YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution Bidhannagar College

- Name of the Head of the institution Dr. Saurabh Chakraborti

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 03323374782

- Mobile no 9830575550

- Registered e-mail principal.bnckol@gmail.com

- Alternate e-mail saurachakra@gmail.com

- Address EB 2, Sector I, Salt Lake

- City/Town Kolkata

- State/UT West Bengal

- Pin Code 700064

2.Institutional status

- Affiliated /Constituent affiliated

- Type of Institution Co-education

- Location Urban

- Financial Status UGC 2f and 12(B)

- Name of the Affiliating University

  WEST BENGAL STATE UNIVERSITY

- Name of the IQAC Coordinator

  Dr. Dipankar Sen

- Phone No.

  8972027319

- Alternate phone No.

- Mobile

  8972027319

- IQAC e-mail address

  bnciqac@gmail.com

- Alternate Email address

  dipanksen@gmail.com

3.Website address (Web link of the AQAR (Previous Academic Year)

https://www.bidhannagarcollege.org/userfiles/file/aqar/aqar_2021-22.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

  https://www.bidhannagarcollege.org/userfiles/file/iqac/Academic%20calendar%202022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**NA**	**2006**	**21/05/2006**	**20/05/2011**
Cycle 2	**B+**	**2.64**	**2017**	**28/03/2017**	**27/03/2022**

6.Date of Establishment of IQAC   **29/01/2013**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Faculty (Dr. Kiranmoy Chatterjee)	Major research project	SERB-DST, Govt of India	2019 (3 years)	3,50,000/-
Faculty (Dr. Subhankar Samanta)	Major research project	SERB-DST, Govt of India	2022 (3 years)	2,75,000/-
Institution	State allocation fund	West Bengal State Government	2022 -2023	12,05,011/-

8.Whether composition of IQAC as per latest NAAC guidelines   Yes

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   05

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   No

- If No, please upload the minutes of the meeting(s) and Action Taken Report   View File

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

* Six seminars on social and environmental issues * One day internation workshop entitled 'We for Us: Women lifting Women' * Two-day workshop on analysis of statistical data and use of R code * Participated in NIRF *Scrutiny for promotion of 25 teachers under CAS

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Value added courses and add-on courses will be introduced	One value added/add-on course has been introduced
Green audit will be conducted	Yet to be done
SSS should be introduced	Yet to be done
Academic audit should be conducted with external members	Academic audit has been conducted with internal members

13.Whether the AQAR was placed before statutory body?   No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	Bidhannagar College
• Name of the Head of the institution	Dr. Saurabh Chakraborti
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03323374782
• Mobile no	9830575550
• Registered e-mail	principal.bnckol@gmail.com
• Alternate e-mail	saurachakra@gmail.com
• Address	EB 2, Sector I, Salt Lake
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700064
2.Institutional status	
• Affiliated /Constituent	affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	WEST BENGAL STATE UNIVERSITY
• Name of the IQAC Coordinator	Dr. Dipankar Sen
• Phone No.	8972027319

• Alternate phone No.	
• Mobile	**8972027319**
• IQAC e-mail address	**bnciqac@gmail.com**
• Alternate Email address	**dipanksen@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.bidhannagarcollege.org/userfiles/file/aqar/aqar_2021-22.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.bidhannagarcollege.org/userfiles/file/iqac/Academic%20calendar%202022-23.pdf

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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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- If yes, mention the amount —

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SSS should be introduced	Yet to be done
Academic audit should be conducted with external members	Academic audit has been conducted with internal members

13.Whether the AQAR was placed before statutory body? | No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	29/02/2024

15.Multidisciplinary / interdisciplinary

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yet to be done
```

16.Academic bank of credits (ABC):

```
yet to be done
```

17.Skill development:

