

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution

BALAGARH BIJOY KRISHNA MAHAVIDYALAYA

1.2 Address Line 1

P.O-BALAGARH, DIST-HOOGHLY

Address Line 2

City/Town

BALAGARH

State

WEST BENGAL

Pin Code

712501

Institution e-mail address

bbkm\_hooghly@rediffmail.com  
bbkm.hooghly@gmail.com

Contact Nos.

03213260288, 8670272229

Name of the Head of the Institution:

Dr. Pratap Banerjee, Principal

Tel. No. with STD Code:

03213-260288

Mobile:

9830343752

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:  
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++	66.5	2007	2007-2012
2	2 <sup>nd</sup> Cycle	C	1.83	2016	2016-2021
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2015-16 submitted to NAAC on 13-06-2017 (DD/MM/YYYY)4
- ii. AQAR 2016-17 submitted to NAAC on 22-05-2018 (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

THE UNIVERSITY OF  
BURDWAN

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

1+3(Principal-NTS)

2.3 No. of students

2.4 No. of Management representatives

2

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

3

2.9 Total No. of members

2.10 No. of IQAC meetings held:

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Advanced Learners' Seminar organised on 6<sup>th</sup> and 7<sup>th</sup> April, 2018 where students from most of the departments participated.
- Orientation Meet with Students of 1st semester Hons and Gen. regarding CBCS
- IQAC meeting with students (department wise) and collection of Students' Feedback on various aspects of teaching learning and extra curricular activities on 20 April 2018.
- Submission of AQAR 2016-17
- Academic Feedback collected from student

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
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<ul style="list-style-type: none"> <li>• To introduce new Hons. And Gen. Subjects.</li> <li>• To hold seminars on academic and general interest</li> <li>• To encourage cultural programmes</li> <li>• To organise programmes related to career counselling</li> <li>• To organise community awareness programmes</li> <li>• To organise student visit to the assembly and other educational tours</li> </ul>	<ul style="list-style-type: none"> <li>• Two new honours courses have been introduced in Chemistry and Sanskrit.</li> <li>• One General course has been introduced in Physical Education.</li> <li>• Introduction of CBCS in B.A., B.Sc and B.Com Honours and General</li> <li>• Introduction of Add on course Diploma in Basic computer Application in collaboration with Webel</li> <li>• Add on course: Certificate course in Yoga</li> <li>• IQAC meeting with students (department wise) and collection of Students' Feedback on various aspects of teaching learning and extra curricular activities on 20 April 2018.</li> <li>• Seminar on Yoga and Pranayam on 19 April 2018. Lecture and interaction session by Dr. S.K. ganguly, Ex Principal of Kaivalya Dhama, Lonavla, Pune, Maharashtra.</li> <li>• Advanced Learners' Seminar on 6<sup>th</sup> and 7<sup>th</sup> April, 2018</li> <li>• Seminar organized by Dept. of Mathematics on 7<sup>th</sup> April, 2018</li> <li>• Parents' and Teachers' Meet on 7<sup>th</sup> April, 2018</li> <li>• Seminar on Journalism organized by the College on 31 March 2018</li> <li>• Seminar on Dialysis Technology held on 17 March, 2018</li> <li>• Visit to the legislative Assembly organized by the Political Science department on 14 February 2018</li> <li>• Quiz Contest organized by Career counselling cell of the College in collaboration with</li> </ul>
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	<p>Supreme Knowledge Foundation on 07 February 2018</p> <ul style="list-style-type: none"> <li>• A seminar on employment opportunities organized on 06 February 2018</li> <li>• Cultural programmes: Observation of International Mother Language Day on 21 February 2018; Observation of Republic day on 26 January 2018; Observation of Birthday of Netaji Subhas Chandra Bose on 23 January 2018; Freshers' Welcome programme organized by Students' Council on 14 September 2017.</li> <li>• Seminar on the occasion of Swami Vivekananda's Birthday and 150<sup>th</sup> birth anniversary of Sister Nivedita on 17 January 2018</li> <li>• Yoga Camp on 24.11.2017 and 28.11.2017</li> <li>• Blood donation camp organized by students council on 13 September 2017</li> <li>• General awareness programme for 'Competitive Examinations in Present Time' in collaboration with George Telegraph, Kolkata and Seminar on 'Employment scope in Online Jobs' organised on 18 September 2017.</li> <li>• An awareness programme on Dengue, Chikungunya, and other viral diseases organized by the College on 8 September 2017.</li> <li>• A departmental seminar organized by Dept. of Bengali on 22 September 2017.</li> <li>• Seminar organized by Dept. of Sanskrit on 17.11.17. Lecture and interaction session by Prof. Avijit Mondal of dept. Of Sanskrit, Coochbehar Panchanan Barma University.</li> <li>• Educational tour to Debanandapur, birthplace of Saratchandra Chattopadhyay on 17.9.2017, organised by dept. Of Bengali.</li> <li>• Orientation programme for 1<sup>st</sup> year students on the introduction of CBCS</li> <li>• An awareness programme on the</li> </ul>
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	<p>importance of knowledge of computer software organized jointly by the College and Webel and Inauguration ceremony of Computer Training Centre of the College.</p> <ul style="list-style-type: none"> <li>• The College is successfully running a centre for distance education under Netaji Subhas Open University which is open to all.</li> <li>• NSS activities: special awareness programme on prevention and control of Vector borne diseases on 30.11.2017, &amp; Campus Cleaning Activity On Friday 27.03.2018; &amp; A cancer awareness programme held on 25 January 2018</li> <li>• NCC activities</li> </ul>
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\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

