



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**BANWARILAL BHALOTIA COLLEGE**

B.B.COLLEGE ROAD, USHAGRAM,

713303

[www.bbcollege.ac.in](http://www.bbcollege.ac.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**July 2019**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Presently, affiliated to Kazi Nazrul University, B. B. College is one of the leading educational institutions in the area, providing both general and technology-based education. The college boasts of a beautiful campus, spacious classrooms, well-equipped laboratories, state-of-the-art computer facilities, well-stocked libraries and a large playground. It offers undergraduate courses in various subjects of Arts, Commerce and Science streams (both general and honours). The college, in keeping with the changing needs of students, has introduced courses like BBA, BCA, departmental training courses for Dry Farming, Cultivation, Vermi-Composting, Sericulture Training and Soil Water Analysis. Three distance education study centers of IGNOU, NSOU and MAANU also run on campus. Soon, the college will embark upon the seventy-fifth year of its glorious legacy; and efforts are on to celebrate the marquee occasion in a befitting manner. We are hopeful that we will be able to nurture generations of enthusiastic learners in the years ahead. In 2010, the college was declared a “Centre with Potential for Excellence” by UGC and in 2011, it received Rs. 50,00,000/- as seed money for the Development of Basic Science Research (BSR). In 2012, the UGC introduced three effective career-oriented courses – Functional English, Mobile Repairing, Vermi-composting with Organic Farming (both Certificate and Diploma Courses) for students of the college as well as outside participants. These courses continued successfully for three years.

### **Vision**

The vision of Banwarilal Bhalotia College is to provide comprehensive education for understanding human values, professionalism, social responsibilities and political awareness and inculcating a scientific state of mind in all sections of students, including scheduled castes, scheduled tribes, other backward communities, economically poor students and religious minorities, with special focus on female students.

### **Mission**

1. We aim to provide profuse scope for versatile development of the youth, irrespective of caste, faith, gender, economical background, and religious or political affiliations.
2. To provide quality education to the students of all shifts and streams.
3. To develop academic programmes based on local/regional/national needs.
4. To pursue student-centric learning for self-development and skill development among students.
5. To nurture social and environmental awareness and responsibilities among students.
6. To introduce advanced technology in our existing academic system.
7. To create more affable atmosphere in the academic periphery.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Our Institution has ample potential in academic/research/ extension activities.
- Adequate laboratory infrastructure to run UG/PG courses.
- Smart class rooms equipped with state-of-the-art audio-visual amenities.
- Decentralized administration with delegated authority up to the level of heads of departments resulting in quick decision-making process, collective leadership, responsibility and teamwork with feedback-oriented performance appraisal.
- Apart from the Central Library, a number of departments have departmental libraries.
- Almost all departments have modern ICT tools such as LCD projectors, laptops, etc. to be used for classroom instruction, conduction of seminars, or conferences.
- The number of students seeking admissions always outnumbers the number of available seats.
- Various social extension activities through NSS/NCC foster basic human values and discipline in students, which help them harness their potential as socially-conscious individuals.
- Rich linguistic/cultural/religious diversity in students creates an atmosphere of tolerance and inclusion on campus.

The college management always extends whole-hearted support and cooperation in all academic and co-curricular endeavours undertaken by the teachers and students. This ensures a healthy, symbiotic relationship that is vital to the attainment of academic excellence.

### Institutional Weakness

- Lack of opportunity in terms of linkages with institutions of repute, through exchange of students or faculty.
- Collaborative research with institutions of commercial repute is needed.
- Alumni association is inactive with low flow of charitable/gratuitous grants.
- Non-teaching wings are under-staffed, compared to sanctioned strengths and e-governance presently runs at a very slow pace to have tangible effects on the functioning of the administrative wing.
- Collaborative research with institutes of repute is needed
- College placement cell is not desirably active.

### Institutional Opportunity

- Improving employability of graduates through placement cells.
- Provision for PACE – Personality, Aptitude, & Career Enhancement for overall performance enhancement during the interviews
- With changing market trends, there are ample opportunities to start new degree, certificate, diploma and other programs, particularly towards vocationalization, to make students employable. Biggest opportunity is to bring full e-governance at all levels of College functioning.
- Provision for fundamental computer training to familiarize the students with modern technology, which is essential for jobs.
- PG courses, especially in the humanities, to maximize the potential of students and faculty.

- Introduction of college journal may motivate students towards academic writing.

### **Institutional Challenge**

- ? Lack of adequate employment among the passed out graduates.
- ? Some of our departments, like Hindi, Urdu, Geography, Education, Computer Science and Microbiology, have been left with single sanctioned post or no teacher at all. These departments are being run by college-recruited contractual/guest teachers, whose remuneration is paid from college fund which poses financial constraints before the college.
- Vacant faculty positions and declining number of teachers because of high rate of superannuation.
- A large number of casual/ad-hoc non-teaching staff are recruited by the college authority and their remuneration is borne by the college fund.
- Lack of vocational courses/community college on the campus.
- Many of our students are first or second-generation learners, coming from socially and economically disenfranchised sections of the population. Many of them possess poor language competence, both in English as well as their mother tongue. This poses a stiff challenge before teachers, especially those of departments like English.
- The newly-introduced CBCS structure is a challenge before the faculty members as well as the students. We need to negotiate paucity of time under the semester mode, as well as reference resource material for several components of the new syllabus.
- We were forced to skip our 2nd cycle of NAAC assessment due to absence of proper initiative, in spite of performing commendably in various academic and non-academic disciplines.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The College as affiliated doesn't have the freedom of developing its own curriculum. It is the prerogative of university to develop the curriculum for undergraduate and post graduate courses. The Institution simply implements the curriculum as per the guidelines of the university. However, the institution enjoys the freedom of participating in workshops conducted by the University for designing course curriculum of different subjects developing the means needed for the effective delivery of the curriculum. For this, the institutional calendar of events is prepared on the basis of the calendar of the university, taking into account the available time for academic activities. The designed curriculum of the university is effectively delivered through teaching plans and analyzed in the faculty meeting of the corresponding departments.

On the basis of seniority, the faculty members are considered for the University Bodies like Boards of Studies. In such bodies the faculty members can represent the stakeholders like students, alumni, etc. and make necessary contributions. To enable the students to learn better, the faculty members give them assignments. As a part of the curriculum it is mandatory for post graduate students to prepare and submit project reports under the supervision of teachers. The Institution does have a band of dedicated teachers who strive hard to give best education to students. In its academic pursuit the Institution collects feedback from the stakeholders like students, teachers, parents and alumni. The gaps highlighted by the students in their feedback are attended by informing the faculty concerned.

## Teaching-learning and Evaluation

Students come from different backgrounds of socio-economic and cultural diversity. After admission students are familiarized with the program outcomes, mode of internal assessment as well as college facilities through the Orientation Program. Slow learners and advanced learners are identified by specific methodologies and their needs are catered to. Advanced learners are provided with special classes and remedial coaching offers special attention to slow learners. The appointment of permanent teachers is restricted by the recommendation of the State Government. The lack of sufficient permanent teachers is taken care of by the College authority by appointing full time Contractual teachers and Guest lecturers in vacant full time teaching posts for the time being to give best possible services to the students. Library is well equipped with books, journals and e-resources available in INFLIBNET, which are necessary for teaching, learning and research. Some of the classrooms are ICT enabled. Regular use of ICT in classrooms makes the teaching learning process more effective. Experiential and participative learning methods and different extension activities are part of the pedagogical dimension. The College is running fully on CBCS academic programmes. Accordingly, with quality and commitment teachers prepare the course plan adopting the most suitable methodology. The College maintains complete transparency in evaluation process. A well-structured time schedule is in place with the dates for internal examinations, Continuous Internal Assessment and other academic priorities helping the students prepare in advance. The College strictly adheres to the academic calendar for Continuous Internal Evaluation by conducting regular class tests, seminars, practical examination, home assignments etc. The Institution has an effective mechanism for redressal of grievances. Examination results display exemplary performance of the students who largely occupy the top merit positions on the Burdwan University and Kazi Nazrul University merit lists. Quality teaching is provided by the qualified teachers. Last five years nearly sixty percent of the faculty members have their highest qualification as Ph.D. Rest of the teachers are also pursuing their Ph.D. work.

## Research, Innovations and Extension

The college has a Research and Development Cell that is primarily involved in research. There is a Central Instrumentation Facility, headed by **Dr. Sanjeev Pandey**, Department of **Botany**. In the last five years, several programs were undertaken to enhance research and innovation, including:

- Eleven research projects, including 2 major research projects
- Eight students were engaged in research, of which 3 completed their Ph.D., 3 are registered for Ph.D. and 2 are SRFs.
- There have been 27 seminar lectures and workshops for professional skill development and academic enrichment.
- There professional courses sponsored by UGC, namely Functional English, Mobile Repairing and Vermicomposting, to make the learners self-dependent.

Definitive administrative measures have been adopted to motivate faculty and students to engage themselves in research:

- 4 Smart classrooms are available to the faculty members. Besides, projector facility is available in most of the departments. Faculty members are motivated to use these state-of-the-art facilities to make their lectures more interesting to the students.
- Advanced laboratories for departments of Physics, Chemistry, Botany, Zoology, Microbiology,

Geography, Mathematics, Computer Science, BBA-BCA; and a language laboratory.

- Central Instrumentation Facility, which houses equipments necessary for advanced research in various subjects.
- All departments are provided with computers and internet facility.
- Central Library is well-stocked, and updated in accordance with changing nature of higher education. The library also provides access to latest e-resources in various subjects.
- All departments have seminar libraries from where students may borrow reading material for the syllabus.
- Frequent fieldwork, industry visit and excursions are organized for the benefit of students.

As far as extension activities are concerned, the college is committed to participate in the improvement of community life, especially that of the poor and downtrodden. These benevolent measures are led by the NSS and NCC units of the college. Regular blood donation camps, donation of blankets to the college-adopted villagers (at Namojamdoba), donation of books to underprivileged school students, free health checkup camp and free medicine supply to the adopted villagers, malaria, dengue awareness and road safety programmes, are some of the steps taken by our college in this direction.

### **Infrastructure and Learning Resources**

The College is located at a semi-urban area and spread over 7.8088 acres of land. The College was under “**Center for potential in excellence**” scheme from 2013-2014. The classes are conducted in 4 major buildings and there are 2 administrative blocks. Sixty-two spacious classrooms with good furniture, 21 well equipped laboratories including language and computer laboratories provide rich academic ambience. The institution has adequate facilities for conducting indoor and outdoor games as well as various cultural programmes. For outdoor sports, cultural programmes and science fairs college play ground is used and for indoor games boys’ and girls’ common room are used. Many classrooms are provided with ICT facilities. Smart boards and Language Lab are also there to promote better teaching-learning. The centralized computer laboratory has about 70 computers which serve as a centralized facility for online examinations as well as for hands on practice of students. In addition various departments have computers used for teaching and learning process. The Institution takes care of infrastructure augmentations on need basis as indicated in annual budget. The library has a good collection of books including some rare books, journals etc. It is partially automated with SOUL 2.0 as ILMS since 2011 and added with INFLIBNET, NDL, Nlist allowing access to e-resources. The institution spends sizeable amount of its budget on books for undergraduate and post graduate students. The Wi-Fi facilities have been added since 2014 covering the entire campus with leased line of 2 mbps bandwidth. The broadband service of the college was upgraded from 20 mbps to 50 mbps in 2018. The campus remains under cctv surveillance throughout the year. The principal is authorized to incur the expenditure for maintenance of physical facilities as indicated in the annual budget on approval of different committees. The college hires agencies as well as appointed staff members on permanent/retainer basis for the maintenance of electricity, security, gardening, cleaning etc.

### **Student Support and Progression**

To ensure excellence in academic and non-academic spheres and the holistic development of the students, the college strives to create an atmosphere conducive to the same. It works towards providing scholastic,

psychological, professional and financial assistance to the pupils through multifarious mechanisms. The various departments regularly monitor the performance of their students and organize remedial coaching classes for slow learners and special classes to guide those interested in competitive examinations. The college moreover has signed MOUs with different career advancement organizations and conducts regular mock tests in collaboration with the Labour Department, Govt. of West Bengal. Vocational education and training is imparted to the students to guarantee professional expertise.

The college extends financial support to needy students by facilitating partial or total exemption of their fees as per their financial condition. It also tries to enhance awareness among the students about various government, non-government and minority scholarships. We also have the 'Earn and Learn scheme' which is doubly beneficial: it provides monetary assistance and an opportunity to have a first-hand experience of the real workplace scenario.

Safety, physical, emotional and sexual on campus is cardinal to scholarly progress. The college therefore maintains a zero-tolerance policy towards ragging within the college campus and ensures a gender-sensitized environment for all. The contact details of the members of the Women's Cell and Anti-Ragging committee are easily available on the college website. The students are made aware through posters, seminars and talks conducted throughout the year. The college also has an online grievance form which once filled out and mailed, directly reaches the Principal.