```
yet to be done
```

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

```
yet to be done
```

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

`yet to be done`

20.Distance education/online education:

`yet to be done`

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**22**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1243**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**370**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**389**

File Description	Documents
Data Template	View File

3.Academic

3.1	**96**

Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**113**

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**102**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**22.81**
4.3 Total number of computers on campus for academic purposes	**87**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As an affiliated college, all the undergraduate faculties follow the curriculum prescribed by the West Bengal State University (WBSU). The faculty members of the Department ensure effective curriculum delivery by

a. preparing a central routine (along with department-wise routines), and an academic calendar of the institution, a teaching plan for every teacher and distributing them among the students at the beginning of every semester along with syllabi of the respective subjects

b. arranging induction meetings at the beginning of the semester to brief students on CBCS and its evaluation process, options for

choosing subjects, earning credits, etc.

A customary process is followed by all the departments through which the distribution of the syllabus is done following a departmental meeting. Great care is taken that the syllabus is delivered in a planned manner much ahead before the conclusion of the session so that students can utilize the time for doubt clearing, revision of their syllabus, Group discussion, academic mentoring, library work, extra classes, and so on. A mentor-wise mentee group is formed for each UG and PG batch of students for a better understanding of the needs of pupils as well as to create a space for broader academic discussion.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.bidhannagarcollege.org/userfiles/file/iqac/Academic%20calendar%202022-23.pdf

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

Our institution regularly prepares an Academic Callender for every academic session andadheres to that for conducting classes andContinuous Internal Evaluation. See the attached file of Academic Callender for the current session i.e. 2022-23.

The affiliating university assumes sole responsibility for preparing the academic calendar which among other things includes the end-semester examination schedule. The College also prepares a calendar in keeping with the one provided by the university, to hold multiple curricular and cocurricular activities within a session. Solely academic activity considered, the College works largely within the framework given, holding importantly all examinations for internal assessment, and covering more than 33 of the total evaluations designed for a whole semester.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.bidhannagarcollege.org/academic-calendar-iqac.html

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

22

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

1.2.2 - Number of Add on /Certificate programs offered during the year

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

`01`

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

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

`104`

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

1.3 - Curriculum Enrichment

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

`As an affiliated college, it has to follow the prescribed syllabus at the undergraduate level of the West Bengal state university, which leaves no room for integration of any other component.`

`For the PG Courses of course we do have scope for introducing some components significantly contributing to the awareness required of Professional Ethics, Gender, Human Values, Environment and Sustainability etc.`

`For example, the Department of Zoology has a course on environment and sustainability designed for all the students of any discipline at the PG level.`

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

22

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

358

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

D. Any 1 of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	https://www.bidhannagarcollege.org/students-feedback-reports.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows   **C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.bidhannagarcollege.org/students-feedback-reports.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

472

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

202

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

- **All the Departments of the College monitor the learning levels of the students on regular basis and arrange special training for advanced learners and slow learners accordingly.**
- **Departments provide the students academic resources in the form of text books and reference books from Departmental Seminar Library, comprehensive study materials, and also utilize learning tools like audiovisual aids.**
- **Students are assigned projects and assignments according to their levels of understanding.**
- **Students are encouraged to avail books and journals of advanced level from Central Library and Departmental Seminar library and other Community libraries to enrich their knowledge and grow interest in research.**
- **Students are provided with links of academic journals and websites and are also motivated to study using online open educational resources and access good quality journals fromworldwide publications.**
- **Special remedial classes have been organized for the slow learners and at the same time advanced discussion sessions have also been conducted involving the advanced learners through lectures and group discussions.**
- **The advanced learners aspiring for higher studies and research careers in National and International institutes have been guided, particularly for the competitive admission tests.**
- **Regularly held Parent-teacher meetings also become a great contributing factor in this regard.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1243	96

File Description	Documents
Any additional information	No File Uploaded

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

- Students have been taken to field tours and educational excursions as part of their curriculum by different Departments which enable them to acquire hands-on experience.
- The teachers of the institution have employed their best efforts to help the students by providingan effective education through blended mode.
- Students have been assigned a variety of innovative project works for participative learning and regular home assignments.
- Students are provided with power-point presentations, study materials in PDF format, virtual simulation models for practical studies and various other problem-solving methodsthat might lead them to a holistic understanding of the concepts of their studies and possible career building in the subject.
- Arranging Invited lectures by renowned professors and Seminars are also regular feature of different departments of the college.
- Students are regularly encouraged to participate in a variety of Team-works, Peer teaching, Cooperative and Collaborative learning, Group discussions to stimulate them to interact with one another for sharing of knowledge and ideas.
- As an innovative teaching method Team Teaching is practiced

by the departmental teachers to encourage motivation among the students and create better learning situation. This allows development of collaboration skills andlife skills for future learning, adjustment and cohesive social life.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- **Teachers use ICT enabled tools like LCD projectors, Computers with Internet facility for an effective teaching-learning process.**
- **Few Departments of the College possess Departmental Computer Laboratory which is optimally used by the students for their studies and dissertation works.**
- **The teachers conduct their ICT Practical classes in the Laboratory. Sometimes virtual simulation models are also utilized for better understanding of the topic.**
- **Students are also provided with website links of e-books and academic journals and encouraged to use online open educational resources.**
- **Smartphones are also used for imparting education and continuous evaluation through Google Forms.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

96

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

68

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<u>View File</u>

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

2.4.3.1 - Total experience of full-time teachers

737

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

- **The Departments of the institution try their best to maintain transparency and to complete the courses within the scheduled time frame.**
- **All the Departments have continued their assessment process through formative (continuous) assessment and summative assessment.**
- **Internal Assessment have been conducted in scheduled time in each semester of Under-Graduate and Post-Graduate Courses.**
- **Midterm examinations were held on regular basis as per University Notices, before which75% of the syllabus is covered for both UG and PG Levels following the CBCS system.**
- **Teachers evaluateeach answer-scripts and respective students have been allowed to see the corrections so that they can comprehend their mistakes and/or lacuna.**
- **After evaluation, teachers discussed and assessed performance of each concerned student in the next routine classes.**
