raise awareness.

Outcome

- The IPR policy, framed subsequently, serves as a protective framework for intellectual property rights while fostering innovation and collaboration.
- Notably, the college successfully filed a design patent for the "Formulation of Organic Fish Food for live-bearer ornamental fishes."

3. The Incubation Center has yielded several impactful outcomes:

Mushroom Cultivation:

- The college has rapidly developed expertise in organic mushroom cultivation, benefiting collaborating institutes, panchayat-level initiatives, and NGOs by imparting training to them.
- The Training programs and knowledge dissemination contribute to sustainable agricultural practices.

Bioenzyme Production:

- The center was actively engaged in bioenzyme production through organic wastes. These enzymes find applications in the formulation of eco-friendly household cleaning solutions, plant nutrients sprays etc. Thus, addressing agriculture and waste management.
- Design Patent for Organic Fish Food:

- The faculty and the student group working under BIRAC project was granted a design patent for the "Formulation of Organic Fish Food for live-bearer ornamental fishes." Vide patent office journal no. 12/2024 dated 22/03/24
- This innovative solution promotes fish health while minimizing environmental impact.

Guppy Fish Utilization for Dengue Prevention:

- Leveraging guppy fish for dengue prevention showcases creative thinking.
- Guppies are known to consume mosquito larvae, contributing to disease control.

Other initiatives for knowledge creation and transfer:

Support for Doctoral Research and Projects: College encourages faculty members to pursue doctoral degrees (PhD) and promotes publications in various channels incuding UGC care listed, Indexed journals, peer-reviewed journals etc. Students are also encouraged to publish their works in reputed journals.

Job readiness and capacity building for students: IQAC with Career counselling cell regularly organizes activities through career fairs, MSME visits, career counselling and offering courses apt for job readiness.

It also organizes various seminars on research methodologies for upskilling; seminars to explore relevant social issues and perspectives, introduced several Certificate and add-on courses to enhance practical skills, organized faculty development and capacity building workshops, skill development programs for faculty and non-teaching staff, health initiatives through awareness camps and seminars

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 85

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
18	14	26	17	10

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.65

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
11	09	11	09	03

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.83

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
25	18	06	04	02

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Response:

The college, through its various Committees and Cells; NSS, SAP, ICC, Equal Opportunity Cell and TC Council is engaged in several outreach initiatives in the local community to generate social awareness and contribute to the holistic development of students.

Community Service Projects:

The **NSS** is actively involved in community work like Special Camp for social welfare activities in the adopted Slum viz Sanitation drive, educational Kit Distribution, health check up camps rehabilitation programs for Slum inhabitants in the adopted slum area in Baranagar locality.NSS regulars holds special camps for Community like eye check up camps, thalassemia blood screening camps.

The **IQAC** is involved in special community outreach awareness campaigns and interactive drives on dementia, mental health where local community is invited.

The **SAP committee** of the College works tirelessly promoting environmental conservation activities in the college and in its neighbourhood.

The **Internal Complaints Committe** of the College works relentlessly in promoting gender sensitation issues.

The **NSS volunteers** are actively involved in volunteering activities as a part of logistics, transport and hospitality for the Government of West Bengal.

Awareness Drives and Campaigns :

1. *Social Awareness* : To nurture social awareness on various national issues ,the students regularly participate in awareness campaigns and drives on National Consumer Awareness , Disaster Management.
2. *Instilling Nationalism* : To promote awareness on national integration and concepts of secularism, democracy, the College students regularly celebrate and participate in Campaigns initiated by the Government of India like Har Ghar Tiranga ,birthdays of freedom fighters, National Days like Independence Day, Republic Day
3. *Environmental Awareness* : The SAP unit of the College regularly organizes different drives like ban plastic campaign, Water Preservation drive , Tree Plantation drive,Sanitation drive. The College boasts of a biodiversity zone in the Campus namely '**the Janaki Ammal Grove'.**
4. *Health Awareness* : The NSS unit organizes Community education and medical camps and awareness programs viz. social awareness about HIV-AIDS, Cancer , thalessemia
5. *Science Awareness* : The College is actively involved in promoting science in the community through National Science Day Celebrations where local school students are invited to visit the College as a part of endeavor to impart scientific knowledge
6. *Gender Sensitization* : The ICC holds Workshops on awareness of women's rights, health and celebrating the the International Womens' Day through talks, poster campaigns, debates.

Social Responsibility Activities:

The organization frequently plans fundraising activities for charitable purposes .The Teachers Council of the College has made a significant contribution to Bikashayan ,an NGO ,working for persons with special needs.

Outcome

Involvement of students directly in community service and outreach activities helps students   in inculcating :

- A special bond with those people or organizations being served.
- Boosts self-confidence, self-esteem, and a sense of accomplishment

- Connections with professionals and community members help the students in learning and career opportunities Greater sense of personal efficacy, personal identity, compassion.
- Improved social responsibility and citizenship skills
- Greater interpersonal development, particularly the ability to work well with others, and build leadership and communication skills

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Response:

The NSS unit of the College is actively involved in community outreach social welfare activities in the neighborhood and the adopted slum.

The SAP team works tirelessly in green initiatives, sanitation and energy conservation drives.

Award for the NSS Volunteers :

Certificate from Government of West Bengal :

- Appreciation certificate for NSS volunteers for assisting in management of Control Room, Logistic, Transport, Hospitality In Govt. of West Bengal event (Credit Card Distribution Ceremony Program)

Award for the Institution

- The Institute has received recognition for Social Entrepreneurship, Swachhta & Rural Engagement Cell (SES REC) for implementation of SES REC action plan and constituting ten working groups for improving facilities in the campus and the community/ adopted villages by MGNCRE-MoE-GoI.
- The Institute received District Green Champion Certificate for North 24 Pargana District for the year 2020-21 from MGNCRE-MoE-GoI.
- The Institute has been recognized as a member of Beat Covid Campaign initiative of MGNCRE, Hyderabad
- The Institute has been recognized as Nodal Centre for Indian Institute of Remote Sensing (IIRS) Outreach program on GIS and Remote Sensing.

Award for the Faculties

- Dr. Santanu Debnath, Environmentalist of the Year, International Foundation for Environment and Ecology in year 2019.
- Dr. Santanu Debnath, Young Faculty Award Recognition as meritorious Faculty from International Benevolent Research Foundation in year 2022.
- Dr. Papia Chakraborti, Outstanding Teacher Award Excellence in Teaching, Presidency University, Kolkata during the session 2022-2023.
- Dr. Anirban Barman, Swami Vivekananda Youth Services Award Meritorius Youth Service , Indian Academic Researchers Association (IARA) in the year 2022.
- Dr. Shampa Bhattacharyya, Sampriti Samman, Research and publication in women studies, theatre, Sampriti Academy, Milonbithi in year 2023.
- Dr. Biswarupa Ghosh, Coordinator for Online Training Courses conducted by IIRS , ISRO Dehradun

Award for Students in

- Sports
- Cultural
- Science
- Entrepreneur
- Literature

Award to Students

- **From B.K.C College Alumni Association**

The Alumni Association has instituted academic prizes for students topping in honours subjects at the university examinations.:

- Dipsikha Kali Smriti Puroshkar for highest marks scorer in Bengali Honours.
- Prof. Â Nirmalendu Mukherjee Smriti Puroshkar highest marks scorer in Bengali Honours with first class and Chemistry Honours with first class.
- Dr. Sabita Dutta Mazumder Memorial Award highest marks scorer in Mathematics Honours.
- Prof. Birendralal Lahiri Smriti Puroshkar highest marks scorer in Science Group.
- Highest marks scorer in Chemistry Honours.
- Dr. Satyajit Kali Smriti Puroshkar highest marks scorer in Zoology Honours.