The college provides ample opportunities in terms of social and cultural activities. Regular competitions are arranged to unearth the true potential of our students. They are also made aware of their ethical-moral responsibility towards the society by volunteering in various humanitarian social works. Students are also encouraged to participate in different sports events. Instances of sports achievers especially the NSS volunteers and NCC cadets are especially noteworthy.

B.B. College Alumni Association has been an active partner in fostering the overall development of the college through intellectual and financial support.

### **Governance, Leadership and Management**

Banwarilal Bhalotia College is a Government aided College affiliated to Kazi Nazrul University (KNU). The college envisions providing to all students irrespective of caste, religion, gender and economic condition, a comprehensive education that imbibes human values, professionalism, scientific thought, social responsibilities and political awareness. To achieve this vision, the mission of our College is to strive collectively including academic as well as administrative units of the institute by creating an affable collaborative atmosphere.

The college operates under the control of its Governing Body. The Principal, along with the Teacher's Council, provides leadership to the College by forming different statutory and non-statutory committees, entrusted with the responsibility of academic affairs, buildings and constructions, examinations, admissions, library, ragging issues, grievances, discipline, cultural programmes, sports, IQAC, NAAC, UGC issues, research and students' welfare.

Decentralized management system of the College provides autonomy to every department. Fair financial practices with appropriate utilization of College resources and funds represent a transparent governance policy of the institute.

Quality enhancement of the teaching-learning process of the college follows several protocols like: (i) transparent online admission process, (ii) utilization of modern electronic devices (LCD, PPT, Smart Classes) as effective teaching tools, (iii) remedial and special classes, (iv) Wi-Fi supported campus, (v) electronically upgraded library, (vi) short-term training programmes, (vii) feedback mechanisms etc. Research and development activities of the College is greatly encouraged through organizing seminars by eminent scientists and academicians under the aegis of IQAC, motivating the faculties for securing different research funds by project submission. NCC and NSS cadres of the College participate in various community and outreach activities. Improved human resource system of the college ensures quick pay fixation, self-appraisal report for promotion and rapid grievance redressal mechanism. Several facilities like, loans from co-operative and provident fund, group insurance scheme, child day care center, in campus accommodation for teaching and non-teaching staff are provided. Internal and external audits of the College are regularly conducted by qualified Chartered Accountants to ensure financial discipline. IQAC of the college takes all the necessary steps to ensure the progressive academic quality of the College under an active administrative guidance.

### **Institutional Values and Best Practices**

The College provides safe and secure atmosphere for its girl students. CCTV cameras are installed for improved security on the campus. Internal Complaints Committee (ICC) is constituted in pursuance of the UGC Regulations to address the issues of discrimination, harassment and violence against women students and staff. Separate common rooms for girls are in place. Non-biodegradable solid wastes are offered to rag-dealers. The bio-degradable wastes are used for the preparation of natural manure. The waste water is treated through wet land system treatment technology and the treated water is utilized for gardening. E-wastes are disposed effectively. Rain water harvesting is in place. Rainwater from the terrace of buildings is collected through drain pipes into rain Water Harvesting pits provided in the ground. All building blocks are well connected with pedestrian's friendly roads. Most of the students and staff members make use of public transport to reach college. Students are motivated to use bicycles. The college discourages the use of plastic and tobacco in the campus. The college has shifted towards a paperless office by increasing ICT infrastructure. In college premises and hostel, prominently LED bulbs are used. The campus is endowed with green trees. The college celebrates national festivals like Republic day and Independence Day and observes birth anniversaries of the great Indian personalities. The institution has code of conduct, hand book for students and others to ensure academic discipline. The core values have been displayed in the institution at prominent places and also on its website. To encourage the differently abled to pursue their education certain facilities are provided to them. The college has taken number of Specific initiatives to uplift the life style and livelihood of the local community based on location-wise advantages. The college maintains complete transparency in financial, academic, administrative and other auxiliary functions. Utilizing all possible infrastructure and resources of the institution together with the help of the Govt. and NGOs, a top-class priority is given to the activity on developing the socio-economic conditions of the financially backward class of the locality, which may be mentioned as one of the best practices of the College.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	BANWARILAL BHALOTIA COLLEGE
Address	B.B.COLLEGE ROAD, USHAGRAM,
City	Asansol
State	West Bengal
Pin	713303
Website	<a href="http://www.bbcollege.ac.in">www.bbcollege.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	AMITAVA BASU	0341-2275414	9932940169	0341-2274529	bbcollege1944@gmail.com
IQAC / CIQA coordinator	KAJAL KRISHNA DEY	0341-2274842	8348436712	0341-2274968	iqacbbc@gmail.com

Status of the Institution	
Institution Status	Constituent and Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1944

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
West Bengal	Kazi Nazrul University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	16-07-1944	<a href="#">View Document</a>
12B of UGC	16-07-1944	<a href="#">View Document</a>

**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				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	18-03-2010
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	B.B.COLLEGE ROAD, USHAGRAM,	Semi-urban	7.8088	12642.38

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Bengali	36	H.S.	Bengali	432	377
UG	BA,English	36	H.S.	English	110	97
UG	BA,Political Science	36	H.S.	Bengali,English + Hindi	329	284
UG	BA,Philosophy	36	H.S.	Bengali,English + Hindi	75	65
UG	BA,History	36	H.S.	Bengali,English + Hindi	413	388
UG	BSc,Economics	36	H.S.	English	97	35
UG	BA,Hindi	36	H.S.	Hindi	139	106
UG	BSc,Geography	36	H.S.	Bengali,English + Hindi	85	83
UG	BA,Sanskrit	36	H.S.	Bengali	78	54
UG	BA,Education	36	H.S.	English + Bengali	50	20
UG	BA,Urdu	36	H.S.	Urdu	75	58
UG	BSc,Physics	36	H.S.	English	140	62
UG	BSc,Chemistry	36	H.S.	English	112	65
UG	BSc,Mathematics	36	H.S.	English	196	88
UG	BSc,Zoology	36	H.S.	English	112	75

UG	BSc,Botany	36	H.S.	English	153	69
UG	BSc,Computer Science	36	H.S.	English	48	48
UG	BSc,Microbiology	36	H.S.	English	50	47
UG	BSc,Statistics	36	H.S.	English	60	0
UG	BSc,Electronics	36	H.S.	English	60	11
UG	BCom,Commerce	36	H.S.	English + Hindi	225	209
UG	BCom,Commerce	36	H.S.	English + Hindi	60	53
UG	BCom,Commerce	36	H.S.	English + Hindi	605	148
UG	BBA,B B A	36	H.S.	English	80	80
UG	BCA,B C A	36	H.S.	English	60	60
PG	MA,Hindi	24	B.A. Hons. in Hindi	Hindi	30	1
PG	MSc,Physics	24	B.Sc. Hons. in Physics	English	20	13
PG	MSc,Zoology	24	B.Sc. Hons. in Zoology	English	40	24

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				20				79			
Recruited	0	0	0	0	13	7	0	20	26	10	0	36
Yet to Recruit	1				0				43			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				16			
Recruited	0	0	0	0	0	0	0	0	14	2	0	16
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				63
Recruited	24	3	0	27
Yet to Recruit				36
Sanctioned by the Management/Society or Other Authorized Bodies				48
Recruited	42	6	0	48
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				1
Recruited	0	0	0	0
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	9	3	0	13	4	0	29
M.Phil.	0	0	0	0	0	0	2	2	0	4
PG	0	0	0	3	5	0	12	3	0	23

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	13	2	0	15

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	1	0	4
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	4	0	11

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	10		24		34

**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
PG	Male	28	0	0	0	28
	Female	56	0	0	0	56
	Others	0	0	0	0	0
UG	Male	2260	36	0	0	2296
	Female	2755	13	0	0	2768
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	231	200	159	165
	Female	188	113	105	51
	Others	0	0	0	0
ST	Male	60	112	66	44
	Female	30	90	26	11
	Others	0	0	0	0
OBC	Male	125	146	85	87
	Female	106	118	49	116
	Others	0	0	0	0
General	Male	903	729	522	502
	Female	977	814	621	467
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2620	2322	1633	1443

### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 767

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
42	42	27	27	27

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5148	4348	3744	3591	3634

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
1793	1547	1547	1311	1311

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1052	902	942	1018	947

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
83	87	78	75	73

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
94	94	94	76	76

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 62**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
103.86925	139.88	140.94	98.83	210.55

#### Number of computers

**Response: 125**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

The College ensures effective curriculum delivery through a well planned and documented process. Although, Banwarilal Bhalotia College, presently affiliated to Kazi Nazrul University have no major role in the formation and framing of the syllabi but some of the teachers in their respective subjects become deeply involved during the re-structuring of syllabi via workshops organized by the university. The college actively considers the curriculum and syllabi and implements the same successfully with the help of following steps.

- With the monitor-ship of IQAC, Academic Calendar and Central Academic Master Routine are prepared. The Academic Calendar containing details of all the college activities, tentative periods of classes and examination schedules is published in the college prospectus which is distributed to each student at the time of admission. At the beginning of every academic year/semesters, an Orientation program with the students is arranged by College to aware them about CBCS system. All the departments prepare their departmental routines which are in conformity with the Master routine. The respective departments distribute the syllabus to its various faculty members at the beginning of every year /semester of studies. Departmental meetings are arranged by the respective faculties of the respective department to discuss the progress of the curriculum and prepare the next future plan.
- Mid-term exams are taken to judge the progress of the students. Analyzing the results of these examinations departments separate the advanced, average and weaker learners. Based on this identification of students remedial classes for weak and average learners are arranged on regular basis. For advanced learners, the departments arrange special classes, self-learning laboratory classes and Library access in the departmental Seminar Library. Arrangement of different types of Internal assessments on regular basis throughout the session is a common practice for the Continuous Internal Evaluation. In some cases parent-teacher meetings are also arranged where feedback and suggestions are sought.
- Academic informations are published on our website on regular basis. Day to day informations appear on the notice board. Some informations are also verbally communicated by the teachers in the class hours.
- For the overall development of all the students, activities like Tutorials, Group discussions, seminars, Debates, ICT aided classes etc. are conducted according to the academic calendar.
- Library provides INFLIBNET, e-journals, Book Bank facility etc. The college also provides 50 Mbps internet connectivity with campus Wi-Fi facility to the students and the teachers for effective teaching-learning.
- According to the CBCS system the college have no restrictions in terms of flexibility in choosing Generic Elective papers from different disciplines, which will help the students for their enhancement of knowledge.
- Considering the employment opportunities of the students the college motivated the departments

like to organized the need based courses like Mushroom Culture, Vermicompost, Mobile repairing, Functional English c- programming, Ttally, Nursing etc.

The teachers are regularly sent for different orientation programs, refresher courses, winter/summer schools, short term courses etc. for their development and enrichment.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response: 5**

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	01	0	0	04

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response: 15.15**

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	0	7	00	4

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</b></p> <p><b>Response: 99.87</b></p>	
<p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 766</p>	
File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
<p><b>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</b></p> <p><b>Response: 100</b></p>	
<p>1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.</p> <p>Response: 42</p>	
File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
<p><b>1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</b></p> <p><b>Response: 1.01</b></p>	
<p>1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</p>	

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	72	111

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

### 1.3 Curriculum Enrichment

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

##### Response:

The College as well as the department and the faculties are very much sensitive regarding these issues. Proper actions are taken in this regard through Woman Cell, Legal-aid Cell, Teachers Council etc. Different departments have to teach and have the compulsion for growing awareness among the students on these important topics.

##### Gender Sensitivity:

- The curricula of different departments contain this issue.
- Different programs are organized by Women Cell regarding this matter.
- Suitable actions are taken by the authority whenever needed.

##### Environment and Sustainability:

Environmental studies is a compulsory part of the syllabi of first semester students and also Skill Enhancement Courses relating to this issues are there in the syllabi of different discipline in different semester as reflected in the document attached herewith.

- The NSS units of the College promotes environmental protection through tree plantation and village adaptation of the village NAMO JAMDOBA.
- In our college almost everywhere steps have been taken for replacement of conventional lighting with LEDs and CFL lamps.
- Special care has been taken for chemical waste draining and disposition in our Chemistry department.
- Now a days initiatives for paper less communication with staffs and students has been made.
- Constant monitoring has been done to ensure plastic free campus.

##### Human Values and Professional Ethics:

- Human rights are taught in our post-graduate classes as a part of the curriculum through a course titled “Human Rights”.
- The curricula of different departments contain components or topics on human values and professional ethics as reflected in the document attached herewith.

File Description	Document
Any Additional Information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

**Response: 0**

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 00

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Brochure or any other document relating to value added courses.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking field projects / internships

**Response: 3.71**

1.3.3.1 Number of students undertaking field projects or internships

Response: 191

File Description	Document
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** A. Any 4 of the above

File Description	Document
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:**

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

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0.39

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	15	12	15	13

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 54.69

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2620	2322	1633	1443	1322

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4042	3462	3462	2930	2930

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 50

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
740	779	490	474	408

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

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

**Response:**

The college undertakes various measures to address the requirements of students before the commencement of the program.