- **Practical Examinations have also been conducted on regular basis and continuous assessment is an integral part of the final practical evaluation.**
- **Multiple choice questionnaires are prepared and used for continuous assessment of the students of Post-Graduate level which also allows them to get an exposure of the future competitive examinations.**
- **Various Project works and home assignments, Power Point presentations and assessments have been allotted to the students graded on a regular basis by the teachers of the concerned Departments.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

- **All kinds of grievances of the students related with internal examinations are answered on a regular basis in a very transparent manner.**
- **Any issues that emerge regarding internal examinations are attended sincerely and immediately involving all the faculties of the concerned Department.**
- **Solutions are provided right away and very comprehensively.**
- **Parent-Teacher meetings are also conducted on a regular basis to discuss the problems pertaining to departmental learning and evaluation.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

As an affiliated college we have to follow the prescribed programme of the affiliating University that is West Bengal State University.

Programme and course outcomes are displayed in the college website so that entry level students get a clear idea about their future study and career opportunities.

At the begining of each academic session faculty members discuss the POs and COs during syllabus allocation meeting of each department.

In first few classes, the newly admitted students get brief ideas of POs and the idea of PSOs and COs are made clear to them during teaching-learning process.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**https://www.bidhannagarcollege.org/programmes-courses-outcomes.html**
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

To assess the levels of attainment of Programme Outcomes and Course Outcomes Bidhannagar College has devised an evaluation system.

Attainment of Course Outcomes:

- **All the departments of the college maintain specific academic calendar and follow the calendar for teaching and learning.**
- **There are continuous assessments and end-semester examinations for evaluation of continuous progress of the students and their overall achievement respectively.**
- **Departmental meetings are held on a regular basis by all the Departments to assess the Programme Outcomes and Course Outcomes and the records have been maintained properly.**
- **Reports of continuous evaluation are presented and analysed by the tabulation committee of the college.**

Attainment of Programme Outcomes:

- **The Institution conducts Students Satisfaction Survey (online feedback system) designed by IQAC of the college to obtain feedback of the students regarding infrastructure of the college and the respective departments, academic and administrative facilities of the college and contribution of the faculty members to teaching-learning and students-progression.**
- **The online feedback has been analysed on a regular basis and necessary remedial measures have been taken by the Principal.**
- **Programme Outcome is also evaluated through students' progression to higher education and their placement records.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

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

326

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.bidhannagarcollege.org/students-feedback-reports.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

6.25

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

06

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

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

02

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	<u>View File</u>
Paste link to funding agency website	<u>https://serbonline.in/SERB/emr?HomePage=New</u>

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college encourages activities related to academics, innovation

and research that outreaches the curriculum and facilitates the overall improvement of the students with continuous flow of knowledge. Ongoing research projects funded by different funding agencies and publications in different peer reviewed journal by different faculty members and Ph.D. students illustrate the faculty's focus upon knowledge enhancement. The college encourages participation of students and faculty members in various seminars, workshops, scientific competitions that exaggerate the transfer of knowledge. Various departments of the college in collaboration with IQAC have organized several popular lectures addressing the common health issues. The college have established a central research facility from RUSA fund that supports the progress of ongoing research. Exchange of knowledge is empowered by conducting lecture series where eminent scientists have discussed about the recent trends and update the modern views of research. The college has a central research committee that oversees the ongoing researches in the colleges. The career counselling committee welcomes different organization to guide the students towards employment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

03

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

15

File Description	Documents
URL to the research page on HEI website	https://www.bidhannagarcollege.org/research-bnc.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

63

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

11

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to

social issues, for their holistic development, and impact thereof during the year

Students are encouraged on a regular basis to participate actively in different Co-curricular activities including Sports (College and State level), NSS Programmes like observing 22nd Sravan and Plantation Day, World Environment Day, Cancer awareness Campaign, Communal Harmony Week, Health camps, Seminars on HIV and AIDS Awareness and so on. To continuously enhance the knowledge community, students and teachers both were encouraged to consistently attend and participate in webinars on sensitization programmes and online extension activities related to different social issues that are beneficial for their holistic and harmonious personality development and future life. Each year, the UG SEM IV students of the Department of Education are taken to the International Kolkata Book fair to help them to enrich and supplement their academic habit, to encourage their reading and learning practice and promote imagination and creative thinking skills. Similarly, students from the Departments of Botany, Zoology, Anthropology, Geography, History regularly visit different fields for practical based knowledge.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

01

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

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

community and NGOs) during the year

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

04

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

224

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

03

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

03

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The campus consists of two main building- an old building for science faculties and a new building for administrative work and for arts faculties. The two buildings provide sufficient class rooms and laboratories for smooth running of classes, examinations and co-curricular activities. With time, the infrastructures have been developed to keep pace with the new demands. Teaching learning process is enhanced by

i. ICT enable class rooms

ii. computer lab

iii. laboratories for practical classes and dedicated laboratories for research

iv. a medicinal plant garden

v. a no of seminar halls to arrange different seminars, workshops.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

Two big play grounds, one state-of-the-art gymnasium and indoor game help students enjoy the sport and make themselves physically more agile. Annual sports, different cultural activities like quiz competition, celebration of Teachers' day, celebration of Republic day, Independence day, different Awarness programmes etc. ensures holistic development of the pupils.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

17

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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

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

12.05

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

4.2 - Library as a Learning Resource

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

Library is the most important information centre of the College. The centralis situated at the ground floor of new building with more than 54000 text books and more than 1000 reference books. Online resources through N-LIST of INFLIBNET are also available.

Library functions are partially automated with Library management software 'KOHA' (version- cloud 23.05). The KOHA software was installed in 2016.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e- ShodhSindhu Shodhganga Membership e- books Databases Remote access toe-resources **C. Any 2 of the above**

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

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

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

0.059

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

31

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Third party support for IT facilities including wi-fi is secured almost on a regular basis for the official and intellectual need of the institution. There is nothing highly technical about the IT support system in the institution.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

102

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