The AQAR was discussed and approved

Part – B

**Criterion – I**

**1. Curricular Aspects**

**1.1 Details about Academic Programmes**

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	6			
PG Diploma				
Advanced Diploma				
Diploma		1		1
Certificate		1		1
Others				
<b>Total</b>	<b>6</b>	<b>2</b>		<b>2</b>



Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	6 (1 <sup>st</sup> year)
Trimester	0
Annual	6 (2 <sup>nd</sup> year & 3 <sup>rd</sup> year)

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

**\*Please provide an analysis of the feedback in the Annexure**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The university has introduced CBCS in all programmes and new syllabus in all the disciplines have been framed.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

- Computer centre opened and Diploma in Basic computer Application introduced in association with Webel from August 2017 of duration 2years
- Certificate course on Yoga introduced from 03.3.2018 of Six months duration
- Chemistry honours course introduced
- Sanskrit honours course introduced
- Physical Education Gen course introduced

**Criterion – II**

## 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	6	4		1(Principal)

2.2 No. of permanent faculty with Ph.D.

1

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty

15(Guest )

10 (Part-time)

2.5 Faculty participation in conferences and symposia:

	No. of Faculty	International level	National level	State level
Attended	2		3	
Presented papers	7	4	7	
Resource Persons				

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Projects, Class Test, Curriculum oriented film projection, Power Point Presentation, class seminars

2.7 Total No. of actual teaching days during this academic year

198

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

NIL

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

NIL	NIL	NIL
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2.10 Average percentage of attendance of students

50%

2.11 Course/Programme wise distribution of pass percentage :

**Session: 2017-18**

Title of the Programme		Total no. of students appeared	Division				
			Distinction %	I %	II %	III %	Pass %
B.A. Bengali (Hons)	Part III	21		4.76%	71.42%		76.19%
	Part II	42					
	SEM I	51					94.11%
B.A. English (Hons)	Part III	2		50%			50%
	Part II	12					
	SEM I	17					70.58%
B.A. History (Hons)	Part III	12			50%		50%
	Part II	28					
	SEM I	36					77.77%
B.A. Pol.Science (Hons)	Part III	6					0
	Part II	12					
	SEM I	20					55%
B.A. Sanskrit (Hons)	SEM I	16					100%
B.A(Gen)	Part III	92			2.17%		21.73%
	Part II	193					
	SEM I	275					50.18%
B.Sc Mathematics (Hons)	Part III	4			25%		25%
	Part II	0					
	SEM I	11					81.81%
B.Sc. Chemistry (Hons)	SEM I	6					100%
B.Sc(Gen)	Part III	2					100%
	Part II	5					
	SEM I	4					75%
B.Com Accountancy (Hons)	Part III	0					
	Part II	3					
	SEM I	4					25%
B.Com(Gen)	Part III	0					
	Part II	3					
	SEM I	4					100%

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The IQAC encourages the teachers to use more powerpoint presentations, videos and online resources to augment the teaching-learning process. The IQAC also obtains feedback from the parents and the students regarding academic matters and classes.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	7	7	NIL	5
Technical Staff	NIL			2 (Lab Asst.)