- **Debanjana Singha Roy Medal and prize (Topper in Chemistry Honours)**

 Dipro Sarkar in 2022

 Soumyadip Bhawmik 2023

- The college awards prizes and certificates every year to meritorious student and to students who excel in cultural activities and sports. The **Internal Quality Assurance Cell (IQAC)** has introduced a special award, **"Student of the Year"** annually for an all round meritorious student.
- **Special Appreciation and prize money from B.K.C College Staff Cooperative Society for**

Credit Society Limited

- For toppers in Science and Humanities

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 22

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
05	05	02	05	05

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship,

on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 19

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

- Brahmananda Keshab Chandra College covers a total area of approximately 6 acres. It comprises of a three storied main building, an Annex building, a three storied Women's Hostel, staff quarters and a large, fenced, lush green playground, measuring about 8651 sqmts. The buildup area accounts for 5367 sqmts. which includes the main building, annex building and the Women's Hostel.
- The campus is under CCTV surveillance and is enabled with Wi-Fi connectivity. Attendance of all staffs is maintained through Biometric System. Availability of EPABX facility for internal communication.
- There are 39 well ventilated and Wi-Fi enabled classrooms, of which 12 classrooms have ICT facility with fixed projection system and two are smart classrooms. There are 2 movable-projectors which are used as and when required. Large classrooms are used for organizing seminars/conferences, university-examinations. Amongst the 39 classrooms, 5 were added in this tenure to cater to the class requirements as per CBCS-curriculum. An ICT-enabled Conference Room is available for holding meetings.
- Science departments possess a total of 20 well-equipped laboratories including the computer laboratories. The departments of Physics, Mathematics, Computer science, Fishery Science, Chemistry, Zoology, Botany and Molecular Biology and Biotechnology have 4, 1, 1, 1, 5, 2, 5 and 1 laboratories respectively. Sufficient number of instruments were purchased for the commencement of Postgraduate course in Physics in this tenure and also the Hiralal Chaudhury Laboratory was established by the department of Fishery Science.
- The college boasts of a Central instrumentation Facility funded by DBT-BOOST equipped with sophisticated instruments for research for all life science departments and a well-equipped Chemistry research laboratory funded by UGC.
- The college has gained authorized subscription for G-suite and Zoom for conducting online classes, examinations, events, and meetings etc. especially during the COVID-19 pandemic period. The college has its YouTube channel (https://www.youtube.com/@bkccollege_classroom1687), a facebook (https://www.facebook.com/profile.php?id=100064008216899&mibextid=ZbWKwL) and an instagram account (https://www.instagram.com/bkc_college?igsh=MXh3b3RkNjVxbHF1MA==) and a twitter handle (https://twitter.com/BKCCollege) of its own.
- The Central library is automated and has a huge collection of books (18755) including rare books and is also subscribed toN-LIST. All departments have seminar libraries with books of regular

need.
- There is a gymnasium (33.5 sqm), a two-wheeler stand, a canteen facility and common rooms for boys and girls with facilities of indoor games. West Bengal State University hosted an inter-College Table tennis and Chess competition in 2018-19, 2019-20 using this infrastructure.
- The Janaki Ammal Sacred Grove is maintained as a carbon sink along with a medicinal garden beside it. Solar panels (15 KWP) in the roof-top for eco-friendly renewable energy source, a Rainwater harvesting system for water conservation and a Vermicomposting pit are available.
- There is a Reprographic Centre and a Backup generator facility (24KW).
- Wheel chair and ramp for differently abled persons , separate PWD toilets for men and women and sanitary napkin vending machine in women's toilet are available.
- There is an incubation centre for mushroom culture, an office each for the Career Counselling and Placement Cell, Institute Innovation Cell and NSS Unit.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 19.58

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
27.02	20.15	3.76	6.67	12.81

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library, located in 2nd floor is spacious covering an area of 157.8 sq mts with approximately 18755 books, including good number of rare and old books. The number of books in the library is on the increase owing to annual purchases, keeping in view the changes brought about in the syllabi of various subjects and the needs of the students. Moreover, departmental libraries are there for each department. From 2018 to 2023 library procured 399 books, received 133 books as donation and 1044 books through UGC Research Projects of faculties. The library is open during usual college hours.

The Library has reading space which is used by students and faculties. There is a separate display for newspapers and separate almirahs for stacking of journals.

Library Automation

- Library is automated fully using ILMS Koha software (3.14 version) which was installed in 2016. Recently the software has been upgraded to Version 23.05.04.
- This software has been cloud hosted in 2022. The entire library collection is being processed into the database.
- In the month of February 2023 OPAC (Online Public Access Catalogue) service has been introduced to our members. Through this they are able to know which books are available in our college library.
- Automated circulation of books for users has been initiated from 06-02-23.
- Automated Library attendance is mandatory for library users, initiated in the month of February 2023.

Access control system

- The entire library (Reading Room & Stack Room) is under CCTV surveillance.
- Library is enabled with LAN, Internet connectivity and Wi-Fi system.

E- Services

- Our college has continuous institutional membership of N-List and students and teachers can use e-Journals & e- Books services through it.

Book Fairs and Seminars:

- A book fair (30.07.19 ? 0308.19) was organized in the library reading room in collaboration with IQAC where Parul Prakashani, a leading publisher participated. The library as well as many

students and teachers purchased books according to the needs.

- To educate our students and faculties towards new books on their subjects a book fair was arranged for two days (11th& 12th May 2023). Total 9 publishers (Paschimbanga Itihas Sansad, Alphabet, K.P.Bagchi, Setu, Book Post, Progressive, MRP Book Distributor, Books & Allied LTD., Avenel) displayed their books on various subjects.
- To celebrate World Books & Copyright Day (23.04.2023) the History Department and The Library of our college and PCM Mahavidyalaya in collaboration with Paschimbanga Itihas Sansad organized a Seminar on the topic "Past & Preserve: Use of modern technologies in archives and library".

Library Induction Program

The Central Library had arranged an induction program for 1st Semester students of the session 2023-2024 on 10th August'23. They were given 'Hands-On' training on computerized attendance system and searching process of books through OPAC.

Training programs for Library Automation Software 22-23

Two training programs on 5th July 2022 and on 5th January – 6th January 2023 were conducted by Avior Technologies pvt ltd which were attended by faculties and library staff.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Brahmananda Keshab Chandra College consistently emphasizes on providing adequate IT facilities for academic as well as administrative support and ensures maintenance and up-gradation of these facilities. Around 7.64 % of total expenditure is used for this purpose.