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

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

0.954

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

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.

Institute submits different proposals and plans to the Government for approval and financial sanctions. Buildings and different infrastructures are maintained entirely by State Government grants. Institute also mobilises funds from different sources such as RUSA for improving infrastructures.

For well-being of the pupils institute established

i. a newly constructed canteen

ii. four lifts for the new building

iii. Ramps and specially designed divyangjan toilet

iv. CCTV at multiple points in the campus

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

681

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

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

E. none of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

127

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

127

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

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

`11`

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

`106`

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

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

`19`

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

01

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students' representation is evident in various administrative, co-curricular and extracurricular activities in the year 2022-23. In this session, there are student representatives in the Students Activity Committee of the institution. Administrative committees like IQAC always have student representatives. For the 2022-23 session, Atreyee Banerjee, Dept. of Zoology was a student representative in IQAC. The extracurricular activities that have the involvement of student representatives and volunteers were the Annual Sports, Cultural Competition and Saraswati Puja as well as in NSS. Webinars, seminars, different awareness camps (eye donation awareness camp, Cancer awareness and Anti HIV/AIDS awareness), Tree plantation program, Independence Day celebration, Students' Week celebration, NSS day celebration, and International Mother Language Day celebrations are some of the activities of the student members. This shows the student representation in various bodies as per established processes and norms in the institution.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

11

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

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

Bidhannagar College Alumni Association is registered under the certificate of Registration of Societies West Bengal Act XXVI of 1961. The registration No is S/2L/No.57274 of 2016-2017. The Alumni Association was registered on 15th June 2016. The registered office of the association is situated at EB-2, Sector-I, Salt Lake, North 24 Parganas, Kolkata 700064, West Bengal. The main aim and objetives of the association are as follows:

To initiate or assist in different activities of the College which will directly or indirectly beneficial to the College and/or to the students, ex-students and in upholding the tradition of excellence of the College and to promote a feeling of fellowship and fraternity amongst the ex-students and the present students of the College

No. of enrolled Alumni:159

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision is one of assuring a future, bright, free and unprejudiced, based on a substratum of multi-level confidence and intelligence. The future is to be assured to all its stakeholders, involving as it does the following :

1. An all-round advancement of learning and education in the most important sense.

2. Empowering the intelligent, but uninformed minds, with the most necessary pieces of information and knowledge required, alongside developing a sense of responsibility, with which to make the most of knowledge acquired.

3. Ensuring freedom from gender-bias and prejudices, obsessions and predilections.

4. Instilling the spirit of leadership, that ensures the assumption of responsibility, social and intellectual, in the future.

The mission, therefore, is to do all the College can to make the dream come true. The basics are of utmost necessity :

1. System-development, that guarantees all satisfactory

developments needed.

2. Assurance of discipline that which comes automatically from within, the proper ambience social, moral, academic and intellectual being achieved.

3. Value education, especially through several awareness programmes, designed for developing a sense of moral and social responsibility.

File Description	Documents
Paste link for additional information	www.bidhannagarcollege.org/vision-mission.html
Upload any additional information	No File Uploaded

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

The management is supported by a number of sub-committees formed by the Teachers' Council and the IQAC. They work in coordination with the Principal. Any specific work like admission as to the UG/PG Courses is undertaken officially by the relevant Committee. As soon as the work is completed, they submit a report to the Principal, containing all relevant pieces of information like difficulties faced, if any, and suggestions for the betterment. The report is taken into consideration in the TC Meeting, so that all of the academic staff are aware of the issues involved and get ready to assume any responsibility in the future.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Since Bidhannagar College is a Government organization and it is affiliated by the West Bengal State University, Barasat, therefore all Institutional strategies or plans are purely dependent on Government or the affiliating University. Financial and

Administrative strategies are solely dependent on Department of Higher Education, Govt. of West Bengal. Academic plans of the affiliating University like Admission criteria, syllabus and examination schedule are strictly followed by the College.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of the College is supported by a number of academic as well as administrative sub-committees formed by the Teachers' Council and the IQAC. They work in coordination with the Principal. All the academic and administrative proposals discussed in the Governing Body, but being a Government Institution, all the administrative and financial decisions are formulated by the Department of Higher Education, Government of West Bengal. Principal's office is coordinated by the Non-teaching staffs within the active purview of Principal. Academic Departments run by teaching staffs and non-teaching staffs (for laboratory based subjects), whereas Librarian and other Library staffs take care of the College Library. Bidhannagar College has a strong Grievance Redressal Cell, Anti-ragging cell and Internal Complaints Committee (ICC) which runs by the representatives from the teaching members, non-teaching members, student members lead by the Principal.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	www.bidhannagarcollege.org/organogram.html
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance   **A. All of the above**

**and Accounts Student Admission and
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Teaching Staff

West BengalHealth Scheme, Leave Travel Concession (LTC)

Non teaching Staff

West BengalHealth Scheme, Leave Travel Concession (LTC)

File Description	Documents
Paste link for additional information	www.westbengalhealthscheme.gov.in
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

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

07

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

An online Self Appraisal Report (SAR) is to be submitted by all teaching staff in every year to the Principal through the HRMS portal. The Principal forward it to the Department of Higher Education, West Bengal, after a critical examination of the same. Performance of the teacher in Teaching, Learning & Evaluation is critically evaluated by Reviewing Officer, followed by Director of Public Instruction (DPI). Submission of SAR is mandatory for every teaching staff.

Monthly attendance record is maintained for both teaching and non-teaching staff, and sent it to the Department of Higher Education, West Bengal as and when required.

File Description	Documents
Paste link for additional information	www.wbifms.gov.in
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal audits are done prior to the statutory audit undertaken by the AG Bengal, done after every three years covering all three years together – a system which is entirely that of the Government, be it the State Government or the Central.

However, a Central Government Audit on RUSA fund (CAG Audit) was held on 14.06.2023.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

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

Mobilization of funds purely dependent on Government strategies, since this College is a Government organization, run under Department of Higher Education, Government of West Bengal

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

1. Online feedback from the UG & PG students: The feedback system is purely anonymous. Students login in the College portal and fill

up their feedback from without revealing their identity.

2. Online webiner as well as offline seminars and workshops organized by IQAC in association with various Departments of our College on regular basis. Seminar on 'The Post-Pandemic Challenges: Impact on Mental Health' (on 11.11.2022), workshop on 'Analysis of Statistical data and use of R-code' (on 18.11.2022), international Workshop on 'We for Us: Women lifting Women' (on 06.12.2022), seminar on 'NEP 2020: The Policy Reforms in Higher Education and Implementation Issues' (12.05.2023) etc. was organized.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