### Criterion – III

#### 3. Research, Consultancy and Extension

##### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC has been encouraging teachers to register for MPhil and PhD, to present papers in seminars, to undertake projects and publish their research work. The IQAC is also trying to provide access to e-journals and ebooks to the teachers for research purposes.

##### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

##### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				1
Outlay in Rs. Lakhs				

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	1		
Non-Peer Review Journals		1	
e-Journals			
Conference proceedings			

##### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

##### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				

Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					9
Sponsoring agencies					College

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

year

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
Nil						

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them



3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

State level

National level

International level

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="2"/>
NCC	<input type="text"/>	NSS	<input type="text" value="2"/>
		Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- A cancer awareness programme held on 25 January 2018
- Blood donation camp organized by students council on 13 September 2017
- An awareness programme on Dengue, Chikungunya, and other viral diseases organized by the College on 8 September 2017.
- Special awarness programme on prevention and control of Vector borne diseases on 30.11.2017.

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.58 acres/14320 m <sup>2</sup>			
Class rooms	15			



Laboratories	4			
Seminar Halls	1			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		82,071		
Others				

#### 4.2 Computerization of administration and library

Library has been Digitalized. KOHA library software version 3.18.03 is installed.

Administration has been partially computerized and also office.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14986		441	1,07,434	15429	
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Other s
Existing	32	01			01	06	10	
Added								
Total								

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

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4.6 Amount spent on maintenance in lakhs :

i) ICT 

Nil
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ii) Campus Infrastructure and facilities 

17.5
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iii) Equipments 

0.82
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iv) Others 

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**Total :**

18.32
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**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC encourages the teachers to help students by identifying their shortcomings. The teachers undertake special classes to assist them to rectify such problems and mentor them so that they are able to rectify face their problems.
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5.2 Efforts made by the institution for tracking the progression

The teachers of the respective departments try to keep track of the students who are pursuing higher
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5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1130			

NIL
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(b) No. of students outside the state

NIL

(c) No. of international students

Men	No	%	Women	No	%
	408	37.3		722	63.89

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
418	534	66	224		1242	438	452	50	190		1130

Demand ratio: 11:27      Dropout % : 5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

- The Career Counselling Cell of the College advises the students about opportunities of employment.
- Quiz Contest organized by Career counselling cell of the College in collaboration with Supreme Knowledge Foundation on 07 February 2018
- A seminar on employment opportunities organized on 06 February 2018
- General awareness programme for 'Competitive Examinations in Present Time' in collaboration with George Telegraph, Kolkata and Seminar on 'Employment scope in Online Jobs' organised on 18 September 2017.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (Student's Aid Fund)	0	nil
Financial support from government	Girl students who received financial support through Kanyashree - 180	38,45,250/-
	Post-Matric Scholarship for minorities -21	
	Post matric scheme for award of scholarship under Bidi workers welfare fund -1	
	Post-Matric Scholarship	Decided by State Govt.
	Vivekananda Merit cum Means scholarship-10	10000/- approx Per Year per student
	Talent support programme-6	10000 /- approx Per Year per student
	Samajik Suraksha yojana-1	
	Central Sector Scheme of scholarships for college and university students- 4	
	Nabanna Scholarship	10000 one time only per student
	National Scholarship programme	

	Jindal Scholarship programme	1200 per month per student
Financial support from other sources	Nil	
Number of students who received International/ National recognitions	Nil	

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

Blood donation camp organized by Students' council on 13 September 2017

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

1.To help prepare the youths of the region for an enlightened society.  
 2. To extend an opportunity before the aspiring as well as deserving youth of the region for preparing themselves to further their endeavour for higher studies.  
 3.To help prepare the youths of the region for the diversifies and fast-changing job market.

6.2 Does the Institution has a management Information System

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

As per University Guidelines.

6.3.2 Teaching and Learning

Specials classes and remedial classes are taken after test exam every year.

6.3.3 Examination and Evaluation

Controlled by University rules.

6.3.4 Research and Development

- Providing encouragement for undertaking MRP and Ph.D.
- Encouraging teachers to write scholarly articles for journals and present paper for seminars.
- Organising Seminars & Conferences in the college.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Text books and reference books are purchased whenever funds are available.

6.3.6 Human Resource Management

6.3.7 Faculty and Staff recruitment

Guest Teachers have been recruited wherever required.

6.3.8 Industry Interaction / Collaboration

A computer centre has been opened in collaboration with Webel and an add on course Diploma in Basic computer Application introduced.