- Students are counselled at the time of admission and an Orientation program is organized where students are familiarized with the course, mode of internal assessment, and facilities available in college.
- Faculty members counsel students regarding the scope of different courses and provide guidance in cognizance with their aptitude and competence.
- Students may alter their optional subjects in case they are not able to cope with the courses they select.

Teachers, before beginning the courses, informally gauge the students' potential through class interaction. We consider **the performance in class test after 30 days of admission** as a grade factor for identifying the competence of the students and accordingly devise strategies to reduce the gaps in knowledge and skills.

#### Strategies adopted for slow learners:

- The students are counselled by the respective subject teacher/HoD to assess the nature of their problems and then motivated to reach their academic goals. Special attention is given to them in **tutorial classes** where their doubts and personal difficulties are addressed.

- **Remedial classes** are conducted based on the results of class tests. They are provided an appropriate learning environment with the support of peer learning and modified teaching methods based on their requirements. Their academic needs are assessed, and each department ensures that they provide the required support to the student, be it technological or verbal, to ensure better learning.
- **Special courses** are also conducted for the students, especially slow learners. Students are mentored to minimize dropouts through personal counselling.
- Higher attendance, increased participation in co-curricular activities, better discipline on campus, cordial teacher-student relationship and improved results in examinations ratify our success.

#### Strategies adopted for quick learners:

Quick learners are identified through their performance in examinations, interaction in class room and laboratory, their fundamental knowledge, concept of understanding and articulation abilities etc. They are motivated to strive for higher goals and provided with additional inputs for better career planning and growth.

- A new time table for self learning lab is prepared especially for the lab based subjects.
- Departments arrange special classes to prepare them for the competitive exams and/or to participate in science exhibitions.
- Students are motivated to participate in projects prescribed by the university to inculcate research orientation and practical awareness.
- Departments organize student seminars, group discussions, quizzes to develop analytical and problem-solving abilities in them, and thereby, to improve their presentation skills.
- For independent learning, a well-stocked library provides access to books, journals etc.
- Central facility of a large computer lab facilitates e-resources. Wi-Fi connectivity is also available in the college premises for fast and precise access to information.
- Participation in national and international seminars and conferences, presentation and publication of research data is encouraged.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 2.2.2 Student - Full time teacher ratio

**Response:** 62.02

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

#### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.06

## 2.2.3.1 Number of differently abled students on rolls

Response: 03

File Description	Document
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

#### Response:

Learning at B. B. College has always been student-centric. The students participate in various academic and co-curricular activities within and outside campus. In addition to traditional teaching-learning methods, we provide innovative methods for enriching the learning experience. The methodologies arranged by the institute are listed below.

#### Experiential Learning & Problem-solving methodologies:

- **Project-based Learning:** Project work is mandatory for certain courses offered at the college. In under graduate programmes, project on Environmental Science and in PG classes (viz., Zoology, Physics) projects have been made compulsory. Students must submit their report and finally present a seminar lecture. The effective phases of survey, testing and report-writing ensure the required project-based learning among the students. It stimulates students' interest and provides an opportunity for freedom of thinking and free exchange of different views.
- **Laboratory Experiment Method:** Laboratory method is used in science subjects to acquaint the students with the facts through individual direct experience. Students verify the facts and laws of the subject with the help of experiments. The faculty members foster learning environment by engaging in rich experiential content of teaching through experimentation, demonstration, visual aids, organizing exhibitions as well as presenting papers. Our students are encouraged to participate in laboratory-based learning.
- **Learning through Study tour:** Departments like Botany, Zoology, Geography arrange field tours for bio-diversity studies, landscape studies etc. History and Political Science departments arrange visits to historical places and conduct ethnic surveys, socio-economic surveys, cross-cultural and multicultural studies.

#### Participative Learning:

- **Interactive method:** Interactive method of learning includes group discussion, role-play, subject quiz, news analysis, educational games and discussion with question/answers.
- **Activity centred method:** Students actively participate in a myriad of academic activities like mock-teaching, class room seminar on chosen/ assigned topics, home assignments, power-point presentations, model preparation etc.

- **Cultural competition, Exhibition:** Academic Exhibitions are arranged during Annual Cultural Function to promote innovative and participative learning. Various cultural and academic competitions (recitation, song, essay-writing, science models etc.) are also organized, where the students engage in participative learning.
- **Mock Parliament:** Students from Political Science Department regularly participate in mock-parliament competitions.
- **Extension/Outreach activity:** Students activities in various committees under student union, youth festival, national organizations like NCC/NSS, sports and other competitions helps students to learn how to benefit society and to build their leadership quality.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 44.58

#### 2.3.2.1 Number of teachers using ICT

Response: 37

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 62.02

#### 2.3.3.1 Number of mentors

Response: 83

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

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

Coupled with technology, newer approaches to Teaching and Learning such as *Outcome-Based Learning*, *Student-Centred Learning*, *problem-based learning* have emerged in recent decades.

- **Use of Audio & Video Tools:** The college makes use of ICT to facilitate effective teaching-learning process. Laptops and projectors provided in most classrooms are utilized to make power-point presentations to assist lectures. YouTube assisted learning is being practiced. A large digital Language Lab is provided with the sound-systems, microphones and computers to make the lectures audible from even rear corner of the room. The college has developed four e-classrooms with different types of modern teaching aids such as smart-board, audio-visual system etc.
- **Brainstorm:** Group discussions on any topic under the supervision of the teachers are often encouraged to garner numerous ideas. The students, especially the slow-learners are immensely benefitted from such discussions.
- **Role Play:** This method is useful, especially for teaching literature, history etc. Role-play exercises aim to foster a culture of freedom with discipline, and help students experience, explore, and express themselves. The role playing approach helps a student internalize the ideas in the texts taught in terms of his/her own experiences.
- **Work Together as a Team:** The College promotes creativity among the students by providing opportunities to contribute articles like poems, short stories, compositions for publication in the Annual College Magazine and Wall Magazine published periodically.
- **Mentoring students:** Here the teachers undertake personal mentoring of the students. Teachers discuss academic difficulties with students personally and figure out remedial measures. The teachers also undertake tutorial classes to facilitate students' performance.
- **Field visit and project-based learning:** This method of learning is very useful for better understanding of applications of theories, and relating texts with environment and sustainable development issues. The effective phases of survey, testing and report writing in the project work orients students towards research and helps them in understanding research methodologies.

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

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 91.71

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.2 Average percentage of full time teachers with Ph.D. during the last five years****Response:** 39.1

## 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
33	34	32	30	26

**File Description****Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)

Any additional information

[View Document](#)**2.4.3 Teaching experience per full time teacher in number of years****Response:** 12.39

## 2.4.3.1 Total experience of full-time teachers

Response: 1028.667

**File Description****Document**

Any additional information

[View Document](#)**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 0

## 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)

**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 11.72**2.4.5.1 Number of full time teachers from other states year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
14	13	09	10	08

**File Description****Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level****Response:**

The college follows the modalities of conducting the Continuous Internal Evaluation as prescribed by the Kazi Nazrul University. Kazi Nazrul University has introduced Choice Based Credit System (CBCS) system at U.G. level (2016 onwards) and semester system at P.G. level (2015 onwards), which allows continuous assessment of the students. The evaluation system, as adopted by the Institute, has two components, viz,

- 1. The Continuous Internal Evaluation (CIE)**
- 2. The End Semester Examination (ESE)**

- The college has initiated continuous internal evaluation in accordance with the norms and guidelines of Kazi Nazrul University, Asansol. Presently under the CBCS, the marks distribution in the theory paper is 20% in CIE and 80% in ESE for both UG and PG. For practical papers the CIE is 60% of the total marks.
- For effective implementation of Continuous Internal Evaluation (CIE) system at the institutional level, the institute conducts class tests. Program-wise these include written tests, viva-voce and practical examination.
- Every academic year, the Examination Committee prepares the schedule of internal evaluation. Accordingly, pre-university test per course per semester and performance based improvement tests are taken. The students are duly shown the answer scripts by their respective teachers, and their mistakes are duly explained.
- The student is also marked on his/her attendance for assessment. The University Examinations are now held at the end of each semester and 75% class attendance is mandatory to appear at the examination. No student is allowed to appear at the final examinations without appearing for internal assessments.

- Field work, excursion reports and student presentations have been made an essential part of many courses. Project work is also, increasingly, a part of most courses.
- The PG students are assessed by means of semester-wise mid-semester Internal Assessment and term-end final examinations. Every PG student must write a Term Paper under the supervision of a teacher-mentor and present a seminar lecture as a part of the internal evaluation.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

The Institution ensures that all students are aware of the evaluation process through the college prospectus. In the beginning of the academic session, the calendar containing details of all college activities and general rules of evaluation is published in the college prospectus.

- The awareness among the teachers is developed through discussion in the Teachers' Council Meeting. A students' assembly is held on the first week of the session. The students are familiarized with the evaluation process and the assessment procedure so that they may work with these regulations in mind.
- The College has an Examination Committee comprising six faculty members which oversees and manages the whole process of examination. The College Office handles various aspects of the process of examination.
- The test schedule are notified on the college notice boards and announced by faculty in the respective classes at least a week in advance. Guidelines for teachers and students for internal assessments are prepared as per the University guidelines. Any periodic instructions issued by the university are brought to the notice of the students as well as the faculty members.
- The teachers monitor the students' progress and performance by following a number of evaluative methods such as class room interaction, assignments/project work/seminars and class tests.
- The mid-semester tests are evaluated well before the specified time. The answer sheets are shown to the students to ensure that they do not repeat them.
- Students are also assessed by the teachers based on their participation in the class. Difficulties in understanding any question of the test are resolved by the concerned teacher in the lecture-hour for better understanding.
- If there is any tabulation related error in the assessment, corrections are duly made by the examiner and the corrected marks are officially posted against the name of the concerned student.
- As a major reform, the online internal examination has been introduced. However, the responsibility of publication of final examination result lies solely with the Kazi Nazrul University.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

#### Response:

- The college has a well-structured mechanism for redressing the grievances with reference to evaluation. The students can inform the authorities about their grievances in writing, immediately after the examinations are over. The authorities take note of these grievances and, if genuine, take necessary steps.
- The college ensures full transparency in the process of evaluation. The evaluated answer scripts of class tests are shown to the students in the class rooms. Any comments by the teacher are explained to the concerned students immediately and the grievances are resolved.
- College follows the guidelines laid down by Kazi Nazrul University, Asansol for redressal of grievances.
- The schedule of the examination is prepared by the Examination Committee for the notification of the students and communicated to the students in advance.
- Grievances of the students such as online examination form, incorrect entry of marks, queries related to subject codes/programs, wrong entries in names, admit cards, absenteeism etc. are addressed in stipulated time by the college and the university.
- The students can apply to the University for revaluation of their answer sheets as permitted under the university rules. The process is governed by Kazi Nazrul University Ordinances. The administrative office of the college guides the students about the process. For any error in the mark-sheet, the college promptly makes the official correspondence to the University to assist in correcting discrepancies.
- Internal Examination answer sheets are shown to the students after the assessment by the concerned subject teachers for further clarification of the students.
- Internal examination marks of various subjects are filled and submitted through online Portal of the University by the Login Id of the concerned subject.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.5.4 The institution adheres to the academic calendar for the conduct of CIE

#### Response:

- The college follows the Academic Calendar which is compatible that of Kazi Nazrul University. The academic calendar containing details of all the college activities, tentative periods of classes and examination schedules is published in the college prospectus.
- The schedules for different activities as per CBCS guidelines are categorically mentioned in the academic calendar and the college follows the schedule throughout the academic year.
- First Semester UG and PG classes commence in the month of July every year. The schedules regarding the commencement of new session and course durations are mentioned in the academic calendar.