1. The institution signed two MoUs for uplifting teaching, learning and research of the institution with Netaji Subhas Open University and Barasat Government College. Third MoU was signed with Redivivus Recyclers Private Limited for solid, liquid and laboratory waste disposal

2. The institution has applied for NIRF

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international

B. Any 3 of the above

agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

A one-day international workshop on 'We for Us:Women lifting Women' was organised on 6thDecember, 2022 to promote gender equity. There are separate common rooms for girls and boys. Most of the campus is under the surveillance of CC TV for better safety and security.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Bidhannagar College has signed a MOU with Redivivus Recycle Pvt. Ltd. (vital Waste) for the collection of dry recyclables and hazardous liquid waste from college. There are separate 'use me' bins in every floor of the old building and new building as well as in staff rooms of various departments, office room and student section of the college. Government appointed sweepers and few non-government part-time workers regularly clean the garbage and clear the clogging in the drains of the premises. All kinds of solid non-hazardous waste are taken outside the campus and disposed of via Bidhannagar Municipal Corporation's garbage collection and transportation vehicle.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<u>View File</u>
Geo tagged photographs of the facilities	<u>View File</u>

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

D. Any 1of the above

greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

C. Any 2 of the above

**(Divyangjan) accessible website, screen-
reading software, mechanized equipment**
5. Provision for enquiry and information :
**Human assistance, reader, scribe, soft copies
of reading material, screen   reading**

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Different cultural programmes on the occasions of various days like international mother language day, World Yoga Day, NSS day, National Librarian Day, National Science Day, International Earth Day, seminar like 'Communal harmony and National Integration in India-A few aspect' etc. promotes social harmony and awareness of the rich heritage of our country. Celebration in the form of various programmes like work shop on Gender Equality, poster competition on the celebration of Azadi ka Amrit Mahotsav, seminars both State level as well as College level (student seminar), the institution provides an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

1. One-day seminar on 'The Post-Pandemic challenges: Impact on mental Health' was organised by Department of Education and IQAC on 11thNovember, 2022

2. Seminar on 'Communal harmony and National Integration in India- A few aspect' by Bidhannagar NSS unit on 25th November, 2022.

3. A one-day workshop on 'We for US: Women lifting Women by Deprtment of English and IQAC, BNC on 6th December 2022.

4. An awarness programme on "Investors protection" by Bomay Stock Exchange and department of Economics, BNC on 23rd November, 2022.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.bidhannagarcollege.org/events-in-college.html?&LogID=mtu3lp6cppv0djd5aap9onlrv6
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

E. None of the above

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Institute celebrates a no of commemorative days in the campus throughout the year some of them are;

1. Celebration of Sri Rabindranath Tagore's birth and death anniversary with different cultural programmes on 4th May 2023 and 8th August 2022.

2. Different progammes were arranged to celebrate Azadi ki Amrit Mahotsav on 8th, 14th, 15th and 18th August 2022.

3. National Librarian Day was celebrated on the occasion of the 130th birthday of Padma Shri Dr. S. R. Ranganathan on 12th August 2022.

4. NSS Foundation Day was celebrated at the Board Room on 20th September 2022.

5. Republic Day was observed by hoisting a flag to solemnize the 74th Republic Day of our country at the College campus by the Officer-in-charge, a program organized by the NSS unit of Bidhannagar College on January 26, 2023.

6. Celebration of International Mother Language Day was organised by the Cultural Committee and NSS committee at Seminar Hall on February 21, 2023.

7. International Yoga Day was celebrated at Seminar Hall by involving all faculty members on June 21, 2023.

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

7.2 - Best Practices

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

Best Practice – I

Health awareness programme

Best Practice – II

Enrichment Programme on Environmental and Cultural Perception

File Description	Documents
Best practices in the Institutional website	https://www.bidhannagarcollege.org/userfiles/file/iqac/Best_Practice%202022-23.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

1. Student related activities like poster competition and E-quiz competition on the Indian freedom movement on the occasion of azadi ki amrit Mahotsav on 8th and 12th August, 2022.

2. Lectures on different topics like i. "Reading Habit in Digital Era" ii. 'The Post-Pandemic Challenges: Impact on Mental Health, iii. 'Communal Harmony and National Integration in India - A Few Aspect' etc.

3. Different awarness programmes like i. Eye Donation Awareness, ii. 'Cancer Awareness and Self Examination Practices' iii. An HIV/AIDS Awareness etc.

All these events reveal that institution provide platform and scope for the students to perform better than their curriculum. To arrange multidirectional programmes for the overall development of the students is the main area of priority and thrust.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As an affiliated college, all the undergraduate faculties follow the curriculum prescribed by the West Bengal State University (WBSU). The faculty members of the Department ensure effective curriculum delivery by

a. preparing a central routine (along with department-wise routines), and an academic calendar of the institution, a teaching plan for every teacher and distributing them among the students at the beginning of every semester along with syllabi of the respective subjects

b. arranging induction meetings at the beginning of the semester to brief students on CBCS and its evaluation process, options for choosing subjects, earning credits, etc.

A customary process is followed by all the departments through which the distribution of the syllabus is done following a departmental meeting. Great care is taken that the syllabus is delivered in a planned manner much ahead before the conclusion of the session so that students can utilize the time for doubt clearing, revision of their syllabus, Group discussion, academic mentoring, library work, extra classes, and so on. A mentor-wise mentee group is formed for each UG and PG batch of students for a better understanding of the needs of pupils as well as to create a space for broader academic discussion.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.bidhannagarcollege.org/userfiles/file/iqac/Academic%20calendar%202022-23.pdf

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

Our institution regularly prepares an Academic Callender for every academic session andadheres to that for conducting classes andContinuous Internal Evaluation. See the attached file of Academic Callender for the current session i.e. 2022-23.

The affiliating university assumes sole responsibility for preparing the academic calendar which among other things includes the end-semester examination schedule. The College also prepares a calendar in keeping with the one provided by the university, to hold multiple curricular and cocurricular activities within a session. Solely academic activity considered, the College works largely within the framework given, holding importantly all examinations for internal assessment, and covering more than 33 of the total evaluations designed for a whole semester.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.bidhannagarcollege.org/academic-calendar-iqac.html

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

22

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

1.2.2 - Number of Add on /Certificate programs offered during the year

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

01

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

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

104

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

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability into the Curriculum

As an affiliated college, it has to follow the prescribed syllabus at the undergraduate level of the West Bengal state university, which leaves no room for integration of any other component.

For the PG Courses of course we do have scope for introducing some components significantly contributing to the awareness required of Professional Ethics, Gender, Human Values, Environment and Sustainability etc.

For example, the Department of Zoology has a course on environment and sustainability designed for all the students of any discipline at the PG level.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

22

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

358

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	https://www.bidhannagarcollege.org/students-feedback-reports.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.bidhannagarcollege.org/students-feedback-reports.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

472

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

202

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

- **All the Departments of the College monitor the learning levels of the students on regular basis and arrange special training for advanced learners and slow learners accordingly.**