6.3.9 Admission of Students

Admission process is conducted online.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Students' Aid Fund

6.5 Total corpus fund generated

16,47,900/-

6.6 Whether annual financial audit has been done

Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		NO	
Administrative	NO		NO	

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

No such efforts are undertaken



#### 6.11 Activities and support from the Alumni Association

#### 6.12 Activities and support from the Parent – Teacher Association

Meetings of Parent-Teacher association are held regularly and parents are informed of the performance of the students.

Parents' and Teachers' Meet on 7<sup>th</sup> April, 2018

#### 6.13 Development programmes for support staff

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

There are a number of trees in the campus along with a medicinal plants garden.

### **Criterion – VII**

#### **7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Video clips, textual material and other resources available in the internet are being used in the Teaching-learning process.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

We had planned to introduce new Hons. And General courses to meet the demand of the students of the locality and therefore the college has started B.Sc. Chemistry Hons., B.A. Sanskrit Hons. and B.A. Physical Education general from this session.

We have plans to organise seminars of academic seminars and seminars of general interest and awareness and this year the college was able to organise nine such seminars which were organised by different departments. The following is a list of seminars organised:

- Seminar on Yoga and Pranayam on 19 April 2018. Lecture and interaction session by Dr. S.K. ganguly, Ex Principal of Kaivalya Dhama, Lonavla, Pune, Maharashtra.
- Advanced Learners' Seminar on 6<sup>th</sup> and 7<sup>th</sup> April, 2018
- Seminar organized by Dept. of Mathematics on 7<sup>th</sup> April, 2018
- Seminar on Journalism organized by the College on 31 March 2018
- Seminar on Dialysis Technology held on 17 March, 2018
- A seminar on employment opportunities organized on 06 February 2018
- Seminar on the occasion of Swami Vivekananda's Birthday and 150<sup>th</sup> birth anniversary of Sister Nivedita on 17 January 2018
- A departmental seminar organized by Dept. of Bengali on 22 September 2017.
- Seminar organized by Dept. of Sanskrit on 17.11.17. Lecture and interaction session by Prof. Avijit Mondal of dept. Of Sanskrit, Coochbehar Panchanan Barma University.

The College encourages cultural programmes organised by cultural committee of the College, or by the students to mark various occasions. The following cultural programmes were organised in the year:

Observation of International Mother Language Day on 21 February 2018; Observation of Republic day on 26 January 2018; Observation of Birthday of Netaji Subhas Chandra Bose on 23 January 2018; Freshers' Welcome programme organized by Students' Council on 14 September 2017.

The College also plans to hold career counselling and job related programmes and accordingly the following programmes were organised:

Quiz Contest organized by Career counselling cell of the College in collaboration with Supreme Knowledge Foundation on 07 February 2018;

A seminar on employment opportunities organized on 06 February 2018;

General awareness programme for 'Competitive Examinations in Present Time' in collaboration with George Telegraph, Kolkata and Seminar on 'Employment scope in Online Jobs' organised on 18 September 2017; An awareness programme on the importance of knowledge of computer software organized jointly by the College and Webel and Inauguration ceremony of Computer Training Centre of the College.

We always endeavour to organise community awareness programmes and therefore An awareness programme on Dengue, Chikungunya, and other viral diseases organized by the College on 8 September 2017.

We also to organise student visit to the assembly and other educational tours and this year also educational tour to the West Bengal Legislative assembly was organised.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Two best Practices:-

1. Advanced Learners' seminar
2. IQAC meeting with students (department wise) and collection of Students' Feedback on various aspects of teaching learning and extra curricular activities.

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted?

Yes  No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths of the College:

1. Well-disciplined student folk.
2. Qualified teaching –faculty members
3. Caring management
4. Strong co-ordination and friendly relationship between teaching, non-teaching, technical staffs and students.
5. An eco-friendly campus and an overall peaceful ambience.

Weaknesses of the College:

1. Lack of adequate number of teachers.
2. Lack of professionally qualified staff in the library.
3. Poor attendance of students.

Opportunities:

The College is receiving funds from the UGC regularly and we are spending the amount in building infrastructure required for teaching-learning such as laboratory instruments, computers, printers etc.

We are also spending the money for buying more books for the students as well as for enhancing the possibilities of teaching-learning.

The transport and the communication system have been developed significantly.

The campus area is spacious enough and there is a lot of opportunity for newer constructions.