- The accounts of the number teaching days with the details of date-wise holidays, number of available class days, class tests, days for admission work etc. are mentioned in the academic calendar.
- The tentative schedule of examinations organised by the college are specified in the Academic Calendar. These dates are followed in each semester. The results of such examinations are published on the dates pre-scheduled in the Academic Calendar.
- Every year, prospectus in printed format is given to the newly admitted students. There are academic calendar at the end of the prospectus so that every student can follow the academic programme of the institution.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

#### Response:

- The college is permanently affiliated to Kazi Nazrul University, Asansol and follows the curricula prescribed by the University. The University syllabi and Program Outcomes of all the programs are available in the concern departments for the teachers and the students.
- The College website states the mission and objectives of all the departments of the college. The information about the courses taught in the college, the facilities provided to the students and the teaching faculties available are given on the website.
- The broad program objective is explained during the Orientation program for the first-year undergraduate and postgraduate students.
- Prospectus or information brochure is given to the newly admitted students. The prospectus provides all important and necessary information about all the programmes and courses along with the programme codes, fee structure, hostel facilities and other relevant information.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

- Attainment of program outcomes, program-specific outcomes and course outcomes are duly evaluated by the institution. One of the methods that our college follows is by assessing the teaching-learning method based on a feedback system, in which the final year students of the college are provided with feedback forms to be duly filled out, providing inputs on teaching-learning drawbacks, limitations, constraints and merits of the department, its faculty members etc.
- The teachers of the respective departments are given their academic assignments at the beginning of the semester conforming to the time-frame.
- The slow and quick learners are identified at the beginning of the course and accordingly, the outcome-attainment target is set by introducing improvement measures.
- The results of the students in the mid-semester Tests and Term-End Exam are studied and analyzed in the meeting of Teachers' Council to evaluate the outcomes of different programmes and courses.
- The departments track the students who successfully complete the course and seek employment or go in for higher studies.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 53.8

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 566

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 1052

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

## 2.7 Student Satisfaction Survey

**2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response:** 3.41

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 55.37

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	33.99	21.38287	0	00

#### File Description

#### Document

List of project and grant details

[View Document](#)

e-copies of the grant award letters for research projects sponsored by non-government

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 3.61

3.1.2.1 Number of teachers recognised as research guides

Response: 03

#### File Description

#### Document

Any additional information

[View Document](#)

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0.77

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 08

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 52

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Funding agency website URL	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

The institution has created an ecosystem for innovation including incubation center and other initiatives for creation and transfer of knowledge. The faculty members are empowered to take up research activities utilizing the existing facilities. The college has a Research and Development Cell that monitors and addresses the issues related to research. There is a Central Instrumentation Facility as well headed by **Dr. Sanjeev Pandey**, Department of **Botany**. In the last five years, several programs were undertaken to disseminate knowledge among the students and the faculties. To be mentioned among them are:

- Eleven research projects were granted, 2 of which are the major research project.
- Eight students were engaged in research, 3 of them completed their Ph.D., 3 are registered for Ph.D and 2 are yet to be registered. They are SRFs.
- There have been 27 seminar lectures and workshops for professional skill development and academic enrichment.
- There had been three professional courses sponsored by UGC, namely Functional English, Mobile Repairing and Vermicomposting, to make the learners self-dependent.

Moreover, to cope with developing world, many advanced learning methodologies have been adopted and introduced in the college in the last five years. They include;

- Smart classrooms with projectors
- Advanced well-equipped laboratory
- Central Facility
- All departments with internet facility
- Library with internet facility
- Seminar libraries in all departments.
- Frequent fieldwork, industry visit and Excursions
- ICT based evaluation system
- Development of CAPES (Computer-aided paperless examination system)
- Participation in different science fair competitions and cultural programmes at various levels
- Theatre workshops, project works, yoga training, martial art, etc.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response: 1**

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

<b>File Description</b>	<b>Document</b>
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

**3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**

**Response: No**

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

**3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards**

**Response: No**

**3.3.3 Number of Ph.D.s awarded per teacher during the last five years**

**Response: 0**

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 00

**3.3.3.2 Number of teachers recognized as guides during the last five years**

Response: 03

<b>File Description</b>	<b>Document</b>
URL to the research page on HEI web site	<a href="#">View Document</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

**3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years**

Response: 0

**3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

<b>File Description</b>	<b>Document</b>
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

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

Response: 0.01

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

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	00	00

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

##### Response:

The College is committed to the institution's presence in the immediate neighbourhood and the larger realm of social concerns. This is ensured by integrating community exposure into the routine practices of teaching and pedagogy.

The National Service Scheme (NSS) wing of the college has contributed immensely through volunteering in community education programmes, creating awareness drives, teaching underprivileged children and in many other ways. The NSS unit of the College works on Education, Health, Environment, Disaster Management, Personality Development etc.

The National Cadet Corps (NCC) wing of the College works with the aims to develop character, discipline, and the ideals of selfless service amongst the youth of this area, so that they can contribute their service to the Nation.

The highlights of some of the programmes undertaken in the last five years are given under:

- Tree plantation at college campus as well as outside the campus and Hindi college campus.
- Earn and Learn program by making handicraft goods
- Blood donation camp
- Blanket donation to the college-adopted villagers
- Donation of books and copies to the school students present at adopted village (Helped by Srijan welfare society, Asansol)
- Blanket donation at Bishinda village, Susunia, Bankura
- Theatre Workshop conducted by Asansol Charyapada.
- Arjuna tree plantation at adopted village
- Tasar silk worm and *cocoon* cultivation at adopted village. (Collaboration with Directorate of Textiles (Sericulture) Burdwan)
- Mulberry plantation at college campus.
- Bio-Diesel production from *Jatropha* plant.
- Medicinal plant garden.
- Organic cultivation at adopted village.
- Free Health checkup Camp and Free medicine supply to the adopted villagers.
- Distribution of new cloth for children at adopted village.
- Malaria and dengue awareness
- Road Safety Program.

- Participation in seminars and Silk training programs.
- Yoga training for women college hostel inmates
- Self-defence for women college hostel inmates.
- Cloth distribution to the street children and those residing at the railway station.

<b>File Description</b>	<b>Document</b>
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 0**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	0	00	00

<b>File Description</b>	<b>Document</b>
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response: 31**

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
08	07	05	06	05

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response: 0**

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response: 27**

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
06	07	08	01	05

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response: 5**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	1	3	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

- Presently, the college has student strength of 4808, in its 37 UG and 3 PG programmes. In addition, there is a BBA/BCA programmes in self-financing mode with about 340 students. There are UG and PG programmes run by Indira Gandhi National Open University (IGNOU) and Netaji Subhas Open University (NSOU).
- The College is spread on 7.8088 acres of land. The classes are conducted in 4 major buildings and at the same time there are 2 administrative blocks.
- The College was under “**Center for potential in excellence**” scheme from 2013-2014.
- The institution has sixty two fully functional class rooms. The mode of teaching is conventional i.e. chalk & talk method. However there are also **five** well equipped **smart class rooms** and 15 ICT enabled classrooms (including five smart classrooms) which facilitate digital teaching. The classrooms are shared between three different Shifts viz., Morning, Day and Evening.
- A detail of the infrastructure is provided herein

(a) The **Main Building or so called Science Building** has 72 rooms out of which 37 are classrooms and one seminar hall. The other rooms of this building are used for additional facilities like IGNOU Office, NSOU Office and Accounts Section.

(b) The **Humanities Building** consists of total 29 rooms. Number of classrooms are 14. The college library is housed in the first floor of this building.

(c) There is a separate **block for BBA/BCA** stream with total 12 rooms. There are 06 classrooms, 1 computer lab . There is a room allotted for NCC in this building.

(d) A new building has been constructed for classes of **Hindi shift** students adjacent to the main campus with 5 classrooms and one seminar hall.

- The College has one seminar hall-cum- ICT class room with capacity of 120 seats. It is used for conducting seminar, workshops and popular lectures. Hindi shift building has another seminar hall.
- The College has 21 well equipped laboratories for conducting practical and theoretical classes.
- The college has a well equipped laboratory under English department.
- The college has a Central Library with 48515 books and 12 hard copies of Journals/periodicals and two newspapers are available in the library. In addition many departments have seminar libraries with lending and reference facilities.
- Recently the college has inaugurated a well equipped digital preservation centre adjacent to central library for digitization old and rare documents.
- Most of the departments have computers with browsing facility. Moreover, college has a well equipped LAN compatible computer laboratory in administrative building used for online examinations.

- For providing accommodation to the outstation students the college has separate boys' and girls' hostels with 32 and 38 rooms for boarders respectively.
- The college has two well maintained gardens. The medicinal plant garden has a collection of medicinal plants. The garden also serves as an experimental garden for students and researchers of Botany.
- There are six well furnished and ventilated quarters for the faculty members in the campus.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities

##### Response:

- The college has a playground of its own on which inter-class football, cricket tournaments are organized every year. The same ground is utilized to organize inter-class and intercollegiate sports activities as well.
- The sports department possesses many equipments viz., Cricket kit, Football, Badminton rackets, shuttles, Javelin, Discuss, Short-put, uniforms, nets etc.
- A fair amount of fund is allocated for the maintenance of the same. The common rooms of boys and girls are provided with indoor games such as Table Tennis, Carom, and Chess etc.
- A Cricket coaching camp is held every Saturday and Sunday where the school students participate. A separate concrete pitch is prepared for cricket coaching purpose as well as badminton, volleyball, basketball courts are present in the campus.
- The playground is also used for hosting events like the annual functions, exhibitions as well as for the extension activities of the college like NCC, NSS, etc.
- The gymnasium has considerable number of equipments for the practices of the students.
- A recreation-cum sports room is at hand for staff members of the college with table tennis board and carom board.
- College has a stage facility for different cultural activities adjacent to sports ground.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

**Response:** 22.58

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

Response: 14

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>

## 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 39.48

## 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
12.25	74.13	47.27	36.25	131.4

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

Response:

- The Central library and all departmental libraries of the college are partially automated with SOUL 2.0 (Latest Version of SOUL) as ILMS since 2011. The year of the first installation of SOUL 1.0 software is 2007. Since then old and new books have been entered into SOUL database.
- Besides this, the Central library has the facility like bar-coding machine.
- The stakeholders can check availability of books through web OPAC.
- The library has institutional membership with National Digital Library of India since 20.01.2017. Total Registered members are 1263 as on 17.06.2019.
- E-resources can be accessed through Wi-Fi facility.
- Specialized Services provided to the students and teachers include information dissemination and

notification through email, photocopying facility, NLIST programme (NLIST programme initiated in this college since 30.04.2011. Total Registered members—436 as on 17.06.2019), internet browsing, book search, etc.

- Link search facility is provided to the students and teachers in the library link of the college website.
- The College Library has a Digital preservation center for digitization of old and rare books.
- The College Library webpage is interactive. Through **ASK THE LIBRARIAN**, anyone can put the query through webpage of library.
- The library organizes department wise **Library Orientation Programme** for creating awareness about Integrated Library Management System.

•*Name of the ILMS software* : **SOUL 1.0** from 2007 to 2011, **SOUL 2.0** since 2011 and continuing

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

##### Response:

- The Central Library of the college has a total number of **48515** copies of books, purchased with the financial assistance from the UGC and the grants received time to time from the college.
- In the history of this 75 year of the college the library has turned into a hub of academic activities. However, with the passage of time so many books have worn out and are not available for use.
- There are **525** confined books available in the reference section of the library but these books are not issued to the students.
- College library has a small collection of old and rare books.
- The Institution is enlisted with **National Digital Library, N-LIST**
- College library Page is maintained to cater to remote and single window information need to the users. The library page is designed in such a way so as to include open access database, major digital library systems, subject specific gateways, links to the massive and open access course wares and career oriented guidelines among other things. Library page is interactive with social media links attached to it.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**4.2.3 Does the institution have the following:**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)**

**Response:** 2.89

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.94	2.90	2.86	1.44	4.33

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.5 Availability of remote access to e-resources of the library****Response:** Yes

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

**4.2.6 Percentage per day usage of library by teachers and students****Response:** 8.36**4.2.6.1 Average number of teachers and students using library per day over last one year**

Response: 435

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

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

- The entire campus area is covered under Wi-Fi. The connections are provided by Purusottam network (Cable Connection). Students and teachers are given passwords for Wi-Fi facility.
- The college has updated its IT facilities with increasing the number of computers, printers, scanners, xerox machines, online admission process, interactive website (maintained by Aadija Technologies) and various softwares.
- For regular maintenance of the IT infrastructure local vendor, Purusottam network has been given the AMC for one year (mainly for the computers).
- In 2014 wifi zone was present with speed of 2 mbps/s for the entire college. The line was divided for Principal's chamber and rest of the college.
- In 2015 broadband service was initiated with the speed of 10 mbps/s and the line was shared among accounts section, Principal's chamber and rest of the college.
- In 2016 the same service continued with the speed of 20 mbps/s in similar manner. The speed of broadband system was upgraded from 20 mbps/s to 50 mbps/s in 2018.
- The campus remains under CCTV surveillance throughout the year.
- Anti-virus software is regularly renewed for the computers.
- Different powerpoints or links for YouTube lectures are uploaded on college website.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 38.13

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

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** >=50 MBPS

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

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to photographs	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years**

**Response:** 9.33

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

2017-18	2016-17	2015-16	2014-15	2013-14
14.8736	7.38375	13.61431	12.23655	10.76746

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

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

**Response:**

### **1. Maintenance of academic facilities:**

The college has a considerable number of physical, academic, and support facilities. The college has a well organized Finance Committee which operates the budget of the college very efficiently. The purchase committee of the college purchases books, journals, computers, laboratory equipments, sports materials. IQAC organizes seminars, workshops and exhibitions every year. Proper tender notification is followed maintaining financial rules of the government while purchasing any items in a large number. On the other hand local vendors supply items as per requirement of the college. The college also has an efficient Library Advisory Committee comprised of faculties, non teaching staff and student of our college. All the departments place order for books and journals before the committee. After careful consideration, the Library Advisory Committee allocates budget for them.

### **2. Maintenance of Physical Facilities:**

There are two committees namely Building committee and Campus Maintenance/ Operational sub-committee to look into maintenance of physical facilities. Maintenance of electrical gadgets, plumbing, laboratory machineries, computers etc comes under the purview of the aforementioned committees. The college has appointed one electrical expert for regular maintenance of electrical equipments. All repair works of the building and furniture are done as per requirement.

### **3. Campus Cleaning:**

Five experienced personnel are engaged to clean the surroundings and also for cleaning classrooms and labs. The college has campus maintenance sub-committee to monitor the personnel engaged in cleaning

operation.