- **Departments provide the students academic resources in the form of text books and reference books from Departmental Seminar Library, comprehensive study materials, and also utilize learning tools like audiovisual aids.**
- **Students are assigned projects and assignments according to their levels of understanding.**
- **Students are encouraged to avail books and journals of advanced level from Central Library and Departmental Seminar library and other Community libraries to enrich their knowledge and grow interest in research.**
- **Students are provided with links of academic journals and websites and are also motivated to study using online**

- open educational resources and access good quality journals fromworldwide publications.
- **Special remedial classes have been organized for the slow learners and at the same time advanced discussion sessions have also been conducted involving the advanced learners through lectures and group discussions.**
- **The advanced learners aspiring for higher studies and research careers in National and International institutes have been guided, particularly for the competitive admission tests.**
- **Regularly held Parent-teacher meetings also become a great contributing factor in this regard.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
1243	**96**

File Description	Documents
Any additional information	**No File Uploaded**

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

- **Students have been taken to field tours and educational excursions as part of their curriculum by different Departments which enable them to acquire hands-on experience.**
- **The teachers of the institution have employed their best efforts to help the students by providingan effective education through blended mode.**
- **Students have been assigned a variety of innovative project works for participative learning and regular home assignments.**
- **Students are provided with power-point presentations, study materials in PDF format, virtual simulation models**

for practical studies and various other problem-solving methodsthat might lead them to a holistic understanding of the concepts of their studies and possible career building in the subject.

- Arranging Invited lectures by renowned professors and Seminars are also regular feature of different departments of the college.
- Students are regularly encouraged to participate in a variety of Team-works, Peer teaching, Cooperative and Collaborative learning, Group discussions to stimulate them to interact with one another for sharing of knowledge and ideas.
- As an innovative teaching method Team Teaching is practiced by the departmental teachers to encourage motivation among the students and create better learning situation. This allows development of collaboration skills andlife skills for future learning, adjustment and cohesive social life.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- Teachers use ICT enabled tools like LCD projectors, Computers with Internet facility for an effective teaching-learning process.
- Few Departments of the College possess Departmental Computer Laboratory which is optimally used by the students for their studies and dissertation works.
- The teachers conduct their ICT Practical classes in the Laboratory. Sometimes virtual simulation models are also utilized for better understanding of the topic.
- Students are also provided with website links of e-books and academic journals and encouraged to use online open educational resources.
- Smartphones are also used for imparting education and continuous evaluation through Google Forms.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

96

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

68

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	*View File*

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

2.4.3.1 - Total experience of full-time teachers

737

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	*View File*

2.5 - Evaluation Process and Reforms

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

- **The Departments of the institution try their best to maintain transparency and to complete the courses within the scheduled time frame.**
- **All the Departments have continued their assessment process through formative (continuous) assessment and summative assessment.**
- **Internal Assessment have been conducted in scheduled time in each semester of Under-Graduate and Post-Graduate Courses.**
- **Midterm examinations were held on regular basis as per University Notices, before which75% of the syllabus is covered for both UG and PG Levels following the CBCS system.**
- **Teachers evaluateeach answer-scripts and respective students have been allowed to see the corrections so that they can comprehend their mistakes and/or lacuna.**
- **After evaluation, teachers discussed and assessed**

performance of each concerned student in the next routine classes.

- **Practical Examinations have also been conducted on regular basis and continuous assessment is an integral part of the final practical evaluation.**
- **Multiple choice questionnaires are prepared and used for continuous assessment of the students of Post-Graduate level which also allows them to get an exposure of the future competitive examinations.**
- **Various Project works and home assignments, Power Point presentations and assessments have been allotted to the students graded on a regular basis by the teachers of the concerned Departments.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

- **All kinds of grievances of the students related with internal examinations are answered on a regular basis in a very transparent manner.**
- **Any issues that emerge regarding internal examinations are attended sincerely and immediately involving all the faculties of the concerned Department.**
- **Solutions are provided right away and very comprehensively.**
- **Parent-Teacher meetings are also conducted on a regular basis to discuss the problems pertaining to departmental learning and evaluation.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

As an affiliated college we have to follow the prescribed

programme of the affiliating University that is West Bengal
State University.

Programme and course outcomes are displayed in the college
website so that entry level students get a clear idea about
their future study and career opportunities.

At the begining of each academic session faculty members
discuss the POs and COs during syllabus allocation meeting of
each department.

In first few classes, the newly admitted students get brief
ideas of POs and the idea of PSOs and COs are made clear to
them during teaching-learning process.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.bidhannagarcollege.org/programmes-courses-outcomes.html
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

To assess the levels of attainment of Programme Outcomes and
Course Outcomes Bidhannagar College has devised an evaluation
system.

Attainment of Course Outcomes:

- All the departments of the college maintain specific
  academic calendar and follow the calendar for teaching
  and learning.
- There are continuous assessments and end-semester
  examinations for evaluation of continuous progress of the
  students and their overall achievement respectively.
- Departmental meetings are held on a regular basis by all
  the Departments to assess the Programme Outcomes and
  Course Outcomes and the records have been maintained
  properly.
- Reports of continuous evaluation are presented and

analysed by the tabulation committee of the college.

Attainment of Programme Outcomes:

- **The Institution conducts Students Satisfaction Survey (online feedback system) designed by IQAC of the college to obtain feedback of the students regarding infrastructure of the college and the respective departments, academic and administrative facilities of the college and contribution of the faculty members to teaching-learning and students-progression.**
- **The online feedback has been analysed on a regular basis and necessary remedial measures have been taken by the Principal.**
- **Programme Outcome is also evaluated through students' progression to higher education and their placement records.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

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

326

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.bidhannagarcollege.org/students-feedback-reports.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

6.25

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

06

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

02

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://serbonline.in/SERB/emr?HomePage=New

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college encourages activities related to academics, innovation and research that outreaches the curriculum and facilitates the overall improvement of the students with continuous flow of knowledge. Ongoing research projects funded by different funding agencies and publications in different peer reviewed journal by different faculty members and Ph.D. students illustrate the faculty's focus upon knowledge enhancement. The college encourages participation of students and faculty members in various seminars, workshops, scientific competitions that exaggerate the transfer of knowledge. Various departments of the college in collaboration with IQAC have organized several popular lectures addressing the common health issues. The college have established a central research facility from RUSA fund that supports the progress of ongoing research. Exchange of knowledge is empowered by conducting lecture series where eminent scientists have discussed about the recent trends and update the modern views of research. The college has a central research committee that oversees the ongoing researches in the colleges. The career counselling committee welcomes different organization to guide the students towards employment.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