- **Network and Connectivity:**

Main building and annex building is currently enabled with internet services of 100 Mbps bandwidth working with a system of 22 routers. Parallel services are taken from Alliance and BSNL broadband for better connectivity. Separate services from Alliance broadband are provided to Women's Hostel. Computers of Principal's Office, student's section, Library and different departments are also supported by LAN facilities. An EPABX system with 25 receivers is available. All these are duly monitored by technical assistants.

- **Vigilance**

A total of 37 CCTV cameras are installed in the campus and Women's Hostel for better surveillance. Attendance of Staffs are monitored through the biometric system.

- **ICT and Computer Facility**

The College has a total of 14 ICT enabled classrooms including 2 smart rooms and also a Conference room. This facility has been increased over the years with only 9 ICT-enabled rooms that were present in 2018-2019. Additionally, we have 2 movable projectors which can be used as and when required.

The College has a total of computers, of which 41are used for students as well as faculty.During the last 5 years we have added a total of 17 desktops and laptops to the existing ones.Computers and printers were purchased from the MPLAD fund for commencement of Post Graduate course in Physics.

Old and irreparable computers and other e-wastes were discarded through Hulladeck in 2022-2023.

- **Softwares and e-resources**

The College Automation System (CAS 7.1) developed by Aidni Infotech Pvt. Ltd is used for admission and student administration and Online Admission Software (OAS) is used for the admission of 1st semester. Post graduate result is prepared in Smart ERP module.

The College accounts are maintained by Tally Prime. To access this software remotely Biz-Analyst, an add-on software for Tally Prime was purchased during pandemic.

Library is automated fully using ILMS Koha software (3.14 version) which was installed in 2016. Recently the software was upgraded to version 23.05.04 and has been cloud hosted in 2022. The entire library collection is being processed into the database. Online Public Access Catalogue service has been introduced from February2023. Automated circulation of books and library attendance for users has been initiated from February 2023. Library has subscription to N-LIST.

The College had been registered with G-Suite (08.09.2020) and ZOOM software (18.09.2020) and also with a YouTube channel (https://www.youtube.com/@bkccollege_classroom1687) in 2020 which were extensively used during the Pandemic.

College has an online Feed-Back system for stake holders.

- **Website**

The website of the college (www.bkccollege.org) was upgraded to a new website with a new domain

name (https://bkcc.ac.in/) in 2022-2023.This website is maintained by Infotech-lab under the guidance of the web-site subcommittee.

AMC services:

The AMC services of different software, computers, water filters, CCTV, EPABX, AC machines, pest control and sophisticated instruments are renewed annually.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 13.63

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 41

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 8.27

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

2022-23	2021-22	2020-21	2019-20	2018-19
9.199	6.70	6.60	3.19	4.06

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 25.04

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
170	198	176	141	125

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: C. 2 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 38.49

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
241	295	113	396	200

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 27.78

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
40	63	63	42	27

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
171	189	167	175	144

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 2.62

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
7	4	4	1	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

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 last five years

Response: 39

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
11	7	3	8	10

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 14.4

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	19	14	12	10

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

An institution is usually known by its students. The accomplishments of students enlighten the stature of the college. Brahmananda Keshab Chandra College takes pride of a huge number of successful former students, who shine in different spheres of life— as teachers, professors, VC, principal, scientist, librarian, percussionist, critic, voice artist, civil servants, govt. personnel, political personalities etc. and also serve the purpose and stand for the cause of their Alma Mater. Since the establishment, former students of Brahmananda Keshab Chandra College have been extending the hands of support to their Alma Mater.

The Alumni Association of the college, 'B.K.C. College Praktani Samsad', was established in 1999. A marble bust of Brahmananda Keshab Chandra has been installed by the Praktani Samsad in the College premises.

The Samsad holds its general meeting at regular intervals. The Association arranges Seminar, Symposia and cultural programmes every year and also brings out an annual magazine.

Later the name of the Samsad was renamed to B.K.C. College Alumni Association.

The Alumni Association of Brahmananda Keshab Chandra College is functioning since 2013-14 in the name "B.K.C College Alumni Association" and is registered under Registration of Societies W.B. Act XXVI of 1961 with Regn. No. S/2L/7714 of 2013-2014. The Association has been active for many years and organizes various programs and lectures. The Alumni Association gives awards every year to toppers from the College.

It has instituted academic prizes for students topping in honours subjects at the university examinations.:

- **Dipsikha Kali Smriti Puroshkar for highest marks scorer in Bengali Honours.**

- **Prof. Â Nirmalendu Mukherjee Smriti Puroshkar highest marks scorer in Bengali Honours with first class and Chemistry Honours with first class.**

- **Dr. Sabita Dutta Mazumder Memorial Awardh ighest marks scorer in Mathematics Honours.**

- **Prof. Birendralal Lahiri Smriti Puroshkar highest marks scorer in Science Group.**

- **Highest marks scorer in Chemistry Honours.**

- **Dr. Satyajit Kali Smriti Puroshka highest marks scorer in Zoology Honours.**

- **Debanjan Singha Roy Medal and prize(introduced recently).**

The association expends Rs. 30,000 on the prizes mentioned above.

In the Annual General Body meeting, new Executive Committee of the Association is elected at regular interval.

The Association celebrates the college foundation day(27thJuly) every year. On 23rd January, 2020 Brahmananda Keshab Chandra College organized a college reunion along with the Alumni Association of the college in a grand manner. An extended executive committee members of B.K.C. College Alumni Association assembled at college on 14/05/2022 to celebrate the inauguration ceremony of a new book "Baichitrapurna Anandamoy Smritite Bhara Amar Jiban". Apart from the regular annual events, the association has also organised a cultural competition in the memory of the association's former secretary Kamal Basu on 29th September, 2020.

The Alumni Association aims to establish a healthy and fruitful relationship between the existing and the former students to strengthen the existence of the College. Brahmananda Keshab Chandra College Alumni Association continues to inspire through multiple activities manifesting the true essence of humanity, and expecting to proceed towards the aim sought.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Response:

Brahmananda Keshab Chandra College is a Government sponsored college and recognized under section **2(f) and 12 (b) of the UGC Act**. It is currently affiliated with the **West Bengal State University,** formerly [1956-2009] affiliated with the **University of Calcutta**.

Vision:

To achieve excellence in higher education & provide comprehensive education so that students are equipped with knowledge, skill and values to face the future challenges.

Mission:

Brahmananda Keshab Chandra College believes in imparting education in a holistic environment that works to foster a student's all-round growth and development.

- **To develop an effective teaching learning process that encourages to nurture innovative thinking and creativity among the students.**
- **To provide a dynamic and flexible educational experience in response to the growing demand for multidisciplinary education, students are provided free choices for Multidisciplinary / Value Added courses, apart from their Core disciplines under both CBCS & NEP 2020.**

Perspective plan for Institutional Governance to fulfill the vision & mission:

The College is governed by the Statutes of affiliating University and Regulations of UGC. The leadership and governance of college ensured an environment conducive for attaining the **vision** and the **mission** of the college based on policies of participative management in decision making & implementation by the Governing Body in coordination with Principal and the IQAC. From various institutional activities and practices, **Implementation of NEP-2020 & Sustained Institutional Growth are perceived**.

Implementation of NEP-2020:

NEP-subcommittee & **Academic-subcommittee** work jointly for Successful implementation of NEP-2020 following University guidelines.

