

ANNEXURE-2

Detailed Action Taken Report 2022-23

Actions taken on student feedback

As depicted in the student feedback analysis ([Annexure-1](#)), it has been perceived that over 95% of the students have given positive feedback on each of the questionnaires/criteria and are satisfied with the facilities provided by the college. While, some of the students have also provided us with some suggestions and their requirements. We not only give tremendous value and importance to the suggestions received but have also steadfastly acted upon each of them in a planned and inclusive manner for the benefit, continuous academic progress, and overall wellbeing of each of our stakeholders.

Methodology: A set of 20 graded MCQs with an option to give suggestions were distributed through Google form <https://forms.gle/uzBLwFtj5hoctPvw5>. Students who have given fair or poor grade for a given question have also provided the suggestions for improvement, and, on the basis of the suggestions received the IQAC takes action from time to time.

	Feedback Summary	Action Taken by the IQAC
1.	<p>Feedback on Curriculum (96.5% positive feedback, 3.5% have given some suggestions):</p> <p>(i) Students were of the opinion that syllabi need to be more specific, concise, and practical problems oriented with an emphasis in making them employable. Eg.</p> <ul style="list-style-type: none">• Science students were of the opinion that syllabi should reduce old topics and include new topics such as AI,	<p>The following actions are taken by the IQAC in association with the competent authorities in a timely and planned manner:</p> <p>(i) The suggested modifications in the syllabus and curriculum as opined by Science, Commerce and Arts students were discussed with the respective departments of the college in a meeting called by the IQAC. Thereafter they were communicated to our affiliating university (KNU) while drafting the new syllabi after the adaptation of NEP 2020. Letter communicated to KNU for suggestion regarding curriculum</p> <p>https://www.bbcollege.ac.in/dynamic_file/NAAC/1712051570Sample%20Feedback%20on%20Syllabus.pdf</p>

Machine learning and web development

- Commerce students were of the opinion that there must be some useful electives like finance & banking, stocks, portfolio management etc and flexibility should be provided in choosing them.
- Arts students have demanded that the course should contain personality development, enhancing entrepreneurship skills, communication skills, etc. In addition, some of them emphasised on learning basic mathematics and improving their English Skills.

(ii) Next, to develop entrepreneurship skills and personality development several programs are conducted by organized by the Entrepreneurship Development Cell -Swabalamban (a cell formed under the aegis of the IQAC, and, supported by the **Asansol Merchants Chamber of Commerce & Industry and Asansol Chamber of Commerce**) for students to inculcate the entrepreneurial mindset among the students. For example:

- Workshop on different kinds of subsidized credit facilities by **MSME** for the entrepreneurs on 24th February, 2023: To materialize any kind of entrepreneurial ideas capital funds are required. There are different schemes available under both Central & State government through which entrepreneurs can avail loan facilities at reasonable terms and conditions. To create awareness about these schemes among the entrepreneurs and college students a workshop was arranged in collaboration with the **District Industries Centre (DIC)**, Paschim Burdwan on 24/02/2023.
- Workshop on Importance of Branding on 07/06/2023 in Banwarilal Bhalotia College, Asansol in collaboration The Global Links Initiative: For the success of any kind of business, branding and its logo play a pivotal role. Branding gives identity, aids recognition and differentiation, supports marketing and helps in gaining trust of the existing as well as potential customers of any business. For an in-depth understanding of branding a workshop was organized at college in collaboration with **The Global Links Initiative (TGLI)**.
- Details of other programs conducted by the Entrepreneurship Development Cell with a vision to make to make for transforming the ideas into reality can be found at https://bbcollege.ac.in/dynamic_file/Events_Activities/1708758375Detailed%20Report%20on%20Swabalamban.pdf