03

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

15

File Description	Documents
URL to the research page on HEI website	https://www.bidhannagarcollege.org/research-bnc.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

63

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

11

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Students are encouraged on a regular basis to participate actively in different Co-curricular activities including Sports (College and State level), NSS Programmes like observing 22nd Sravan and Plantation Day, World Environment Day, Cancer awareness Campaign, Communal Harmony Week, Health camps, Seminars on HIV and AIDS Awareness and so on. To continuously enhance the knowledge community, students and teachers both were encouraged to consistently attend and participate in webinars on sensitization programmes and online extension activities related to different social issues that are beneficial for their holistic and harmonious personality development and future life. Each year, the UG SEM IV students of the Department of Education are taken to the International Kolkata Book fair to help them to enrich and supplement their academic habit, to encourage their reading and learning practice and promote imagination and creative thinking skills. Similarly, students from the Departments of Botany, Zoology, Anthropology, Geography, History regularly visit different fields for practical based knowledge.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

01

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

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

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

04

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

224

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

03

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

03

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The campus consists of two main building- an old building for science faculties and a new building for administrative work and for arts faculties. The two buildings provide sufficient class rooms and laboratories for smooth running of classes, examinations and co-curricular activities. With time, the infrastructures have been developed to keep pace with the new demands. Teaching learning process is enhanced by

i. ICT enable class rooms

ii. computer lab

iii. laboratories for practical classes and dedicated laboratories for research

iv. a medicinal plant garden

v. a no of seminar halls to arrange different seminars, workshops.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

Two big play grounds, one state-of-the-art gymnasium and indoor game help students enjoy the sport and make themselves physically more agile. Annual sports, different cultural activities like quiz competition, celebration of Teachers' day, celebration of Republic day, Independence day, different Awarness programmes etc. ensures holistic development of the pupils.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

12.05

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

4.2 - Library as a Learning Resource

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

Library is the most important information centre of the College. The centralis situated at the ground floor of new building with more than 54000 text books and more than 1000 reference books. Online resources through N-LIST of INFLIBNET are also available.

Library functions are partially automated with Library management software 'KOHA' (version- cloud 23.05). The KOHA software was installed in 2016.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

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

0.059

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

31

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Third party support for IT facilities including wi-fi is secured almost on a regular basis for the official and intellectual need of the institution. There is nothing highly technical about the IT support system in the institution.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

102

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

0.954

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Institute submits different proposals and plans to the Government for approval and financial sanctions. Buildings and different infrastructures are maintained entirely by State Government grants. Institute also mobilises funds from different sources such as RUSA for improving infrastructures.

For well-being of the pupils institute established

i. a newly constructed canteen

ii. four lifts for the new building

iii. Ramps and specially designed divyangjan toilet

iv. CCTV at multiple points in the campus

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

681

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

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

E. none of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

127

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

127

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

5.1.5 - The Institution has a transparent

C. Any 2 of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	[View File](#)
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

11

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

106

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

19

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

01

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students' representation is evident in various administrative, co-curricular and extracurricular activities in the year 2022-23. In this session, there are student representatives in the Students Activity Committee of the institution. Administrative committees like IQAC always have student representatives. For the 2022-23 session, Atreyee Banerjee, Dept. of Zoology was a student representative in IQAC. The extracurricular activities that have the involvement of student representatives and volunteers were the Annual Sports, Cultural Competition and Saraswati Puja as well as in NSS. Webinars, seminars, different awareness camps (eye donation awareness camp, Cancer awareness and Anti HIV/AIDS awareness), Tree plantation program, Independence Day celebration, Students' Week celebration, NSS day celebration, and International Mother Language Day celebrations are some of the activities of the student members. This shows the student representation in various bodies as per established processes and norms in the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year

11

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Bidhannagar College Alumni Association is registered under the certificate of Registration of Societies West Bengal Act XXVI of 1961. The registration No is S/2L/No.57274 of 2016-2017. The Alumni Association was registered on 15th June 2016. The registered office of the association is situated at EB-2, Sector-I, Salt Lake, North 24 Parganas, Kolkata 700064, West Bengal. The main aim and objetives of the association are as follows:

To initiate or assist in different activities of the College which will directly or indirectly beneficial to the College and/or to the students, ex-students and in upholding the tradition of excellence of the College and to promote a feeling of fellowship and fraternity amongst the ex-students and the present students of the College

No. of enrolled Alumni:159

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision is one of assuring a future, bright, free and unprejudiced, based on a substratum of multi-level confidence and intelligence. The future is to be assured to all its stakeholders, involving as it does the following :

1. An all-round advancement of learning and education in the most important sense.

2. Empowering the intelligent, but uninformed minds, with the most necessary pieces of information and knowledge required, alongside developing a sense of responsibility, with which to make the most of knowledge acquired.

3. Ensuring freedom from gender-bias and prejudices, obsessions and predilections.

4. Instilling the spirit of leadership, that ensures the assumption of responsibility, social and intellectual, in the future.

The mission, therefore, is to do all the College can to make the dream come true. The basics are of utmost necessity :

1. System-development, that guarantees all satisfactory developments needed.

2. Assurance of discipline that which comes automatically from within, the proper ambience social, moral, academic and intellectual being achieved.

3. Value education, especially through several awareness programmes, designed for developing a sense of moral and social responsibility.

File Description	Documents
Paste link for additional information	www.bidhannagarcollege.org/vision-mission.html
Upload any additional information	**No File Uploaded**

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

The management is supported by a number of sub-committees formed by the Teachers' Council and the IQAC. They work in coordination with the Principal. Any specific work like admission as to the UG/PG Courses is undertaken officially by the relevant Committee. As soon as the work is completed, they submit a report to the Principal, containing all relevant pieces of information like difficulties faced, if any, and suggestions for the betterment. The report is taken into consideration in the TC Meeting, so that all of the academic staff are aware of the issues involved and get ready to assume any responsibility in the future.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Since Bidhannagar College is a Government organization and it is affiliated by the West Bengal State University, Barasat, therefore all Institutional strategies or plans are purely dependent on Government or the affiliating University. Financial and Administrative strategies are solely dependent on Department of Higher Education, Govt. of West Bengal. Academic plans of the affiliating University like Admission criteria, syllabus and examination schedule are strictly followed by the College.