#### 4. IT Infrastructures:

The college has appointed vendor for up-keep of IT infrastructures such as wifi, computers, servers etc.

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

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 12.03

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
856	735	487	286	206

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 17.77

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
995	886	805	563	434

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

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 8.67

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
541	464	368	362	82

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years****Response:** 0

## 5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**File Description****Document**

Details of the students benefited by VET

[View Document](#)

Any additional information

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 0

## 5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 8.56

#### 5.2.2.1 Number of outgoing students progressing to higher education

Response: 90

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 1.76

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	0	0	1	2

#### 5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
189	144	108	95	82

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

#### 5.3.1 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) during the last five years.

**Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

The College strongly believes in active involvement of the students in academic, administrative and co-curricular activities and proper representation of students on various committees and decision-making bodies.

The Students' Union, the premier student body of the college is an independent democratically elected body for effective and quick representation of students' issues and concerns. It further works diligently towards establishing an amicable relationship between the college authorities and students, voicing their concerns and facilitating prompt and productive action. The Council comprises the General Secretary, Cultural Assistant Secretary, Assistant General Secretary, Literature & Magazine Assistant Secretary, Boys' Common Room Secretary, Girls' Common Room Secretary, Student Welfare and Social Service

secretary. Further, there are class representatives responsible for communicating the grievances of individual departments either directly to the college authorities or through the General Secretary of the Students' Union. They further provide valuable feedback regarding the present curriculum and pedagogical approach followed by respective departments.

Name of Committee	No. of students present
Governing body	1
IQAC Committee	1
Cultural Committee	1
Women's Cell	1 (female representative)
Library Committee	1
Hostel Sub-Committee	1 (Boys' Hostel representative) 1 (Girls' Hostel representative)
Students' Welfare Sub-committee	1
NCC/NSS Advisory Sub-Committee	1 (NCC) 1 (NSS)
Anti-Ragging Committee	2
Grievance Redressal Committee	1

The College tries to follow an inclusive policy with regard to the student representation in various decision-making bodies. This becomes doubly rewarding as not only the students' perspective is taken into account, the various decisions made by the committees are also communicated properly. The representatives make the students aware of various official decisions and information like governmental and non-governmental scholarships, partial or total exemption of college fees through various schemes, minority scholarships, etc. They are instrumental in parting relevant information to the new students about the institution's strict anti-ragging policies and zero tolerance towards women harassment. The representatives for the hostels take initiative in communicating the grievances regarding food, accommodation, hygiene and safety issues.

The Students' Union plays a pivotal role in organising cultural festivities all around the year. They organise the annual social programme-*'Sanhati'* where the students find opportunity to celebrate their talents. Besides, many renowned artists are invited to the same. Other festivals like the Basanta Utsav, Bijaya Sannilani, Saraswati Puja are celebrated with an active initiative taken by the Students' Union. It further assists in observing events like the Independence Day, Republic Day, Netaji's birth anniversary, *Rabindra Jayanti*, *Antorjatik Matri Bhasa Dibas*. The contribution of the Students' Union in organising the Annual Sports and motivating the students to participate in the same is undeniable. They also are responsible for selecting volunteers from amongst the students to ensure the success of the mentioned events. It is also involved in organising charitable events. It makes an effort to organise regular blood donation camps, free health check-up and other Health awareness programmes.

As per government regulations, elections to the Students' Union are on hold. However, adequate student representation is aimed in almost all important committees and decision-making bodies.

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

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 13.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	13	13	12	12

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

The Alumni Association helps former students connect to their Alma Mater and contribute to its development in myriad ways. The membership to the association is easily obtained through an online registration form provided on the college website. Many of our present faculty members being former students of the institution are active members of the Association.

The College boasts of many industrious students who have achieved remarkable success across various fields. The Alumni Association organises regular meetings where such illustrious ex-pupils are invited to enlighten the present students with their personal stories of sweat and success. Members who have excelled academically are invited to deliver lectures on their subject/area of interest. This provides a wonderful opportunity for present students to feel the pulse of current academic research and also motivates them to pursue higher education. Apart from this, many former students are employed across private sector establishments. They are requested, from time to time to share their narratives of professional success. They provide an authentic and detailed insight into the professional scenario through seminars and mock interviews that immensely benefit the students. The realistic portrayal prepares them to face the intensely

competitive world of industry and business.

Many of our Alumni are renowned musicians, singers, elocutionists, anchors, writers and they are invited to motivate and guide the present students to nurture their creative talents. They are invited to perform at various college events and are sometimes appointed as judges at competitions. Also, they have also been instrumental in organising workshops, seminars and meetings where an extensive and in-depth discussion regarding Arts and Literature take place.

Besides their valuable suggestions and insight, the members of the Alumni Association have also been generous with their financial contributions which have considerably aided the development of the college infrastructure. The donations made by them have been utilised in obtaining important assets like the water purifier, sports equipment etc. Also, they contribute whole-heartedly towards the events that maintain the cultural ethos of the college.

The Alumni members by virtue of their inclusion in various working committees of the college also provide significant feedback regarding the present curriculum and content. There are two members nominated to the NAAC Executive Committee.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** ? 5 Lakhs

File Description	Document
Any additional information	<a href="#">View Document</a>
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response:** 6

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	1	1

<b>File Description</b>	<b>Document</b>
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

MAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

**Vision:** The vision of Banwarilal Bhalotia College is to provide comprehensive education for understanding human values, professionalism, social responsibilities, political awareness and to install scientific state of mind to all sections of students including schedule caste, schedule tribe, other backward communities, economically poor people and religious minority groups with special focus to girls students.

**Mission:** The Mission of our College is listed below:

1. The mission of our institution is to provide profuse scope for versatile development of youth section of the society irrespective of caste, faith, gender and religious or political affiliations.
2. To provide quality education to the students.
3. To develop academic programmes based on local/regional/national needs.
4. To pursue student centric learning for self-development and skill development among students.
5. To nurture social and environmental awareness and responsibilities among all students of all sections.

**Effective leadership of the institution tuned with the vision and mission is reflected through the following programmes and activities:**

1. Being a Government aided College the Principal has a central role for all correspondence with highest administrative body, the Governing Body.
2. The College Teachers' Council consists of different committees with a combination of senior and junior faculty members. The Students' Union Council consists of class representatives (**one elected class representative per 40 students**).
3. The Principal in coordination with Teachers' Council and different committees monitors all the institutional activities, evaluates policies and plans of the College for effective implementation and improvement from time to time.
4. The leadership of the College is formulated through the construction of different committees and units with specific activities: (i) Teachers' council (for academic affairs), (ii) Building committee, (iii) Finance committee, (iv) Admission committee, (v) Anti-ragging committee, (vi) Women cell (Grievance redressal, Internal Complaints and disciplinary subcommittee), (vii) Purchase committee, (viii) UGC and NAAC subcommittee, (ix) Cultural committee, (x) Games and sports committee, (xi) Campus Maintenance committee, (xii) Prospectus and Magazine committee, (xiii) Library committee, (xiv) Routine Committee, (xv) Professional course sub-committee, (xvi) NSS/NCC committee, (xvii) Hostel committee, (xviii) Student welfare sub-committee, (xix) Placement cell, (xx) Examination Committee, (xxi) Research and Development committee.
5. NCC Female Wing and Male Wing, NSS unit are made to function in order to build up the young minds with human values and ethics.
6. Seminar lectures are organized for students to focus their future aspiration.
7. Various welfare activities like blood donation camp, tree plantation, Yoga session etc. are

organized.

8. The Principal upholds a healthy interaction with the Department of Higher Education (DHE), the non-teaching staff and the Teachers' Council which helps in designing and implementation of its quality policy and plans.
9. Financial requirements for better prospect of the institution are proposed and recommended by appropriate authority and forwarded by Principal and management for the final approval. College has already introduced the E-tendering system as per West Bengal Government guidelines. Salary of all permanent staff members of the College are directly routed to their individual account through HRMS portal.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The College provides operational autonomy to the different departments and committees and the regular administrative works towards a decentralized functioning system.

1. The Principal being the Secretary of the Governing Body covers the governance of the institution. The members of the Governing Body led by the President look after day to day functioning of the College.
2. The Governing body and finance committee is the internal sanctioning authority of the College finance. The said authority assigns financial activity relating to drawing and disbursement of College fund to the Principal along with another competent teaching member of Governing body.
3. The administration always seeks advice from the academic committee as well as from Teachers' council on different academic affairs. The Heads/Coordinators of various Departments look after the day-to-day administration of the concern Departments and interact with the Principal.
4. All Departments and offices are interconnected via Wi-Fi network for ensuring efficient and smooth day to day academic and administrative work activities of the College.
5. The various committees in consultation with the Principal make their own decisions regarding various co-curricular, extra-curricular, extension activities and implement them in near future.
6. Official activities are under the purview of the College head clerk. All sections of the office are also interconnected via Wi-Fi network.
7. The Students' Union Council looks after the affairs of the students and brings it to the competent authority.
8. Any academic department has full authority to purchase departmental instruments and undertake repairing works after getting the permission from Principal.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

The quality improvement strategies of the College in teaching & learning, research & development, community engagement, human resource management, industry interaction are described broadly as under:

#### Strategies to improve the quality of teaching & learning process:

1. Transparent admission process strictly on merit basis following government reservation policies (Online Examination Software).
2. No recommendation from any authority is accepted during admission process.
3. An unbiased online internal examination (Examination Software) system.
4. Principal takes introductory classes in all subject to bridge the knowledge gap of the enrolled students to enable them to manage with the programme of their choice.
5. Publication of important notices in the College website.
6. Providing remedial classes and special classes.
7. Providing advanced technology based learning facilities (smart classrooms, LCD projector).
8. Well-equipped laboratories.
9. Digital library (SOUL 2.0 Software) with reading room. Newly published text book, reference books, some journals, previous year question papers and some news papers are added.
10. Wi-Fi supported College campus.
11. National, International seminars and educational excursion.
12. Short Term, Value Added and Skill Enhancement Courses.
13. Construction of new class rooms.
14. Facilities like ramp, wheel chairs, provision of Braille system for differently abled students.

#### Strategies to improve the quality in Research & Development:

1. All the science departments has separate research laboratory for teachers for running smooth research and project sponsored by different agencies.
2. Encouragement to teachers by the Research Committee to submit research projects to various funding agencies and to publish quality research papers and books.
3. Invitation to eminent scientists and speakers for delivering talks.
4. Improvement of infrastructural facilities like construction of more laboratories with new instruments.

#### Strategies to improve the quality in community engagement

1. The College has active NSS unit, NCC male and female wings. The units/cells have a planned

- calendar on thrust areas in which different extension activities are organized in and outside the College throughout the year to engage the students in different community oriented activities.
2. The NCC wings participate in state and regional level parades and special camps.
  3. The NSS unit joins in awareness campaigns, drawing competition, blood donation camp. With the help of Asansol South Police Station, seminar on women self-defence was organized.

#### **Strategies to improve the quality in human resource management:**

1. Encouragement to faculty members to attend various staff development programmes.
2. Provision of UGC pay scale to teachers, additional increments to MPhil/PhD awarded teachers as per UGC norms, annual increments and promotion to the faculty as per UGC norms.
3. Provision of Self-Appraisal Reporting system for teachers at the time of promotion.
4. Quick pay fixation of newly appointed teachers, librarian and non-teaching staff.
5. Girls' common room modernized with sanitary napkin vending machine and Boys' common room with Indoor sports facility and gymnasium.
6. In campus hostel facility for both boys and girls.
7. Active and rigorous anti-ragging, grievance redressal and women cell of the College.
8. Personal counselling and placement cell for the students.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### **6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism**

##### **Response:**

**Governing body, Administrative Setup, and Functions of Various Bodies:** The College is thriving to achieve its vision and mission through forming various bodies and committees. The governance of the college consists of Governing Body, Academic Council and different statutory and non-statutory Committees which includes experienced members from all walks of life. The management of the college is directed by Governing Body, whose members, are appointed in accordance to the guidelines of the Department of Higher Education, Government of West Bengal.

The institution practices decentralized system of administration assigning various authority and responsibilities to Academic Council, Section-in-charges and Heads of the Departments/ Coordinators. The College has a Teachers' Council with various sub-committees to coordinate especially the academic matters. Some specific committees like Students Council Election Committee, Anti-Ragging and Campus Maintenance Committee are the integral part of the Teachers' Council. These committees meet often, discuss the related issues and take appropriate decision with respect to the requirement. Overall quality is

managed through IQAC.

**Service Rules, Recruitment and Promotional Policies:** The teachers of B. B. College are well acquainted with the state government service rules. Service books for all the teaching and non-teaching staff of the College are prepared by the members of the service book committee consisting of duly nominated members by the academic council and approved by the G.B. The book contains the information about date of birth, date of appointment, qualifications, scale of pay, increments, probation, particulars of leave and other information as per the instruction of the competent authority. The entries in the service book are brought to the notice of the teacher concerned after the end of each academic year and his/her signature is obtained. Service books are then duly authenticated by the Principal.