	<p>(ii) Some of them the students have asked that they need extra curriculum activities just like drama classes, music classes, art classes, dance classes, photography classes.</p>	<p>(ii) Meraki, The Art & Photography Club of Banwarilal Bhalotia College have been established in June, 2022. The objective of this club is to provide interactive platforms for students and staffs to express their creativity, thoughts, imaginations and emotions through art or photography. One such event organized on July 24, 2022 a Mega Drawing Competition was organized by AIIMS, Asansol in collaboration with Meraki, The Art & Photography Club at Rabindra Bhaban, Asansol. More than 600 students participated in that grand event. Details of the activities of Meraki can be found at https://bbcollege.ac.in/dynamic_file/Events_Activities/1709016930Report%20Meraki%20Programme.pdf</p>
<p>2.</p>	<p>Feedback on Job Opportunities: <i>(97.2% positive feedback, 2.8% have given some suggestions):</i></p> <p>Students were of the opinion that they need programs on Professional Development Skills, Presentation skills, Leadership skills etc., to make them Job ready. Students were of the opinion that they need:</p> <ul style="list-style-type: none"> • More skills development seminars, programs which can help in future job. • sessions or classes to explore career opportunities and options of the course • Practical skill-based courses should be included, even better if something from job perspective. • Students asked for course which can create high paying job. 	<p>To cater to the job requirements of the students, the Career Counselling and Placement Cell (overseen by Principal and co-ordinated by the TPO) caters to several career-oriented needs of the students and works 24/7 towards the overall improvement and well-being of the students. The cell aims to offer career counselling, placement services, job skills training, and assistance in building confidence for job interviews to students. One important function of the unit is to help students prepare for competitive exams and inform them about various scholarships for higher study. At least 20 programs related to career counselling and placement drives have been conducted by the cell. Some of them are:</p> <ul style="list-style-type: none"> • Awareness programme for recruitment in Agniveervayu scheme of Indian Airforce was organized on 15.10.2022 by inviting Squadron Leader Nitesh Kumar as the resource person. • Campus Placement Initiative in the post of trainee in sales and business development in Bajaj, Capita Ltd was conducted on 18.10.2022 and on the same day another Student Development Program was conducted in association with ICFAI, Hyderabad, to make students aware of different soft skills, training and career

		<p>opportunities by the Trainers of ICFAI, Hyderabad.</p> <ul style="list-style-type: none"> • A Career Fair was organized by the cell on 24.01.2023, with participation by Anudip Foundation, Super Smelters and AIMS Asansol. • Job Guaranteed Vocational training and Entrepreneurship Skill Development by ICA Institute of Computer Accountants on 23.02.2023. • Awareness program on Skill v/s Employment by Institute of Computer Accountant and Legal Services and Wingz Infotech on 02.05.2023 • Several such significant programs and initiatives carried out by the Career Counselling and Placement Cell can be found at https://bbcollege.ac.in/dynamic_file/Events_Activities/1708758561Career%20Counselling%20and%20Placement%20Cell%20Report%202022-2023.pdf
3	<p>Student feedback on Library (94% positive feedback, 6% have given some suggestions):</p> <ul style="list-style-type: none"> ➤ Book Availability: Students are of the opinion that the books are unavailable in the market and in the library as per the newly adapted NEP 2020 syllabus. Some have asked for new edition books while others have asked for the inclusion of competitive examination books. 	<p>The Central Library is are committed to continuously improving the library services to meet the needs of the college community. Indeed, two new floors for the Central Library is on the verge of completion which is raised under the Development Policy envisaged by the Building committee under the aegis of the IQAC upon the subsequent passing of G. B. Resolution to shift Central Library from Humanities Block to Administrative Block.</p> <ul style="list-style-type: none"> • Book Availability: The college library is actively working to ensure the availability of all required books in the library. This involves: <ul style="list-style-type: none"> (i) Checking with college administration & asking vendors to confirm book availability as per NEP 2020 syllabus, then place orders, and, expedite the procurement of books. (ii) Advising faculty members to provide notes and e-materials according to NEP 2020 syllabus. Indeed, it has been a privilege that already few text books according to the NEP 2020 syllabus have been published this year by some of our faculty members and are available in the market as well as in the library.

For eg. (i) <https://amzn.eu/d/idvCP8d>

(ii)

<https://www.booksandallied.com/products/science-and-technology/botany/advanced-botany--vol-2--by-dr-sanjeev-pandey.html>

(iii) A constant awareness of reaping the benefits of the NLIST facility is provided which has seen an increased access in this year. The usage of the N-LIST services during June 2022-Aug 2023, is exported from the N-LIST website and can be found at:

https://bbcollege.ac.in/dynamic_file/NAAC/1709098355NLIST.pdf

Link to the renewal of N-LIST services:

https://bbcollege.ac.in/dynamic_file/NAAC/1709098386NLIST%20Receipt.pdf

(iii) The library constantly explores alternative sources such as inter-library loan and providing information on alternative resources like online databases, e-books, and journals, which may offer updated content.