**8. Plans of institution for next year**

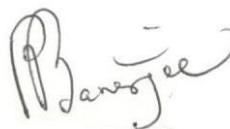
- To introduce new Hons. And Gen. Subjects
- To enhance the physical infrastructure of the college
- To hold seminars on academic and general interest
- To encourage cultural programmes
- To organise programmes related to career counselling
- To organise community awareness programmes

Name Abhijit Ghosh



\_\_\_\_\_  
Signature of the Coordinator, IQAC

Name Dr. Pratap Bannerjee



\_\_\_\_\_  
Signature of the Chairperson, IQAC

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## Annexure I

### Best Practice

#### 1. Title of the Practice: Advanced Learners' seminar

2. Goal: The goal of Advanced Learners' Seminar is to encourage the students to study beyond the limits imposed by the syllabus and thus to develop their interest in a specific topic. The syllabi are designed keeping in mind the learning level of the learner. But it often imposes limitations on the learning process. Besides, often contextual matters, backgrounds, stages of development of a particular theory are overlooked in the design of the syllabi which may arouse the interest of the learner. Another goal is to develop the skill of communication among the students.

3. The context: One of the challenging issues is to bring the students of the various disciplines together in one platform so that they may come to know about the various ideas in different fields of study and engage in an exchange of ideas.

4. The practice: The departmental teachers tell the interested students to prepare papers for presentation. Sometimes the paper is prepared by a group of students and one of the group is asked to present it. The teacher may also suggest topics to the students and help them with the writing of the paper by suggesting reference materials and important developments. If a number of students have prepared papers who cannot be accommodated in the day of the seminar, generally a selection is made by the teachers. On the day of the seminar, students present their papers department wise in front of the Principal, teachers of their department and other teachers and students of various disciplines. There is a question answer session after each paper. This year the advanced learners seminar was held on two days, the 6<sup>th</sup> and 7<sup>th</sup> of April, 2018.

5. Evidence of success: The students do feel encouraged to study more and go beyond a syllabus oriented learning and feel confident to present their ideas to an assembly of teachers and other students.

6. Problems encountered and resources required: One of the issues experienced while organising the advanced learners' seminar is that while we wish to make the seminars an interdisciplinary affair where students of various disciplines participate and listen to each other, often when the speakers of a particular subject is speaking, the students of the other subjects or departments tend to lose interest. Also because the number of hours we can devote to such seminars are limited, all the interested students do not get a chance to speak..

#### 7. Notes (optional)

#### 8. Contact details:

Name of the Principal: Dr. Pratap Banerjee

Name of the Institution: Balagarh Bijoy Krishna Mahavidyalaya

City: Balagarh

Pincode: 712501

Accredited status: Reaccredited in Oct. 2016

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## Annexure II

### Best Practice

1. Title of the Practice: IQAC meeting with students (department wise) and collection of Students' Feedback on various aspects of teaching learning and extra curricular activities.

2. Goal: The goal of the activity is to understand the students problems ;whether they try to overcome these problems by approaching their teachers; whether they make sufficient use of add on courses and the library and whether they participate in the activities of the college.

3. The context: The main problem that we have tried to address through this activity is the problem of low attendance. We have tried to assess the students' reasons for non-attendance and their academic problems.

4. The practice: Feedback was obtained from the assembled students. The feedback consisted of the following questions:1. Do you attend your classes regularly? Please cite your attendance percentage displayed in the notice board. Please give reasons for poor attendance if your attendance is below 60% in any subject. 2. Do you personally approach your teachers about your academic weaknesses, reasons for poor results, and for other reasons? If yes, please mention th reasons. 3. Do you study reference books in the library reading room? If yes, please mention a few reference books you have studied. 4. Do you attend the basic computer course offered by the College regularly? If no, please cite reasons for not attending. 5. Do you attend or participate in the career related and academic seminars, awreness programmes and cultural programmes organized by the college?if yes, please mention the programmes that you have participated in or attended.

This was followed by a meeting with the students department wise by the Principal and the co-ordinator of the IQAC where we discussed the major issues raised by the students in the feedback. We also discussed if they had any specific academic problems apart from the questions offered in the feedback.

5. Evidence of success: The process seemed to be quite successful as the students were candid about their problems; and it seemed to encourage them to talk to the teachers about their problems. Ninety-two students participated in the meeting.

6. Problems encountered and resources required: A number of students who do not come regularly to the college remained out of the procedure and therefore their problems were not assessed.

7. Notes (optional)

8. Contact details:

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