Recruitment of permanent teachers is controlled by WBCSC. In order to provide the best possible services to our students, College sometimes appoints contractual, guest lecturers and casual non-teaching staff as per UGC guidelines to fill up the gaps and run the educational wheel smoothly.

Promotional policies of the staff abide by the rules of the state government. Every year for all teaching staff a comprehensive self-assessment report is obtained through their Head of the department to the Principal. At the time of promotion under CAS, the faculty is required to submit filled format and calculate API scores as per UGC guidelines. PAS for non-teaching staff and staff on contract basis needs to be specified.

**Grievance Redressal Mechanism:** The grievances come from the students, teaching and non-teaching staff will immediately be solved in respective meetings. The common and individual complaints from the teaching staff are discussed and solved in the Teachers' Council meeting in a cordial environment. The complaints from the students individually or through the Students' Union Council and from other stakeholders are directly brought to the notice of the Principal. Separate complaint box is kept in different sections of the College. In some cases, the Principal takes necessary action either individually or with consultation with concerned committee members.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

**A. All 5 of the above**

**B. Any 4 of the above**

**C. Any 3 of the above**

**D. Any 2 of the above**

**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>

#### **6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**

**Response:**

The College has a formally stated quality policy already mentioned in the vision and mission section. The different committees in coordination with the Principal develop the various activities to fulfil the quality policies time-to-time. Office head clerk, librarian, student representatives from the student union council are involved in the quality activities making process according to need and ex-students from the alumni are involved at times. These are discussed in the Teachers' Council meetings and implemented. The Teachers' Council monitors the execution of these activities proposed by it for various departments/committees/cell and reviews it time to time.

One such effective instance is the opening of our Hindi shifts building.

**Opening of New Hindi Medium Based Section:** A new Hindi shift campus is established to cater the need for the Hindi speaking community of Asansol-Durgapur area. An appeal to the Govt. of West Bengal was made on 28.11.2014 by Sri Moloy Ghatak, the president of the College governing body. It was then approved by the Higher education department, West Bengal on 04.12.14. The Hindi shift with honours discipline in 6 subjects and BA, BSc, B.Com program courses was successfully operational from 2015-16 academic session. 18 Permanent teaching posts and 5 non-teaching posts were created. Out of 18 teachers, one teacher has already been appointed and rest 17 teachers will be recruited shortly through WBCSC. 13 Guest lecturers have been appointed on temporary basis to run the section smoothly. Number of present students is around 1650 that clearly shows the huge success of this venture.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

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

##### Response:

The **welfare measures** made by the College to enhance the professional development of its staff are listed below.

1. The faculty members are encouraged to attend staff development programmes, such as orientation programmes, refresher courses, seminars, workshops, conferences etc. They are also encouraged to organize staff development programmes.
2. The teachers are encouraged and motivated to submit research projects to various funding agencies. They are also motivated to join in individual research for MPhil/PhD programme.
3. The faculty members are also provided with special leave for availing of fellowships and completing PhD thesis.
4. The college always attempts its best for ensuring timely promotion of its faculty members.
5. The non-teaching are encouraged to attend the staff development programmes such as training programme on functioning and management of library, office training on use of free and open source software in libraries, online form fills up, online admission process and online examination system.

Apart from professional skill developments, few others welfare facilities provided for the staff of the College are listed below.

1. A college co-operative society maintains Thrift Fund and other funds for all the members and arranges financial assistance in the form of loans. The Cooperative Society also arranges loan benefits for the staff.
2. Group Insurance Scheme (United Suraksha Yojana)
3. Loan facility from Provident Fund
4. Accommodation facility for teaching and non-teaching
5. In-campus doctor facility
6. The female staff members enjoy maternity leave of six months as per Government rule. In addition, the female members of the staff are provided with Child Care Leave as per rule and as per their requirement.
7. Tuition fee waiver scheme for staff's wards
8. Special leave facility for professional development.
9. Child day care facility
10. Laboratory safety and security facility for lab-attendants by providing apron, gloves etc.
11. Safety facility for guards and sweepers includes providing uniform, raincoat, umbrella, torch etc.
12. LIC insurance for staff of the College.
13. Different cultural programmes like Annual Festivals, Basanto Utsav, Teachers' Day, Rabindra Jayanti, Vijaya Sammilani and International Mother Language Day are organized for the recreation of the staff members.

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

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

**Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 1.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	01	1	1

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five

years

**Response:** 10.14

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	5	11	10	4

File Description	Document
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

- The performance appraisal system of teaching staff is under the guidelines of Kazi Nazrul University. All teachers fill a comprehensive Self Assessment Performa at the time of their promotion. It is based on the PBAS (Performance based Appraisal System) as per the 2010 regulation (and the two amendments) of the UGC. If they fulfil the minimum criteria they are considered for promotion. The teachers maintain records of teaching, examination, college work, research and project to calculate API scores. The IQAC team thoroughly checks and verifies all academic activities of the faculty and only when the members are satisfied the Coordinator forwards the documents to the Principal and then the Principal forwards the cases of promotion to the Governing Body.
- For non-teaching staff Annual Performance Assessment Report (APAR) is maintained for every employee. Every year individual employee and their reporting officers fill the APAR. At the time of promotion a chart is prepared which is displayed on the notice board depicting the marks scored by the employee annually on APAR which along with examination and interview are counted for promotion. In 2016, two Group-C, three Group-D were newly recruited and in 2017, two Group-C staff were promoted. Biometric attendance is maintained as a part of the self appraisal of teaching and non-teaching staff.

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

## 6.4 Financial Management and Resource Mobilization

**6.4.1 Institution conducts internal and external financial audits regularly****Response:**

The College conducts regular internal and external financial audits (using Tally 2016 software) as per the financial regulation of West Bengal Government and UGC. The books of account of the college are first subjected to internal audit by qualified Chartered Accountants which are followed by statutory audit by the Government appointed auditor to ensure financial discipline. Auditor **R. K. Sonthalia** and company was the College internal auditor during 2013-2016 financial years while **Ankit Agarwal** was the College internal auditor of 2016-2017 financial years. They submit a detailed quarterly report to the Bursar and Principal for monitoring.

The external audit regarding all the government grants, non-government funds and expenditure of the College is conducted by the DHE through the Office of the Accountant General of Government of West Bengal. An Annual statutory report is prepared by an external auditor. External auditor of the College was **Ramanujam and Boovarahan**, Chartered accountant during the financial year 2013-2014 and 2014-2015 and **Varsha Poddar** during the financial year 2015-2016 and 2016-2017. They prepared external audit reports which were then sent regularly to UGC through the affiliated University.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)****Response: 0**

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0.00	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

The major sources of receipts/funds of the College are:

1. Except College recruited casual non-teaching and guest teachers, other staff salary is fully disbursed through bank by the state government.
2. Financial receipt on library books/journals is received from the state government and from the UGC fund.
3. Student scholarships are received from various schemes under state and central governments.
4. Annual charge is collected from the students at the time of admission for the infrastructural developments.
5. Different grants for updating/purchasing equipment/teaching aids/infrastructure for co-curricular development are received from the UGC.
6. Grants for organizing seminars and workshops are received from UGC (ERO) (Minor), DST, British library and other state funding agencies.
7. Funds for organizing extension and outreach programmes are received from the (i) State NSS Cell, Directorate of Youth Affairs & Sports for NSS activities, (ii) 13 West Bengal Battalion NCC activities, (iii) Department of Science and Technology, Government of West Bengal.

Once funds are received, adequate measures are taken for proper utilization of the same.

- The Finance Committee or the Building Committee initiates the tender process after taking decisions in the Governing Body meeting. If the tender amount becomes 5 lacks or above, E-tendering process is conducted.
- Statutory committee as required, get involved in executing the work as per the proposal submitted and the sanctioning order. The teacher-members of all these committees remain vigilant when the work is undertaken by PWD or any other agency or organization. For the funds where the teachers themselves execute the work, all decisions are taken collectively.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

B. B. College has set up the IQAC cell in 2013, in order to significantly contribute to the smooth institutionalization of quality assurance strategies and processes. The cell since its inception in the second cycle has made the following significant contributions:

- The IQAC cell has successfully digitalized the admission process. The whole office is currently digitalized in this aspect. The IQAC cell has regularly conducted meetings and workshops to train staff members to smoothly conduct the digital procedure.
- The IQAC regularly conducts training sessions to update the staff.
- Introduction of digital classroom (ICT) in several departments has enhanced the academic standard of the College.
- Appropriate committee of IQAC encourages and provides support for setting up quality research programme.
- IQAC has introduced and involved all the faculty members of the College to accomplish its various tasks on daily basis. Collection, maintenance and analyzed documents are prepared and maintained regularly.
- Preparation of Academic Audit has been completed as per the guidelines.
- The IQAC cell of the College has taken several initiatives to provide quality teaching to its students through several tutorials, remedial and special classes.
- The IQAC has successfully implemented the feedback system from students, teachers and other stakeholders for their opinions and advices for quality improvements.
- Analysis of the feedbacks received from all stakeholders and implementation of necessary remedies are regularly carried out.
- The IQAC regularly conducts workshops, seminars and conferences of interdisciplinary nature.
- The IQAC has adequately ensured that the library remains updated. All catalogues are available online.
- Efforts from the IQAC ensure that the biometric (eSSL eTimeTrackLite8.0) identification procedure for employees was installed. This helped in running a smooth and transparent attendance process.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

#### Response:

IQAC cell of the College has been monitoring the quality of teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals on a regular basis. Teaching learning process is the most important topic of discussion in various IQAC meeting during each semester. Ever since the implementation of the new CBCS system, a drastic overhaul and review in the system of teaching takes place under the guidance of IQAC.

The review process can be categorized under two main headings.

(A) Training programmes, (B) Feedback from students, teachers, alumni and parents.

(A) **Training programmes:** At the beginning of each semester, College conducts an orientation program for all newly admitted students to make them aware of program structure, examination scheme, and various courses in the program and future career opportunities. From academic year 2016-17, under the new CBCS system, two final examinations are held every year. But after 1.5 months from the initiation of each semester, class tests are organized by each individual department to help in identifying and categorising our students based on their intellectual strength and curricular efficiency. Generally, class teachers evaluate the process and categorize the students as advanced and slow learners. Remedial classes as well as counselling, if needed, are provided for the slow learners for their improvements. Special classes are also organized for the advanced and all other willing students for their better understanding. To boost up the level of creativity, leadership and self-confidence of the students, different group activities like poster preparations, power point presentations, and participation in Conferences/Seminars are encouraged immensely. During the last five years more and more emphasis has been put on the use of ICT in the classrooms. Teachers have been trained to use the ICT and encouraged to provide E-content and learning material to students.

(B) **Feedback from students, teachers, alumni and parents:** The IQAC encourages the students to use the feedback mechanism every year. In order to fulfil the curriculum gap and understand other required relevant points, feedbacks are gathered from students, teachers and guardian side in three different structured feedback forms respectively. This includes almost all the issues ranging from the strength and weakness, if any, of the current syllabus, proposition of new topics in the existing syllabus or deletion of sub portion from existing syllabus, requirement of books, laboratory equipment or any other infrastructural facilities, time required for completion of syllabus, tests and examination methods etc. To ensure quality teaching imparted, IQAC regularly collects online feedback on teachers' performance and methodology of teaching utilized. Under the aegis of IQAC, the College conducts various workshops, seminars and guest lecturers throughout the year to revive the teachers' skill, knowledge and encourage the students in more effective manner. On the basis of all collected reports, IQAC takes initiatives to implement remedies and all necessary actions if it identifies any kind of dissatisfaction in any particular field. The Principal also discusses matters with the management for seeking effective solution towards any problem.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 0

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

#### 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

#### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

**Response:**

Ever since receiving Grade A through NAAC accreditation, several initiatives were taken and are still being taken to maintain and further improve the overall quality of our College.

- The administrative processes manifest its transparent functioning through decentralized work culture with digitalized finance practice.
- In order to improve the quality of the faculty, several seminars and workshops under the aegis of IQAC were regularly held where the faculty members were greatly encouraged to engage in different research programme. Several teachers were motivated to complete their PhD.
- Several types of software and digital platforms were installed. Academic (admission and internal examination), office administration and finance system were digitalized.
- The use of ICT and digital classrooms was implemented. Faculties and students were encouraged to use them.
- Academic calendar for each academic session was published in the prospectus book of the College. The academic calendar helped students and teachers to plan and organize their schedule accordingly. Publication of different campus magazines (Special issue on environmental aspects 'Horizon' and platinum jubilee special issue 'Nirjas') brought another attraction to our College prospect. Students and teachers contributed their articles to make the magazines great success.
- IQAC played an important role in determining the API score of the College faculties under Career Advancement Scheme (CAS) introduced by UGC. This resulted several promotion of teachers in the last five years. The IQAC encouraged the faculty members to participate in workshops and conferences organized at different institutions. Orientation and refresher courses were completed by the faculties to be promoted. NOCs and release letters were issued as per the need of the incumbent.
- Another new initiative by the IQAC was to inform the students through SMS regarding admission and online examinations.
- Online internal examination was introduced by the IQAC where the results of the students became electronically evaluated and documented. This not only reduced the burden of paperwork and evaluation, the system became free from bias.
- Central library of the College is digitalized. IQAC ensured the uploading of different journals and books in digital format. Several workshops were organized to train students on how to use the different E-resources available on the library website.
- The facilities of science laboratories in the various departments of the College were upgraded to meet the new CBCS syllabus requirements.
- Different workshops were held by the IQAC with students to make them aware of the intricacies, rules and pattern of the new CBCS syllabus.
- Outdated versions of computers all over the College were upgraded to later versions.
- Teachers, Student and Parent feedback systems were initiated.
- Proper maintenance of the attendance system is carried out with the help of the newly installed biometric system.