(iv) Gradually updating our collection to include the latest editions as per syllabus requirements and budget constraints.

(v) Building a collection of books relevant to various interests and competitive exams. Providing access to online resources such as e-books, databases, and online learning platforms, and, we have already developed a collection from donations from government agency and individuals. Link to book donation events:

https://bbcollege.ac.in/dynamic_file/Events_Activities/1709107645BOOK%20DONATION%20EVENTS%2022-2023.pdf

The Central Library at B. B. College opened its competitive examination wing today with the gracious endowment of relevant book materials donated by the Asansol Durgapur Police Commissionerate ([Link to the event](#)).

	<p>➤ Scarce availability of books for English Language in Hindi Shift Library: Some Hindi shift students have asked for the making English language books available for use and they have also asked for English version of some subject books.</p> <p>➤ Research paper analysis should be provided</p>	<p>➤ English Books in Hindi Shift Library: The library recognizes the need for English language books in the Hindi shift library. The library is exploring solutions like:</p> <ul style="list-style-type: none"> • Allocating a designated section in the Hindi shift library for English language books relevant to the department's curriculum. • Facilitating access to the central library's English language collection during designated hours. <p>➤ Research Paper Analysis: The library is currently exploring the feasibility of offering research paper analysis support. This may involve:</p> <ul style="list-style-type: none"> • Organizing workshops or training sessions on research paper analysis skills. • Providing access to online resources and tutorials on research paper analysis.
4.	<p>Student feedback on Computer Lab, & Improvement of Infrastructure and equipments:</p> <ul style="list-style-type: none"> • Requirement of new green boards, black boards. • Requirement of new computer lab for BCA students. 	<ul style="list-style-type: none"> • New green board and white board have been installed in all the class rooms • The college authority has decided to set-up two new labs for BBA, BCA students.
5	<p>Positive feedback as well as Negative feedback on faculty. Some students were of the opinion that They were unable to understand in class and some teachers are unable to complete syllabus in time. Also, some Hindi speaking students have said that a few teachers of the English department are explaining in Bengali which is difficult for them to understand.</p>	<p>Several students have appreciated and thanked the teachers for being by their side all the time. This is reflected by the wonderful performance of our students in academic as well as in co-curricular activities (https://www.bbcollege.ac.in/dynamic_file/NAAC/17120528985.2.2%20%20Supporting%20Document%20.pdf). To acknowledge the tireless efforts by the college teachers, our college administration has decided to publicly appreciate and applaud the teachers and provide them with some incentives/mementos based on their contribution to the college. Constructive and negative feedback on faculty is analysed by conducting a meeting by IQAC by finding</p>

	what exactly the concerned teacher is lacking. The matter is then communicated to the teacher by the competent authority.
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FACULTY Feedback

Action Taken Report

1. HOD's were asked to elaborate on the topics wherein an up-gradation of syllabus where needed keeping the student feedback on the curriculum in mind. The comments by the HOD's were forwarded to the University for their consideration and implementation.
2. Faculties were asked to suggest the name of books as per the NEP 2020 versions of the syllabus.
3. HOD's were asked to add more value-added courses (VAC) and certificate courses as per the NEP 2020 syllabus after taking approval from the IQAC. A specimen report of the several of such courses organized by various departments under the aegis of the IQAC is provided below:
https://bbcollege.ac.in/dynamic_file/NAAC/1709021604FINAL%20REPORT%20VA%20C%20%20and%20CERT%20%20-%20Dr.%20Rajrupa%20Ghosh.pdf
https://bbcollege.ac.in/dynamic_file/NAAC/1709021545Certificate%20course%20%20report.pdf
4. Case study assignments were given to the students. This helped them to acquire problem-solving skills.
6. Apart from regular teaching, social awareness and human values were imparted to the students through various workshops and conferences.
7. Research incentives have been provided to the faculties.

7. Online Portal has been developed for faculties login to submit the students' attendance, check self-attendance status, college holidays and events and update students' performances.

Link for Teacher login

http://bbcollegeonlineadmission.in/teacher_login.php

8. Online Portal has also been created for faculties for applying for leave application online.

Link for Leave Application

<http://bbcteacher.aadija.biz/>