File Description	Documents
Strategic Plan and deployment documents on the website	*View File*
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of the College is supported by a number of academic as well as administrative sub-committees formed by the Teachers' Council and the IQAC. They work in coordination with the Principal. All the academic and administrative proposals discussed in the Governing Body, but being a Government Institution, all the administrative and financial decisions are formulated by the Department of Higher Education, Government of West Bengal. Principal's office is coordinated by the Non-teaching staffs within the active purview of Principal. Academic Departments run by teaching staffs and non-teaching staffs (for laboratory based subjects), whereas Librarian and other Library staffs take care of the College Library. Bidhannagar College has a strong Grievance Redressal Cell, Anti-ragging cell and Internal Complaints Committee (ICC) which runs by the representatives from the teaching members, non-teaching members, student members lead by the Principal.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	www.bidhannagarcollege.org/organogram.html
Upload any additional information	*View File*

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Teaching Staff

West BengalHealth Scheme, Leave Travel Concession (LTC)

Non teaching Staff

West BengalHealth Scheme, Leave Travel Concession (LTC)

File Description	Documents
Paste link for additional information	www.westbengalhealthscheme.gov.in
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

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

07

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

An online Self Appraisal Report (SAR) is to be submitted by all teaching staff in every year to the Principal through the HRMS portal. The Principal forward it to the Department of Higher Education, West Bengal, after a critical examination of the same. Performance of the teacher in Teaching, Learning & Evaluation is critically evaluated by Reviewing Officer, followed by Director of Public Instruction (DPI). Submission of SAR is mandatory for every teaching staff.

Monthly attendance record is maintained for both teaching and non-teaching staff, and sent it to the Department of Higher Education, West Bengal as and when required.

File Description	Documents
Paste link for additional information	www.wbifms.gov.in
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal audits are done prior to the statutory audit undertaken by the AG Bengal, done after every three years covering all three years together – a system which is entirely that of the Government, be it the State Government or the

Central.

However, a Central Government Audit on RUSA fund (CAG Audit) was held on 14.06.2023.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

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

Mobilization of funds purely dependent on Government strategies, since this College is a Government organization, run under Department of Higher Education, Government of West Bengal

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

1. Online feedback from the UG & PG students: The feedback system is purely anonymous. Students login in the College portal and fill up their feedback from without revealing their identity.

2. Online webiner as well as offline seminars and workshops organized by IQAC in association with various Departments of our College on regular basis. Seminar on 'The Post-Pandemic Challenges: Impact on Mental Health' (on 11.11.2022), workshop on 'Analysis of Statistical data and use of R-code' (on 18.11.2022), international Workshop on 'We for Us: Women lifting Women' (on 06.12.2022), seminar on 'NEP 2020: The Policy Reforms in Higher Education and Implementation Issues' (12.05.2023) etc. was organized.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

1. The institution signed two MoUs for uplifting teaching, learning and research of the institution with Netaji Subhas Open University and Barasat Government College. Third MoU was signed with Redivivus Recyclers Private Limited for solid, liquid and laboratory waste disposal

2. The institution has applied for NIRF

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);	**B. Any 3 of the above**

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

A one-day international workshop on 'We for Us:Women lifting Women' was organised on 6thDecember, 2022 to promote gender equity. There are separate common rooms for girls and boys. Most of the campus is under the surveillance of CC TV for better safety and security.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar	**D. Any 1 of the above**

energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Bidhannagar College has signed a MOU with Redivivus Recycle Pvt. Ltd. (vital Waste) for the collection of dry recyclables and hazardous liquid waste from college. There are separate 'use me' bins in every floor of the old building and new building as well as in staff rooms of various departments, office room and student section of the college. Government appointed sweepers and few non-government part-time workers regularly clean the garbage and clear the clogging in the drains of the premises. All kinds of solid non-hazardous waste are taken outside the campus and disposed of via Bidhannagar Municipal Corporation's garbage collection and transportation vehicle.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	D. Any 1of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Different cultural programmes on the occasions of various days like international mother language day, World Yoga Day, NSS day, National Librarian Day, National Science Day, International Earth Day, seminar like 'Communal harmony and

National Integration in India-A few aspect' etc. promotes social harmony and awareness of the rich heritage of our country. Celebration in the form of various programmes like work shop on Gender Equality, poster competition on the celebration of Azadi ka Amrit Mahotsav, seminars both State level as well as College level (student seminar), the institution provides an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

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

1. One-day seminar on 'The Post-Pandemic challenges: Impact on mental Health' was organised by Department of Education and IQAC on 11thNovember, 2022

2. Seminar on 'Communal harmony and National Integration in India-A few aspect' by Bidhannagar NSS unit on 25th November, 2022.

3. A one-day workshop on 'We for US: Women lifting Women by Deprtment of English and IQAC, BNC on 6th December 2022.

4. An awarness programme on "Investors protection" by Bomay Stock Exchange and department of Economics, BNC on 23rd November, 2022.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.bidhannagarcollege.org/events-in-college.html?&LogID=mtu3lp6cppv0djd5aap9onlrv6
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed | E. None of the above

code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Institute celebrates a no of commemorative days in the campus throughout the year some of them are;

1. Celebration of Sri Rabindranath Tagore's birth and death anniversary with different cultural programmes on 4th May 2023 and 8th August 2022.

2. Different progammes were arranged to celebrate Azadi ki Amrit Mahotsav on 8th, 14th, 15th and 18th August 2022.

3. National Librarian Day was celebrated on the occasion of the 130th birthday of Padma Shri Dr. S. R. Ranganathan on 12th August 2022.

4. NSS Foundation Day was celebrated at the Board Room on 20th September 2022.

5. Republic Day was observed by hoisting a flag to solemnize

the 74th Republic Day of our country at the College campus by
the Officer-in-charge, a program organized by the NSS unit of
Bidhannagar College on January 26, 2023.

6. Celebration of International Mother Language Day was
organised by the Cultural Committee and NSS committee at
Seminar Hall on February 21, 2023.

7. International Yoga Day was celebrated at Seminar Hall by
involving all faculty members on June 21, 2023.

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

7.2 - Best Practices

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

Best Practice – I

Health awareness programme

Best Practice – II

Enrichment Programme on Environmental and Cultural Perception

File Description	Documents
Best practices in the Institutional website	https://www.bidhannagarcollege.org/userfiles/file/iqac/Best_Practice%202022-23.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

1. Student related activities like poster competition and E-quiz competition on the Indian freedom movement on the occasion of azadi ki amrit Mahotsav on 8th and 12th August, 2022.

2. Lectures on different topics like i. "Reading Habit in Digital Era" ii. 'The Post-Pandemic Challenges: Impact on Mental Health, iii. 'Communal Harmony and National Integration in India - A Few Aspect' etc.

3. Different awarness programmes like i. Eye Donation Awareness, ii. 'Cancer Awareness and Self Examination Practices' iii. An HIV/AIDS Awareness etc.

All these events reveal that institution provide platform and scope for the students to perform better than their curriculum. To arrange multidirectional programmes for the overall development of the students is the main area of priority and thrust.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. More add-on/value added courses will be introduced.

2. More no of MOUs will be signed with diffrent colleges, universities and institutes.

3. Energy audit will be conducted.