Several **certificate/Add-on/ Value Added Courses** are introduced to develop Holistic, Multidisciplinary Education and professional skills.

Research/Consultancy & Developments are monitored by **Research & Development Cell** and Incubation center, Intellectual Property Right cell, etc. under **Institution Innovative Council**.

Equal Opportunity Cell, NSS and Internal Complaint Cell, Students Grievance redressal cell, Anti-ragging cell, **Divyangjan Welfare committee** etc. are working for imparting Diversity & Inclusive education with social & moral responsibility.

Sustainable wi-fi enabled campuses facilitate use of **ICT in teaching - learning-examination financial & administrative** affairs of 3-PG & 18-UG-departments.

Sustained Institutional Growth:

Extending Academic infrastructure: Completion of Annex building for **new classrooms**.

Commencing PG-Course in Physics from 2022-23 in newly developed facilities.

Implementation of **Academic exchange** with other Institution under MOU & also interdepartmental faculty exchange for optimal use of human resources.

Participation in '**India Rankings 2024**' with Active **NIRF-Cell**.

Utilization of Green Energy from rooftop solar-panels & Installation of **Rainwater Harvesting System.**

Participative management by decentralization:

Policies adopted by GB are based on recommendations of IQAC and TC. Principal, IQAC & HODs implement the policies for management of administration.

Faculties actively participate in planning and execution of different academic and administrative policies as Coordinator/member of sub-committees/Cells of Teachers' Council approved by GB [Vide *Organogram*].

Teaching Learning Processes are mainly student centric based on their participation in academic, extra-academic, co-curricular, extension/outreach activities.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Functioning of the institutional bodies:

College has been functioning and deploying services as per Statutes of the WBSU. Service rules and regulations are in accordance with the UGC-MHRD mandates and Department of Higher Education, Govt. of West Bengal. The **Governing Body**, with the Principal as the secretary, governs the overall management of the college in compliance with the opinion of the majority of the members. Major decisions on financial, development of infrastructure/academic, admissions & administrative governance are taken in the Governing Body Meeting in compliance with recommendations/initiatives of IQAC, Teachers' Council & sub-committees.

The **Academic Subcommittee** with **Routine Sub-committee** helps for distribution of class and constructs a **master routine**, which is supplemented by the **departmental routines**. The Academic Subcommittee also supervises and **monitors examinations** of College/University.

The **Admission subcommittee** supervises admission procedures of UG and PG-students following the University norms & Govt. reservation rules.

The Finance Committee, the **Purchase Committee** works together for fund utilization, monitored by the Principal and Bursar of the college.

The Building Committee prepares plans to oversee infrastructural development.

NIRF-Cell functioned successfully for participation in **'India Rankings 2024'.**

For all round development and to incorporate leadership qualities among the students **NSS, Swachhta Action Plan, Sports and Cultural Sub-Committees** encourage our students for active participation in different social, co-curricular and extra-curricular activities.

The Library Advisory Committee supervises **Library activities** with more than 21000 books and Library automation system using ILMS Koha software [Version 23.05.04] and OPAC service.

Newsletter reflecting reports on major events/news in college website are published biannually.

Subcommittees/cells are operational with active participation of Faculty members as convenors/members. IQAC takes the responsibility of quality assurance in respect to the overall performance of the institute.

Creation of new facilities:

- Extension of academic infrastructure through Completion of Annex building.
- Green Energy Installation,
- Introduction **PG-Course in Physics**,

- Uplifting of floor level & specially designed toilets for handicapped students,
- Installation of Rainwater Harvesting System.

Renovation/upgradation of Existing Facilities:

- Development of PG laboratory for Physics,
- Development of new Laboratory for Industrial-Fish and Fisheries (Fisheries Science),
- Renovation in Library through Upgradation with OPAC services,

New Developmental Plans:

- New **PG-Courses** in Humanities subjects,
- Museum & Archive in library in collaboration with Department of History
- Set-up of distance education centers are in our academic planning.
- Installation of lift facility for main building,

The Service rules & Procedure of all appointments are maintained as per norms of the UGC, affiliating University[WBSU] and Govt. of West Bengal. The **promotions of the teachers** are processed under the supervision of IQAC and approved by the Governing Body and Higher Education Department, Govt. of West Bengal.

The appointment policy: Teaching and non-teaching posts are created by the Govt. of WB followed by ROPA authentication & requisitions. Then appointment letters are issued with proper approval of GB after getting recommendations from WBCSC. Joining of incumbent & subsequent pay fixation and confirmation of service are approved by the GB.

Vacant seats in UG and PG courses are filled up maintining proper procedure.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance appraisal system:

For staff members there are

- Teachers' **Self appraisal Report** Dairy
- All round Performance Appraisal System of faculties
- Performance Based Appraisal System (PBAS) of faculties for Career Advancement Scheme (CAS) are objectively verified by the IQAC Coordinator and the Principal.
- Self-appraisal Diary for non-teaching staff.

Welfare Measures:

- "West Bengal Health Scheme for the Beneficiaries of Grant-in-aid Colleges and Universities 2017," availed by regular & in-service teachers and librarian. The medical reimbursement proposals are forwarded with Principal's recommendations to the DPI.
- Health related awareness program and medical checkups (eye testing, Thalassemia screening) are organized time to time.
- The College has facilities like first aid kit, blood pressure machine and wheel chair.
- The faculties are allowed to participate in the training, OPs, RCs and workshops assisting employees' career advancements thereby enhancing the quality and overall efficiency of the institution.
- Time to time online and offline training program on new technology are arranged for the staffs to enhance their professional expertise and hands-on knowledge.
- TA/DA as per rules are given to the employees whenever deputed for institutional assignments.

- Festival allowances are provided to casual staffs from college account and festival bonus are arranged to eligible non-teaching staffs according to government rule.
- Festival loan as advance from college account is arranged to non-teaching employees on request with 0% interest and is recovered the same in easy EMI installments.
- Loan facilities from Government Provident Fund are made available when required by employees as per government rules.
- Easy loan facility is available under **B.K.C. College Staff Cooperative Credit Society Ltd.** registered under West Bengal State Cooperative Act ,1993.
- Participation of the teaching and nonteaching staff are encouraged in Annual sports, cultural programs, seminars, etc.
- Book fairs are organized by Library.
- Staffs are encouraged to published their Creative writings in our college Magazine 'Lekhamanjori'.

Retirement Benefits and Leave Rules:

- The institution for the benefit of employees implements GPF, Gratuity and Encashment of Earned

Leave for retired employees.

- The employees of the college are eligible for casual leave and earned leave as per WBSU Statutes.
- Maternity Leave, Child Care Leave and Paternity Leaves are also granted to the faculty members as per requirement.
- Duty Leaves are granted to faculties to participate in various Academic Conference/courses as per Government norms.
- Study Leaves are also sanctioned as per requirement.
- Duty leaves are granted for performing college related works.

Support facilities:

- Computer facilities are provided to each department, office, account section for regular academic and administrative work.

- EPABX facility, Wi-Fi connectivity is available in whole campus.

- Maintenance support is provided to different machines (Aqua Guards, CCTV etc.) and equipment, Software's (Koha, CAS), etc.