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

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 5

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description	Document
Report of the event	<a href="#">View Document</a>
List of gender equity promotion programs organized by the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

Our college is very much serious and also conscious regarding this sensitive issue. Our institution is providing co-educational pattern of both teaching and learning education system since long past.

After starting of activities of **Women Cell** at our college on and from 11.2.2014 all the activities for gender sensitization and women empowerment are directly or indirectly connected and patronized by the women Cell .

It is widely accepted that co-educational system of education helps to promote sensitization of gender equality in boy & girl students, our college is an ideal institution for establishing an instance of ideal gender equality in the campus.

From safety and security point of view college campus along with its adjacent peripheral areas are protected by three lines of defenses:

- Very strong and powerful local administration
- College's own security guard round the 24 hrs. including total college **campus under CCTV surveillance**
- Special lady attendant for girl students and ultimately overall surveillance by faculties and representative of students' union. In case of boarder of girls' hostel in addition to the above one whole time lady warden with 24 hrs. lady security guards are engaged for the purposes.

Gender Equality mystery of our college is to some extent different than that of others. As our college **got "A" rank in previous (2007 - 2012) NAAC Grading**, most of the meritorious and talented girl students of the locality got themselves admitted in the elite subject of the institution. Consequently they dominate the group in terms of merit and result and they also perform the role of **natural leader**. So the question of gender inequality does not arise in respect of talent, education, politics (college level) or any other aspects like that in the college atmosphere.

- In the context of counseling students college organizes different routine talks and seminars involving the girl students under the banner of NSS / NCC / Scout & Guide.
- The college authority has adopted an innovative strategy to motivate the girl students towards the promotion of gender sensitivity by opening a NCC unit for girls (**Para Military Activity for Girl Student**).

In the initial phase there was ample of hesitation for joining in the NCC, at present time the college authority could not accommodate the all girl applicants. Day by day there is an increasing tendency of application for NCC training, and more interesting fact that so many girl students have achieved national and state level honor for riffle shooting. So we think that hundreds of seminars, workshops are totally failed to a single state/national level **certificate winning Girls NCC Cadet** for promoting Gender Sensitization Program. It is a great achievement to the authority as a new tool for counseling.

There is a separate girls' well-furnished common room with and well sanitation facility under the supervision of a full time lady attendant. Each year one of the lady teachers is duly appointed as the in-charge of the Girls' Common Room.

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

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 2.73

#### 7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

**Response:** 1890

#### 7.1.3.2 Total annual power requirement (in KWH)

Response: 69300	
File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>7.1.4 Percentage of annual lighting power requirements met through LED bulbs</b>	
<b>Response:</b> 83.33	
7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)	
Response: 3150	
7.1.4.2 Annual lighting power requirement (in KWH)	
Response: 3780	
File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<p><b>7.1.5 Waste Management steps including:</b></p> <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• E-waste management</li> </ul> <p><b>Response:</b></p> <p><b>Solid Waste :</b></p> <ul style="list-style-type: none"> <li>• Under ‘Waste to Wealth’ program, Institute is producing organic manure-<b>VERMICOMPOST</b> from Bio- Degradable solid and kitchen waste generated from college canteen and also from boys’ and girls’ hostel.</li> <li>• Dustbins are kept at different places throughout th campus and the accumulated solid-waste is dumped in the vat. The Municipal workers of the ward collect the accumulated solid waste on a regular basis.</li> <li>• The entire campus is a “plastic free zone” and the college authority tries to address all aberrations. Dry waste products are allowed to decompose and garden waste products are often burnt and disposed off.</li> </ul>
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**Liquid Waste Management:**

- Liquid waste products, except particularly Chemistry laboratory, are drained and deposited through sewer system of septic tank along with rain water to a water harvest pit.
- Suitable measures have been taken by the college for bioremediation, where the Laboratory waste products are allowed to decompose in the open tank and through chemically polluted water chamber, consists of three chambers; SETTLING CHAMBER - LIMING CHAMBER - BIOREMEDIATION CHAMBER.

**E- Waste Management:**

- Laboratory equipments which are not in conditions of repair are sold in conformity with the rules of the purchase committee of the institution.
- College maintains all its computer peripherals and the e-waste is collected from time to time. The collected e-waste is sold to the proper agency for recycling.
- Defective and obsolete electronic gadget like computer, television, UPS, and different electronic equipments of physics and electronic department, are dumped in a room referring as E-Waste Dumping room for reuse of different parts and ultimately sellout to authorised agency following selling rules of college authority

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**7.1.6 Rain water harvesting structures and utilization in the campus****Response:**

To understand the condition, problem and availability of ground and surface water we have to clarify first the physiographic condition of Asansol .

Asansol belongs at gps coordinates of 23° 40' 26.1984" N and 86° 57' 8.6148" E., located on the lower Chota Nagpur Plateau.

Raniganj Coalfield is primarily located in the Asansol and Durgapur subdivisions of PaschimBardhaman district of West Bengal.

In general the Jharkhand plateau consists of the metasedimentary rocks of precambrian age, Gondwana sedimentary rocks, Rajmahal basalts and upper tertiary sediments. Laterite has developed on these older rocks as well as on early Quaternary sediments. Towards south, the alluvial plain merges with Damodar-kasain-Subarnarekha deltaic plains.

Considering all the above factor Mining activities started from very beginning and these are the causative

factor of water crisis.

Secondly faster growth of urbanization and small industry is another major factor for water crisis.

We need water conservation for quantitative shortage point of view not for qualitative point, as it is coal mines area there is no problem of chemical pollutant like Arsenic or Fluoride. .

On the other hand annual precipitation rate is also not good it is only -1000 to 1200 mm/annum.

So considering our annual requirement only rain water harvest is not effective and lucrative for running an institution with its about 4500 no.of student.

That is why we have chalked out a plan to harvest rain and also our sewer water producing in the whole campus all around the year ,except chemically polluted water coming out from Chemistry Laboratory – which are being sending to our POLLUTED WATER TREATMENT CHAMBER .

Rain and Sewer Water are being harvested, by following a popular theory –“**REDUCE – REUSE-RECYCLE**”, for ground water recharge throuh an un-utilized pit, created during construction of UGC funded Girls’ Hostel Building.

The stored water are mainly recharging the underground water table.

The water harvesting pit is connected with all drainage system for passing out runoff water (80 %) and sewer water (95%).

College authority is going to take a plan of zero % runoff from college campus.

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

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### Response:

**Students (3000 no)** generally use : 0.1% (Approx.) rarely use 4 wheeler, 1-2% use 2 wheeler, 5% use bicycle , and 80-85%use public transport, 10% (Approx.) are pedestrian.

**Faculty & Staff (130 no)** generally use : 8-10% use 4 wheeler, 50% use 2 wheeler, 20-25% Bicycle, 10%

(Approx.) use Public Transport, 5% (Approx.) are pedestrian.

Road of College campus was not pedestrian friendly because every year immediate after monsoon roads of campus got heavy injury by runoff water. Very recently total roads have got new shape with water proof concrete road which are cent percent **pedestrian friendly**.

**Public Transport:** Our institute is situated at a prime location of the area as follows.

1. Air Port:

a) KAJI NAJRUL ISLAM AIRPORT - just 30 to 35 KM [1. Weekly service for Delhi 2. Daily service for Mumbai 3. Flight service also Available for Chennai]

b) BURNPUR AIRPORT (Service Yet to Start) – Just 10 KM only

**RAILWAY FACILITY**

1. Railway Station, ASANSOL – 2 KM [ Howrah – Delhi and Asansol – Chennai : Junction of Eastern and South-Eastern Railway Road Road Transport – Kolkata – Dehi Grand Trunk ( GT Road – at present NH - 2) just 20 – 100 Feet from college campus.

More than 25 (Up and Down) route of Bus / Mini Bus / Share Auto Rickshaw like public transport facilities are available at an interval of 2/3 minutes only from both direction at busy office time.

**So about more than 85 % of students are availing public transport facility.**

1. Higher Authority of the institute are very much conscious to follow and obey popular SLOGAN – “**CLEAN ASANSOL AND GREEN ASANSOL**” of local administration (Asansol Municipal Corporation) by hiring and frequent using of **Environment Friendly Vehicle** like e-Rickshaw and CNG / CBM (Coal Bed Methane - available at **Raniganj Coal Field Area**) , driven Auto Rickshaw

**Plastic free campus:** Below 40 micron thickness (as per guidelines of State Pollution Control Board) no plastic bag/carry bag are allowed in the campus.

**Paperless office:** Most of the office work, notice, salary, part of Exam (internal assessment) etc. are being carried out through **internet, whatSapp etc**, besides reuse of paper (use of both side) are also being followed.

**Green land scraping with trees and plants:** College campus is saturated with greenery, besides We have created two green belt Zone through ‘Lab to Land’ program of college in the vested land of state Govt.

**Sericulture project with Arjuna trees (*Tremenalia arjuna*)** in the barren waste land of marginal natured. About 25,000 – 30,000 no of Arjuna trees have created a vast greenery in this grey natured area.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 2.54

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.57	00	00	9.13	2.08

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above**

**Response:** A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 4

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	00	00	01	01

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response:** 3

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	01	01

File Description	Document
Report of the event	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.12**  
**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** No

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

**7.1.13 Display of core values in the institution and on its website**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** No

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions****Response:** Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years****Response:** 12

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	2	2

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities****Response:**

Institution Organizes National Festivals and Birth and Death Anniversaries of great Indian Personalities with enthusiasm. The institution gives due importance to these national festivals along with regular academic activities to create sense of belongingness, righteousness, respect to teachers, role of youth in nation building and constitutional rights and obligations on the part of students and the teachers. Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities are sowed into the young minds through the exhibitions and programs conducted on these days. The institution practices pluralist approach towards all religion functions and encourages the students and faculty to showcase the same. Staff and students get to know the importance

of national integrity in the country in general and their role in it in particular.

- 12th January- National Youth Day is celebrated on 12 January being the birthday of Swami Vivekananda with speeches, music, recitations etc. to spread the philosophy and ideals of Swamiji to the youth.
- 23rd January- The College pays tribute to the legendary freedom fighter Netaji Subhash Chandra Bose by observing the birth anniversary of Netaji in the college campus with floral tributes, devotional songs.
- 25th Baisakh and 22th Shrabon: The College observes both the birth and death anniversary of Gurudev Rabindranath Tagore accompanied by informal cultural events in honour of the cultural icon of both Bengal and the nation.
- 5th September- The College observe the birth day of Dr. Sarvepalli Radhakrishnan as a Teachers' Day observation day to pay tribute to the teachers.

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

#### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

##### **Response:**

The Institution organizes its different activities through different relevant statutory committees & Sub Committees approved by GOVERNING BODY are as follows:

##### **FINANCIAL MATTEER :**

- 1.Finance Committee
- 2.Purchase Committee
- 3.Building Committee

##### **ADMINISTRATIVE MATTER :**

- 1.Service Book Committee
- 2.Promotion Committee for Teachers
- 3.CAMPUS MAINTENANCE/OPERATIONAL SUB-COMMITTEE
- 4.GRIEVANCE REDRESSAL AND DISCIPLINARY SUB-COMMITTEE
5. Women Cell
- 6.Anti Ragging Committee

##### **ACADEMIC MATTER (STUDENT) :**

- 1.Propectus Committee
- 2.Admission Committee
- 3.Routine Committee

4. Library Committee
5. Examination Committee
6. Professional Course Sub Committee
7. NSS/NCC ADVISORY SUB-COMMITTEE
8. Hostel Sub Committee
9. Students Welfare Sub Committee

#### ACADEMIC MATTER (FACULTY) :

1. Advisory Committee of the R & D Wings (Central Facility)
2. UGC Sub Committee
3. IQAC Committee

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions. The following are the few means which shows the means of transparency.