- Campus is under CCTV Surveillances for boosting security services.
- Good number of books are available in Library for lending and reading in a peaceful space of Library.
- In campus subsidized Canteen is available for all.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 1.58

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 17.92

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	16	21	08	17

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	20	22	23	26

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Our college is Government Sponsored (Grant-in Aid) College and is affiliated to West Bengal State University. The financial resources are available from State Government of West Bengal and college fund.

The institution mobilizes the funds from salary Grants, non-salary grants, fee collection from students.

Time to time college obtained development grant from MPLAD and Higher Education, WB.

College utilizes overhead charges of major research project and consultancy for development of Laboratories.

Often college generate funds by conducting different academic events through registration charges.

All the transactions and expenditures on recurring or non-recurring incurred through the banks, online

transactions mode, PFMS, cheques and vouchers. Various software systems as part of e-governance are used for financial transparency and accountability.

Institution has established defined procedures and processes for planning and allocation of financial resources.

- The institution has developed strategies for mobilizing resources and has ensured transparency in financial management of the institution conducting regularly internal and external financial audit.
- Financial matters are routed through Accountant and monitored by the Principal in consultation with Finance committee of Governing Body.

- The Finance Committee of Governing Body prepares the annual budget every year by taking into consideration of recurring and nonrecurring expenditures.

- **The college has constituted separate Purchase committee governed by the Principal, Bursar and the members of purchase committee.** Regular meetings are conducted for the financial evaluation such as fund generation, mobilization and utilization.
- Most of the purchasing and maintenance are done according to the decision of purchase committee. Prior to attaining of items and services tenders inviting quotations are uploaded in college website. Decisions are taken in purchase committee meeting comparing price and quality of requisite items mentioned in received quotations in usual manner.
- The bill payments are passed after testing & verification of items or services.
- Only GB approved authorized members of the institution operate the transaction through bank.
- Transparency is maintained throughout the entire process and allocated funds are optimally utilized. For each Government funding Utilization Certificates prepared by Government registered Chartered Accountant is submitted within stipulated period.

- All the financial transactions are properly analyzed and verified by the Principal, Accountant, and Bursar.

- IT and GST returns are submitted every year within the stipulated filing date.

- It is a continuous process in which a government registered Chartered Accountant is appointed by the institution to conduct regular audit of all college accounts and certifies its Annual Financial Statements. All utilization certificates of various grant giving agencies are also counter signed by the CA. All financial statements up to current year 2022-2023 have been certified by the CA for the purpose of **internal audit** .
- The **external audit** is carried out by an auditor appointed by the Govt. of West Bengal. External

audit for the F.Y. 2018-2019 and 2019-2020 are done.
- Finally, all the reports are placed before the Finance Sub-committee and endorsed by GB.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Since its inception the IQAC has played a very important role to consistently improve the performance of the institution by monitoring and taking necessary actions with a view to improve available facilities for its stakeholders.

- The IQAC also monitors the academic and administrative activities of the college. Our college performs **Academic & Administrative Audit, Green Audit, Energy Audit and Gender Audit** under the supervision of IQAC.
- It prepares Annual Quality Assurance Report (AQAR) as per guidelines of NAAC.
- IQAC takes initiatives to finalize a comprehensive **Academic Calendar** at the beginning of the academic session.
- **Academic Plan** is prepared by the departments on the basis of Academic Calendar. A consolidated and Structured **Routine** is prepared for each semester by the routine committee under the supervision of IQAC. **Mentor, mentees** for each class are set to guide the students properly.
- The IQAC had also developed CO-PO modalities that helps teachers to frame teaching methodology with futuristic approach for improved learning outcomes.
- IQAC also implemented Learning Management System (LMS) in the institution to ensure quality learning among the learners through centralized study materials, video lessons and academic plan.
- The IQAC of the college gives primary importance to **career guidance** of students by organizing career fairs, seminars and direct placement events through the Career Counselling and Placement

Cell.

- To increase academic industry interaction IQAC conducted student **visit to MSME** Tool room, Bon Hooghly.
- IQAC works towards quality improvement of teachers through encouragement in research activities. It encourages faculty member to undertake research projects, publish papers in reputed Research Journals and also pursue PhD work. 5 (five) faculty members had been awarded PhD during the period 2018- 2023.
- For qualitative improvement all round **appraisal of teachers** is conducted. The appraisal is conducted through individual performance appraisal of teacher and feedback from students. Necessary suggestions are given based on this information for improving the performance of the concerned teacher.
- Feedbacks are collected through Guardian meeting, regular annual reunion of alumni and analyzed for smooth running of Academic and Administrative activities.
- For promotional benefits under Career Advancement Scheme (CAS), Performance Based Appraisal System (PBAS) of faculties is checked and verified by the IQAC. It maintains records of Self-Appraisal Forms from teaching and non-teaching staff.
- The IQAC regularly organized several outreach programmes. Activities like welfare programmes for the adopted slum are conducted along with the NSS unit of the college.
- IQAC took initiative and helped the process of filling up vacant teaching and non-teaching posts in the college.
- IQAC organized several Faculty Development Programme and staff training programme, add on courses, state and national level seminars, workshops on issues related to academics, administration, gender awareness, IPR, Physical and Mental health, career guidance and environment.
- The College has academic linkage and MoUs with different HEI to provide & improve quality teaching to the students. Faculty exchange with the partner institution has been a hallmark of the achievements & mutual benefits of the institutions.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies**

such as NAAC, NBA etc.

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Response:

Our institute has taken various initiatives and organized activities to give equal status and opportunities to the students. No discrimination is done on the basis of religion, Caste, Gender, Disability in admission process. Various committees such as Internal Complaints Committee for Sexual Harassment Prevention, Student Aid Committee and Anti Ragging Committee are actively working and monitoring the day today activities in the campus maintaining healthy gender ratio.

SAFETY AND SECURITY :

- A Security Guard is available for 24*7 in the main campus and hostel campus.

- CCTV surveillance cameras are installed at different places of the institution.

- Complaint / suggestion box is set in the campus.

- ID cards are issued for every stakeholder to restrict the entry of trespassers

- Toilets and every corner of the institution are illuminated with sufficient lights.

- College has a separate common room for girls.

INTERNAL COMPLAINTS COMMITTEE AND ANTI RAGGING COMMITTEE

The Internal Complaints Committee and Anti Ragging Cell are actively involved in promoting a ragging free campus and advocate gender sensitization campaigns among Students.

- In order to sensitize the students about gender issues, sexual harassment, gender empowerment and health and hygiene the College has made allpossible effort to organized seminars, workshops, talks and web lectures during the Covid-19 pandemic and the post Covid time period.

- All girls, regardless of their caste, religion, or any other aspect, have equitable access to educational resources and equipment.

- A gender Audit report is prepared every year to assess the gender sensitization facilities and active representation of each gender in academic cocurricular and extension activities of the institution.

STUDENT AID COMMITTEE AND EQUAL OPPORTUNITY CELL

The Students Aid Committee and the Equal Opportunity Cell actively ensures the disbursal of Government funds like **"Kanyashree Prakalpa"**and **Indira Gandhi Scholarship for Single Girl Child** to promote financial assistance specially for female students to carry uot their studies.

The **Student Aid Committee** of the College provides monetary aid in the form of tuition waiver to underprivileged students.

NSS CELL

- The NSS and Social Outreach Cell of the College involve students in discipline and collective responsibility. The NSS Special Camp focuses on skill development among slum inmates.

- The Annual Sports is held every year to engage the students in all extracurricular activities.

- The College promotes gender inclusiveness and has a well equipped gymnasium for Students.

- The College has an exclusive Ladies Hostel to cater to the girl students of the College.

- The institution prioritizes participation of girl students in all extracurricular and co-curricular activities.

SWACHHTA ACTION PLAN PLAN COMMITTEE:

- Institutional administration has always put an effort to provide the basic sanitation and hygiene facility for all stakeholders. Sanitary napkin vending machine and covered dustbins are available at the toilets. Webinar on menstrual health and hygiene was oganised.

Institutional initiatives to celebrate/organize national and international commemorative days, events and festivals during the last five years:

The institute celebrates national and international commemorative days, events and festivals in the college to promote celebrations and observance of important days to incorporate the values of integrity, unity, gender equality, health awareness, scientific temperament among students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Response:

Students from diverse religious, socio economic and cultural backgrounds take admission to Brahmananda Keshab Chandra College every year. The college takes several measures and initiatives to provide an inclusive environment and to enhance the understanding and appreciation of cultural, regional, linguistic, communal socioeconomic diversities and make the students aware of their constitutional rights, duties and responsibilities

Regional and Cultural inclusiveness

Each year, different cultural and regional festivals like Basanta Utsav, Durga Puja agomoni, Saraswati puja, are celebrated. Rabindra Jayanti, Nazrul jayanti, Baishe Shrabon, are also celebrated every year. The birth anniversary of Swami Vivekananda, birth anniversary of Pandit Iswar Chandra Vidyasagar, birth anniversary of Sir Jagadish Chandra Bose, Birth Anniversary of Prafulla Chandra Roy, Students' week, Annual Social, pre Durga Puja Celebration are celebrated every year.

Linguistic inclusiveness:

Many students come from vernacular backgrounds. So, the bilingual mode of teaching has been adopted by teachers wherever required for the students to overcome linguistic challenges. Bilingual study materials are provided to the students.

- The college celebrates International Mother Language Day (21 February) to instill the importance of mother tongue among students. Teachers and students from different departments commemorate the day through various cultural programs. The Department of Bengali also organised a webinar on " Bangla Sahitye Otimari o Mahamari'.

- The Department of English organized a webinar on 'Literature in the time of Epidemic/Pandemic'; celebrated birth anniversary of William Shakespere; celebrated '100 Years of Satyajit Ray' celebrated World Theatre day, organised self composed poetry reading session by students; Running a facebook page called 'Literary Society', Brahmananda Keshab Chandra College'

- The Department of English offers a course "English Language Teaching" and an Add-on course "English for Communication" that help the students to learn communication skills and creative writing.

Communal and Socio-economical inclusiveness:

- The institution provides scholarships and freeship to students from economically backward communities that help them to continue their study and fulfill their dreams.

- NSS organizes camps in the adopted slum and arranges an awareness campaign with cleaning of the area. Students gain experience in the art of group living, interacting with the community without any bias of religion, social status or economic background.

- The NSS unit organizes Thalassaemia Awareness Programme every year and blood donation camp in 2020, Dengue Awareness Programme and Covid-19 awareness and cancer awareness campaigns.

- The members of Internal Complaint Cell organize awareness campaigns and workshops on Gender issues and undertake surveys to assess the degree of socio-economic empowerment of the students.

- Career Counselling and Placement Cell organised Career Fair and placement drives and webinars every year to promote career guidance and job opportunities for students.

Sensitization of students and employees to the constitutional obligations:

- The Institution has many efforts to make all stakeholders of the Institution aware about the values, principles, rights and duties of the citizens of the country and thereby helping them to become dutiful and responsible citizens.

- To remember and pay tribute towards the freedom fighters, the stakeholders of the institution celebrate Independence Day, Republic Day, Netaji's birthday, Gandhi Jayanti with great grandeur.

- The Institution has a Code of Conduct and Rules regulations hand book that helps all stakeholders

acquire human values.

- To protect and improve the natural environment, the Institution involves students in seminars, sapling plantation, biodiversity profiling and awareness rally.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

7.2.1 BEST PRACTICE –I

Title: STUDENTS' WELFARE FUND OF TEACHERS COUNCIL

Objectives:

The creation of the Teachers Council Welfare Fund for reaching out to students who are underprivileged and belong to financially weak backgrounds. In the Covid-19 pandemic situation, economic hardship faced by the families of some of our students. College was very much concerned that no student would discontinue their studies due to lack of funds. To help the students from marginalized backgrounds complete their studies. The Teachers' Council of Brahmananda Keshab Chandra College has decided to help the needy students to overcome the hardship regarding monetary issues faced by them in carrying out their online classes and education.

The context:

As part of a social responsibility initiative on the part of the College the idea of having such a fund was mooted. As the situation worsened with the second wave of COVID -19 and the continued economic uncertainties of a large section of our student community, the council members took the decision to build a " Student Welfare Fund" from individual donations under the supervision of the Secretary. The decision was made in an online TC meeting on 5th May, 2020. Applications from Sem 2 and 4 undergraduate and postgraduate students were invited and data packs that were recharged so that they do not find difficulty in attending the online classes. This programme was continued in the 2021-2022 and 2022-2023 session also.

The Practice:

In the session 2021-22 Teachers' Council spent around Rs 58,000/- from its fund towards payment of tuition fees, examination fees and data recharge of mobile phones of students for attending online classes. Council paid tuition fees and university examination fees of 43 students from both arts and science stream. Data recharge helped students to carry on with their online classes and other activities.

Evidence of Success:

While taking online classes, teachers found that some students are regularly absent from their classes as they are unable to recharge their mobile data pack. So it was decided that the foremost thing will be to help the students to continue with their online classes. Recently, data pack recharge, valid for eighty four days, was done for 53 students and around Rs 30,199/- was spent. The activities of Student Welfare Fund were carried till the end of 2023.

Problems encountered and Resource Required: collecting authentic data of needy students in a lockdown situation was very difficult. Though committee members collected all information required through google form along with proper documents and proof. Initially the pace raising fund was slow but later the fund more teachers contributed and a good amount was raised. Disbursement of the fund properly following the data was another challenge in a pandemic situation. Still committee members gave their sincere efforts and managed to do that via online platforms. A few students missed the opportunity which we came to know later.

Best Practice II

Title: SERVING THE NEIGHBOURS: COMMUNITY OUTREACH FOR CREATING HEALTHY SOCIETY

Objectives :

- A healthy mind and healthy body are important steps towards strong nation building. Spreading cheer and positivity is what the college aspires to be.

- Commitment to the local community has been an important area that the college is interested in working on.

- The College works to foster commitment towards the local neighbourhood in an attempt to bring about a social and economic transformation of the community structure through the efforts of our institution.