- The administration of the college adheres to the absolute transparency in financial, administrative and other areas. The books of account of the college are subjected to internal audit by qualified Chartered Accountants which are followed by statutory audit by the Government appointed auditor, to ensure financial discipline. Therefore, financial discrepancies if any would be checked from such rigorous audit practices. Further, all transactions are routed through banks to avoid unwanted cash handlings. The transparency of Finance Committee is evident through the following activities:

1. Open Tender System
2. E-Tender
3. Salary Through Bank
4. Salary Through e-pradan (Govt of west Bengal)

- Our Institute is affiliated to Kazi Nazrul University, so the institute abides by the terms of the university.
- Admission is an online process which is strictly on the basis of merit in accordance to the government reservation policy. Portal for for online admission is visible in the institutional website.
- There is academic committee under the aegis of IQAC in the college which monitors every academic activity of the college.
- Important notices regarding college are regularly posted in the college website to ensure complete transparency in all its functioning.
- There is anti-ragging committee in the college for prevention of ragging.
- There is Mentoring committee for personal counseling of students.
- It ensures that all the financial transactions, reports and documents are completed with integrity. Institute presents timely and accurate information to the University community, alumni etc as well as state government.

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

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

**Response:**

#### **Best Practice – I**

**Title: Community Development through Extension activities** (*a scheme by which services, eg., those of a university, are made available to non-members*).

#### **OBJECTIVES:**

- **To implement the result of Lab to Land Program conducted at the college at different time through different R&D program.**
- **To provide technical support in possible sector to alleviate the livelihood of the downtrodden people of the society**
- **To make connection between governmental organization and needy people of the society**
- **To utilize the resources (Waste Land of Marginal Natured) of tribal and financially backward class people of the localities by dry farming method of cultivation.**
- **To educate the backward / downtrodden people of the locality with simple but modern and scientific knowledge necessary for their agro-horticultural practice (Major Profession) for assured return.**

#### **THE CONTEXT :**

Institutions have high potentiality to achieve this efficiently and effectively. Being a NAAC accredited 'A' grade college(2007), also being an elite & heritage educational organization (1944) of the locality, institution have high level of connection, link and rapport with different central and state Government organization like, NABARD, Govt. of India, Dept. Of Textile (Sericulture), Dept. of Agriculture, Govt. of West Bengal as well as with the local administration.

- Institution have an intense connection with the cluster of Self Help Group of tribal/S.C. community
- NSS units are very active with the tribal people of the adopted village
- Institution have successfully conducted no's of Research and Development work (R&D) under LAB TO LAND PROGRAMME sponsored by Dept. of Science and Technology, Govt. of west Bengal and Zilla Parishad Under the program of Paschimanchal Unnayan Parshad [ (Western Zone Development Committee)- for dry and under developed area program] - **Annexure - I**

#### **THE PRACTICE :**

By utilizing all the possible infrastructure and resources the college is trying its level best to develop the community through its extension program for enhancing the socio-economic conditions of the concerned tribal as well as financially backward class people of the localities through its following program.

1. Cultivation and plantation of Arjuna trees (*Termenallia arjuna*) on the lateritic waste land for culturing TASAR SILK WORM to produce Tasar Silk by tribal self-help group- under the sponsorship of Department of Textile (Sericulture), Govt of West Bengal and about 25,000 no's of existing full grown trees formed a green belt in the grey area.
2. Rearing of pig of indigenous variety :-i) bio-waste to food converting capacity is extremely high ii) highly disease resistant variety iii) minimum maintenance iv) well adopted with tribal culture and life in the open field of Arjuna forest.
3. They have been trained & educated to follow the Aerobic method of paddy cultivation in the rain fed marginal natured land for assured return through SRI method (System of Rice Intensification) – under the guidance of NABARD, Burdwan.
4. AS there is a good market demand of BROWN RICE the stake holders have been motivated and encouraged to choose their paddy variety as indigenous variety of brown rice - (antioxidant rich staple food for patients suffering from metabolic syndrome/ life style diseases like, cancer, diabetes, hypertension etc.)
5. The stake holders have got training on vermicomposting for the production of organic product and excess amount for selling,
6. Stake holders have also got training on mushroom culture and production at small scale for their own use as highly nutritious protein produced from agro waste.
7. Stake holders are producing unpolished brown rice by using DHENKI (folk method of paddy processing by tribal people)
8. Stake holders are cultivating high value medicinal plants (*Aloe barbadensis*) and producing value added product as nutritional supplement specially for diabetic person
9. College has provided a sells outlet for the organic product and all other production with handicraft of the tribal people for ease sell under the banner of the heritage college/institution of the locality

#### **EVIDENCE OF SUCCESS:**

1. The stakeholders are getting regular support from the Sericulture department for increasing their area and production.
2. Every session a good no of tasar cocoon (raw materials of sericulture) are being produced as their crop, tasar cocoon has a competitive market with ready cash under the control of sericulture department as a result the self-help group are also earning a extra income in addition to their normal income by affording a minimum level of effort.
3. We are running with one self-help group (9 members) but another women self-help group has approached to college authority for giving permission for 2nd self help group (SHG)
4. Organic products have got a good response from the serious and conscious people, college have been approached from different corner for regular supply of the same product.
5. Due to uncertain rainfall and highly doubtful return from conventional method (Submerged and Anaerobic method) of paddy cultivation most of the marginal farmers switched over to another profession by quitting the paddy cultivation but it is highly inspiring that some of those farmers

have again been returned back to cultivation and they have been able to sell out some amount of paddy after meeting their family consumption.

6. Stake holders are planning to sell Brown Rice with advanced packaging system( vacuumed packaging)to increase the self-life of processed paddy
7. Some trained learners are successful in their profession.

#### **PROBLEM ENCOUNTERED AND RESOURCES REQUIRED:**

- It is very difficult to convince all the people to motivate to adopt the new technology/method in spite of its so many advantageous sides.
- Tribal peoples are very much conservative with their tradition and rituals, except few exception, they couldn't switch over to any non-traditional method mostly without consent of village leader (mukhia/sardar)
- Some fixed budget & time bound project have not reached its target for getting commercial shape.
- Some product like Aromatic Oil (Lemon Grass, Citronella etc.) could not stand/resist the competition against its synthetic counterpart.
- Some product like Jatropa oil (bio-diesel) is continuously facing the problem of patronization from government sector.
- Organized marketing system is still lacking.

#### **Resources Required :**

1. Need strategic support for introduction of BIODIESEL MISSION from central government.
2. Need based funding for ongoing project (yet not got final shape).
3. We need an integrated form of all scattered project to get their complete shape in the form of BIO-VILLAGE cum BIO-PARK.

#### **NOTES:**

The institute is very much eager to encourage the other outside organization for participating in the community development program; as a result we have been associated with our neighbor college for marching towards the proposed **ORGANIC-VILLAGE MISSION** with strong & steady stepping. In future we like to be associated with many others like minded organization with this mission to make our objective more and more effective for the society.

#### **Best Practices –II**

**Title: Arrangement of Value Based Education to Modern 'Eklabya' (Nobel & Dalit character of Mahabharata) with Proper Recognition through Distance Mode of Education System.**

#### **OBJECTIVES:**

- To provide/arrange value based education to the greater society at par of conventional method (closed type education)

- To provide parallel system of modern education to the academically and socially under privileged section
- To arrange education of any level (PG /UG /PG DIP /DPLOM/ CERTIFICATE Courses ) to drop outers
- To arrange UGC recognized national standard education to the financially weaker section at minimum cost.
- To protect talented but socially and financially under privileged section from fraud organization /trout
- To provide value based education to a large nos. of women learners of the locality those have no scope to attend/afford the conventional mode of education.

### **THE CONTEXT:**

- The institute is a elite and heritage educational organization (1944) in the locality, thousands of learner are highly eager to get a chance to be a student of this college but due to University norms only close system can't do this; open mode of education system satisfying the rest.
- As it is a cosmopolitan area there are so many Hindi speaking student/learner, this system (IGNOU) are enable to satisfy their needs.
- As it is industrial cum mining area there are so many persons who needs their professional degree through distance education mode for further betterment in their profession.
- There are so many drop out cases they are getting their benefits.
- There is a large nos. of part time learner in interested woman of the society; they are enjoying the facility of this system.

### **THE PRACTICE**

#### **1. Indira Gandhi National Open University**

#### **2. Netaji Subhas Open University:**

i. It is running with more than 3000no's of academically as well as socially underprivileged both young and adult student cum learners

ii. **Indira Gandhi National Open University** running with following courses:

- a) 10 PG courses
- b) 07 UG courses
- c) 03PG Diploma courses
- d) 05 Diploma courses
- e) 10 Certificate courses

iii. **Netaji Subhas Open University** running with following courses:

- a) PG courses

- b) UG courses
- c) PG Diploma courses
- d) Diploma courses
- e) Certificate courses

iii. Admission is in 2 session per year, per session about Rs. 25,00,000 – 30,00,000/- students fees are collected on behalf of the IGNOU, now admission procedure is going on through On-Line mode

iv. A good nos. of dedicated, qualified and talented persons is serving this center.

#### EVIDENCE OF SUCCESS:

- Year after year number of learners is increasing.
- Huge number of learner from minority society are responding
- So many employed persons are getting benefit in their profession.
- Per session (Bi-annual) IGNOU study centre is generating a lucrative amount of dividend (25,00,000 – 30,00,000/-) from admission only besides examination fee, prospectus selling etc. are extra.
- NSOU is generating a good amount of dividend from learners also.

#### PROBLEM ENCOUNTERED AND RESOURCES REQUIRED:

- In respect of learner's number, space allotted to study center are insufficient.
- During Seasonal examination of Open University, classes of close system are hampered.
- Lack of sufficient rest room for learners coming from distant area.

#### **Resources Required:**

- Separate Building (Annex Building) would be highly benefited for smooth running of both system (Open & Close )
- Sufficient cheap canteen system for the needy learner especially on Sunday and other IGNOU/NSOU working day.
- We want to introduce COMMUNITY COLLEGE type of non-conventional education cum training system.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

##### Response:

Community Development through Extension Activities, a scheme by which services, eg those of a university, are made available to non-members,

- To implement the result of Lab to Land Programs conducted at the college at different time through different R&D programs.
- To provide technical support in possible sector to alleviate the livelihood of the downtrodden people of the society
- To make connection between governmental organization and needy people of the society
- To utilize the resources (Waste Land of Marginal Natured) of tribal and financially back ward class people of the localities by dry farming method of cultivation.

To educate the backward / downtrodden people of the locality with simple but modern and scientific knowledge necessary for their agro-horticultural practice (Major Profession) for assured return.

The institute is very much eager to encourage the other outside organization for participating in the community development program; as a result we have been associated with our neighbor college for marching towards the proposed ORGANIC-VILLAGE MISSION (Integrated form of all the extension activities running on) with strong & steady stepping. In future we like to be associated with much other likeminded organization with this mission to make our objective more and more effective for the society.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

B. B. College has already made significant contribution to the advancement of academics in the immediate vicinity of the college as well as beyond. Since the last accreditation, we have taken giant strides towards progress. The library has been completely automated, equipped with several e-learning resources on INFLIBNET. The Accounts section has been automated. The admission system has been converted into the online mode, which is transparent and strictly based on merit. The staff and students are encouraged to use ICT facilities, and 15 classrooms have been set up to support this endeavour. The CBCS curriculum poses challenges before us, and we have equipped ourselves adequately by taking several steps, including transferring our internal examination system to an online mode. The College strictly adheres to the academic calendar for Continuous Internal Evaluation by conducting regular class tests, seminars, practical examination, home assignments etc. The Governing Body of the college continues to work in close cooperation with the principal, staff and different committees to regulate and maintain an amiable and scholastic environment. The Teachers' Council is a vibrant body which works closely with the principal and deals with issues pertaining to the functioning of the institution. The Central Instrumentation Facility, which houses equipments necessary for advanced research in various subjects, is another value-addition. As far as extension activities are concerned, the college is committed to participate in the improvement of community life, especially that of the poor and downtrodden. These benevolent measures are led by the NSS and NCC units of the college. The college provides ample opportunities in terms of social and cultural activities. Regular competitions are arranged to unearth the true potential of our students. Decentralized management system of the College provides autonomy to every department. Fair financial practices with appropriate utilization of College resources and funds represent a transparent governance policy of the institute. We understand that perfection is infinite, and we shall remain committed to our pursuit of excellence.

### **Concluding Remarks :**

B. B. College is a premier multi-shift single unit college with 39 UG courses and also professional courses like BBA & BCA. Over the decades the college has earned a name for itself for providing quality education, that enables the students to face the competitive world and at the same time to instill Indian values and culture which is manifested in various programmes like Bhasa Divas, Basanta Utsav, Rabindra Jayanti, Annual cultural celebration etc. We believe that a healthy mind dwells in a healthy body and so the students are offered numerous avenues to participate in various games and sports events. At B. B. College, we believe in imparting holistic education that emphasizes on all-round development of students. Our wi-fi enabled college campus is dotted with an Administrative Block, Arts Block, and Library with massive collection of books with a spacious reading room, Science & Commerce Block with well-equipped laboratories. The college promotes organization of Seminars, Lecturers, Workshops, NSS, NCC and other co-curricular activities. A number of scholarships and financial aid is provided to the meritorious and needy students every year. We are aware of the need for continuous modification and advancement of thought and efforts to keep pace with the radical changes taking place in the socio economic environment and it is hoped that with every passing year, we will march ahead in a new and better direction. Our relentless endeavour for excellence will go on. We sincerely believe that we will be judged not only by our glorious yesterday but also by our today and tomorrow.

NAAC