Context:

The College is one of the very few institutions that have a huge playground. The verdant surroundings are a delight to anyone who enters the college campus. This playground is used regularly by our students for their games and sports. The College has always been in favour of using available resources in such a way that the local community could benefit from it as well. It was but natural that the wonderful,

expansive playground would be thus put to use as well. The well preserved playground is a wonderful open space in the concrete all around.

At every juncture in its long history, the college has worked to make the most of the available circumstances and resources. In its efforts to be inclusive, to be part of the local community, to work towards creating good physical and mental health of the people in the area, college has incorporated one of its best practices into healthy practices for all its stakeholders and the community as well. Higher educational institutions are expected to work and build on healthy practices in order to work towards societal transformation.

The Practice:

Several schools, organizations and clubs in the neighbourhood and surrounding area have been allowed to use the college playground for their several activities mostly free of cost. Annual sports, several championships, training events take place in the playground. These organizations and schools make use of the playground after seeking necessary permission from the College authorities. The College strongly believes in the idea that a healthy mind and healthy body are important steps towards strong nation building. The college wants to be a place where happiness and optimism are shared.

Evidence of Success:

College ground was in use by the local Residents, schools, institutions for many years for conducting sports, events, exercise, morning and evening walk etc. without proper documentation and regulation. But after the guardwall construction in 2016 and fencing in 2022, events are taking place in a more regulated and proper manner. College can keep records of the events taking place in the playground as beneficiaries have to put in an application for permission from the college authority.

Problems encountered and resources required

- Escalating costs of maintenance of the playground is a major issue. Fencing, levelling the ground , removing weeds and mowing regularly is a huge financial burden.

- Local people and children often tend to use the playground beyond the stipulated time causing distraction to college activities.

- The rapid growth of invasive weeds, particularly in the rainy season is a major cause for concern as it becomes difficult to use the ground unless weeds are removed.

- Monetary resources are of utmost importance for the maintenance of the huge playground.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

'Janaki Ammal Scared Grove'- A In Situ Biodiversity Conservation and Maintenance Effort in a Highly Urbanised Area.

Higher Education Institutes (HEIs) have an all-encompassing role of nation-building by empowering youths with the much-needed knowledge, values, and training for leading a fulfilling life and positively impacting the society. The HEIs are the cradle for creating tools for the advancement of knowledge and progress of mankind. The HEIs can ignite young minds towards aspirations to reach outer space as well as manage the well-being of our planet Earth. Courses such as Plant Ecology, Environmental Studies, Natural Resource Management, and others expose the younger generation to Sustainable Development Goals (SDGs).

- Sacred groves are a traditional approach of biodiversity conservation where a community does not disturb a patch of forest considering it to be sacred. It is believed that the Van-Devi or forest deity would be offended and punish the person who disturbs or takes anything from that forest. Sacred groves are found all around the world. The undisturbed condition of the sacred grove makes it a relic of forest ecosystems and provides a safe haven for wild flora and fauna in the age of concrete jungles.

Maintaining Biodiversity:

Plantation drives are organized by Swacchta Action Plan Committee and NSS unit at Regular intervals to enhance green coverage and increasing plant biodiversity. This way landscaping is also done by planting trees, shrubs and creepers to maintain a hue soothing for mind and eyes. College has a Sacred Grove which helps to maintain floral and faunal diversity to a great extent. Slashing and burning of invasive plant species is done on a regular basis to maintain the diversity of native plant species.

- The college is a green campus and GREEN can acronymically be called as "Global Readiness in Ensuring Ecological Neutrality". The BKC College is committed to conserve an area of 01 (one) hectare as Biodiversity Conservation Site. The Sir Jagadish Chandra Bose Eco Club of Botany Department, BKC College innovated a sustainable approach to Biodiversity Conservation by setting up a Sacred Grove within the college premises in 2016.

- The college administration pledges to conserve this area as an institutional In-Situ Biodiversity Conservation Site through the Conservation Policy (Ref: BKCC/GB-Agg 2/ /Green Policy/2017 dated 08.09.2017.)

- This grove has been named after the renowned botanist Edavalath Kakkat Janaki Ammal as 'Janaki Ammal Sacred Grove (JASG)' to inspire the young minds towards natural science and biodiversity conservation.

- The Green team of Swachata Action Plan (SAP) Committee of the college, an initiative of Ministry of Education, GoI, is maintaining the grove along with the Eco-Club from 2020.

- The lockdown of 2020 was proof that the biodiversity of the college campus is unique and the sacred grove became a safe haven and wetland corridor for the migratory bird *Cocinia cocinia*. The trees in the campus especially those of the Janaki Ammal Sacred grove became the playground for the paradise flycatcher, Indian Cuckoo, magpie Robin, yellow footed pigeon, stork billed kingfisher, white crested kingfisher, oriole, barbet, owls, eagle, kite, parrot, greater coucal etc. and around 36 species of butterfly. Faunal diversity assessment was done by the Department of Zoology. In the grove 3 species of amphibia, 13 species of reptiles, 55 species of birds, 11 species of mammals. Were encountered.

- The grove has been a learning ground for Ecology and Taxonomy for PG Botany and UG Botany and Zoology students. The grove is one of the criteria for bagging the 'One District One Green Champion' award from Swachhta Action Plan , MHRD, GoI in 2021 by the institution.

- The Eco Club students and Zoology addon course students regularly audit the green of the campus by systematic identification, quantification, and analysis of tree, shrub, and herbaceous components of the campus. This creates awareness among the students regarding their surroundings and the importance of species diversity. It also develops their skills for data collection and analysis to get an idea of the ecological footprint of the institute.

- The College has about 88% (21568.71 m sq) of the total area covered by different plant life forms. Of this 88%, 11% is wild forested area of the Janaki Ammal sacred grove, 50% is grass playground, 27% non- concrete areas with large trees of the college campus. A plant list of the college was prepared by collating the botanical documentation carried out from 2015 to 2022 by Eco-club members of the Botany Department. The college has rich plant diversity with 74 plant species; 30 tree species, 3 shrub species, 34 herbaceous species and 7 climber species. The number of trees in the sacred grove represents 50% of the total number of trees in the entire campus. It is interesting to note that most of these trees are age-old and were planted by the earlier administration since the establishment of the college in 1956. The tradition of increasing the plant diversity of the college continues even today.

- The college has a rich herbaceous diversity of around 45 species growing in various seasons of the year. Many of these wild species are medicinally important. Other plant species have been planted in the medicinal plant garden to enrich the medicinal plant population of the college campus.

- A gate was put up at the entrance of the sacred grove in honour of Janaki Ammal and trees are labelled with appropriate signages.

- A medicinal plant garden has been created adjacent to the sacred grove to increase the pollinator availability of the area. It also helps the student learn about the use of different medicinal plants and improve their Traditional Medicinal Knowledge/TMK.

- A museum on Janaki Ammal and flora and fauna of the grove has been established in the sacred Grove.

- A small waterbody has been renovated as a mode for recharging the ground water and also to provide water source to the birds and other species in summer.

- Students and local people are invited to visit the sacred grove and learn about community conservation practices such as the sacred grove that act as carbon sinks and contribute to mitigating global warming and climate change.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

The College has been **ISO certified through ISO 9001:2015, 14001:2015,50001:2018**

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures powered by Solar generation (15Kwp)

2. Management of the various types of nondegradable waste through e-waste disposal mechanism

3. Water conservation through rain water harvesting pit

4. Green campus initiatives through Biodiversity conservation policies

5. Disabled-friendly, barrier free environment through Divyangan facilities

POLICY ON BIODIVERSITY CONSERVATION

Purpose: The Brahmananda Keshab Chandra College has a sprawling green campus and is committed to conserve its rich biodiversity.

Scope: In 2016, a biodiversity rich grove of the college was named as 'Janaki Ammal Sacred Grove (JASG)' after the renowned Indian botanist Edavaleth Kakkat Janaki Ammal. This initiative was undertaken by Sir Jagadish Chandra Bose Eco-Club, Department of Botany, BKC College. The aim of the sacred grove was to inspire young minds towards natural science and biodiversity conservation through innovation. The grove is one of the reasons for bagging the 'One District One Green Champion Award' by the Swachhta Action Plan (SAP) Committee registered under (MGMCRE-MHRD Govt. of India) in 2021. This grove is a wetland corridor and is a habitat for the migratory bird Ciconia ciconia (white stork). The grove serves as a learning ground for PG and UG students of the college and the neighbouring institutions.

Policy Guidelines: The college administration pledges to conserve the grove as an Institutional In-Situ Biodiversity Conservation Site. The Green team of Swachata Action Plan (SAP) Committee of the college, will maintain the grove along with the Eco-Club.The grove will continue to be a sanctuary for wild plants and animals in the semi-urban surrounding of the college campus.

Community Outreach activities

The college extends its helping hand when it comes to the need of the local community. In previous years during flood the college gave shelter to the destitues of the locality. There was a devastating fire at a slum in our municipal area adopted by our NSS. Slum dwellers were provided shelter by our College for a week with relief measures donated by students and staff much before they received support from the local municipality.

Concluding Remarks :

The college aspires to be known as an institution that promotes the academic, physical, moral and cultural development of students to make them responsible citizens of the country. Also promotes education of girl students. It has been catering to the needs of first generation learners of the local community. Since its inception in 1956 the college has rendered valuable contribution to the field of higher education among under privileged students particularly students from refugee families who settled here after partition. The highly qualified teachers of the college try to impart quality education by both conventional and non-conventional methods.Apart from academic excellence, the college also pays sincere attention to the physical, moral and cultural development of the students. The college has a large playground and ample sports equipment which encourage our students to engage themselves in different sports activities on a regular basis. The Women's Hostel of the college is serving the girl students of our college, UG and PG, and also students from neighbouring institutions. This serves to mitigate the serious accommodation problem and career aspirations for female students coming from distant areas.

As part of academic flexibility the college has been running several Addon/Certificate courses for enhancing the skill development of students. The college has also set up an incubation centre for Mushroom cultivation wherein the students are trained for entrepreneurial initiatives.

The college has MoU with several institutions through which faculty and students exchange programs are regularly maintained. With its ample laboratory resources it is serving the students of other colleges in a programmed manner. it is thus serving as a hub amongst cluster of colleges within the district.

Thus we believe in reaching perfection through the relentless effort of all our stakeholders to achieve excellence.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)** Answer before DVV Verification : Answer After DVV Verification :17 Remark : As per clarification received from HEI, and thus DVV input is recommended.
1.2.2	*Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years* 1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>344</td><td>89</td><td>43</td><td>179</td><td>0</td></tr></table> Answer After DVV Verification : <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>133</td><td>022</td><td>025</td><td>140</td><td>000</td></tr></table> Remark : As per clarification received from HEI, and according to the changes done in the above related metric id 1.2.1, thus DVV input is recommended.
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 319 Answer after DVV Verification: 237 Remark : As per clarification received from HEI, thus DVV input is recommended.
1.4.1	*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website* Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

Answer After DVV Verification: C. Feedback collected and analysed

Remark : As per clarification received from HEI, and communication to the relevant body is not provided, thus DVV input is recommended.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
21	0	3.66	17.842	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1.87	0	0	2.25	0.17

Remark : As per clarification received from HEI, and excluding travel grant, thus DVV input is recommended.

3.3.1	**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
13	19	17	17	24

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
11	09	11	09	03

Remark : As per clarification received from HEI, and calender year to be considerd, thus DVV input is recommended.

3.3.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17	27	21	6	4

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
25	18	06	04	02

Remark : As per clarification received from HEI, and calender year to be considered, thus DVV input is recommended.

| 3.4.3 | *Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

    3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
\|---------\|---------\|---------\|---------\|---------\|
| 12 | 11 | 6 | 15 | 10 |

Answer After DVV Verification :

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
\|---------\|---------\|---------\|---------\|---------\|
05	05	02	05	05 | Remark : As per clarification received from HEI, thus DVV input is recommended.

3.5.1	*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.* Answer before DVV Verification : Answer After DVV Verification :19 Remark : As per clarification received from HEI, and as per purpose of MOUs, thus DVV input is recommended.

4.1.2	*Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years* 4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)** Answer before DVV Verification: | 2022-23	2021-22	2020-21	2019-20	2018-19	

| 35.75979 | 22.52217 | 3.76184 | 11.04148 | 13.66718 |

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
27.02	20.15	3.76	6.67	12.81

Remark : As per clarification recieved from HEI, and Expenditure for infrastructure development and augmentation only to be considered, thus DVV input is recommended.

4.4.1	*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)* 4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
41.98388	19.01307	18.16893	23.20259	22.71468 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
9.199	6.70	6.60	3.19	4.06 | Remark : As per clarification received from HEI, and Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) only to be considered, thus DVV input is recommended.
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5.1.2	*Following capacity development and skills enhancement activities are organised for improving students' capability* *1. Soft skills* *2. Language and communication skills* *3. Life skills (Yoga, physical fitness, health and hygiene)* *4. ICT/computing skills* Answer before DVV Verification : A. All of the above Answer After DVV Verification: C. 2 of the above Remark : As per clarification received from HEI, thus DVV input is recommended.
5.1.4	*The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases* 1. **Implementation of guidelines of statutory/regulatory bodies**

2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: B. 3 of the above
Remark : As per clarification received from HEI, thus DVV input is recommended.

5.3.2	**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
22	29	19	15	10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
17	19	14	12	10

Remark : As per clarification received from HEI, and All activities conducted under an event will be counted as one event, thus DVV input is recommended.

6.3.3	*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
60	25	61	09	25

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
14	16	21	08	17

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17	20	22	23	26

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
17	20	22	23	26

Remark : As per clarification received from HEI, and less than 5 days FDPs, MDPs, refresher programs not be considered, thus DVV input is recommended.

6.5.2	**Quality assurance initiatives of the institution include:**
	1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
	2. **Academic and Administrative Audit (AAA) and follow-up action taken**
	3. **Collaborative quality initiatives with other institution(s)**
	4. **Participation in NIRF and other recognized rankings**
	5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**
	Answer before DVV Verification : A. Any 4 or more of the above
	Answer After DVV Verification: B. Any 3 of the above
	Remark : As per clarification received from HEI, thus DVV input is recommended.

2.Extended Profile Deviations

ID	Extended Questions
1.2	**Number of teaching staff / full time teachers year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
66	66	66	64	55

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
65	66	66	64	55